



GENDER EQUALITY PLAN FOR EUROPEAN GREEN CITIES

2021-2023

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1. Introduction

In the Fall of 2020, European Green Cities (EGC) became aware of the requirement for EU universities to have a Gender Equality Plan starting in 2022. Given the lack of gender-disaggregated data, especially in the transport and energy fields, and the need for the representation of women in those same fields, it was decided that a Gender Equality Plan could be beneficial to both internal and external processes.

The Gender Equality Plan for EGC, published in October 2021, is the first of a series, to be reported and published every two years. In its conception, the Gender Equality Plan was developed for the purpose of gathering data, developing strategies, and making EGC's work more socially, environmentally, and economically sustainable.

1.1 Structure and objectives

The Gender Equality Plan provides EGC with a systematic structure to increase its gender sensitivity in both internal workplace policies (e.g., parental leave, employment, and anti-discrimination protocols) and external practices (e.g., data disaggregation practices, involvement of focus groups). It lays out EGC's goals for each practice/policy area, the current situation, and the measures to be taken over the next two years. Overall, the Gender Equality Plan aims to be:

- Strategic
- Cross-sectional
- Realistic and feasible
- Accountable
- Participatory
- Flexible and on-going

1.2 Strategic framework for gender equality

European Green Cities works to create green cities alongside philanthropic policy makers, skilled city planners, innovative product developers, and other firm believers of a sustainable tomorrow, by collaborating across interdisciplinary borders. Together, EGC aims to make cities more liveable, sustainable, and fit for the future – for all people, regardless of their age, gender identity, sexual orientation, ethnicity, race, religion, or ability.

In its work, EGC emphasizes the development of holistic, inclusive, and efficient techniques and solutions. The Gender Equality Plan contributes to EGC's endeavour in this regard by increasing the inclusive nature of data gathering and analysis techniques, deepening the holistic perspective of EGC's problem identification processes, and creating more efficient and effective solutions, which consider the diverse lived experiences of both employees and end users.

Furthermore, EGC works concretely with the Sustainable Development Goals (SDGs). In adopting a Gender Equality Plan, EGC contributes to the realization of SDG Goal 5: Achieve gender equality and empower all women and girls.



| SDG target | Relevant <i>Gender Equality Plan</i> section |
|---|---|
| 5.1: End all forms of discrimination against all women and girls everywhere | 3.1: Framework to promote and enforce equality and anti-discrimination based on gender in hiring and employment practices |
| 5.2: Eliminate all forms of violence against all women and girls in the public and private spheres, including trafficking and sexual and other types of exploitation | 3.3: Procedure to report workplace harassment and discrimination |
| 5.4: Recognize and value unpaid care and domestic work through the provision of public services, infrastructure and social protection policies and the promotion of shared responsibility within the household and the family as nationally appropriate | 3.2: Work structure to allow for work-life flexibility |
| 5.5: Ensure women’s full and effective participation and equal opportunities for leadership at all levels of decision-making in political, economic, and public life | 3.1: Policy to establish fair salaries and leadership opportunities for all employees |

2. Sustainability of the Gender Equality Plan

The Gender Equality Plan will be revisited and published every two years. For example, given that the first version is published in October 2021, the second version will be written in the fall of 2023.

All employees should have the opportunity to give feedback on the Gender Equality Plan. The board should then approve the final draft.

To enhance each biannual plan, employees will be offered at least one gender sensitivity training per year.

3. Gender equality plan 2021-2023

3.1 Recruitment, work distribution, and salaries

Goals

- To have both women and men making up at least 40% of the workforce
- To promote the participation and balanced presence of all genders at EGC in hiring processes, aiming, when possible, to not close job advertisements until at least 40% of applicants are from underrepresented genders (currently men and non-binary people)
- To ensure that gender does not affect the salaries of employees and that, for example, employees in the same position and with the same experience have the same salary
- To utilize conversations about the gender balance of employees to spur conversations about other imbalances (e.g., age, ethnicity, multilingualism, etc.)

Situation report

EGC has just undergone the first major increase in employment, hiring three new employees to make a team of six. EGC has a relatively flat structure, with one CEO (1W), four development consultants (3W, 1M), and one student assistant (1M). All employees except for the student assistant are unconditionally employed, with a three-month trial period. Given that the energy and transport fields are typically male dominated, and given the small size of the organization, the slight overrepresentation of women in EGC is considered satisfactory for now.

Regarding other aspects of diversity, it should also be noted that employees represent a broad range of ages and three nationalities (Danish, German, and American).

Salaries of employees at EGC are based on AGREEMENT 2017-2020, made between BL – Danmarks Almene Boliger and Forbundet Arkitekter og Designere, Djøf, Dansk Magisterforening, Ingeniørforeningen, IDA, and Forbundet Kommunikation og Sprog. While these organizations are relatively larger compared to EGC, the type of work is comparable.

For academics, salary is agreed upon by appointment according to the following:

- 1) Level 1: recent graduate
- 2) Level 2: > 24 months experience
- 3) Level 3: > 60 months experience
- 4) Level 4: > 96 months experience

Increases in salary are also dependent on earnings in EGC.

Using this standard removes a certain level of gendered biases in salary distribution. However, societal imbalances in parental leave may lead to women (or other partners primarily responsible for early-years childcare) being 'behind' in their careers compared to their male (or non-childcare-responsible) counterparts. To address this, EGC aims to take the amount of time parents have taken off in consideration when determining salaries. This might mean, for example, that an employee with 50 months of experience and 10 months of parental leave could be considered for salary level 3.

Measures

- Job advertisements will clearly state that applicants from underrepresented groups are encouraged to apply (also regarding race, ethnicity, age, religion, ability, sexual orientation)
- Forums to publish employee searches will be researched to reach broad and diverse audiences
- Collect data on gender distribution of employees annually

3.2 Reconciliation of work and family life

Goals

- To retain employees as their family life changes, whether that be because of sickness, death, or birth, etc.
- To have all future parents (birthing, adoptive, foster) take parental leave
- To have a parental leave fund for employees so that EGC can employ substitutes during the parental leave
- To offer parental leave benefits equal with that put forward by AGREEMENT 2020-2023¹, or an equivalent
- To support phased returns for both parental and sick leaves

Situation report

All employees work 15-30 hours per week (see Table 1 for more details). In a typical work week, all employees work three days in the office and zero to two days from home. Meetings and other activities may occur outside of normal working hours. Overtime will not be remunerated separately, as this has been considered in the wage determination.

Table 1. Gender distribution by workload

| 2021 | | | | |
|------------|-------|-----|------------------|-------|
| Hours/week | Women | Men | Other/Non-binary | Total |
| 15 | 0 | 1 | 0 | 1 |
| 20 | 2 | 0 | 0 | 2 |
| 30 | 2 | 1 | 0 | 3 |
| All | 4 | 2 | 0 | 6 |

Generally, there is a great deal of flexibility regarding when and how employees fulfil their contract hours. Employees maintain their own business to the extent that it does not affect their work for EGC.

Holidays and maternity leave are according to the Danish law. In addition, employees have two personal days for the 1st and 2nd sick day of each child living at home under the age of 15 years old.

Measures

- Integrate parental leave policy into all future contracts, regardless of an employee's gender or current family situation
- Explore possibilities for a parental leave fund
- Follow the development of Danish law regarding parental leave, and develop a plan for offering parental leave benefits equal with that put forward by AGREEMENT 2020/2023, or equivalent

3.3 Prevention of discrimination and harassment

Goals

- To prevent harassment and discrimination in EGC's workplace
- To offer channels of communication if harassment or discrimination occurs

¹ Akademikeroverenskomst mellem Dansk Erhverv Arbejdsgiver for medlemmer af BL – Danmarks Almene Boliger og Akademikerne 2020 - 2023

Situation report

There are weekly meetings where all topics can be addressed. Otherwise, EGC is a very flat-structured organization, where all employees have easy access to and constant contact with the director. If there are issues that cannot be addressed with the director, issues should be brought to the head of the board.

Measures

- Inform all employees about the possibility to contact the head of the board if issues cannot be resolved internally

3.4 Gender perspective in data gathering and analysis

Goals

- To have both women and men making up at least 40% of citizens engaged in each EGC initiative, project, focus groups, events, etc.
- To systematically consider whether and how the demographics of end-users is relevant to EGC's planning processes
- To document the gender and other relevant demographics when gathering data for a project

Situation report

The gender dimension of projects is currently considered in an ad hoc manner, taken into consideration when it comes up in conversation. It is not, however, systematically considered in either data collection or group creation.

Measures

- Consider the relevance of gender, and other factors, when introducing new projects and initiatives in coordination meetings

3.5 Gender representation in boards, secretariats, and other external working groups

Goals

- To have both women and men making up at least 40% of the EGC board
- To have both women and men making up at least 40% of all boards, secretariats, and other working groups of which EGC is a part
- To be reflective of the representation of people with intersecting characteristics such as gender, ability, age, ethnicity, race, religion, sexuality, etc. on and in EGC related boards and steering groups

Situation report

The gender split of the boards, secretariats, and external working groups EGC is a part of are depicted in Table 2.

Table 2. Gender distribution of EGC relevant boards and steering groups

| 2021 | | | | |
|-----------|-------|-----|------------------|-------|
| Group | Women | Men | Other/Non-binary | Total |
| EGC board | 1 | 2 | 0 | 3 |

With three people on the EGC board, it is not possible for there to be 40% representation of both women and men. There are considerations, however, to develop the structure and democratic processes in EGC and involve more people in managing EGC.

Measures

- Discuss and develop the expansion and restructuring of the board's organization
- Collect statistics about other steering groups and groups of which EGC is a part (AGC board, etc.)

4. Action Plan

The following Table 3 summarizes and expands upon all previously described measures that should be taken before the development of the next Gender Equality Plan (Fall 2023). The coordinator and timeframe of each of these measures will be decided upon within the first month of the publication of the Gender Equality Plan.

Table 3. A list of measures to be acted upon before the fall of 2023

| MEASURE | COORDINATOR | TIMETABLE | ACHIEVED |
|--|-------------|-----------|----------|
| Job advertisements will clearly state that applicants from underrepresented groups are encouraged to apply (also regarding race, ethnicity, age, religion, ability, sexual orientation) | | | |
| Forums to publish employee searches will be researched to reach broad and diverse audiences | | | |
| Collect data on gender distribution of employees annually | | | |
| Integrate parental leave policy into all future contracts, regardless of an employee's gender or current family situation | | | |
| Explore the possibilities for a parental leave fund | | | |
| Follow the development of Danish law regarding parental leave, and develop a plan for offering parental leave benefits equal with that put forward by AGREEMENT 2020/2023, or equivalent | | | |
| Inform all employees about the possibility to contact the head of the board if issues cannot be resolved internally | | | |
| Consider the relevance of gender, and other factors, when introducing new projects and initiatives in coordination meetings | | | |
| Discuss and develop the expansion and restructuring of the board's organization | | | |
| Collect statistics about other steering groups and groups of which EGC is a part (AGC board, etc.) | | | |
| Offer trainings on gender equality and unconscious gender biases for staff and decision makers | | | |