



Parliament of Tasmania

JOINT SESSIONAL COMMITTEE  
WORKPLACE CULTURE OVERSIGHT

## Motion for Respect Report Implementation Tracker – 28 October 2025

*Expected completion dates start from the appointment of the Independent Project Manager (IPM): Motion for Respect (13 June 2023)*

*Please note: The IPM resigned in January 2025 and Mr Andrew Young was appointed shortly after to act as a consultant to the Committee and work alongside the Motion for Respect Team (January 2025)*

Key – Implementation responsibility:	Independent Project Team ➤ Members	Clerks ➤ Parliamentary Services Staff	Manager, PAMs (DPAC) ➤ MPS unit
See <a href="#">sharing of responsibilities table for implementation of Motion for Respect Recommendations</a> for further information			

### Acknowledge the need for change and initial steps for action

Recommendations 1\*, 2\*, 3

\* Recommendations 1&2 complete – see Motion for Respect Report Completed Recommendations Tracker for further information.

Recommendation	Time frame	Status	Next steps	Expected completion
3	6 mths	<p>The Committee is to commission an independent review of Ministerial and Parliamentary Services organisational and governance structure, including an audit of instruments of appointment, employment conditions, recruitment processes and pay structures.</p> <p>On 20 September 2024, the Clerks communicated WRA Report to staff at a Town Hall and by email. The <a href="#">WRA Report</a> is available on the Committee's <a href="#">webpage</a>.</p> <p>Risk and Audit Committee have undertaken two reviews of governance within the Parliament. Implementation of the recommendations from these reviews is largely complete.</p> <p>Letter of Offer Templates for all forms of employment have been created and undergo consistent review in line with the continuous improvement cycle.</p> <p>Employee Value statements have been drafted and are featured in position descriptions and job ads.</p>	Continual review and improvement.	Complete.



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		<p>Psychometric testing is required for all recruitment campaigns (excluding casual positions and those roles where only one internal applicant wins the role or is selected from a merit list). Results have been highly valuable.</p> <p>Surveys, discussion with managers and staff, as well as performance of new employees are being monitored.</p> <p>Policy, procedure and associated forms/guides/templates launched.</p>		
		<p>Further discussion and consideration regarding alignment of House of Assembly and Legislative Council Electorate Office conditions to be given, following receipt of correspondence from the Committee regarding this matter.</p>	Discussions continuing.	To be confirmed.



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<b>Steps to create long-term change</b>				
Recommendations 4*, 5, 6, 7, 8, 9*, 10 * Recommendation 4 and 9 complete – see Motion for Respect Report Completed Recommendations Tracker for further information.				
Recommendation	Time frame	Status	Next steps	Expected completion
5 Implementation of a complaints and reporting framework for MPS People, Culture and Change to operate within including: » The power to investigate complaints about discrimination, sexual harassment and bullying, including allegations against Members of Parliament (5.1) » Setting internal processes for dealing with conduct matters both informally and formally (5.2) » Setting investigation procedures, protections against victimisation, sanctions, and policies containing information about external complaint bodies. (5.3)	12 mths	Draft in progress.  Prior and during the prorogation of Parliament, MRPT consulted Clerks, DPAC, Integrity Commission, Parliamentary Standing Committee on Integrity and WSCOs.  On 28 October 2025, the Committee resolved to adopt the complaints and reporting framework (ICC process).  The Committee considered a draft interim report in relation to reporting to the Parliament on the ICC process.	Consider the interim report further.	December 2025
		On 1 June 2024, a suite of policies, procedures and forms were launched. These include a Code of Conduct, with policies on bullying, sexual harassment	Continual review and improvement.	Complete.



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		<p>and discrimination, as well as complaint and grievance procedures.</p> <p>Training was completed in workshop #1 – Purpose, Vision, Mission and Core Values.</p> <p>The Australian Human Rights Commission eLearning Workplace Behaviour Course for all staff has been approved and funded. Training was rolled out to all staff. Staff have completed the training - September 2025. New staff will complete the training as part of their onboarding.</p>		
		<p>Complaints framework for Government MPS staff completed and available. The framework is now available on the MPS intranet for Government MPS staff.</p> <p>DPAC has provided a framework for non-government MPS offices. This will stand as the current version noting that DPAC welcomes feedback from offices and will update accordingly. This has been sent to Chiefs of Staff and will be provided on the iParliament intranet site by the end of October 2025.</p>	<p>The framework will be posted on iParliament intranet site for non-Government MPS staff by the end of October.</p>	<p>Complete for Government MPS staff.</p> <p>Framework provided to Chiefs of Staff via email and will be available to all non-Government MPS staff by end of October 2025.</p>



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6	<p>Create and implement (in consultation with staff) the following:</p> <ul style="list-style-type: none"><li>» Ministerial and Parliamentary Services Code of Conduct for:<ul style="list-style-type: none"><li>- Parliamentarians</li><li>- MPS personnel (6.1)</li></ul></li><li>» Diversity and inclusion strategy (6.2)</li><li>» A family friendly workforce strategy (6.3)</li><li>» Performance management framework (6.4)</li><li>» Consumption of alcohol policy (6.5)</li></ul>	12 mths	<p>On 28 October 2025, the Committee received advice from Mr Young in relation to the possible amendment flagged at the last meeting. The Committee agreed to the amendment and resolved that the latest Draft Code of Conduct for Members be adopted as the Code of Conduct for Members. (6.1)</p> <p>On 20 October 2025, the Committee agreed to version 4 of the Alcohol and Other Drugs' Members' Statement. (6.5)</p> <p>The Committee considered a draft interim report in relation to reporting to the Parliament on the agreed to Code of Conduct for Members and the Alcohol and Other Drugs' Members Statement.</p>	Consider the interim report further.	December 2025.
			<p>Code of Conduct delivered with organisational values providing an overarching position for ways of working. (6.1)</p> <p>The Code of Conduct offers inclusivity and diversity elements. The Parliament are members of the Diversity Council Australia (DCA) which has been communicated to staff. Management team (Band 8 and above) requested to complete four online training modules</p>	<p>A Diversity and Inclusion Strategy is planned.(6.2)</p> <p>Performance management framework, including performance development and review, is yet to be developed.</p> <p>Initial work on a Performance Framework has been approved and commenced. (6.4)</p>	<p>Planning for a Diversity and Inclusion Strategy has commenced. (6.2)</p> <p>Development of a performance management framework scheduled to</p>



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		<p>(suggested by IPM). 100% completion rate (16/16) as of 3 February 2025. (6.2)</p> <p>Family friendly elements contained within the Flexible Work Policy &amp; Procedure. (6.3)</p> <p>The Parliament has a policy framework for managing performance and discipline. (6.4)</p> <p>Drug and Alcohol Policy &amp; Procedure launched in August 2024. (6.5)</p>		commence in early 2026. (6.4)
		<p>The Code of Conduct for Government MPS staff completed. Prior to the 2025 Election a version was distributed to non-Government offices. This version will be available on the iParliament intranet by the end of October 2025. Important to note that broad elements relating to conduct are included in employment contracts. (6.1)</p> <p>Diversity and Inclusion strategy will be largely based around the Workplace Equality and Respect Standards (WERS); Work still to progress on this. (6.2)</p> <p>Family friendly workplace strategy still to progress. (6.3)</p>	Development of these strategies and frameworks is continuing.	To be advised.



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		<p>Performance management framework still to progress noting that a policy will be developed first and exploration of a Learning Management System to deliver templates and workflow is being explored. (6.4)</p> <p>The Government MPS Consumption of Alcohol policy has been drafted and will be finalised in the near future. The policy will then be offered to non-government offices, noting an approach will take into consideration the work of the Clerks of the Parliament and the Motion for Respect team.</p> <p>Government MPS Consumption of Alcohol policy has been drafted and will be finalised in the near future. The policy will then be offered to non-government offices, noting an approach will take into consideration the work of the Clerks of the Parliament and the Motion for Respect Team. (6.5)</p> <p>Policies, procedures and guidelines for Government MPS staff are accessible on the newly updated iMIN intranet. DPAC has been working to develop a similar environment for non-government offices</p>		
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			– this will be called iParliament and is due to go-live by the end of October 2025.		
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7	Implementation of formal induction and exit processes which include training on acceptable workplace conduct, complaint processes, external reporting mechanisms and Workplace Support Contact Officers.	18 mths	Pending. Recommendations 7 and 8 are being considered together. Research information from MRPT has been provided to the Committee.	The Committee to further consider.	To be advised.
			Onboarding checklists created.  Exit templates created.  Policies and procedures for complaints went live on 1 June 2024.  Workplace Support Contact Officers (WSCOs) have completed the required training. There are currently two WSCOs within Parliament of Tasmania staff. WSCOs have undergone training in the accredited Mental Health First Aid Training (MHFA). A communication to all staff regarding the WSCO team has been sent.  A WHS Framework that encompasses elements of recommendation 7 has been approved.	Continual review and improvement.	Complete.
			The Government MPS induction processes are complete, and the exit processes are in place and available on the intranet. Induction also includes a	Deliver the induction program through DPAC's iLearn system to enable structured delivery and the collation and analysis of data such	Complete.
				Note: Induction program into iLearn	



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			<p>basic Workplace Health and Safety module. A basic induction program is also available for non-MPS staff. The HR unit is currently working to deliver this via the DPAC iLearn system (aiming for Dec 2025).</p> <p>Exit procedures are already in place. Departing staff have the opportunity to complete an anonymous survey or to meet with a senior person to discuss their feedback. Exit surveys are sent to HR who will discuss any trends or patterns with the relevant MPS office.</p>	<p>as progress and course completion.</p>	<p>being progressed as an additional feature.</p>
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<b>8</b>	Mandatory external in-person workplace conduct training to be undertaken by all current Ministerial and Parliamentary Services personnel, including Members of Parliament; people management training to be undertaken by all Ministerial and Parliamentary Services personnel who have staff reporting to them; and a structured training plan be developed.	18 mths	Pending. Recommendations 7 and 8 are being considered together. Research information from MRPT has been provided to the Committee.	The Committee to further consider.	To be advised.
			<p>Workplace Behaviour Policy and Procedures have been launched (visible on intranet). These include a Code of Conduct, with a policy framework for bullying, sexual harassment and discrimination, as well as complaint and grievance procedures. (8.1)</p> <p>A roadmap to creating an inspiring culture includes building awareness and commitment for employees with</p>	Complete.	



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		<p>workplace behaviour workshops. Training was completed in workshop #1 – Purpose, Vision, Mission and Core Values. (8.1)</p> <p>The Australian Human Rights Commission eLearning Workplace Behaviour Course for all staff has been approved and funded. The training was rolled out to all staff. Staff have completed the training September 2025. New staff will complete the training as part of their onboarding. (8.1)</p>		
		<p>As at June 2025, more than 80% of MPS Government staff had undertaken mandatory workplace bullying and cultural training. This program is tailored to the MPS working environment. Following completion this training will be rolled out regularly to ensure all new staff are captured. The trainer's details and the course outline will be available to non-government offices via the iParliament intranet.</p> <p>Mental Health First Aid training is also being organised for Government MPS staff.</p> <p>Options for people management training are being sourced and will be provided in</p>	<p>Further training to occur in the coming months for MPS Government staff with details of the trainer to be provided to non-government MPS offices via iParliament.</p> <p>People management training to be piloted by Government MPS in the first instance.</p>	Underway.



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			<p>the first instance to Chiefs of Staff and members. Once piloted, the program will be offered to other offices.</p>		
<b>10</b>	Completion of Our Watch's Workplace Equality and Respect Standards across Ministerial and Parliamentary Services.	24 mths	<p>Keeping Children Safe Policies and Procedures in line with the <i>Child and Youth Safe Organisations Act 2023</i> have been approved and made live effective 16 May 2025.</p>	<p>Engage with Our Watch to determine requirements for participation.</p>	<p>Governance and Compliance aligned Child and Youth Safe Organisations framework and implementation of Our Watch are planned for implementation by 30 June 2026.</p>
			<p>The Workplace Equality and Respect Standards (WERS) is integrated into:</p> <ul style="list-style-type: none"><li>• Staff induction</li><li>• Code of Conduct</li><li>• Workplace conduct training</li></ul> <p>Information about WERS will shortly be available on the iParliament intranet. WERS is also used to inform the various policies that MPS staff are required to adhere to (eg. family violence leave, grievance and complaints policy). WERS will be used as a basis for the Diversity and Inclusion strategy.</p>	<p>The standards will also be posted up on the iMIN system for Government MPS staff and on iParliament for non-government MPS staff.</p>	<p>Underway.</p>



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### Measuring change

Recommendations 11\*, 12, 13, 14

\* Recommendation 11 complete – see Motion for Respect Report Completed Recommendations Tracker for further information.

Recommendation	Time frame	Status	Next steps	Expected completion	
12	MPS personnel are surveyed to measure: » Perceptions of the implementation of the recommendations arising from the Review » Experiences of workplace discrimination, sexual harassment and bullying since the Review » Changes to workplace culture » Improvements to employment conditions » Participation in training and perceptions thereof » View of and access to complaint and reporting processes » Problematic issues and perceptions that remain.	At 18 mths	Draft survey is being prepared and survey consultant engaged.  Three engagement surveys have been completed with Parliament of Tasmania staff. The surveys have indicated positive to stable shifts in all areas.  First survey completed between 28 Nov 2022 and 11 Dec 2022. Total participation result of 55%, 72% of permanent/fixed term employees completed the survey, 55% engagement score.  2023 engagement survey live from 5/2/24 to 19/2/24. Total participation result of 61%, 78% of permanent/fixed term employees completed the survey, 63% engagement score.	The Committee to consider further.  Continue surveying Parliament staff.	To be advised.  Complete.



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			2024 engagement survey live from 4/11/24 to 18/11/24. Total participation result of 60%, 78% of permanent/fixed term employees completed the survey. 62% engagement score.  2025 engagement survey is on track for 26 October 2025.  Agreement has been reached regarding funding of the previously used survey.		
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<b>13</b>	A report outlining the implemented recommendations, any subsequent survey findings (Recommendation 12), steps remaining and any adjustments needed to ensure the purpose of the recommendations is achieved, is published on the Tasmanian Parliament website homepage.	At 24 mths	To progress. The Report will be published to the Committee's webpage.		To be advised.
			Publication of the 24 month report is a matter for the Committee. Relevant information will be provided to the Committee as required.		
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14	A Ministerial and Parliamentary Services Workplace Culture Survey is to be created and administered by MPS People, Culture and Change, to all personnel on at least a bi-annual basis, with results published on the Tasmanian Parliament website.	Bi-annually	To facilitate creation of survey through an external provider for use by the Parliamentary entities and MPS unit reporting directly to the Committee on results.		To be advised.
			Implementation of a MPS Workplace Culture Survey is a matter for the Committee. The Parliament will continue to undertake its annual engagement survey.		
			Implementation of a MPS Workplace Culture Survey is a matter for the Committee.  The Orima survey framework is available for completion by all Tasmanian State Service staff annually. This will require a budget submission with the cost likely to be in the vicinity of approximately \$15,000.		