



Fifty-First Session

Parliament of Tasmania

JOINT SESSIONAL COMMITTEE

WORKPLACE CULTURE OVERSIGHT

INTERIM REPORT

Members of the Committee

House of Assembly

The Premier, the Hon Jeremy Rockliff MP (Deputy Chair)

The Speaker, the Hon Michelle O’Byrne MP

Mrs Rebekah Pentland MP

Dr Rosalie Woodruff MP

Legislative Council

The President, the Hon Craig Farrell MLC

Hon Ruth Forrest MLC (Chair)

Hon Leonie Hiscutt MLC

Hon Sarah Lovell MLC

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ABBREVIATIONS

Clerks	Clerk of the House of Assembly and Clerk of the Legislative Council
Committee	Joint Sessional Committee on Workplace Culture Oversight
DPAC	Department of Premier and Cabinet
Independent Reviewer	Tasmanian Anti-Discrimination Commissioner
IPM	Motion for Respect – Independent Project Manager
MPS	Ministerial and Parliamentary Services
MRPT	Motion for Respect Project Team
Motion for Respect Report	<i>Motion for Respect – Report into Workplace Culture in the Tasmanian Ministerial and Parliamentary Services – Full Report August 2022</i>
Review	Independent Review into Parliamentary Practices and Procedures to Support Workplace Culture
WRA	Workplace Research Associates
WRA Report	<i>Workplace Research Associates – Report on the structure of the Tasmanian Parliamentary Services – February 2024</i>

EXECUTIVE SUMMARY

The Joint Sessional Committee on Workplace Culture Oversight (the Committee) resolved to publish an Interim Report to ensure all stakeholders could access a document that outlines the key actions and developments and progress of recommendations of the Motion for Respect – *Report into Workplace Culture in the Tasmanian Ministerial and Parliamentary Services* – Full Report, August 2022 (Motion for Respect Report) that followed the Independent Review into Parliamentary Practices and Procedures to Support Workplace Culture (the Review) undertaken by Ms Sarah Bolt, the Tasmanian Anti-Discrimination Commissioner.

This Review was undertaken to identify the current needs and gaps within the Ministerial and Parliamentary Services (MPS) workplace and to make recommendations to ensure a safe and respectful workplace which reflects best practice in preventing and dealing with workplace discrimination, sexual harassment and bullying.

The Motion for Respect Report, released in August 2022, provided 14 recommendations categorized into three groups:

- | | |
|-------------------------------|---|
| Recommendations 1-3: | Initial steps and acknowledgment of the need for change |
| Recommendations 4-10: | Long-term change steps |
| Recommendations 11-14: | Monitoring and measuring change |

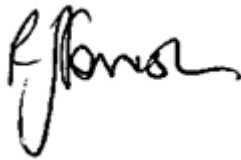
The Motion for Respect Report recommended the establishment of a committee comprising members of both Houses of Parliament, the role of the committee being to support and oversee the work of the Motion for Respect - Independent Project Manager (IPM).

This Report contains details of actions taken and progress made on each of the recommendations. Noting the timelines for implementation for many of the recommendations commenced from the appointment of the IPM in June 2023.

This Interim Report contains a summary of matters related to the establishment of the Committee, the background and oversight by the Committee of the implementation of Motion for Respect Recommendations to date and links to all relevant information on the Parliament website.

The work of the Committee, and thus progress on some aspects of the implementation of the recommendations experienced delays due to the early State Election in February 2024. This delay coincided with the completion related to the Workplace Research Associates (WRA) review and delayed the release of this report. During the prorogation of Parliament, the Clerks of both Houses and Department of Premier and Cabinet (DPAC) continued to progress many of the recommendations related to these workplaces.

The Committee will continue to update the Parliament website following each Committee meeting and publish links to all relevant documents related to the progress of implementation of recommendations.

A handwritten signature in black ink, appearing to read 'R. Forrest'.

Hon Ruth Forrest MLC
Chair
21 October 2024

BACKGROUND

1. On 28 July 2021, the Honourable Peter Gutwein MP, then Premier of Tasmania announced the appointment of the Tasmanian Anti-Discrimination Commissioner (Independent Reviewer) to undertake the Independent Review into Parliamentary Practices and Procedures to Support Workplace Culture (the Review).¹
2. As per the Terms of Reference, the Review of the Tasmanian Ministerial and Parliamentary Services (MPS) Workplace was undertaken to identify the current needs and gaps within the MPS workplace and to make recommendations to ensure a safe and respectful workplace which reflects best practice in preventing and dealing with workplace discrimination, sexual harassment and bullying.²
3. Further, the announcement confirmed the establishment of a committee comprising members of both Houses of Parliament, the role of the Committee being to support the work of the Independent Reviewer in undertaking the Review.³
4. In August 2022, the Independent Reviewer released *Motion for Respect – Report into Workplace Culture in the Tasmanian Ministerial and Parliamentary Services Full Report – Full Report August 2022* (Motion for Respect Report).
5. The Motion for Respect Report made fourteen recommendations. The recommendations were separated into three distinct groupings:
Recommendations 1 to 3: Acknowledge the need for change and initial steps for action
Recommendations 4 to 10 Steps to create long term change
Recommendations 11 to 14 Measuring change
6. Motion for Respect Report Recommendation 1 reads as follows:

Acknowledge the need for change and initial steps for action

Within one month, the House of Assembly, Legislative Council, and Legislature-General, jointly or separately, release a public statement about the importance of Ministerial and Parliamentary Services being a safe workplace which is free from discrimination, sexual harassment and bullying, and commit to assisting with the implementation of accepted recommendations.

¹ Motion for Respect – *Report into Workplace Culture in the Tasmanian Ministerial and Parliamentary Services*, Full Report, August 2022, p. 15.

² Ibid.

³ Ibid.

7. On 29 August 2022 in line with Motion for Respect Report Recommendation 1, a joint media release was delivered. The Premier, Presiding Officers, party leaders and independents committed to improving the parliamentary workplace in accordance with recommendations contained in the Motion for Respect Report.
8. The Parliament in relation to Motion for Respect Report Recommendation 1 responded by moving a motion and proceeded to be debated in both Houses of Parliament. On 6 September 2022, the Premier in the House of Assembly moved a motion in relation to the Motion for Respect Report. The Motion was agreed to. For further information regarding the Motion, the Parliamentary Hansard can be accessed [here](#). On 7 September 2022, the Legislative Council considered the above motion from the House of Assembly and was agreed to. For further information regarding the Motion, the Parliamentary Hansard can be accessed [here](#).
9. Motion for Respect Report Recommendation 2 reads as follows:

Acknowledge the need for change and initial steps for action
Within three months, the Committee is to be formalised as a Joint Committee and an appropriately resourced independent project manager is to be appointed to execute implementation of accepted recommendations.
10. In response to part Motion for Respect Report Recommendation 2, a Joint Parliamentary Sessional Committee on Workplace Culture Oversight (the Committee) was established on 8 September 2022 to oversee implementation of Motion for Respect Recommendations.
11. The next section provides information in relation to the Committee's establishment and structure.

COMMITTEE ESTABLISHMENT

12. On 8 September 2022, the Joint Parliamentary Sessional Committee on Workplace Culture Oversight (the Committee) was established by resolution of both Houses of Parliament in the Fiftieth Parliament. The Committee first met on 27 September 2022 (in response to part Motion for Respect Report Recommendation 2).

13. The Committee's Terms of Reference are as follows:

Terms of Reference

That a Joint Sessional Workplace Culture Oversight Committee be appointed with power to send for persons and papers and with leave to report from time to time, to oversee the implementation of any recommendations, by the relevant employer, contained in the report Motion for Respect – Report into Workplace Culture in the Tasmanian Ministerial and Parliamentary Services.

Membership of the Committee*

The President, Ms Forrest, Mrs Hiscutt; and Ms Lovell

*The Speaker, The Premier, Ms O'Connor;** and Ms White*

* Noting the membership of this committee differs from the original committee that was convened during the review. The establishment and membership of this committee was debated by the Tasmanian Parliament by Notice of Motion. The House of Assembly debate can be accessed [here](#) and [here](#). The Legislative Council debate can be accessed [here](#).

** On 13 July 2023, Ms O'Connor resigned as Member for Clark in the House of Assembly and Dr Woodruff was appointed to replace Ms O'Connor on this Committee. Dr Woodruff attended her first meeting on 15 August 2023.

14. The Committee held a total of fifteen meetings in the Fiftieth Parliament. The Motion for Respect – Independent Project Manager (IPM) and Motion for Respect Project Team (MRPT) providing monthly briefing updates at the majority of these meetings.
15. The Committee established a dedicated web-page at <https://www.parliament.tas.gov.au/committees/joint-committees/sessional-committees/wco>

16. On 14 February 2024, Proclamations were issued by Her Excellency the Governor proroguing the Fiftieth Parliament and dissolving the House of Assembly due to the calling of an early general State Election. Thus, the Committee was unable to meet.
17. The Committee was re-established by joint resolution of both Houses of Parliament in the Fifty-First Parliament and held its first meeting on 20 June 2024 to formally re-establish the Committee.
18. Membership of the Committee in the Fifty-First Parliament is constituted as follows:
The President, Ms Forrest, Mrs Hiscutt, and Ms Lovell
The Speaker, The Premier, Mrs Pentland; and Dr Woodruff
19. To date the Committee has held a total of nine meetings.

OVERSEE IMPLEMENTATION OF MOTION FOR RESPECT RECOMMENDATIONS

20. This section provides a summary of key milestones on progress to date in relation to the Committee overseeing implementation of Motion for Respect Recommendations.
21. Extensive information is available on the Committee's [webpage](#) in relation to progress against Motion for Respect Recommendations. Published documents include: implementation progress trackers, communiqués, reports, Motion for Respect - sharing of responsibilities for implementation of Motion for Respect Recommendations and media releases - these should be read in conjunction with this Interim Report.
22. *Motion for Respect Report Recommendation 1*
The Premier and Presiding Officers (as employers) agreed in principle to all fourteen recommendations from the *Motion for Respect – Report into Workplace Culture in the Tasmanian Ministerial and Parliamentary Services* (Motion for Respect Report). This approach has also been endorsed by the Committee.
23. *Motion for Respect Report Recommendation 2*
On 16 June 2023, the Committee announced the appointment of Ms Julia Agostino to the role of Motion for Respect – Independent Project Manager (IPM) in line with Motion for Respect Report Recommendation 2. The role is to lead the design of programs and initiatives to achieve the recommendations of the Motion for Respect Report as agreed by the Employers in creating a framework that is strategic and fit for purpose.
24. The IPMs role has a unique matrix relationship providing reports to, and receiving guidance from this Committee, and direction from the Employer; being the Premier, the Speaker of the House of Assembly and the President of the Legislative Council and lead a multidisciplinary team to deliver workplace reform outcomes.
25. Following the appointment of the IPM, the Committee published progress trackers and communiqués following each Committee meeting to its webpage to enable all interested parties, including all current and past employees of the MPS Workplace (as defined by the Motion for Respect Report to include elected Members of Parliament, Ministerial and Parliamentary Support employees, Parliament House employees and people performing contracted services) to access updated information in relation to progress of implementation against Motion for Respect Recommendations.

26. *Motion for Respect Recommendation 3*

On 31 August 2024, the Committee endorsed the IPMs recommendation for Workplace Research Associates (WRA) to undertake an independent review of MPS organisational and governance structure, including an audit of instruments of appointment, employment conditions, recruitment processes and pay structures in line with Motion for Respect Report Recommendation 3.

27. WRA met the expected timeline for delivery of February 2024, however, due to the calling of an early general State Election the Committee was unable to receive the WRA Report until the Committee was re-established; this occurred towards the end of June 2024. The Committee released the [*WRA – Report on the structure of the Tasmanian Parliamentary Services – February 2024*](#) to the Clerks and the Secretary of Department of Premier and Cabinet (DPAC). The Committee proceeded to receive briefings from all stakeholders.

28. On 17 September 2024, the Committee authorised the Clerks; in collaboration with the Secretary of DPAC to communicate information in the WRA Report to all staff. On 20 September 2024, the Clerks presented information at a Town Hall Forum. Following, the presentation the WRA Report was published on the Committee’s webpage.

29. The WRA Report made nine (9) recommendations. The Clerks have signalled in principle support for the recommendations.

30. *Motion for Respect Recommendations (generally)*

On 4 July 2024, following the prorogation of the Parliament, the Committee received separate briefings from the Clerks, Secretary of DPAC and the IPM. The Committee received information in relation to the separate entities’ progression of implementation against Motion for Respect Report Recommendations. Refer to **Appendix A** - Motion for Respect Report Implementation Tracker – 17 July 2024 which outlines the amount of work progressed by the Clerks and Secretary of DPAC.

31. Following this briefing, the Committee requested the IPM prepare a proposed project table outlining possible sharing of responsibilities (to avoid any duplication) for implementation against Motion for Respect Recommendations between the three entities: the IPM, Clerks and Secretary of DPAC.

32. On 17 September 2024, the Committee published the table on the Committee’s webpage. Refer to **Appendix B** – Motion for Respect Project – sharing of responsibilities for implementation of Motion for Respect Recommendations – September 2024.

33. On 17 September 2024, the Committee published on its webpage: [Motion for Respect Independent Project Team - Progress Report – Implementation of the recommendations contained in the Motion for Respect Report – August 2024](#) (Motion for Respect Recommendation 11).

**APPENDIX A – MOTION FOR RESPECT REPORT
IMPLEMENTATION TRACKER – 17 JULY 2024**

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

Acknowledge the need for change and initial steps for action Recommendations 1*, 2*, 3 * Recommendations 1 & 2 have been implemented - see webpage – Motion for Respect Report Completed Recommendations for further information				
Recommendation	Time frame	Status	Next steps	Expected completion
3 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.	6 mths	In progress. On 8 August 2023, a Minute seeking access to funding to engage a consultant project was approved. A procurement process has now taken place to engage a suitable consultant to undertake the review. Workplace Research Associates (WRA) have been selected by the Motion for Respect - Independent Project Manager (IPM) to undertake the review. Work commenced on 18 September 2023. WRA met with stakeholders on 18 and 19 September 2023. Three Motion for Respect project support staff commenced in September 2023.	The Committee to further consider.	On 28 June 2024, WRA Report provided to the Committee. Recommendation 3 completed by Motion for Respect Project Team (MRPT). The Committee to further consider.

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		MRPT are located in office space outside of both the parliamentary precinct and DPAC offices. On 19 September 2023, the Committee met with WRA and received a briefing outlining WRAs processes and priorities moving forward – for more detailed information see Meeting Communiqué – 19 September 2023. WRA has met with all of the main stakeholder groups and has received information about a range of structural matters. It is currently analysing this information and continues to liaise with the MRPT to clarify and seek further information as necessary. A meeting was held with the Project Reference Group (PRG) on 12 October to clarify details provided earlier to WRA. There has been a change to PRG which now comprises of		
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		parliamentary entities’ representatives only. The reason for this is that the project has progressed significantly and discussions are now related specifically to each workplace. It was agreed the Manager Premier and Ministerial Services would stand down and engage separately, noting there will be occasions in the future when both workplaces may need to meet together. To assist with the organisational structure review, the MRPT has considered Members’ surveys conducted in other parliaments. Given the purpose and timeline for the review, MRPT designed a brief satisfaction survey to gauge simply whether Members are satisfied with services provided across various areas within Parliament, with options to provide comments. The Committee resolved to endorse this approach. A more comprehensive survey designed to elicit nuanced information will be considered later in the project when implementing Motion for Respect		
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		recommendations related to measuring change.		
		On 1 November 2023, a Members’ satisfaction survey was conducted at Parliament. The survey results suggested overall satisfaction with services, but with some areas requiring attention. Results were provided to the Clerks and Presiding Officers, with comments provided only to WRA to assist with preparation ahead of consultation meetings in November.		
		During November, WRA consulted with parliamentary staff including the Legislature-General managers to learn more about these teams and the role they play in supporting the Parliament. Consultation meetings also took place with Clerks and Presiding Officers.		
		MRPT continues to liaise with WRA to ensure WRA has all necessary information to progress the review in accordance with the project timelines, as well as research and		

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			other tasks related to this recommendation.		
			On 13 th and 14 th December 2023, WRA held a co-design workshop with the PRG, Sergeant-at-Arms and the Usher of the Black Rod.		
			In November, two MRPT officers resigned their roles. The IPM advertised shortly after and no applicants applied for these roles. The IPM will take steps early next year to backfill these positions and is also considering what other options may be available to ensure sufficient resources are available to deliver implementation of the project in accordance with the timelines.		
			On 14 February 2024, Proclamations were issued by Her Excellency the Governor proroguing the Fiftieth Parliament and dissolving the House of Assembly. Thus, the Committee was unable to meet.		
			The Committee was re-established by joint resolution in the Fifty-First		

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			Parliament and held its first meeting on 20 June 2024 to formally re-establish the Committee. At this meeting, the Committee met briefly with the IPM and was advised that the WRA Report had been finalised in February 2024. However, due to the prorogation of the Parliament, the Committee could not receive a copy. The Committee met on 28 June 2024 and received a copy of the WRA Report - Workplace Research – <i>Report on the structure of the Tasmanian Parliamentary Services</i> — February 2024. On 4 July 2024, the Committee met and received a briefing on the WRA Report from Principal, Dr Julie West, WRA. The Committee also received briefings from the Clerks of the Parliament and Secretary and Acting Deputy Secretary, DPAC in relation to progress against Motion for Respect Recommendations.		
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			On 17 July 2024, the Committee resolved to write to the Clerks to request a written response in relation to the WRA report.		
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Steps to create long-term change Recommendations 4, 5, 6, 7, 8, 9, 10					
Recommendation	Time frame	Status	Next steps	Expected completion	
4 Establishment of a centralised and independent human resources unit, accessible for all Ministerial and Parliamentary Services personnel, called 'MPS People, Culture and Change'.	12 mths	In progress. On 17 July 2024, MRPT provided briefing/project update report on this recommendation for the Committee's consideration. The Committee notes the work undertaken by the Parliament of Tasmania in relation to this recommendation. 1. Creation of the Legislature General People and Culture Unit (August 2022) ahead of the release of the Motion for	The Committee to further consider.	Completion by MRPT. The Committee to further consider.	

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			Respect Report. Await the outcome of recommendation 3 structure review for further action. The Committee notes the work undertaken by DPAC¹ in relation to this recommendation as follows: 1. In June 2024, the IPM recommended that a small team within DPAC's HR Branch be established to provide dedicated and independent support to MPS staff for HR related matters. DPAC has supported this recommendation and commenced work for its expedient establishment. 2. The unit will be titled MPS People, Culture and Change and will provide dedicated support to all staff within MPS. 3. Recruitment has commenced for two new positions and the		
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¹ DPAC's Human Resource Branch has supported a Working Group established by the Premier's Office to progress key policies and guidelines outlined within the recommendations of the report. With regard to terminology, please note references to Ministerial and Parliamentary Services (MPS) refers to Ministerial and Electorate Office and non-government opposition staff (eg: Labor, Greens, Jacqui Lambie Network and Independents) in the House of Assembly.



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			drafting of a Service Level Agreement to outline roles and responsibilities of the new team and their relationship with MPS. 4. This work is expected to be finalised in August 2024.		
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 » Setting internal processes for dealing with conduct matters both informally and formally » Setting investigation procedures, protections against victimisation, sanctions, and policies containing information about external complaint bodies.	12 mths	In progress. The MRPT has noted this is a complex recommendation and is likely to require legislation to enable formal measures for dealing with complaints about Members, including the power to investigate and impose sanctions. Preliminary work is being undertaken; results of recommendations 3 and 4 will impact approach. The Committee notes the Parliament of Tasmania has developed a comprehensive policy framework (approximately 40 policies in total as well as procedures and forms). Extensive consultation was undertaken with staff and the union through the development stage. The	Await the outcome of recommendations 3 and 4.	To be advised.



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			policies, procedures and forms went live on 1 June 2024 on the Parliament of Tasmania intranet.		
6	Create and implement (in consultation with staff) the following: » Ministerial and Parliamentary Services Code of Conduct for: - Parliamentarians - MPS personnel » Diversity and inclusion strategy » A family friendly workforce strategy » Performance management framework » Consumption of alcohol policy	12 mths	In progress. On 17 July 2024, MRPT provided briefing/project update report on this recommendation for the Committee's consideration advising progress is being made on each of the five separate elements. The MRPT has progressed Recommendation 6 to the extent they are able to at this time. The Committee notes the work undertaken by the Parliament of Tasmania's in relation to this recommendation as follows: 1. A Code of Conduct and core Values adopted. 2. A Purpose, Vision and Mission created for each entity (delivered February 2023). 3. Alcohol and flexible work policy launched as part of policy roll out in June 2024. Further	The MRPT will continue to engage with the stakeholders on issues including performance management frameworks and alcohol policies.	To be advised.

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			consideration and consultation underway. 4. A Performance Management Framework is under development and will align with current work and development around strategic goals and KPIs. 5. Diversity and Inclusivity included in the Code of Conduct with a full strategy due by June 2025. The Committee notes the work undertaken by DPAC² in relation to this recommendation, aligned in part with development of a formal performance management framework for MPS as follows: 1. Initial discussions were held with the Working Group by DPAC's HR Branch when it was formed. 2. Further discussions were held with the newly convened		
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² DPAC's Human Resource Branch has supported a Working Group established by the Premier's Office to progress key policies and guidelines outlined within the recommendations of the report. With regard to terminology, please note references to Ministerial and Parliamentary Services (MPS) refers to Ministerial and Electorate Office and non-government opposition staff (eg: Labor, Greens, Jacqui Lambie Network and Independents) in the House of Assembly.

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			Working Group on 3 July 2024 who discussed scope and requirements. DPAC will continue to provide advice and support to the Working Group as required. 3. The Working Group is also progressing activities detailed in Recommendation 6 and DPAC's HR Branch will provide support and advice regarding these activities as required: as follows: • A Code of Conduct for Government MPS Staff; • Diversity and Inclusion Strategy; • Family Friendly workforce strategy; • Consumption of alcohol policy; and • Exit processes.		
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	In progress. The Committee notes the work undertaken by the Parliament of Tasmania's in relation to this recommendation as follows:		To be advised.

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			1. Onboarding checklists created (delivered April 2024). 2. Exit Templates created (delivered April 2024). 3. Workplace Support Contact Officers have been nominated for training. Training in relation to values and policies is being rolled out. The Committee notes the work undertaken by DPAC³ in relation to this recommendation, aligned in part with development of a formal complaint and grievance handling process as follows: 1. The drafting of this work was completed in December 2022 and was endorsed by the former Chief of Staff to the Premier and former Secretary DPAC September 2023. 2. The policy and framework will be reviewed by the newly convened		
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³ DPAC's Human Resource Branch has supported a Working Group established by the Premier's Office to progress key policies and guidelines outlined within the recommendations of the report. With regard to terminology, please note references to Ministerial and Parliamentary Services (MPS) refers to Ministerial and Electorate Office and non-government opposition staff (eg: Labor, Greens, Jacqui Lambie Network and Independents) in the House of Assembly.

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			Working Group and sent for consultation with an expected endorsement date of end mid-August 2024. The Committee notes the work undertaken by DPAC⁴ in relation to this recommendation, aligned in part with design and implementation of an induction program to onboard new staff as follows: 1. Draft induction procedures were developed for consultation in mid-2023. 2. The Working Group will finalise these documents by the end of July 2024 and will commence using them from that date.		
8	Mandatory external in-person workplace conduct training to be undertaken by all current Ministerial and Parliamentary Services personnel, including Members	18 mths	In progress. The Committee notes the work undertaken by the Parliament of		To be advised.

⁴ DPAC's Human Resource Branch has supported a Working Group established by the Premier's Office to progress key policies and guidelines outlined within the recommendations of the report. With regard to terminology, please note references to Ministerial and Parliamentary Services (MPS) refers to Ministerial and Electorate Office and non-government opposition staff (eg: Labor, Greens, Jacqui Lambie Network and Independents) in the House of Assembly.

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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.	Tasmania's in relation to this recommendation as follows: 1. Purpose, Vision, Mission and Core Values Workshop underway. Complaints Policy and Procedure launched on 1 June 2024. 2. Workplace Bullying, Sexual Harassment, Discrimination and Workshop will be delivered in phase 2 of training. The Committee notes the work undertaken by DPAC⁵ in relation to this recommendation, aligned in part with development of specific management and leadership training modules for senior MPS staff and Ministers that address issues identified in the Motion for Respect Report as follows: 1. The design phase commenced in 2023 and HR has engaged with	
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⁵ DPAC's Human Resource Branch has supported a Working Group established by the Premier's Office to progress key policies and guidelines outlined within the recommendations of the report. With regard to terminology, please note references to Ministerial and Parliamentary Services (MPS) refers to Ministerial and Electorate Office and non-government opposition staff (eg: Labor, Greens, Jacqui Lambie Network and Independents) in the House of Assembly.



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			several providers to determine an appropriate consultant to take carriage of this work. 2. The Working Group discussed this on 3 July 2024 and identified that a tailored program to MPS staff incorporating the new Code of Conduct and associated behaviours would be valuable. The Code of Conduct for Government MPS staff is in draft and will be finalised by mid-August 2024. This will be offered to Labor, Greens, Independents and JLN for their use.		
9	A minimum of 12 Workplace Support Contact Officers be appointed, maintained and appropriately trained across Ministerial and Parliamentary Services.	18 mths	In progress. The MRPT reported an offer has been accepted by Manager, PAMS and Clerks of the Parliament to organise the WSCO course with Equal Opportunity Tasmania to train and establish these roles. Offer has been accepted. The Committee notes the work undertaken by the Parliament of		To be advised.

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			Tasmania's in relation to this recommendation as follows: 1. Conduct Officers nominated for training. The Committee notes the work undertaken by DPAC⁶ in relation to this recommendation as follows: 1. Equal Opportunity Tasmania was originally engaged by HR to deliver WCO training to identified MPS employees. 2. MPS has released two separate Expressions of Interest (EOI) for nominations to attend, but these did not receive any applications. 3. Subsequently, the IPM has advised that she is pursuing an EOI process for WCO and has liaised with Equal Opportunity Tasmania regarding training for both MPS and Parliamentary		
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⁶ DPAC's Human Resource Branch has supported a Working Group established by the Premier's Office to progress key policies and guidelines outlined within the recommendations of the report. With regard to terminology, please note references to Ministerial and Parliamentary Services (MPS) refers to Ministerial and Electorate Office and non-government opposition staff (eg: Labor, Greens, Jacqui Lambie Network and Independents) in the House of Assembly.

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				staff. The EOI is scheduled to be sent to MPS staff by the week commencing 8 July 2024.		
10	Completion of Our Watch's Workplace Equality and Respect Standards across Ministerial and Parliamentary Services.	24 mths	In progress. The Committee notes the work undertaken by the Parliament of Tasmania's in relation to this recommendation as follows: 1. Governance and Compliance aligned Child and Youth Safe Organisations framework and implementation of OurWatch scheduled for delivery subject to funding requests.			Completion by MRPT. To be advised.

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Measuring change Recommendations 11, 12, 13, 14				
Recommendation	Time frame	Status	Next steps	Expected completion
11 A report of the progression of the implementation of the recommendations is to be published on the Tasmanian Parliament website homepage.	At 12 mths	In progress. The MRPT advised delivery of report by 31 August 2025. The Committee AGREED to publish MRPT reports on implementation of Motion for Respect to the Committee's webpage and that a link titled 'Workplace Culture' be published on the Parliament of Tasmania website and Department of Premier and Cabinet (DPAC) website directing traffic to the Committee's webpage.		31 August 2024
12 MPS personnel are surveyed to measure: » Perceptions of the implementation of the recommendations arising from the Review	At 18 mths	In progress. The Committee notes the work undertaken by the Parliament of		To be advised.



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	» 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		Tasmania's in relation to this recommendation as follows: 1. 2022 and 2023 engagement surveys conducted. 2. The surveys have indicated positive shifts in all areas.		
13	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	The Committee AGREED to publish MRPT reports on implementation of Motion for Respect Recommendations to the Committee's webpage and that a link titled 'Workplace Culture' be published on the Parliament of Tasmania website and Department of Premier and Cabinet (DPAC) website directing traffic to the Committee's webpage.		To be advised.
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	In progress. The Committee notes the work undertaken by the Parliament of Tasmania's in relation to this recommendation as follows:		

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

			1. 2022 and 2023 engagement surveys conducted. 2. The surveys have indicated positive shifts in all areas. 3. Annual Engagement Surveys recommended to track progress.		
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**APPENDIX B – MOTION FOR RESPECT PROJECT – SHARING OF
RESPONSIBILITIES FOR IMPLEMENTATION OF MOTION FOR
RESPECT RECOMMENDATIONS – SEPTEMBER 2024**

Motion for Respect Project Plan
Sharing of responsibilities for implementation of Motion for Respect Recommendations
September 2024

Recommendation	Independent Project Team ➤ Members	Clerks ➤ Parliamentary Services Staff	Manager, PAMS ➤ MPS unit
Rec 3: Independent review of organisational and governance structure Rec 4: Within 12 months, establishment of a centralised and independent human resources unit, accessible for all Ministerial and Parliamentary Services personnel, called 'MPS People, Culture and Change'	Delivered Delivered: Options examined to meet intent of this recommendation – to provide sufficient and independent HR support. Advice provided to stakeholders and Committee.	Implementation of recommendations Implement practical measures to meet intent of this recommendation – HR unit established; rec 3 report delivered with organisational design recommendations	Implementation in relation to Electorate Officers Implement practical measures to meet intent of this recommendation – addition of independent HR officers within DPAC and appropriate governance established
Rec 5: Within 12 months, implementation of a complaints and reporting framework for MPS People, Culture and Change to operate within including: 5.1 The power to investigate complaints about discrimination, sexual harassment and bullying, including allegations against Members of Parliament 5.2 Setting internal processes for dealing with conduct matters both informally and formally 5.3 Setting investigation procedures, protections against victimisation, sanctions, and policies containing information about external complaint bodies.	Design complaints and reporting framework with – 5.1 The power to investigate complaints about discrimination, sexual harassment and bullying, including allegations against Members of Parliament 5.3 Provide information and advice about investigation procedures, protections against victimisation, sanctions, and policies containing information about external complaint bodies. *This recommendation will require stakeholders to provide their internal policies to be included in an overarching framework.	5.2 Setting internal processes for dealing with conduct matters both informally and formally 5.3 Setting internal investigation procedures, protections against victimisation, sanctions, and policies containing information about external complaint bodies.	5.2 Setting internal processes for dealing with conduct matters both informally and formally 5.3 Setting internal investigation procedures, protections against victimisation, sanctions, and policies containing information about external complaint bodies.

Motion for Respect Project Plan
Sharing of responsibilities for implementation of Motion for Respect Recommendations
September 2024

Recommendation	Independent Project Team ➤ Members	Clerks ➤ Parliamentary Services Staff	Manager, PAMS ➤ MPS unit
Rec 6: Within 12 months, create and implement (in consultation with staff) the following: 6.1 Ministerial and Parliamentary Services Code of Conduct for: – Parliamentarians – MPS personnel 6.2 Diversity and inclusion strategy 6.3 A family friendly workforce strategy 6.4 Performance management framework 6.5 Consumption of alcohol policy	6.1 Ministerial and Parliamentary Services Code of Conduct for Parliamentarians 6.5 Consumption of alcohol policy – consideration of precincts policy	6.1 Code of Conduct for Parliamentary Services personnel 6.2 Diversity and inclusion strategy 6.3 A family friendly workforce strategy 6.4 Performance management framework 6.5 Consumption of alcohol policy	6.1 Ministerial and Parliamentary Services Code of Conduct for MPS unit 6.2 Diversity and inclusion strategy 6.3 A family friendly workforce strategy 6.4 Performance management framework 6.5 Consumption of alcohol policy
Rec 7: Induction framework be implemented across MPS within 18 months. Induction should specifically address: 7.1 Standards of behaviour including regarding workplace discrimination, sexual harassment and bullying 7.2 Accessing policies and complaint and resolution processes 7.3 Bystander action 7.4 Finding Workplace Support Contact Officers 7.5 External options for complaints	Design induction framework relating to Members: 7.1 Standards of behaviour including regarding workplace discrimination, sexual harassment and bullying 7.2 Accessing policies and complaint and resolution processes 7.3 Bystander action 7.5 External options for complaints	Design induction framework for parliamentary staff: 7.1 Standards of behaviour including regarding workplace discrimination, sexual harassment and bullying 7.2 Accessing policies and complaint and resolution processes 7.3 Bystander action 7.4 Workplace Support Contact Officers 7.5 External options for complaints	Design induction framework for MPS staff: 7.1 Standards of behaviour including regarding workplace discrimination, sexual harassment and bullying 7.2 Accessing policies and complaint and resolution processes 7.3 Bystander action 7.4 Workplace Support Contact Officers 7.5 External options for complaints

Motion for Respect Project Plan
Sharing of responsibilities for implementation of Motion for Respect Recommendations
September 2024

Recommendation	Independent Project Team ➤ Members	Clerks ➤ Parliamentary Services Staff	Manager, PAMS ➤ MPS unit
Rec 8: Within 18 months 8.1 Mandatory external in-person workplace conduct training to be undertaken by all current Ministerial and Parliamentary Services personnel, including Members of Parliament 8.2 People management training to be undertaken by all Ministerial and Parliamentary Services personnel who have staff reporting to them 8.3 A structured training plan be developed.	8.1 External in-person workplace conduct training for Members of Parliament	8.1 Mandatory external in-person workplace conduct training to be undertaken by all current parliamentary services staff 8.2 People management training to be undertaken by all personnel who have staff reporting to them 8.3 A structured training plan be developed.	8.1 Mandatory external in-person workplace conduct training to be undertaken by all current MPS staff 8.2 people management training to be undertaken by all personnel who have staff reporting to them 8.3 A structured training plan be developed.
Rec 9: Within 18 months, a minimum of 12 Workplace Support Contact Officers be appointed, maintained and appropriately trained across Ministerial and Parliamentary Services	IPT has negotiated an EOI with the organisations to appoint WSCOs and will facilitate initial training	WSCOs to be maintained and appropriately trained	WSCOs to be maintained and appropriately trained
Rec 10: Within 24 months, completion of Our Watch's Workplace Equality and Respect Standards across Ministerial and Parliamentary Services.		Embed Workplace Equality and Respect Standards into policy, process, procedure for the parliamentary services - include in Strategic Plan and seek funding to work with OurWatch.	Embed Our Watch's Workplace Equality and Respect Standards into policy, process, procedure for the MPS unit.
Rec 11: At 12 months, a report of the progression of the implementation of the recommendations is to be published on the Tasmanian Parliament website homepage.	At 12 months, a report of the progression of the implementation of the recommendations is to be published on the Tasmanian Parliament website homepage.		.

Motion for Respect Project Plan
Sharing of responsibilities for implementation of Motion for Respect Recommendations
September 2024

Recommendation	Independent Project Team ➤ Members	Clerks ➤ Parliamentary Services Staff	Manager, PAMS ➤ MPS unit
Rec 12: At 18 months, 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.	Facilitate creation and delivery of survey through an external provider. Results provided to each organisation.	Agree to allow survey to be conducted by external provider, facilitated by the MFR project.	Agree to allow survey to be conducted by external provider, facilitated by the MFR project.
Rec 13: At 24 months, 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.	Report on the implemented recommendations, any subsequent survey findings (Recommendation 12), steps remaining and any adjustments needed to ensure the purpose of the recommendations is achieved.	Report on the implemented recommendations, any subsequent survey findings (Recommendation 12), steps remaining and any adjustments needed to ensure the purpose of the recommendations is achieved	Report on the implemented recommendations, any subsequent survey findings (Recommendation 12), steps remaining and any adjustments needed to ensure the purpose of the recommendations is achieved
Rec 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.	Facilitate creation of survey through an external provider for use by the Parliamentary entities and MPS unit reporting directly to the Committee on results.	A Ministerial and Parliamentary Services Workplace Culture Survey once every two years with results published on the Tasmanian Parliament website.	A Ministerial and Parliamentary Services Workplace Culture Survey once every two years with results published on the Tasmanian Parliament website.