



Parliament of Tasmania

JOINT SESSIONAL COMMITTEE

WORKPLACE CULTURE OVERSIGHT

Motion for Respect Report Implementation Tracker – November 2023

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	<p>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.</p> <p>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.</p> <p>Three Motion for Respect project support staff commenced in September 2023.</p> <p>The Motion for Respect Project Team (MRPT) are located in office space</p>	<p>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.</p> <p>During November, WRA will consult with parliamentary staff including the Legislature-General managers to learn more about these teams and the role they play in supporting</p>	Early 2024



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		<p>outside of both the parliamentary precinct and DPAC offices.</p> <p>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.</p> <p>A meeting was held with the Project Reference Group (PRG) on 12 October to clarify details provided earlier to WRA.</p> <p>There has been a change to PRG which now comprises of 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.</p>	<p>the parliament. Consultation meetings are also scheduled with the Clerks and Presiding Officers.</p>	
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		<p>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 recommendations related to measuring change.</p> <p>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.</p>		
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		<p>MRPT continues to liase with WRA to ensure WRA has all necessary information to progress the review in accordance with the project timelines, as well as research and other tasks related to this recommendation. Several meetings with WRA have taken place in recent weeks.</p> <p>Recently, one MRPT Officer has resigned their role. The IPM is working towards backfilling this role as soon as possible.</p>		
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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	Preliminary consideration as part of structure review.		Structure review due to be completed in late February. Timeframe for further work regarding the HR unit to be advised.
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	12 mths	Work has commenced with a desktop audit in progress to identify current policies, processes and frameworks, and research being undertaken to establish best practice.	Benchmarking: complaints handling in other parliaments.	June 2024



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	» Setting investigation procedures, protections against victimisation, sanctions, and policies containing information about external complaint bodies.				
6	<p>Create and implement (in consultation with staff) the following:</p> <ul style="list-style-type: none"> » Ministerial and Parliamentary Services Code of Conduct for: <ul style="list-style-type: none"> - Parliamentarians - MPS personnel » Diversity and inclusion strategy » A family friendly workforce strategy » Performance management framework » Consumption of alcohol policy 	12 mths	The MRPT has commenced work with research being undertaken to establish best practice.	Audit of codes, strategies, frameworks and policies to identify what is in place now and where gaps exist.	Timeframe for further work to be advised.
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	The MRPT has commenced consideration of these recommendations, including overlap and timing		<p>Structure review due to be completed in late February.</p> <p>Timeframe for further work to be advised.</p>



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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
8	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	The MRPT has commenced consideration of this recommendation, including overlap and timing	Structure review due to be completed in late February. Timeframe for further work to be advised.
9	A minimum of 12 Workplace Support Contact Officers be appointed, maintained and appropriately trained across Ministerial and Parliamentary Services.	18 mths	The MRPT has commenced consideration of this recommendation, including overlap and timing	Structure review due to be completed in late February. Timeframe for further work to be advised.
10	Completion of Our Watch’s Workplace Equality and Respect Standards across Ministerial and Parliamentary Services.	24 mths	The MRPT has commenced consideration of this recommendation, including overlap and timing	Structure review due to be completed in late February.



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					Timeframe for further work to be advised.
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	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.			
12 MPS personnel are surveyed to measure: » Perceptions of the implementation of the recommendations arising from the Review	At 18 mths				



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	<ul style="list-style-type: none"> » 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 				
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.		
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			