

Set the Standard Recommendations for PWSS Action

RECOMMENDATION 7	Priority	Status	Notes
PWSS, with the Departments of the Senate and House of Representatives, should table an annual report with diversity characteristics (within 12-18 months)	Medium	In progress	The parliamentary departments are in the process of tabling annual reports for this year. The PWSS will work with them to ensure data is consistently reported and will also table its annual report next year.
RECOMMENDATION 12			
The PWSS should establish standards and processes to professionalise the management practices for MoP(S) Act employees to foster a safe and respectful workplace, including developing guidance, policies, and a standardised induction (induction process within 6 months; systems and processes within 6-12 months)	Medium	In progress	This is an ongoing measure. The Department of Finance has delivered a refreshed induction program for parliamentarians including six week and three month check-ins, and a new induction program for MoPS(S) Act employees. The induction programs include content that addresses the elements of the recommendation, as Relevant.
RECOMMENDATION 13			
The PWSS should develop a professional development program for MoP(S) Act employees (within 6-12 months)	Medium	In progress	This is an ongoing measure. The PWSS is reviewing all learning and development offerings with a focus on building capability for PWSS staff to deliver offerings in-house. In the future we will create a learning and development academy and investigate extending partnership approaches with universities and TAFEs to offer accredited courses.
RECOMMENDATION 14			
(a) The PWSS should deliver mandatory best practice training for Parliamentarians and staff, on induction and annually (b) The OPSC should deliver best practice training on people management and inclusive leadership for Parliamentarians and senior staff (c) The Parliamentary Departments should implement mandatory best practice respectful workplace training (review and training within 6 months; professional development program within 6-12 months)	Medium	In progress	Recommendations 14(a) and (b) are ongoing measures for the PWSS. The Board for the PWSS will decide whether or not training is mandatory.
RECOMMENDATION 15			
The OPSC should create guidance on requirements and processes for termination of employment of MoP(S) Act staff (within 6-12 months)	Medium	In progress	
RECOMMENDATION 16			
The OPSC should introduce processes for termination of staff to support Parliamentarians to meet legal obligations in relation to termination of MoP(S) Act staff, which should include a requirement to inform and engage with the OPSC before effecting a termination (within 6-12 months)	Low	In progress	
RECOMMENDATION 19			
The PWSS, with the IG, should develop a framework for monitoring, evaluation and continuous improvement (collect baseline data within 6 months; first OPSC report within 6-12 months)	High	In progress	This is an ongoing measure. The PWSS has worked on the basis of assessing effectiveness and continually evolving our service. We will do so with the Consultative Committee and Board once established as the Implementation Group will cease to exist.