

NOPSEMA's 2023 Australian Public Service Census Survey Results Action Plan

 Document No: **A1032175**

Date: 8/11/2023

| Target Areas | Goals | Action Steps | Potential Obstacles | Due Date | Responsibility for actions | Responsibility for review |
|-------------------------|--|--|---|---------------|--|---|
| Senior Leadership | Improve alignment and collaboration within NOPSEMA's Leadership Team, and how this is demonstrated and perceived across the organisation, focusing on strategic direction and priorities, communication, and teamwork. | <ol style="list-style-type: none"> Leverage existing strengths and identify and implement improvement opportunities within NOPSEMA's Leadership Team through: <ol style="list-style-type: none"> Participation in a formal development programme, including multidirectional feedback. Implementation of the new Senior Executive Service performance management process. Deliver initiatives including Senior Leadership Group meetings/workshops and the Emerging Leaders programme to: <ol style="list-style-type: none"> Increase visibility of, and interaction with the Leadership Team across the organisation. Communicate more effectively and regularly with senior leaders and their teams and provide increased opportunities for input and feedback. Improve organisational awareness and understanding of strategic direction and priorities, as well as opportunities for collaboration and innovation to deliver these. | <ul style="list-style-type: none"> Capability and capacity to enact changes alongside competing priorities. Availability of resources. | June 2024 | NOPSEMA Leadership Team | Chief Executive Officer |
| Change Management | Ensure change management processes are incorporated into the implementation and embedding of organisational reform activities. | <ol style="list-style-type: none"> Update and implement NOPSEMA's change management framework. Strengthen change management capability through access to support, e.g. coaching for managers. | <ul style="list-style-type: none"> Capability and capacity to enact changes. Availability of resources. | March 2024 | Director Organisational Reform | Executive General Manager Corporate and Business Transformation |
| Internal Communications | Improve NOPSEMA's internal communications. | <ol style="list-style-type: none"> Engage NOPSEMA's Senior Leadership Group to undertake a review and develop recommendations for improving internal communications. Utilise Senior Leadership Group meetings to communicate more effectively and regularly with senior leaders and provide guidance for cascading key messages to their teams. Ensure that programs, projects, and change initiatives have appropriate and effective communications and engagement plans in place. | <ul style="list-style-type: none"> Availability of resources. Varying individual perceptions and expectation of what "good" looks like in terms of communications. | December 2023 | Senior Leadership Group NOPSEMA Leadership Team | Executive Director Strategic Communications and Engagement |
| Workplace Conduct | Ensuring a focus on the wellbeing and safety of our workforce, including effective management of psychosocial hazards and risk factors, and that any instances of workplace conduct issues are reported, with an ongoing focus on prevention and management. | <ol style="list-style-type: none"> CEO updates to include a focus on workplace conduct and the roles and responsibilities of all employees in prevention and reporting. Training and information on workplace conduct and psychosocial safety, with a specific focus on working within the regulatory environment, to be provided to staff. Engagement with our Senior Leadership Group and NOPSEMA Leadership Team as part of our approach to FY25 Strategic Planning to ensure this is incorporated as a strategic and operational focus area. | <ul style="list-style-type: none"> Willingness from staff to report workplace conduct issues. Behavioural change in staff who may be consciously or unconsciously behaving inappropriately. | June 2024 | Senior Leadership Group NOPSEMA Leadership Team | Chief Executive Officer |