



LEGISLATIVE  
ASSEMBLY

Department of the Legislative Assembly

# Corporate Plan 2023-2027



# Contents

<b>About the Corporate Plan</b>	<b>3</b>	<b>Corporate Objectives</b>	<b>3</b>
<b>The Setting</b>	<b>4</b>	Encouraging Participation in the People's Parliament	9
<b>The Department of the Legislative Assembly</b>	<b>5</b>	Enabling Members to fulfil their Parliamentary Responsibilities	10
What we do	5	Enhancing Workforce Capability: People, Values and Culture	11
Our Stakeholders	5	Upholding the Independence of a Strong and Effective Parliament	12
Purpose	6	Modernising the Parliament	13
Vision	6		
Values	6		
Operating Principles	6		
Operating Environment	7		

In this report we showcase photos of NSW to highlight the range of electorates represented by the Members of the Legislative Assembly.

Cover Image  
Terrigal, Central Coast

 **Terrigal Electorate**

# About the Corporate Plan

of the Legislative Assembly

This plan gives a detailed outline of the actions and strategies to deliver on the Department's objectives during the 58th Parliament (2023-2027).



## Objectives

The objectives of the Department's corporate plan are aligned with the Parliament's strategic priorities.

In addition to specific projects, each business unit has its own operational plan incorporating targets and performance and activity measures.

## Corporate Governance

The Department of the Legislative Assembly works collaboratively with the Department of the Legislative Council and the Department of Parliamentary Services to ensure that the Parliament of New South Wales is supported by a strong governance framework.

## Governance Compliance Framework

Our governance framework ensures the Department achieves its objectives while complying with all relevant laws, meeting community expectations and complying with standards and codes in respect to probity, accountability and transparency.



# The Setting

## The Legislative Assembly

The Parliament of NSW is comprised of two separate Houses – the Legislative Assembly and the Legislative Council – and the Governor, as the King’s representative. The Legislative Assembly is made up of 93 Members, each representing an individual electorate in NSW. It is the party or coalition of parties and Members, which can command the support of the majority of Members in the Legislative Assembly that forms the Government.

While both Houses have the power to make laws ‘for the peace, welfare, and good government’ of NSW, all ‘bills appropriating any part of the public revenue, or imposing any new rate, tax or impost’ must be initiated in the Legislative Assembly. The legislative powers of both Houses are set out in the Constitution Act 1902.

# The Department of the Legislative Assembly

The staff of the Department of the Legislative Assembly demonstrate a strong ongoing professional commitment to upholding parliamentary democracy and safeguarding the institution to meet the high level of trust and expectations placed on us by the Members and the communities they represent.

## What we do

We diligently and apolitically support the House, its committees and Members, providing accurate information to the public about the work of the Legislative Assembly, and facilitating community engagement.

### Our ongoing core business is to:

- facilitate and support the sittings of the House
- support Members in the performance of their parliamentary duties as legislators and elected representatives
- provide secretariat and research services to parliamentary committees
- advise on parliamentary law, practice and procedure
- produce, publish and maintain the records of the House and its committees
- publish information on the Legislative Assembly, its work and parliamentary procedure
- promote the work of parliamentary committees
- engage with the community about the Legislative Assembly and the Parliament
- manage inter-parliamentary relations with other parliaments within our region, the Commonwealth and around the world
- facilitate meetings and events held in the parliamentary precinct.

## Our Stakeholders

### Our primary stakeholders are:

- the Speaker, the Members and their staff, and the NSW communities they represent
- the Executive Government and public sector agencies that are subject to scrutiny by the House and its committees
- individuals and organisations that engage with the Assembly and its committees and rely on our impartial advice and accurate information.

## Vision

To be leaders in the delivery of parliamentary democracy and community engagement.

## Purpose

### WORKING FOR THE PEOPLE OF NEW SOUTH WALES BY PROVIDING:

Impartial advice, support and information to the House and its committees, and to Members so they can perform their representative and parliamentary duties.

Community access to the Legislative Assembly and its proceedings so the people of NSW can fully participate in Parliament.

## Values

### INTEGRITY

We are honest and ethical.

We are impartial and apolitical.

### EXCELLENCE

We are professional and work efficiently and effectively to deliver results.

We are always looking to add value, improve and innovate.

### RESPECT

We are respectful to one another, to Members and to our stakeholders.

We respect the institution of Parliament, which we act to preserve and progress for the lasting benefit of the people of New South Wales.

## Operating Principles

### STRONG GOVERNANCE

Our services meet community expectations and public sector standards of accountability and good governance.

### CULTURE OF LEARNING

Our people work in an environment that recognises and values their contribution and the development of their potential.

### CONTEMPORARY WORKPLACE

Our workplace promotes agility, new ideas, collaboration, diversity and inclusion.

### SEAMLESS ICT

Our information, communication technologies and systems connect Members and the community to the information and services they need.

## Operating Environment

The Department of the Legislative Assembly operates in a dynamic political environment and tight budgetary circumstances.

On parliamentary sitting days the Department faces demanding service expectations within narrow timeframes. The uncertainties of the parliamentary timetable, with the passage of legislation, unexpected proceedings and long hours, which are all factors outside the Department's control, impact on the volume, nature and flow of work and our resources.

The Department relies on the capability, skills and professionalism of its staff to manage the uncertain nature, complexity and volume of work in supporting the Legislative Assembly and its Members.

The Department is also accountable to its stakeholders outside the Parliament. We respond to a wide range of queries from members of the public and organisations who require accurate information about the House and its committees.

The general election in 2023 resulted in a change in Government, with the Australian Labor Party winning 45 seats and forming a minority government with the support of three Independent Members. The Liberal and National parties won 25 and 11 seats respectively and together form the Opposition. The Greens retained three seats and the number of Independent Members increased to nine, resulting in a crossbench of 12 Members.

The minority government and the growth of the crossbench presents particular challenges for the 58th Parliament. There are greater demands on staff due to the increase in committee activity and the complex negotiations around the business of the House, including procedural advice, research and report drafting.

It is critical that we have staff with expertise in parliamentary practice who can perform in a fast-paced and pressured environment, and that we have the necessary resources to meet the additional demands.



# Corporate Objectives

Parliament's Strategic Priorities	The Department of Legislative Assembly's Corporate Objectives	
<p>Encouraging Participation in the People's Parliament</p> <p>&gt;</p>		<p><b>Strengthening engagement</b></p> <p>The community is informed, involved and can easily recognise and understand the role we play and the institution of the Legislative Assembly.</p>
<p>Enabling Members to fulfil their Parliamentary Responsibilities</p> <p>&gt;</p>		<p><b>Supporting our Members</b></p> <p>Our services are valued and respected by Members, including Ministers and officeholders, and their staff. The House and its Committees are supported to fulfil their constitutional and representative roles and responsibilities.</p>
<p>Enhancing Workforce Capability: People, Values and Culture</p> <p>&gt;</p>		<p><b>Developing our people</b></p> <p>Our people are seen by the community, Members and their staff as helpful experts in their field. Our people are motivated and inspired to achieve their best and our workplace is safe, inclusive and respectful.</p>
<p>Upholding the Independence of a Strong and Effective Parliament</p> <p>&gt;</p>		<p><b>Upholding the independence of a strong and effective Legislative Assembly</b></p> <p>We are fiscally responsible and sustainable. We are accountable, and measure our performance to ensure we are efficient and effective. We document and share knowledge about the role, functions, practices and procedures of the Legislative Assembly.</p>
<p>Modernising the Parliament</p> <p>&gt;</p>		<p><b>Modernising our operations</b></p> <p>We are leaders in integrated and efficient parliamentary business systems. We use technology effectively to collaborate and communicate.</p>





# Strengthening engagement

## Legislative Assembly Engagement and Committee Outreach strategy (2023-2027)

- Plan and deliver proactive and targeted engagement activities and responsive communication processes.
- Provide opportunities for more people to have a say, be heard and actively participate in the work of the Assembly, particularly those from historically underrepresented groups.
- Expand our rural and regional outreach activities through our programme of committee hearings and site visits.

## 67th Commonwealth Parliamentary Conference

- Collaborate with our colleagues across the Parliament to plan, host and deliver the 67th Commonwealth Parliamentary Conference for approximately 700 parliamentarians and officials. Promote learning and collaboration, and champion parliamentary democracy around the Commonwealth.
- This includes the 67th CPA General Assembly; the 40th CPA Small Branches Conference; meetings of the Commonwealth Women Parliamentarians (CWP); Commonwealth Parliamentarians with Disabilities (CPwD) and the CPA Executive; and the annual conference of the Society of Clerks-at-the-Table (SOCATT).





## Supporting our Members

### Procedural Resources

- Update our procedural resources so that they are a current and authoritative source of information for Members and staff, including the following publications:
  - New South Wales Legislative Assembly Annotated Standing Orders (new publication)
  - Legislative Assembly Legislative Assembly Practice, Procedure and Privilege (second edition).



### Member and staff capability and training

- Training and capability building initiatives for Members, officeholders and their staff so that they are empowered to use parliamentary procedure and processes to meet their objectives. Including enhanced induction program for new Members; induction and on-going scenario-based training sessions for the Speakers' Panel; bespoke information sessions for key officeholders and ministerial staff; specific inquiry-based training for Members on Committees and regular opportunities for Committee Chairs to raise training and resourcing issues; and updated guides, fact sheets and handbooks.

### On-line Pecuniary Interest Register

- Consider proposed changes to the Constitution (Disclosures by Members) Regulation 1983, and develop and implement procedures and processes to support the new pecuniary interests disclosure regime so that it enables Members to meet their legal obligations and for the Registrar and Department to perform any new duties or responsibilities, as required.

### Member and stakeholder survey

- Survey our Members and other key stakeholders so that we understand and meet their needs and expectations, and adjust our services, corporate priorities and projects to accommodate their feedback.



### **Career pathways and staff development**

- Enhance our career pathways program so that our staff are empowered to reach their full potential and so that we have a strong succession planning strategy. This will also encourage our staff to further develop the capabilities and specialist knowledge to meet institutional challenges in the context of a minority government.

### **Organisational enhancement**

- Ensure that the additional resources we received to provide services to our Members in the 58th Parliament are utilised in the most effective and efficient way, and meet the demands of our challenging operating environment.

### **Safe, inclusive and respectful workplace**

- Monitor our People Matter Employee Survey results and our training needs so that we can maintain our safe, inclusive and respectful workplace culture. Ensure our people understand the Code of Conduct, appropriate standards of behaviour, reporting procedures and available support systems through regular workshops and targeted communications, as needed.





# Upholding the independence of a strong and effective Legislative Assembly



## **Champion parliamentary democracy and the role of the Legislative Assembly**

- Establish a program for our staff to document and promote the work, role and purpose of the Legislative Assembly, including the production of academic papers. This work will raise the profile of the Legislative Assembly and strengthen the narrative about its important and unique role and responsibilities, as well as providing development opportunities for our staff.

## **Performance review and reporting against corporate plan**

- Improve our reporting against the corporate plan to track the completion of projects as well as reviewing our key performance indicators so that we can better measure our performance, map trends and make improvements.





# Modernising our operations

## Collaboration tools and technologies

- Optimise the use of collaboration tools, such as SharePoint and Microsoft Teams, so that we can work in a more efficient, agile and modern way.

## Procedural business systems

- Modernise our procedural business systems so that our reference material and procedural resources are accessible, accurate and complete. This includes the migration of all databases from our legacy software to a stable and supported system and finalising the digitisation of all our historic records.





LEGISLATIVE  
ASSEMBLY

## Contact us

Department of the Legislative Assembly  
Parliament House, Macquarie Street, Sydney NSW 2000

**P** +61 2 9230 2111

**E** [assembly@parliament.nsw.gov.au](mailto:assembly@parliament.nsw.gov.au)



[parliament.nsw.gov.au](http://parliament.nsw.gov.au)