# Speaking notes

People matter survey 2023

3-5 minutes of notes for senior leaders, executives and managers to discuss with their staff.

**This document is part of the** [People matter survey 2023 resources](https://vpsc.vic.gov.au/data-and-research/about-the-people-matter-survey/prepare-for-the-2023-survey/)

## Core themes

### Survey timing

The People matter survey 2023 is open from Monday 16 October to Friday 3 November (three weeks).

You’ll receive a survey link inviting you to take part.

### About the survey

The People matter survey is your independent employee opinion survey run by the Victorian Public Sector Commission.

It’s a safe and anonymous way for you to tell us what you think about your workplace experience.

### What’s new for 2023

You’ll see new questions developed in consultation with the Public Sector Gender Equality Commissioner to support [Gender Equality Act 2020 audit and reporting requirements.](https://www.genderequalitycommission.vic.gov.au/about-gender-equality-act-2020)

You’ll be able to access the survey from a desktop or mobile device.

The survey will take about 15 minutes to complete.

### What you will be asked

This year’s survey’s been developed so that it’s relevant to all employees regardless of where and how you work.

You’ll be asked questions about your workplace experience including questions about:

* Career development
* Diversity and inclusion
* Flexible working
* Equal opportunity employment
* Manager support
* Wellbeing

The full list of [questions](https://vpsc.vic.gov.au/data-and-research/about-the-people-matter-survey/2023-survey-questions/) is located on the Commission’s website at vpsc.vic.gov.au.

### Why this year’s survey is important and you should take part

Your opinion and unique perspective on our workplace culture matters to us all.

We’ll use the information you tell us to find out what we’re doing well, and where we need to focus on improvement to support your wellbeing.

Each year, this survey helps our organisation better understand employee engagement, satisfaction, and your workplace experience so we can enable the best possible work environment for you.

And the results help public sector organisations like ours to track workforce trends year-on-year.

**<INSERT OPTIONAL TOPICS 1 AND 2 HERE>**

## Optional topics

### How we’ve listened to and acted on your feedback from previous surveys

**<This year/last year>** we took action in direct response to what you told us in the last People matter survey in **<2021/2022>**.

We started **<Name of program/initiative>** to improve **<XYZ>** and developed **<Name of program/initiative>** to increase **<ABC>.**

Every day these programs are making a difference in our culture at **<your organisation>** through **<123>**.

We’d like your feedback on how those changes have benefited your workplace and how we can make further improvements to our workplace culture.

### How the People matter survey contributes to a safe and inclusive workplace

In the survey you’ll be asked a range of demographic questions about yourself, such as your age, gender and cultural background. These questions are designed to gather information about our workforce to help us foster diversity, inclusion and wellbeing across the Victorian public sector. All survey responses are de-identified and organisations can’t identify individuals when the data is reported.

Organisations such as the Victorian Multicultural Commission, Victorian Equal Opportunity and Human Rights Commission, the Commission for Gender Equality in the Public Sector and the Victorian Public Sector Commission, use the de-identified results from the People matter survey to better understand the experiences of our diverse workforce and identify ways to make our workplaces more equitable and inclusive.

To put it in perspective: Our workforce includes 354,800 people, employed by Victorian Government departments and agencies. That’s around 10% of the total Victorian labour force.

We want people of all abilities, backgrounds, genders and cultures to feel safe and empowered working in the public sector. Each of us has different ideas, perspectives and skills to share. The more we share, the more we understand each other. When our workforce is inclusive and reflective of the Victorian community, government services work better for everybody.

### How do I know my privacy and anonymity is protected?

The Victorian Public Sector Commission runs the independent survey and uses strict rules to protect your privacy and anonymity at every stage of the survey.

To protect you, they:

* use an anonymous survey link and everyone in our organisation receives the same survey link
* de-identify all data that employers get
* de-identify individual survey responses. This means our organisation can’t identify individuals when the data is reported
* don’t collect identifying information such as name, date of birth or employee ID
* separate open-text responses from other data that will identify you - Your organisation won’t know you made the comments.

In addition, if they get

* fewer than 10 responses for teams or demographic groups, they don’t release employee experience results. For example, a demographic group is ‘men in the same salary range’ or ‘women aged 40 to 49’. An experience results is ‘90% of women aged 40 to 49 agreed their manager supports them.’
* fewer than 30 responses from your whole organisation, they don’t give a breakdown by any demographic group of how many people did the survey.

We encourage you to respond honestly about your individual experience. And you always have the option to respond to demographic questions such as age or gender with ‘prefer not to say’.

If you’re interested to know more about privacy, there is a link to the Commission’s [data collection statement](http://vpsc.vic.gov.au/peoplematterprivacy) included in your survey invitation or you can visit the Victorian Public Sector Commission’s website at vspc.vic.gov.au.

### When will survey results will be available

Results from the survey will be provided to our organisation in late November 2023.

The Victorian Public Sector Commission plans to publish organisation-level results on their website in early 2024.

### Where can I get more information

If you have questions about the People matter survey 2023, or need any support, please contact your survey coordinator **<Name>** or visit the Victorian Public Sector Commission’s [website](https://vpsc.vic.gov.au/) at vpsc.vic.gov.au.