# Speaking notes

People matter survey 2024

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 2024 resources](https://vpsc.vic.gov.au/data-and-research/about-the-people-matter-survey/prepare-for-the-2024-survey/).

## Core themes

### Survey timing

The People matter survey 2024 is open from **Monday 20 May until midnight Friday 7 June 2024** (3 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 2024

The 2024 People matter survey will be broadly similar to the 2023 survey. We’ve only made a few small changes for 2024. This year we’re increasing the number of webinars we hold before the start of the survey. We’re also running a set three-week survey period in May and June for all public sector organisations, except health services, and a set three-week period in October for all public health organisations. These changes will help public sector organisations better prepare for the survey and get comparable results earlier.

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

The survey will take about **20-25** minutes to complete.

We use the People matter survey to find out where we’re doing well and where we need to focus on improvement. Your views help us to develop a high performing and engaged workforce.

### 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, including the front line.

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

* Job satisfaction
* Career development
* Diversity and inclusion
* Flexible working
* Equal opportunity employment
* Manager support
* Work-related stress

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

I encourage you to have your say to provide feedback on how our public sector values and employment principles are practised within our organisation.

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

Each year, this survey helps our organisation better understand employee engagement, wellbeing, 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 **<2022/2023>**.

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 will 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 and inclusion across the Victorian public sector.

Different groups such as, Multicultural Victoria, First Nations – State Relations, the Enablers and the Pride Network use the de-identified results from the People matter survey.

Your information helps these groups, and others like them, to understand what an inclusive workplace looks like to you, and to continue to advocate on your behalf for a fair and equitable workplace experience for a range of people across the Victorian public sector.

To put it in perspective: Our workforce includes 354,800 people, employed by the 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?

For those of you with questions about privacy and anonymity:

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 survey response data provided to our organisation
* only provide our organisation with survey results for teams or demographic groups when they have 10 or more responses
* don’t collect your date of birth or employee ID
* don’t link free-text comment reporting to any other survey information.

All information is handled in line with Victorian and Commonwealth law.

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 early July 2024.

The Victorian Public Sector Commission plans to publish organisation-level results on their website in early 2025.

Data from the 2023 People matter survey results are now available from vpsc.vic.gov.au.

### Where can I get more information

If you have questions about the People matter survey 2024, 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.