

ANZACATT Professional Development Seminar

Contemporary Parliaments

*What traditions should be preserved in a
changing world*

Parliament of Victoria
Melbourne, Australia
23 to 25 January 2023

Seminar Information

Circular No 1, August 2022

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Seminar Outline

The theme of the seminar is:

Contemporary Parliaments: *What traditions should be preserved in a changing world?*

Each day has been given a sub-theme:

Day 1	Contemporary Parliaments
Day 2	Engaging with Parliament
Day 3	Parliament as a workplace

Theme background and thought provokers

Parliament, its rules, attitudes and customs are all steeped in long traditions. The first Australian and New Zealand Parliaments opened over 150 years ago, drawing their practices and precedents from older legislatures. What has changed in this time?

What traditions should we maintain and which ones should we be advocating to change? Can traditions and modern practices cohabitate?

What makes an effective parliamentary officer in 2023 and how has that changed over time? How can parliamentary officers advocate for and influence change to keep parliament in touch with the world today? Should innovation be a term synonymous with parliamentary service?

How have growing physical and cyber security concerns influenced our roles?

What role do we play in community access to and engagement with parliament and how have health and safety concerns impacted this?

What technology advancements help and what ones hinder the work of parliament?

How has the organisational and procedural culture at your parliament changed over time and who has driven the shift? How has this limited or expanded your work?

What role do parliamentary officers have in training, leading and educating members?

Where is the line between being innovative, responsive and progressive and accepting the politics of the members we serve?

How should the role of a parliamentary officer evolve? Does the advice and services we offer need to change?

Seminar format

Plenary sessions are designed to generate debate, ideas and discussion before continuing with concurrent workshops in the afternoon. The afternoon workshops will be based on the syndicate model.

[Appendix A](#) provides an overview of each session in more detail and the roles to be performed.

On the final day, we have allocated time for the rapporteurs from each session to provide their reports back to the group, followed by a facilitated discussion reflecting on the week.

There is an outline of the seminar program in [Appendix B](#). The final program will be distributed in December once workshop roles are allocated and details finalised.

Key Dates

Friday 7 October 2022:

Expressions of interest for seminar roles close

Friday 21 October 2022:

Delegate registrations nominally close

Friday 28 October 2022:

Delegates advised of workshop allocations and roles

Friday 9 December 2022:

Due date for papers/outlines
(circulation prior to recess and commencement of seminar)

Monday 19 December 2022

Final day to register and pay

Session participant nomination form

We are now inviting individuals to fulfil key seminar roles.

[Click here to access the session participant nomination form.](#)

In accordance with the Parliament of Victoria's Gender Equality Action Plan, priority will be placed on compiling gender balanced panels for each session wherever possible.

Further information about the format of each session and expectations is provided at [Appendix A](#).

Expressions of interest for roles nominally closes on **Friday, 7 October 2022.**

Accommodation details

With the conference coinciding with the Australian Open, hosted in Melbourne, and leading into a long weekend, delegates are strongly advised to secure accommodation as early as possible.

Delegates are responsible for meeting their own accommodation costs.

There are many hotels within walking distance of Parliament House, including:

The Windsor Hotel (<https://www.thehotelwindsor.com.au/>)
250m from Parliament House

Park Hyatt (<https://www.hyatt.com/en-US/hotel/australia/park-hyatt-melbourne/melph>)
200m from Parliament House

Sheraton Melbourne <https://www.marriott.com/en-us/hotels/melsi-sheraton-melbourne-hotel/overview/>
350m from Parliament House

Citadines on Bourke
<https://www.discoverasr.com/en/citadines/australia/citadines-on-bourke-melbourne>
450m from Parliament House

Sofitel Melbourne (<https://www.sofitel-melbourne.com.au/>)
450m from Parliament House

Ovolo Laneways (<https://ovolohotels.com/ovolo/laneways/>)
500m from Parliament House

Stamford Plaza
(<https://www.stamford.com.au/hotels/stamford-plaza-melbourne-hotel/>)
600m from Parliament House

Lancemore Crossley St
(<https://www.lancemore.com.au/crossley-st>)
650m from Parliament House

Registration form and delegate fees

The registration fee is AU \$525.00 (inclusive of GST) per delegate. Additional guests for the seminar dinner will cost \$215.00 per person.

Parliaments will be invoiced for their delegates once registrations close.

[Please click here to register for ANZACATT 2023](#)

Appendix A – Session formats

2023 plenary sessions

Day 1 – Hypotheticals with the Clerks (tradition v change)

A panel of Clerks will form a round table discussion around hypothetical scenarios in relation to tradition versus change.

We are seeking nominations from Clerks to participate.

Day 2 – Parliamentary privilege in modern Parliaments

A panel of clerks will highlight recent issues of privilege from their jurisdictions and discuss the challenges in upholding the principles of privilege in a modern, socially connected world.

We are seeking nominations from Clerks to participate.

Day 3 – A spotlight on diversity, access and inclusion within Parliamentary workforces

A panel of clerks will discuss developments in their jurisdictions relating to diversity, access and inclusion.

We are seeking nominations from Clerks to participate.

The syndicate model

Sessions 1A to 3B: Syndicate Model

ANZACATT uses a syndicate team model for the workshops that are conducted as part of its annual professional development seminars.

This framework provides opportunities for staff participation and development in presentation and facilitation skills, which are an important part of professional development.

It also gives participants an opportunity to establish networking relationships before the commencement of the seminars.

The model provides for a syndicate team of three to five people – a designated facilitator, co-presenters and a rapporteur.

There are syndicate positions available requiring a broad range of knowledge, expertise and parliamentary experience.

The table below provides further background to the 2023 workshop topics to assist with nomination and preparing papers.

2023 syndicate topics

<p>Session 1A: Balancing change and tradition</p> <p>This session will explore the tension between our roles as the custodians of Westminster traditions and the need to keep pace with change to keep our Parliaments relevant.</p>	<p>Session 1B: Emerging challenges</p> <p>This session will explore the emerging challenges testing our institutions.</p>
<p>2A: The community (access and engagement)</p> <p>This session will examine developments and innovations in community engagement.</p>	<p>2B: Members (services to and training of members)</p> <p>This session will explore the changing needs of members and the role of a modern parliamentary officer in training and knowledge development.</p>
<p>3A: Redefining culture</p> <p>This session will examine issues relating to workplace culture, diversity and inclusion.</p>	<p>3B: Safety in the Parliamentary workplace</p> <p>This session will explore the changing face of safety for staff in the workplace, including physical and cyber security, and creating psychologically safe workplaces.</p>

Syndicate roles

Syndicate teams

The Clerks of each jurisdiction are invited to nominate syndicate members and their workshop preferences. First choices will not always be available. A deadline for nominations is set to ensure syndicates have plenty of time to plan their workshops.

Facilitator

Each session or workshop is chaired by a facilitator, typically an experienced senior parliamentary officer with expertise in the subject matter who will be able to coach and mentor the remaining team members. This person will assist in developing the workshop topic and coordinate the presenters for the session.

On the day, this person may make a short presentation and will introduce the presenters, ensure adequate time is available for discussion, moderate the debate and output from a session and give guidance to syndicate team members where necessary.

Syndicate roles (continued)

Presenters

This person/s should have some experience in the subject matter. A key responsibility is to research the topic widely and prepare a discussion paper for presentation at the workshop. Presenters assist with the conduct, facilitation and presentation of the session.

Rapporteur

The rapporteur is usually selected for the role as a development opportunity, but the person's knowledge and experience must be sufficient to be able to produce a report. Some of this knowledge may be acquired through the preparatory work with other team members.

New for 2023, the rapporteur will provide a short verbal summary on the last day of the seminar and produce a brief written report in the standard format.

Syndicate session framework

The main structure of the presentation/discussion paper is expected to include:

- Background – Some detail about the theme and history (if appropriate) of the topic
- Suggested approach – How the syndicate team plans to conduct the workshop, including subject headings, examples, background reading, surveys and overviews from other jurisdictions
- Questions to lead discussion.

Seminar workshop reports

The rapporteurs' written reports will be collated and posted on the website with other material following the seminar.

Appendix B – 2023 Program

Program			
Sunday 22 January 2023 – Arrival Day			
5:00pm – 7:00pm	Welcome Drinks The Imperial Hotel Rooftop 2-8 Bourke St, Melbourne		
Monday 23 January 2023 – Contemporary Parliaments <i>Parliament House</i>			
9:00am – 9:15am	Arrival and registration <i>Tea and coffee available</i>		
9:15am – 9:30am	Official seminar opening		
9:30am – 10:30am	Opening Plenary		
10:30am – 11:00am	Morning Tea		
11:00am – 12:30pm	Plenary Session Hypotheticals with the Clerks <i>Tradition v Change</i>		
12:30pm – 2:00pm	Lunch <i>Optional tour of Parliament House at 1:15pm</i>		
2:00pm – 3:30pm	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Syndicate 1A <i>Balancing change and tradition</i></td> <td style="width: 50%; padding: 5px;">Syndicate 1B <i>Emerging challenges</i></td> </tr> </table>	Syndicate 1A <i>Balancing change and tradition</i>	Syndicate 1B <i>Emerging challenges</i>
Syndicate 1A <i>Balancing change and tradition</i>	Syndicate 1B <i>Emerging challenges</i>		
3:30pm – 3:45pm	Afternoon Tea		
3:45pm – 5:00pm	Overseas jurisdiction reports		
5:00pm – 6:00pm	Drinks <i>Parliament House rooftop</i>		

Program			
Tuesday 24 January 2023 – Engaging with Parliament <i>Parliament House</i>			
From 9:00am	ANZACATT Annual General Meeting <i>Tea and coffee available</i>		
9:45am – 11:15am	Plenary Session How to support the profession of Members of Parliament and our role in that (Deakin University report)		
11:15am – 11:45am	Morning Tea		
11:45am – 1:15pm	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;">Syndicate 2A <i>The community (access and engagement)</i></td> <td style="width: 50%; vertical-align: top;">Syndicate 2B <i>Members (services to and training of members)</i></td> </tr> </table>	Syndicate 2A <i>The community (access and engagement)</i>	Syndicate 2B <i>Members (services to and training of members)</i>
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1:15pm – 2:00pm	Lunch		
2:00pm – 3:30pm	Plenary Session Parliamentary privilege in modern parliaments		
3:30pm – 3:45pm	Afternoon Tea		
3:45pm – 5:00pm	Overseas jurisdiction reports		
6:30pm – 10:30pm	Conference Dinner <i>State Library of Victoria</i>		

Program			
Wednesday 25 January 2023 – Parliament as a workplace <i>Parliament House</i>			
From 9:30am	<i>Tea and coffee available</i>		
10:00am – 11:15am	Plenary Session A spotlight on diversity, inclusion and access within Parliamentary workforces		
11:15am – 11:30am	Morning Tea		
11:30am – 1:00pm	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Syndicate 3A <i>Redefining culture</i></td> <td style="width: 50%;">Syndicate 3B <i>Safety in the Parliamentary workplace</i></td> </tr> </table>	Syndicate 3A <i>Redefining culture</i>	Syndicate 3B <i>Safety in the Parliamentary workplace</i>
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1:00pm – 2:00pm	Lunch		
2:00pm – 3:30pm	Group Session <i>Rapporteur reports (6 x 5 minutes)</i> <i>Reflections on the week (facilitated discussion)</i>		
3:30pm – 3:45pm	Close and handing over the baton <i>President-elect, ANZACATT</i>		
3:45pm – 5:00pm	Farewell drinks <i>Parliament House</i>		