

Other Updates - NSW State Archives and Records



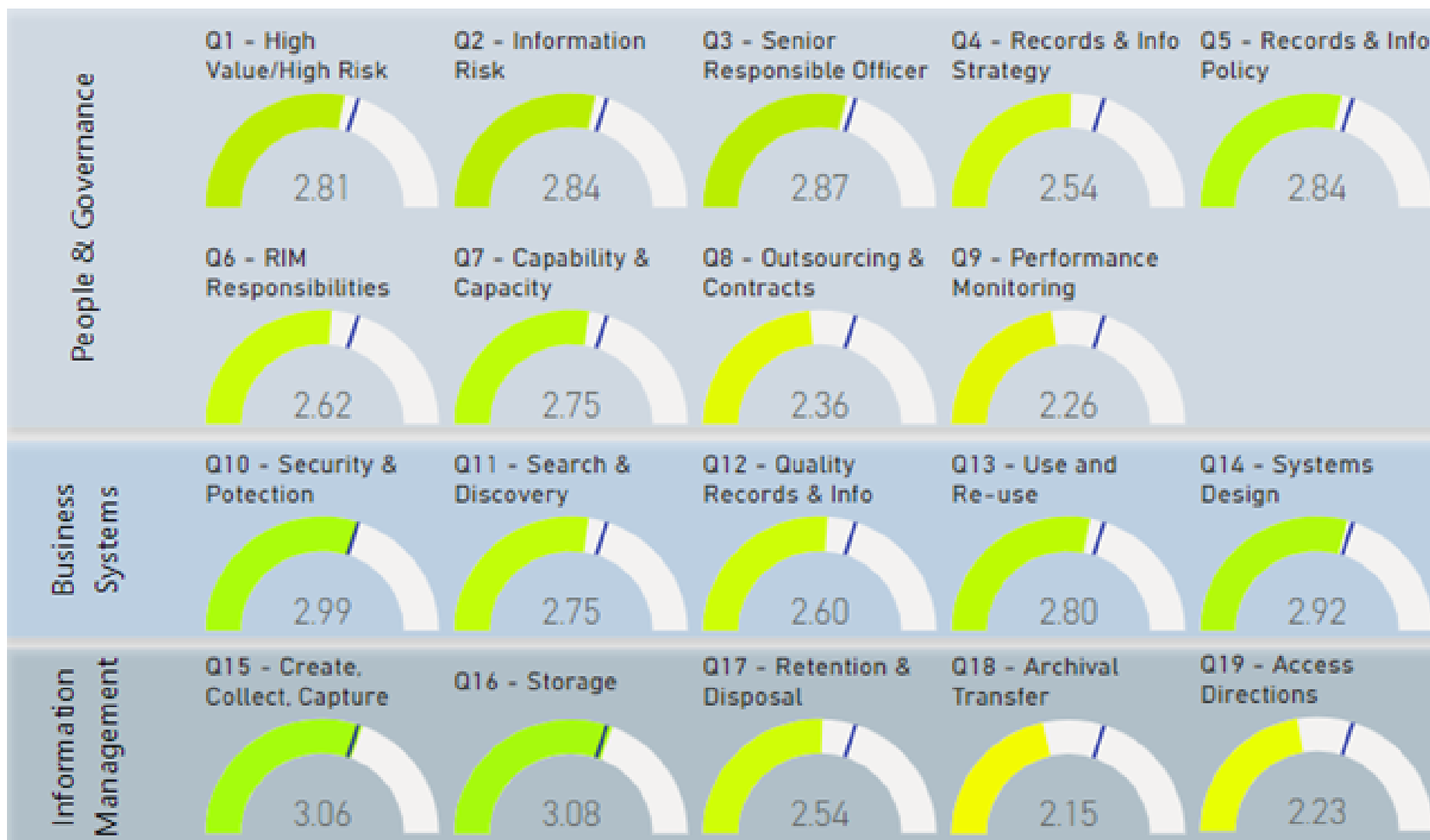
2022 Recordkeeping Monitoring Exercise

- Re-commencement of annual monitoring exercise
- Key objective for 2022 - establish a baseline and overview of the level of maturity and conformity of public offices' records management
- Assessments made using the new RMAT
- 246 public offices or 65% of the jurisdiction responded:
 - 117 Departments, Agencies, Authorities
 - 13 Local Health Districts or health networks
 - 102 Councils
 - 9 Universities
 - 5 State Owned Corporations
- Thank you for participating!

The results

- Average scores have been produced for each question and category in the RMAT
- Overall average total score for the jurisdiction is **2.67** out of 5, baseline compliance is 3.
- Overall maturity level for jurisdiction is “Developing”.
- Monitoring Exercise Report at www.records.nsw.gov.au/recordkeeping
- Each public office can access and download a copy of their 2022 submission via the new Monitoring Portal. Submission includes an overall response score & scores for each RMAT category

Average total score for each RMAT question

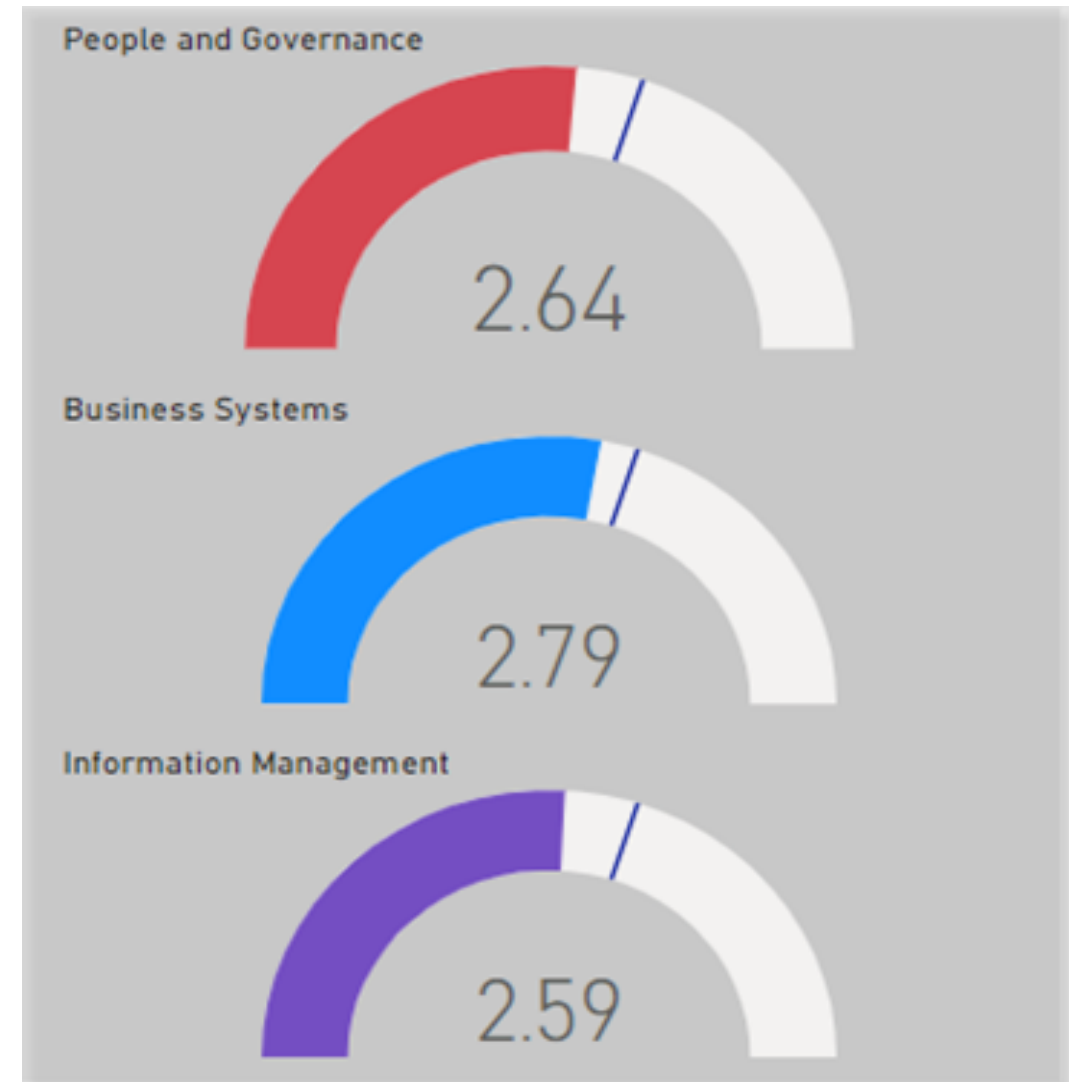


Average total score for each category

People and Governance (Q1 – 9) explores if frameworks in place to manage records and information management.

Systems and Business (Q10 – 14) explores the security and protection of records, information accessibility/discoverability/use and re-use, ensuring records are reliable and trustworthy, & that records and information management requirements in design and management of IT systems or services.

Information Management (Q15 – 19) explores creation, collection and capture of records, records storage, the retention and disposal of records, records transfer to the State Archives Collection, and the making of Access Directions.



What's next?

- Next Recordkeeping Monitoring Exercise will be held 1 – 31 March 2023
- Submissions will be made using the new Monitoring Portal
- Communications will be sent to all public offices closer to the start of the Monitoring Exercise
- What can you do to prepare?
 - Review this year's submission and assessment
 - Identify where work has been done to improve gaps in maturity
 - Identify the evidence that supports the level of maturity you have chosen
- In 2023 we will
 - Compare the 2022 and 2023 data to determine if there has been any change
 - Look more closely at the evidence identified in each submission and if this supports the level of maturity chosen
- Contact us at govrec@records.nsw.gov.au if you have any questions about the 2023 Monitoring Exercise

Upcoming changes



New websites

State Records NSW

Museums of History NSW



Contact information to
change – new email
addresses



Updating relevant guidance
and advice

Thank you for attending!

For questions regarding **Parts 2 (records management responsibilities)** and **3 (protection of State records)** of the State Records Act, please email govrec@records.nsw.gov.au

For questions regarding **Parts 4 (transfer), 5 (estrays) and 6 (public access to records)** of the State Records Act, email transfer@records.nsw.gov.au