# Digital Continuity 2020
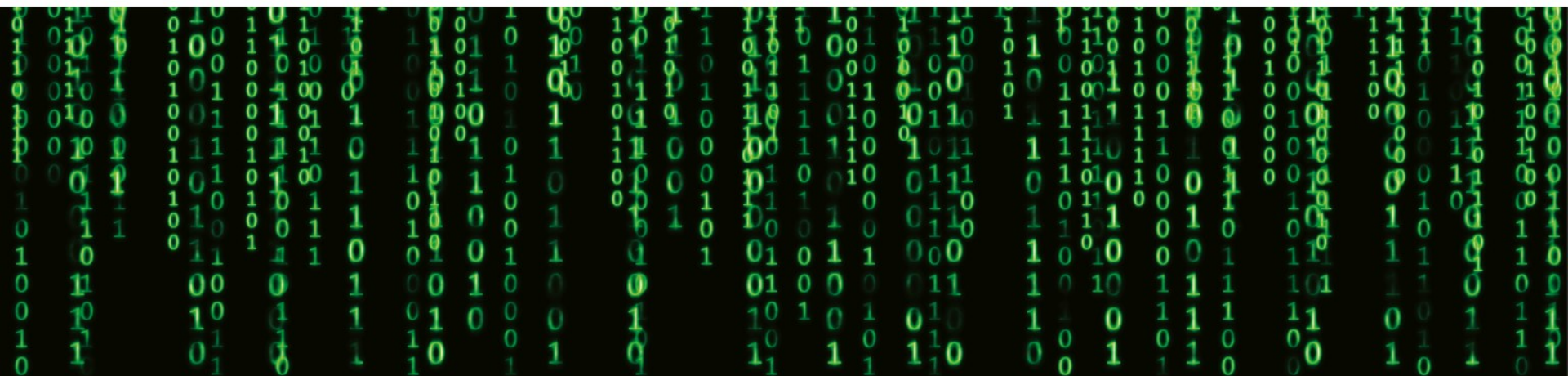## *the future of e-government*

# Online GAIN Forum
*4 August 2020*

# Digital Continuity 2020
## *the future of e-government*

# Introduction

**Jason McGuire, Assistant Director General, Government Data and Policy**

# **Agenda**

- Introduction

- Update from the National Archives

- Discussion of the next whole-of-government information policy from 2021

# Digital Continuity 2020
## *the future of e-government*

# Update from the National Archives

**Tatiana Antsoupova,  Director, Agency Engagement**

# AFDA Express Version 2

- All but one index for individual functions have been completed and published

- The remaining TECHNOLOGY AND INFORMATION MANAGEMENT function index will be published shortly

- Planning underway for a consolidated index to be published in the last quarter of 2020

# Retention and disposal

- Disposal freeze supporting the work of the Royal Commission into National Natural Disaster Arrangements

- RA 2020/00108042 – Commonwealth Grants Commission

- RA 2020/00197545 – Asbestos Safety and Eradication Agency

- RA 2019/00467613 – Federal Court – Tribunal Administration

- RA 2020/00197566 – National Health Funding Body

- Review of RNA selection principles

# Managing data and datasets advice

- Data and datasets retained in business systems are Commonwealth records and must be managed in accordance with the *Archives Act 1983*.

- The National Archives' has developed new advice to assist agencies in managing and disposing of data and datasets created, received and maintained by agency business systems.

- The title of the new advice is [Retaining, managing and disposing of data and datasets](#)

# DC2020 Agency Implementation Support Program

- We are in the last phase of the DC2020 Policy

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- Do you have specific needs to help you with implementation?


- Does COVID-19 situation affect your ability to achieve policy targets?

# National Archives website survey

- We are working on the Information Management section of our website

- Top Tasks survey is out

- Let us know if you want to participate

# Next whole-of-government policy from 2021

Eric Swain, Director, Policy and Strategy

Tessa Elieff, a/g Assistant Director, Policy and Strategy

Marco Wallenius, a/g Assistant Director, Policy and Strategy

- Work continuing on developing new policy for issue 1 Jan 2021 (to build on DC2020 ending 31 Dec 2020)

- Policy statement has a strategic focus including three key requirements with supporting actions

- Aligned with objectives of previous DC2020 Policy, Digital Transition policy and the Information Management Standard for Australian Government

- Complimentary to other key government agendas

# Exposure draft

Released for comment until **10 August 2020**



National Archives of Australia

naa.gov.au

# Policy statement

Agencies will:

- **manage information assets strategically with appropriate governance and reporting** to meet current and future needs of government and community

*The importance of governance and leadership has been echoed in other recent Government policy initiatives*

- **implement fit-for-purpose information management processes, practices and systems** that meet identified needs for information asset creation, use and re-use

*Standardised metadata and interoperable systems are fundamental to integrated government services. For new systems to be interoperable, residing data and information must be able to be shared and migrated effectively*

- **reduce areas of information management inefficiency and risk** to ensure public resources are managed effectively**.**

*Whole-of-government ICT reform, including replacing legacy ICT systems requires accountable decisions and actions to be taken for data and information destruction and migration.*

- Agency advisory group - 6 August (next meeting)
- Round Table of policy agencies - 21 May (latest meeting)
- Deputy Secretaries Data Group - 22 July (Data Champions prior)
- Exposure draft has been promoted to key stakeholder groups, including:
  - Agency Heads
  - Chief Information Governance Officer network
  - Information and Data professional associations
  - Relevant communities of practice

- Policy duration intended to be until 2025, subject to review with initial review in first 12 months
- Agency implementation to be monitored through Check-up online assessments
- Accompanying guidance and advice will be progressively developed and provided to support agencies to meet policy objectives

# Products and advice listing

NAA
NATIONAL ARCHIVES OF AUSTRALIA

**Building Trust in the Public Record:** managing information and data for government and community | **Products and advice listing**

| | Released 1 January 2021 (Launch) |
| --- | --- |
| | Released by 1 January 2022 (Year 1) |
| | Released 2022–24 (Years 2–4) |

## Manage information assets strategically with appropriate governance and reporting to meet current and future needs of government and community

| Policy action | Existing products for ongoing use | Products and advice to be reviewed and updated | Proposed new products and advice* |
| --- | --- | --- | --- |
| Assess your information management capability annually using the National Archives' survey tool, Check-up | | · Check-up survey: update to map to the new policy, *Building Trust in the Public Record* – product | |
| Review and update your information governance framework to incorporate enterprise-wide information management. This should include governance for records, information and data. Develop an information governance framework if one does not exist | | · Establishing an information governance framework: update to provide more detail for data requirements – advice | · Information and data governance framework template: available for download and editing for agency use – product |
| Review and update roles and responsibilities for your Information Governance Committee and Chief Information Governance Officer to include enterprise-wide information management. Establish a committee and a Governance Officer role if they do not exist | | · Establishing an information governance committee: update to provide more detail for data roles – advice<br>· Chief information governance officer (CIGO): update to provide more detail for data leadership – advice | |
| Create an enterprise-wide information management strategy | | · Developing an information management strategy: update to provide more detail for data requirements – advice | · Information management strategy template: available for download and editing for agency use – product |
| Register information assets where there is business or community value in doing so | | · Conducting an information review: update to include datasets – advice | · Information Asset Register template: available for download and editing for agency use – product |
| Undertake a capability assessment of skills required for information management and plan to redress any gaps through upskilling or employment | · Information management and data capabilities – product | · E-learning modules: update to include new modules – advice<br>· Capabilities, skills and professional knowledge: update to align with *Building Trust in the Public Record* – advice<br>· Continuing professional development: update to reflect developments in the data and information management sector – advice | · Capabilities assessment tool – product |
| Actively support information management at a senior management level and have structures in place to engage with information asset managers | · Chief information governance officer (CIGO) – advice<br>· Establishing an information governance committee – advice<br>· Establishing an information governance framework – advice | | · Targeted advice for agency heads and senior executives<br>· Case studies and panel discussions on developing positive information management culture |

a) Is the policy and its actions achievable and practical to implement?

b) Will the policy assist to improve information management in your agency?

c) What is your reaction to the flexible implementation approach?

d) What measures of success should the National Archives develop to evaluate policy implementation in agencies?

e) What products and advice does your agency need to implement the policy, and do you have suggestions for the proposed listing?

**Jul-Aug 2020:** Complete consultation on exposure draft and initial product and advice listing

**Aug-Sep 2020:** Policy finalisation & approval

**Oct-Nov 2020:** Release (soft-launch) of the policy

**1 Jan 2021:** Policy formally released, with initial supporting advice available