2026 Employee Census Action Plan

National Archives of Australia’s 2026 Employee Census achieved a 76% participation rate. Key strengths to celebrate and areas for improvement have been identified.

On reflection of the results, and in acknowledgement of the role each employee has in improving our workplace, National Archives Executive Board has identified three areas for focus in the year ahead.

Areas of recognition and improvement:

- Staff are consulted about change at work.
- Change is managed well in my agency.
- My workgroup has the tools and resources we need to perform well.
- During the last 12 months, the formal learning I have accessed has improved my performance.

Theme	Purpose	Key Actions
Work Smarter Together	Align priorities, workloads and resources to support sustainable delivery and employee wellbeing.	• Develop and cascade branch/team priority case studies to support workload prioritisation and employee wellbeing. • Develop and implement a new Workforce Plan and People Capability Framework to support future workforce needs under *Strategy 2025–2030: Evolving National Archives*.
Information Sharing and Engagement	Support transparency and engagement through effective information sharing.	• Enhance and expand the Policy Library to improve accessibility and usability for all employees. • Continue to develop SharePoint as a central information hub for all employees. • Continue to ensure SES messages and Executive Board summaries are shared on Archie. • Strengthen the cascade of information by Directors to improve effective information-sharing practices across all teams.
Empowered Leaders, Stronger Teams	Strengthen leadership capability and promote a respectful, inclusive and supportive workplace.	• Develop and implement a Managers Toolkit to support leadership capability and management effectiveness. • Enhance manager capability to support employee wellbeing and psychosocial safety. • Encourage managers to access training on meaningful and effective performance conversations.