

MINISTER FOR CHILD PROTECTION — PORTFOLIOS — RECORDKEEPING PLANS

3378. Mr A. Krsticevic to the Minister for Child Protection; Women’s Interests; Prevention of Family and Domestic Violence; Community Services:

For each department, agency, government trading enterprise or organisation within your portfolios, can you please advise:

- (a) whether the organisation has a recordkeeping plan, pursuant to the *State Records Act 2000*;
- (b) the date on which the record keeping plan was first submitted;
- (c) whether the record keeping plan has been approved by the State Records Office;
- (d) the date on which the record keeping plan was last reviewed; and
- (e) whether the record keeping plan is overdue for a review and if so, what actions are being undertaken to ensure compliance is maintained with the Act?

Ms S.F. McGurk replied:

This answer covers multiple Ministers’ portfolios, including Disability Services, Volunteering, Seniors and Ageing, Housing, Youth, Veterans Issues, as well as my Child Protection, Women’s Interests, Prevention of Family and Domestic Violence and Community Services portfolios.

- (a) Yes, the Department of Communities has a recordkeeping plan, in accordance with the *State Records Act 2000*;
- (b) All newly formed government agencies are required to submit a draft recordkeeping plan to the State Records Commission within six months of establishment. The recordkeeping plan for the new Department of Communities was first submitted on 14 December 2017;
- (c) Yes, the recordkeeping plan was approved by the State Records Commission on 23 March 2018;
- (d) Not applicable. The recordkeeping plan is not yet due for review; and
- (e) The record keeping plan is not due for review and is therefore not overdue. The next review is due to be completed by 23 March 2023.