AFMA Census Action Plan 2024

Our Census Action Plan has four areas of focus to sustain and continuously improve what matters most to our people, based on our 2024 census results.

The plan is our shared responsibility and is implemented through local actions across the agency.

Target area	What we'll do better	What we are committed to	Business area responsible
	Our goal	**Our actions**	
System and process improvements	Streamline administrative and operational processes.	Implement more consistent and systematic processes, and better risk controls (policies, frameworks and guidance) to support devolving some decision making to lower levels. Review key administrative processes to reduce excessive administrative burden. Continue to mature our governance and decision-making mechanisms to ensure they are fit for purpose.	All business areas. Work being driven by a volunteer-based working group with composition across all Branches and office locations.
Wellbeing and burnout	Create a supportive and healthy work environment where staff are encouraged to maintain a work life balance and are provided with resources and programs to help them manage workload and stressors effectively.	Monitor people metrics through regular HR reports to our Senior Executive. Monitor and promote staff to utilise available leave to sustain our wellbeing culture. Promote mental health and wellbeing events through regular branch level engagement, supported by internal communications. Evaluate the Employee Assistance Program to ensure it is accessible and is well-suited to the needs of our staff. Review and enhance our process of regular informal performance and workplace discussions to include issues of work life balance and psycho-social risks.	Executive People, Capability and Engagement All senior managers
Technology	Ensure our staff have access to technology and technology support for optimal performance.	Complete and implement our ICT strategy and continue to invest in cyber-security to increase usability of our technology.	Executive Technology and Digital Services
Communication and change management	Ensure our staff are supported and have the training, tools and resources they need to successfully navigate through change.	Increase the visibility of information sharing, including communications from Executive members. Develop our change management tools and resources to support our managers in communicating and enabling change, aligning with the APS Change Management Framework. Provide timely and targeted change communications, offering tools to support senior managers and managers keep their teams informed about priorities and developments across branches.	Executive All senior managers People, Capability and Engagement