

Implementing the Public Records Act 2023

Three-year program

2024

YEAR 1

Developing & consulting

QSA will raise awareness of the new PR Act 2023 and work with public authorities

QSA will:

- Develop a Recordkeeping Policy Framework
- Develop a draft first mandatory standard – the Create and Keep Standard and Guidelines
- Issue a revised Appraisal Statement
- Issue new advice for Restricted Access Periods
- Commence establishment of the First Nations Advisory Group
- Develop a protection notice process

You will:

- Learn more about the PR Act 2023 throughout the year
- Be able to provide feedback on first mandatory standard and supporting guidelines through:
 - briefings
 - consultation sessions

5 December 2024
PR Act 2023 commences

2025

YEAR 2

Developing, consulting & implementing

QSA will finalise and begin to implement the Recordkeeping Policy Framework

QSA will:

- Continue developing and consulting on additional mandatory standards and supporting guidelines
- Issue mandatory standards and supporting guidelines
- Support public authorities to transition to the new mandatory standards
- Issue advice on at-risk records
- Provide education and training

You will:

- Have the opportunity to provide feedback on all mandatory standards and supporting guidelines through a formal consultation process
- Have access to education and training
- Be guided and supported by advice from QSA

2026

YEAR 3

Supporting & monitoring

QSA will support and review implementation of the PR Act 2023 across public authorities

QSA will:

- Continue to support public authorities to implement the new PR Act 2023
- Formalise monitoring and assessment of recordkeeping practices across public authorities
- Support public authorities to transition to the new mandatory standards, including delivering training and education
- Develop regulation on restricted records (s40)

You will:

- Understand your recordkeeping responsibilities
- Integrate the Recordkeeping Policy Framework into your public authority's recordkeeping practices
- Adopt new mandatory standards
- Continue to have access to education and training
- Be supported by QSA in implementing the Act

2026

Existing Records Governance Policy remains in place until mandatory standards are issued by the State Archivist (after mid-2025)