

NATIONAL BLOOD AUTHORITY – 2023 EMPLOYEE CENSUS ACTION PLAN

Focus areas	Key actions	Timeframe
Communication Establish measures to improve communication within the NBA, maximise sharing of corporate information and celebrate achievements	Maintain regular all staff meetings to encourage collaboration and build knowledge of agency-wide strategy and work programs	Commenced in October 2023
	Promote the utilisation of available tools and technology to communicate corporate messages, achievements, key events, meetings and campaigns	Commenced in October 2023
	Facilitate cross-branch meetings to enhance staff understanding of priorities, build networks and manage risk	Establish by March 2024
	Establish knowledge forums to enhance agency-wide learning and awareness of priorities and work programs	Commence in March 2024
	Continue to share content from Program Review Committee to facilitate shared understanding of work programs	Align with 2024 PRC schedule
	Social events to celebrate achievements, diversity and culture, support fundraising events to foster stronger relationships across the agency	Planning for 2024 to be completed in January 2024
	Regular induction days to welcome new staff and provide key information about the National Blood Authority, including with respect to its culture, work and stakeholders	Commence in quarter 1 of 2024 and continue on a quarterly basis
Innovation Explore ways to encourage innovation and access individual capabilities	Establish an innovation hub to encourage ideas generation about workplace culture, priorities, processes and management of emerging risks and opportunities.	Establish by February 2024
	Ensure planning days at the team level take place regularly, focus on building capability and organisational capacity, and facilitate a connection with Government and organisational priorities	To be managed at team level and aligned with corporate planning in 2024
	Establish a framework to support the establishment of cross-functional teams to solve critical problems associated with the delivery of the National Blood Authority’s strategic priorities and programs	Framework to be established by March 2024
	Revise delegations to ensure decision making is attributed to appropriate roles	Delegations to be revised following conclusion of enterprise bargaining
Tools and resources Leverage the capability, tools and resources we have to work more productively and efficiently	Identify opportunities to optimise the use of available technology	Complete by March 2024
	Establishing knowledge and skill sharing processes and forums to facilitate the efficient use of available technologies and uplift technical capability	Commence by February 2024
	Explore opportunities to use new technologies that automate or enable development of efficient processes, decreased administrative and paper-based processes.	Complete by June 2024