

Strategic Plan – Legislative Assembly 2018-2021

Mission

To provide effective, efficient and professional support to the Legislative Assembly, its committees and individual members, and to inform the wider community about the Legislative Assembly.

Objectives

- Maintain, and where possible improve, levels of service to the House, its committees and Members.
- Further develop our knowledge and skills and apply those to ensure a high standard of timely and accurate advice, research and administrative support.
- Contribute to the provision of effective educative programmes about the Parliament and its place in our system of government, and public access to parliamentary processes.

Values

In providing advice and services we will show:

- Mutual respect: treating all persons with respect and courtesy.
- Integrity: demonstrating high ethical standards.
- Professionalism: exhibiting a high degree of professionalism in all work activities.
- Independence & impartiality: being independent, impartial and non-partisan at all times.
- Service: delivering high quality services to the Members, the public and others.

Strategic Areas

Executive	Members' Services	Employee Relations	Administration
<ul style="list-style-type: none"> • Effectively manage the operations of the department • Provide leadership and guidance to staff and members • Provide assistance to other legislatures 	<ul style="list-style-type: none"> • The provision of high level procedural and other support to members in the House and its committees 	<ul style="list-style-type: none"> • Maintain effective communication between staff and the executive • Provide opportunities for training and development 	Maintain business systems, including: <ul style="list-style-type: none"> • Chamber documents and manuals • Document management systems • Finance and administration practices