

To: Greg Shaw
Subject: Deputy Secretary, Corporate Services NSW Department of Communities and Justice message to Staff 17 December 2019

Corporate Services Colleagues,

I'm writing to let you know that we are ready to publish the final Restructure Management Plan and structures for Corporate Services tomorrow, Wednesday 18 December.

- We have reviewed the feedback you submitted during the consultation period, and have made changes in some areas in response to your comments and suggestions. Thank you again to everyone who took the time to provide feedback to us.
 - Feedback was received from employees as well as from the Public Service Association (PSA). All feedback was considered by Corporate Services Executive Directors, the team in People, and we have made changes where they improved structures, clarified role descriptions, and were consistent with the aims of the restructure.
 - The Secretary has now approved the revised RMP and related structures and documents.
- The final RMP will be published tomorrow once all of the supporting documents are finalised (uploaded to the intranet). Phase 1 of the RMP will then commence in late January/February after the school holiday period.

I wanted to let you know today as some employees are beginning their Christmas and year end leave.

Tomorrow we will publish:

- The final RMP and related structures
- Updates to FAQ
- Summary report of the feedback we received, and our considerations in reaching final structures and RMP.
- NOTE: Updated Roles Descriptions and Pool Matrices will be uploaded progressively in January.

Executive Directors and Directors in your area will then commence meeting with you to discuss the process and commencing the restructure.

As a reminder – Phase 1 will commence in late January / early February after the school holiday period – so publishing the restructure now gives you information for over the holidays, however we will not commence formal activities until late January / early February.

I will send another message tomorrow to confirm when all the information is live and available for you.

If you have any questions throughout the transition you can email the DCJ Reform Team via the Justice or FACS mailbox respectively, or speak with your leadership team.

Kind regards,
John

John Hubby
Deputy Secretary, Corporate Services
NSW Department of Communities and Justice
M| 0429 565 308 E| john.hubby@facns.gov.au