

Frequently Asked Questions (FAQ) on Procurement team proposed changes

General Information

What are the proposed changes to the organisational structure?

The proposed changes are designed to enhance operational efficiency and better align our team structures with strategic priorities and provide clarity on roles, responsibilities and accountabilities for teams and individuals. Information can be found in the PowerPoint Presentation.

How will these changes affect my current role?

The impact on individual roles may vary. We encourage you to review the PowerPoint presentation to understand how the proposed changes might specifically affect your role. You are also encouraged to discuss with your Manager.

Why is the branch being realigned?

The realignment aims to improve efficiency, enhance customer service, and provide clarity on roles, responsibilities and accountabilities for teams and individuals. This will help us better serve our customers.

When will the realignment take place?

After the consultation period and potential changes, the final structure will be presented to the Procurement team. The changes will be implemented immediately after this. Any impacted staff will commence the mobility process.

What is the “mobility process”?

The Workforce Mobility Placement (WMP) Program was established in 2024 to support employees affected by organisational change across the NSW public sector.

Employees referred to the program receive priority consideration for at-level roles across the sector for an 8-week period, before the roles are externally advertised. The program has successfully placed many employees into ongoing roles across the sector.

How will the changes affect the branch's operations?

During the realignment process, there may be temporary disruptions, but we will strive to minimise any impact on our daily operations. We aim to ensure a smooth transition with minimal impact on our staff and customers.

Staff Impacts

Will there be any job losses due to the organisational realignment?

Our goal is to retain as many staff members as possible. However, there may be some redundancies. We will support affected employees firstly in finding new opportunities across the sector through the mobility process and if that is not successful there may be severance packages offered.

Will my role or responsibilities change?

Some roles and responsibilities may change to better align with the new structure. We will provide detailed information and support to help you understand and adapt to any changes in your role.

If I am moving to report to a new person or have a new title, will my role description change?

Following the conclusion of the change process, your role description will be updated to reflect new reporting line manager, title and any changes to responsibilities if required.

Do the proposed changes impact temporary roles?

No.

Will there still be opportunities for career growth?

Premier's Department encourages career growth and development. We encourage you to discuss your development plans with your manager.

Support

What support is available to me during this period?

We understand that changes, including proposed changes can be challenging. Support is available through our Employee Assistance Program (EAP), which offers confidential counselling and assistance. You can contact the Employee Assistance Program for support via email or phone at

Phone: 1800 687 327 or online at www.convergeinternational.com.au

Communication & Consultation

How will I be kept informed about the change management process?

We will communicate regularly through emails, meetings, and Microsoft Teams Information Sessions. If you have any specific concerns or questions, you can also contact your manager or the People, Culture and Talent team.

How can I provide feedback on the proposed changes?

Feedback can be submitted via email to financeworkplacestransportservices@premiersdepartment.nsw.gov.au within the two-week consultation period which closes at **5pm on Thursday 1 October 2026**. We value your input and encourage you to share any feedback or suggestions you may have.

When will the final decisions be made?

After the consultation period ends, all feedback will be reviewed, and final decision will be made by the Secretary. An announcement regarding the outcome is *expected* within 3-6 weeks from the end of the consultation period.

How will the changes be implemented if they proceed as proposed?

If the changes proceed as proposed, an implementation plan will be communicated to relevant staff. This plan will include timelines, and the resources that will support the transition.

Can I discuss my concerns privately with someone?

Yes, you can arrange a private discussion with your manager, EAP, union representative or People, Culture and Talent at any time to discuss any feedback, suggestions or questions you may have about the proposed changes.

What can I do if I disagree with the proposed changes?

We encourage and welcome open, honest and respectful feedback during the consultation period. If you disagree with any aspects of the proposed changes, please provide your reasons in the feedback during the consultation period. This will be taken into consideration before final decisions are made.