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Ed Yap  
Health Services Union  
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Dear Ed

ACT Health is committed to effective consultation with employees and their representatives, and participation in decisions in matters that affect their employment.

I am writing to you today to introduce to you a recent proposal relating to a review of the Public Health Protection Services (PHPR) structure.

The structure of PHPR was created through a realignment of resources following a restructure of ACT Health back in 2018. In late 2019, and early 2020, HBA Consulting worked with the PHPR Branch to review the structure and functions of a selection of its work units and identify opportunities for improvement. Due to budgetary constraints at the time, and a desire to minimise the impact on Branch operations, a decision was made to commence the 2019/20 review with a selection of teams in the Branch. At the time, it was noted that a full review of the Branch would be desirable in the future if budget and circumstances allowed.

Given the urgent and significant impacts of the summer bushfires and then the COVID-19 pandemic on the work of the PHPR team, further work on the review was paused. These understandable delays in concluding the review, due to critical operational demands, meant that a preferred option for the future was not firmly identified. With restrictions now easing, we are seeking to recommence this review and broaden its scope to include all teams within the PHPR Branch.

The review will include:

- engagement with PHPR staff and key stakeholders on current operational arrangements and future opportunities;
- identifying and testing structural options for PHPR and opportunities for improvement; and
- a review of existing positions to ensure they are correctly classified against the current ACTPS Work Level Standards.

A briefing meeting for staff was held on 13 May 2021.

In accordance with section G1 of the *Administrative and Related Classifications Enterprise Agreement 2018-2021*, I am now formally inviting the CPSU to comment on this proposal.



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If you would like to discuss this proposal in more detail with me, please contact Victor Martin, Executive Branch Manager, PHPR on 512 49262 to arrange a meeting.

The following information is provided for your consideration:

The HPS Review will consider opportunities to improve the way HPS delivers services to the ACT community. Areas for consideration include:

- aligning the structure, responsibilities, and accountabilities within the context of the establishment of ACT Health Directorate as the provider of strategic direction of Territory-wide health services;
- how we deliver functions and services normally delivered by local and state governments;
- supporting efforts to improve staff satisfaction and engagement, particularly by creating a clear and cohesive direction and purpose for HPS within PHPR;
- facilitating coordination and collaboration between teams and across the ACT Public Service;
- relationships with the Office of the Chief Health Officer and other key parts of ACT Health, in particular the Office of Professional Leadership and Education;
- reducing role confusion, redundancy of functions and systems and practice inefficiency; and
- enabling innovation and adaptation particularly in light of significant systems changes either planned or in train (particularly the Electronic Records Management System (Objective), Canberra Script, Notifiable Diseases Database, the Digital Health Record (Immunisation Module) and the ACT Government Analytical Laboratory review of its Quality Management System as part of its accreditation requirements.

Should staff raise any matter relevant to the provisions of this clause through the consultative process, we are committed to working with staff to resolve issues raised, including further periods of consultation if required.

You are encouraged to provide feedback to this proposal by email to [HDHR@act.gov.au](mailto:HDHR@act.gov.au) by close of business 23 June 2021.

Yours sincerely  
Julie Nolan  
Senior Director  
People Strategy

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