



Frequently asked questions

The Government has indicated that in 2025, it would like the ACTPS to undertake some Machinery of Government (MoG) changes to more closely align public service administration and resourcing with Government priorities.

As we are still in the discovery and engagement phase there is limited information right now. We will update the FAQs as information becomes available.

Transition



What won't change as a result of the changes to directorates?

The MoG doesn't change everything. A large number of things stay the same like:

- Flexible work arrangements you have agreed with your supervisor
- Terms and conditions of employment
- The values that frame the work that we all do (respect, integrity, innovation, collaboration).

Do you think these changes are a risk to the community?

The Report will aim to provide recommendations that have:

- the least adverse impact possible on staff
- minimum disruption to service delivery.

We don't want to disrupt the community negatively in any way, so the recommendations will align to improving service delivery to Canberrans by bringing these directorates together and building efficiencies.

Some of our current work involves needing to know about budgets and programs for future financial years - how will those situations be managed?

Chief Operating Officers and DDGs will be discussing key deliverable areas and how arrangements will work in new directorates. If you have any questions about specific programs and budgets it would be best to direct them to your Executive Branch Manager or finance team within your directorate.

What will happen with our current systems that are different to the systems used by the directorates we will be with in the new arrangements?

The new directorates are to be established by 1 July 2025. Whilst this is the case, there may be some systems and processes that will take a longer period of time to transition and some work may be ongoing.

Chief Operating Officers across affected directorates are meeting already to discuss the issues for consideration in transition planning.

If you have any specific concerns or queries about business systems please discuss them with your supervisors.

Will systems be amalgamated by 1 July 2025?

Merging of systems is complex and takes time, so it's unlikely that this will happen comprehensively by 1 July. Because the ACT Government payroll system is already consistent across directorates, this is not a system that needs to be changed hence salary arrangements will not be affected. The Taskforce may recommend changes to some systems where there are opportunities to do so, however it's unlikely that those changes would be immediate. Any recommendations made on systems are likely to have a longer timeframe and will focus on improved services to the Canberra community.

What will happen by (or on) 1 July 2025?

Two new directorates will be operational. By operational we mean at least:

- new names
- new structures have been implemented
- revised Administrative Arrangements
- finances amalgamated

People will know where their position is and who their supervisor is. Core systems and processes will be operational. There is active collaboration between teams and people and there is a clear roadmap in place to complete the changes that are needed for full transition.

Is there an indication of whether the initial MoG will be a "lift and shift" of capabilities, or whether section and teams will be reviewed and potentially merged?

As we are still in the early stages of planning, these details are not yet available, however there both "lift and shift" and changes at the branch/section level are being considered.

Will my team get the same type of corporate support that we currently do in the new directorate?

Corporate teams from all affected directorates have commenced discussions about how to ensure appropriate corporate services to the new Directorates. More information will be available as the process continues.

What do we know?

Two new Directorates will be formed by bringing together existing directorates/functions and/or teams. TCCS, EPSDD, Access Canberra and some related regulatory functions will come together

and; CSD and ACT Health will come together. There will be no redundancies for non-SES staff as a result of the MoG changes. Thorough consultation with staff and employee representative unions will be undertaken.

What is changing and will other directorates be impacted?

The Environment, Planning and Sustainable Development Directorate, Transport Canberra and City Services and Access Canberra and some related regulatory functions will come together to form a new Directorate. The ACT Health and Community Services directorates will come together to form a second new Directorate.

There may be some consequential changes in other directorates but the core focus of the changes is the formation of the two new directorates. It is still early in the process and the detail will be made available in due course.

The full scope of the Taskforce work is outlined in the [Terms of Reference](#).

What regulatory functions are being moved?

As we are still in the early stages of planning, these details are not yet available. All movements will be considered by the ACTPS 2025 Taskforce and undergo appropriate consultation in line with enterprise agreements. There are multiple different opportunities for staff to contribute thoughts and ideas as part of the process and regular communications will be provided from the Taskforce.

Why is this change happening?

The changes that have been announced are being made to place priority on service delivery to the community, strengthen whole of ACT Government coordination and deliver the Government's election commitments and priorities.

Which Directorate is absorbing which?

None. The directorates will be brought together and given new names.

A new Directorate will be created by bringing together functions currently performed by TCCS, EPSDD, Access Canberra and some related regulatory functions.

A new Directorate will be created by bringing together functions currently performed by CSD and ACT Health.

How will a name of the directorate be chosen?

It is expected that the Taskforce will make recommendations about the names of new directorates but the final decision on names of new directorates will be made by the government. If you have any ideas please send them to actps2025@act.gov.au or include them in your survey answers.

Who will I report to during the transition?

You should continue to report to your current supervisor. Any changes to reporting lines will be the subject of effective consultation with employees and their representatives.

Will I have to get a new uniform?

Any future decisions about logos and uniforms would be made by the new directorate. This is not in the scope of the Taskforce.

Will we be consolidating depots? (eg Parks and Conservation with City Presentation)

As we are still in the early stages of planning, these details are not yet available. All movements will be considered by the ACTPS 2025 Taskforce and undergo appropriate consultation in line with enterprise agreements. There are multiple different opportunities for staff to contribute thoughts and ideas as part of the process and regular communications will be provided from the Taskforce.

MOG Process



Are you consulting with stakeholders about how they work with ACT Gov?

The Taskforce Chair has written to over 300 organisations, communicating the work she is undertaking, and offering them a survey to complete. Some have requested meetings. When the new arrangement are in place it will be important to work out how best to engage with the stakeholders moving forward. The new arrangements from 1 July will reduce duplication of engagement with stakeholders therefore bringing directorates together will achieve efficiencies.

Click here to see [correspondence with stakeholders](#).

What happens to the feedback that doesn't sit within the MoG's remit?

For anything outside of the Terms of Reference for the MoG, please be assured that nothing will be lost. The Chair will ensure that information is passed on to the appropriate person/line area to address. The Chair is open to hear your suggestions for change or improvement. Please email her directly or email ACTPS2025@act.gov.au

How will decisions on structures be made?

Following consideration of the Taskforce Report by government there will be consultation with affected staff. The final decision on directorate structures will be made, taking into consideration feedback from staff, by the Head of Service and Directors-General.

There may be some elements of structural change that are made after 1 July to allow appropriate time for transition and bringing together of processes from current directorates to the new directorates.

What do you need to do if you are affected?

Nothing different for now. Continue to undertake your role as per normal. The taskforce will be formed in January and from there you will start to receive information about consultation and how you can be involved and provide feedback or ask questions. If you are concerned or need support, please reach out to your supervisor or EAP for free confidential support and services.

What happens to the work I currently have underway?

You should continue to discuss your work program with your supervisor as per your normal business process. We are committed to maintaining momentum on projects already underway and processes will be put in place to ensure appropriate handovers take place if required.

Why can't I have all the details now?

We are still in discovery and engagement phase where the Chair of the Taskforce is speaking to staff and listening to their ideas and concerns. There will be a wide range of ways you can get involved and have your say. We won't have all the details until after the Chair's report of recommendations are considered by the Government which will decide the way forward.

Engagement and Consultation



Impacts on individuals/what does this mean for me?

Much of the work we do will continue unchanged. The changes that do occur affect different people in the ACTPS in different ways. The Taskforce is interested in hearing staff on their thoughts and ideas about the changes. As we are still in the discovery and engagement phase we don't have all the details. If you are going to be affected there will be a formal consultation process as outlined in enterprise agreements during phase 2.

Will staff be consulted about the changes?

Phase 1 of Taskforce work includes a discovery and engagement process which will provide directorate staff the opportunity to input ideas and issues for consideration in the development of the Taskforce Report. This will occur throughout February and will include townhall meetings, a survey, some smaller lunchtime sessions and direct communication.

Formal consultation on structures as required in Enterprise Agreements will be part of Phase 2 of Taskforce work following consideration of the Taskforce Report by government.

How long will the change take to implement?

The proposed changes were announced in December 2024 to ensure that staff, relevant employee representative unions and other stakeholders are effectively consulted and there is ample time to provide a successful transition with minimal disruption. The changes are expected to be in place by 1 July 2025.

What are the town hall meetings and what will be discussed?

Town hall meetings will be held both online and in person sessions. They are open to all staff in all locations and will be starting from Monday, 24 February. Caroline Edwards (Chair, ACTPS 2025 Taskforce) will provide an update and then listen to your comments, concerns and try to answer your questions.

The online sessions will also be recorded and uploaded to the ACTPS 2025 Information Hub so if you can't attend any of the scheduled sessions, you can catch up when convenient for you.

We will try to get through as many questions as possible on the day. For any remaining, we will sort through and add the answers to our FAQs. You are also welcome to provide ideas or ask questions through the actps2025@act.gov.au email address at any time and we will respond or get the information passed on.

Register for a town hall meeting you wish to attend in the links below:

- [Town Hall 1, Online \(Webex\), Monday 24 February, 1pm – 2.30pm](#)
- [Town Hall 2, Online \(Webex\), Tuesday 25 February, 7.30am – 9am](#)
- [Town Hall 3, In-person, 480 Northbourne Ave. Dickson, Tuesday 25 February, 11.30am – 1pm](#)
- [Town Hall 4, In-person, 220 London Cct, Canberra, Wednesday 26 February, 10am – 11.30am](#)
- [Town Hall 5, Online \(Webex\), Wednesday 26 February, 1pm – 2.30pm](#)
- [Town Hall 6, In-person, Bowes St. Woden, Thursday 27 February, 9.30am - 11am](#)

What are the lunchtime sessions and what will be discussed?

Lunchtime sessions are smaller groups open to non-SES staff who are directly affected by these changes, to join Caroline Edwards (Chair, ACTPS 2025 Taskforce) for an informal chat.

These will happen the week of Monday, 17 February and will be held at 220LC, Woden and Dickson. These sessions will be limited to about 10 – 12 people to encourage open conversation on any topics that are important to you.

Register for a lunchtime session in the link here.

- [Lunchtime Session 1](#), In-person, 480 Northbourne Ave, Dickson, Monday 17 Feb, 11.00am – 12.00pm
- [Lunchtime Session 2](#), In-person, 480 Northbourne Ave, Dickson, Monday 17 Feb, 12.30pm - 1.30pm
- [Lunchtime Session 3](#), In-person, 220 London Cct. City, Tuesday 18 Feb, 11.00am – 12.00pm
- [Lunchtime Session 4](#), In-person, 220 London Cct. City, Tuesday 18 Feb, 12.30pm - 1.30pm
- [Lunchtime Session 5](#), In-person, Bowes St, Phillip, Thursday 20 Feb, 11.30am – 12.30pm
- [Lunchtime Session 6](#), In-person, Bowes St, Phillip, Thursday 20 Feb, 1.00pm - 1.30pm

It won't be possible to see all of you at in-person meetings, but with online meeting options and the staff survey (online or hard copy), we hope you will find a way to communicate your ideas. If not, you can always reach out to your Team Leader or direct supervisor, or the Taskforce Project Team actps2025@act.gov.au and they can make sure your information is passed on.

HR



How many DGs will be selected to lead the two new directorates?

The Taskforce will recommend that each of the two new directorates will have one Director General.

How many staff will be made redundant?

One of the key messages from the start of this process has been that there will be no staff redundancies below SES level. Some people may have changes to their duties but it is expected this will not be the case for the majority of staff. If your job changes you will be consulted as set out in Enterprise Agreements, and we will work to support you in training and upskilling to do your new work.

If my job changes, will I need to work in a different location?

The new structure will focus on function, so if your function moves then you may find that your team location is not where it currently is. However, many staff in the ACTPS already have the option to work in different locations across Canberra providing the opportunity to work where it's most convenient including working from home. It is likely that the Taskforce will recommend that where possible teams and units work together collaboratively (online or in person) to achieve the desired outcomes for the community. If it appears important for a staff member to change work locations this won't happen immediately. These changes will be done in a planned way to give people the chance to adjust to their new routines.

Some staff members will be starting long term leave, how does the restructure affect them?

The ACT Government places importance on staff knowing that they are important and valued members of the workforce and recognises that this may be an issue during periods that they are away from their usual workplace. The Staying in Touch policy provides guidance where employees and workplaces want to maintain a connection to work while on leave.

If staff would like to stay in touch with what is happening whilst they are on leave, they should discuss that with their supervisor.

https://www.cmtedd.act.gov.au/_data/assets/pdf_file/0008/762128/Staying-in-Touch-Policy.pdf

Will SES be re-deployed across the service?

It is possible that there will be some SES redeployment across the ACTPS through the MoG process. Any affected SES will be fully informed regarding the process to be utilised when information is available.

Will the roles/role descriptions change in the new Directorates?

Some roles may change in the new directorates and position descriptions will be updated in line with the usual processes.

Can my roster be changed without me agreeing to it?

Staff will be consulted regarding any proposed roster changes in line with the Enterprise Agreements.

With cost savings expected does this mean I will have less access to overtime?

Overtime decisions are made due to operational requirements and are managed at a local level by management.

What will the consultation process be to change an employee's role?

The consultation processes required to change the roles of officers and employees is set out in enterprise agreements. You can find out more in your enterprise agreement here

<https://www.cmtedd.act.gov.au/employment-framework/for-employees/agreements>

Can we choose a different area/role to work in (i.e. could we move into a

policy role)

The process for redeployment is being considered as part of the Taskforce's work. This information will be updated as it becomes available.

Will there be a loss of jobs or positions?

The changes will bring together the current organisational structures, into one new structure. The final structure will be determined during the transition period after consultation has taken place. If certain roles and responsibilities are no longer required, all redeployment options will be explored and prioritised. There will be no redundancies for non-SES staff as a result of the MoG changes.

Will there be redundancies?

There will be no redundancies for non-SES staff as a result of the MoG changes. Where roles and responsibilities are no longer operationally necessary, redeployment options within the ACTPS will be investigated and prioritised, including any training.

Will I be able to retain my flexible working arrangements?

The [Flexible Working Arrangements Policy: Facilitating Flexible Work](#) outlines the process for flexible work in the ACTPS.

Is the current pause on recruitment linked to the review?

No. The pause on recruitment is related to the 2024-25 Budget and is a temporary measure. Changes to directorates that have been announced and are part of the scope of the ACTPS 2025 Taskforce have been decided to get the best possible outcomes for the ACTPS, the ACT Government and especially our community. If you have further questions on the temporary recruitment pause please discuss these with your supervisor.

Do I have to change my work location? Where will I be located?

There may be some changes to the work locations of some staff, however this will not be known until after final decisions are made by government.

If your work location is required to change, you will be consulted on this as outlined in enterprise agreements.

Taskforce



What is the Taskforce's approach to ensuring lessons learnt from previous MOG changes are applied?

The Taskforce and Project Team are talking to staff who have had a role in recent machinery of government changes to learn from those processes and look at the best way to implement these changes. The Taskforce is interested in hearing from staff who have experienced previous changes on how to make this transition as smooth as possible. Feedback can be provided to actps2025@act.gov.au or by responding to the ACPTS survey.

Who does the Chair of the Taskforce report to?

The Chair was appointed by government and is required to provide her report and recommendations to the Government and the Head of Service.

What is the Chair of the taskforce reviewing?

The core aspects that the Review will consider, as set out in the Terms of Reference:

<https://actgovernment.sharepoint.com/sites/Intranet-ACTPS2025/SitePages/Terms-of-Reference.aspx> are:

- The functions and associated systems being amalgamated, including existing programs, Government priorities, output classes and accountability indicators.
- People management, including identification of the types and groups of employees (individual employees only if/when possible) who will be affected by the MoG changes.
- Financial management, including Budget and reporting processes and financial governance.
- Information and technology systems.
- Legal and legislative frameworks, including a review of relevant portfolio legislation, any compliance risks and the statutory basis of programs, functions, delegations and authorities.
- Corporate, support and enabling functions.

What will be included in the Taskforce Report?

The Terms of Reference <https://actgovernment.sharepoint.com/sites/Intranet-ACTPS2025/SitePages/Terms-of-Reference.aspx> set out the reporting requirements for the Taskforce.

Specifically the Report will include:

- Advice on the findings of the Review undertaken by the Taskforce.
- Recommendations to the Chief Minister on potential amendments to the Administrative Arrangements;
- Recommendations to the Head of Service to support the Head of Service's responsibility under the Public Sector Management Act 1994 to organise public servants in the service.

The Report will provide detailed plans for the establishment of new agencies.

The Report should provide advice on:

- the mechanism by which ACTPS positions in the new agencies are to be determined and via which employee occupancy is determined;
 - the arrangements to be put in place to redeploy or reskill non-SES staff as a consequence of restructuring under the MoG changes, including an estimate of the numbers, categorised by level and skill set;
 - the arrangements to be put in place to reduce any SES positions; and
- advice on implications or impacts of the restructuring for the broader ACTPS.

Who is leading the change process?

Ms Caroline Edwards PSM has been appointed to Chair the MoG Changes Taskforce and started in the position on 6 January 2025. There is a small Taskforce Project Team who are providing support for the work of the Taskforce. Caroline will lead consultation and engagement with staff and the relevant employee representative unions and support Directors-General to keep staff informed on the progress of the review.

How can I provide feedback to the Taskforce?

There are lots of opportunities for staff to provide feedback and receive information from the Taskforce. Email the taskforce at actps2025@act.gov.au, complete the online survey (coming soon),

join a lunchtime session (from 17 February) or come along to a town hall meeting (from 24 February). Details will be provided via email or on the Taskforce Information Hub.

How will management ensure that communication is clear and transparent?

The implementation of the MoG will be supported by a range of resources to help staff navigate the change and transition effectively. There will be a number of things put in place including; support processes from the Taskforce to leadership teams to ensure an open communication line regarding changes to roles, responsibilities, and reporting lines; central information hub on the WHOG intranet that will contain all available information as the consultation and implementation progresses; a dedicated email contact point for people to provide feedback or ask questions; a detailed 'Frequently Asked Questions' section on the information hub that will be regularly updated based on progression and any regular themes emerging through the taskforce/emails; contact points will be established in all affected directorates to enable staff to ask questions and provide feedback to be fed into the Taskforce; regular updates from your directorate's executive.

Who is on the Taskforce?

The ACTPS 2025 Taskforce is made up of Caroline Edwards as Chair. There are three CMTEDD staff who have been seconded to the Taskforce Project Team (Sam Tyler, Bec Buchanan and Skye Haffner). Additional assistance for the Taskforce is being provided from CMTEDD Communications (Tamerra Rogers and Catherine Braybon) and Strategic Finance (Trang Tran).

Can I join the taskforce project team?

There is no current plan to expand the project team but there may be the opportunity for you to be involved within your Directorate as we move through the project, and as determined by your Directorate Executive. There is also a discovery and engagement phase in February which will provide directorate staff the opportunity to input ideas and issues for consideration in the development of the Taskforce Report. This discovery and engagement will be a mix of face to face, online and written opportunities.

Where can I find the Terms of Reference for the ACTPS 2025 Taskforce?

You can find a link to the Terms of Reference on the home page of the ACTPS 2025 Taskforce SharePoint or go directly to this link <https://actgovernment.sharepoint.com/sites/Intranet-ACTPS2025/SitePages/Terms-of-Reference.aspx>

What is the scope of the Taskforce?

The Terms of Reference for the ACTPS 2025 Taskforce are available on the ACTPS 2025 Taskforce SharePoint. These outline the scope of the review. You can read them here: <https://actgovernment.sharepoint.com/sites/Intranet-ACTPS2025/SitePages/Terms-of-Reference.aspx>

Any feedback that staff have on policy, program and regulatory synergies, opportunities and challenges are welcome through one of the ACTPS 2025 Taskforce discovery and engagement opportunities.

What can I do if I need wellbeing support during this process?

You can speak to your supervisor, or you can contact EAP if you would like confidential support and advice. EAP provides access to counselling, stress management, and wellbeing resources. All services are free, voluntary, and completely confidential.