Scoping papers on the areas of internal audit, finance and complaints management are now with the Implementation Committee. Staff in the areas covered by these papers are aware of the proposals and have had an opportunity for input. They can now expect to see a start being made on implementing the recommendations. A brief description of each of the scoping papers is included in this update. Links to these documents will also be made available on the Department’s intranets. Job description forms have been finalised for the two most senior positions in education and training will be submitted to the Department of the Premier and Cabinet for consideration.

AN independent part of the brief to teams working on scoping papers was to ensure that all staff in the areas under consideration were fully briefed and given the opportunity to provide feedback. Some groups have chosen to hold regular meetings but at least one has developed its own bulletin carrying important news for its staff.

The second issue of HR Futures Bulletin was published this week and issues covered include the formation and operation of the HR Scoping Paper Project Team; what integration means in HR; and ways to participate in the scoping process. Links to previous editions of HR Futures Bulletin can be accessed on the Department’s intranet sites. Your feedback is important. Any suggestions or requests for clarification can be emailed to merger@eddept.wa.edu.au.

THE Implementation Committee has formed four sub-groups to work through the first four scoping papers. Members of the Implementation Committee have been randomly assigned to the four separate sub-groups (click here for list or access it on the Department of Education and Training web site). Other papers will be assigned to the sub-groups as they are completed and this information will be updated on the Department of Education and Training web page. Staff are encouraged to discuss concerns or suggestions with their managers. Staff are also invited to contact any of the Implementation Committee members.

The next meeting of the Implementation Committee is scheduled for Thursday 27 March, with the four sub-groups meeting before then. Minutes of the 14 March Implementation Committee meeting will be available early next week on Department intranets.

THREE scoping papers passed on to the Implementation Committee by the Portfolio Coordination Group are now available to all staff on Department intranets. They cover the operations of the sections involved, opportunities to amalgamate similar services, benefits to be achieved, integration into plans affecting other areas within the Department, resources required, implementation considerations and risk management.

The internal audit paper identifies savings of approximately $81,000 or one FTE. The finance paper recommends establishment of the position of Chief Finance Officer reporting to the Director General. It also accepts as feasible a target of reducing FTEs by 20.

The complaints management paper identifies a saving of 0.4 FTE.