

Beattie, Liz

From: Cutrupi, Darren
Sent: Wednesday, 24 February 2016 11:00 AM
To: Holmes, Joanne
Cc: Beattie, Liz
Subject: RE: ESA Review of Enabling Support Services



From: Cutrupi, Darren

To: **##All Staff ACT Emergency Services Agency;** Pryce, David; Gonczarek, Melinda; Garrity, Jacqui
 Subject: ESA Review of Enabling Support Services

To ESA staff and volunteers

As you are aware, for the past five months we have been conducting an ESA Review of Enabling Support Services (*The Review*).

We are happy to be able to report to you that *The Review* is progressing well. The level of engagement to date has been very constructive and The first phase of establishing the current baseline or "As-is" has been done. This involved the gathering of data and information on activities for the functions in scope.

Numerous meetings and presentations have occurred with staff who support paramedics, firefighters and volunteers over the last several months. Also a total of 422 responses were received from the online survey conducted late last year. A working group is currently analysing the survey. A big "thank you" to everyone who has contributed so far. We know many people have put a lot of time and effort into *The Review*. I would also like to thank the Minister.

From: Holmes, Joanne
Sent: Wednesday, 24 February 2016 10:05 AM
To: Cutrupi, Darren
Cc: Beattie, Liz
Subject: FW: ESA Review of Enabling Support Services

Hi Darren

Can you pls contact Liz Beattie about the below correspondence asap.

Cheers

Jo Holmes | ESA Strategic Reform Agenda Support Officer

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Email: joanne.holmes@act.gov.au

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Appendix: The Strategic Reform Agenda and Antecedent

From: Cutrupi, Darren
Sent: Wednesday, 18 February 2015 12:02 PM
Subject: ESA Review of Enabling Support Services

To ESA staff and volunteers

As you are aware, for the past five months we have been conducting an ESA Review of Enabling Support Services (*The Review*).

We are happy to be able to report to you that *The Review* is progressing well. The level of engagement to date has been very constructive and beneficial in working towards creating more effective support functions.

The first phase of establishing the current baseline or "As-is" has been done. This involved the gathering of data and information on activities, resources, services/outcomes, management and governance arrangements and risks for the functions in scope.

Numerous meetings and presentations have occurred with staff who support paramedics, firefighters and volunteers over the last several months as part of *The Review*.

Also a total of 422 responses were received from the online survey conducted late last year. A working group is currently analysing the survey responses, and is due to complete their analysis within the next week.

A big 'thank you' to everyone who has contributed so far. We know many people have put a lot of time and effort into *The Review*. I would also like to thank those that represent their volunteer organisations in meeting with the Minister.

From 25 February 2015 a special wall presentation will be erected at the ESA Training Centre to display the information collected across the whole organisation in the "As-is" phase of the review and comments from the online survey. Staff and volunteers are encouraged to take some time to visit the presentation. Post-It Notes will also be available for you to make comments and pin them against the relevant area. These will all be collected and recorded to feed into *The Review*.

The focus is now shifting to the next phases of the Review. We are establishing a number of advisory committees to identify options for change, determine the impact of each of these options on the "As-is", and assess the options against the criteria established at the start of *The Review*. Each advisory committee will be chaired by an executive sponsor and feature staff and volunteer representatives at various levels along with union and association officials.

The advisory committees will look at the following areas:

- Training;
- Volunteer Management;
- Workforce Planning;
- Logistics;
- Property repairs and maintenance; and
- Risk and Planning.

We anticipate each advisory committee will have approximately three weeks to complete the identification and assessment of options.

Advisory committees will then present their recommendations to all staff and volunteers in open forums to give everyone a chance to provide further feedback. This will be important input used to help frame recommendations in the final report.

Once again thank you to everyone for contributions so far.

Regards

Dominic Lane – ESA Commissioner