



**MINISTRY OF SOCIAL
DEVELOPMENT**
TE MANATŪ WHAKAHIATO ORA

National Accounting Centre CYRAS/IEP Shared Services

Decisions – 20 May 2021

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Introduction

Over the last few years there have been some significant developments at the Ministry including a review of our current systems and how they support the Ministry's delivery of "corporate" services.

Both MSD and Oranga Tamariki are currently transforming and as part of this both agencies have agreed to separate their finance and procurement systems, the first part of this separation enables each organisation to focus on the implementation of their new FMIS systems.

MSD needs fit-for-purpose systems, business processes, people capability, and information to achieve the Ministry's strategic direction and deliver on government's expectations. As part of these changes, MSD will be implementing a new Oracle Financial Management Information System (FMIS) that will replace the current financial and contract management systems – most crucially our core financial system, KEA. These systems are an integral part of making payments to MSD's clients and service providers, and ensuring we meet our core Public Finance Act requirements. In light of the changing systems, processes and the separation of MSD and Oranga Tamariki, we need to redefine the future role of the National Accounting Centre (NAC).

My vision is that the NAC will continue to play a key role in supporting the Ministry with transforming how we do our work by making it easier and safer for our people and by providing better information and smarter systems. We want our people to know we are committed to the best systems and feel like they are part of making the modern, adaptive future we talk about, happen. As part of the separation of shared services between Oranga Tamariki and MSD, I am pleased to share with you the outcome of our consultation on the transfer of the Care and Protection, Youth Justice, Residencies Adoption Service (CYRAS) and the Incidental Expense Card (IEP) administration roles within the National Accounting Centre (NAC) to Oranga Tamariki.

I want to thank you for the considered feedback you shared. I can see from the depth and breadth of what you had to say that you have really thought about the implications of the proposed changes.

Our priority has been to keep you at the centre of our focus and acknowledging the difficulty this separation process has been for everyone involved.

I know you have been on a long journey and it has been a bumpy road at times. I want to thank you for your patience. We understand that change can be unsettling, so you are encouraged to talk to your manager at any time, or Benestar our Employment Assistance Programme provider.

Karen Dawson

Group General Manager, Commercial Operations

People and Capability

Summary of what was proposed

A process is in place to separate the range of corporate shared services being provided by MSD to Oranga Tamariki. This process was established after a review in 2018 with the formal agreement of the Chief Executives of MSD and Oranga Tamariki. The NAC shared services which is primarily based in Rotorua is the next scheduled move towards individual agency teams.

It was proposed to transfer the CYRAS and IEP services and positions to Oranga Tamariki, under the provisions of the Public Service Act 2020 s86. These provisions provide the power to transfer employees between public service agencies where there is a transfer of functions from one public service agency to another where specific criteria is met.

To enable Oranga Tamariki to provide CYRAS/IEP services as part of its Financial Operations function it was proposed that ten positions transfer over, made up of nine Financial Services Administrator (CYRAS) positions and one Operations Coordinator position. The current permanent and fixed term staff who hold these positions would transfer over on terms and conditions that are no less favourable than their current terms and conditions, subject to acceptance of an offer of employment.

It was proposed to stand up the CYRAS/IEP functions in Oranga Tamariki on 1 August 2021. It was also proposed that the ten transferring positions would report into a newly created Team Manager position that will sit in Oranga Tamariki's newly established Financial Operations function.

Between now and that time, MSD and Oranga Tamariki would work together to ensure that the separation and transfer happens in a way that maintains the current service levels until both agencies implement their new FMIS.

Your feedback

I would like to thank all of you who took the time to provide your thoughts and ideas on the proposal.

There was a good number of quality feedback submissions received, questions asked, and issues raised during the consultation process. We received 84 separate items of feedback in total, which represented 12 submissions, including a group feedback submission and a PSA submission.

The table below broadly summaries the key themes submitted and our response.

MSD's continued commitment to jobs in Rotorua

| What you said | Our response |
|--|--|
| <p>Three submissions questioned how MSD will continue to adhere to our promise of ensuring that our staff will always have a job in Rotorua.</p> <p>s9(2)(a) [Redacted]</p> <p>s9(2)(a) [Redacted]</p> | <p>MSD is a large organisation with many work opportunities that could be presented and available to our staff. The upcoming implementation of our FMIS will also bring other opportunities.</p> <p>While our organisation is changing on a regular basis to keep up with the demands of being a Social Services Agency, we cannot guarantee that there will be no future changes to roles. This is because we need our MSD NAC function to be adaptable and to meet the demands and needs of the organisation.</p> <p>What we do know is that there is work and job opportunities within MSD for our Rotorua based staff.</p> |

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| <p>Further submission asked what options are available for the CYRAS/IEP staff who decline an offer of employment with Oranga Tamariki.</p> | <p>We are committed to working with staff whose roles will be disestablished in the MSD NAC and who decide not to accept the transfer to Oranga Tamariki.</p> <p>We will provide support and work with staff directly to look for suitable alternative opportunities within MSD.</p> <p>However, if suitable options are not accepted, the relevant provisions as specified under s86 of the Public Services Act 2020 will apply.</p> |
|---|---|

Resourcing and workload of the CYRAS/IEP function

| What you said | Our response |
|---|---|
| <p>You told us that the CYRAS/IEP function is under resourced and it is difficult to meet the workload demands.</p> <p>Additional support is required for the successful delivery of the function.</p> <p>A suggestion was made that a complete analysis of the work should be undertaken to define the true workload.</p> <p>s9(2)(a) [Redacted]</p> <p>s9(2)(a) [Redacted]</p> <p>s9(2)(a) [Redacted]</p> | <p>We know that the current CYRAS end-to-end service utilises more resources than the ten transferring positions. We also know that by separating shared services we can lose the economies of scale that being part of a wider team provides. We have heard your concerns regarding getting the number of resources for the CYRAS team right.</p> <p>As a result of your feedback, and to ensure that resourcing is adequately addressed, Oranga Tamariki will work with the CYRAS/IEP staff, and relevant NAC staff, to complete a more detailed assessment of the CYRAS/IEP function to better understand any additional resourcing requirements to ensure the function is set up successfully.</p> <p>This may result in Oranga Tamariki creating additional roles to support the CYRAS/IEP function.</p> <p>It is important to note, that Oranga Tamariki is setting up a complete Financial Operations function (i.e., more than just CYRAS/IEP). This will include a number of other new positions</p> |

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| What you said | Our response |
|--|---|
| | that will provide support and services to enable the end-to-end CYRAS/IEP function to be effective. Similar to the way the current MSD NAC works, there will be cross functional positions and support working across the Oranga Tamariki Financial Operations function. |
| <p>A number of you provided submission that there are other areas within the CYRAS and IEP function that are necessary to support the delivery of the function, e.g., vendor maintenance, supermarkets, management of the NAC inbox, CYRAS travel, consolidated accounts, and Oranga Tamariki bank accounts/debts. The feedback indicated that for audit, compliance and check/control purposes, separate roles were required to maintain independence and integrity of the system.</p> <p>s9(2)(a) [REDACTED]</p> | <p>Noted. Oranga Tamariki will ensure that the Financial Operations function is set up to comply with audit requirements and that the end-to-end CYRAS/IEP function is adequately supported from a resource perspective. As outlined above, Oranga Tamariki will ensure that a detailed assessment of the current CYRAS/IEP functions will be completed to ensure that these requirements are fully understood.</p> |
| <p>How will Oranga Tamariki manage the workload?</p> | <p>As per above, Oranga Tamariki will complete a detailed assessment of the CYRAS/IEP function to ensure that the team is adequately resourced to manage the workload.</p> |
| <p>Many of you raised feedback that you have experience doing CYRAS/IEP work and would like the option of working for Oranga Tamariki but would prefer not to have to complete a full interview process.</p> <p>s9(2)(a) [REDACTED]</p> | <p>We understand the concerns raised. As a result of your feedback, we have decided that if Oranga Tamariki determines that additional specific CYRAS/IEP roles are, required (i.e. 100% CYRAS/IEP roles), Oranga Tamariki will invite wider MSD NAC staff to apply for these roles through an Expression of Interest process in the first instance before undertaking an external recruitment process. If these roles are not filled via the Expression of Interest process, an external recruitment process would commence at that point.</p> |

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| What you said | Our response |
|---------------|---|
| | <p>For any Expressions of Interest received for a CYRAS/IEP specific role, Oranga Tamariki and MSD will assess each staff member's capability and experience to determine the most suitable candidate/s to be offered employment into that role.</p> <p>This will still be a recruitment process but will not require staff to go through a formal interview. Offers of employment would be based on Oranga Tamariki's terms and conditions, not under a s86 Public Services Act 2020 transfer.</p> |


Transfer of the CYRAS/IEP roles under s86 Public Services Act 2020 to Oranga Tamariki

| What you said | Our response |
|---|--|
| <p>As part of the transfer of the CYRAS/IEP function, will there be an opportunity to negotiate the offer of employment from Oranga Tamariki.</p> | <p>Offer letters will be provided to the ten affected staff and they will be given the opportunity to seek independent legal advice and to discuss the offer on an individual basis with Oranga Tamariki.</p> |
| <p>Who will look after leave requests and how leave will be managed: s9(2)(a) [REDACTED]</p> | <p>Any leave that has already been approved prior to offers of employment will be honoured by Oranga Tamariki. Future leave requests for periods that fall after 25 October 2021 will be managed in conjunction with Oranga Tamariki. Leave requests/arrangements will be shared with Oranga Tamariki as part of the on-boarding process.</p> |
| <p>We received feedback seeking clarification regarding flexible working arrangements. s9(2)(a) [REDACTED]</p> | <p>As part of transitioning to Oranga Tamariki under s86 of the PSA legislation, the ten CYRAS/IEP staff will transition over on the same or no less favourable terms and conditions. If a staff member currently has a flexible working arrangement, this will continue to be in place on the conditions it was agreed, when employed by Oranga Tamariki. We recommend that you have an open discussion with Oranga Tamariki regarding future</p> |

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| What you said | Our response |
|--|---|
| | flexible working arrangements when you are offered employment by Oranga Tamariki. |
| <p>In relation to the reconfirmation process, do affected staff have to accept the Oranga Tamariki position or can they choose to stay in their MSD role.</p> | <p>We are committed to working with the CYRAS/IEP staff whose roles will be disestablished in the MSD NAC and who decide not to accept the transfer to Oranga Tamariki.</p> <p>We will provide support and work with staff directly to look for suitable alternative opportunities within MSD.</p> <p>However, if suitable alternative options of employment are not found within MSD and the offer of employment from Oranga Tamariki (under s86 of the Public Services Act 2020) is not accepted then staff will not be entitled to receive redundancy compensation under s87 of the Public Services Act.</p> |
| <p>Will voluntary redundancy be an option if the affected staff member declines the offer of employment from Oranga Tamariki.</p> | <p>See above.</p> |
| <p>How will the current terms and conditions of CYRAS/IEP staff be transferred to Oranga Tamariki? Will there be further guidance to compare the terms between the two agencies.</p> | <p>As part of transitioning to Oranga Tamariki under s86 of the Public Services Act, staff will transition over on the same or no less favourable terms and conditions.</p> <p>Oranga Tamariki will work with staff and the PSA to ensure that affected staff are clear on the terms and conditions that will be grandparented to ensure preservation of the same or similar terms and conditions that are no less favourable. Affected staff will have the opportunity to seek independent legal advice and compare their terms and conditions of employment.</p> |
| <p>Is it possible for staff on either secondment or fixed term arrangements to be offered permanent positions with Oranga Tamariki's Financial Operations function.</p> | <p>The current permanent and fixed term staff who hold positions will transfer over on terms and conditions that are no less favourable than their current terms and conditions. Oranga</p> |


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| What you said | Our response |
|--|---|
| <p>s9(2)(a)</p>  | <p>Tamariki will engage with the fixed term staff to discuss the options available to them.</p> <p>We acknowledge that several staff not affected by the changes have shown interest in wanting to move to Oranga Tamariki. We appreciate you sharing your preferences with us, and we encourage you to apply for future positions that are advertised. As outlined previously, if Oranga Tamariki create additional 100% CYRAS/IEP roles, we will run an expression of interest process.</p> |
| <p>The terms and conditions in Oranga Tamariki’s collective agreement do not meet the s86 Public Services Act 2020 requirement as being the same or no less favourable.</p> | <p>Both agencies have been working closely together to ensure that the terms Oranga Tamariki offers are the same or no less favourable than the current terms and conditions that staff are currently on.</p> <p>CYRAS/IEP staff that are offered positions with Oranga Tamariki will have the opportunity to review and compare the terms and conditions offered by Oranga Tamariki, and to seek independent advice.</p> <p>HR representatives from both organisations will be available to answer any further questions CYRAS/IEP staff may have in relation to the transfer or offers of employment.</p> |
| <p>Will the implementation of MSD’s new pay and progression framework be applicable when offering staff employment terms under s86 Public Services Act 2020 that are the same or no less favourable.</p> | <p>As above. Furthermore, the transfer date for the CYRAS/IEP staff will be on 25 October 2021, therefore MSD staff (if entitled) will be eligible for the 1 October 2021 increase before transferring over to Oranga Tamariki.</p> <p>The 1 October salary of affected CYRAS/IEP staff will be the salary that they transfer over on to ensure we meet the requirements of a s86 Public Services Act 2020 transfer.</p> |

New positions within the Oranga Tamariki’s Financial Operations Function

| What you said | Our response |
|--|--|
| <p>Has Oranga Tamariki already employed the Manager Financial Operations position for its new Financial Operations function?</p> <p>s9(2)(a) [Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> | <p>Oranga Tamariki have established the Manager position and are currently out recruiting for this role. Interviews are underway but it has not yet been filled.</p> <p>Once a successful candidate has been appointed, we will provide further information and an opportunity for the CYRAS/IEP staff who are transferring to meet that person.</p> |
| <p>An Administration Support Role should be considered to support the CYRAS team:</p> <p>s9(2)(a) [Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>s9(2)(a) [Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> | <p>Noted. Response outlined above.</p> |
| <p>Additional resources are required for the IEP Role/Function:</p> <p>s9(2)(a) [Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> | <p>Noted. Response outlined above.</p> |

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| What you said | Our response |
|--|---|
| <p>The FMO roles/function could have transferred under s86 Public Services Act 2020 if the responsibilities for MSD and Oranga Tamariki were split prior to consultation.</p> <p>s9(2)(a)</p>  | <p>We've been talking with Oranga Tamariki about what the FMO roles will look like in Oranga Tamariki. The FMO/FEC roles in Oranga Tamariki sit in their Infrastructure team. The Oranga Tamariki roles have a different job description. The Oranga Tamariki FMO/FEC role will not be the same role as it is today at MSD, a transfer under s86 is not possible. The Head of Infrastructure from Oranga Tamariki will come up to the NAC and discuss this with you in more detail in the coming weeks.</p> |

Oranga Tamariki recruitment process for the new roles within Oranga Tamariki’s Financial Operations Function

| What you said | Our response |
|--|---|
| <p>We received a number of positive responses from our staff not affected by the change showing an interest in wanting to move to Oranga Tamariki.</p> | <p>It is great to hear of the interest in future opportunities that may be presented by Oranga Tamariki as they establish their new Financial Operations function.</p> <p>Both organisations are supportive of our staff finding and securing the right work opportunities.</p> <p>Where a recruitment process is required, to ensure that you have the best chance of success in applying for positions we will be offering workshops to assist in the application process, including:</p> <ul style="list-style-type: none"> • completing Expression of Interest applications • CV and Cover Letter writing workshops. <p>(depending on the role and confirmed application process)</p> |
| <p>You queried whether you may be able to express interest in moving to Oranga Tamariki instead of a recruitment process and what that might look like.</p> <p>Feedback was given regarding the proposed recruitment process.</p> <p>We also received several submissions asking whether the NAC staff wanting to go to Oranga Tamariki could swap places with the CYRAS/IEP staff identified to transfer.</p> <p>s9(2)(a) [REDACTED]</p> <p>s9(2)(a) [REDACTED]</p> | <p>We have heard the concerns regarding applying for other roles in Oranga Tamariki’s new Financial Operations function through an open recruitment process, and/or the desire to ‘swap’ roles with the affected CYRAS/IEP staff.</p> <p>In response to this feedback, we have decided that:</p> <ul style="list-style-type: none"> • Where new roles are established in Oranga Tamariki’s Financial Operations function, MSD NAC staff will receive preferential status in their application and assessment for Oranga Tamariki’s new Financial Operations function roles. That means, all things being |

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| What you said | Our response |
|---------------|--|
| | <p>equal, and following the application and assessment process, our people will receive preference over an external candidate where the capability requirements are met. Oranga Tamariki will provide NAC staff with information on any upcoming open recruitment processes.</p> <ul style="list-style-type: none">• where (following further analysis or potentially as a result of CYRAS/IEP staff not wanting to transfer to Oranga Tamariki) Oranga Tamariki identifies that additional 100% CYRAS/IEP roles are required, NAC staff will be invited to express an interest in applying for these roles without the need to go through a formal recruitment process. <p>Whatever the outcome of these processes MSD staff will retain their current roles unless they resign to take a position with Oranga Tamariki following an offer of employment. To support interested staff in the recruitment process, we will provide CV and Cover Letter writing workshops for those of you who are interested in applying for new roles with Oranga Tamariki.</p> |

New premises for the Oranga Tamariki’s Financial Operations Function

| What you said | Our response |
|---|--|
| <p>Various questions were raised regarding the new Oranga Tamariki premises:</p> <p>s9(2)(a) [Redacted]</p> <p>s9(2)(a) [Redacted]</p> <p>s9(2)(a) [Redacted]</p> | <p>Oranga Tamariki will provide further information to you regarding the setup of the new premises and the new workspace.</p> <p>If staff have any specific workstation requirements, e.g. sit/stand desk, and ergonomic chairs, Oranga Tamariki will recognise these requirements and liaise with the individuals concerned directly to ensure an appropriate workplace set up.</p> <p>Oranga Tamariki are in the process of identifying possible office sites. As soon as more information regarding matters such as parking and system access become available, this will be shared with staff who are transferring to Oranga Tamariki.</p> |
| <p>Will staff in the new Oranga Tamariki’s Financial Operations function have the ability to work from home.</p> <p>s9(2)(a) [Redacted]</p> | <p>Oranga Tamariki cannot confirm this at this time as it is dependent on a number of factors (e.g., detailed assessment of work). Oranga Tamariki will take this feedback into consideration and provide further clarification closer to the new premises being established. Any flexible work requests will need to be considered under the Oranga Tamariki Flexible Work Policy and agreed to by management.</p> |
| <p>Will the CYRAS/IEP staff be disadvantaged by transferring to Oranga Tamariki’s Financial Operations function:</p> <p>s9(2)(a) [Redacted]</p> | <p>Noted. This will be taken into consideration as part of the shared services transition plan. The plan will ensure that different activity/challenges are reviewed and considered so that there is minimum disruption and a smooth transition of shared services.</p> |

Communication to staff leading up to the change

| What you said | Our response |
|---|---|
| <p>One submission praised the NAC management for doing a great job.</p> <p>s9(2)(a) [Redacted]</p> | <p>Noted.</p> |
| <p>The consultation proposal to transfer the CYRAS/IEP function was not expected by the staff and there was a lack of transparent communication and mixed messaging leading up to the release of the change proposal.</p> <p>s9(2)(a) [Redacted]</p> <p>s9(2)(a) [Redacted]</p> | <p>We appreciate and acknowledge how people are feeling and that it has not been an easy journey to get to this point. The uniqueness of the NAC shared service has created complexity when compared with other separation processes. We have tried to communicate as much as we could, when we could, but it has been important to make sure any proposal we put to you had been agreed by both MSD and Oranga Tamariki and was in the best interests of our people before we formally communicated anything. We have always tried to share information as soon as both agencies had reached agreement.</p> <p>We appreciate that this has felt like a long road to get to this point.</p> |

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| What you said | Our response |
|---|---|
| <p>It is important to include the affected staff more in the separation process.</p> <p>s9(2)(a) [REDACTED]</p> | <p>To ensure that staff are involved, we will make available the transition plans and arrangements, including key milestones and timeframes. We will make sure that arrangements are in place to ensure that functions and service levels can continue to be achieved. This will include information on things such as:</p> <ul style="list-style-type: none">• emails• mail• workspace requirements (e.g., chair and desk set-up)• broader communications to Oranga Tamariki staff and customers. <p>As outlined previously, Oranga Tamariki will complete a detailed work assessment of the CYRAS/IEP function, including any additional CYRAS/IEP resourcing requirements and we will not transfer staff or services until 25 October 2021. This will enable us to:</p> <ul style="list-style-type: none">• work with affected staff to plan for the transfer• provide other NAC staff the opportunity to express interest in any additional 100% CYRAS/IEP roles that match their capabilities• provide other NAC staff the opportunity to apply for other new roles within the Oranga Tamariki Financial Operations function. |

MSD's continued provision shared services to Oranga Tamariki

| What you said | Our response |
|--|--|
| <p>How will the service level agreement for the provision of shared services between both agencies be maintained while the functions transfer over to Oranga Tamariki.</p> | <p>MSD and Oranga Tamariki are working together to ensure that the separation and transfer happens in a way that maintains the current service levels for both agencies.</p> <p>The planned transfer date for people will align with the transfer of shared services. Detailed transition plans will be designed to achieve the outcomes required to enable transfer of shared services.</p> |

Other feedback - The impact of the FMIS Implementation on the MSD NAC

| What you said | Our response |
|--|---|
| <p>We received feedback on whether MSD has considered the following with the upcoming FMIS Implementation:</p> <p>s9(2)(a) [REDACTED]</p> <p>[REDACTED]</p> <ul style="list-style-type: none"> ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] | <p>There has been a lot of work done on the design of the FMIS.</p> <p>In the next stages there will be opportunities for the NAC staff to be involved in training and providing your knowledge and expertise.</p> <p>We encourage you to talk to your manager if you have questions about your general employment conditions and the options that are available to you.</p> <p>We are progressing well in understanding the functionality of the FMIS and what changes that may bring to our organisation’s future way of working.</p> <p>At this stage it is too early for us to understand how this will affect the NAC. We are committed to engaging and working with you to ensure a smooth implementation of the system and that you are involved in supporting and providing input into any future proposed changes.</p> |
| <p>How will Oranga Tamariki’s new FMIS system impact on the CYRAS/IEP functions.</p> | <p>Oranga Tamariki is in a similar situation as outlined above for MSD, with the scoping and design of the FMIS underway. While we do not expect the CYRAS/IEP functions will change at 25 October 2021, there is the potential for process and system change in the future, particularly as we move to automate some of the manual work that is currently carried out.</p> |

Decision

After considering all the submissions received, I am confirming my final decisions on the following pages. The transfer of the CYRAS/IEP functions and the ten associated positions will be effective from 25 October 2021 onward. The ten CYRAS staff will be offered employment with Oranga Tamariki on the same or similar terms and conditions.

Relative to the proposal the key decisions are:

Mechanism for transferring the CYRAS/IEP functions to Oranga Tamariki

The transfer of CYRAS and IEP services, under the provisions of the Public Service Act 2020, s86 will be undertaken. These provisions provide the power to transfer employees between public service agencies where there is a transfer of functions from one public service agency to another public service agency.

Transfer of ten CYRAS/IEP positions to Oranga Tamariki

The ten positions, made up of nine Financial Services Administrator (CYRAS) positions and one Operations Coordinator position, will transfer over to Oranga Tamariki and report into the newly created Team Manager position that will sit in Oranga Tamariki's newly established Financial Operations function. The current permanent and fixed term staff who hold these positions will be offered to transfer over on terms and conditions that are no less favourable. The transfer of the CYRAS/IEP positions will align with the transfer of shared services to Oranga Tamariki.

Oranga Tamariki establishing their CYRAS/IEP function

Following your feedback, the decision has been made to delay the transfer of CYRAS/IEP positions until 25 October 2021. This will allow for a more detailed assessment of the CYRAS/IEP function to be undertaken by Oranga Tamariki to determine whether additional roles may be required to support the CYRAS/IEP function. Following this assessment, if additional 100% CYRAS/IEP roles are required, Oranga Tamariki will create these roles in their new Financial Operations function and MSD staff will be invited to apply for these roles through an Expression of Interest process. MSD staff interested in these additional CYRAS/IEP positions will be assessed by a panel (supported by MSD) to determine the most suitable applicant against the capability requirements. Oranga Tamariki will complete a review of the CYRAS/IEP function 6 months after the stand-up date of 25 October 2021.

Oranga Tamariki recruitment for their wider Financial Operations Function

As Oranga Tamariki develop their new Financial Operations function, MSD NAC staff that are interested in applying for new positions will receive preferential status in their application and assessment for Oranga Tamariki's new Financial Operations function roles. That means, all things being equal, and following the application and assessment process, our people will receive preference over an external candidate where the capability requirements are met.

MSD to continue to provide a Shared Service

MSD and Oranga Tamariki are working together to ensure that the separation and transfer happens in a way that maintains the current service levels for both agencies. This will be clearly outlined in the transition plan agreed to by both agencies.

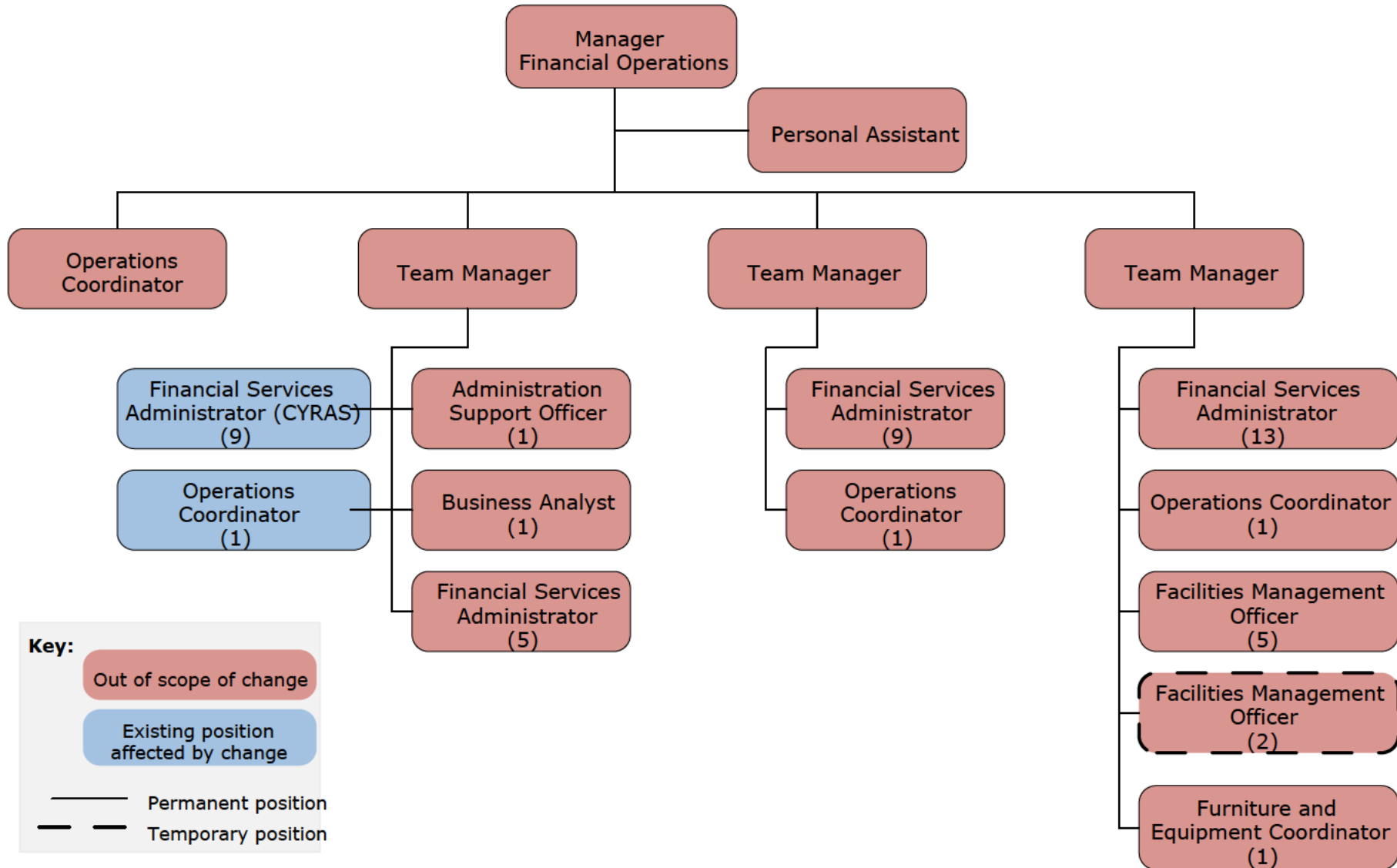
Impact on Individual Roles

The table below identifies the changes to roles following the final decision on the new structure.

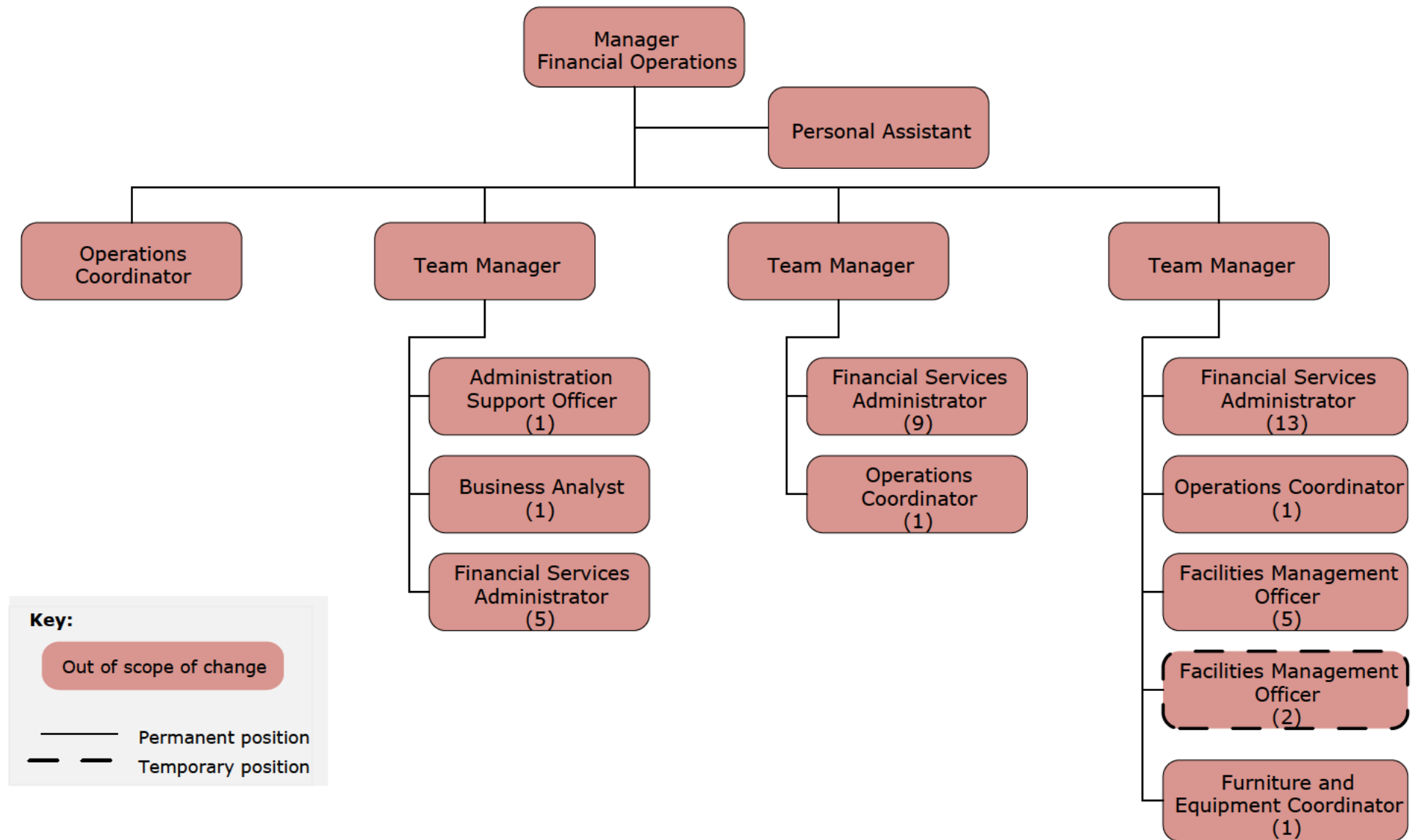
| Current Position Title | Current Reporting Line | Confirmed Impact/s | New Position Title | New Reporting Line |
|--------------------------------------|-------------------------------|---|---------------------------|-------------------------------|
| Operations Coordinator (1) | Team Manager | Transfer of 1 position to Oranga Tamariki | No change | Team Manager, Oranga Tamariki |
| Financial Services Administrator (9) | Team Manager | Transfer of 9 positions to Oranga Tamariki. | No change | Team Manager, Oranga Tamariki |

Organisational Charts

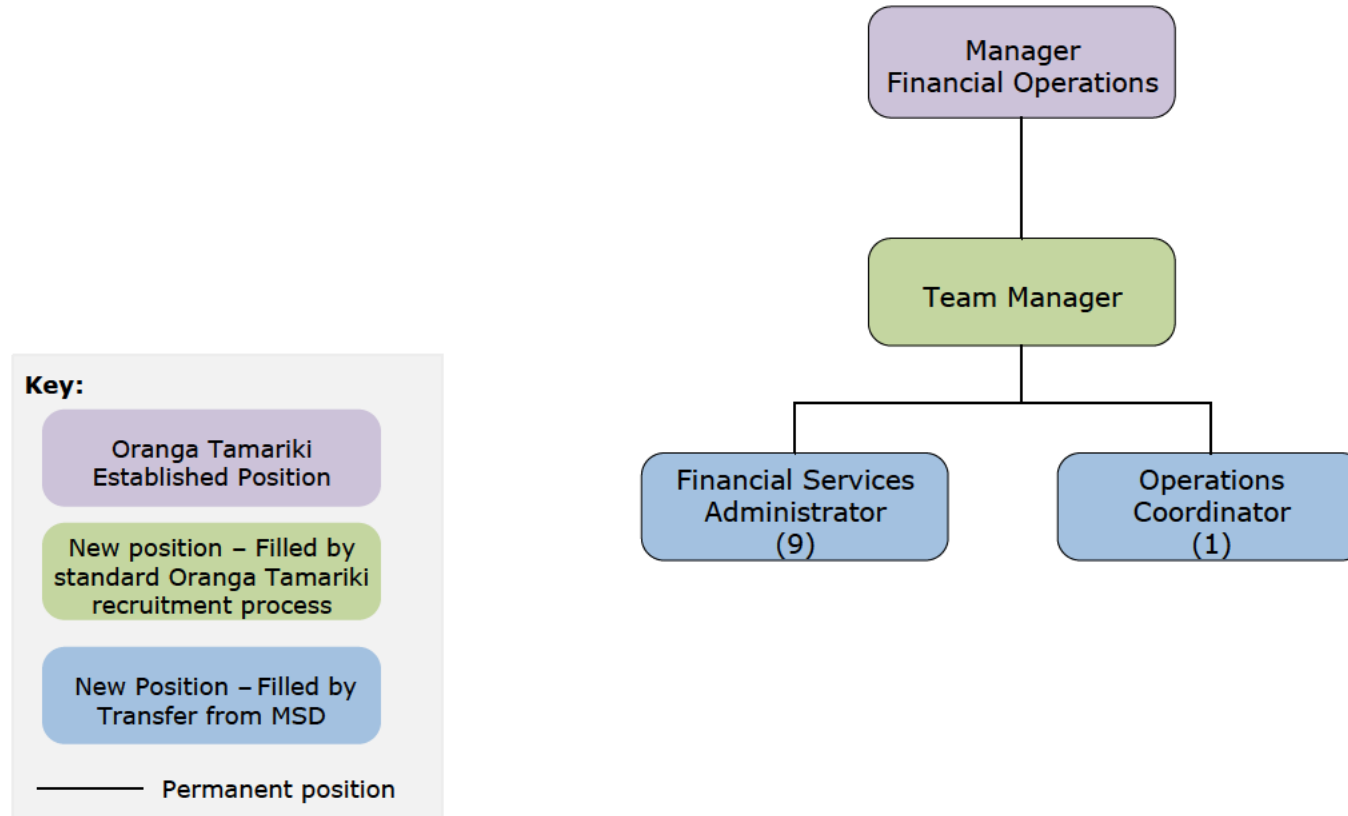
Current MSD National Accounting Centre Structure



New Final MSD National Accounting Centre Structure



New Final Oranga Tamariki CYRAS/IEP Structure



What happens now?

| Date | Action |
|----------------------|---|
| Thursday 20 May 2021 | Decision announced |
| From 20 May 2021 | Oranga Tamariki to complete an analysis of the CYRAS/IEP function |
| 25 October 2021 | Implementation of the new structure |

Further Information

If you have any questions about the next steps in the change process, you can:

- talk to your manager or support person or Lead PSA representative s9(2)(a)
- email s9(2)(a)

Employee Support

We understand that change can be difficult and stressful so if for any reason you would like someone to talk to about the change or any other pressure you may be facing, we encourage you to contact the free counselling service provided by the Ministry through our Employee Assistance Programme (EAP) Benestar. You can use BeneHub to find a counsellor in your area and book an appointment. You can call Benestar on 0800 360 364 or find further details online by searching for EAP on Google.

We will continue to work with you to support you through these changes on an ongoing basis and welcome your feedback on any other alternative support that we can provide you.