

14 May 2026

Gerard Hayes
Health Service Union
Level 2, 109 Pitt Street
SYDNEY NSW 2000

Via email: secretary@hsu.asn.au

Dear Mr Hayes,

Re: Reporting Line Realignment

I write to the HSU advising of a review of reporting lines within the Belmont Hospital Administration team.

Hunter New England Local Health District (HNELHD) is committed to continuously improving patient care, reducing inefficiencies, and ensuring the long-term sustainability of our services. As part of this ongoing focus, we regularly review how our workforce is deployed to ensure the most effective structures are in place.

Following a review of the current reporting arrangements for the Waitlist Coordinator position, it has been determined that a realignment of reporting lines is required to enhance efficiency and ensure appropriate professional and operational oversight of the role.

Position	Proposed Reporting To
Waitlist List Coordinator 56147849-2 Admin Off Lvl 5	50000449 (Health Mgr Lvl 5)

This change relates solely to reporting arrangements and does not impact employees' substantive positions, grades, duties, or work locations. The proposal is intended to streamline management structures and support improved communication and accountability within the team.

The change is proposed to take effect from **8 June 2026**, following consultation with affected employees and relevant stakeholders.

If you require any additional information please contact Rachel Rae (Marshall), Senior Human Resources Business Partner, at Rachel.Marshall@health.nsw.gov.au or (02) 4985 3479.

Yours sincerely,



Vanessa Fellows
General Manager
Belmont Hospital

cc: *Rachel (Rae) Marshall - Senior Human Resources Business Partner*