



9 December 2022

Mr Gerard Hayes  
General Secretary  
Health Services Union  
Level 2, 109 Pitt Street  
SYDNEY NSW 2000

Email: [secretary@hsu.asn.au](mailto:secretary@hsu.asn.au) and [info@hsu.asn.au](mailto:info@hsu.asn.au)

Dear Mr Hayes

**Re: Physical Resources workforce structure – NNSWLHD**

I write to formally advise the Health Services Union (HSU) of a proposed change to the workforce structure of Physical Resources, Northern NSW Local Health District (NNSWLHD).

In May 2016 the NNSWLHD undertook a review that recommended the establishment of a Capital Assets and Resources (CAR) Unit as a function within the Corporate Services Directorate. Following the CAR restructure and introduction of Sector Engineers in 2020; physical resources maintenance teams at each site now report into a Northern or Southern Sector Engineer.

CAR have identified maintenance inefficiencies and insufficient trades / administrative support to the small and medium sites that would benefit by aligning maintenance team structures more closely to the districts three key sites of Tweed, Lismore, and Grafton.

As a result, a new physical resources workforce structure is being proposed which will see the creation of three maintenance workforce 'Pods' for both the Northern and Southern sectors. The aim of the new structure is to:

1. Provide necessary and appropriate trade and administrative support to small-medium sites
2. Promote and support the district maintenance management model, centralise governance and standardise services

A copy of the consultation paper is attached for your reference which provides further information and details regarding the proposed Physical Resources workforce structure.

It is proposed that staff will maintain their substantive roles, there will be no reduction of Physical Resources FTE, there will be a reasonable approach to travel across the sites.

The changes impacting on staff will be managed in line with relevant NSW Health policy and following consultation with key stakeholder groups.

The impacted staff were formally notified on the 7 December 2022 of the intention to implement the new Physical Resources workforce structure. The NNSWLHD would also like to extend an invitation to the HSU to attend a Union specific consultation meeting, if required, on 13 December 2022.

If you would like to discuss any aspect of this matter, please contact Mr Peter Cleary, Manager of Capital, Assets & Resources, on 02 6620 2115 or by email: [peter.cleary@health.nsw.gov.au](mailto:peter.cleary@health.nsw.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Matt Long', with a long horizontal stroke extending to the right.

**Matt Long**  
**Director Corporate Services Northern NSW Local Health District**  
**December 2022**