

16 March 2022

**PRIVATE & CONFIDENTIAL**

Meri Bosevski & Lauren Hutchins  
HSU Organiser & Aged Care and Disabilities Manager

Delivered via email

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[Lauren.hutchins@hsu.asn.au](mailto:Lauren.hutchins@hsu.asn.au)

Dear Meri and Lauren,

**RE: NOTIFICATION OF WORKPLACE CHANGE**

As per the consultation provisions in the *Warrigal and Health Services Union NSW Branch Support Services Enterprise Agreement 2017* ("the Enterprise Agreement"), I would like to inform you of the definite decision to introduce a major change to the structure of the Property Services team at Warrigal.

Based on customer feedback for improving our property services, we will be transitioning from the existing Property Services supervisor model (which is location based, and responsible for services that exist within three regional areas) to a model of supervision whereby specialist supervisors maintain specific services types or facility management disciplines (i.e. a service specialist model). This new role will be known as a "Property Lead", and the service types will be Residential Care Homes (two roles – one for the Canberra, Goulburn, Queanbeyan and Bundanoon Residential Care Homes and one for the Illawarra Residential Care Homes), Community Villages (one role), and Gardens, Grounds and Community Maintenance (one role). For your reference, I have attached a copy of the approved Property Lead position description.

These four positions will be advertised externally, and we expect (and encourage) our current Property Services Maintenance Supervisors (three in total) to apply.

As a result of this change, we have also made the decision to change the Maintenance Services

Officer's areas of responsibility. Our Maintenance Services Officers currently have responsibility for a Residential Care Home and Community Village. This will be changed so that Maintenance Services Officers have responsibility for either a Residential Care Home or Community Village.

We will be asking our Maintenance Services Officers to provide feedback on their preference to either have responsibility for a Residential Care Home or Community Village. We have asked preferences to be provided to me in writing by close of business 31 March 2022. Best endeavors will be made to accommodate preferences, however it may not be operationally possible to accommodate all preferences.

The target date for implementing this change is June 2022. We will let you know if there is a change to this date.

We welcome you to again provide feedback on this change. Feedback can be provided to either myself, or Maree Healey ([mhealey@warrigal.com.au](mailto:mhealey@warrigal.com.au); 0472 866 986).

Please do not hesitate to contact me if there is anything that you would like to discuss.

Yours sincerely

David Rogers  
Property & Sustainability Manager