

**PRIVATE AND CONFIDENTIAL**

13 May 2022

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

Attention: Gwenny Asimus Organiser via email ([Gwenny.Asimus@hsu.asn.au](mailto:Gwenny.Asimus@hsu.asn.au))

Dear Mr Hayes

**RE: HNE Wallsend Health Campus - Removal of Security Services Trial**

I refer to ongoing communication with staff and the Health Service Union since 2016 regarding the proposed removal of Security Services from Wallsend Health Campus. I further refer to most recent proposed trial to occur for a 6 week period where Security Services would not be in operation and for the purpose of testing and evaluating the new systems, processes and infrastructure in place to support campus security. As you are aware, the trial commenced on 9 May 2022. The purpose of this letter is to confirm full details of the information provided to staff and HSU regarding the trial and processes regarding the same.

Commencing 9 May 2022, the Wallsend Campus will be locked down from 8pm to 6am, there will be no public access to the site during these hours. During this time all services on the Wallsend Campus are responsible for their own security. This will include but not limited to Code Black/Duress Response, Unlocking and locking of buildings, Personal and property security, the management of Fleet Vehicle keys and Duress Testing.

In preparedness for the Trial Period all staff have been provided with information and the opportunity for further education as relevant and to raise feedback and concerns in relation to the following areas:

- Alternate security procedures and trial period.
- After Hours access to Wallsend Campus/Buildings and lock down times.
- Code Black and Duress Response.
- Duress Testing Procedures.
- Departmental Lock Down Procedures.
- Staff Working After Hours.
- Reporting Suspicious Activity.
- Reporting any security incident and response for each service.
- Additional Security Infrastructure Installed around Campus.
- Personal Property

Managers and Staff have been provided with a copy of the Local Procedure Wallsend Campus - Building, Vehicle and Personal Security. Please also see attached a copy.

In addition to the above, information has been provided to Wallsend Security Officers including relief Security Officers regarding the trial period and expectations of their role during this period. Specifically, Security Officers that are rostered at Wallsend during the trial period are not to conduct any security activity other than completing the security log with their name, time and date of shift and security licence number as required under the security Industry Act and Regulation. Mr Craig Phillips has been actively making contact with Security Officer's at the commencement of their shift to ensure they are aware of what is required of them and address any questions or concerns. Staff are also encourage to continue to

raise any questions or concerns they may have throughout the trial. We again note the feedback of HSU and the sub –branch that the information did not reach all of the relief security officer. We thank you for bringing this to the Health District attentions and this has since been rectified.

### **Process of evaluation**

A continuous review will be occurring throughout the trial based on feedback provided by staff, managers and onsite security. This will include ongoing review of incident reports. The review will seek to identify and evaluate whether the systems, processes and infrastructure in place are working effectively and to the required standard of the Health District to protect staff, buildings and vehicles. Should an incident occur, a more detailed review will be undertaken to identify if it was a system, process (including adherence to the process) or infrastructure issue and identify what action needs to be taken by the Health District to address the issue or prevent future issues where practicable.

The Health District wishes to assure the Health Service Union that the safety of Staff is paramount and that the new systems, processes and infrastructure & the associated trial period is in the best interest of staff and their safety.

Should you wish to discuss further, please do not hesitate to contact me via [Scott.Connors@health.nsw.gov.au](mailto:Scott.Connors@health.nsw.gov.au) or Jenna Bell, Senior HR Consultant via [Jenna.Bell@health.nsw.gov.au](mailto:Jenna.Bell@health.nsw.gov.au)

Yours sincerely,



Scott Connors

*District Security Manager*

HNE Local Health District

CC: Craig Phillips, Security Projects Manager  
Ms Jenna Bell, Senior HR Consultant

Attachment: Wallsend Campus Building Vehicle and Personal Security GNS-CACS 19\_051 (2) (003)