- WHS - COVID-19; Security;
- Confidentiality
- General Concerns

- WHS:
    - Can the MNCLHD confirm that the general public or vaccination patients will not have access to the offices, thus preventing access to workers' personal effects, IT equipment and alike.
      The vaccination clinic area is very controlled with a meet and greet and the public/patients directed accordingly. The office access inside the building is restricted with 3 doors, all with swipe access. Two of the doors are alarmed that sound if not closed.
    - Members have raised an issue that a security door at the southern end of the building is open. Can the MNCLHD clarify the reasoning why this door is open?
      This door is left open to allow access for the public registering for vaccinations. This space if always staffed as noted above. In addition, there are signs indicating no entry to the admin areas.
    - What strategies are in place around the central air-conditioning system? Members articulate concerns that given the Covid-19 Delta strain is airborne contact, Members have informed that currently some work in individual offices with limited exposure to central aircon. How will the MNCLHD mitigate any risk associated with the concerns?
      Access to the building is by registration through QR coding, which is now common practice across facilities. Internal air conditioning will be maintained.
    - Can the MNCLHD please detail access to off-street, secured parking for health workers and what security measures are being implemented for workers who access and egress the building after daylight hours?
      There are secure parking spaces underneath the building. These will be made available for staff if they plan to leave the building after normal hours/weekends. Additionally there will be parking available across the road.
    - Members have articulated concerns that there may be a high level of ambient noise in the open office space. Can the MNCLHD outline its strategy on managing ambient noise levels within the office space?
      The office was operated with the same high level fit out for many years. There is good spacing and screening exists between workstations.
    - Can the MNCLHD detail how the management of social distancing and other public health orders will occur in the open-floor plan space?
      The build is significant in size with good spacing between workstations.
    - Is there secure access (swipe card access, CCTV and who monitors the CCTV)
      Swipe card access is provided to the building, CCTV is available but is not actively monitored

- Confidentiality:
    - The HSU understands that most staff engage in confidential and sensitive conversations over the phone. Can the MNCLHD outline its

strategy regarding the maintenance of confidentialities and sensitivities of the work involved within the team.
All MNCLHD staff are bound by the code of conduct regarding confidentiality. Phone access will be through bluetooth headsets, the space also has quiet rooms available.

- General Concerns:
  - HSU members have concerns about accessibility of fleet cars. Can the MNCLHD outline how workers will be able to access fleet cars? Will there be vehicles located t the site in Grant Street or does the MNCLHD require workers to drive their private vehicles to a location to pick up a fleet vehicle?
    Fleet cars will be reviewed once demand is determined. At least one vehicle is currently maintained onsite.
  - Can the MNCLHD outline its plan for general maintenance and cleaning of the office space, including rosters?
    As the building is leased some maintenance falls to the landlord which is currently being worked through. EOI's for cleaning will be sought internally in the first instance for interest in additional hours.
  - HSU members have flagged that the administrative management of the workspace is unclear. Can the MNCLHD please outline what workers are required to manage the day to day business of the new work site including but not limited to the management and supply of stationery, general office supplies and alike
    A new printer/photocopier has been delivered to the site and stationery/office supplies will be ordered as per current process and delivered to the site. Phone access will through Headsets (already procured) – handsets will not be provided.
  - Can the MNCLHD please outline the staffing amenities including dining areas, food preparation areas for workers', supply of beverages and alike
    The building was previously occupied by Essential Energy for over 6 years, premises are in good condition and include a quality fit out including offices, communications room, workstations, storage facilities, staff amenities and data provision. There is a staffroom and kitchenette with tea and coffee making facilities and a new fridge has been ordered.
  - Can the MNCLHD outline the availability of bathroom areas and rest areas as per Award conditions as well as locker access for workers
    Further to above response the disabled toilet has been made public and the other facilities made staff only. There are keyed lockers under each workstation and plenty of lockable cupboards.