

5 August 2021

Lauren Hutchins
Aged Care and Disabilities Division Secretary
Health Services Union
Level 2, 109 Pitt Street
Sydney NSW 2000

Sent via email lauren.hutchins@hsu.asn.au

Dear Lauren,

RE: Notification of Introduction of Workplace Change

Following feedback from the Aged Care Quality and Safety Commission and a recent review of the St Basil's customer service function, a decision has been made to reorganise the recreation and activity's structure to better align this function to the needs of our consumers. Please be advised that we are proposing to hold meetings with employees of St Basil's Lakemba on 12 August 2021, in relation to the introduction of workplace change.

St Basil's Homes will undertake a formal recruitment, and a selection matrix process, where customer service officer positions, including the customer service officer team leader will be made redundant. The employees filling those positions will be strongly encouraged and will be given priority to apply for the newly created leisure and lifestyle positions as per table below.

Current Customer Service Team Structure (10 FTE)	Proposed Leisure and Lifestyle Team Structure (9 FTE)
1* Customer Service Team Leader	1* Leisure and Lifestyle Manager
9* Customer Service Officers	1* Leisure and Lifestyle Assistant Manager
	7* Leisure and Lifestyle Officers

Pursuant to above, St Basil's Homes will also make the physio aide position redundant; this position will no longer exist in the new structure. The impacted employee will be strongly encouraged to apply for the newly created leisure and lifestyle positions.

St Basil's Homes is committed to explore all redeployment opportunities. Employees who are unsuccessful in applying for a new position within St Basil's are entitled to redundancy.

In preparation for these changes and minimising the impact to employees, we have considered, and will continue to consider:

- Not replacing staff who have left through natural attrition
- Redeploying staff to other suitable roles
- Considering requests of staff members who wish to reduce their hours or job share
- Other options as discussed through the consultation period

An Activity of the Greek Orthodox Archdiocese of Australia



(02) 9784 3200
Fax (02) 9740 6636



Email: admin@stbasils.org.au
www.stbasils.org.au



130 Croydon Street Lakemba NSW 2195
PO Box 126 Lakemba NSW 2195



Please do not hesitate to contact me on details below should you have any questions.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'MM', written over a circular scribble.

Meriem Mota

General Manager | Lakemba

E: mmota@stbasils.org.au M: 0426 225 301