

From: Bennett, Paul
Sent: Tuesday, 21 June 2022 12:53 PM
To: -All TRC Staff
Cc: -All TRC Councillors
Subject: Staff Relocation Update - 21 June 2022

Good afternoon everyone,

I am in Canberra this week at the General Assembly but am staying in touch with the RWH Staff Relocation project team and wanted to give another update on and clarify some developments that you may have heard about.

Short-term relocations and hot desking

Please continue to go through your Managers to find short-term hot desking and relocation solutions. We will do our best to source as many as possible but at the moment are triaging availability.

Long-term relocations

The project team is prioritising long-term relocations, in order to get this aspect of the project actioned as soon as possible with as little disruption as possible. As you'll all be aware, this does mean some short-term pain as we all put up with some inconveniences however, we hope that this approach will result in a quicker long-term solution for you all. The team continues to inspect potential relocation venues this week and is beginning to get a good picture of workable solutions. Please note, if your team already works outside of Ray Walsh House, we are not looking at relocating you – we are focused on displaced teams.

Project Control Group

Led by Marie Resch, the decision has been made to keep this group to key staff in the People & Culture, Building Services, IT and Communications teams only to ensure it doesn't get bogged down in the operations of individual teams. As this project rolls out, experts across the organisation in various areas will be engaged to contribute. This PCG is working towards the best outcome for the organisation as a whole, and is working in close collaboration with the Executive Team and Managers where appropriate. If you feel that key considerations have been missed, please flag them with your Director in the first instance.

Evacuation of Level 3

On Friday, an "Unexpected Find" was reported on Level 3. As a result, and in keeping with our *Asbestos – Unexpected Find Protocol* (you can read more about this protocol on MILO [here](#)), Level 3 was evacuated, the risk of exposure to workers was assessed and testing by external experts was undertaken. As communicated with those staff directly impacted, we are pleased to report that the samples came back negative yesterday afternoon – no asbestos was detected. I'd like to highlight that this Protocol works on the presumption that unexpected materials found *do* contain asbestos, until proven otherwise. Though we acknowledge that this may cause angst for some staff, we prefer to be overly cautious when it comes to these issues, for the sake of our people. Level 3 is again accessible as necessary to staff, however this incident has (1) Shown the value of these protocols and, (2) Again highlighted the importance of the Ray Walsh House Staff Relocation Project for our long-term operations.

Fire alarm at Ray Walsh House

On Sunday evening, a fire alarm in the Level 5 plant room was activated. NSW Fire & Rescue attended and it was determined that there was no need to enter the room. The alarm was turned off and reset. There are no impacts to Council operations or staff.

I'd like to conclude by highlighting the importance of us all placing care in the information (or misinformation) that we are passing on. We are working as quickly as we can to get reliable information out to you all in a timely manner, however the nature of such a large workplace is that word may spread "on the grapevine" before we can, in some instances. Please be considerate of the information that you are passing on to your colleagues, and ask yourself – where did I hear this? Is it accurate? We are doing everything we can to minimise anxiety for our people in an

already challenging environment. Feel free to send any information you're not sure about through to trccomms@tamworth.nsw.gov.au and the Communications team can ensure that any misinformation is identified as such.

Wishing you all a productive week and I look forward to catching up at next week's Midyear Muster.

Paul

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Tamworth Regional Council acknowledges the Gamilaroi/Kamilaroi people, who are the Traditional Custodians of this land. We would like to pay respect to Elders past and present, and extend that respect to other Aboriginal and Torres Strait Islander peoples living in and visiting our Region.