


**From:** [REDACTED]  
**To:** [REDACTED]  
**Cc:** [Hunt, Lucy](#); [Bevan, James](#); [REDACTED]; [REDACTED]; [Burns, Anna](#)  
**Subject:** Principles for Communication query  
**Date:** 24 November 2022 19:09:19  
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Hello [REDACTED] (cc Lucy and James).

[REDACTED]

**From:** Internal-Communications <Internal-Communications@environment-agency.gov.uk>  
**Sent:** 24 November 2022 16:04  
**To:** Internal-Communications <Internal-Communications@environment-agency.gov.uk>  
**Subject:** National Weekly Buzz: 24 November 2022

	
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24 November 2022

National news

Buzz bitz

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## National news

### Antimicrobial resistance: What is it, why are our scientists working on it, and what can you do?

Today marks the final day of World Antimicrobial Awareness Week.

Antimicrobials are used to control bacterial or fungal infections in humans, animals and even plants. Antimicrobial resistance (AMR) happens when microorganisms that cause these infections evolve to the point that antimicrobials no longer work. In 2019 bacterial AMR alone was responsible for 1.27 million deaths globally, almost as many as the 1.81 million deaths for COVID-19 reported in 2020.

Overuse and misuse of antimicrobials has led to the continued rise of drug resistance. With infections becoming increasingly difficult to treat, it's important that there is a global, co-ordinated response. We all have a role to play.

Find out why Environment Agency scientists working on AMR and how can you get involved and stop the spread. Read more on [Easinet](#).

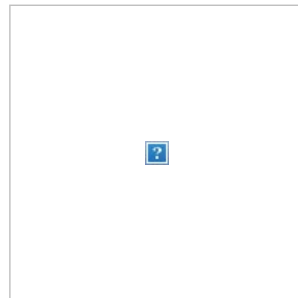
### We're looking for a Mental Health Network lead

Are you looking for a role where you'll be at the heart of creating a truly inclusive place to work? Are you an excellent communicator and influencer with a passion to lead the business in its journey change the way we think and act about mental health?

We're looking for a talented individual to lead the Environment Agency's [Mental Health Network](#) following the launch of our new network strategy and governance.

If you are interested in this role, the advert will be posted on the [Expressions of Interest SharePoint site](#) in the near future.

Whether you're someone with a mental health condition, someone who supports someone else or a manager, team leader, or colleague, we all have a part to play in changing the workplace culture. [Find out more about how you can get involved and join the network.](#)



### EA Awards 2022: The countdown has begun

It's time to come together and celebrate the great work that we do here at the Environment Agency.

This year's EA Awards ceremony is on Thursday 1 December at 11.15am and celebrates many of the incredible contributions you have made across the EA over the last 12 months.

So, if you can, please make the time to come celebrate with your colleagues for the EA's first ever hybrid staff awards ceremony with some special guests.

### How to get involved:

You should have received a placeholder calendar invitation with more details about the event and a [YouTube link](#) to allow you to watch the ceremony live.

For further information or if you have any questions or queries about this year's awards, please contact [EA Awards](#).

## The Sustainable Business Team's commuting calculator is back!

For the last two years we've been measuring the carbon impact of our commuting and homeworking habits. And now it's time to do it again.

Our carbon calculator has now been updated with changes in energy prices to give a better reflection of the cost-of-living impacts.

We're asking you to [complete the survey](#) to allow us to track our carbon emissions and help us all make the best decisions about our working patterns in the future.

We're asking you to tell us about your most recent working week – including how often you travelled to the office, how far, and how often you worked from home.

[Find out more about the carbon calculator and the survey in our Easinet highlight](#).

## Sex Equality and Equity Network launched

[SEEN](#) is a cross-government staff network committed to promoting and supporting sex equality and equity between women and men in our workplaces and helping all staff to thrive at work and fulfil their potential. The focus of our network is on challenging sex discrimination and upholding rights and protections that relate to sex (including the protections provided to those with the protected characteristics of sex, pregnancy and maternity and sexual orientation, as set out in the Equality Act 2010).

SEEN membership is open to UK civil servants and public sector staff - including EA colleagues. If you would like to contact us, learn more about our mission or membership, or be added to our mailing list, [please get in touch](#). See also our [FAQ page](#).

SEEN is one of a number of [cross-government networks](#) supported by the Civil Service Inclusive Practice Team, in addition to [EA-led and Defra group diversity networks](#). We are committed to creating and maintaining a diverse and inclusive working environment for all our staff, including valuing difference and diversity of thought. When it comes to our workplace, we expect everyone to conduct themselves in a professional and respectful manner at all times. New [Principles for Communication](#) were launched this week – see the associated article in this week's National Weekly Buzz, below, for further information.

## Tools and Training

### Principles of Communication

This week the Environment Agency launched new [Principles for Communication](#) to help establish universal standards in which we all are expected to embody when we are communicating in any workplace forum.

Earlier this week [REDACTED], an EA Respect at Work champion, [wrote about the importance](#) of the Principles in helping create a respectful work place.

The Principles of Communications reflect what is set out in our [organisational culture and principles](#).

### IT Hints & Tips – Notification settings in Microsoft Teams

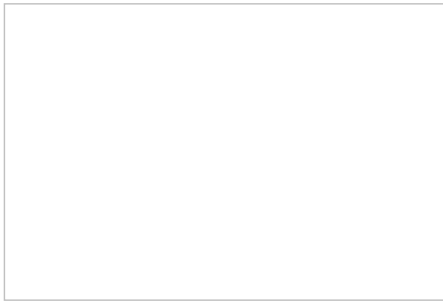
MS Teams is great at informing you about new messages and other activity, but it can become difficult to focus if you keep receiving chat notifications from meetings you have previously declined.

You can change the notification settings to stop this happening.

1. Click on the three dots (...) next to your profile picture in MS Teams. Select 'Settings'
2. From the Settings menu select 'Notifications'
3. Select the 'Edit' button next to 'Meetings'

4. Next to 'Meeting chat notifications' select 'Mute until I join or send a message.'

You can easily control the audible and visual notifications in MS Teams, so you are only alerted to the activity you want to know about. Find out more about managing notifications in MS Teams on the [Knowledge Management Network](#).



## Top talent – how to write an outstanding CV

The Talent Acquisition Coordination Team (TACT) are working with PeopleScout (an external specialist) to trial new ways of recruiting.

By working with PeopleScout, we can recruit for multiple vacancies in one campaign, instead of carrying out individual recruitment for the same role in different parts of the business. This approach saves recruiting managers invaluable time and makes it easier for candidates to apply for the same role in multiple locations. All PeopleScout roles are advertised via the [new careers website](#). For these roles only, we are trialling CV applications with a motivational question. To support internal candidates, PeopleScout have provided [new guidance and resources](#) to support internal applications, including a video guide, CV templates and examples. If you have any questions on [how to apply](#), please contact us at [eatalent@environment-agency.gov.uk](mailto:eatalent@environment-agency.gov.uk).

## Final call for home-drive migrations

We are now heading into the final phase of completing the migration of data from home drives to OneDrive. All home drives will be made read only on **15 December**.

Any existing staff member who has access to their home drives will no longer be able to save documents to it. New starters will also have their access removed.

If any member of staff has not yet been contacted by the Migration Team with a date for migration, please urgently contact [servicemigrations@defra.gov.uk](mailto:servicemigrations@defra.gov.uk) and by **28 November** at the latest. For more information on OneDrive, including training videos, please visit the [Ways of Working hub](#).

## Dates for your diary

- **Water Environment Grant Scheme Celebration – Thursday 8 December, 1.30pm – 3pm**

Join James Bevan and the Environment Programme Community for a celebration of the Water Environment Grant (WEG) scheme. There will be a Q&A with James Bevan and presentations from three projects funded by the scheme. The WEG scheme was launched in 2018 to access rural development programme funds to deliver significant investment in the water environment. The scheme, which completes this year, is jointly administered by EA and Natural England. We issued 56 Water Environment Grants with projects delivering almost £19 million worth of environmental improvements across England over the last three years.

## Buzz bitz

### One more sleep (webinar)

Our series of sleep webinars with tools and resources to improve your sleeping habits have already sold out after a second round. So, we've got another date for you.

This new session is particularly open to Field Team members (hence the earlier start) but we're also opening it up to others who may wish to book a place.

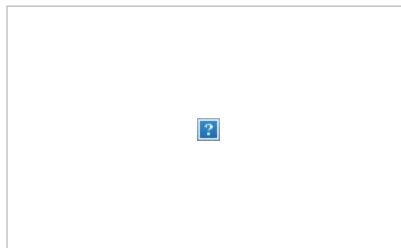
The session takes place on [Thursday 1 December from 8am](#) and is, again, limited to 50 people due to the way it is run. [Book a place on the session](#).

If you've already managed to get a place on one of our sleep webinars but find you can't make it, please remember to cancel your ticket to give someone else a chance to go.

### Defra group roadshows to make your money go further

We know many colleagues are finding the current financial situation difficult, and we know our benefits offer to employees won't fix everything. However, there are still some great ways to save money. There are benefits roadshows running in Defra group offices to help you understand what's available.

- 29 November – London: The Atrium, Nobel House



- 7 December - Bristol: The Atrium, Horizon House
- 11 December – Birmingham: Aqua House, Thame Room 1.1
- 17 December – Nottingham: Apex House, Torvill and Dean Room
- 1 February 2023 – Crewe: Hornbeam House, Room 33 A and B
- 2 February 2023 – Warrington: Richard Fairclough House, Annex meeting rooms 2 and 3
- 22 February 2023 – York: Foss House, Room CR01-CR03

Each drop-in event opens at 10am. At noon, Defra group Employee Benefit Lead [REDACTED] will give a quick overview of [the STaR platform](#).

## Environment Agency teams nominated for Defra Group Awards

Environment Agency teams and individuals have been nominated an impressive five times at the Defra Group Awards.

Congratulations to everyone involved in the following nominations for their category:

- Flood Warning Expansion Project monitoring team - Breaking the mould
- Rethinking Water – citizen juries - Customer First
- Women in Flood and Coastal Erosion Risk Management - Uniting us
- EA Fertility Support Group – Uniting us
- [REDACTED] - Looking out for each other
- [REDACTED] - Unsung Hero

Voting has been extended to Monday 28 November. Show your support by voting on [Defra Intranet](#).

## Yes, we know it's only November, but...

The festive season can be an exciting time of giving and receiving gifts but can result in lots of waste.

This year we're inviting you to take part in our 12 days of Christmas Plastics and Carbon Challenge, created by the Plastics and Sustainability team on behalf of the [Interreg Preventing Plastic Pollution Project](#), to see how much carbon and plastic we can collectively avoid.

From next Thursday (1 December) we'll reveal an action, video link or fact behind a festive stocking. Friends and family can also join in via our partner Twitter account [@Plastics\\_EU](#). Look out for more in next week's Buzz. In the meantime, you might like to remind yourself about the EA commitment to reach [net zero](#).



## In case you missed it

- [Trans Awareness Week](#)



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