

DCC
Clarence Correctional Centre
Agenda
Date: 4 December 2025

Attendance: Scott Jacques (GM), Kody Richards (Delegate), Michael Smart (CPSU), Rebecca Reilly (CPSU),

Apologies: Isabella Casidy, Mark Bathgate, Luke Binskin, Keri Parbery, Heather Christie and Kerrie Dudley

Agenda No.	Notes/comments	Actions
(1) Action items from previous meeting:	Current number of staff at CCC See previous minutes for background Staffing Levels October Current CCO's = 198 Current Seconded Staff= 0 PCT= 21 (New PCT group #15 next week) Staffing levels December Current CCO's = 198 Current Seconded Staff= 0 PCT= 25 The trend is that the centre is not losing as many staff. Only 3 last month where the trend was 6. Discussed current strategies to recruit more staff.	

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(2)	<p>Serco to increase the uniform allowance and ensure staff are provided with durable clothing suitable for their roles (e.g 4 and 4 pants to cover 4-day consecutive roster). That the first-response kit is upgraded so staff either carry a leg or a brace option.</p> <p>Discussion regarding a low bearing vest or leg holster. Also, can staff have their own individual leg holsters as the adjustable leg holders are not suitable as a one size fits all.</p> <p>Update April</p> <p>Serco will now supply a magnum boot- which is a better boot that should last longer. All staff will receive 1 pair every 18 months. If you need a new pair in between yearly allocation you will be given a new pair.</p> <p>Discussion regarding the holster and strap or a load bearing vest.</p> <p>Load bearing vest not an option.</p> <p>Serco to work with textiles to look at how they can tighten the strap so they can fix it onsite.</p> <p>Update June</p> <p>The policy is now out. Staff will have new top of the range Magnum boots arrived on Monday. Non-custodial will be issued the current stick of bates boots.</p> <p>Leg holsters- Textile staff are looking at this. Communication will come out shortly looking requesting size details.</p> <p>Update August</p> <p>Boots are in.</p> <p>Update October</p> <p>Ongoing, update to be provided at next DCC</p> <p>Update December</p> <p>Boots are in and Serco are looking at trousers.</p> <p>A risk assessment is underway for some staff to have load bearing vests.</p>	
(3)	<p>The roster will change as of 14 May due to feedback of the disconnect between staff on either roster and so there will be no more A & B roster. This will be a trail for 3 months. This should reduce the number of CCO's that needs to do nights and less disruption of sleep patterns.</p>	Keep open for update.

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	<p>Update June Positive feedback received about new roster. There will be a survey before GM decides next steps.</p> <p>Update August Feedback from GM is that it seems to be working well. Feedback is good. No feedback from members with concerns.</p> <p>Update October A-Line/B-Line transitioned to mixed Mode 1 Area 1 – No complaints Area 2 transition after Christmas break</p> <p>Update for December Area 1, 3 and 5 there is a blended roster- all feedback is that its a better way of working. (members to provide feedback to Delegates). Area 2 about to start this roster. There is a complication due to cohort changes as there is an 11 hour unlock and a 9 hour unlock. Delegate raised concerns about members only having a 2 day break between night shift and day shift and this doesn't allow anytime for adjustment. 3 days off between change would be better for fatigue management. GM- to look at 3 nights break between swap over from night shift to day shift.</p>	
(4)	<p>Process for Trade Instructors (TI) for OT work as CCO's. Under TI's current contract while they are trained as CCO's they are not covered under an agreement to do this work. GM is looking to put TI's on a casual contract for any OT work as a CCO.</p>	
(5)	<p>Timeframe for conduct investigations. The timeframe for staff on conduct allegations is too long and causes our member's extra stress. GM said this depends on how complex the</p>	

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	issue is. An agreement for Industrial staff to be able to visit the site early to view evidence so this could speed up the process.	
(6) General Business	Training for new Advisory Group early 2026. GM agreed to allow Delegates to attend this training, and they will be paid OT for the day. Agreed- two delegates only at Annual Conference.	
(7)	Discussed setting dates early next year for Supervisors Enterprise Agreement that expires in March 2026.	
(8)	Currently Serco have the Viewpoint Survey out to staff. This is important for our members to advise Serco their views about how the gaol is running and what needs to improve. The CPSU will sit down with the GM early next year to hear the feedback and so encourage all our members to do this survey, so we can compare our feedback. Closes 20/12.	
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