

## Meeting Notes - Meeting No. 8

Clarence Correctional Centre - Community Consultative Committee (CCC)

Monday 12 November 2018 – 4:00pm – 6:10pm

**Location:** Grafton Hotel, 97 Fitzroy Street, Grafton

### Attendees:

**Chairperson:** Margaret Harvie.

**Community representatives present:** Sharron Lee Todd, Julie Perkins, Martin Oates, Tania Williams, Bob Thompson.

**Local Government representative:** Elizabeth Fairweather (Clarence Valley Council)

**Northern Pathways representatives:** Mike Cramb (John Laing), Peter McIntosh (Serco), Tiffany Jones (John Holland)

**In attendance:** Imogene Gardiner (John Laing), Tanya Woodruff (Serco), Stevie Cole (John Holland), Steve Maclaren (John Holland)

**Apologies:** John Griffith, Geoffrey Jones, Paul Cassel (John Holland), Clint Bambrick (Serco)

Item	Description	Details
1.	<b>Welcome, apologies and introductions</b>	Round table introductions as there were new John Holland/ Serco attendees.
2.	<b>Declarations of pecuniary and other interest</b>	<p><b>Geoffrey Jones</b> is a business owner who already provides supplies to Juvenile Justice and the Corrective Services NSW and may have an interest in future contracts through Northern Pathways.</p> <p><b>Tania Williams</b> as a TAFE employee, prior to appointment to the CCC, was speaking with Serco (as a member of the Northern Pathways consortium) to identify training opportunities/ contracts for training future employees.</p>
3.	<b>Actions Arising from Last Meeting</b>	<p><b>Public Forum for CCC members</b></p> <ul style="list-style-type: none"><li>Tiffany Jones (TJ) indicated that she is still planning to conduct this forum and requested CCC members should suggest a suitable date/day of the week and a location to hold the forum.</li><li>The intention is that through this event CCC members to be available to talk to members of the public and for the public to raise questions. It will be a community information session.</li><li>It was agreed that week days tend to suit everyone better.</li></ul> <p><i>ACTION: TJ will continue to liaise with CCC members to coordinate the forum for early next year.</i></p> <p><b>Transport</b></p> <ul style="list-style-type: none"><li>TJ has not received a response from the contacts on the car pool website.</li><li>Elizabeth Fairweather (EF) (not Sharon Todd as had been reporting in the previous meeting notes) had suggested that TJ contact Suzanne Lynch from council to see if she can assist to progress this.</li></ul>

		<ul style="list-style-type: none"> <li>• Tanya Woodruff (TWF) noted that a Serco employment requirement is to have a driver's license which lessens the likelihood that people rely solely on public transport. Staff can coordinate among themselves however it is also hard for Serco to determine the requirements at this early stage before the prison is operational.</li> <li>• Margaret Harvie (MH) reiterated that this was a key issue that the CCC asked the project to explore.</li> <li>• Tania Williams (TW) felt that in exploring the issue there did not seem to be the demand.</li> <li>• Peter McIntosh (PM) indicated that it wont be until the centre is operational that we will understand the demand for public transport. The issue is best reviewed at this stage.</li> <li>• TWF noted that further options can be explored when the Serco staffing timetables are determined and visiting hours are confirmed.</li> </ul> <p><b>Facebook Questions</b></p> <ul style="list-style-type: none"> <li>• TJ has prepared the responses to the Facebook questions.</li> <li>• Infrastructure NSW needs to provide input to a number of questions and these are with them for their feedback.</li> <li>• Once finalised they will need to be approved by INSW prior to being added to the FAQ list.</li> </ul> <p><i>ACTION: TJ will finalise the questions and the responses and will respond to John Griffith and circulate these responses to the CCC members for their information.</i></p> <p><b>Employment Opportunities</b></p> <ul style="list-style-type: none"> <li>• PM circulated, via email to the CCC members, internet links to the Serco employment brochures and further information regarding Serco employment opportunities and processes.</li> <li>• PM offered to provide hard copies of the brochures if the CCC members would prefer this or need them to pass on to members of the community. If they contact Peter he will arrange to send them copies.</li> </ul>
4.	<b>Correspondence to the CCC</b>	<ul style="list-style-type: none"> <li>• An email was received to the CCC email address from John Shearer to request membership of the CCC. An email from MH was sent to Mr. Shearer thanking him for his interest and explaining the process by which the current CCC was appointed.</li> <li>• MH suggested it is important to remind people that there was an advertised application process and that some who applied and were not successful are nominated as alternates. That is if a position did become available it would be offered to these people in the first instance.</li> </ul>
5.	<b>CCC Review – Issues Raised</b>	<p><b>Increasing Demand on Legal Aid Resources</b></p> <ul style="list-style-type: none"> <li>• Bob Thompson (BT) highlighted the issue he raised as part of this review being the need for additional Aboriginal Legal Aid.</li> <li>• BT noted that by the time the prison is operational in 2020, there will be a high level of demand and the Aboriginal Legal Service/ Legal Aid will be under significant pressure. He sees that at this stage it would be difficult for the area to meet the demand from this increase.</li> </ul>

		<p><i>ACTION: PM will raise this issue of the predicted increased demand with the Aboriginal Legal Service / Legal Aid and ask them to consider preparing for that demand now.</i></p> <ul style="list-style-type: none"> <li>• Julie Perkins (JP) indicated that she is keeping her office informed but suggested the Aboriginal Legal Service/ Legal Aid be invited to attend the next Yarning Circle.</li> <li>• BT suggested that Serco consider having a full-time Aboriginal Legal Aid Service and Legal Aid Service on site.</li> </ul> <p><i>ACTION: PM to arrange to meet with Aboriginal Legal Service in Q1 2019 to inform them for the preparation of their budget and funding proposals.</i></p> <p><b>The Profile of the CCC</b></p> <ul style="list-style-type: none"> <li>• MH highlighted the outcomes of the review that included that CCC members were looking to increase their profile and be accessible to the public, the CCC members wanted to be sure that people in the community knew that the CCC exists, and they are open to being approached to raise issues and get information.</li> </ul> <p><i>ACTION: TJ will invite the local media to attend the proposed public forum with the hope of getting a media article about the role and function of the CCC.</i></p> <p>Sharon Todd (ST) indicated that she was concerned about the reference to the time spent on the road issues. She considered the concern about the road and safety was an important local issue that she and others had raised as local representatives. She was raising it to represent others in the community who had raised the issue with her. She was concerned that others did not seem to recognise the importance of this issue and that some of the references to this point in the review indicated this.</p> <p>MH indicated that while this was raised by a number of CCC members the concern was as much about how these issues are closed off between meetings by the Northern Pathways partners. There had been a lot of interaction between RMS and the project in regard to the roads. A number of people had considered that there might have been better close off of the issues through action and communication between the meetings.</p> <p>There was a general discussion about the review of the CCC and the progress of the CCC.</p> <p>Michael Cramb (MC) acknowledged the commitment of the CCC to the community.</p> <p>MH found the CCC review process to be useful as it raised some issues that needed to be addressed to improve the operation of the group.</p>
6.	<b>What we are hearing from the community?</b>	<p>TW: noted that there is a lot more information about the Correctional Centre out there in the community. The radio reports are particularly effective at getting the information out into the community.</p> <p>Martin Oates (MO): advised that he has heard that parts of the RMS Pac Complete project are nearing completion and that teams of workers are finishing up and that the demand for housing is not as great as it has been. He also noted that he is finding the CCC meetings very useful.</p>

		<p>BT: From the radio reports he is aware the cells are being put into place and he acknowledged the good media opportunity that this provided. He also raised concern about the lack of air conditioning in the cells which he believes will not be sustainable.</p> <p>MC in response: indicated that because of the design of the cells and the orientation of the buildings the cell temperature would remain within the range stipulated by NSW prison standards. There is air conditioning in other buildings but not in the cells themselves.</p> <p>ST: advised that there is confusion regarding employment at Serco and whether people currently employed in government positions will be able to move or transfer over to employment with the Serco operated prison.</p> <p>PM in response: reiterated that the prison will be 100% privately operated, although there will be some NSW government staff based on site.</p> <p>ST: asked about experienced people wanting jobs but not wanting to lose their government benefits?</p> <p>TWF in response: Serco will be advertising all available opportunities for both experienced and non-experienced people who can meet the criteria to be trained for Correctional Case Officers. Serco is a private entity, therefore there is no transfer of previous employment benefits.</p> <p>ST: indicated that people currently working at the existing Grafton prison are concerned they will lose their jobs.</p> <p>MC and PM in response: MC advised that he is not aware of a decision on the future of the Grafton prison or plans to close it. PM advised that he is not aware of any decision in relation to the future of the existing Grafton prison.</p> <p>ST: indicated that she knows someone working at another prison who would like a job training officers?</p> <p>TWF: advised there are training roles available and the first step is to submit an Expression of Interest (EOI) via the Serco website. The EOI database is building. Serco will start more regular communication with people who have registered their interest in the new year. TWF highlighted that to be a trainer, accreditation is required. Serco will be advertising opportunities seeking experienced Correctional Case Officers who also aspire to also fulfil the training role as part of their role. Serco will provide the relevant training to obtain certification.</p> <p>EF: Directs people to the relevant websites when they have enquiries.</p> <p>JP: Regularly sends information to all the Aboriginal groups and asks for their comments and whether there are issues and asks them to contact her or the CCC. She has not received any comments apart from one to advise they would pass on information about Serco employment.</p>
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<p>7.</p>	<p><b>Project Planning - Contract</b></p>	<p>MC advised:</p> <ul style="list-style-type: none"> <li>• The project is progressing as scheduled.</li> <li>• There are currently between 600 and 700 people working on site Mondays to Saturdays. The key focus is putting the buildings and roofs up so the buildings are weather tight, so works can continue in the wet.</li> <li>• The site received more rain than predicted for October however it did not significantly affect project progress.</li> <li>• The project has received a lot of television and media attention. The issue of iPads continues to be raised. MC reiterated that they are not iPads they are tablets used to transmit and receive prison-related information concerning the activities for the day, or course material that inmates are studying. The perimeter concrete wall surrounding the maximum facility is fully erected, except for a few holes left to allow for construction vehicles to access the site.</li> </ul>
<p>8.</p>	<p><b>Operations Update</b></p>	<p>PM advised that Serco:</p> <ul style="list-style-type: none"> <li>• Have been focusing on developing the Operating Phase Plans and Training Program.</li> <li>• Have met with Correctional Services NSW to develop a training program noting they will need a local firearms training facility (a firing range).</li> <li>• Are aiming to finalise the Senior Management Roles and have them commence early next year.</li> </ul> <p>TWF discussed Serco's Aboriginal Employment Initiative noting:</p> <ul style="list-style-type: none"> <li>• Due to the complex nature of working in a prison, Serco is not able to guarantee or compromise on the level of standards, skills and competencies required for positions at the Centre, in particular Correctional Case Officers.</li> <li>• Serco are committed to getting people into employment, however they do not want to create false expectations.</li> <li>• For people interested in future opportunities, employment does not commence until April 2020, which is still quite a while away.</li> <li>• Serco have developed an Aboriginal Torres Strait Islander (ATSI) Upskilling Program for Correctional Case Officers. The program replicates the standard assessment and evaluation process and provides for applicants to undertake all the required testing and evaluation. It provides for a period of time to upskill in areas that are not at the required level, where trainable before being reassessed. Successful applicants will be confirmed as Job Ready and given the opportunity to take up employment at Serco. If a candidate does not have sufficient competency, they will not be selected.</li> <li>• The ATSI Program will run over a period of 24 weeks commencing in May 2019 and November 2019.</li> <li>• The program has eligibility criteria and all training and support in the areas requiring further development will be managed and delivered by the Job Active Provider or TAFE NSW with whom they are registered.</li> <li>• Serco are not responsible for providing the training.</li> </ul>

9.	<b>Construction Update &amp; Look Ahead</b>	TJ showed the latest drone footage to highlight the extensive progress of work on site. There will be more of the same work on site for the next 3 months.
10.	<b>Update of Roads</b>	<p>TJ advised:</p> <ul style="list-style-type: none"> <li>• The proposed substation and powerline route as shown in the Review of Environmental Factors (REF) is now available and can be viewed via the Infrastructure NSW website at <a href="http://www.infrastructure.nsw.gov.au/media/1772/ccc-transmission-line-draft-ref-181106-compressed.pdf">http://www.infrastructure.nsw.gov.au/media/1772/ccc-transmission-line-draft-ref-181106-compressed.pdf</a> It is on exhibition until 27 November.</li> <li>• The negotiations with affected landowners is continuing</li> <li>• With respect to the roads the quarterly meetings and liaison with the Pacific Complete team continues.</li> </ul>
11.	<b>Project Progress – Construction</b>	<p>TJ advised:</p> <ul style="list-style-type: none"> <li>• Cattle movement issue has been further investigated with by government and from Department of Premier and Cabinet representatives.</li> <li>• JHG are sponsoring the screening of the documentary Backtrack Boys in Grafton on Thursday 29 November – all proceeds go to Headspace for the establishment of Valley Tracks, a similar program in the Clarence Valley. A youth worker and one of the boys from the movie will be speaking on the night.</li> </ul> <p><i>ACTION: TJ to circulate the Backtrack Boys flyer to the CCC via email.</i></p>
12.	<b>John Holland Caring in Construction Initiative</b>	<p>Background: JHG have linked up with local mental health agencies to tackle the potential for mental health issues for the on-site workforce.</p> <p>SM and Stevie Cole (SC) highlighted the high rate of suicide in the construction industry and provided to the CCC an overview of the JHG Mental Health initiative.</p> <p>In response to the presentation</p> <p>ST: shared knowledge from a mental health conference she recently attended; she highlighted the connection between work and mental health and the difficulty in diagnosing it.</p> <p>BT: asked whether there is drug and alcohol testing done on site.</p> <p>SM in response: Yes- approximately 10,000 people have been alcohol tested and there have only been 2 non-negative tests. Of 250 drug tests conducted there have been 4 - 5 non-negatives.</p> <p>MH: asked whether the JHG Mental Health Program is unique to the Clarence Correctional Centre site or if it is JHG wide?</p> <p>SM in response: The program is unique to the site. They are collecting data and learning as the program progresses in hopes that the program framework can be expanded into other JHG projects.</p>
13.	<b>Next Meeting</b>	The next meeting will be held 4pm on <b>Monday 11 February 2019</b> and will be held on site at 313 Avenue Road, Lavadia. While it will be on site there is no planned site tour for this meeting.

<p>14.</p>	<p><b>Final Questions/ Comments</b></p>	<p>ST: requested further clarification on the tablets (noting they are not iPads) so that she can communicate this as there has been a lot of questions from the community in relation to these.</p> <p>PM: They are a tablet which is connected to an internal intranet and inmates cannot access the internet or any external material from the outside. The tablets allow inmates to access training and education material linked to their rehabilitation programs. For some inmates the tablets can be enabled as a telephone and are monitored and controlled as per other correctional services inmate telephone services. This is a highly restricted arrangement with inmates only being able to call a pre-approved selection of numbers with all calls being monitored and recorded. The person receiving a call are advised that an inmate is calling and are required to accept the call and agree to the conversation being recorded before the connection is made.</p> <p><i>ACTION: TJ/PM to create a fact sheet on the tablets for the community and will circulate to the CCC.</i></p> <p>ST: Noted that ‘Great Gardens’ nursery in Coffs Harbour has some lovely looking trees and beautiful plants labelled with CCC – she is hoping that these are for the site.</p> <p>MC in response: These are indeed waiting and ready for landscaping on site.</p> <p>BT: Further to the information that the external perimeter wall is finished, it would be good if some information on the security was provided next meeting.</p> <p>TJ in response: will include security information on the same fact sheet as for the tablet information.</p> <p><i>ACTION: TJ will circulate a fact sheet with information on the tablets and centre security to the CCC members in the next 2 – 3 weeks.</i></p> <p>TW: highlighted the reported incident on the news where someone recently released from a State correctional facility was wearing the prison uniform on their release. They were seen on the train by an ABC journalist, and research by this journalist revealed that a number of prisoners get released in their “baggy greens”. Will the inmates at the Clarence Correctional Centre have uniforms?</p> <p>PM in response: the uniforms will be the same. Serco will likely buy them from the State. We are not aware of the facts in relation to the report but it appears to be unusual and normally inmates attending court are prepared for potential release with their possessions travelling with them.</p> <p>JP: On the issue of release, it is up to the individual to help themselves once released. With Serco’s focus on rehabilitation and reduced recidivism, the pre-planning for release is important. The brunt of the blame by the public for reoffending might be placed on the prison operator, but the public need to remember it is reflective of a breakdown across several entities involved in the pre-release program which sees people re-entering the system. More importance needs to be placed on pre-planning for release.</p>
<p>15.</p>	<p><b>Close</b></p>	<p>Meeting finished at 6:10 pm.</p>