

Minutes of meeting

Chisholm Road Prison Project - Community Advisory Group

Meeting details

Meeting title:	Community Advisory Group	No:	17
Date:	Thursday 19 August 2020	Time:	4.00–5.03pm
Location:	Online		

Attendees

Community Advisory Group members: Justin Giddings (Chair), Corrina Eccles (community member), Barry White (community member), Kylie Grzybek (Deputy Chair, Councillor City of Geelong), Leigh Bartlett (community member), Anthony Aitken (Councillor, City of Greater Geelong), Marylyn Pettit (community member), David Withington (community member), Andrew Reaper (Assistant Commissioner Custodial Services, Corrections Victoria), Marlene Morison, (General Manager, Chisholm Road Prison), Michelle Wood (Executive Director, Barwon South West Region), Corinne Cadilhac (Deputy Secretary, Justice Infrastructure and CEO of the Community Safety Building Authority)

Other attendees: Alex Wigmore, (Senior Project Manager, CSBA), Lance Sleeman (Project Director, CSBA), Ryan Wallis (Project Director, John Holland), Michael Sloan (Senior Adviser, Project Communication, DJCS), Melissa Raby (Social Procurement Manager, JHG), Andrew Green (Manager, Project Communication, DJCS), David Ferguson (Senior Station Officer, CFA), Michael Peebles (Project Manager, John Holland)

Meeting overview

Actions from August meeting

Action 17.1 CSBA to investigate guidelines on whether and how aerial images of construction work may be used to promote work underway on site.

Action 17.2 John Holland and CSBA to explore use of social procurement data, and employment 'success stories' to promote job opportunities available on site.

Action 17.3 Draft site signage artwork to be distributed with minutes to allow for community feedback

Action 14.6 Andrew Reaper to confirm prison population and staff numbers for the precinct at next meeting (carried forward).

Actions closed at August meeting

Action 14.1: CAG members representing City of Greater Geelong and Traditional Owners to confirm appropriate permits had been acquired by neighbouring landowners to stockpile spoil from the construction site.

Action 14.2: Barry White to make contact with Lara Chamber of Commerce and reconfirm its interest in providing a speaker as soon as the chamber's breakfast meetings recommence.

Action 14.4: John Holland to present signage for discussion at next meeting

Action 14.5: DJCS to arrange invitation to be sent in the next few weeks for CAG members' site visit including PPE requirements.

Action 14.7: DJCS to include in forward plan for CAG an annual invite to minister.

Item 1. Welcome, previous minutes and actions

- The Chair opened the meeting and minutes from the 17 June meeting were endorsed.
- Update on **Action 14.1**, (soil stockpiling). City of Greater Geelong confirmed Council representatives have contacted the landowners concerned who are in the process of applying for required permits.
- Discussion of **Action 14.2**, (Chamber of Commerce). Barry White (community member), confirmed Lara Chamber of Commerce are aware of offer to provide a guest speaker but may not be in position to accept due to impact of COVID-19 on their work. BW to follow-up with DJCS should Chamber of Commerce make contact to express further interest.
- Update on **Action 14.6**, (facility numbers). Andrew Reaper (Assistant Commissioner Custodial Services, Corrections Victoria) requested that an update from Corrections Victoria to confirm prison population and staff numbers be carried forward to next meeting.
- Update on **Action 14.5**, (site visit) and **Action 14.6**, (ministerial invite). CSBA confirmed that arrangements for a visit to the Chisholm Road site by CAG members are now on-hold until COVID restrictions are eased. Action to be closed, with a group visit and ministerial invite to be organised when permissible.

Item 2. John Holland update

- Introduction of Ryan Wallis (Project Director, John Holland), and presentation of aerial footage showing recent work undertaken on Chisholm Road site. RW noted that the pouring of several main accommodation block slabs, and completion of major civil works marks an important milestone for project and will lead to a decrease in vehicle movement and traffic around site.
- Barry White (community member) requests use of aerial photos in presentation at upcoming meeting of Larara Community Network and on social media. Discussion of opportunities to provide an update on work occurring on site, and employment opportunities for local residents.
- **Action 17.1** CSBA to investigate guidelines on whether and how aerial images of construction work may be used to promote work underway on site.
- Discussion of impact of COVID-19 restrictions on work on-site and precautions taken by John Holland. RW noted that 500 building workers are currently working on project with this expected to peak at 1200-1300.
- Questions regarding social procurement targets and reporting. Melissa Raby (Social Procurement Manager, JHG), noted that project is ahead on achieving recruitment targets for disabled and disadvantaged Victorians and reports on this data monthly. Discussion of youth unemployment rates in Lara region and approach taken towards critical infrastructure projects in response to COVID-19.
- **Action 17.2** John Holland and CSBA to explore use of social procurement data and 'success stories' to promote job opportunities available on site.

- Introduction of Lance Sleeman (Project Director, CSBA).
- Discussion of **Action 14.4**, (signage). Michael Sloan (Senior Adviser, Project Communication, DJCS) provided update on installation of Standard Victorian Government Capital Works Signs along the perimeter of Chisholm Road site and preview of proposed artwork.
- Anthony Aitken (Councillor, City of Greater Geelong) noted project has been identified as the greatest source of employment in Greater Geelong over five years, and Council is invested in ensuring residents are job-ready to be successful at applying for roles at facility. AR and Kylie Grzybek (Deputy Chair, Councillor City of Geelong), noted positive engagement with Council to prepare for these opportunities becoming available.
- **Action 17.3** Draft site signage artwork to be distributed with minutes to allow for community feedback

Item 3. Community feedback

- Discussion of community feedback regarding night-time lighting at site. RW confirmed that lighting towers at site have been repositioned and redirected inwards, with motion detectors installed to minimise overnight lighting. Marylyn Pettit (community member) noted lighting situation seemed to have improved following these changes as there were no further community complaints received.
- Update on **Action 14.3**, (facility name). AR noted that proposal for a permanent name for facility would be raised with The Hon. Natalie Hutchins (Minister for Corrections) at a suitable time following her recent move to the portfolio.

Item 4. Close, date of next meeting

- Date of next meeting confirmed for Wednesday 21 October 2020.
- Meeting closed 5.03pm.