

Minutes of Meeting

Chisholm Road Prison Project - Community Advisory Group

Meeting details

Meeting title:	Community Advisory Group	No:	13
Date:	Wednesday 22 April 2020	Time:	4pm – 5:12pm
Location:	Online		

Attendees

Community Advisory Group members: Justin Giddings (Chair), Councillor Kylie Grzybek (Deputy Chair), Councillor Anthony Aitken, David Withington (community member), Leigh Bartlett (community member), John Brne (community member), Barry White (community member), Marylyn Pettit (community member), Corrina Eccles (community member), Andrew Reaper (Assistant Commissioner, Corrections Victoria), Corinne Cadilhac (Deputy Secretary Justice Infrastructure, CEO Community Safety Building Authority), Michelle Wood (Executive Director, Barwon South West Region).

Additional: Michael Peebles (Project Manager, John Holland), Melissa Raby (Social Procurement Manager, John Holland), Alex Wigmore (Senior Project Manager, CSBA), Peter Southwell (Project Director, CSBA), Peter Flaherty (Director, Public Affairs, DJCS), Andrew Green (Project Communications Manager, DJCS), Marlene Morison (General Manager, Chisholm Road Prison Project).

Apologies:

Leanne Rayner (Sergeant, Lara Police Station), Stephanie McGregor (Executive Director, Community Safety Building Authority), Peter Chater (Project Director, John Holland), Pat McCormick (General Manager, Marngoneet Prison).

Meeting overview

Opening and previous minutes

The Chair opened the meeting and minutes from the 11 March meeting were endorsed.

The meeting noted the attendance of the recently appointed General Manager of the Chisholm Road Prison Project, Marlene Morison.

Actions from April meeting

Action 1: John Holland to provide information relating to its fire readiness plan. ONGOING

Action 2: Invite a CFA representative to attend CAG to discuss CFA preparations to support the new facility.

Action 3: John Holland to confirm that issues relating to COVID-19 would not affect its social procurement activities or that of its subcontractors.

Action 4: CAG members representing City of Greater Geelong Council and Traditional Owners to confirm appropriate permits had been acquired by neighbouring landowners to stockpile spoil from the construction site.

Action 5: DJCS to make contact with the Lara Chamber of Commerce and reconfirm its interest in providing a speaker as soon as the chamber's breakfast meetings recommence.

Action 6: Corrections Victoria to provide updates on the naming of the new prison as appropriate.

Actions closed at April meeting

Action: DJCS to provide the Minister's office with upcoming CAG dates to seek his availability to attend.

Construction update

John Holland (JHG) provided the following update:

- Work on the initial site compound and external civil works are underway.
- On the main site, JHG expects about 300 workers will be employed progressively as concrete work and inground services commence in the coming weeks.
- Chisholm Rd has been upgraded, and a dedicated controller is managing traffic at the exit to Bacchus Marsh Rd. The resident on Chisholm Rd gets priority entrance and exit access.
- Security is operating on the site 24/7.
- JHG's construction practices have been reconfigured to manage the risks associated with COVID-19. These include:
 - More sheds to accommodate physical distancing;
 - Staggered start times and meal breaks to facilitate social distancing;
 - Dedicated wash and hygiene stations with foot-controlled taps to reduce the need to touch facilities;
 - Clear signage to highlight the risks;
 - Each operator has his/her own machine;
 - Pre-start meetings are held outside and the number of meetings on site have been reduced, and
 - All workers are required to make a declaration and answer questions about their health before entering the work site. Workers are not be permitted on site if they are experiencing any symptoms.
- JHG, CFMMEU and subcontractors continue working together to ensure Chief Health Officer guidelines are followed and on-site practices are being refined and refreshed regularly.

- There have been no positive cases of COVID-19 on site, and there are no procurement/supply chain issues at this time.
- Construction work is ahead of schedule.
- JHG advised that it is working with *Working for Victoria* to ensure that COVID-19 job stimulus efforts do not result in displaced workers 'jumping ahead' of other disadvantaged workers.

Action: JHG to confirm that issues relating to COVID-19 would not affect its social procurement activities or that of its subcontractors.

Project update

The Community Safety Building Authority provided the following update:

- JHG has mobilised on site and has commenced early works including access and internal roadworks.
- Early works bulk excavation and earthworks have also begun on site.
- JHG and CSBA representatives met with the Chisholm Rd resident at his home to answer a number of queries and concerns. A few minor teething issues regarding site access during construction hours and delivery of infrastructure have been addressed by JHG.
- CSBA is continuing to work with JHG on the progressive development of JHG's Guaranteed Construction Sum (GCS) Offer (due on Friday 24 April) while the design documentation is undergoing final approvals. Final approval of the GCS Offer by the State will trigger Stage Two of the project involving all remaining construction works.
- CSBA has approved the procurement of subcontracts for hydraulics, mechanical and fire services, and is reviewing approvals for a number of other trades (secure doors and windows, AV, electrical).
- Contractors from nearby prison projects have entered Breguet Rd to access the Chisholm Rd site in error. This has been raised with the relevant project managers and subcontractors and has been resolved.

Community feedback

- CAG queried the use of neighbouring farmland to store spoil from the site, and if all appropriate cultural heritage and other permits had been approved. JHG advised the meeting that its civil works subcontractor (Civilex) had secured appropriate agreements with those landowners and necessary approvals, but that Council may be able to confirm that these approvals are in place.
- JHG advised that one landowner wanted the soil to build a dam, and another wanted it for use in pro bono projects.

Action: CAG members representing City of Greater Geelong Council and Traditional Owners to confirm appropriate permits had been acquired.

- JHG advised that ICN will be hosting a session in June where subcontractors can present project and work package opportunities to local people and businesses. People can also log on to ICN (<https://icn.org.au/>) to see upcoming opportunities.
- JHG is also working with Council for referrals to job agencies.

Other business

- The office of the Minister for Corrections advised CAG that the Minister was unable to attend this meeting because of a special sitting of Parliament. It has earmarked the next meeting on 17 June for the Minister to attend and would confirm this shortly.
- Because of issues relating to COVID-19, it was agreed that DJCS should contact the Lara Chamber of Commerce and reconfirm its interest in providing a speaker as soon as the chamber's breakfast meetings had recommenced.

Action: DJCS to make contact with the Lara Chamber of Commerce.

- A CAG member raised concerns that the location of the new CFA fire station may not be the most suitable location to answer future emergencies at the prison precinct. It hoped CFA could address this issue at CAG's next meeting.
- CAG agreed that the naming of the new prison remain an open-ended Action so that further information would be provided to CAG when appropriate.

Action: add this to Action items until further notice.

Close and next meeting date

The Chair closed the meeting at 5.12pm. The next meeting is scheduled for Wednesday, 17 June 2020.