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# Minutes of meeting

Chisholm Road Prison Project - Community Advisory Group

| Meeting details | | | | |
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| Meeting title: | Community Advisory Group | No: | | 16 |
| Date: | Wednesday 09 December 2020 | Time: | 4pm to 4.50pm | |
| Location: | Online | | | |
| Attendees | | | | |
| **Community Advisory Group members:** Justin Giddings (Chair), Barry White (community member), Anthony Aitken (Councillor, City of Greater Geelong), John Brne (community member), Marylyn Pettit (community member), Andrew Reaper (Assistant Commissioner Custodial Services, Corrections Victoria), David Withington (community member), 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), Marlene Morison, (General Manager, Chisholm Road Prison), Brooke De Piazza (Department of Health and Human Services)  **Apologies:** Corrina Eccles (traditional owner), Leigh Bartlett (community member), Kylie Grzybek (Deputy Chair, Councillor City of Geelong) | | | | |
| **Meeting overview** | | | | |

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| **Actions from December meeting** |
| **Action 16.1** CSBA to provide traffic data to City of Greater Geelong for consideration in future transport planning.  **Action 16.2** Corrections Victoria to provide draft list of names for internal accommodation units at Chisholm Road to CAG along with minutes.  **Action 16.3** CSBA to resume planning for a community event in Lara to provide an update on project. |
| **Actions closed at December meeting** |
| **Action 15.1** CSBAto add CAG members to media distribution list for project updates **Action 15.2** CSBA to share final artwork for Chisholm Road site signage |

**Item 1. Welcome, previous minutes and actions**

* Minutes from October meeting endorsed with corrections.
* Discussion of **Action 16.3** (John Holland to monitor traffic levels near site following removal of checkpoints), Lance Sleeman (Project Director, CSBA) outlined results from recent monitoring of traffic density near site, noting peaks in vehicle traffic are occurring around 6:30am.
* LS outlined planned appointment of a traffic consultant in early 2021 to create a unified traffic management strategy for Barwon Precinct.
* Discussion of recent intersection upgrade works and discussed possible signage improvements between Marylyn Pettit (community member) and Ryan Wallis (Project Director, John Holland).
* Barry White (community member), discussed application of vehicle data from site to Lara Traffic Management Plan and City of Greater Geelong traffic strategy for region.
* **Action 16.1** CSBA to provide site traffic data to City of Greater Geelong for consideration in future transport planning.
* Closure of **Action 15.1** (CAG members added to media distribution list) and **Action 15.2** (final signage artwork).

**Item 2. Construction update**

* Ryan Wallis (Project Director, John Holland) and Alex Wigmore, (Senior Project Manager, CSBA), presented aerial footage showing recent work undertaken on Chisholm Road site.
* Discussion of progress on main works compound, gatehouse and prison industries buildings, RW noted intent to complete pouring of building slabs prior to Christmas.
* RW noted number of workers on-site is anticipated to peak at over 1000 in between April to June next year and discussed upcoming deliveries of precast to continue construction of external perimeter walls.
* RW confirmed project is on schedule to finish with original completion date in response to question from Chair.
* Lance Sleeman (Project Director, CSBA) noted Chisholm Road is now one of the largest construction projects underway in the state with over 700 workers currently working across an area approximately the size of 5 MCGs.
* LS discussed ongoing growth of workforce on site, creation of 650 job opportunities once facility becomes operational in 2022, and successful efforts to keep project on schedule despite disruptions to industry supply chains caused by COVID-19.
* Chair discussed relevant scale of Chisholm Road, noting Avalon Airport is a major employment centre in Geelong with staffing numbers of around 800 pre-COVID.

**Item 2. Communications update**

* Andrew Green (Manager, Project Communication, DJCS) discussed upcoming social media posts profiling workers on Chisholm Road and scheduled site photography at Chisholm Road.
* AG explained interviews were conducted with workers hired under social procurement programs and will be released by Minister for Corrections, the Hon. Natalie Hutchins MP during the summer period.
* Group discussion of CAG meeting schedule for 2021. Decision to continue bi-monthly meeting schedule and move towards holding meetings in-person at Chisholm Road site.

**Item 3. Community feedback**

* Discussion between David Withington (community member), and Andrew Reaper (Assistant Commissioner Custodial Services, Corrections Victoria), regarding media reports of a decrease in demand on correctional system during COVID.
* AR confirmed this is unlikely to affect staffing levels at new facility but may result in phased approach to accepting inmates. AG noted many correctional facilities are currently at capacity.
* AR provided update on naming of new facility, noting a ministerial brief has been developed on this topic and includes CAG naming recommendation. AG and Marlene Morison, (General Manager, Chisholm Road Prison), presented proposed names for 8 internal accommodation areas at facility.
* **Action 16.2** Corrections Victoria to provide list of draft names for internal areas at Chisholm Road to CAG.
* Discussion of new site signage under manufacture by John Holland, a possible ministerial visit to site in early 2021 and plan to hold a site walk for CAG at next in-person meeting.
* Chair proposed holding February meeting virtually and subsequent meetings in-person at Chisholm Road site as permitted by VPS restrictions on remote working.
* Chair discussed pre-COVID plans to hold a public event in Lara to provide an update on project.
* **Action 16.3** CSBA to resume planning for a community event in Lara.

**Item 4. Close, date of next meeting**

* Date of next meeting confirmed for February 2021.
* Meeting closed 4.50pm.

**Appendix. Draft list of names for internal accommodation units**

• Alkara (Alkara 1 and Alkara 2)

• Benetti (Benetti 1 and Benetti 2)

• Ceti (Ceti 1 and Ceti 2)

• Duncan (Duncan 1 and Duncan 2)

• Eastlakes (Eastlakes 1 and Eastlakes 2)

• Franco (Franco 1 and Franco 2)

• Galvin (Galvin 1 and Galvin 2) • Hailar (Hailar 1 and Hailar 2)

**Diagram

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