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| Minutes of meeting |
| Youth Justice Redevelopment Project |
| **Meeting details** |  |  |
| **Meeting title:**  | **Community Advisory Group** | **No:** | **30** |
| **Date:** | Tuesday 13 July 2021 | **Time:** | 3:45pm to 5.09pm |
| **Location:** | Online via Microsoft Teams |  |  |
| **Attendees** |  |  |  |
| **Community Advisory Group members:** Justin Giddings (Chair), Barbara McLure (Deputy Chair, community member), Marisa Berton (community member), Lisa Heinrichs (community member), Natalie Walker (Wyndham City Council), Les Sanderson (community member), Cr Peter Maynard (Wyndham City Council), Corinne Cadilhac (Deputy Secretary, Justice Infrastructure and CEO of the Community Safety Building Authority), Cr Susan McIntyre, (Wyndham City Council), Cr Mia Shaw (Wyndham City Council)**Other attendees:** Justin Balasa (Project Manager, John Holland), Samuel Werner (Project Director, CSBA), James McCann (Executive Director, Custodial Operations, Youth Justice) Kathryn Poland (Operational Lead, Cherry Creek, Youth Justice), Michael Sloan (Senior Adviser, Project Communication, DJCS), Nick Harley (Adviser, Project Communication, DJCS), The Hon. Natalie Hutchins (Minister for Corrections, Youth Justice and Crime Prevention) **Apologies:** Tess Mullenger (Director Workforce and Infrastructure, Youth Justice) |

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| **Actions from July meeting** |
| **Action 31.1:** DJCS to provide update outlining project achievements on local content and employment targets**Action 31.2:** Youth Justice to provide an update on educational programs that may be offered at new facility**Action 31.3:** DJCS to provide final copy of community update mailout to Cr Peter Maynard**Action 31.4**: DJCS to confirm biographies of new CAG members and upload to project website**Action 31.5:** Youth Justice to advise CAG of final decision in relation to internal unit names**Action 31.6:** Youth Justice to provide update on advertising and recruitment campaign in development**Action 31.7:** Les Sanderson to provide contact details of new Little River CFA captain to DJCS project team**Action 29.9:** (Ongoing) Youth Justice to provide update on workforce planning at Cherry Creek**Action 29.7:** (Carried) Chair to send follow-up letter to Hon. Tim Pallas, MP acknowledging Werribee Justice Precinct announcement**Action 29.2:** (Carried) Natalie Walker to draft letter to Department of Transport on behalf of the City of Wyndham regarding tree planting near Cherry Creek site**Action 25.2:** (Ongoing) John Holland Group to provide regular update regarding local jobs on-site |
| **Actions closed at July meeting** |
| **Action 30.1:** CSBA to proceed with distributing community update to households in Little River, Kingsleigh, Westleigh Gardens and Riverwalk**Action 30.2:** CSBA to confirm whether Kangaroo Drive is formally located in Little River or Cocoroc**Action 30.3:** DJCS to confirm venue for next meeting (July) which will be held in-person, subject to public health guidelines**Action 30.4:** (Ongoing) Youth Justice to continue to update CAG on naming of internal accommodation units**Action 30.5:** DJCS to confirm appointment of City of Wyndham CAG representatives |

**Item 1. Welcome**

* Chair welcomed attendees. Tess Mullenger (Director Workforce and Infrastructure, Youth Justice) recorded as an apology.
* Chair invited The Hon. Natalie Hutchins, Minister for Corrections, Youth Justice and Crime Prevention, to address the meeting.

**Item 2. Ministerial address to CAG**

* The Hon. Natalie Hutchins (Minister for Corrections, Youth Justice and Crime Prevention) thanked the CAG for their role in helping to guide the project and sharing information with the wider community.
* NH noted construction progress on site to-date, including a recent milestone of 700,000 work hours being reached on the project.
* Minister remarked on the importance of the project within the Youth Justice portfolio, noting the impact the new facility will have in rehabilitating young offenders.
* Discussion of successful NSW program involving prisoners training PTSD assistance dogs between Lisa Heinrichs (community member) and Minister. Minister noted that the Victorian Government are exploring implementing similar programs in the future and noted the successful use of therapy dogs currently the correctional and Youth Justice systems.
* CAG members raised issue of visibility of project site from Princes Freeway, and desirability of planting vegetation to mask project site. Cr Peter Maynard (Wyndham City Council) noted issue has been ongoing since start of project.
* Group discussion involving NH and Corinne Cadhilac (Deputy Secretary, Justice Infrastructure and CEO of the Community Safety Building Authority) regarding previous discussions with the Department of Transport concerning the installation of vegetation, and costs of tree planting and maintenance.
* Group discussion regarding future attraction and recruitment campaigns for the new facility, with NH outlining efforts to retain and reward staff in the Youth Justice system.

**Item 3. Project update**

* Samuel Werner (Project Director, CSBA) and Justin Balasa (Project Director, John Holland) presented aerial footage demonstrating construction progress since the last CAG meeting, noting upcoming milestones such as reaching one million hours of labour on project, the completion of civil works and provision of permanent power to the site.
* Discussion between Barbara McLure (community member), JB and SW regarding update that the project is currently exceeding Local Jobs First commitments.
* **Action 31.1:** DJCS to provide update outlining project achievements on local content and employment targets.
* Discussion between Peter Maynard (Wyndham City Council) and SW regarding double storey buildings on site. JB confirmed that staff building is only two-storey building on site, with a recreation building which is slightly taller than one-storey.
* Group discussion regarding education programs at the centre. SW confirmed that vocational programs will be developed and noted success of vocational skills programs at similar Youth Justice facilities
* **Action 31.2:** Youth Justice to update CAG on potential educational programs at Cherry Creek
* Group discussion regarding project timelines and potential obstacles. SW noted project can manage shifts in price of materials, remarking that the use of locally milled steel is an advantage the context of a global pandemic.
* The Hon. Natalie Hutchins (Minister for Corrections, Youth Justice and Crime Prevention) departed meeting at 4.26pm.

**Item 4. Minutes and Actions**

* Discussion of **Action 30.1** (distribution of community update) Michael Sloan (Senior Adviser, Project Communication) noted role of Lisa Heinrichs and Les Sanderson in assisting with distribution of the update.
* MS discussed distribution of community update, explaining that 3,816 copies had been distributed to homes in Little River, King’s Leigh Estate, Riverwalk and Westleigh Gardens.
* MS noted an increase in web traffic to the project landing page was recorded following the mailout, with no specific questions received via an email from recipients.
* **Action 31.3:** DJCS to provide final copy of community update mailout to Cr Peter Maynard
* Discussion of **Action 30.2** (confirmation of location of centre) SW noted that Geographical Names Victoria have confirmed that Kangaroo Drive is officially located in Little River.
* Discussion **Action 30.5** (confirmation of appointments) MS noted confirmation of appointments and welcomed Cr Mia Shaw and Cr Susan McIntyre as CAG members.
* **Action 31.4**: DJCS to confirm biographies of new CAG members and upload to project website
* Discussion of **Action 29.2:** (tree planting funding) Natalie Walker (City of Wyndham) noted preliminary contact with DoT has been made but requires further discussion. Action carried forward.
* All other actions, **Action 25.2, 29.7, 29.9, 30.4** are noted as for discussion during meeting or carried forward.

**Item 5. Youth Justice update**

* James McCann (Executive Director, Custodial Operations, Youth Justice) and Kathryn Poland (Operations Lead, Cherry Creek, Youth Justice) shared presentation on naming of facility, buildings, and operating model to CAG.
* JM noted that YJ have chosen landscapes and environmental features which are easy to pronounce for internal building names. Discussion between SM, LH, and Chair concerning the use of the word ‘Java’ as a potentially sensitive building name.
* **Action 31.5:** Youth Justice to consider CAG feedback regarding internal unit names
* Discussion between CAG around strategies to promote employment opportunities for the centre ahead of its opening. LH noted that local print media is not in wide circulation in the area and that radio may be more effective.
* **Action 31.6:** Youth Justice to provide update on advertising and recruitment campaign in development

**Item 6 Community discussion**

* Lisa Heinrichs (community member), raised community feedback and questions regarding project timelines and completion date. Samuel Werner (Project Director, CSBA), confirmed that project is on budget and on track to be completed on time.
* Discussion of appointment of new CFA brigade captain in Little River.
* **Action 31.7:** Les Sanderson to provide contact details of new Little River CFA captain to DJCS project team
Group discussion regarding colour scheme reflecting the naming of areas. SW reiterated that colour schemes will be guided by practice of wayfaring and will not necessarily match building names.

**Item 7. Other business**

* Meeting concluded at 5:09pm
* Next meeting scheduled for Monday 6 September.