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| Minutes of meeting |
| Chisholm Road Prison Project |

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| **Meeting details** | | |  |  |
| **Meeting title:** | Community Advisory Group | | **No:** | 22 |
| **Date:** | Tuesday 15 March 2022 | | **Time:** | 3:45pm to 4:48pm |
| **Location:** | Online via Microsoft Teams | |  |  |
| **Attendees** | |  |  |  |
| **Community Advisory Group members:** Justin Giddings (Chair), Corrina Eccles (Wadawurrung representative), Marylyn Pettit (community member)  **Other attendees:** Corinne Cadilhac (Deputy Secretary, Justice Infrastructure and CEO, Community Safety Building Authority), Megan Mcclelland (Assistant Commissioner, Corrections Victoria, DJCS) Lance Sleeman (Project Director, CSBA), John Angelovski (Project Director, John Holland), Marlene Morison, (General Manager, Chisholm Road Prison), Belinda Salmon (Senior Project Manager, Corrections Victoria, DJCS) Melissa Raby (Social Procurement Manager, JHG), Andrew Green (Manager, Project Communication, DJCS), Nick Harley (Adviser, Project Communication, DJCS), Michelle Wood (Executive Director, Barwon South West Region), Alex Wigmore, (Senior Project Manager, CSBA)  **Apologies:** Kylie Grzybek (Deputy Chair, Councillor City of Geelong), Andrew Reaper (Assistant Commissioner Custodial Services, Corrections Victoria), Barry White (community member), Anthony Aitken (Councillor, City of Greater Geelong), David Withington (community member), John Brne (community member) | | | | |

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| **Actions from March meeting** |
| No actions recorded |
| **Actions closed at March meeting** |
| **Action 21.1** DJCS to investigate existing data on potential transport users to the Barwon Prison precinct |

**Item 1. Welcome**

* Andrew Green (Manager, Project Communication, DJCS) welcomed attendees, with apologies recorded.

**Item 2. Previous minutes and actions**

* AG noted that **Action 21.1** (potential transport users)will be addressed in Item 4.
* Previous minutes approved.

**Item 3. Construction update**

* John Angelovski (Project Director, John Holland) provided a construction update which continues to progress with processes are in place to manage the site in a COVID Safe manner.
* Aerial footage showing recent work at Chisholm Road. There are approximately 700 workers on site, with most buildings now in defect inspection stage. Focus turning to hard and soft landscaping and transitioning to demobilisation and security.
* JA noted works underway on Geelong-Bacchus Marsh Road to improve traffic management and safety through new intersections and link roads. Completion scheduled for mid-year.
* Melissa Raby (Social Procurement Manager, JHG) presented on the project’s social procurement framework which has been able to support local business, apprentices, trainees and engineering cadets as well as disadvantaged Victorians.
* MR noted project has surpassed initial targets for investment in social and disability enterprises, and its Major Project Skills Guarantee and Disadvantage Target for hours worked. The project is on target to meet Local Content and Aboriginal Employment Targets. Many local and social businesses have been impacted positively as a direct result of these targets.
* MR noted examples of social procurement on site, including Aboriginal-owned and operated business Wamarra, Veterans in Construction as well as Unisus, which employs many women who have experienced domestic violence.
* Justin Giddings entered meeting at 4:10pm, AG handed over chairing to JG.
* Lance Sleeman (Project Director, CSBA) acknowledged John Holland’s significant social procurement outcomes on site and surpassing the targets ahead of schedule.
* LS presented internal photography of the project from early December 2021 noting the importance of Wathaurong-designed glass in the Visitors Centre and Indigenous artwork on the ceiling of the Cultural Centre.
* Discussion between JG, LS, JA and CC on project timeline, confirming it is on track to be completed in line with public commitments by the end of 2022.

**Item 4. Corrections Victoria update**

* Megan Mcclelland (Assistant Commissioner, Corrections Victoria, DJCS) noted impact of COVID on the justice system at the beginning of 2022 with the situation starting to normalise. CV practices around isolation have prevented widespread transmission.
* Closure of **Action 21.1** (potential transport users) MM noted that as of February 2022 there were approximately 850 staff working at existing facilities across the Barwon precinct which service around 1300 beds. Future numbers of transport users are being assessed as part of operationalising the prison.
* MM noted discussion in previous meeting regarding seedlings being grown at Barwon Prison, confirming this is no longer part of industries across the precinct.
* Belinda Salmon (Senior Project Manager, Corrections Victoria, DJCS) shared presentation on the Barwon Precinct noting that once complete, CV will look to manage the new prison in an integrated way with the existing precinct prisons. This will allow for greater flexibility, consistency and stability in service, and increased learning opportunities for the prison workforce.
* BM noted current initiatives such as de-escalation training for staff, shared emergency response capability and a work and development permit scheme to support Aboriginal men on remand to pay off fine debt while in custody.
* Discussion between JG and BS regarding community engagement from the precinct. BS noted that this will involve identifying community services that prisoners can work with to improve employability and support rehabilitation. CV will keep CAG updated as this evolves.

**Item 5. Communications Update**

* AG handed over to Nick Harley (Adviser, Project Communication, DJCS).
* NH noted that CSBA website launched in 2021 with Chisholm Road info previously hosted on Engage Vic. Transfer has allowed direct publishing of information and analysis of user behaviour. Media releases and community information sessions increased Chisholm Road page views.
* NH noted Chisholm Road content on CSBA’s LinkedIn channel has been popular, with around 8,000 people viewing content from March to December 2021, making LinkedIn an effective channel for the project. Popular posts included human interest stories around social procurement, e.g. workers from Wamarra Construction and Veterans in Construction.
* NH shared photos of CAG site walk and updated photography, demonstrating how this content, reflecting recent project progress, is being used across the website.
* Discussion between Corinna Eccles, AG and Corinne Cadilhac regarding importance of representing women and diversity in construction images on the CSBA website. CC and AG note agreement; site to be updated accordingly. AG noted recent posts published by CSBA and the Minister around International Women’s Day, reflecting this focus.

**Item 6. Community Feedback**

* CE thanked all for their presentations during the meeting, noting her own experience in growing up in a local postcode targeted by the social procurement framework and the valuable impact the targets will make to people’s lives.

**Item 7. Other business**

* No other business recorded.

**Item 8. Meeting close**

* Meeting finished at 4:48pm
* Next meeting scheduled for Tuesday 17 May.