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| Minutes |
| Cherry Creek Youth Justice Centre Project |

| Meeting details |  |  |  |
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| **Meeting title:** | Community Advisory Group | **No:** | 36 |
| **Date:** | Monday 11 April 2022 | **Time:** | **3:45pm to 4:49pm** |
| **Location:** | Online |  |  |

| Attendees |
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| **Community Advisory Group members:** Justin Giddings (Chair), Lisa Heinrichs (community member), Les Sanderson (community member), Cr Peter Maynard (Wyndham City Council), Cr Susan McIntyre (Wyndham City Council), Cr Heather Marcus (Wyndham City Council), Marisa Berton (community member)**Other attendees:** Samuel Werner (Project Director, CSBA), Jesse Parsons-Jones (A/ Assistant Director of Environment and Climate Change, CSBA), Jane Currie (Environment and Planning Advisor, CSBA), Ross Porter (A/ Director, Custodial Reform and Cherry Creek Operational Readiness), Andrew Green (Manager, Project Communication, DJCS), Nick Harley (Adviser, Project Communication, DJCS)**Apologies:** Barbara McLure (Deputy Chair, community member), Corinne Cadilhac (Deputy Secretary, Justice Infrastructure and CEO, Community Safety Building Authority), James McCann (Executive Director, Young People’s Outcomes and Workforce Support), Tess Mullenger (Director, Custodial Reform and Cherry Creek Operational Readiness), Justin Balasa (Project Manager, John Holland), Stephen Wall (Wyndham City Council) |

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| **Actions from April meeting** |
| **Action 36.1** DJCS to confirm number of disabled car parking spaces at Cherry Creek**Action 25.2:** (Ongoing) John Holland Group to provide regular update regarding local jobs on-site**Action 29.9:** (Ongoing) Youth Justice to provide update on workforce planning and recruitment at Cherry Creek |
| **Actions closed at April meeting**  |
| **Action 35.1** DJCS to provide contact at Melbourne Water to Chair for further exploration of tree planting |

**Item 1. Welcome/ Apologies**

* Chair welcomed attendees; apologies recorded.

**Item 2. Previous minutes and actions**

* Chair noted actions to be covered off in relevant portfolio updates.

**Item 3. Environment report update**

* Sam Werner (Project Director, CSBA) discussed the latest Environment Protection and Biodiversity Conservation (EPBC) Act 1999 Compliance Report regarding the Cherry Creek Youth Justice Project.
* SW noted the project team has worked with the managing contractor to ensure ongoing compliance with all environmental regulations and approvals.

**Item 4. Project update**

* SW presented aerial footage of Cherry Creek and noted there are approximately 300-350 workers on site per day, with this number steadily decreasing as the project progresses. All buildings have been energized with many entering defecting phase. Focus continues on hard and soft landscaping, including concrete pathways and vegetation, with the sporting field also taking shape.
* SW presented internal shots of buildings across site noting telecomms connection is underway with many buildings including gatehouse, sallyport and accommodation blocks significantly progressed. Visitor carpark substantially complete with work turning to staff carpark and solar farm.
* SW noted significant achievement against project’s Local Industry Development Plan with project further surpassing Aboriginal Employment and Major Project Skills Guarantee targets. Project also on target to meet use of Locally Sourced Materials and Labour currently at 94.1% with Locally Milled Steel at 93.3%.
* Discussion between Chair and SW regarding timeline of project. SW noted practical completion is on track for Q3 2022.
* Discussion between LH and SW regarding number of disabled car parking spaces at facility. SW confirmed project is compliant with requirements under the Disability Discrimination Act 1992, but will provide an update on exact numbers.
* **Action 36.1** DJCS to confirm number of disabled car parking spaces at Cherry Creek.
* Discussion between Les Sanderson (community member), Cr Heather Marcus (City of Wyndham) and SW regarding recent testing of lights on site. SW confirmed this would not take place every night.
* Discussion between SW, Ross Porter (A/ Director, Custodial Reform and Cherry Creek Operational Readiness), HM and Marisa Berton (community member) regarding gardens and outdoor activities for young people on site. RP noted YJ looking into horticulture programs at Cherry Creek in line with those at existing facilities. SW noted a range of vegetation for site has been sourced locally.
* Discussion of **Action 35.1** (tree planting) SW has forwarded contact details to Chair, noting discussions to date indicating planting on Melbourne Water land may be limited or prevented by Ramsar wetlands surrounding site.

**Item 5. Youth Justice Update**

* RP noted YJ are turning focus to operation of facility and workforce planning and have asked staff members at existing facilities for expressions of interest.
* RP noted current staffing planning for the facility includes a proportion of existing YJ workforce mixed with new staff. All new staff will undertake a 12-month Certificate IV in Youth Justice which will provide pre-service, on-the-job and classroom training, consistent with staff at existing facilities.
* Discussion between RP and LH regarding local targeting for future recruitment campaign. LH confirmed planning includes targeting immediate locality of Wyndham as well as the Greater Geelong area.
* Discussion between RP and LH regarding staff transitioning from Corrections Victoria to Youth Justice. Any new YJ staff are required to attain Certificate IV, regardless of current employment, to fully understand the organisation’s philosophy and model of care.
* Discussion between RP and Susan McIntyre (Wyndham City Council) regarding operationalisation of the facility and upcoming dates for recruitment. RP noted YJ look forward to providing further information on staffing and recruitment to a future meeting. **Action 29.9** (workforce planning) carried forward.

**Item 6. Community discussion**

* None recorded

**Item 7. Other business**

* None recorded

**Item 8. Meeting Close**

* Meeting finished at 4:49PM
* Next meeting Monday 6 June, venue TBC