



Hilltops Cultural, Community and Education Precinct-  
Community Project Steering Committee  
**MEETING NOTES**

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**17 July 2018**

To commence at 5.00pm, Tuesday, 17 July 2018  
Hilltops Council, LEOC ROOM  
189 Boorowa Street, Young

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**BUSINESS**

1. OPENING OF THE MEETING

# COMMUNITY PROJECT STEERING COMMITTEE MEETING NOTES

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- May I firstly acknowledge the traditional owners of land we meet on today – I humbly make my respects to the Wiradjuri and Ngunnawal people, their past, future and present elders.
- I note there are a number of people in attendance. If you are asked to evacuate, the emergency procedure is to:
  - \* Exit via the door you entered and make your way to the carparking area.

## 2. APOLOGIES + GUESTS

### Apologies

- Keith Duran
- Trazel Scott
- Rita Karaminas
- Joe Kinsela
- Kelly Rolfe
- Melissa Green
- Naomi Peters
- Wendy Tuckerman
- John Hamblin
- Terijo Lovasz

### Guests

- Janice Ottey- Young Library Librarian

## 3. Committee Terms of Reference

Reminder of Terms of Reference for the meeting.

Mayor Ingram the Chair of the Committee delivered an address clarifying some concerns that had been raised by the community and members of the steering committee. Extensive discussion followed across a range of topics relating to the joint-use library facility.

## 4. GENERAL BUSINESS

### a. Project Update

#### - Librarian and IT Workshop- 20 June- Key Outcomes

Committee was advised that a meeting between the Young High School and Hilltops Council librarians had taken place and some of the key recommendations both librarians had agreed on was to integrate the collections of both libraries and move to one library management system. The liberio management system that is currently used by the Council library was the preferred platform. Merging the collections would see a total collection of over 40,000 items available to library users.

The IT Managers from both Council and YHS also joined the meeting and had preliminary discussions surrounding IT requirements for the facility. It was decided that an IT Strategic Vision and Functional Requirements document be compiled.

#### - Resolution passed at 27 June Council meeting:

1. Accept the Regional Cultural Fund Grant of \$3.0 million for the Joint Use facility with Young High School thereby acknowledging the Joint-use facility as the site for the new Young Public Library.

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2. Delegate to the General Manager to begin negotiations on a Heads of Agreement for the facility.

- Condobolin visit- Wiradjuri Cultural Centre- 3 July

Representatives from Young High School, Young Local Aboriginal Lands Council, Hilltops Council and Hayball Architects took an observation trip to the Wiradjuri Cultural Centre in Condobolin to see how Wiradjuri culture was incorporated into the design of the facility and how the facility services supported the ongoing learning and cultural needs of the Wiradjuri community in Condobolin.

- Regional Cultural Fund Business Case- public version shared with Committee 4 July

The Committee was advised that a public version of the Regional Cultural Fund Business Case had been emailed to them. Council offered to print the file should anyone need a printed version to review.

- Media Release- Joint Use Library Facility for Young- Sent 10 July

Committee advised a media release surrounding the joint-use facility was shared on 10 July.

- Hilltops distributed network- Connecting library facilities in Boorowa and Harden

Committee advised that Council had continued plans to investigate how facilities and services at the Boorowa and Harden libraries can also be enhanced as part of the joint-use facility upgrade. It was always the intention that the Boorowa and Harden libraries would be connected and networked to the new library precinct and Council staff had met with the Harden and Boorowa librarians in November 2017 to discuss how they could be included in the project. Council is undertaking internal investigations into what works/refit would be required in each location to be able to connect with the new joint-use facility in Young.

- Update on process of the Heads of Agreement- currently being negotiated with Department of Education.

Committee advised that the Heads of Agreement is currently being negotiated with School Infrastructure NSW and that Councillors will be reviewing a copy of the confidential Heads of Agreement at the upcoming July meeting of Council.

### 5. Heads of Agreement

i) Governance- Group Analysis

(1) Committee was asked to work in groups to explore how the library and community facility will need to be governed. See attached worksheets.

ii) Facility Services- Group Analysis

(1) Inadequate time. Suggested it be moved to the August meeting.

iii) Hours of Operation- Review

(1) Committee was asked to work in groups to review the proposed operating hours. See attached worksheets.

### 6. Update on design of the facility

i) Heritage study

(1) Committee was advised that a Heritage study is currently underway by GML Heritage and will be completed mid August.

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- ii) Traffic Study
  - (1) Committee was advised that a Traffic study is currently underway and will be completed end of August.
- iii) Area breakdown
  - (1) Inadequate time. Suggested it be moved to the August meeting.

## 7. Open Discussion

Considerable open discussion was held at the beginning of the meeting. Time did not permit further discussion at this stage of the meeting.

Mark Wells 9/7 requested the following be added to the meeting notes:

I would like to see the 'notes" reflect that there was a general discussion on a stand alone library and many attendees asked the Chair, Mr Ingram for information on matters such as costings, size, siting, running costs etc and why the committee had not been given information on other meetings where the proposal was being discussed.

Only to be told there was none available.

## 9. Future Meeting Date

Monday 13<sup>th</sup> August in the LEOC Room from 5pm.

## 10. CLOSE OF MEETING