

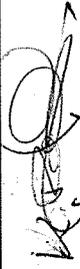
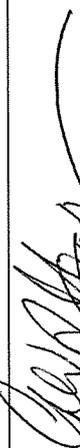
Meeting Attendance- 19 June 2018

NAME	In attendance	ORGANISATION
Janice Hunter	<i>Janice Hunter</i>	None identified
Helen Sheedy		None identified
Rita Karaminas		Young High School- Aboriginal Education
Keith Duran	✓	Young High School
Melissa Green	<i>Melissa</i>	TAFE NSW
Trazel Scott	APLOGY	Hennessy Catholic College
Naomi Peters	<i>Naomi Peters</i>	Hilltops Community Hub
Matt Bolger		Young Regional School of Music
Heather Ruhl	<i>Heather Ruhl</i>	Young Society of Artists
Sue Gordon	<i>Sue Gordon</i>	Country Universities Centre
Nonette Brown	APLOGY	Young Community Arts Centre Trust
Kel-Smerden	Withdrawn from Committee	Young North Public School
Bill Yeomans	<i>Bill Yeomans</i>	None identified

JUSTINE BRADNEY

Justine Bradney

TAFE

Julie Aiken		SINSW	None identified
Mark Wells			None identified
Tricia Mack	T.M. Mack		None identified
Larry Wordsworth			None identified
Joseph Kinsela			None identified
Kris Behler			None identified
Kelly Rolfe			Young Community Transport
Donald McFarlane			None identified
John Hamblin			None identified
Judy McFadyen			None identified
Stephen Doney			None identified
Terjo Lovasz			None identified

JANICE OTTEY

- Councillor Ingram INATTENDANCE
- Councillor Wallace Apology
- Councillor Armstrong INATTENDANCE
- Councillor Flanery ^{ABSENT} 
- Councillor Horton 
- Councillor Manchester ABSENT

- Councillor O'Connor APOLOGY
- Councillor Roles 
- Councillor Stadtmiller ABSENT
- Councillor Walker 
- Councillor Tuckerman Apology

Janice Ottey - ~~Librarian~~ Librarian - Council 
 Elsa Myburgh - ~~His~~ Librarian



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

19 June 2018

To commence at 4.30pm, Tuesday, 19 June 2018
Hilltops Council, LEOC ROOM
189 Boorowa Street, Young

COMMUNITY PROJECT STEERING COMMITTEE MEETING AGENDA

19 June 2018

LEOC ROOM, 189 Boorowa Street, Young

BUSINESS

1. OPENING OF THE MEETING

- 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 + WITHDRAWALS + GUESTS

Apologies

- Nonette Brown
- Clr Rita O'Connor
- Clr Wendy Tuckerman
- Clr Tony Wallace
- Elizabeth Myburgh- Young High School Librarian

Guests

- Janice Ottey- Young Library Librarian
- Justine Bradney- Manager TAFE Services- taking on the Young TAFE Campus position on the committee originally filled by Melissa Green. Melissa requested to remain on the committee as a community member and it was agreed to permit the request.

3. Committee Terms of Reference

Reminder of Terms of Reference for the meeting.

4. GENERAL BUSINESS

a. Facetime Call with Pepita, Librarian from Colac Library (Joint-use facility in Victoria)

Pepita kindly allowed over 45minutes of her own time to answer questions posed by Staff and Committee members. A partial recording of the Facetime Call will be attached to the minutes email. Pepita was asked a range of questions some of which she didn't have the answer to. They are listed below as Questions on notice.

Questions on Notice:

- (1) John Hamblin- Asked for evidence of the increase in visitation and usage of the library facility.
 - a. Response: Pepita advised that visitation and usage growth statistics that she referred to can be found in the annual reports for the Corangaminte Regional Library Corporation (CRLC) at this link. <https://www.crlc.vic.gov.au/news/annual-report>
- (2) Greg Armstrong- Asked for information regarding operating costs of the facility.
 - a. Response: Kaliegh Smerdon to connect with CRLC CEO to request such information.

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- b. Project Update
- Regional Cultural Fund Announcement

Staff provided an update that Council had been successful in obtaining \$3million from the Regional Cultural Fund. It was an incredibly competitive process with over 68 projects across the State being successful in gaining funding from this year's pool of \$50million. It is unclear how many projects missed out altogether.

Committee members sought clarification on if the funding was contingent on the joint-use facility and Mayor Ingram advised that the funding agreement had not yet been sent by the Regional Cultural Fund so he couldn't answer that question with certainty.

- GML Heritage Study- Progress Update- Heritage Principals

Staff provided an update that GML Heritage have been formally engaged by Hayball Architects to undertake a comprehensive Heritage Study and Conservation Management Plan for the precinct.

A set of specific guiding principles for the architectural design that address all heritage features - Aboriginal Cultural Values, Archaeological and Built Heritage will be established and agreed upon by all parties including Council, SINSW, Office of Environment and Heritage and the Heritage Council.

- Heritage Near Me Grant Application- Carrington Park- Update

Staff advised that contact had been made with the Heritage Near Me Grant program to ascertain when successful projects would be announced. It was advised that in early July Council should know the outcome of that funding application. As previously advised an application with close to \$100k in value had been submitted to put towards upgrades to the Band Rotunda and gardens in historic Carrington Park.

- Traffic Study- Update

Staff provided an update that a traffic consultant has been engaged to undertake a comprehensive traffic study to inform the master planning of the precinct and design of the building.

- c. School Infrastructure NSW Business Case- Update

Julia Atkin from SINSW provided an update on the Treasury Business Case. The Business Case is being held off until the details of the Heads of Agreement are finalised between Council and SINSW.

- d. Think outside the Box- Competition Winners Announced- Media Release

Staff provided an update that two winners had been awarded for the schools 'Think outside the Box' competition. Anna Cockburn from Monteagle Public School and Max Doldissen from YNPS were declared the winners of competition. Media release can be found here <http://hilltops.nsw.gov.au/Media/News/Student-s-Vision-For-New-Library.aspx>

5. Facility Functionalities + Opportunities

- Review of proposed sqm of entire facility- joint-use vs standalone (will cover in more detail at July meeting)
- An outline of areas by functionality and size (will cover in more detail at July meeting)

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- Explanation of priority use, joint-use, exclusive use by school or community

Julia Atkin provided an overview of the priority use, joint-use and exclusive use of the facility by the school and community. Below is the slide she presented.

<p>School library facilities with priority school use during school hours and available to the community outside of school hours:</p> <p>Reading zone Meeting rooms Virtual Conferencing Room</p>	<p>Joint use shared at all times</p> <p>Reception Administration Centre Shared reading zone Workroom and storage Utilities - printing and photocopying Staff amenities</p>	<p>Public Library</p> <p>Reading areas – zoned for different ages Foyer/gallery Meeting rooms Community meeting room with storage Virtual Conferencing room Computer bays Café and outdoor courtyard Country University Centre area – dedicated use Community Hub office/gathering space Amenities – toilets, parents room Wi-Fi access throughout</p>
<p>Exclusive school use</p> <p>Wellbeing Hub School Counsellor and other agencies Careers Advisor Canteen</p>	<p>Joint use bookable</p> <p>Presentation space</p> <p>Multipurpose workshop – Art, Craft, Maker space, STEAM (Science Technology Engineering Art/Ag Maths)</p> <p>Priority fixed bookings</p> <p>Multimedia suite – video, audio recording, green room and small viewing space</p> <p>Wiradjuri Language and Cultural Learning Centre Industry standard ICT room</p>	
<p>Co-located School facilities - fee per use:</p> <p>Visual Art workshops Darkroom Grand Courthouse</p>		

6. Hours of operation- Review

Staff presented and talked through some suggested operating hours after analysis of a range of feedback. It was generally agreed that the hours of operation of the joint-use facility should be flexible with daylight savings and that the following hours should be considered when negotiating the Heads of Agreement and ongoing operating costs.

Non-Daylight Saving Time- Standard operating hours

Monday- Friday 8am-6pm

Saturday + Sunday 9.30am-2.30pm

Daylight Saving Time

Monday- Friday 8am-8pm

Saturday + Sunday 9.30am-2.30pm

There was also discussion that there should be some degree of flexibility if needed to extend operating hours during cherry season and the HSC.

COMMUNITY PROJECT STEERING COMMITTEE MEETING AGENDA

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7. Update on design of the facility

Staff and Julia Atkin provided an update on the progress of the design of the facility. They advised that they are conscious that many in the community are eager to see a design of the facility to help understand its function and location however it was advised that until the analysis by the heritage and traffic consultants is undertaken the design will not be forthcoming. Both Council and SINSW are ensuring due diligence is undertaken with these factors and once the architects have these studies and are fully informed of the sites constraints and opportunities then they will proceed to work on the design. Analysis continues by the consultants on how the functions within the facility would work together.

The Steering Committee was advised that a workshop with the project architects was held with a range of groups, including school students on 6 June at Young High School. The summary of the student workshop can be found at Attachment A.

8. Facility Exploration- Live and Virtual

- Gungahlin and Erindale

Staff advised that should anyone be interested in visiting a joint-use facility within a reasonable distance than consider visiting the library/school facility at both Gungahlin and Erindale in the ACT.

- Coolac Facility + SA Facilities

Staff advised that they are working on being able to provide a virtual tour for the steering committee of other joint-use facilities including Coolac and others in SA. More details to come as we find facilities will to undertake the tour.

8. Open Discussion

Staff and Councillors fielded a range of questions from committee members covering the funding announcement, next steps in the project and the role of the steering committee. There is now plenty of work to be done by the steering committee in understanding and negotiating the Heads of Agreement and this will form the basis for our next meeting on Tuesday 17th July.

9. Future Meeting Date

The next meeting date was set for Tuesday 17th July, 5pm in the LEOC Room at Council.

10. CLOSE OF MEETING

Young Workshop June 2018

Images (features and "like") - see the extracted choices

Feel Like	Look Like	Provide
<p>Warm inviting light and bright Secure Non-judgemental space Somewhere that things happen Somewhere you want to be</p>	<p>Living walls (plantings) Mixture of quiet nooks, general purpose spaces and more structured meetings spaces Use non-traditional signage, artwork and clever nooks for interest Modern and light without being clinical Close park and cafe Dedicated space for an art gallery Workrooms with ventilation Out-of-hours access Studio specific equipment (eg. Printing press) Outdoor covered area Exterior colour boards</p>	<p>HUB - affordable, environmentally friendly</p> <p>Admin - warm, welcoming, light and bright. Info wall and seating space - non-traditional? Lots of textures, greenery</p> <p>Kids' area - maybe behind a curved wall - table and chairs and books and toys</p> <p>Office spaces - family case workers Good natural light, sofas, cushions, nooks for children to play, storage and filing cabinets, lockable cupboards, desks, chairs</p> <p>Office space - visiting services & manager Slightly smaller than case workers' area - same elements and features</p> <p>Programs and Activities space - for regular programs: multi-purpose - light and bright, able to quickly fold away table and chairs for play space / dancing etc. Serviceable flooring for painting and craft, access to shared spaces (eg. Classroom facilities and art or music) - need flexibility to also support larger seminars/professional tutorials etc.</p> <p>Exhibition space - showcase, accessible, track & lighting, hooks and wires mounting, climate controlled for conservation/ preservation of art pieces, can accommodate museum exhibitions (therefore multi- purpose), screen & projector (school usage? Used for travelling exhibitions?) solar panel? Day use?</p>

General observation

A great deal more of the detail was supplied by the community users. Needs of school were expressed by teacher representatives, who explored an improved version of their current facility. The two groups did not really express a co-design of a shared contemporary space - much of the work was side-by-side and seeking a co-habitation approach. School use has very particular requirements in terms of duty of care for students, security, location in relation to other parts of the school site and the interaction of a innovative space (with potential for more innovative, flexible delivery of programs) with the rest of the school facilities/curriculum. The

Bertram Research + Development

people / places / projects

students' views were very clear on access, variety of spaces, desire for relaxation/socialisation to be an accommodated and approved part of being in the space and they wanted a contemporary approach to provision of food (cafe), which is probably in contrast with the adult perspective - the school perspective on using a shared facility would be worth teasing out further.

24 hours in the life of the library

Response was more about hours of use:

General Opening hours for school use - 8:15-3:30 (2 days 4:30)

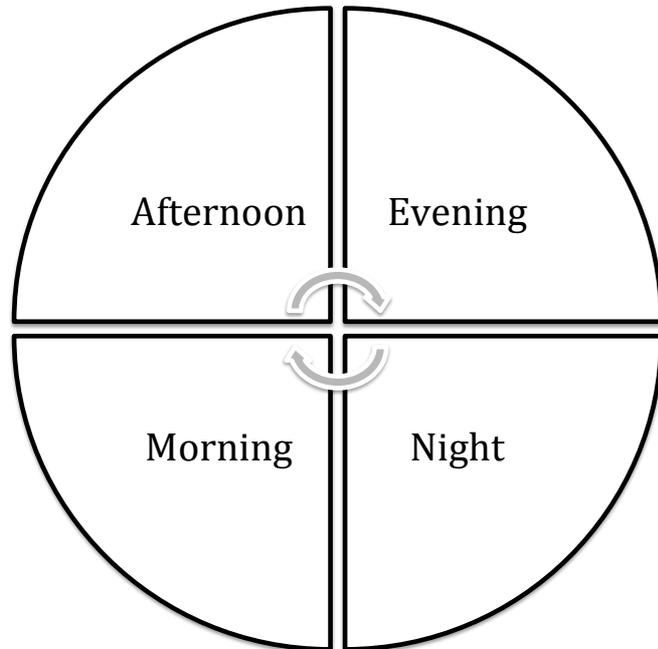
YHS - 8:00 am start

24 hours for digital resources and wifi

Staff after-hours (will require training)

Some students need the resources of the library space in the evening (do not have support of this type at home)

Public library Closing time 8:00 pm summer and 6:00 pm winter



Qualities of Space + Who/What/Where (users' needs): see sheets completed on the day.