

Community Reference Group Meeting Notes

- Date:** Wednesday 25 October 2017
- Time:** 5.30pm for 6pm start until 7.30pm
- Venue:** Reception Room, Civic Centre, 128 Prospect Road, Prospect
- Chair:** Cate Hart (Chief Executive Officer)
- Note taker:** Melissa O’Kelley (Senior Library Officer)
- Attendees:** Ali Blake, Caroline Ashmeade, David Kilner, Deputy Mayor Mark Groote, Frances McKenzie-Smith, Tyler Gates, Reb Rowe, Sharron Ward, Shaun Lyon, Sue Michael, Prue Blaikie
- Other Attendees:** Chris Newby (CLIC Project Lead), Luigi Rossi (Project Manager JAA), Ben Footner (Manager Library Services) and Brendan Lott (Manager Community Development).
- Apologies:** Jess Tovara, Vicki Rigney, Kym Whittington

1. Welcome – (Brendan Lott)

2. Concept Design Update – (Cate Hart, CEO)

- Reference to email sent from CEO to CRG on 11 October 2017 explaining previous designs presented to CRG on 27 September not being within budget.
- New concept design presented at tonight’s CRG meeting has yet to be endorsed by Elected Members but they would like CRG feedback.
- Budget – costings are becoming firmer and more refined
- Carparking – the double deck car parking in previous concept designs was around \$5 million which isn’t within budget. The new proposed carpark will meet policy requirements while slightly exceeding it. It may not meet ‘citizen desire’ but could lead to provisions for more efficient use of existing carparks along Prospect Road and encourage a walking/biking community.
- Town Hall – enhance by using for library activities but won’t be a dedicated library space
- Design – 3 levels. All 3 full floors won’t be needed immediately for council services. Proposed to build it but lease 450m² to commercial enterprise. It would be self-funding and would give options for council to utilise this space for future growth.
- Site context – area immediately behind the Town Hall will be retained as ‘public open space.’ No wrap-around of new building behind the Town Hall.
- Building description –
 - Carparking undercroft area – will be direct access from this area to building via lift/stairs. Carparking won’t be visible from Prospect Road.
 - Lobby area height of 2 stories for ‘sense of arrival’
 - Town Hall integration – utilised as much as possible including for library activities
 - New building consisting of Ground level, Level 1, Level 2
 - Commercial space on 2nd level fronting Prospect Road
 - Total floor area – 2496m² and 89 carparking spaces

3. Questions – (Cate Hart, CEO)

- Q. How many staff will be using the car parking?
 - A. Not all staff drive to work and not are all full time so not easily quantifiable

- Q. Will there be timed parking?
 - A. Council can look into a policy regarding this
- Q. Will complementary services be developed/improved (eg safer bike paths, community bus on a ring route, etc) to alleviate carparking concern?
 - A. Council can explore developing these services
- Q. What kind of community meeting/events will be on the 1st level?
 - A. Quieter space for study but also utilised for larger events (eg Local History events). Also will be a standing Tuesday night booking for Council workshops and meetings. Room ideally will fit 100 people.
- Q. Can collection space be flexible in order to utilise that space for events?
 - A. It is the intention for shelving to be on castors and flexible for this purpose
- Q. Catering – Kitchen is located in Town Hall away from other event/meeting areas? Is this ideal?
 - A. This comment was acknowledged and can be looked into.
- Q. Will the stage remain in the Town Hall?
 - A. Yes
- Will there be after-hours community access to meeting spaces? Eleven on Level 1?
 - A. Yes

4. Concept Design feedback form discussion (ALL)

Internal Use of the Building:

- Open stairwell providing visual and spatial connection between two levels (sense of arrival from Prospect Road)
 - Positive
- Town Hall is maintained and used as an event space/library activities
 - Positive

External Use of the Building:

- Presentation of building to Prospect Rd (height, presence, design elements, materials)
 - The scale will be 14m on Prospect Rd. Some concern that this could be overwhelming and not welcoming
- Connection and resulting presentation of building to Town Hall
 - Confirmed that there will be accessibility between the Town Hall and the Library
- Level of accessibility for various users
 - Feedback that there should be pedestrian crossing on Prospect Rd in front of building

Cost Considerations:

- Generally agreed that the projected cost is a good balance between aspiration and affordability

Meeting closed at 7.20pm.

Next meeting to be held on Wednesday 6 December 2017 at 6pm – 7.30pm (*refreshments available from 5.30pm*).