



DESIGN REPORT

Wollondilly Cultural, Community & Civic Precinct: Government Services Building, Library & Village Green for Wollondilly Shire Council

June 2023



bangawarra

oxygen



Acknowledgment of country

WRA acknowledges the Wurundjeri people of the Kulin nation as the traditional custodians of the land on which our Melbourne office stands, and the Dharawal and Gundungurra people as the traditional custodians of the land on which this project will stand.

We acknowledge past and present injustices and seek reconciliation. We consider ourselves blessed to share this land with the oldest living human culture on this planet.

We honour Elders past, present and emerging for their wisdom and knowledge in caring for country and sustaining cultural practices. We are grateful and inspired by their leadership and guidance.



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1 BACKGROUND

1.1 Report Purpose & Structure

This report documents the design process through concept design and schematic design phase of the proposed new Government Services Building, Library and Village Green in central Picton, New South Wales, within Wollondilly Shire Council.

This report has been structured to provide a summary of background information, site analysis and stakeholder consultation together with a return brief from the multi disciplinary consultant team.

This report will evolve as the project develops.

1.2 Strategic Context

The new Government Services Building, Library and Village Green are stages of the wider Wollondilly Cultural, Community and Civic Precinct (WCCCP).

The construction of the Government Services Building is Stage 2 of the Master Plan and is preceded by Stage 1 extension and refurbishment works to the Shire Hall, construction of the new Children's Centre and Performing Arts Centre. Stage 3 is to follow with construction of the Village Green and further extension to the Shire Hall. Finally, the construction of the Library and remaining public realm will follow as part of Stage 4 works.

The design proposal for the Shire Hall extension has been undertaken by Stephen Pearse Architects and does not form part of this design report.

1.3 Associated Information

Relevant Council Policies and Reports

- Wollondilly 2040, Local Strategic Planning Statement, March 2020
- Smart Shire Strategy, 2018
- Wollondilly Library Strategy 2020 - 2026, July 2020
- Draft WSC WSUD Guidelines, May 2020
- Picton Place Plan 2021
- Picton Town Centre Parking Strategy 2022
- Wollondilly Cultural Precinct Public Art Strategy 2022

This project forms part of the wider precinct master plan as documented in the following reports:

- Williams Ross Architects WCCCP Master Plan Report 23/11/2020
- TRACT Consultants WCCCP Public Realm Plan 28/10/20
- GSB Business Case, prepared by APP

1.4 Background

1.4.1 Council Administration Needs

Picton has been the civic centre of Wollondilly since before the Shire was officially formed. Retention of Council's administrative functions in Picton is important both functionally and symbolically. It reinforces the importance of Wollondilly's traditional townships alongside the creation of new and different communities within the Shire.

The population of Wollondilly Shire Council is set to increase over the next 20 years, growing from around 51,000 people in 2017, to an anticipated 92,000 by 2036. This will require an increase to the organisational capacity of Council itself.

Through the previous master planning work, the site for the new administration facility was nominated as the north-east corner, facing Colden Street and Corbett Lane, and addressing the Village Green to the west.

The proposed facility will be four storeys high. A planning proposal was approved in 2021 to increase the height limit of a portion of the site to 16m.

The new administration facility will be designed to accommodate the forecast growth, facilitating this growth through flexible spaces that can be adapted over the life of the building.

1.4.2 Wollondilly Library Strategy

The *Wollondilly Library Strategy 2020 - 2026* identifies that the current library service does an excellent job with limited resources, however the service is vastly under sized for its current and future predicted population growth. The spatial footprint of the Picton Library is far below the State Library of NSW (SLNSW) benchmarks, and its opening hours are the lowest in the region.

The WCCCP Master plan identified a new, larger library as an extension to the performing arts facility.

While the population of the Shire will grow to approximately 92,000 people by 2036, much of this growth will be in the new town of Wilton. Council intends to build a new Library in Picton, however, there will also be demand for a new Library in Wilton in the future as that community grows.

Therefore, based on the predicted future population of Wilton and the Shire itself, the SLNSW planning tool indicates the following overall library sizes:

- The Library and Learning Hub in Picton, approximately 2,500 - 2,800sqm
- The future Library in Wilton, approximately 2,000 - 2,500sqm

The new Wollondilly Library will be designed to provide a varied program for both the current and predicted future growth within the Shire.

1.4.3 Public Realm Master Plan Principles

The external spaces between the existing and new buildings within the Precinct are key to implementing the formal Master Plan principles. These principles include the consideration of view corridors, physical connections through the Precinct, civic edges and interactive and permeable building edges.

The landscape design builds on the Landscape Master Plan and WCCCP Public Realm Plan to develop a series of spaces with different experiences creating a vibrant and cohesive precinct. The new multi-function Village Green will be the heart of the Precinct, supported by several other key external spaces.

1.5 Consultation

General community consultation on the Master plan design took place in 2019. Further consultation with Dharawal Traditional Descendants and Knowledge Holders Circle was undertaken in May 2021.

Stage 2 community consultation specifically focusing on Government Services Building, Library and Village Green was conducted in June 2022

The developed concept designs were presented during the next phase of community engagement in October & November 2022, facilitated by the WSC Community Engagement team. This included both online consultation and community drop in sessions, as well as presentations to Picton Chamber of Commerce. Members of Council's Indigenous Advisory Board were invited to attend these drop in sessions.

During Schematic Design, internal stakeholder consultation with building users was undertaken to confirm the Functional Brief. A Study Tour was also undertaken with Councillors and members of WSC Senior Leadership Team.

1.6 Terms of Reference

This report was prepared for the use of Wollondilly Shire Council by Williams Ross Architects. No one other than Wollondilly Shire Council may rely on it and Williams Ross Architects does not accept responsibility to any other user.

Analysis, brief development and design work has been undertaken to Schematic Design level. Subject to these limitations Williams Ross Architects confirms that to the best of its knowledge the content and drawings provided in this report are a fair and reasonable description of proposed facility requirements and a potential development approach at the time of writing.

1.7 Abbreviations

DDA	Disability Discrimination Act
ESD	Environmentally Sustainable Design
GSB	Government Services Building
NCC	National Construction Code
PAC	Performing Arts Centre
SLNSW	State Library NSW
SLT	Senior Leadership Team
WCCCP	Wollondilly Cultural, Community and Civic Precinct
WSC	Wollondilly Shire Council
WSUD	Water Sensitive Urban Design

1.8 Acknowledgements

We acknowledge the input of Council, the Senior Leadership Team and Project Stakeholders in informing the development of the brief and concept design



2 RETURN BRIEF - GOVERNMENT SERVICES BUILDING

2.1 Workplace Vision

Picton has been the civic centre of Wollondilly since before the Shire was officially formed. Retention of Council's administration functions in Picton is important both functionally and symbolically. It reinforces the importance of Wollondilly's traditional townships alongside the creation of new and different communities within the Shire.

The new Government Services facility shall be built to accommodate the forecast growth, facilitating this through flexible spaces that can be adapted over the life of the building. There will be a focus on efficiency and improving service delivery.

Workplace Modes

Modern workplaces, spurred on by recent advances in remote-working, provide choice and flexibility to achieve the best possible outcomes for the organisation, its employees, clients and community.

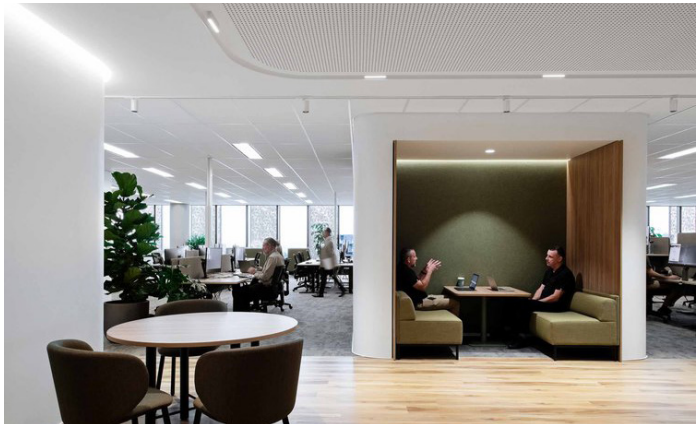
Well designed, activity-based work environments empower our people to work in different ways and in different locations, accessing a variety of settings to support them to deliver a range of tasks.

Smarter working optimises the use of our workplaces and technology to improve productivity through a focus on outputs and enables a better work life balance for all.

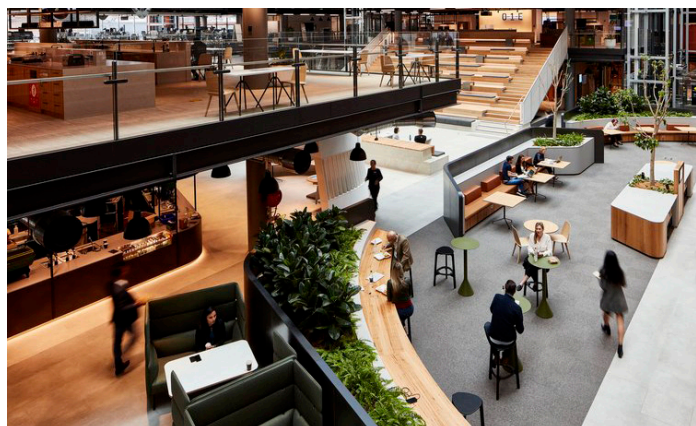
- Government Workplace Design Guide - Part 1, Version 2, 2021, UK Government Property Agency



Federal Government Office, Newcastle - Davenport Campbell



Federal Government Office, Newcastle - Davenport Campbell



CBA South Eveleigh - Davenport Campbell

2.2 Council Organisation

Wollondilly Shire Council 2023 Organisational Chart, opposite, illustrates the key structure of Council teams / departments:

- CEO and Councillors
- Shire Services
 - Infrastructure Operations
 - Parks & Recreation
 - Waste and Environmental Outcomes
 - Project Delivery
 - Community Services
- Shire Futures
 - Sustainable Growth
 - Development Services
 - Health & Regulatory Services
 - Business & Investment
 - Assets, Transport and Engineering
- Shire Connections
 - People and Wellbeing
 - Customer, Information and Technology Services
 - General Counsel
 - Engagement and Performance
 - Governance, Integrity and Ethics
 - Property & Commercial
- Chief Financial Officer
 - Finance

2.3 Organisational Growth

Wollondilly Shire Council is committed to delivering a modern work place with choice and flexibility.

In line with population increases, the organisation is experiencing high growth, with growth across departments having been projected up to 2037.

2.4 Accommodation Principles

A range of contemporary staff workspaces will be developed to meet the functional requirements of Council and are described in greater detail on the following pages.

At a high level, staff accommodation will be arranged by department or team and will consist of:

- **Home zone or Team zone**
Work setting dedicated to routine work for longer durations. This space will consist of open workstations. Council is considering the appropriate provision of desk space given the uptake of remote working. Current workplaces are seeing as little as 50% of staff in the

Workplace based
Contractually, fully based in a fixed office location (for operational reasons this may be a specific region).

Hybrid worker
Businessled, structured approach to office based and remote working based on roles and activities. For example, 3 days office and 2 days home, arranged by informal agreement and with an office base.

Mobile worker
Generally mobile with no fixed office, but will meet for collaboration, creative work and meetings. Uses a variety of workplaces including offices, home and 3rd spaces such as libraries and coffee shops where appropriate.

Home worker
Contractually, fully home based.

Source: UK Government Workplace Design Guide



office, however this will change as the pandemic recedes. Current thinking is that the provision of either a 8:10 or 7:10 desk to staff ratio is adequate, with the assumption that informal and collaborative work spaces can be used by staff in the event that more staff are in the office on a particular day.

- **Informal work zone or Collaboration zone**
A range of work settings for small groups, and settings that can support individual or small group work. Informal work spaces are typically used either for collaboration or by staff attending the work place for a brief amount of time. They are open, relaxed work spaces that still provide the ingredients of a good work place - wifi coverage, power, good acoustics, ergonomic and adjustable work space etc.
- **Do not disturb zones**
Work settings that provide ability for individuals to concentrate and focus on complex information or confidential activities. These include traditional office spaces. Council has nominated that office space is provided for the Mayor, CEO, and Directors. Current thinking is that Managers do not require dedicated offices, however the provision of private, small meeting or focussed spaces needs to balance this.

Amenities or support spaces are then provided to support these work settings.

The range of work space types described above allows people to choose the best work setting for the task at hand, and is fundamental to a successful, flexible workplace.

Our workplaces enable a fluid way of working that integrates smarter working and interoperable technology to break down barriers and facilitate collaboration between teams and departments. The provision of team home, collaboration and do not disturb zones enables our people to choose the most appropriate workspace for the activities being undertaken.

- UK Government Workplace Design Guide

Space Planning Principles

UK Government Workplace Design Guide space planning principles below:

Smarter working

Space is designed to enable smarter working and recognises that different work requires different types of space. Consider the floor plan as a landscape that encourages exploration of and mobility through the space and facilitates the roll-out of our workplace zones.

Modularity

Space will be designed around furniture modules allowing space types to be exchanged with limited impact.

Sense of space

Encourage social interaction and a sense of community and, wherever possible, provide a line of sight view when standing. Create interest and excitement while balancing he need for focus and interaction.

Inclusivity

The space will be designed to class leading inclusive and accessible design standards to ensure it can be easily used by a wide and diverse range of people.

Shared spaces

Clearly identified shared work settings that are designated for use by all customers supported by common ICT.

Flexibility and future proofing

Minimal segregation of workplace zones by walls and doors. Shared spaces such as meeting pods and booths should be used to denote boundaries and create separation where required. Space is designed so it can be re-allocated with limited or no re-work.

Sub-letting of space

Space is designed on the assumption that whole floor plates could be sub-let to the private sector and the necessary security arrangements are built in from the outset to do this.



2.5 Forecourt and Public Realm

The Government Services Building is oriented on the site to create a strong visual and physical connection to the Village Green, identified in the WCCCP Public Realm Strategy as ‘The Precinct’s Social Heart’. The interface between the Village Green and GSB forms a forecourt space at the junction point of the pedestrian axes through the precinct.

Other facade edges are considered to ensure laneway activation and appropriate presence to Colden Street and Corbett Lane

Item	Requirements
Entry and Public Spaces	
GSB Forecourt and facade edges	<p>The main forecourt shall be a focal point for arrival and activity.</p> <p>Provision of shade, seating and landscaping to all sides of the building is essential to maximise the use of the public spaces. The building will be designed with habitable edges and shaded overhangs where possible.</p> <p>The forecourt shall be flexible to facilitate staff and visitors being able to arrive, meet, sit and have lunch in comfort and shade.</p> <p>Strong signage and public art shall mark the entry to the creative precinct, with maximum visibility from the street and key vantage points.</p> <p>The ability to change and curate the public space over time shall be designed into the public realm. Overhead lighting and the building base edges all offer canvases for creative work.</p> <p>Provision of facilities to assist tourists and the local community include:</p> <ul style="list-style-type: none">• Shaded seating• Water fountains with bottle fillers• Access to power and wifi• Digital signage and kiosks for tourism and events• Bicycle parking
Basement Car Park	<p>Basement car parking shall be provided for the facility for visitors and staff.</p> <p>Numbers have been accommodated as per the Masterplan provisions, and will be refined through a traffic engineering review during Schematic Design phase. .</p> <p>Basement car parking areas shall include:</p> <ul style="list-style-type: none">• Accessible spaces as close as possible to the main entries• Visitor and staff car parking• Secure bicycle parking areas• Delivery bay adjacent storage for GSB deliveries and the Mobile Library van• CPTED principles



SITTING TERRACES + STEPS



OPEN FLEXIBLE LAWNS



STREETScape INTERFACE



TREE GRATES WITH ARTWORK



FIXED OUTDOOR FURNITURE



TREES AND PLANTED LANEWAYS

Indicative Imagery

2.6 Building Entry and Public Foyers

The ground floor of the Government Services Building will be a predominantly public space with dedicated Council Customer Service workspace, public amenities and a flexible shared meeting space.

The address and connection to the Village Green and adjacent Library and Learning Hub is important.

The first floor area facing the Village Green is also publicly accessible, providing a range of small to medium meeting spaces and a physical connection across to the Library.

Item	Requirements
GSB Entry	<p>The GSB will have a single main public foyer providing a physical link between the key public components of the facility.</p> <p>The main air-lock entry into the foyer will address the Customer Service desk. It has two entry points, one addressing the Village Green approach and the other directly addressing the Library entry foyer.</p> <p>The main entry shall have clear way-finding signage to assist visitors accessing different functions within the building.</p> <p>A secondary building entry will be from the carpark, via the lifts. The GSB can also be accessed via the bridge link from the Library on Level 2.</p>
Foyers	<p>The design of the foyers shall provide a welcoming environment to create and support the ongoing relationship between all the functions. Good acoustics, warm material palette and natural light are all required to create an inviting, calm public space that invites people to sit, wait and feel comfortable in the space.</p> <p>The foyer shall be designed with visibility and sheltered connections to the Library to create an integrated building.</p> <p>The main stairs and lift access are located in the foyer. The two lifts are double-sided lifts sharing controlled access to the car park and upper floor levels. The main stair shall be a feature, open stair that contributes to activation of the facade, with indoor planting and integrated bench seating below.</p> <p>The main stair provides access to a smaller foyer on Level 2. Visual connection to the main entry foyer is maintained via a generous void , with visual and physical connection to the Library being provided via the bridge link.</p>
Public Amenities	<p>Public amenities shall be located on the ground floor of the entry foyer. At a minimum these amenities shall include:</p> <ul style="list-style-type: none">• Male, female and unisex facilities• Baby change facilities• Accessible amenities
Meeting Spaces	<p>Shared, bookable meeting spaces shall be available in the building and accessed from the public foyers. 2 x large meeting spaces with an operable wall between shall be provided on the Ground Floor. A plating kitchen is available for catering of large meetings. 4 x small to medium meeting spaces shall be provided on Level 1 and a further 6 on Level 2.</p>
Public Art	<p>The Wollondilly Cultural Precinct Public Art Strategy identifies the foyer of the Government Services Building as a opportunity for a permanent public artwork. The typology may be of 2D or 3D sculpture and will be explored in further design phases.</p>



FOYERS WITH INFORMAL MEETING SPACE



MULTIPURPOSE SPACE CONNECTIONS



POLES ARTWORK INSTALLATION



ILLUMINATION WITH INTERACTIVE LIGHTING

Indicative Imagery

2.7 Council Staff Work Zones

The following description of Council Work Zones is taken from the *UK Government Workplace Design Guide* as a starting point.

Spaces are arranged in:

- Home zone or Team zone
- Informal work zone or Collaboration zone
- Do not disturb zones

2.7.1 Home or Team Zones

Team home zones are where teams will usually work on desk-based, daily activities. This zone is made up of traditional style desking (focus settings) and flexible activity tables, as well as team and personal storage. This zone facilitates routine work and the settings are suitable for longer durations. In a shared building this zone is primarily where departments would display branding and have a sense of ownership.

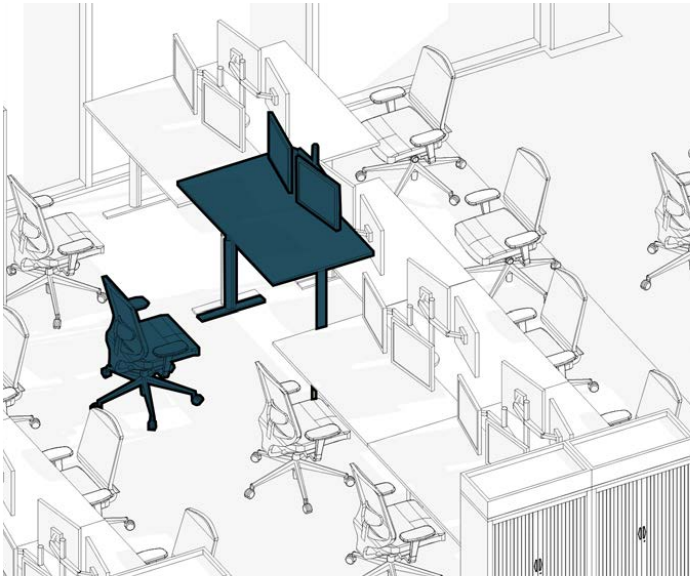
Spaces described include:

- Task Settings
- Personal Storage
- Team Storage

Task Setting

Bright, open and engaging environment allowing individuals and teams to conduct their core work.

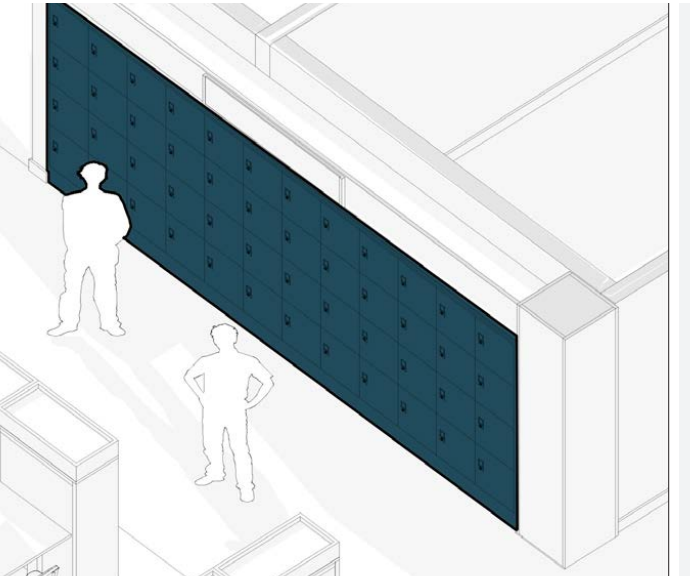
Workstations will provide universal desk arms and power and they will be arranged in groups to allow teams to sit together. They will have access to natural light and a minimum of 50% of workstations will be electric height adjustable.



Personal Storage

Located close to the team home zone, lockers should be conveniently located but typically against a wall or close to floor plate entry point.

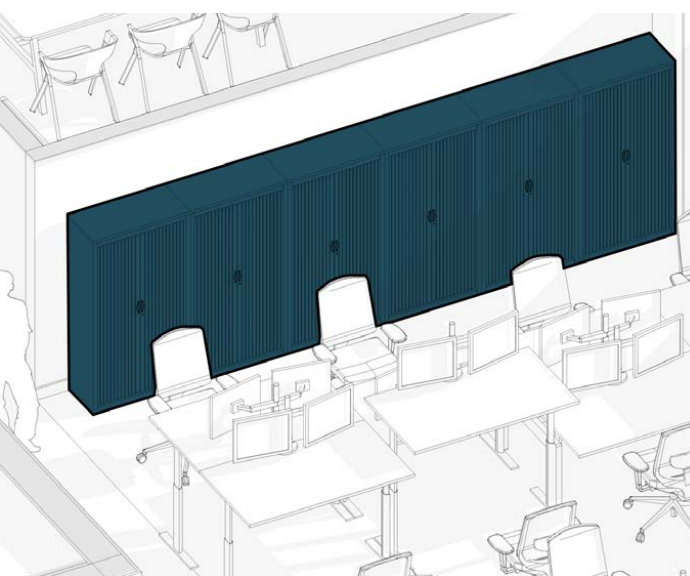
Sufficient circulation space to allow ease of access to the locker unit.



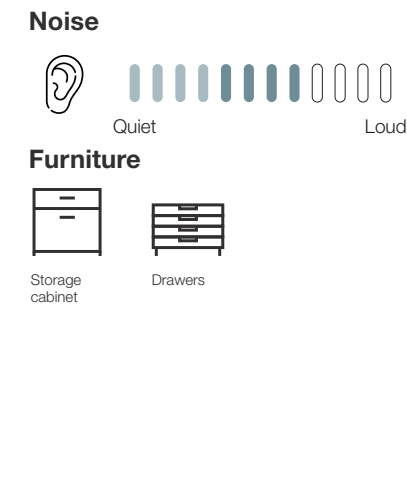
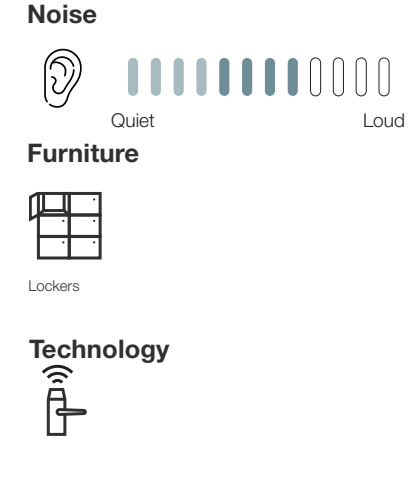
Team Storage

Storage space for work related materials. Team storage will normally be located in proximity to team home zones. Space will be allocated based on need.

On-site storage requirements are to be minimised and only store business critical hard copy documents and equipment on-site. Digital solutions should be prioritised and off-site storage solutions should be used to meet all other physical storage requirements.



Source: UK Government Workplace Design Guide



2.7.2 Informal Work or Collaboration Zones

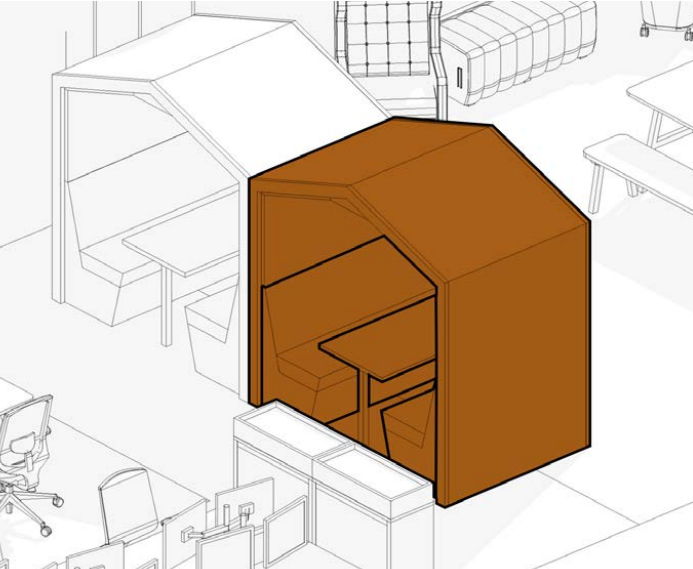
Informal work spaces can support individual or small group work and are typically used either for collaboration or by staff attending the work place for a brief amount of time. They are open, relaxed work spaces that still provide the ingredients of a good work place - wifi coverage, power, good acoustics, ergonomic and adjustable work space etc.

They can include the following space types:

Informal Meeting or Work Setting

Open meeting spaces that operate on an ‘approach and use’ basis. These spaces can be delivered as enclosed spaces for open booths.

They can be used for collaborative meetings or for individual work. They are not bookable.



Project Space - Media

Open project spaces that can be used for ad-hoc meetings requiring audio visual equipment and whiteboard capture.

Media settings can be delivered by way of an integrated table and AV solution or a wall-mounted AV solution with loose furniture. Mobile stools may be used for short periods of collaboration. Furniture should be soft and informal, with warm or vibrant colours adding some character to the space.

This space can be bookable



Breakout Space

An open, comfortable and inviting space that encourages mobility, interaction and respite from desk-based tasks.

Breakout spaces should offer a variety of accessible furniture solutions and some acoustic and visual protection from the core work space to prevent distraction. They should have access to natural light and provide WiFi and power access to increase the versatility of the space. Furniture and furnishings should be soft and informal, with warm or vibrant colours adding some character to the space.

This space is not bookable



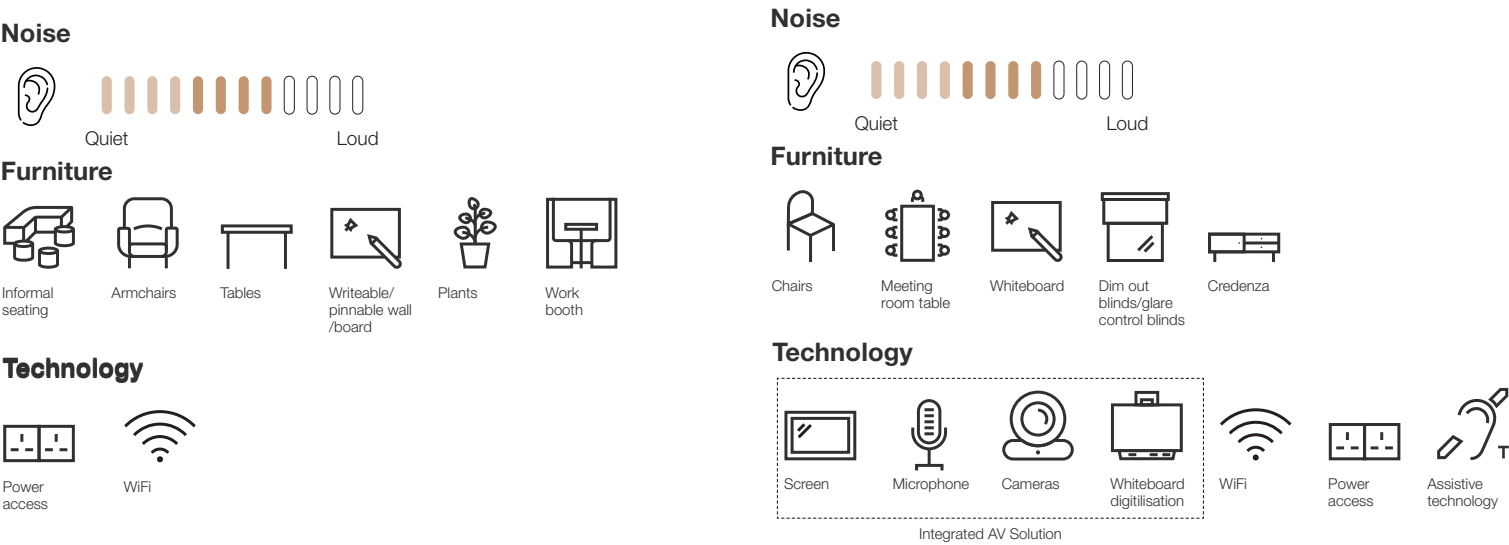
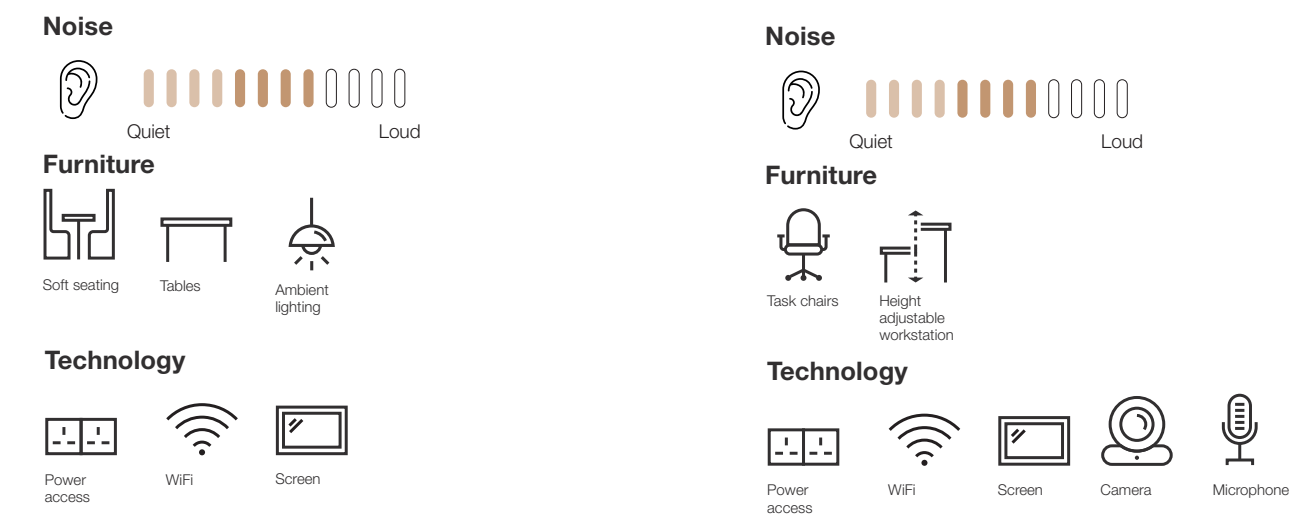
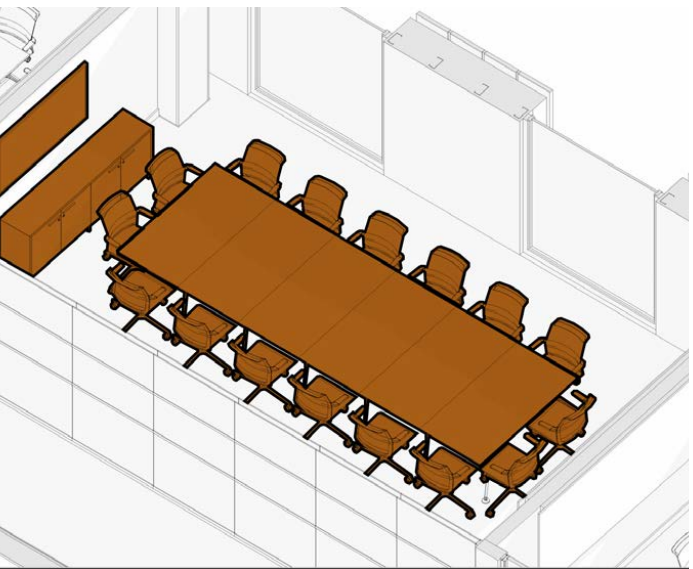
Meeting Rooms

Enclosed rooms for private meetings, secure conversations and conference calls, with the appropriate acoustic protection to support privacy and confidentiality.

These should be a mixture of small and larger meeting rooms. Meeting rooms should be largely neutral with the addition of some vibrant accents and furniture to add character.

A range of sizes should be provided close to team zones, from 4-6 people to 8-10 people. All meeting rooms are bookable.

Larger, bookable meeting rooms are located across the site - refer to summary xxxx



Source: UK Government Workplace Design Guide

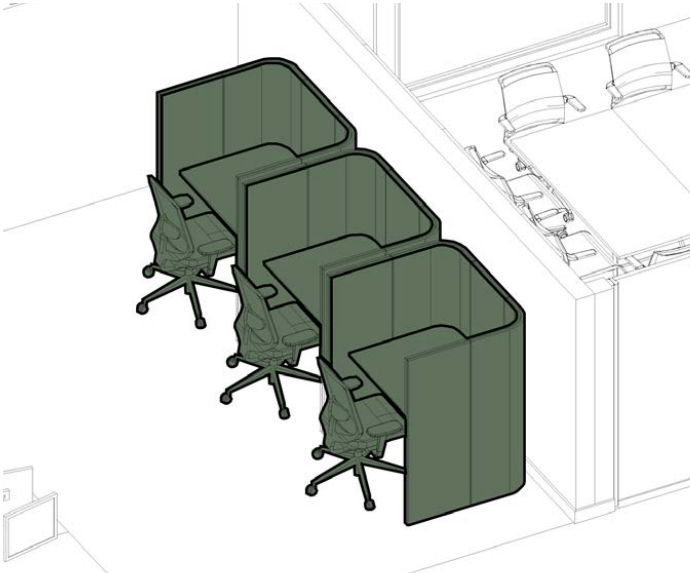
2.7.3 Do Not Disturb Zones

Work settings that provide ability for individuals to concentrate and focus on complex information or confidential activities. These include traditional office spaces. Council has nominated that office space is provided for the Mayor, CEO and Directors Director's offices can double as meeting spaces when not required as office space.

Individual Work Setting

Quiet space that can be used for tasks requiring high levels of concentration or confidentiality.

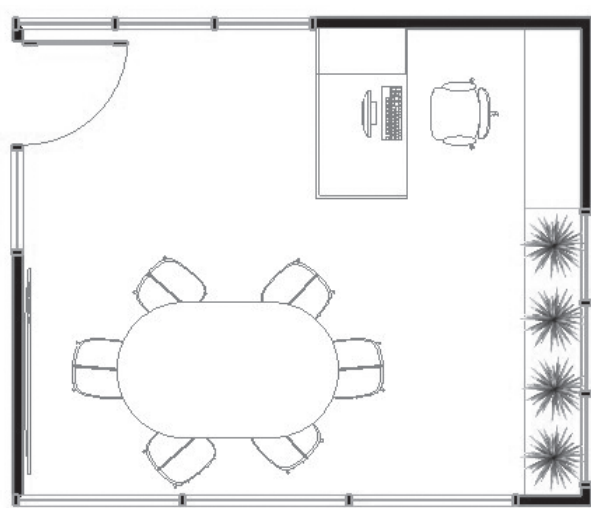
They should be located in the quietest parts of the floor plate away from high traffic areas and collaboration areas.



Dedicated Offices

An office with workstation and space for a small meeting, say 20sqm, shall be provided for Executive level roles.

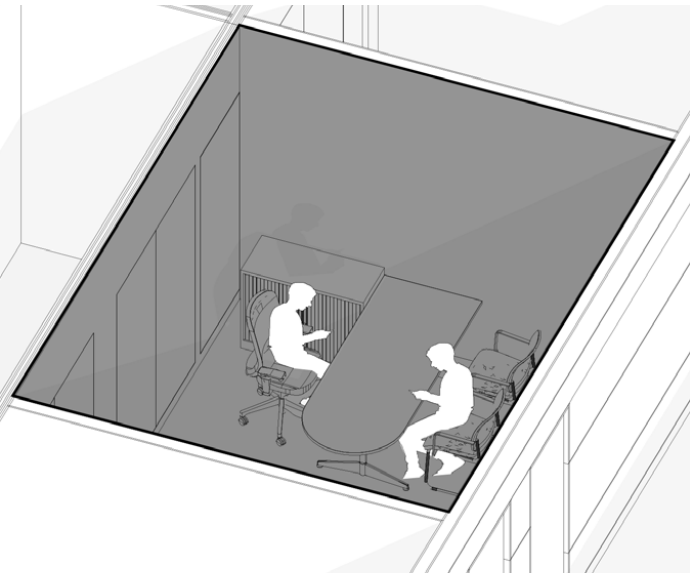
These offices are single use and for occupants who require high levels of at work time, high acoustic privacy and confidentiality in their work.



Interview Rooms

Enclosed room for private meetings or interviews with external parties. Sized for 2-4 people

Appropriate acoustic protection and privacy manifestations on glass walls and windows will support privacy and confidentiality.



Noise

Furniture

Task chairs Workstation Height adjustable workstation

Technology

Desktop power Bring your own device WiFi

Noise

Furniture

Task chairs Workstation Height adjustable workstation Chairs Meeting room table

Technology

Desktop power Bring your own device WiFi Screen Camera Microphone

Noise

Furniture

Fixed chairs Fixed tables

Technology

WiFi Power access Panic alarm Assistive Technology

Source: UK Government Workplace Design Guide

2.7.4 Support Spaces

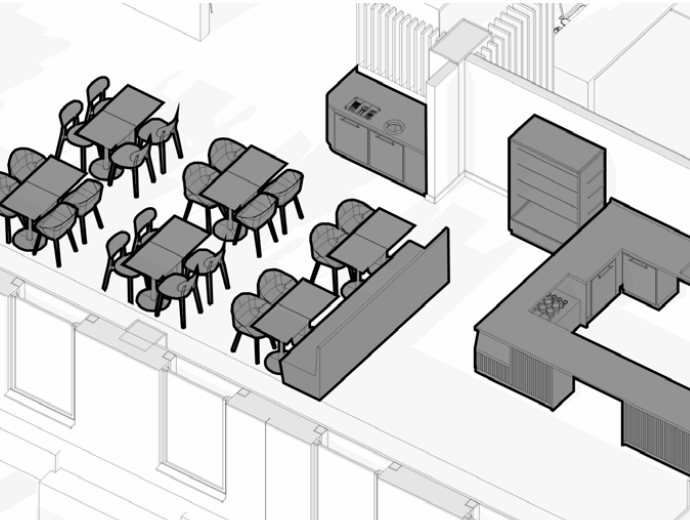
Support spaces shall be located throughout the work spaces. They are a range of non-direct work related settings that provide services and facilities or for social interaction and well-being purposes.

A range of facilities are noted below for discussion to determine how many are distributed throughout the office spaces.

Refreshment Spaces

A space for breaks or relaxed, informal interactions. Refreshment hubs should be centrally located within the building, with acoustic and visual protection from other work areas. These spaces should be highly inclusive and accessible, with some lowered counters and refreshment facilities that have clearance underneath to provide easy access to wheelchair users.

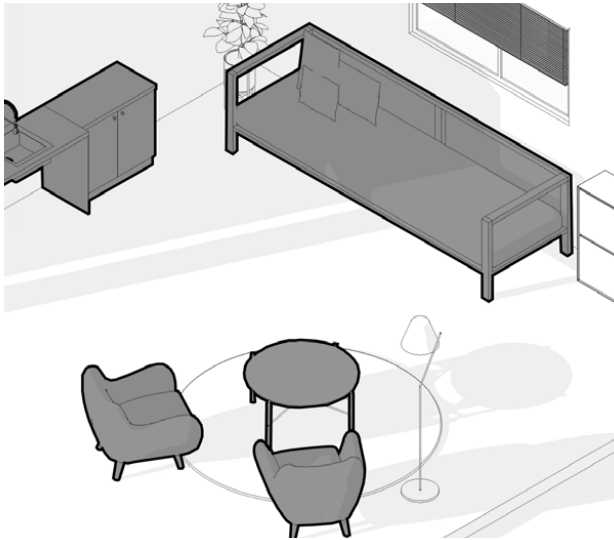
Furnishings can double as informal work spaces.



Wellness Room

Wellness rooms provide a quiet, restful space away from the office environment for people to go to when they are feeling physically or mentally unwell. They should have a small sink and a bar fridge to double as a space for feeding or expressing.

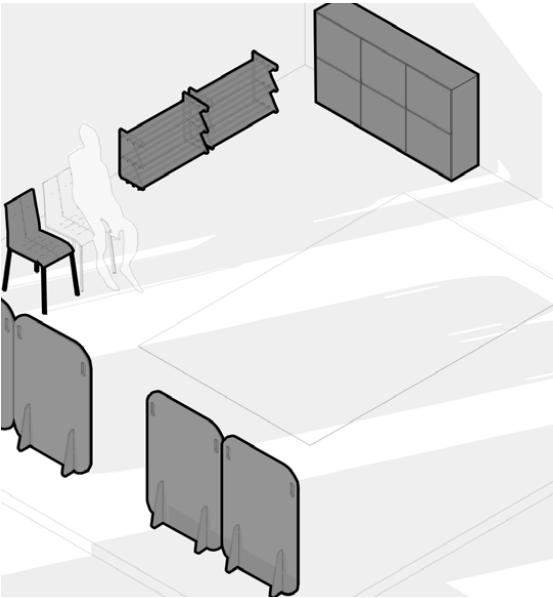
Wellness rooms should be furnished in neutral and/or natural materials. An outdoor view is desirable. Sheer curtain to glazing for privacy.



Reflection Room

Reflection rooms provide a quiet, private space away from the office environment for people to spend time taking part in structured or unstructured meditation, reflection or prayer, either individually or in a group.

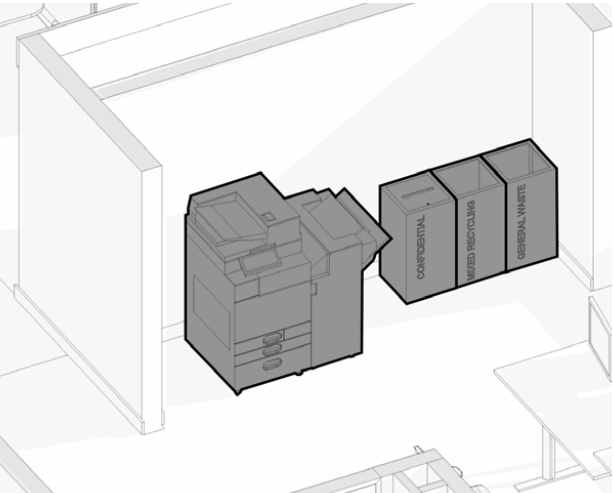
The space should be neutral and muted and will have no decoration that would indicate any particular activity, religion or faith.



Print Hub

The print hub can be open or semi-enclosed, with printing, copying and recycling.

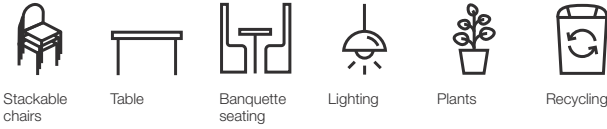
Work counters should integrate storage and stationery into their design to maximise use of the space. This space should be easily accessible to the task workspace, utilising areas with less natural light or ventilation. Print and copy areas should be acoustically protected when close to work spaces to minimise distractions. Local ventilation of air extraction is recommended



Noise



Furniture



Technology



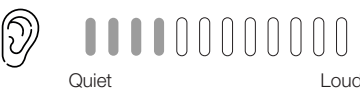
Furniture



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Noise



Furniture



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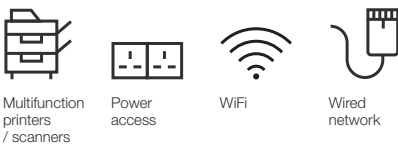
Noise



Furniture



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Source: UK Government Workplace Design Guide

2.8 Floor Connections and Social Space

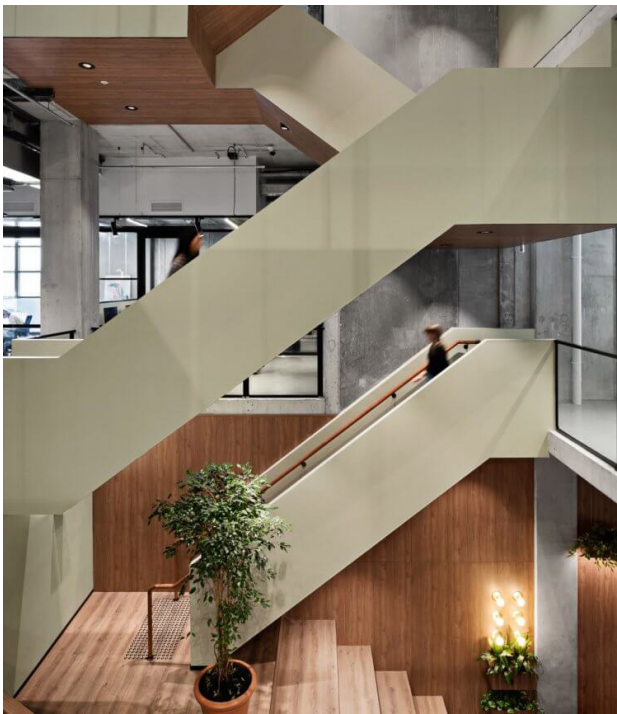
To foster collaboration the Council workspaces need to be visually and physically connected. A central void with stair is proposed to connect the floor plates in the office areas. This stair will be within the secure council area so can be freely used without the hindrance of access control and doors.

Stair and void design needs to be considered to mitigate acoustic transfer while creating a space staff will move through, interact and connect. Solid stair sides typically feel more secure than glazed.

Around the stair informal soft seating, internal greenery and planting can foster an intimate but social atmosphere.



SOCIAL SPACES



STAIR CONNECTION



2.9 Roof Terraces

There is opportunity for access to outdoor space on each level of the building.

Roof terraces can either be used as individual work or break spaces or collaborative and social spaces. To function well they should be designed with the following amenity:

- Some shelter or shade
- Good wifi connection and power
- Fixed seating and / or tables
- Greenery and views out



Greenpoint Library, Hassell



One East Melbourne - ARM & Living Landscapes



The Annex, Brisbane - BVN

2.10 CEO and Councillors

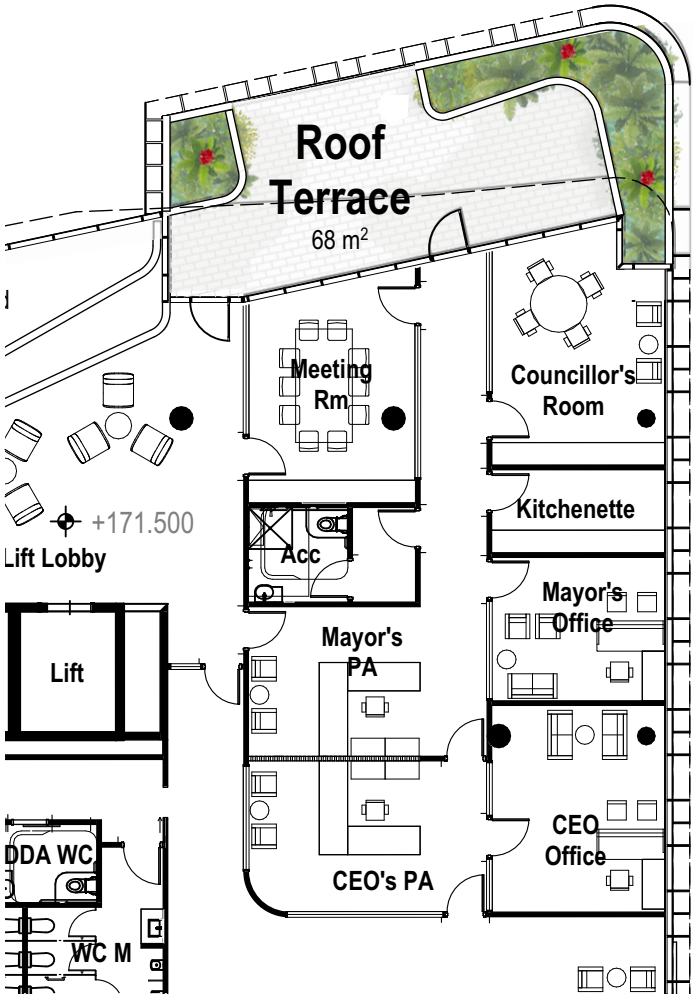
A dedicated area for the CEO, Councillors and Mayor will be provided.

Access and arrangement of the facilities to be in line with the draft *Councillors Fees, Expenses & Facilities Policy 2022*, which states:

“Consistent with the Councillor Access to Information and Interaction with Staff Policy Councillors are entitled to have access to the Council Chamber, Boardroom, Mayor’s office (with the agreement of the Mayor and subject to availability), Councillors’ rooms, and public areas of Council’s buildings during normal business hours for meetings.

Except where taking the most direct path to an approved area or an area to which they have been invited, all other areas are deemed staff-only areas and only accessible by Councillors when approved by the CEO.”

This cross-over of circulation paths with general Council staff is to be limited through the placement of entries. Access control into various areas to be designed to facilitate this provision.



Item	Requirements
CEO Office	The CEO office is to have access to the Councillors area and direct access to general Council staff. Office space to include workstation, lockable storage, small meeting table for 4-6 people, acoustic privacy to other spaces, access control..
CEOs PA	The PA workspace shall be located at the entry to the CEO office. Space to include workstation, lockable storage, waiting area for 2-3 people, direct line of sight and entry to CEO office
Mayors Office	Dedicated office for the Mayor with workstation, lockable storage, acoustic privacy to other spaces, access control. Access to Councillor Common Room and shared printer / scanner / photocopier, pigeon holes.
Mayors PA	The PA workspace shall be located at the entry to the Mayor’s office. Space to include workstation, lockable storage, waiting area for 2-3 people, direct line of sight and entry to Mayor office
Councillor Meeting Space	Dedicated meeting space accessed from the Councillor suite to seat 10 people. AV fit out and access to shared kitchenette facility.
Councillor Common Room	A shared office space for up to 8 Councillors with tables, lockable storage, access to printer / scanner / photocopier, pigeon holes, acoustic privacy to other spaces, access control.
Amenities	Provision of the following amenities for exclusive use of the Councillors includes: <ul style="list-style-type: none">• Accessible / unisex toilet facility with shower• Kitchenette with sink, fridge, boiling / chilled water, microwave

2.11 Lettable Area

A commercial lettable area of approximately 1000m2 has been provided within the building which could be offered to one or several external government agencies on 5-10 year leases. An area this size could accommodate 150-170 staff. When the GSB is first occupied around 2026, Council staff numbers will not have reached their projected capacity. As Council staff grows, this floor area could be reclaimed at the end of leases.

The Business Case for the GSB prepared by APP Group includes a commercial lettable area of this size in the financial modelling of project outcomes.

Planning for security, access, meeting spaces and amenities will need to be considered to ensure the building floor places are easily adaptable for this change.

Item	Requirements
Access	<p>The commercial lettable area has been located on Level 2 of the GSB. An access controlled entry is provided from the Level 2 foyer. This will allow for staff and visitors to access the external government agency workspace from either the main stair or lift from the Level 1 main entry foyer, or via the Bridge Link to the Library.</p> <p>Access from the basement carpark is via lifts to the Level 2 foyer.</p> <p>A secondary, direct entry to the lettable area can be provided via the stair on Colden St facade. This entry is not fully accessible and therefore cannot be considered a principle entrance unless another lift is provided.</p>
Fitout	<p>The lettable area shall be provided as a warm shell, allowing future tenants to fitout the internal configuration to suit their needs.</p> <p>It could be configured for a single tenant, or for several smaller tenancies, although paths of egress would require review.</p> <p>A dedicated communications room shall be provided for the lettable area.</p>
Shared Facilities	<p>The lettable area has access to shared public amenities on Level 2. This is either via a direct, access controlled door, or via the Level 2 foyer.</p> <p>It is expected that meeting rooms will form part of the lettable area fit out, and the small to medium meeting rooms on Level 2 overlooking the Village Green will be for public use only. However the tenancy will have access to the adjacent informal workspace on Level 2 and in the Bridge Link connecting to the Library.</p> <p>Other bookable meeting rooms, such as the large multi-purpose rooms on Level 1 can be utilised by the tenancy when required.</p> <p>The tenancy will also have access to all external areas that are publicly accessible, including:</p> <ul style="list-style-type: none">• Verandah in the Bridge Link• Roof Terrace over the Bridge Link on Level 3



3 RETURN BRIEF - LIBRARY

3.1 Vision

The project offers Council and the community the opportunity to conceive of new and complementary uses and activities that can occur in the new Library and Learning Hub.

The *Wollondilly Library Strategy 2020 - 2026* undertook stakeholder consultation and identified some key opportunities, and consultation in the future will surely identify more.

The *Wollondilly Library Strategy 2020 - 2026* identified four themes for the future facility, summarised below:

- **Lifeline**
Acknowledging the library's critical role as a lifeline to the people and communities who depend on it through:
 - Being a Community Connector
 - Providing 24/7 Access
 - Supporting Digital Literacy
 - Reaching out through programs and activities, information
- **Sanctuary**
Wollondilly's role as a 'haven' and 'sanctuary' should be developed by:
 - Providing flexible spaces
 - Creating a library network
 - Supporting the creative community
- **Memory Place**
"History and heritage are anchors to memory, identity and place". This should be represented where possible by:
 - Sharing aboriginal knowledge, culture and learning
 - Representing history and local identity
 - Collecting and sharing
- **Futures Hub**
Ignite new thinking and ideas about the future through:
 - An experimental space
 - Being a catalyst for culture
 - Becoming a 'Library of Things'

3.2 Briefing Process

A consultation methodology was developed by Council and the Consultant team to undertake engagement and consultation with the community and stakeholders.

Participants in engagement and consultation with the community and stakeholders included:

- Council staff
- Community Drop In Sessions

This Return Brief provides the over-arching relationships and functional requirements of spaces. It will evolve with subsequent phases of detail design

3.3 References

The following documents have informed the development of the Library and Learning Hub Brief:

- Wollondilly Library Strategy 2020 - 2026, final draft, prepared by Project Sisu
- People Places, State Library NSW, 3rd edition
- Living Learning Libraries, State Library NSW, 5th edition

3.4 Facility Components

The new facility will include the following spaces:

- Greater range of social spaces / community lounge
- Larger collection
- Children's collection space with adjacent program space(s) on the ground floor with pram parking
- Young adult collection with adjacent, separate quiet study space with individual pods
- Youth spaces – multi-use spaces, outreach, café / training
- Outdoor reading space
- Customer enquiry desk with separate, self-serve check-out stations around the library
- Multiple, bookable meeting spaces accessed off foyer
- Foyer with free wifi, comfortable seating, flexible workspace
- Increased staff workspace for up to 20 staff
- Increased mobile library provision from 2 to 3 vans

3.5 Library Design Principles

Inclusive

- the library shall promote inclusion, enriching community life for everyone. All spaces and facilities shall meet the expectations of *Wollondilly Shire Council's Disability Inclusion Plan*, in particular "making improvements to ensure our community is easier to live in and get around"
- facilities must be designed so it is easy for people to find their way around with minimal direction
- library layouts should be simple to follow with clear routes, unobstructed sightlines for staff, visual markers and a clear and logical approach to shelving

Creative

- scope for public art and crafts to be incorporated into the library design and decoration. This should be discussed with council staff early in the planning process to identify suitable opportunities and potential artists
- a suitable hanging system must be provided on walls to display items from council's own collections and for public art exhibitions

Sustainability

- building design should include environmentally sustainable design, indoor environment quality and health and wellbeing principles beyond the standard requirements
- the library should demonstrate these sustainability principles to the community

Flexibility

Library interiors must be able to adapt to future library uses and services. Elements that assist adaptability include:

- extensive use of modular loose furniture
- limiting the number of 'built in' items
- locating 'inflexible' elements such as service cores and toilets where they won't hamper future flexibility of space
- a flexible enough design to accommodate future floor space, resources and technology changes
- design should accommodate and encourage flexible use of space, including limited load-bearing internal walls and consideration of floor loadings to allow bookshelves to be installed at virtually any point

Accessibility

All areas of the library must be safe and accessible for all users. Accessibility will influence all aspects of the building design, from disabled parking and barrier-free access to the entry. Design teams should be prepared to consult relevant groups and consider a range of issues, such as:

- clear internal and external signage, including tactile where appropriate

- intuitive layout of external and internal spaces
- convenient access from parking bays and to entries and doorways (e.g. automatic doors)
- width of doorways, aisles and corridors to accommodate strollers, wheelchairs, book trolleys and mobility scooters
- furniture, equipment, floor surfaces and coverings
- shelving layout and design
- lighting levels
- guide maps and signage
- hearing augmentation
- emergency evacuation and fire precautions

Safety and Security

The library must be safe and secure:

- external design should deter vandalism and graffiti and incorporate crime prevention through environmental design (CPTED) principles
- after-hours security lighting
- after-hours returns chute location to consider customer safety and prevention of vandalism of books
- the information/service desk must have a silent duress alarm for times when there is only one staff member on duty
- sight lines and supervision of areas is to be reviewed in detail with library staff and aligned to staffing models such as provision of roving librarians
- public space in the library should be designed to ensure that sight lines are maintained, and that secluded spaces are avoided
- children's library design will require clear sight lines to and from the information/service desk and encourage passive surveillance/security
- locking systems must be consistent and compatible with council's master key system
- card key access control will be required at the staff entrance and staff areas
- provision of security cameras, monitoring and data storage is to be discussed and agreed with library staff and council

3.6 Siting

The Library and Learning Hub will connect into the Multi-function Theatre foyer to the east, sharing its Menangle Street frontage, and to the Government Services Centre to the north. The siting of the Library and Learning Hub creates a new internal street to the Precinct - which will become the main north-south access from the Civic Forecourt to the Village Green.

Walking along the link, visual interest and surprise is offered through glimpses into the Library's ground floor activities, building edge and paving details.

Key programming opportunities include;

- Ground plane illumination (lights embedded in the paving)
 - Seating or pause points located in the library facade
 - Artistic way-finding devices
-
- Windows framing internal activities

3.7 Operations

The Library will initially operate as the single and central library for Wollondilly Shire Council. In the future another branch is likely to be built in Wilton.

Anticipated library opening hours shall be determined in future design stages. Future opportunity for 24 hour access to a limited area of the library should be considered.

The Library will have physical connections to the adjacent Performing Arts Centre and the Government Services Building This will allow for shared facilities and access points.

On Level 1, access from the Library through to the Performing Arts Centre allows for shared amenities, avoiding the the need to provide double facilities when peak usage times are unlikely to overlap.

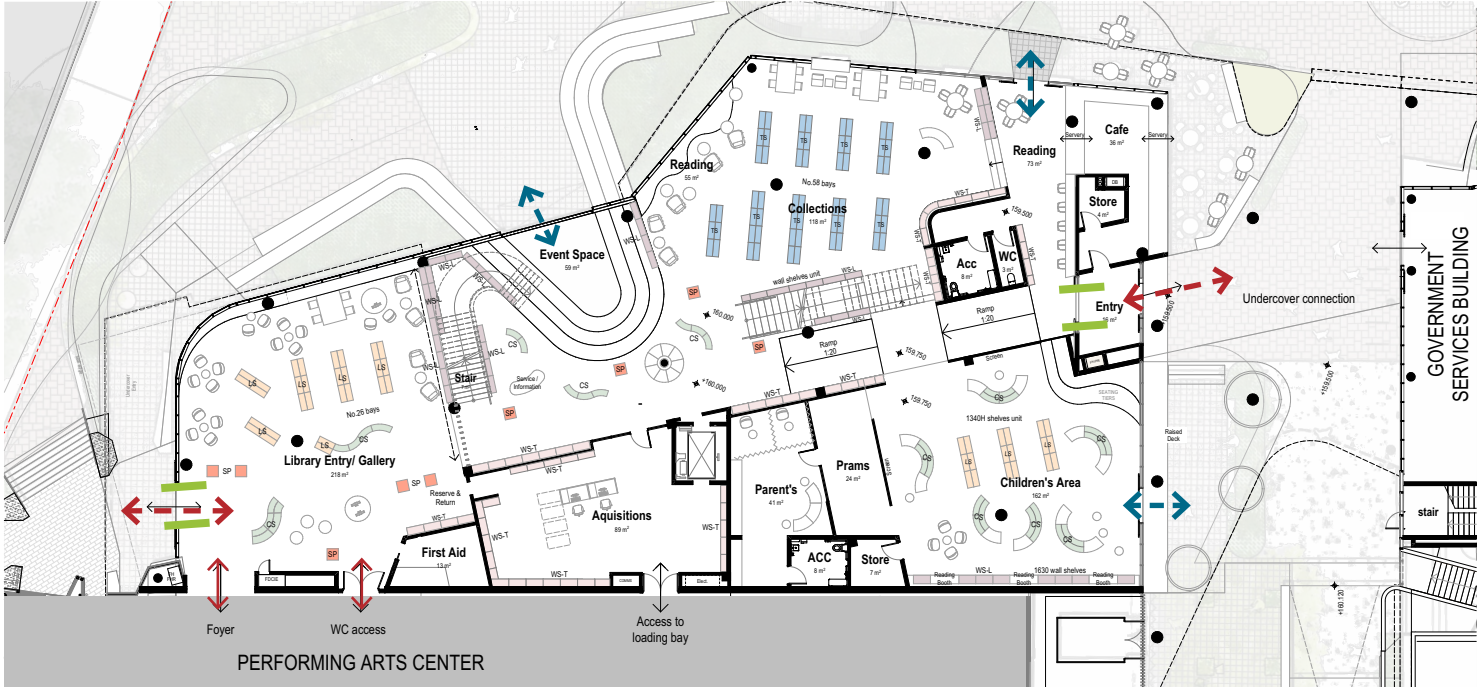
A further connection on Level 1 between the Acquisitions Room and PAC back of house allows the Library to utilise the loading dock of the PAC for deliveries. The Mobile Library van can access the loading bay within the GSB, with adjacent storage space.

On Level 2 a physical connection to GSB via a bridge link allows the Library to flow into the publicly accessible areas overlooking the Village Green.

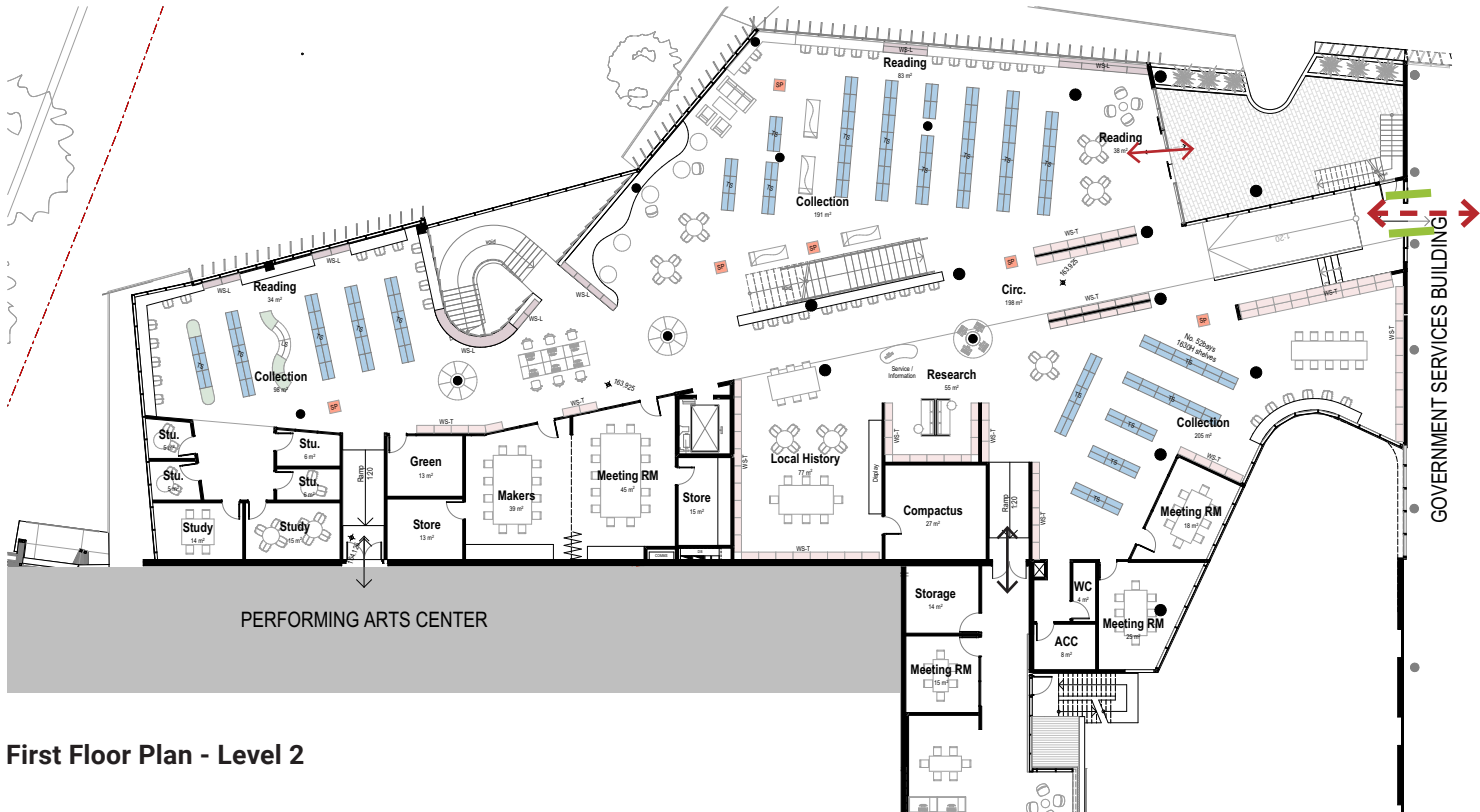
3.8 Functional Requirements

The following table summaries the key functional requirements identified during the briefing process.

Item	Requirements
Library	<p>Wollondilly Library will include a variety of flexible spaces and facilities including meeting rooms (informal and bookable), study space, lounge spaces, children’s spaces, youth spaces, makers space, computer access, free Wi-Fi access for personalised devices, quiet spaces, outdoor areas and roof terraces.</p> <p>The Library will be a place for exhibition and display of community art through glazed display / window boxes, internal wall hanging and other opportunities.</p> <p>The Wollondilly Library overall floor area shall be approximately 2700 - 2800sq.m over two levels. Being located within a civic, community and cultural precinct, the Library will share spaces with other buildings that are outside the Library footprint, including:</p> <ul style="list-style-type: none">• Meeting Rooms of various sizes• Theatre, seating capacity 350• Staff social spaces and informal workspace, GSB• Artist workshops (future refurbishment of existing library)
Entries and Access	<p>The main Library entry shall be on the ground floor, facing Menangle Street. It shares a forecourt with the adjacent Performing Arts Centre and is accessed through a large flexible foyer space. The foyer leading to the Library entry shall be a welcoming, comfortable place, that feels part of the Library, with seating, Quick Picks and magazines, but will also have the flexibility to be used for temporary exhibitions or pre-function overflow space from the PAC. Foyer space can be secured from remainder of Library space to allow for after hours access.</p> <p>A secondary ground floor entry will provide direct access to the Government Services Building and to the East-West Link and Village Green.</p> <p>On the first floor an entry is located via the Bridge Link to the GSB. The first floor of the library is accessible via a central lift and two feature stair in proximity to each entrance.</p> <p>Connection points from the Library into the PAC will enable facilities to be shared for both staff and public. Access control and security will be provided at these connections as required. Refer plan opposite illustrating the following connections:</p> <p>Ground Floor</p> <ul style="list-style-type: none">- Menangle Street entry- Village Green entry- Cafe side entry (occasional event access)- Event space access (occasional opening of the Library for events)- Shared foyer with PAC (day-to-day public access)- Access to public amenities in the PAC (day-to-day public access)- Staff only access from Acquisitions Room into the back of house of the PAC including kitchen and loading bay <p>First Floor</p> <ul style="list-style-type: none">- Bridge link access to the GSB- Access to the first floor rehearsal room in the PAC (staff access controlled)



Ground Floor Plan - Level 1



First Floor Plan - Level 2

Legend

Main public entry

Event access, occasional

Security locations

Staff access - controlled

Public access to shared facilities

Item	Requirements
Cafe	A centralised cafe shall provide ease of access before, during and after using the Library facilities. The Cafe has been located to be visible from all entrances to The Precinct, with direct views to the Civic Link and Village Green. Primary seating shall be outdoor, covered seating that utilises the Library canopy and Bridge Link for shelter. Secondary seating is available within the Library, and is minimised to reduce potential noise impacts to the main floor. Design and layouts will be developed in future design stages, but should minimise staffing requirements and be linked to self-serve display and merchandise area.
Library Entry Gallery	<p>A publicly accessible foyer to the Library and extension to the PAC foyer for event overflow. The space shall be a welcoming foyer and front door to the precinct. This space will :</p> <ul style="list-style-type: none">- be designed for future after hours access area as the service develops- have a ‘bookshop’ feel with flexible, movable furniture and shelving with Quickpicks, display for new titles, magazines etc- have community art display- have hold shelves near the entry and include books booked for collection, recent returns, new books.- have self-check out kiosks located near the entry- contain the first aid room and accessible WC- have an external Returns Chute facing Menangle Street, with access from inside for staff- be designed to match the PAC foyer and feel like a continuous space- public defibrillator
Public Amenities	<p>Library patrons will be able to access the public amenities in the adjacent PAC.</p> <p>Additional amenities are located within the Library as follows:</p> <p>Ground Floor:</p> <ul style="list-style-type: none">- 1 x accessible WC with shower and baby change accessed of the Library Entry Gallery (this will support any future 24 hour or after hours access to this space)- 1 x accessible amenity with junior pan and baby change in the Parents Room <p>First Floor:</p> <ul style="list-style-type: none">- 1 x accessible WC with baby change, and 1 x unisex amenity adjacent the GSB connection
First Aid	<p>A first aid room is located on the ground floor in the Library Entry Gallery facing Menangle Street. It will have access control for staff and be accessible for the whole Precinct, particularly for large events.</p>
Service Desk and Check-out	<p>Library service desk shall be adjacent the Returns Area for ease of processing. Service desks are to be designed as a concierge model for staff welcoming visitors to allow for better interaction between staff and patrons. Service desk to also be located on Level 2.</p> <p>Service desks will be supported by the Returns and Hold Shelf in the Library Entry Gallery and self-checkout kiosks distributed throughout.</p>
Acquisitions and Returns Room	<p>A secure Acquisitions and Returns Room located on the ground floor close to the main service desk. Direct access to the PAC Loading Dock is provided via the back of house areas of the PAC. The Acquisitions and Returns Room is also adjacent the lift for easy access to Level 2. The fit-out shall include:</p> <ul style="list-style-type: none">- 2 x workstations for processing tasks- storage space, returns functions,- crate storage, trolley storage. <p>The design shall be further developed through consultation with Library staff in the next design phase.</p>



Shellharbour Library - Lacoste & Stevenson



Marrickville Library, Sydney - BVN



Marrickville Library, Sydney - BVN

Item	Requirements
Main Library Spaces	<p>The open library space will be designed for long-term flexibility, reconfiguration of shelving and furniture. Loose furniture to be modular furniture, not bespoke, for ease of replacement.</p> <p>Some key spaces / functions within the open Library space include:</p> <ul style="list-style-type: none">• Children’s Area on the ground floor - a large, designated area with good sound absorption. Keep visually accessible and welcoming. Provide a Parent’s Room with pram parking. Access to the outdoor space in the East-West Link shall be provided for special events. Ability to setup easily – babies on the floor, seats for older children events, tables for practical workshops. Needs furniture and equipment storage adjacent. Children’s area should not be near quiet spaces. Provide a self check out in the area. Children’s Story-Time Space with fixed seating tiers and clear floor space for say 30-40 adults and children focussed towards the presenter.• Event Space on the ground floor with aspect to the Precinct forecourt green spaces. Tiered seating for authors talks, large children’s events, school groups etc. Large fold-up door to provide indoor / outdoor access for events. Roll-down screen with speakers. Acoustic treatment.• Reading Spaces - a range of seating opportunities for individuals and small groups including bench seating, soft furnishings with coffee tables, individual seats with small lap top tables. Locate in areas with views out to greenery.• Work and Study Spaces - high demand for public computers but also many people coming with own devices and just need a desk space and data access. Needs a mix of people working in the body of the library and in small, glazed meeting spaces (for 2-4 people) away from children’s spaces. Desks and PCs should be distributed around Library while ensuring some stations are near the main customer service zone. Provide adjustable height desks. Print servers should be near main customer service area.• Young People - Access for young people is important as they are not well catered for in the current library. Needs include study space, wifi access, new technology, social spaces to hang out, have conversations. Potential for links into Youth Services programs. Program suitable activities into the event space. Provide study spaces for 2-4 people (booths or small glazed meeting spaces), collaborative tables and individual study tables.• Local History - Dedicated area for display and storage of local history items, including aboriginal history. Requires storage space, climate controlled with compactus (shared with Library storage).• Display Areas - community groups access eg historical society, also for community art. 3D elements in glass cabinets.
Shelving	<p>Collection - generally fiction on ground floor and non-fiction / research on first floor.</p> <p>Achieve 80 - 85% of physical Collection on shelving at one time:</p> <ul style="list-style-type: none">• A range of shelving, notionally 1600mm - 1200 high through the centre of the space to allow for views over, 1900mm high against walls.• Shelving with display ‘face out’ books• Standard – static, cantilever-type shelving for public areas and staff offices, including fixed or adjustable display shelving, that exceeds the minimum requirements of Australian Standard AS2273-1973 Steel library shelving• Shelving on wheels – mobile shelving fitted with robust castors that enable sections to be moved to transform spaces• Compactus (in store room) – rolling shelving on tracks• Special – required for items such as CDs, DVDs and picture books, book tubs for board books, spinners in Library Entry Gallery, similar to that used in retail, with some face-out display <p>Library fit-out contract should allow for spare new shelves, brackets and safe, easily adjustable bookends; quantity to be confirmed with council officers.</p> <p>Consideration should be given to shelving canopies and shelf ends as their design contributes to the character of the library and can be used for display and signage</p>



Marrickville Library, Sydney - BVN



Ivanhoe Library, Melbourne - Croxon Ramsey



Green Square Library, Sydney - Stewart Hollenstein

Item	Requirements
Library Furniture - general	<ul style="list-style-type: none">• furniture should be selected to meet council’s environmentally sustainable design objectives• design and selection must account for the large number and type of people who use the library, including those with a disability and children• furniture must be safe and ergonomic, easy to maintain, and robust but attractive• readily available, standard items of furniture is preferred over expensive and hard to replace custom-made items
Verandah	<ul style="list-style-type: none">• Accessed from the Library internal space with seating and vegetation
Parents Room	<p>Accessed off the Children’s area with a pram parking area, the parents room shall have:</p> <ul style="list-style-type: none">• Accessible WC with junior pan and baby change• Change bench with sink• Bench with hand washing sink, microwave and power• 2 x locations for feeding with soft furnishing and curtain to draw around for privacy• Soft furnishings• Some discrete glazing out to the pram / children’s area
Study Spaces	<p>Provide 4 small glazed study rooms, each for 2-4 people, close to the study / work areas. Provide say 2 larger, glazing study / meeting spaces. All spaces bookable.</p>
Meeting / Program Room	<p>One large meeting spaces with an operable wall to the Makers Corner to facilitate meetings and larger events in the Library. For example artist events and workshops. Other events, eg authors talks, could be hosted in the tiered seating amphitheatre on Ground Floor.</p>
Makers Corner	<p>Furniture storage (associated with the program rooms). Wet area / kitchenette.</p> <p>One of the meeting / program spaces can be utilised as a Makers Corner to strengthen the relationship to the Performing Arts Centre. The space shall have:</p> <ul style="list-style-type: none">• Resilient flooring• Bench with wet area sink / kitchenette• Access to dedicated store area• Be glazed and accessible to the public foyer to maximise visibility of activities
Green Screen	<p>A small, acoustically design studio for 2-3 people to film, record and live stream. Bookable, access controlled space. Located close to the access to the first floor Rehearsal Room in the PAC to facilitate access for groups between these spaces.</p>
Staff Work Room	<p>A dedicated staff work room for Library staff including:</p> <ul style="list-style-type: none">• 1 dedicated meeting space for 4-6 people• 1 small meeting space for phonecalls, impromptu meetings seating 2-3• 18 workstations in shared office area• Small tea point• Lockers for casual staff, say 10• Storage
Loading	<p>Shared loading dock with the PAC for deliveries with direct, straight access into the ground floor Acquisitions Room. Shared loading dock with the GSB for Mobile Library Van.</p>
Services, Waste and Plant	<p>Shared services, waste and plant areas for the centre with loading access as required from back-of-house areas.</p> <p>Mechanical plant co-located with PAC plant area</p> <p>Shared Waste Store for The Precinct to rear of PAC</p> <p>Shared cleaners cupboards and storage throughout.</p>



Marrickville Library, Sydney - BVN



Ivanhoe Library, Melbourne - Croxon Ramsayl



Woollahra Library, Double Bay - BVN

4 RETURN BRIEF - VILLAGE GREEN

4.1 Vision

The landscape design by Oxigen builds upon the principles established in the Public Realm Plan prepared by Tract during the master plan phase.

A Precinct approach creates a series of site 'platforms', levels and grading to ensure no greater inclines than 1 in 20, providing equitable access for persons with a disability. This covers access from all three street frontages to the main entrances for the Shire Hall, GSB and Library, as well as to the Village Green.

Ramped connections also allow for access by maintenance vehicles to the site, and provide opportunity for pre-arranged vehicular access for event set-up.

The landscape designs create a cohesive approach across the precinct whilst allowing different areas to have their own identities.

4.2 Master Plan Design Principles

Four key design principles were developed in the Public Realm Master Plan, represented in the diagrams below.

Fine Grain Scale, Movement Corridors, Finding the Heart and a Network of Spaces have been explored throughout the Concept and Schematic Design phases, informing the detail of key areas within the Precinct.

4.3 Key Areas

4.3.1 Civic Forecourt

The Civic Forecourt along the Menangle Street frontage responds to its heritage context at the front of the Shire Hall by incorporating a more formal garden design whilst accommodating the existing mature camphor laurel tree. It connects to the forecourt entrance to the Library and Performing Arts Centre, providing seating and space for function overflow.

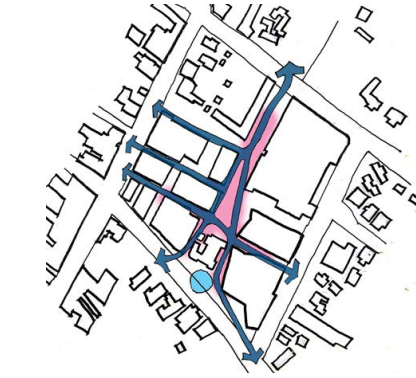
Raised planters provide opportunity for integrated precinct signage for the Library, whereas a public art piece may be incorporated as a marker to the Arts Laneway entrance.

Fine Grain Scale



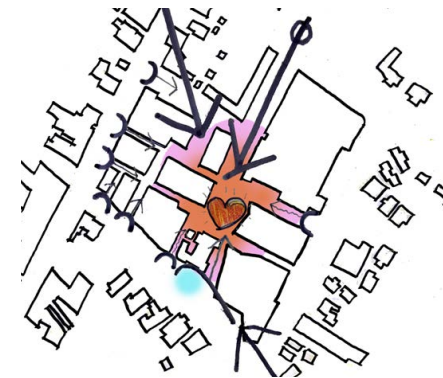
- Respond to 'Old' Picton's fine grained heritage buildings.
- Break up the large buildings blocks to create an urban structure that is more in keeping with the scale of the surrounding town centre.
- Reduce the building footprint size to create a finer grain urban structure within the precinct.
- Create a harmonious balance between internal functions and a series of meaningful outdoor public space areas.

Movement Corridors



- Align movement corridors with pedestrian desire lines provides the opportunity to create natural flows of people contributing to both activation of the precinct and the town centre street life.
- Create multi-functional movement corridors that provide direct access routes for those people moving through the precinct whilst creating interesting experiences for visitors to the precinct.
- Provide opportunities when moving through the precinct to get an understanding of the internal activities and functions.

Finding the Heart



- Provide cues to direct people into the heart of the precinct (elements could include interesting building edges and street interfaces and public realm materials and detailing).
- Create a transition experience as visitors move from the external streetscape into the internal Village Green.
- Utilise a comprehensive and integrated signage and wayfinding strategy to provide the best user experience.

A Network of Spaces



- Provide a range of outdoor spaces with different roles, functions and experiences.
- Support adjacent internal building activities and functions.
- Locate public space on movement corridors.

4.3.2 Village Green

The Village Green provides a large open lawn with event power and lighting. Oriented towards the planned performance space within the Shire Hall rear extension, it steps back from the proposed pitched roof form.

To its northern edge, more informal play gardens create a permeable interface with the outdoor space of the Childrens' Services Building. A series of pivot gates allow a generous opening between the two areas, allowing for shared use on weekends when the Childrens' Services Building is not occupied.

Civic Place becomes the platform at the convergence of precinct access from Menangle and Colden Streets and Corbett Lane. This highly visible area is identified as an opportunity for a major public art installation, aligned with the Public Art Strategy prepared by Artscape.

4.3.3 Civic Links

Between these major spaces within the public realm, 'civic links' act as connecting spaces. They provide opportunities for gatherings of smaller scales, art interface and spill out from the internal functions of the adjacent buildings.

4.3.4 Streetscape

The landscape design along the Colden Street and Corbett Lane street frontages considers the flow of pedestrians both around and through the site. Three new accessible carspaces shall be located on Colden Street adjacent to the Village Green, whilst still allowing a pedestrian footpath along the precinct's northern fringe.

Hardstand for manoeuvring when trucks access the PAC loading dock is softened with green edge. A precinct entry marker is integrated with the building at the East West Link.

Street trees are proposed along Colden St and Corbett Lane to meet the minimum requirements of Council's DCP, whilst maximising sight lines for vehicles turning out of the intersection and exiting the car park. Further low vegetation creates a planted border to the building, softening the hard edges.

4.4 Paving and Surfaces

Paving and hardscape elements shall be of high quality, enable safe movement, are robust and low maintenance and are selected for their lower whole-of-life cost. Local and/or natural materials will be used where appropriate, to create a landscape compatible with the qualities of Picton.

A clay brick paver characterises the main paved areas, using a blend of natural colours complementary to the surrounding building façades to create interest. This key paving treatment is used to unite the ground plane throughout the Precinct.

Varied sized unit pavers are used within secondary ‘breakout’ areas and special seating spots, whilst compacted sand and informal paving will be used in the interface with Children’s Services. Exposed aggregate insitu concrete can be used for frequently used vehicle zones.

Sandstone blocks are utilised as retaining walls and to assist with level changes, whilst doubling as seating for the Precinct.

4.5 Lighting

Lighting to the Precinct shall fulfil several functions. Lighting contributes to a welcoming civic precinct through designating major site entries and assists in wayfinding by marking pedestrian routes through the site.

Lighting increases the safety of the public realm whilst also providing amenity for those working or visiting in the early mornings or evenings.

Lighting can be focused on spaces that are more likely to be used for evening events and activities, with careful consideration to prevent light spill that might affect the amenity to neighbouring properties. A light spill assessment shall be prepared and submitted with the Development Application demonstrating compliance with relevant standards.

4.6 Furniture

Furniture and elements play an important role in providing amenity and contributing to visual consistency throughout the Precinct. Materials selected for furniture and elements shall be of enduring quality, enable safe movement, are robust and low maintenance. Locally sourced materials will be used where possible. Consideration of accessibility shall be given to include seating with back and arm-rests. Built-in power outlets for charging of devices shall also be included.

4.7 Trees & Planting

A generous tree canopy shall be included within the Precinct, acting to reduce temperatures in summer as well as contributing towards comfort, aesthetics and place-making. Trees shall be distributed throughout the site, providing shelter along the civic links whilst also addressing the streetscape minimum requirements from Council’s DCP.

A hierarchy of trees will be present on site. The existing Camphor Laurel tree in front of the Shire Hall will be retained as a significant tree on site. A succession strategy for when this tree reaches the end of its life shall be implemented within the Precinct, via introduction of a secondary significant tree, a Port Jackson Fig. Among the local Dharawal peoples, the Port Jackson Fig is known as the learning tree, where children and elders alike can meet, where stories are passed on through the generations.

Trees and planting will be predominantly native species, especially those endemic to the area. Refer to the Connecting with Country chapter of this report for further detail of trees and planting selections specific to Country.

Selected species shall give consideration to the different micro climates created through the precinct. For example, species selected for open courtyards and gardens may be different to those selected for shaded courtyards and borders.

4.8 Public Art

The WCCCP Public Art Strategy identifies opportunities for public art within the landscape design. The design team shall work together to create space for public artworks until such time Council commences their artwork procurement process.

4.9 Pedestrian Movement / Access

Pedestrian permeability of the site and accessibility have been prioritised through development of the Master Plan Design Principles. Generous footpaths extend to all street frontages of the site. These provide physical connections back to Argyle Street and adjacent Council Carparking off Corbett Lane. The footpaths link the existing pedestrian crossing on Menangle St to the site, as well as two new proposed pedstrian pathways across Corbett Lane, linking with existing kerb ramp adjacent to Coles and the Council Carpark.

Step-free access from the footpaths is provided at every entry to the site. Maximum gradients of 1:20 are proposed through the civic links, allowing all members of the community access to the building entrances and outdoor spaces.

4.10 Vehicle Movement & Maintenance Access

Whilst the precinct will be predominantly provide pedestrian paths to the exclusion of vehicles, there are several vehicles that may require occasional access onto the site and must be accommodated. These include:

- Garbage collection vehicles: Access to the Waste Enclosure at the rear of the Performing Arts Centre for garbage trucks shall be maintained for them to reverse onto site and leave in a forward direction via the East-West Link.
- Fire Brigade vehicles: Access to the sprinkler booster assembly at the rear of the Performing Arts Centre will be required via the East-West Link. A minimum unobstructed width of 5m, shall be provided from the Colden St site entry to the sprinkler booster installation.
- Performing Arts Centre deliveries and loading: The

loading dock of the Performing Arts Centre is accessed via Colden Street. A hardstand area shall be maintained to the rear of the Government Services Building to allow large vehicles to drive onto site before reversing into the loading dock. On the occasions where large vehicles are entering the site, traffic management personnel will be required to direct pedestrians and vehicular traffic along Colden Street, maintaining a safe environment. The Traffic Engineer has modelled swept path diagrams for both truck entry and exit from the site with the proposed buildings and landscape to ensure compatibility.

- Library deliveries: General Library deliveries are not expected to be frequent, however can also utilise the loading dock of the Performing Arts Centre. Internal access between the back of house Library areas and the loading dock has been accommodated in the floor plans.
- Access for maintenance / event set-up: Occasional access to different areas of the site will be required for maintenance vehicles and event set-up. Step-free design for accessibility also serves to allow vehicle access, available along the East-West Link, Arts Lane or from Corbett Lane.

Selection of pavement surfaces in trafficable areas of the public realm shall be of appropriate durability and strength for vehicular loads.

Within the Government Services Building, a carpark containing 80 carspaces and a loading bay shall be accommodated. The entrance and exit from carpark is via Corbett Lane. Expected vehicle movement to this carpark consists of the following:

- Mobile Library Van: Council’s Mobile Library service is staffed by volunteers. Loading/ unloading of the van shall occur in the loading bay of the Government Services Building, located within the carpark.
- GSB deliveries: All deliveries to the Government Services Building can make use of the loading bay within the carpark.
- General visitor and Council staff carparking shall be accommodated on the ground floor of Government Services Building and one basement level.

4.11 Events

The landscape design provides flexible spaces to accommodate multi-model event spaces. Major events can be accommodated within the Shire Hall interiors, spilling out to the external stage and onto the Village Green. Smaller events could be better suited to more intimately scaled areas, such as the Civic Forecourt, Arts Lane, tiered seating within the Library or Children’s Courtyard adjacent to the East-West Link.

Event lighting poles and power outlets have been considered at high level during schematic design, with further development of these provisions to be undertaken in the next design phase.

Multi-modal event spaces include:

- Weekday events
- Market stalls
- Evening events
- Food trucks
- Performing Arts events
- Precinct mini festival

Refer to the diagrams overleaf.

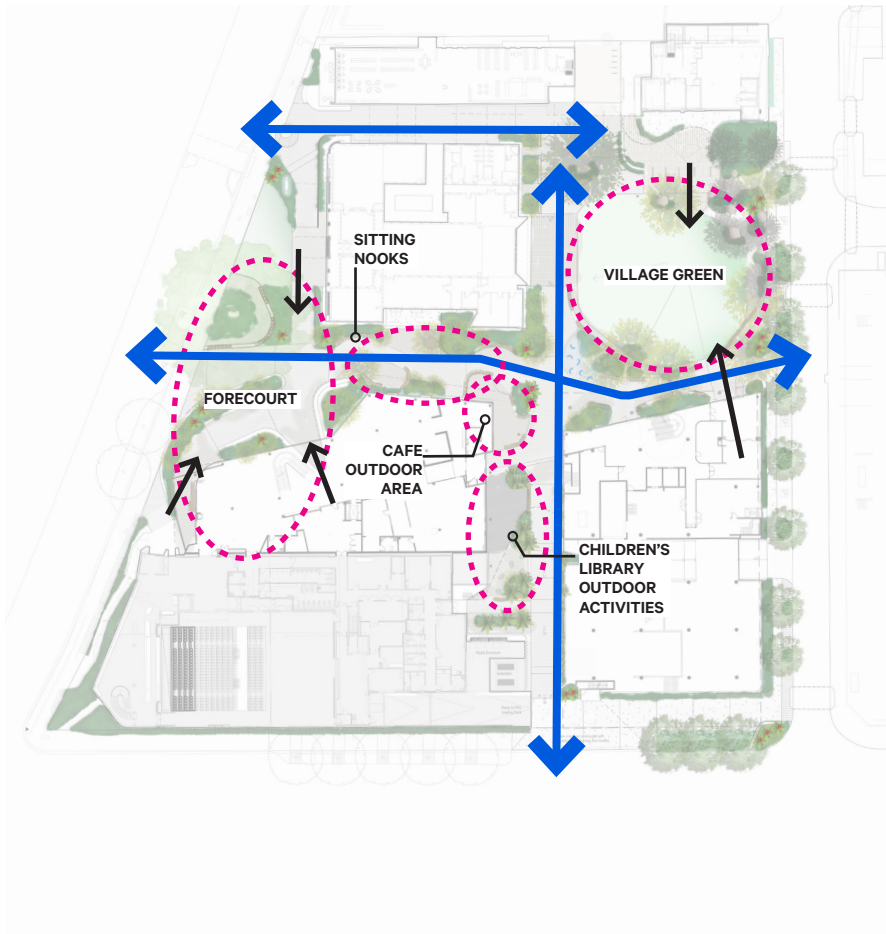
WEEKDAY

VILLAGE GREEN

- Area utilised by people working in precinct and visiting school children
- Outdoor exercise activity space
- Viewing space for outdoor stage area

HIGH TRAFFIC PEDESTRIAN MOVEMENT

- People working within precinct
- People using precinct as a thoroughfare



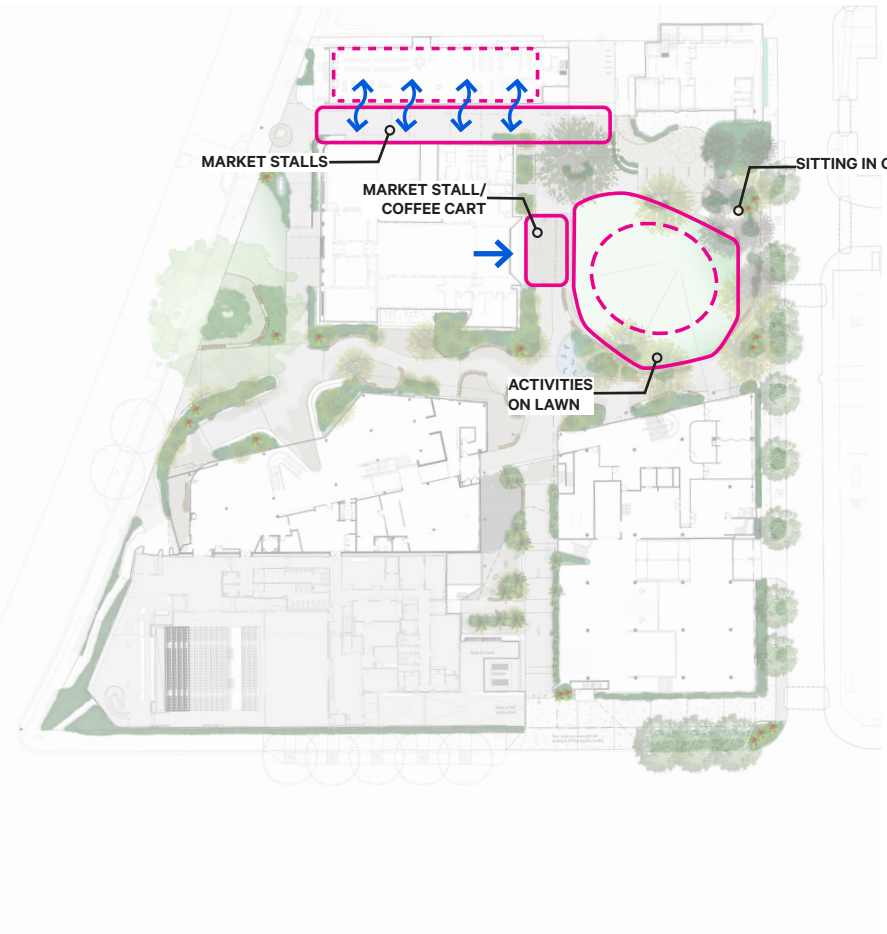
MARKET STALLS

VILLAGE GREEN

- Space for approximately 20 market stall holders (assumes typical 3x3 market tents)

ARTS LANE

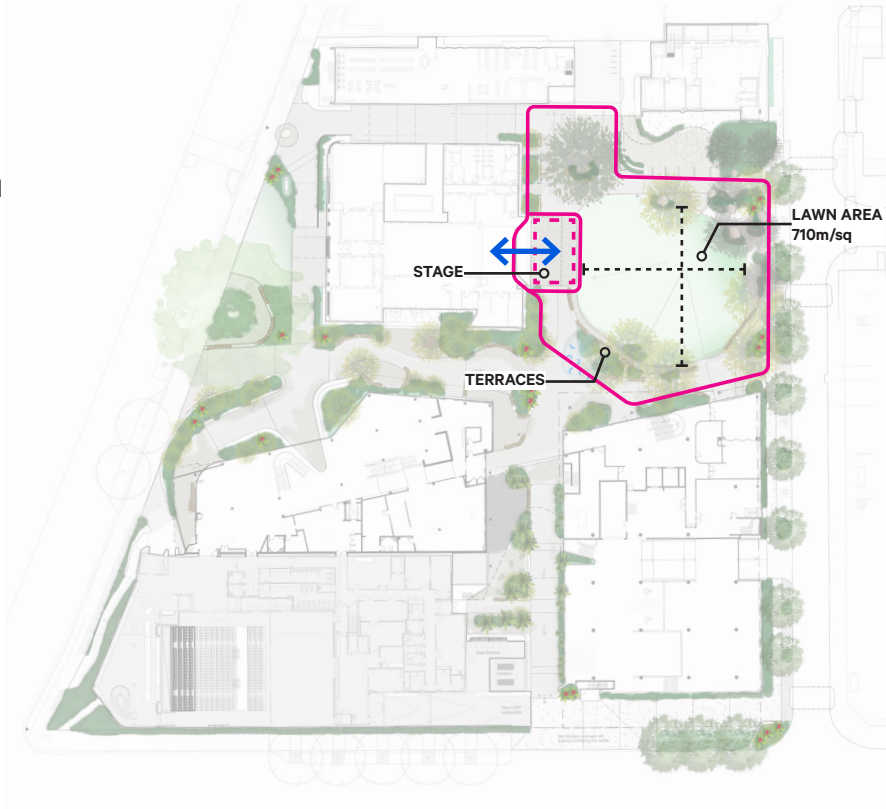
- Space for approximately 9 market stall holders (assumes typical 3x3 market tents)
- Opportunity to utilise adjacent building for market overflow



EVENINGS

VILLAGE GREEN

- Viewing space for outdoor stage area, opportunity for outdoor cinema and other outdoor organised activities



FOOD TRUCKS

- Utilise area east GSB
- Informal eating area in laneway



PERFORMING ARTS
EVENT

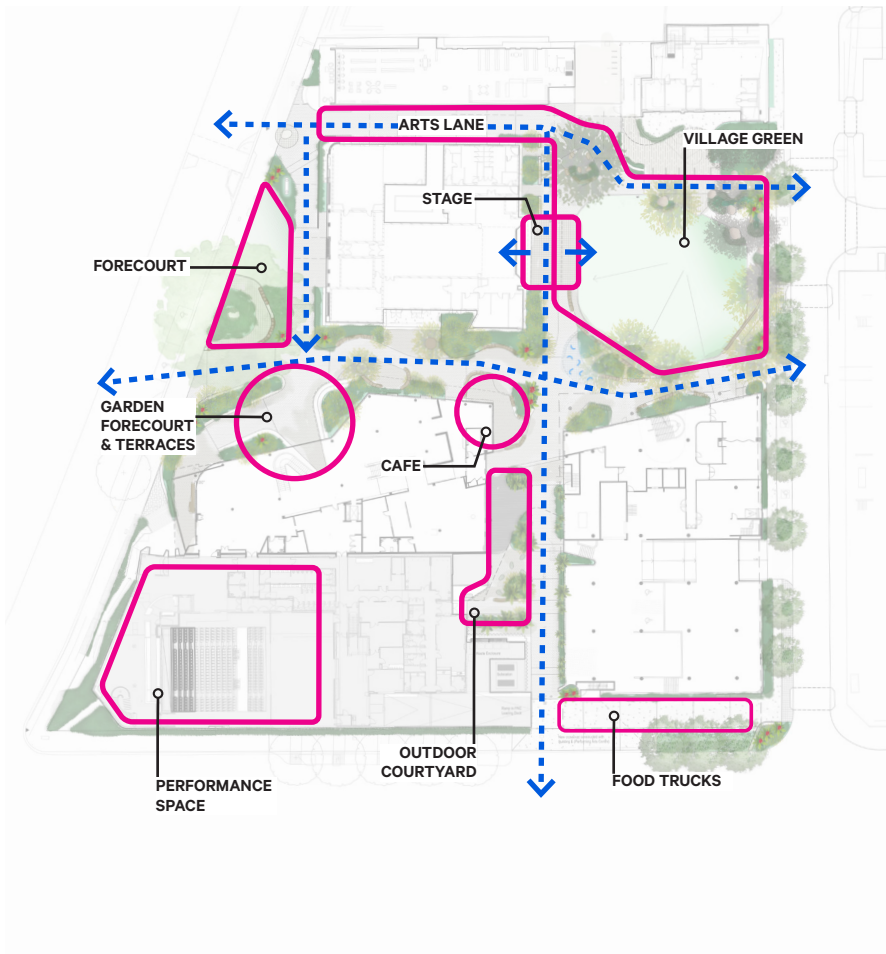
GARDEN FORECOURT

- Pre-performance foyer area
- Utilise area as secondary performance space



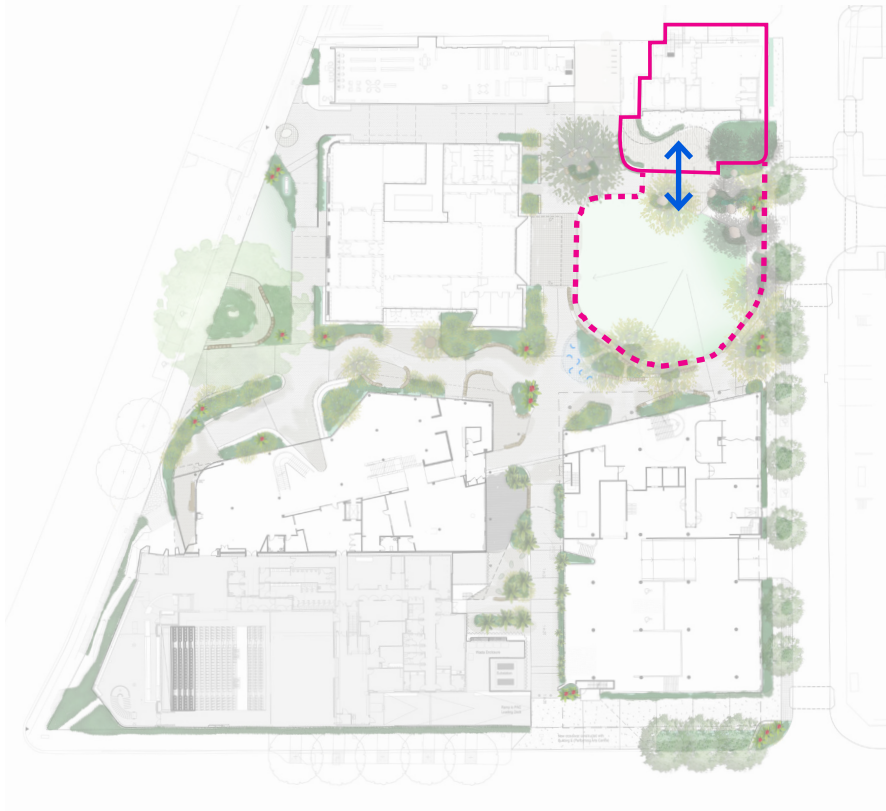
PRECINCT MINI
FESTIVAL

- All areas being utilised for a variety of activities i.e markets, live music, food trucks, outdoor performances



CHILDREN'S CENTRE

- Operable gates to Children's Centre play area





5 RETURN BRIEF - GENERAL

5.1 Building Fabric

The building envelope is to be simple, durable and easy to maintain. High thermal performance of the building fabric is essential. Low maintenance finishes are prioritised.

The desirable design life of building elements, subject to reasonable wear and tear and weathering and assuming regular maintenance, are as follows:

Building structure – 50 years minimum

External finishes

- Applied finishes: 5 – 10 years (e.g. paint)
- Integral materials – 20 – 25 years (e.g powdercoat)
- Brickwork - 50+ years

Building services – design life of plant & infrastructure:

- Mechanical plant 15 – 25 years
- Electrical equipment - 25 years
- Hydraulic pipe work – 50 years

Floor surfaces:

- Public areas – 20 years (e.g. stone, ceramic tile, polished concrete. Carpet excluded).
- Other Areas – 5 - 8 years (e.g. carpet)

Internal fit out (walls, partitions, joinery) – 20 years

5.2 Occupational Health and Safety

The facility is to be configured to be as safe as practicable an environment for all occupants in accordance with all relevant Acts, Regulations and Codes of Practice. Ideally, risks should be eliminated. Where this is not possible, design and / or operational measures are to be identified to reduce and manage safety risks.

The facility design must take into account means of efficient and safe access to building elements for maintenance and repair purposes (e.g. changing globes, accessing plant areas, conducting routine maintenance).

Working at Heights

Safe and efficient access is required for working at heights to install and repair lighting, mechanical services, and clean highlight windows or skylights.

Note: it is not acceptable for maintenance access to be achieved by ladders at these heights. Specialist equipment may be required such as extendible window cleaning equipment.

Roof Safety

A safe access system to all roof areas, in accordance with relevant Occupational Health and Safety Acts and Codes of Practice, is required for maintenance access.

Roof safety relies upon, where possible:

- Limiting access to those trained to safely access the roof.
- Roof safety harness points system for access to routine maintenance / cleaning locations.
- Safe access to and from the roof via designated stairs (not ladders), roof walkways, paths, and roof perimeter barriers.

The roof access system will be designed by a specialist subcontractor in consultation with the design and client team.

5.3 Universal Access and Design

The WCCCP shall promote inclusion of people with disability, enriching community life for everyone. All spaces and facilities shall meet the expectations of Wollondilly Shire Council's Disability Inclusion Plan, in particular "making improvements to ensure our community is easier to live in and get around". The precinct and buildings within shall also meet the requirements of the Disability Inclusion Act 2014, Disability Discrimination Act (DDA), Australian Standards 1428 and the Disability (Access to Premises— Buildings) Standards 2010.

Whilst building codes and design standards determine the minimum requirements, public and community facilities demand a higher concept for 'Ease of access' for all extends from arrival, to footpaths, drop-offs, entry ramps, main entries, all passageways and doorways and into all areas of the building except dedicated maintenance only access spaces.

The following features of the new GSB & Library enable universal access:

- Lift access to all upper floors and lower basement levels
- Accessible carspaces within the basement carpark located close to the lifts
- Accessible amenities
- Fixtures, fittings and signage will be selected to be easy to operate and understand.
- Ramp access to all levels of Village Green

The access consultant will continue to review the designs through the next phase and will undertake a final review of the construction documentation to ensure compliance.

5.4 Signage

A signage consultant has been engaged to begin the development of a way finding strategy for both the GSB & Library and the WCCCP itself. Early conceptual designs for both internal and external signage have been developed to inform the cost plan, and ensure appropriate allowances have been made. The signage design will be further developed in the next design phase, with particular reference being made to Council's Shire Wide Signage Strategy. Signage for the WCCCP as a whole shall seek to reference the Shire Wide Signage Strategy where relevant, whilst creating a specific Precinct identity.

5.5 Acoustics

An acoustic consultant has been engaged during schematic design phase. They have reviewed the acoustic performance requirements for the project to ensure that any noise generated by the GSB or Library will not have a negative affect on the amenity of the surrounding residential receivers. Noise from the Village Green is more difficult to assess as there are currently no guidelines to benchmark projects noise levels against for outdoor space. At this stage, the Village Green is not proposed to be used for events or formal gatherings. In future, if event use is proposed, additional assessment of noise generation shall be undertaken.

The acoustic consultant will also assist in creating a comfortable internal environment through providing design analysis and design guidance for internal room acoustics during later design phases. Acoustic assessment will ensure that adequate levels of reverberation control and acoustic separation can be achieved.

5.6 Crime Prevention Through Environmental Design

Design shall be in accordance with the principles of "Crime Prevention through Environmental Design" (CPTED) that is to provide facilities which support community and user safety.

High quality urban realm solutions are to be incorporated, with active frontages and passive surveillance provisions. Security lighting shall be required around the building and the building is to be configured such that no areas of potential concealment are available for criminal activities.

Safe design is about integrating hazard identification and risk assessment methods early in the design process to eliminate or minimise risks of injury throughout the life of a project.

A CPTED consultant has been engaged and has reviewed the schematic designs. They shall complete ongoing reviews during the next design phase and review of the design as it develops shall continue at all stages.

5.7 Services & Site Infrastructure

5.7.1 Precinct Master Plan Services

BRT Consulting Engineers have provided a master plan site services strategy report – refer to the WRA master plan report and BRT Site Services Report Rev 06 for further details.

Lucid Consulting Australia have developed concept design building services focusing on the GSB, Library & Village Green that utilise aspects of the site services strategy that will be built as part of the PAC project, including:

- Electrical substation
- Water and sewer connections
- Rainwater tank
- Sprinkler pump room and tank.

The following summarises the Lucid Consulting Concept Design Services Reports for GSB, Library & Village Green - refer to the full reports in the appendices for more information

5.7.2 Mechanical Services & Ventilation

Air conditioning and ventilation to be provided by a combination of air-cooled, reverse cycle inverter driven VRF Heat Recovery and Direct Expansion split systems. The final quantity and type of systems shall be confirmed during the next design stage and shall be defined by required zone, room use and requirements for localised control of room conditions.

Provision of pre-conditioned outside air is proposed for the GSB & Library using local energy recovery ventilators for energy efficiency.

External plant for the GSB shall be located in dedicated, screened plant areas on Level 3, while Library plant shall be located with the spare area that will be available in the new PAC plant area. Any equipment to be located on the roof of GSB will be reviewed to ensure compliance with established height limits for the site.

Mechanical exhaust will be provided to the basement carpark, kitchen and WC areas. Level 1 carpark is proposed to be naturally ventilated.

Acoustic assessment during later design stages will ensure that noise output from plant will not exceed allowable noise levels.

5.7.3 Controls

Digital direct control system proposed for mechanical, security and lighting. Enables remote monitoring and energy use monitoring. The building will be zoned such that the ventilation heating and cooling systems do not operate when spaces are not in use. CO2 sensors will be used to monitor fresh air requirements.

During the next design phase, provision of a Building

Management System (BMS) can be explored to provide additional monitoring, easy of maintenance and full integrated controllability. The system could be expanded to serve other buildings and facilities within the overall precinct.

5.7.4 Power

The GSB will be fed from the new substation described in the previous section. A new Main Switchboard will be installed near to the substation to feed the GSB. It is proposed to feed the library from spare capacity built into the main switchboard for the PAC.

PV Solar panels will be included to the roof of the GSB & Library maximising the production of electricity, with a target of providing 25% of the electricity demand of the buildings. Preliminary estimates show that a 70kW system and 28kW system would be required for the GSB and Library respectively.

5.7.5 Lighting

Lighting is to be provided throughout GSB & Library to AS1680.2.2:2088 Interior and Workplace Lighting - Specific applications - office and screen-based tasks. Lighting selection to be low energy LED type, easy to maintain.

For the Village Green, lighting to be provided to AS1158.3.1 Lighting for roads and public spaces - pedestrian area (category P). Weatherproof and vandal resistant fittings to be selected to align with the Public Realm Plan and proposed landscape design.

Programmable lighting controls via DALI and time-clock. . Lighting design to be developed during future design phases.

5.7.6 Security

Security building systems to be linked to precinct wide system to enable compatibility and minimise costs . Security system to have the following integrated components:

- CCTV - security surveillance.
- Access Control.

Locations for CCTV and access control to be agreed during design development.

5.7.7 Comms / Data

The GSB will have a main communications room on an upper level, subject to review of potential flooding risks. Intermediate floor distribution racks will be located on each level, vertically stacked as far as possible. Further floor distribution racks will be located on each level of the Library, and linked back to the main communications room in the GSB. Weather-proof data outlets to be provided to the Village Green. Data point locations to be agreed during design development - refer to Lucid report.

5.7.8 AV

AV requirements to be agreed with client team and coordinated with the electrical consultant during design

development.

5.7.9 Hearing Loop

To be provided to meet BCA requirements. Extent of coverage to be agreed with client during design development.

5.7.10 Fire Detection / Smoke

A fire detection system, incorporating an emergency warning & intercom system (EWIS), will be provided throughout the GSB to meet Australian Standards AS1670.1 & AS1670.4. A new Fire Detection Control & Indicating Equipment (FDCIE) will be located at the entry of the Government Services Building. This panel will serve as a master panel for the Precinct.

The Library shall also contain a FDCIE at the building entry, that shall be connected to a Building Occupant Warning System (BOWS). Refer to Lucid report for further detail.

5.7.11 Sewer

New sanitary drainage connections from GSB & Library will connect into new sewer infrastructure running below the new East-West link to be installed as part of the PAC project.

A grease interceptor will be designed to suit the new cafe. This will require a Trade Waste Application with Sydney Water.

5.7.12 Gas

There is no gas connection to site. All services will be designed assuming no gas.

5.7.13 Hot Water

Hot water will be provided to the GSB via heat pump units, with storage tanks, to be located within the Level 3 plant area. Electric boiling water units installed within kitchenette joinery shall provide capability to deliver chilled, boiling and filtered water from a dedicated tap.

5.7.14 Cold Water

New cold water connections from GSB & Library will connect into new water main infrastructure running below the new East-West link to be installed as part of the PAC project.

5.7.15 Rainwater

The GSB & Library will utilise the rainwater inground tank that will be constructed to the rear of the PAC. Water will be used for toilet flushing and irrigation.

5.7.16 Sprinklers

The GSB & Library buildings are proposed to have a sprinkler system to all areas, Sprinkler protection is proposed to GSB and to the Library to address atrium construction requirements and protection requirements for a basement carpark. The sprinkler system will assist with fire compartmentation and connection of levels and the buildings to each other and the

PAC. Use of sprinklers has been a key provision explored in Schematic Design with the Fire Engineer to develop a Fire Safety Strategy for the GSB and Library.

5.7.17 Fire Services

Sprinkler installation for GSB & Library can utilise the fire sprinkler system that will be built to service the PAC, featuring dual fire sprinkler pumpset, water storage tanks and a FRNSW booster facility. A AS2419.1:2021 compliant fire hydrant system shall be installed to service the GSB and Library. A Fire Hose Reel system to AS2441:2005 shall be provided to the GSB carpark areas and to the Library.

No fire services are required for the Village Green.

5.8 ESD

Wollondilly Shire Council (WSC) is committed to the sustainable use of natural resources and reducing its impact on the natural environment. WSC recognises the key benefits of environmentally sustainable design in all their new developments and major refurbishments through:

- An overall reduction of the environmental impact of a development;
- Lower annual operating costs for the entire council owned and leased building portfolio;
- Highest comfort level for all building occupants;
- Healthy indoor environments; and
- Environmental awareness.

5.8.1 ESD Initiatives

ESD initiatives have been set out for this project and can be grouped into the following categories:

- Indoor Environment Quality
- Energy Efficiency
- Water Efficiency
- Stormwater Management
- Building Materials
- Transport
- Waste Management
- Urban Ecology
- Innovation
- Construction and Building Management

5.8.2 ESD Performance Targets

The following ESD performance targets were identified during the master planning phase and will be carried through in the design of the GSB & Library. These have been established for their environmental impact, value for money, capital cost and operational costs. Targets referencing the legacy Green Star Design & As-built V1.2 rating system will be reviewed against the most recent Green Star Buildings framework to identify

opportunities to adjust targets to suit current industry practice.

- Energy
 - ≥10% improvement on the building fabric performance when assessed under the deemed-to-satisfy pathway of the BCA2019 Section J.
 - ≥25% of the annual electricity demand to be provided by on site renewable energy generators.
 - Fossil fuel free building operations to provide the basis for carbon neutral operations. Diesel fire pumps and backup generators may be exempt.
- Water
 - ≥90% of the rainwater to be collected from the roof for reuse. Rainwater to be collected in above or in-ground tanks as appropriate.
 - Green Star Design & As-Built v1.2maximum flow rates or WELS ratings to be adopted.
 - Estimates of water consumption and possible water collection based on the local weather data have been calculated. The average rain fall in Wollondilly is higher in summer compared to winter.
- Indoor Environment Quality
 - Green Star Design & As-Built v1.2VOC and Formaldehyde limits to be adopted.
 - Indoor air CO2 levels to be ≤800ppm for ≥90% of occupied time.
- Waste
 - ≥90% (by mass) of demolition and construction waste to be reused or recycled –either on site, or off site by a qualified contractor.
- Water Sensitive Urban Design
 - Green Star Design & As-Built v1.2 Stormwater Peak Discharge limits to be adopted.
 - Green StarDesign & As-Built v1.2 Stormwater Pollution Reduction Targets (Table 26.2, Column C) to be adopted.
 - ≥50%of soft landscape to be drought tolerant with irrigation only used for plant establishment.

5.8.3 ESD Initiatives Review

The ESD report idenitifies a wide array of energy and sustainability initiatives to be reviewed during the design development phase.

5.9 Structure & Geotechnical

Indesco have developed a concept design for the GSB & Library building structure. The proposed primary structure is concrete columns, in-situ post tensioned concrete ground and upper floor slabs and a concrete roof. The GSB sits atop a basement with concrete pier shoring walls. The upper floor of the Library extends over the single storey back of house PAC roof that has been designed with a concrete deck to enable future construction.

Geotechnical investigation has been completed for Stage 1 of the masterplan by Douglas & Partners and is sufficient in detail to progress the structural design. This report is in the appendices.

5.10 Civil, Stormwater & Flooding

5.10.1 Flood Impact Assessment

WSP Engineers have provided a review of the flood impact assessment for the precinct master plan and Building E1 site, which is also applicable to the GSB and Library. Below is a summary.

A “Preliminary Flood Assessment” has been produced by WMA Water (dated 4 May 2020) on behalf of Wollondilly Shire Council. The study identifies that a portion of the site is burdened by floodwater. The flood levels burdening the site are as follows:

- 5% AEP not applicable
- 1% AEP not applicable
- PMF 166.8m AHD

The WSC DCP requires the Flood Planning Level to be 1% AEP + 500mm. There is no applicable 1% AEP flood level. An FFL of 160.0 AHD has been selected for the main Library floor. This then steps down to 159.5 AHD for the Cafe and GSB Level 1.

The design of the basement carparking to mitigate flooding impacts has considered during this design phase.

5.10.2 Stormwater Management

The stormwater drainage system for the project will be designed to cater for design storms up to and including the 1% AEP storm event as per Volume 7 of the Wollondilly Shire Council DCP. Onsite detention (OSD) tank is provided below the Village Green, specifically to cater for runoff generated by this project.

5.10.3 Stormwater Quality

Stormwater pollution originates from a number of sources, atmospheric depositions, erosion, litter and debris, vehicle emissions and weathering of buildings. These pollutants can be categorised in a broadly as follows; gross pollutants (over 5mm in size), total suspended solids (1 to 5mm in size), phosphorous, nitrogen and oils, grease and hydrocarbons.

Filtration measures will be detailed during the next stage of design.

5.11 Earthworks

Measures for the control of soil erosion and groundwater management will be detailed by Indesco during the next stage of design. The proposed buildings will be partly set down below the existing ground level therefore it is not anticipated that imported fill will be required.

5.12 Contamination

Contamination investigation was undertaken by Douglas and Partners and Earth 2 Water- see report Report E2W-0325 DR01 (V1) dated 3/3/21.No significant issues have were identified for the PAC site however the associated below ground infrastructure works to the wider site may encounter disused below ground fuel tanks which may require remediation and removal. Further investigations may be necessary in later design stages. Refer to the report for further detail.

5.13 Vehicle Access & Car Parking

Carparking has been provided with the GSB to meet the minimum requirements outlined in the Master plan, Planning Proposal & Picton Town Centre Parking Strategy. A minimum of 80 carspaces have been accommodated over part of the ground floor, and one level of basement carparking. This is inclusive of 2 accessible carspaces.

Three new accessible carspaces shall be provided adjacent the Village Green as per the Masterplan Report. This will require modifications to Colden Street.

A traffic consultant has been engaged for schematic design to review the parking provisions, layouts and access paths for compliance with Australian Standards.

5.14 Waste Management

The GSB & Library shall utilise the Refuse Store to be built as part of the PAC project. In the next design phase, Wollondilly Shire Council shall update the waste management plan prepared for the proposed GSB and Library to reconfirm suitability.

WSC have indicated the following bin requirements:

- 21x 240l bins
- 6x 1100l bins

These will provide general waste, recycling and food waste. WSC may use a waste compactor. A wash down connection point will be provided. It is assumed that bin wash down will be done using a mobile wash down stand.

Bins will be collected by a rear loader waste truck which will park in a loading zone to immediate the north of the refuse store. Tracking for this truck has been assessed in the traffic report prepared previously as part of the PAC project. .

6 DESIGN RESPONSE

Site Response

The Design Response can be viewed through a hierarchy of scale. At the Precinct level, the site response is informed by Master plan design principles. The design response is site specific, referencing European heritage whilst exploring a deep connection with Country through the development of cultural values for the wider WCCCP.

At a building level, precinct connections are strengthened through the development of program, architectural forms, and investigation of the material palette.

Finally, key interfaces are explored with consideration of storytelling, functionality, materiality and accessibility.

Feedback from community engagement and stakeholder consultation informs all levels of the design response.

6.1 Site Response

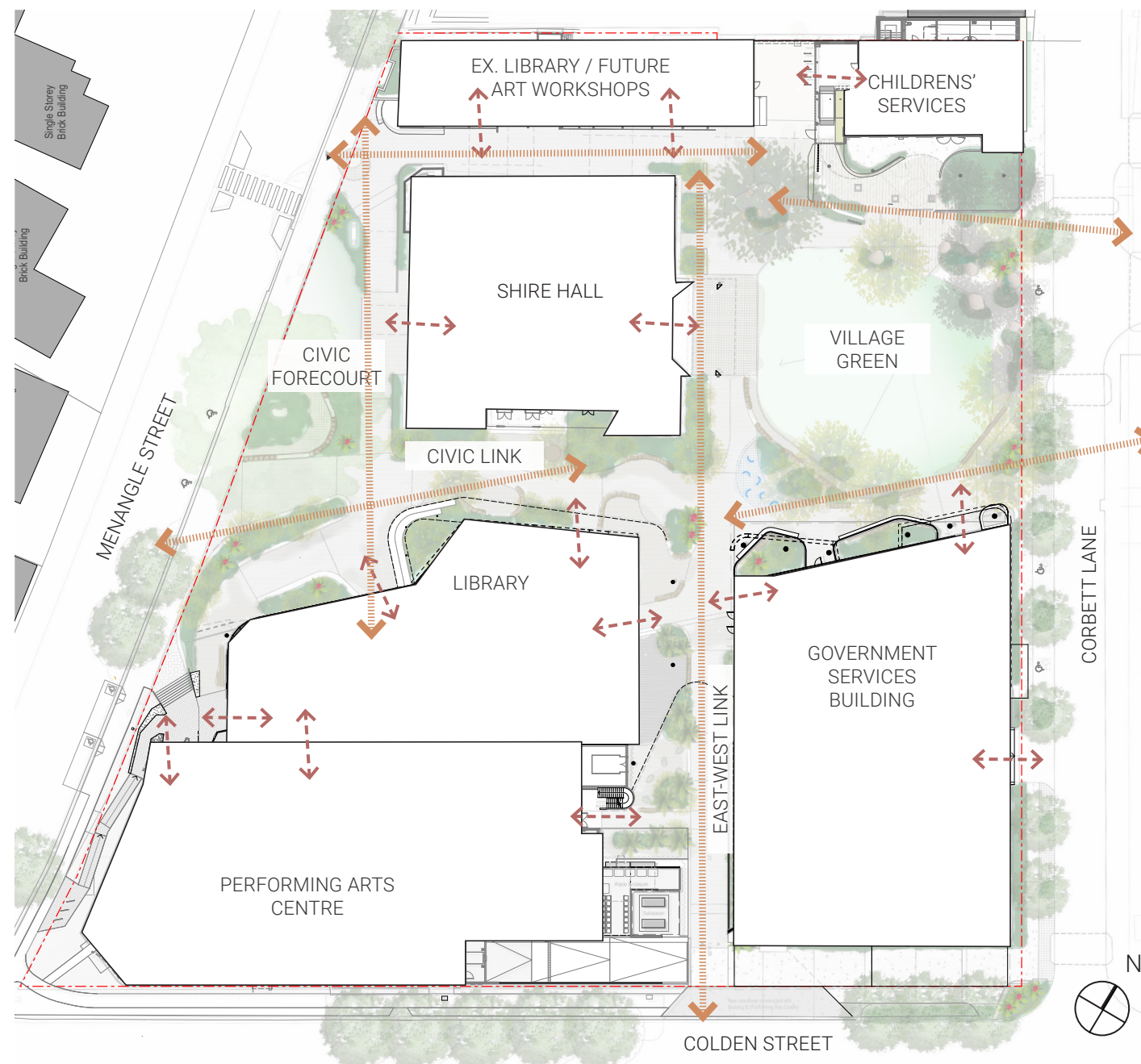
Master plan design principles relating to pedestrian permeability of the site have shaped the siting of buildings and movement corridors throughout the Precinct. Placement of building entries along the major pedestrian spines informs the arrangement of functional spaces within each building, and activates the external space, contributing to the quality of

these civic laneways.

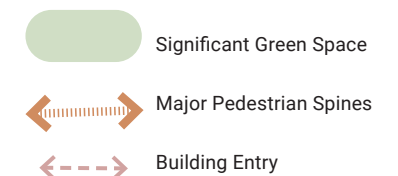
The transitional experience of both visitors and staff is improved by opening up view corridors through the site and designing civic laneways as places to pause and gather, rather than throughfares to be rushed through. This becomes evident in the treatment of Civic Link and East-West Link.

Significant green space within the precinct is traversed by the movement corridors and informs facade treatments on both the ground plane and upper levels.

Whilst the scope of this project is focused on the Government Services Building, Library and Village Green, the interface of all buildings with the new public realm and the precinct connections between buildings play important roles in forming the site response.



Site Plan - NTS



DESIGN RESPONSE

6.2 Designing with Country

6.2.1 Cultural Values

Bangawarra have been engaged as Connecting with Country Consultants and have developed cultural values to inform the design.



Mana

A Gathering Place



Marri

Country Provides



Yandembo

Peaceful togetherness

These values were developed following review of early consultation feedback with the local indigenous community and Council's Indigenous Advisory Board. Exploration of the cultural values and their spatial implications forms the Connecting to Country Framework prepared by Bangawarra.

Country has always brought many different elements, ecologies and species together. Country unites us all, regardless of where we are from or who we are, it is Country that is the one uniting force

- From Bangawarra Connecting to Country framework



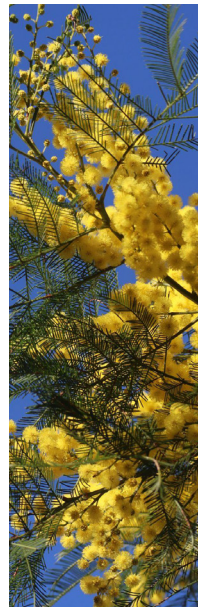
Mana can inform the planning of both internal and external spaces within the Precinct. Replacing a stereotypical yarning circle, the entire precinct can facilitate a hierarchy of diverse gathering spaces



to support a range of group sizes or types, as well as program. Spaces can provide opportunities for connection, sharing and healing, and extend beyond human gathering. They can be enriched by considered use of landscaping and materials, to encompass all aspects of Country.



Marri has several different spatial implications within the design. The idea of Country Provides can be embedded through inclusion of resource planting that takes into account seasonal planting responding to the 6 Dharawal seasons.



Marri can also inform the design within the built form, providing shelter, or providing opportunities for accessible connections with Country, such as creation of viewpoints not previously available.



Yandembo provides opportunity to design for unity, through exploring ways to connect to Country. Design elements may focus on commonalities between the Dharawal and Gundungarra people and their totems, being the lyrebird and water dragon, such as the significance of water. Opportunities for storytelling can be woven throughout the design.

Yandembo aligns with the aims of designing for inclusivity within the Precinct.



Wiritjiribin

(D'harawal: Lyrebird)

Wiritjiribin is a sacred totem animal for the local D'harawal. As Wiritjiribin wanders through Country constructing mounds, enacting elaborate dances and calling out for a mate, the Lyrebird signals to the D'harawal people the arrival of the windy season.

As with any totem, the D'harawal peoples hold special relationships with this totem

Nesting Mound, Tail, Fire, wind



Biggiewan

(Gundungarra: Water Dragon)

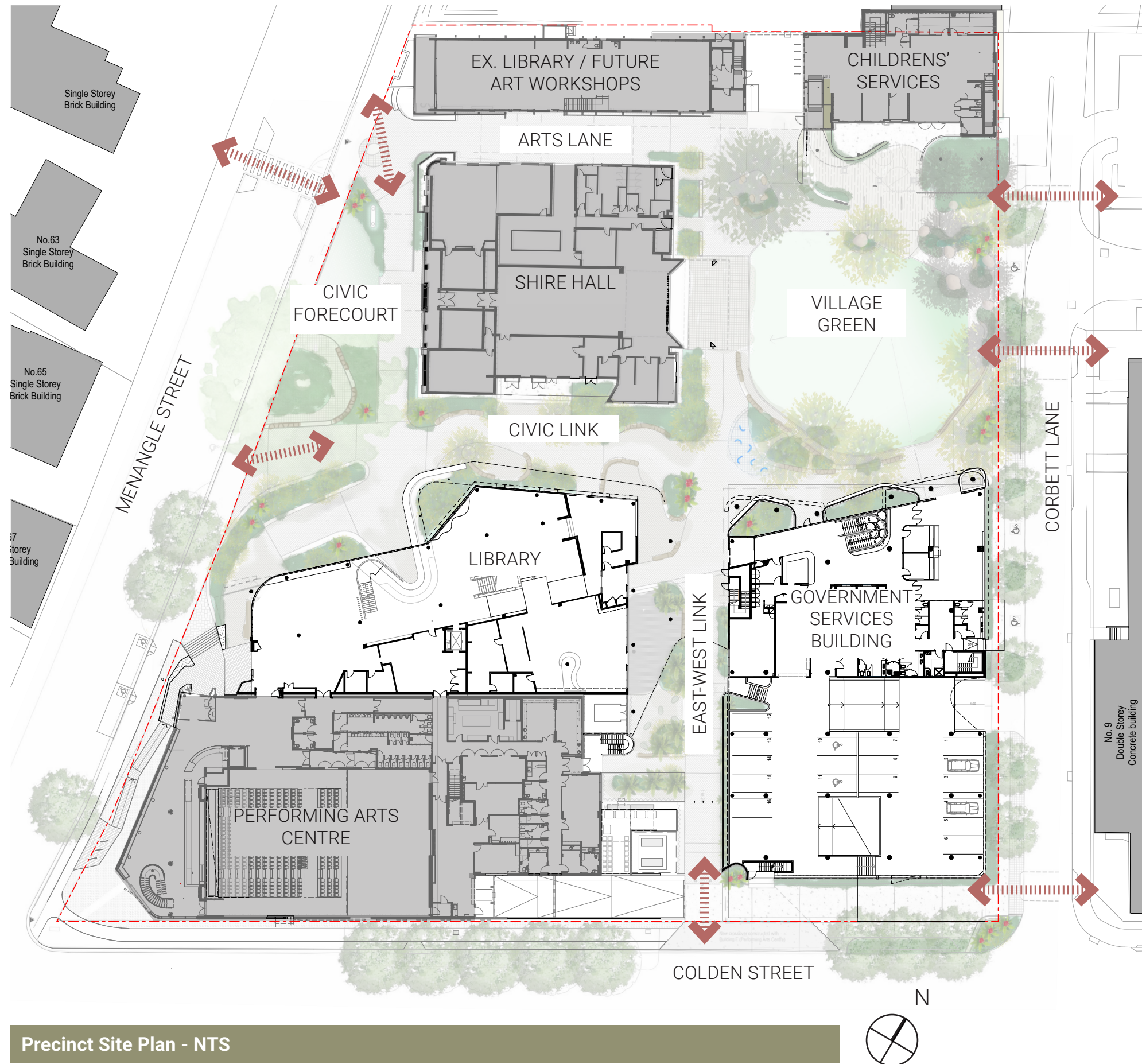
Biggiewan is a scared totem animal for the local Gundungarra peoples. As a totem the Gundungarra peoples how special relationships to the water dragon and protect them through ceremony and other reciprocal caretaking responsibilities.

Across this Country Biggiewan can still be seen today sunbaking on trees and rocks along water edges.

Water, group gathering, texture of scales

DESIGN RESPONSE

Precinct Site Plan



Precinct Site Plan - NTS

6.3 Precinct Connections & Site Plan

The successful implementation of the Master Plan relies upon the quality of the public realm components and the interface they create between the buildings on site.

Laneways created between the Shire Hall and Library (Civic Link) and Library and GSB (East-West Link) have been imagined as more than pedestrian thoroughfares. Built form has been reduced from the Master Plan in order to give back to the public space. Laneways provide a range of spaces for gathering, ranging from spill out for formal events such as Author Talks and Speakers Corner, to more intimate spaces for small gatherings or solo contemplation. The cultural value of Mana - spaces for gathering, is a site wide design influence.

Building form along these spaces is punctuated by scalloped insets to provide relief from rectilinear form and assist in the creation of façades that are more in keeping with the scale of the surround town centre. Key insets provide opportunity for storytelling and learning, aligning with Marri - Country provides.

These external spaces support the internal building activities and functions. Demarcation of areas for internal functions and meaningful outdoor public space becomes blurred in several areas, where permeable indoor / outdoor connections allow for flexibility of use and greater activation.

Laneways also serve to provide a transition experience as visitors move from the external streetscape to the Village Green. Civic Lane and Eastwest Link converge at the edge of the Village Green, with this significant location identified as an opportunity for a major public artwork (refer previous page).

The Village Green orients itself to the outdoor performance space of the Shire Hall rear extension. The northern edges of the large grassed flexible space are blended with the hard surfaces bordering Corbett Lane and the Childrens' Services Building, whilst the southern edge is delineated by a sandstone seat and vegetation which allows gentle transition of levels from Corbett Lane to the Shire Hall.

DESIGN RESPONSE

Precinct Connections



Example of pivot gates in various stages of opening



Village Green Plan

6.3.1 Childrens' Services Interface

The existing fence of the Childrens' Services Buildings will be removed as part of the works, and the ground floor plane extended to merge with the Village Green. A new barrier will be constructed, containing a series of corten steel gates with pivot connections. In the closed position, the gates secure the extended ground floor courtyard of the Childrens' Services Building, which operates Monday to Friday. On weekends, when the building is not in use, the gates can be opened, allowing use of the courtyard by the public.

The interface between the Village Green and Childrens' Services is strengthened through the placement of a Port Jackson Fig, or Learning Tree in local indigenous culture. The Learning Tree provides shelter and a place for gathering, and once grown will become a significant tree of the Precinct.

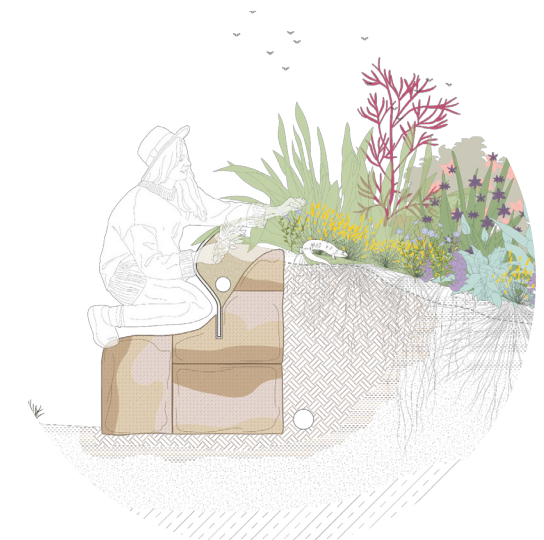
A proposed dry pebble creek bed is also located nearby, providing an ephemeral representation of Wollondilly's water story and an opportunity for play and discovery.



Key Plan



Connection to Country - Caring for Water



Accessibility - Physical, senses, neurodivergent



Blending of hard & soft landscaping



Laser cut screening - opportunity for totems

DESIGN RESPONSE

Precinct Connections

6.3.2 Level 1 Site Plan

The Site Plan for Level 1 indicates key pedestrian connections, including building entries and overflow from indoor activity spaces. Wayfinding will be influenced by precinct markets, proposed to be in form of gynea lilies.



KEY

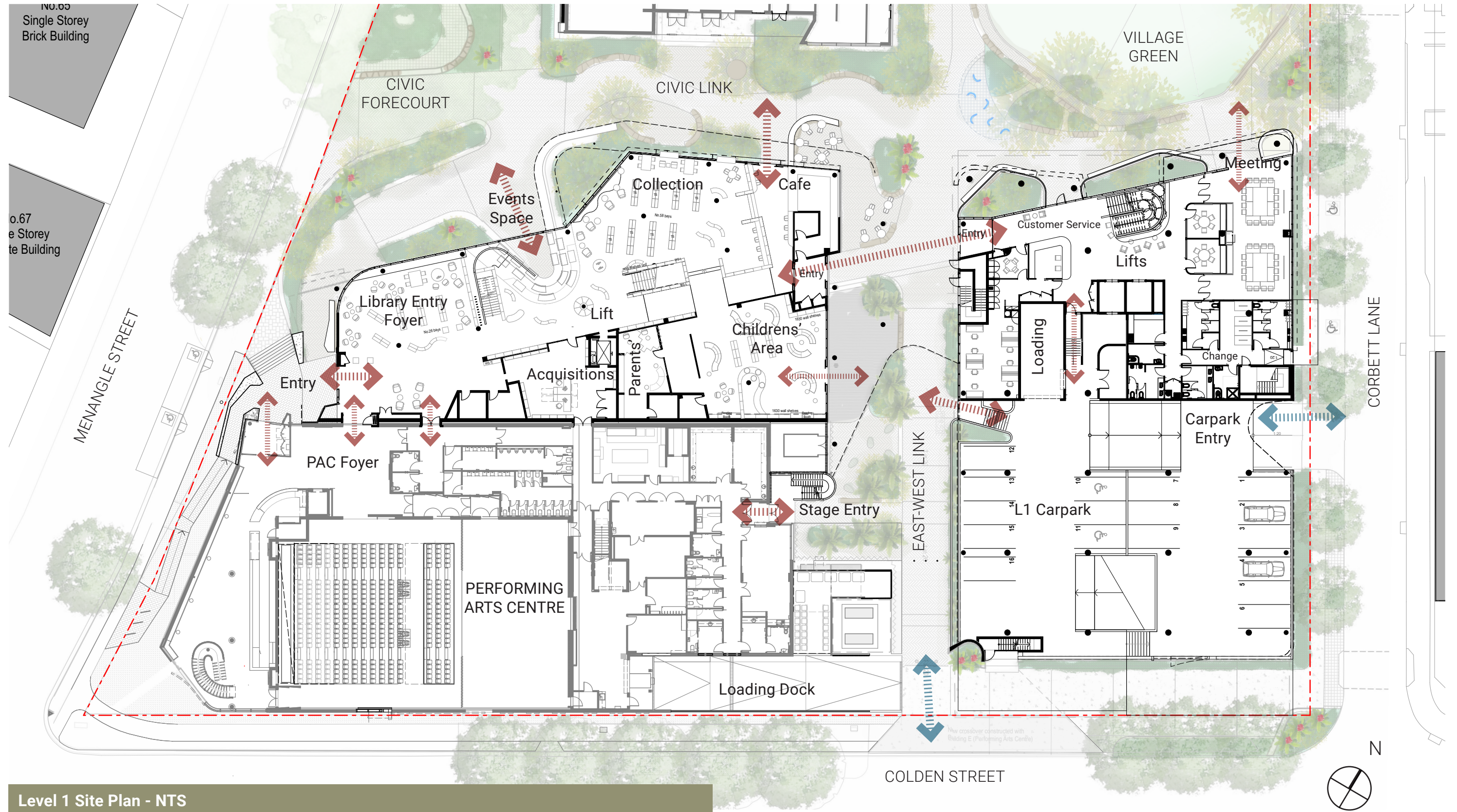
Precinct markers (Gynea Lily)



Pedestrian connections



Vehicle entry



Level 1 Site Plan - NTS

DESIGN RESPONSE

Precinct Connections

6.3.3 Level 2 Site Plan

Pedestrian connections and the interface between Library PAC and GSB are demonstrated on the Level 2 Site Plan. Key vantage points are also identified, with internal spaces oriented to maximise views.



Level 2 Site Plan - NTS

DESIGN RESPONSE

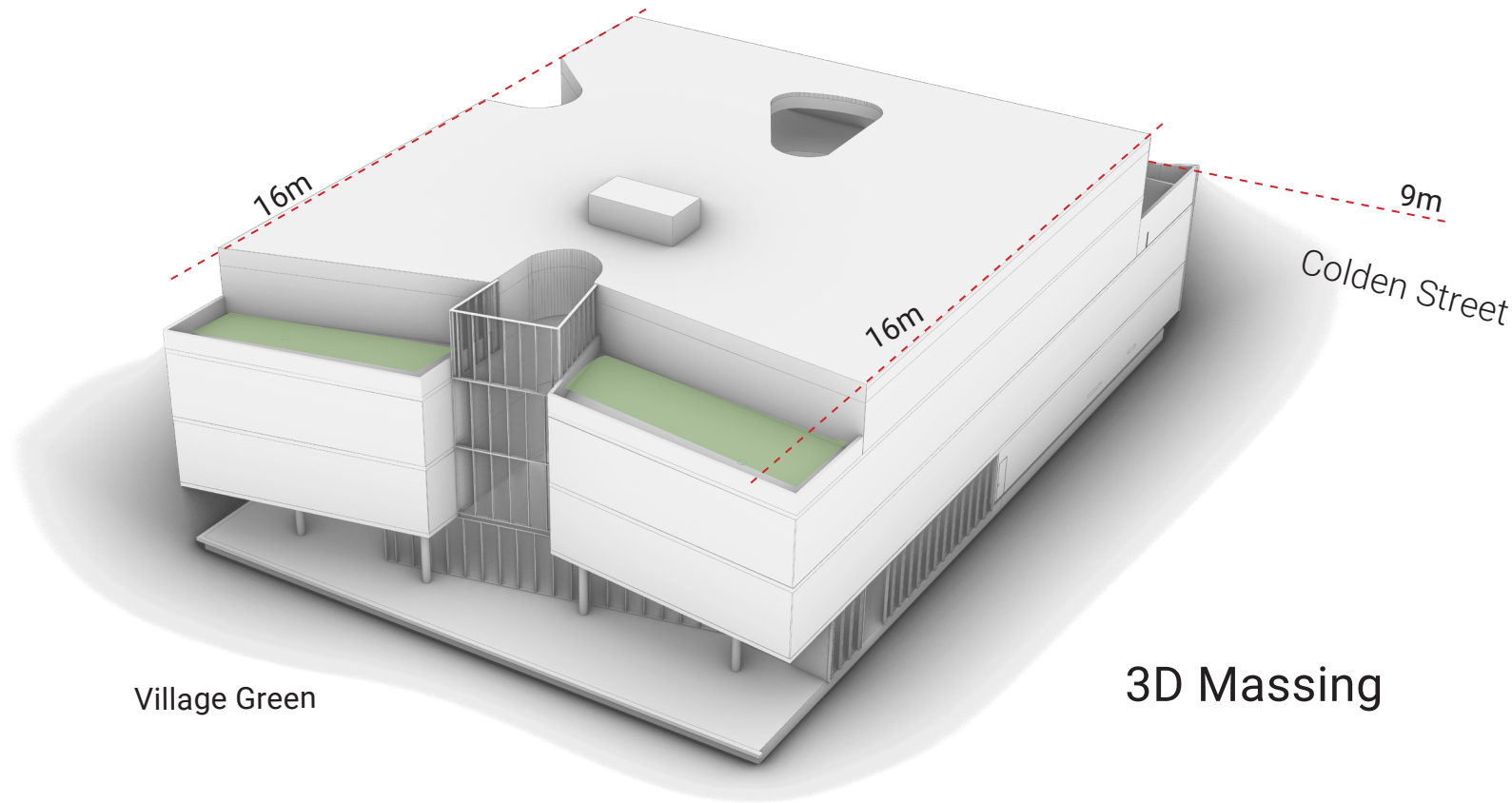
6.4 Government Services Building

6.4.1 Regulatory Controls

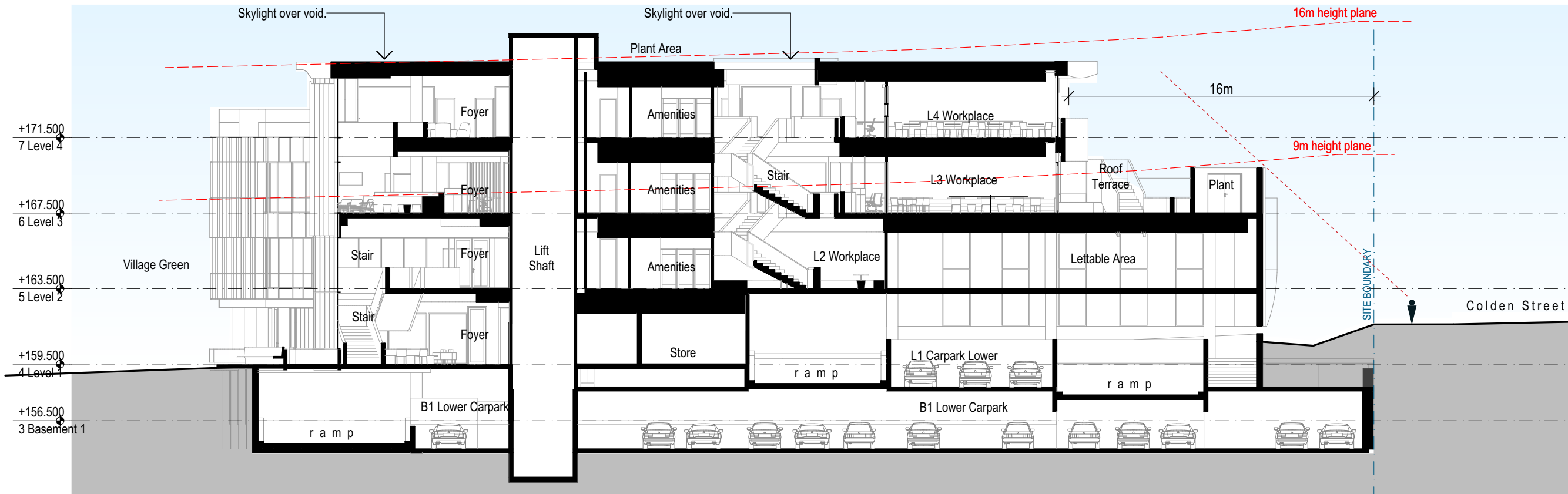
Wollondilly's Local Environmental Plan (LEP) and Development Control Plan (DCP) govern the regulatory controls applicable to the site. The table below summarises the key drivers for the massing of the Government Services Building.

Refer to Chapter 8 of this report for further information on Town Planning issues.

Control	LEP / DCP	Design Proposal
Height Limit	16m GSB	16m GSB
	(9m at Colden St)	(9m at Colden St)
	9m Library	9m Library
GFA	5925m2 GSB	5070m2 GSB
	4000m2 Library	2700m2 Library
Setback	0m Colden Street	6m Colden Street
	(12m upper levels)	(16m upper levels)
	0m Corbett Lane	1.8m Corbett Lane
	4m Menangle St	4m Menangle St
	(2m awning)	(2m awning)



Level 4	1,100m ²
Level 3	1,400m ²
Level 2	1,700m ²
Level 1 (ground)	1,500m ²
Basement	2,100m ²
Total Floor Area	7,800m²



DESIGN RESPONSE

Government Services Building

6.4.2 Building Form and Material Palette

The Government Services Building addresses the Village Green. Whilst it is four storeys high, the upper level is set back to reduce the dominance of the building over the public space. The ground floor facade is also recessed, to create shelter along the pedestrian corridor. The ground floor facade is predominantly glazed, and along with a full height central glazed curtain wall seeks to create an openness

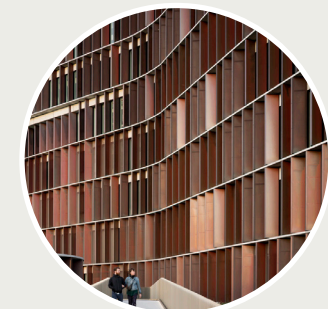
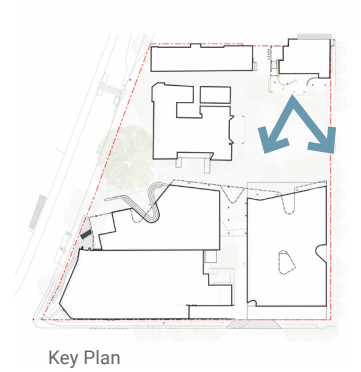
and transparency between the building and its surrounds, projecting its civic nature. Movement within the public spaces on Level 1 and 2 of the building, and staff spaces on Level 3 can be viewed from the Village Green, activating the facade.

Aluminium cladding, custom powder coated, clads Level 2 and 3, with integrated aluminium fins providing articulation and sun-shading. The fins are proposed to consist of three colours, indicative of the colours found in the variation of the Shire Hall

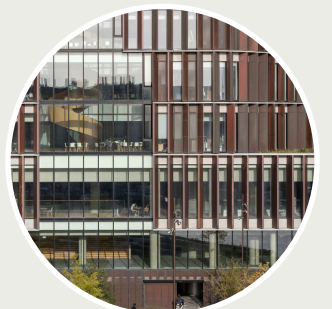
brickwork. Corners of the building are curved, referencing the arches of the Shire Hall elevation and softening the building's presence to the Village Green and streetscape.

Overhanging planting from upper level roof terraces further softens the hard edges.

Sandstone and hardwood timber elements are prominent within the landscape, responding to strong community sentiment .



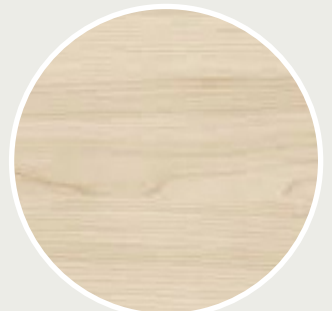
Aluminium screening



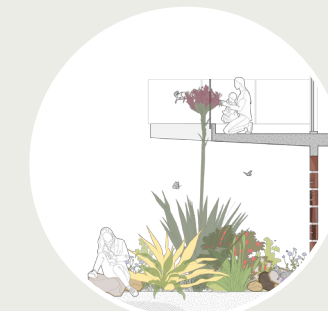
Curtain wall glazing



Sandstone retaining walls



Timber internal linings



Storytelling



Native planting

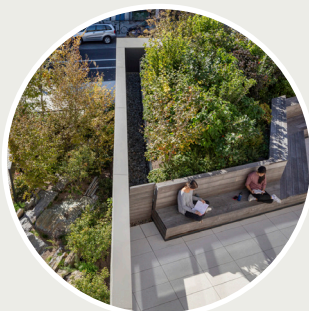
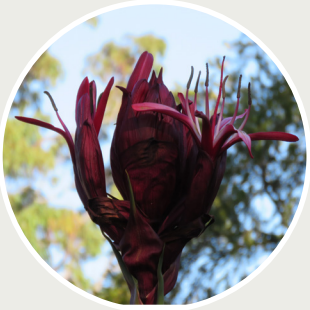
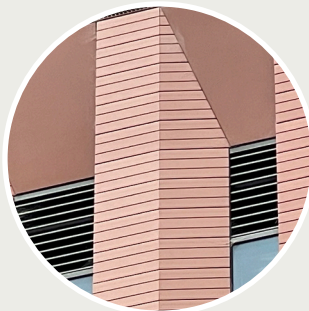
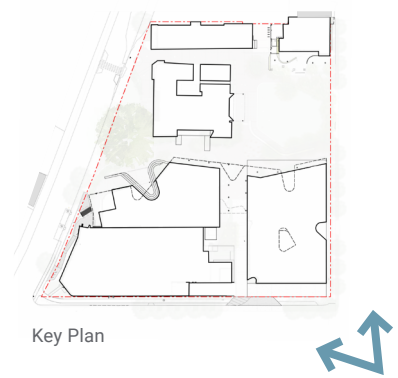
DESIGN RESPONSE

Government Services Building

The Colden Street frontage of the Government Services Building is the rear of the building. To preserve view corridors along Colden Street from Menangle Street, the upper two levels have been set back 16m from the site boundary. The Level 1 carpark, Level 2 office space and Level 3 roof terrace are contained within the 9m height limit, reducing the perceived bulk of the building at the human scale.

Whilst it is the rear of the building, a civic appearance is still required. The architectural language changes to create vertical panels with deep, contrasting reveals. Curved cutaways reference back to the Performing Arts Centre, allowing views into the building and out to nearby hills. Terracotta tile cladding is proposed to these vertical panels, in a vertical stretcher bond pattern. The scale and layout of

the tiles is reflective of brickwork, referencing the finer grain of Picton's town centre. The use of gymea lilies as precinct markers is continued along the street frontage, with further streetscape planting softening the hardstand required for manoeuvring of theatre trucks accessing the PAC loading dock.



DESIGN RESPONSE

Government Services Building

6.4.3 Response to Brief & Floor Plans

The proposed layout has been developed to meet the functional requirements. The floor plans are shown on the following pages.

The ground floor of GSB accommodates the Customer Service Team, for ease of access to the public areas of the building. A series of meeting rooms, with associated plating kitchen and amenities are also accommodated.

A generous public stair (or lift access) connects to the Level 2 public foyer, providing access to additional meeting rooms, as well the lettable area and Council workspace proposed for the Shire Services Team.

Legend

- Team zone
- Informal work & Collaboration
- Do not disturb zone
- Secure Entry



Level 1 Floor Plan - NTS

Level 1 Summary

Council Workspace	
Item	Qty
Workstation	8
Tea point	1
Printing hub	1

Public Foyer	
Item	Qty
16p meeting room	2
6p meeting room	2
4p meeting room	1
Kiosk	2

Level 2 Summary

Council Workspace	
Item	Qty
Workstation	24
Office/4p meeting room	1
3p meeting room	1
VC meeting room	1
Phone booth	2
Brainstorm	2
Tea point	1
Printing hub	1
Lockers	24

Public Foyer	
Item	Qty
8p meeting room	1
6p meeting room	1
4p meeting room	3
2p meeting room	1



Level 2 Floor Plan - NTS

DESIGN RESPONSE

Government Services Building

Level 3 and Level 4 of the Government Services Building are dedicated Council floors. Shire Futures teams are proposed to be located on Level 3. Level 4 accommodates Shire Connections and the Finance teams, as well as the CEO & Councillor Suite.

Both levels connect to the Shire Services team on Level 2 via an internal atrium and staircase, and allow for future expansion into the lettable area that retains this physical and visual connection. Refer to the GSB Return Brief Chapter of this report for the proposed detail of the CEO & Councillor Suite.



Level 3 Floor Plan - NTS

Proposed Staff Program 2030 - Level 3

	No. of Staff in GSC 2030
Shire Futures	128
Sustainable Growth	26
Development Service	42
Health & Regulatory Services	27
Business Investment	3
Assets, Transport & Engineering	30
Finance	23
Total Staff No.	151

Proposed Staff Program 2030 - Level 4

	Total Staff No. in GSC 2030
Shire Connections	87
People & Culture	11
Customer Services (L1)	13
IT	26
General Counsel	2
Engagement & Performance	18
Governance, Integrity & Ethics	12
Property	5
Councillor & CEO suite	12
Total staff No.	99





Level 3 Summary

Item	Qty
Workstation	104
Office	2
8p meeting room	1
6p meeting room	1
4p meeting room	3
2p meeting room	2
VC meeting room	4
Phone Booth	3
Booth	5
Brainstorm	3
Tea point	2
Printing hub	2
Breakout	1
Multifaith room	1
Store room	1
Lockers	76

Level 4 Summary

Item	Qty
Workstation	56
Office	1
6p meeting room	2
4p meeting room	2
2p meeting room	3
VC meeting room	1
Phone booth	1
Brainstorm	2
Booth	2
Kitchenette	1
Tea point	1
Printing Hub	2
Wellness & breastfeeding room	1
Comms room	1
UPS	1
Lockers	56

Legend

-  Team zone
-  Informal work & Collaboration
-  Do not disturb zone
-  Secure Entry



Level 4 Floor Plan - NTS

DESIGN RESPONSE

6.5 Library

6.5.1 Building Form & Material Palette

The Library physically and visually connects with the PAC along the Menangle Street frontage.

This visual connection is achieved through a continuation of form and materiality. Along Menangle St, the PAC facade consists of a series of blade walls clad in white aluminium shingles, punctuated by bronze framed curtain wall glazing. Bronze cladding extends to line reveals and fascia.

The Library facade stitches into the existing site expression through the repetition of a blade wall, and continuation of the shingle cladding at the junction point. Bronze fascia treatment continues at the upper level of the Library, whilst on the ground plane, the cantilevered entry awning of the PAC is extended over the Library entrance, reading as a single connecting element.

Timber soffitt lining introduces warmth via use of natural

materials, which is further enhanced by the sandstone retaining walls of the forecourt.

Glazed elements reflecting the established language of the adjacent mullions and transoms creates a transparent facade, assisting with street activation. Increased visibility through to the flexible Library foyer space allows potential for after hours access, as well as creating a welcoming appearance from the public realm.



Key Plan



Menangle Street View



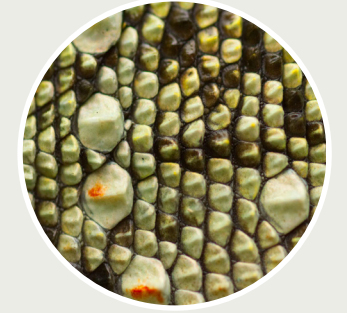
Existing site expression



Existing site expression



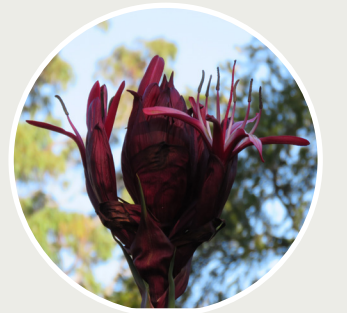
Curtain wall glazing



Totem Skin Groups



Clay brick paving



Precinct markers

DESIGN RESPONSE

Library

Moving away from Menangle Street, the Library facade begins to merge with that of the Government Services Building. At the upper level, the language of the vertical aluminium fins and cladding is continued, allowing the buildings to read as one.

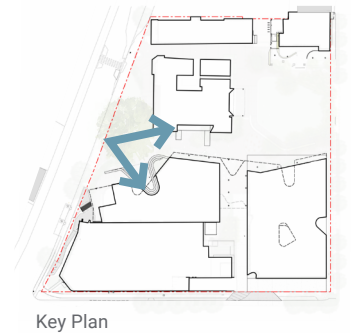
At the ground plane, full height glazing provides connectivity between the Library's main collection and reading spaces with the external spaces of the Civic Link.

In the render below, the effect of the increased setback between the Library and the Shire Hall becomes apparent, with the two storey Library form pulled back in order avoid dominating the single storey Hall. Additional width in the public realm allows places for gathering, including the main events space of the Library, seen in the foreground of the render.

Reference to the Shire Hall brickwork is made via the introduction of similarly toned bricks forming up a tiered seat.

The seating continues internally, blending the boundaries between indoor and outdoor areas of the Library. The curvature of the seat is reflected in an awning over, with a bronze aluminium fascia and timber soffitt lining continuing the design language already established on site.

The awning assists in the readability of the Library facade, through addressing the pedestrian scale.



Key Plan



Civic Link View



Mana

A Gathering Place



Marri

Country Provides



Yandembo

Peaceful togetherness



bangawarra



Connecting with Country Cultural Values

DESIGN RESPONSE

Library

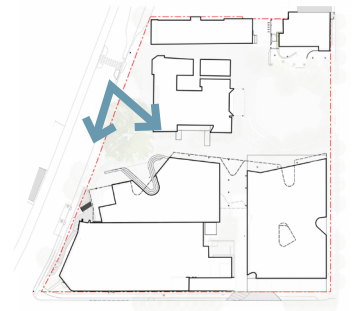
To allow the Library to address the connections to both the PAC and GSB via a continuation of the differing facade treatments, a break in the facade becomes necessary.

At the double height events space of the Library, a glazed curtain wall provides a physical and visual break. This is reminiscent of the successful approaches observed in the precedent studies and on the study tour.

The extensive use of glass in this location, where the Library is viewed concurrently with the main facade of the Shire Hall, replicates the deference shown by the Commonwealth Bank offices to the adjacent locomotive workshops.

The events space with its operable glazed lift up door, directly addresses the newly created Civic Forecourt through creation of an axis with the existing Camphor Laurel tree.

Together with the Shire Hall facade, the Library forms the edge of this important public space. Sandstone walling edges the pedestrian pathways and doubles as seating, with proposed clay brick paving used as the connecting element along the ground plane.



Key Plan



Shire Hall View



Existing site expression



Existing site expression



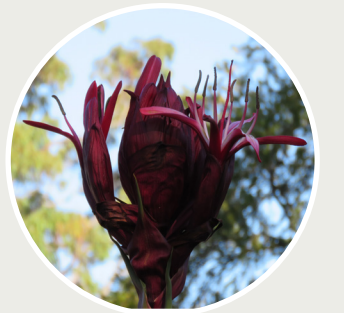
Aluminium screening



Natural materials



Clay brick paving



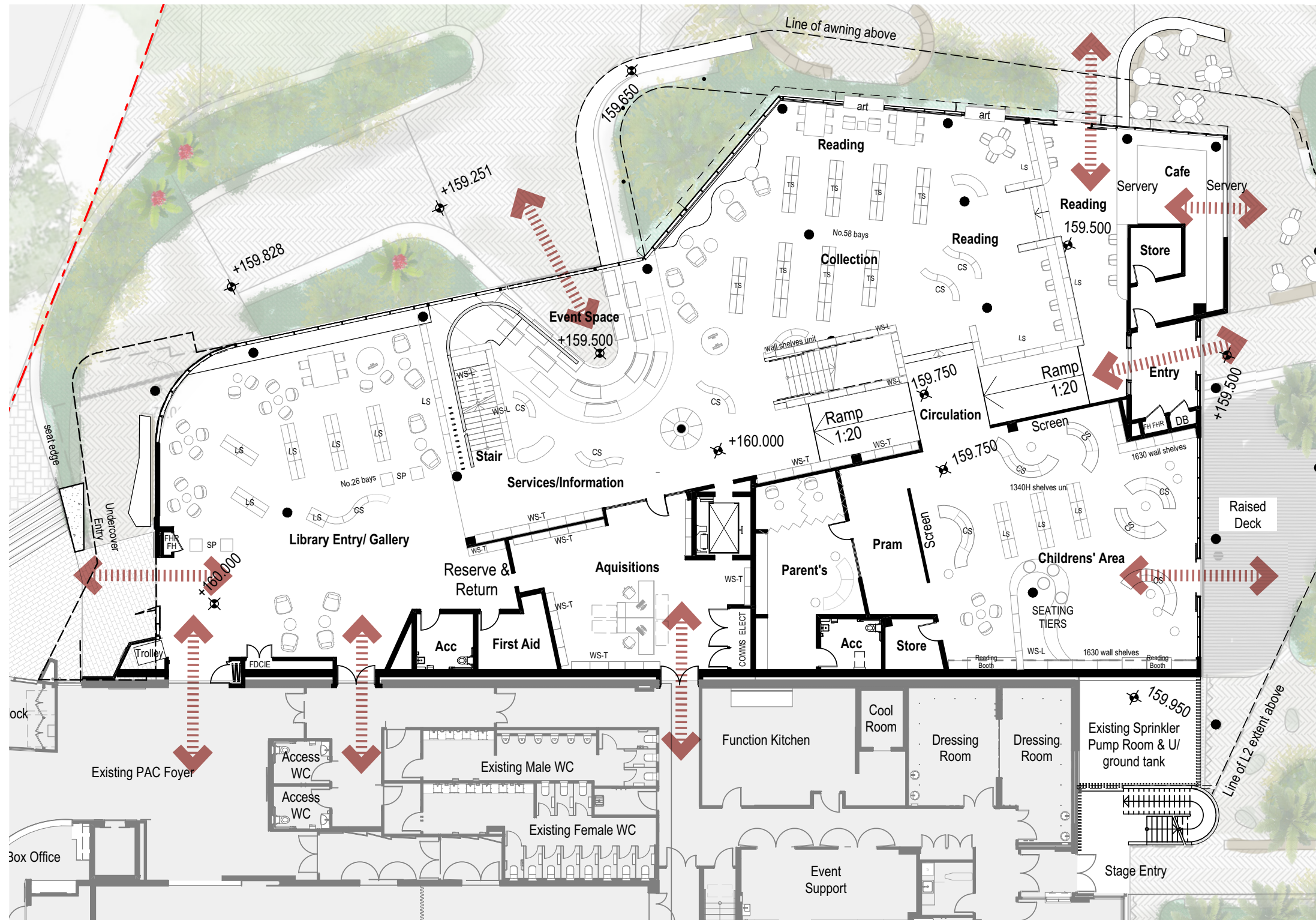
Precinct markers

DESIGN RESPONSE

Library

6.5.2 Response to Brief / Floor Plans

The proposed layout has been developed to meet the functional requirements. The floor plans are shown on the following pages.



Library - Level 1

The primary entrance to the Library is accessed via from Menangle Street, the site's primary frontage. The Library Entrance Foyer forms a large, flexible space with strong visual connections to the street, that can be closed off from the PAC and remainder of the Library for afterhours access. Here, library patrons can access quickpicks and magazines, as well as the returns and holds shelf and utilise overflow reading space. A First Aid Room serving the Precinct has also been located within this main entry foyer.

Adjacent to the foyer is the first concierge style help-desk, located to be visible from any point along the main circulation spine. Further along the circulation spine, the Library opens up to a tiered events space and general collection & reading area. Stair and lift access connect up to Level 2, whilst Back of House Operations are contained within the Acquisitions Room.

Secondary entrances to the Library are located at its northern end, providing access to the Government Services Building and the Cafe. The main cafe serving interface shall be to the external covered area below the bridge link, opening up opportunity for after hours operation. Limited internal cafe seating is provided.

The Childrens area of the Library is located off the secondary entrance, close to the Cafe but separate to the main collection area. It accommodates a Parent's Room with toilet facilities, as well as Pram Storage and a small tiered area for storytime.

An operable facade allows the glazing to open up and connect to the adjacent courtyard within the East-West Link for use in occasional event mode.



An informal work area occupies the remainder of the Bridge Link, overlooking the East-West Link and Children's courtyard. Bookable meeting rooms open onto this space, that can also be utilised by Library Staff, whose workroom is located to the rear of the PAC.