



REVIEW COMMITTEE – CURRENT LIBRARY BUILDING

21 January 2025



COMMUNITY STRATEGIC PLAN 2018-2028

ONE – CENTRAL COAST IS THE COMMUNITY STRATEGIC PLAN (CSP) FOR THE CENTRAL COAST LOCAL GOVERNMENT AREA

ONE – CENTRAL COAST DEFINES THE COMMUNITY'S VISION AND IS OUR ROADMAP FOR THE FUTURE

ONE – CENTRAL COAST BRINGS TOGETHER EXTENSIVE COMMUNITY FEEDBACK TO SET KEY DIRECTIONS AND PRIORITIES

One - Central Coast will shape and inform Council's business activities, future plans, services and expenditure. Where actions are the responsibility of other organisations, sectors and groups to deliver, Council will work with key partners to advocate on behalf of our community.

Ultimately, every one of us who live on the Central Coast has an opportunity and responsibility to create a sustainable future from which we can all benefit. Working together we can make a difference.

RESPONSIBLE

WE'RE A RESPONSIBLE COUNCIL AND COMMUNITY, COMMITTED TO BUILDING STRONG RELATIONSHIPS AND DELIVERING A GREAT CUSTOMER EXPERIENCE IN ALL OUR INTERACTIONS.

We value transparent and meaningful communication and use community feedback to drive strategic decision making and expenditure, particularly around the delivery of essential infrastructure projects that increase the safety, liveability and sustainability of our region. We're taking a strategic approach to ensure our planning and development processes are sustainable and accessible and are designed to preserve the unique character of the coast.

 **Good governance and great partnerships**

G2 Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making

There are 5 themes, 12 focus areas and 48 objectives

COMMUNITY STRATEGIC PLAN 2018-2028 FRAMEWORK

All council reports contained within the Business Paper are now aligned to the Community Strategic Plan. Each report will contain a cross reference to a Theme, Focus Area and Objective within the framework of the Plan.



Meeting Notice

**The Review Committee – Current Library Building
of Central Coast Council
will be held at Gosford Library,
118 Donnison St, Gosford NSW 2250,
on Tuesday 21 January 2025 at 6:00pm,
for the transaction of the business listed below:**

1 Reports

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Mel Smith
Co-ordinator

1.1 INTRODUCTION: WELCOME, ACKNOWLEDGEMENT OF COUNTRY, APOLOGIES

Co-ordinator

Item No: 1.2
Title: Disclosures of Interest
Department: Corporate Services

21 January 2025 Review Committee – Current Library Building

Reference: F2018/00220 - D16603623



Chapter 14 of the *Local Government Act 1993* ("LG Act") regulates the way in which the councillors and relevant staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public functions.

Section 451 of the LG Act states:

- "(1) A councillor or a member of a council committee who has a pecuniary interest in any matter with which the council is concerned and who is present at a meeting of the council or committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.*
- (2) The councillor or member must not be present at, or in sight of, the meeting of the council or committee:*
 - (a) at any time during which the matter is being considered or discussed by the council or committee, or*
 - (b) at any time during which the council or committee is voting on any question in relation to the matter.*
- (3) For the removal of doubt, a councillor or a member of a council committee is not prevented by this section from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or member has an interest in the matter of a kind referred to in section 448.*
- (4) Subsections (1) and (2) do not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting, if:*
 - (a) the matter is a proposal relating to:*
 - (i) the making of a principal environmental planning instrument applying to the whole or a significant part of the council's area, or*
 - (ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant part of the council's area, and*

1.2 Disclosures of Interest (cont'd)

- (a1) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under section 443) in that person's principal place of residence, and*
 - (b) the councillor made a special disclosure under this section in relation to the interest before the commencement of the meeting.*
- (5) The special disclosure of the pecuniary interest must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and must:*
- (a) be in the form prescribed by the regulations, and*
 - (b) contain the information required by the regulations."*

Further, the Code of Conduct adopted by Council applies to all councillors and staff. The Code relevantly provides that if a councillor or staff have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed as well as providing for a number of ways in which a non-pecuniary conflicts of interests might be managed.

Recommendation

That Committee members and staff now disclose any conflicts of interest in matters under consideration at this meeting.



Item No: 1.3
Title: Existing Gosford Library Building Review Panel - Progress Report One (1)
Department: Community and Recreation Services

21 January 2025 Review Committee – Current Library Building

Reference: F2022/00814 - D16600116
Author: Beth Burgess, Unit Manager Community and Culture
Manager: Phil Cantillon, Acting Director Community and Recreation Services
Executive: Boris Bolgoff, Director Infrastructure Services

Recommendation

That the Panel notes the information provided to the Existing Gosford Library Building Review Panel

Report purpose

To provide the Existing Gosford Library Building Review Panel an update on progress and actions following the Council resolution on 10 December 2024. The progress report provides the high-level consultants findings and further assessment recommendations, and community opportunities for its ongoing use and other potential opportunities.

Executive Summary

The report provides an update on progress and actions following the Council resolution on 10 December 2024. Consultants have been engaged to provide a summary of the works needed and associated costings for the library building.

This Gosford Library Building Review report identifies the eleven (11) specialist consultant reports that would be required to adequately scope works required to the existing Gosford Library to align it with current best practice, current Codes and Standards. It is forecast that this specialist advice and the collation of this advice would cost approximately \$150,000. Further to these specialist consultant costs, a high-level estimate of up to \$4.275M would be required for rectification and compliance works.

The progress report also provides information regarding community opportunities for its ongoing use, and other potential uses from Council's community facilities team.

1.3 Existing Gosford Library Building Review Panel - Progress Report One (1) (cont'd)

Background

On 26 September 2023, Council resolved the demolition of the existing Gosford Library with the new Gosford Regional Library due to open in 2025, with the following resolution:

159/23

- 1 *That Council adopt the Kibble Park Place Plan (Attachment 1) and Kibble Park Concept Plan. (Attachment 2).*
- 2 *That Council prepare documentation and obtain relevant approvals to demolish the existing Gosford Library in March 2025 post the opening of the Gosford Regional Library, to expand the public open space in the Gosford CBD.*

On 26 November 2024, a Notice of Motion - Review of Proposed Demolition of the Gosford Library Building was proposed with the following resolutions:

- 481/24 *That Council conducts a review into the proposed demolition of the Gosford Library Building slated to occur in the first half of 2025 and that during this review any pre-demolition planning, site preparation or actual demolition is halted.*
- 482/24 *That the review cover:*
a) Heritage value,
b) Community opportunities for its' ongoing use, and
c) Environmental benefits of its' preservation.
- 483/24 *That interested Councillors lead a review panel with support from relevant Council Officers.*
- 484/24 *That the review includes consultation with The National Trust of Australia, the Australian Institute of Architects and Central Coast historian Merrill Jackson OAM and accepts public submissions.*
- 485/24 *That a report of the review be included in the Business Paper of the March 2025 meeting for consideration by Councillors.*
- 486/24 *That the Chief Executive Officer provide a summary on Costs to bring the building up to current National Construction Code requirements including:*
i. Disability access.
ii. Ongoing maintenance costs
iii. Safety by design principles
iv. Heritage significance
v. Any other compliance/constraints

1.3 Existing Gosford Library Building Review Panel - Progress Report One (1) (cont'd)

On 10 December 2024, a Notice of Motion - Formation of Review Panel - Existing Gosford Library Building was proposed with the following resolutions:

- 1 *That Council notes that at the 26 November Council meeting it was resolved "That interested Councillors lead a review panel with support from relevant Council Officers".*
- 2 *That Councillors nominate at this meeting - 10 December 2024.*
- 3 *That any Councillor who indicates interest by raising their hand is appointed a member of the review panel.*
- 4 *That the first meeting of the panel be held during the week beginning Monday 16 December 2024.*

Additionally on 10 December 2024, the following resolution for the Existing Gosford Library Building - Appointment of Review Panel was adopted.

- 526/24 *That Council appoints 6 Councillors including Crs McWaide (as Chair), Daniels and Stanton to the Review Committee – Current Library Building.*
- 527/24 *That Council adopts the attached terms of reference.*
- 528/24 *That the meetings of the Review Panel take place at the existing Library building if there is space available.*

The Terms of Reference for the Review Panel include a purpose and scope. The Existing Gosford Library Review Panel is responsible for leading a review into the proposed demolition of the Gosford Library building with support from relevant Council Officers. The review will assess the following heads of consideration:

- a) Heritage value,
- b) Community opportunities for the building's ongoing use,
- c) Works required to allow the intended use and estimated costs,
- d) Ongoing maintenance and depreciation costs,
- e) Disability access,
- f) Environmental impacts of its preservation or demolition,
- g) The impacts of retention or demolition on the long-term use of Kibble Park, in the context of ongoing urban consolidation in Gosford,
- h) Safety by design principles,
- i) Parkhouse retention/demolition, and
- j) Any other compliance/constraints.

1.3 Existing Gosford Library Building Review Panel - Progress Report One (1) (cont'd)

The Panel will review existing documentation and specialist reports and work with relevant Council officers to inform the recommendations for the March 2025 Council report.

Current Status

In December 2024, Council staff engaged COMPLETE Urban as the lead consultant to provide information and advice on what building assessments would be required to fully review the condition of the building. The consultant has proven experience across library, community, and civic projects, including audits, assessments, and detailed designs for various councils in NSW and QLD. They also have in-house multidisciplinary design teams with expertise in Architecture, Engineering, and Project Management, and a strong track record of delivering library and community facility projects.

The cost of the initial engagement was \$11,000 and covers the following deliverables.

- understand current building use and any deficiencies,
- undertake a guided site inspection to review building condition and compliance issues of the existing Gosford Library,
- develop a high-level building condition report and review of the construction of the building considering potential future use and applicable National Construction Code (NCC) requirements,
- include review and consideration of Safety in Design (SiD), Crime Prevention Through Environmental Design (CPTED) and Disability Discrimination Act (DDA) requirements of building condition and compliance with respect to future use,
- identify specialist consultant(s) required to provide detailed professional advice along with an accompanying cost estimate for determining the actions required to rectify any deficiencies identified, and
- undertake a high-level cost estimate of construction costs for undertaking any works identified.

The consultants have provided the following advice within the draft Gosford Library Building Review report (Executive Summary) - 20 December 2024.

- The Gosford Library is located within Kibble Park in the Gosford CBD. Kibble Park provides high quality public space for the community and visitors.
- The Gosford Library was constructed as a special purpose building in 1969 and has been subject to some minor alterations and re-purposing throughout its operational life.
- Central Coast Council approved the construction of the new Gosford Regional Library, on a site opposite the existing Gosford Library, in June 2023 and it is expected to open to the public in the second half of 2025. With the opening of the new Gosford Regional Library, Central Coast Council must consider how to best utilise the existing Gosford Library site for the benefit of the community and within the existing Kibble Park Plan of Management 2008.

1.3 Existing Gosford Library Building Review Panel - Progress Report One (1) (cont'd)

- The existing Gosford Library has been well maintained throughout its operational period, however several areas within the existing facility no longer serve the original purpose and/or have been re-purposed. This has reduced the functionality of the building over time.
- Since the original design and construction of the Gosford Library there have been multiple new standards and codes of practice adopted for buildings. The Gosford Library contains multiple instances of non-compliance with these current Standards and Codes.
- This report identifies the eleven (11) specialist consultant reports that would be required to adequately scope works required to the existing Gosford Library to align it with current best practice, current Codes and Standards. It is forecast that this specialist advice and the collation of this advice would cost approximately \$150,000.
- Further to these specialist consultant costs, a high-level estimate of up to \$4.275M would be required for rectification and compliance Works. Ongoing maintenance costs of approximately \$75,000 per annum would be expected to ensure the existing facility remained at the required operational standard once all improvements are undertaken.

The consultants propose that the following eleven (11) reports are completed, which will allow further due diligence and accuracy of building condition and future costs to be known.

Table 1 – Breakdown of the proposed reports and associated costs.

TYPE OF REPORT	BROAD SCOPE OF REPORT	APPROXIMATE ORDER OF COST
ACCESS	Full access audit against AS1428	\$8-12K
TERMITE	Detailed investigation including removal and replacement of wall linings to allow inspections	\$5-10K
RESTRAINT OF CONCRETE PANELS	Investigation of earthquake and fire rating restraint of concrete panels. Given there are existing drawings a desktop audit may be possible.	\$7-10K
ROOF INSPECTION	Roof timber looks OK but it is unknown if they have water or termite damage.	\$5-8K
NCC BUILDING CODE COMPLIANCE	Full review against current NCC	\$6-10K
SERVICES REPORT	Electrical, mechanical, fire, hydraulic compliance review	\$20 - \$25K
CPTED REPORT	Full CPTED report	\$2-4K
SAFETY IN DESIGN	Full Safety in Design Report	\$4-6K
DRAWINGS	Preparation of dwgs of existing drawings to be used in the above reports	\$10-12K
OPENING UP AND MAKING GOOD	Provisional sum to allow for opening up and making good to match existing for the above reports	\$10-12K
HERITAGE REPORT	Full Heritage report covering cultural, architectural, historical and natural heritage. (Recently the Heritage Council of NSW rejected a proposal for the building to be listed on the State Heritage register and recommended that Council consider whether it should be listed on its local register.)	\$15-20K
TOTAL		\$92- \$129K

Community opportunities for its ongoing use, and other potential uses

Central Coast Council provides a wide range of community facilities which help meet the diverse needs of its residents and provides over 250 community facilities that operate under

1.3 Existing Gosford Library Building Review Panel - Progress Report One (1) (cont'd)

a lease, license, or hire model. In the Gosford CBD, there are the following nine (9) owned Council facilities that are leased, benefitting community groups and services.

Community leased services

- Geoff Wright Cottage- Henry Wheeler Place, Gosford - Aged care service
- Rumbalara Youth Hostel – Henry Wheeler Place, Gosford - Youth support programs
- Coast Shelter – Mann Street, Gosford - Homelessness services and personal support programs
- Gosford Seniors Centre – Albany Street North, Gosford. Seniors' activities operating under a lease from 1 July 2023, also available to the community to hire via tenant.
- Court House Cottage/demountable - 126 Georgina Terrace, Gosford. Conservatorium of Music lease the cottage/demountable - Creative music and performances.
- Parkhouse Building, Kibble Park, Gosford (former café). Fun Haus Factory/ Naughty Noodles lease the building – Creative arts, events, and exhibitions
- Burns Park Building, Burns Park, Gosford - ECS Security/Gosford Chamber/Regional Youth Support Services currently have tenure – various uses and tenants

Commercial leases

- Cubby House Child Care, Henry Wheeler Place, Gosford
- Rumbalara Environment & Education Centre, Donnison Street, Gosford

Halls for hire

- Currently none in Gosford CBD. Closest is Erina Hub and Erina Trust Hall.
- There are numerous meeting rooms for hire proposed in the new Gosford Regional Library.

Across the community facilities portfolio, the most popular usage from both casual and regular hirers can be categorised across the following three activity types:

- 1 **Health and wellbeing.** This provision includes activities such as dance, yoga, meditation, little kickers, low impact fitness and aerobics, and is delivered by a wide range of local groups.
- 2 **Social and celebration.** This includes children's birthday party, family celebrations, resident group meetings, Associations AGM, and interest group meetings. Meetings tend to be held weekly, fortnightly, or monthly depending on the organisation.
- 3 **Educational and learning.** This includes learning a new skill such as first aid course, musical instrument lessons, singing classes, formal courses, and training.

Council accommodates not for profit organisations with office accommodation space who operate their business from the larger community centres (such as Peninsula, Wyong, Blue Haven, Entrance) and they provide vital community services to Central Coast residents.

The range of provision available in a specific community facility largely depends on factors such as the size and number of rooms, appropriate acoustics, type of flooring, parking

1.3 Existing Gosford Library Building Review Panel - Progress Report One (1) (cont'd)

availability, storage space for hirers' equipment, and the facility's location. Many residents prefer to use facilities in their locality, reducing the need for excess travel.

In considering adaptive reuse of the current library building, it would be recommended to have a facility that is flexible and able to benefit many varied groups and activities. To benefit a range of community groups and businesses the space could be redesigned into a multi-purpose community hub with a mix of meeting/activity spaces and commercial spaces to hire for office accommodation. However, there will be large community multi-use hall and meeting rooms in the new regional library, which could provide an oversupply of meeting space.

Additionally, there is space to hire at Council's managed Erina Hub, which is large modern facility, consisting of a youth hub, large activity space and meeting rooms. All three spaces have capacity. Whilst not specifically in Gosford CBD, there is also meeting spaces at Erina Trust Community Hall and Gosford Gallery that both have capacity. Council did develop and manage a Smart Work Hub for a few years, at the Imperial Shopping Centre to cater for businesses and residents wanting to share workspace. This was charged at commercial rates. The lease ended and the space closed during COVID, with plans to reopen within the regional library.

The Entrance Community Centre is a good example of an adapted facility. Previously being an old primary school site, the facility now provides office accommodation and activity spaces to cater for volume and diversity. The model is successful as there are ten separate spaces to hire, under a large site footprint, including men's shed, dance studio, workshop, gallery, office accommodation, meeting/training rooms, outdoor spaces, playground, community café and BBQ's. Whilst this example is on a large footprint, it highlights the benefit of multiple planned areas that are co-located, which can be booked simultaneously and operate separately without disruption.

An alternative model for the adapted old library is to re-design the facility for a specific purpose such as creative industries or demographic such as older people or youth. This could be valuable, though would not benefit the whole of community. It is also questionable if this is needed with other facilities across the region catering for this need.

The main feedback from tenants and the community regarding community facilities is the need for ongoing maintenance to old buildings, lack of parking and accessibility improvements. With Gosford CBD experiencing population growth over the next decade, and numerous accommodation units being constructed, consideration should be made for ensuring adequate community facilities are in place in the future. This was identified as part of the Community Facilities Review and Portfolio Plan in 2021, that reviewed the supply and demand of facilities, with sufficient floorspace provision being in place now and in the future for the Gosford Planning area (including Erina). It is acknowledged that all the current leased facilities in Gosford are old, not contemporary and are approaching the end of their lifecycle. Facilities in the future could be rationalised, with new fit for purpose facilities provided once they need to be replaced and are beyond their asset lifecycle.

1.3 Existing Gosford Library Building Review Panel - Progress Report One (1) (cont'd)

Council's community facilities team are not aware of any unmet demand for community facilities in the Gosford CBD, however, occasionally receive speculative enquires from groups, who would like to be based in the Gosford CBD. Enquires in the last 12-18 months include Regional Youth Support Service (RYSS), Fun Haus Factory and Wyong Neighbourhood Centre. RYSS relocated from the demolished Parkside Building to private premises in Gosford CBD. They submitted an Expression of Interest in 2024 for Councils' vacant Kincumber Youth Centre building and have tenure at Council's owned facilities at Woy Woy grandstand/kiosk, where they currently base their Peninsula services, and utilise Burns Park building. Fun Haus Factory successfully secured private premises in Gosford and utilise the Parkhouse Building. Wyong Neighborhood Centre enquired around the potential of providing services in Gosford when their current commercial lease expires in late 2025.

Any exclusive lease to a community group would require an Expression of interest process, to be fair, and transparent, as all provide valuable services to the community. Fees and tenure would align with Council's Leasing and Licensing Policy.

Stakeholder Engagement

N/A at this stage. The information is for the purpose of the Review Panel.

Financial Considerations

Financial Year (FY) Implications.

The proposal has cost financial implications for the current FY and outer years in the LTFP.

Budget and Long-Term Financial Plan (LTFP) Impact.

The FY adopted budget includes funding for this proposal but the LTFP does not include funding for the ongoing impact and will need to be updated in the next review.

Additionally, considerations of what operational and capital reductions need to occur in the LTFP will need to be considered if the facility was retained.

Link to Community Strategic Plan

Theme 5: Liveable

Goal L: Healthy lifestyle for a growing community

L-L4: Provide equitable, affordable, flexible and co-located community facilities based on community needs.

**1.3 Existing Gosford Library Building Review Panel - Progress Report One
(1) (cont'd)**


Risk Management

Financial risk – there is an ongoing financial risk with the need for further consultant reports and investigations which are currently unfunded.

Critical Dates or Timeframes

A Council report on the update of the Review Panel is expected in March 2025.

Attachments

1	Gosford Library Building Review - Draft Report -  20 December 2024 – Complete Urban	Provided Under Separate Cover	D16600081
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1.4 GENERAL BUSINESS

Attachments

Nil