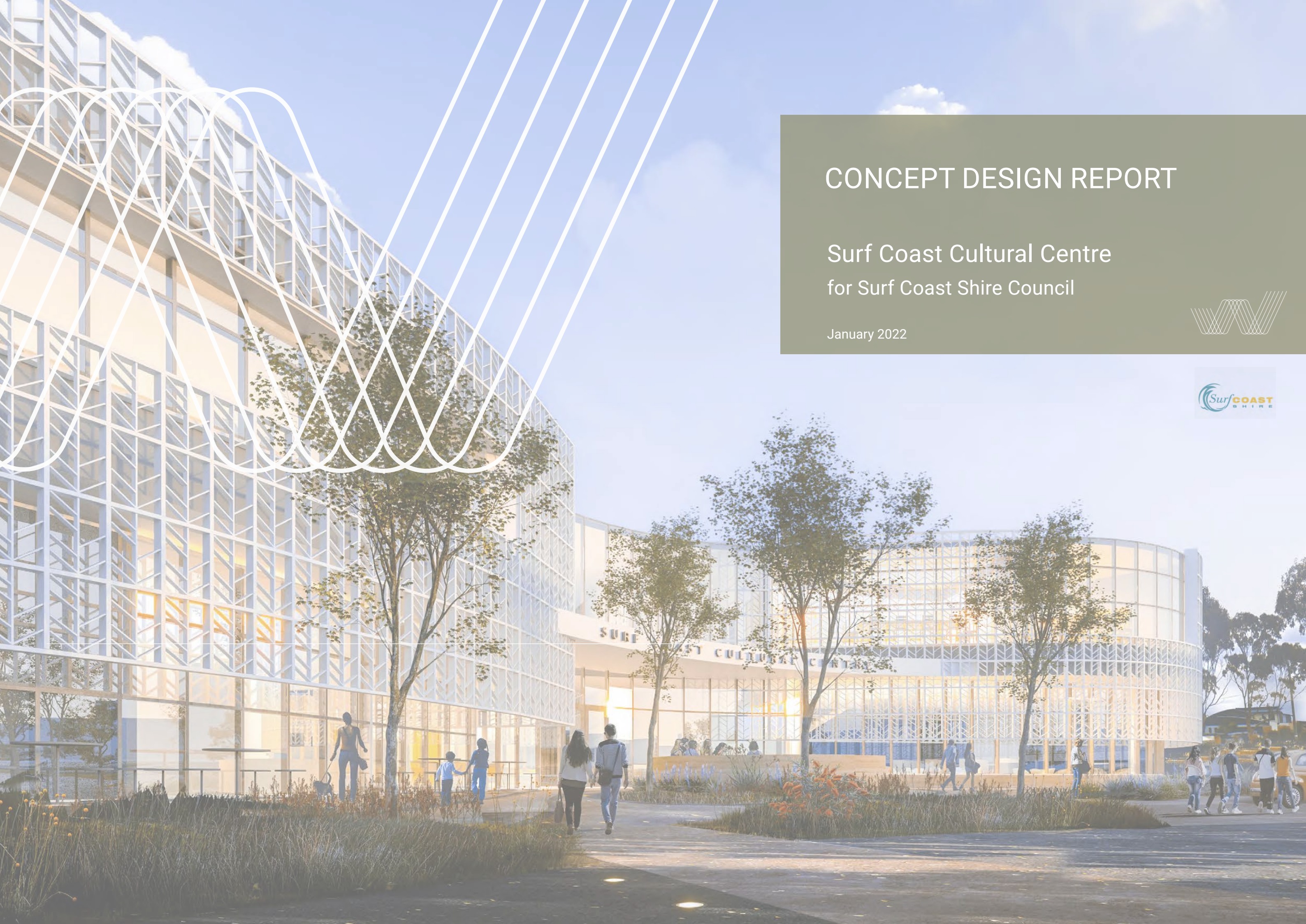


CONCEPT DESIGN REPORT

Surf Coast Cultural Centre
for Surf Coast Shire Council

January 2022





Acknowledgment of country

WRA acknowledges the Wurundjeri people of the Kulin nations as the traditional custodians of the land on which our Melbourne office stands, and the Wadawurrung 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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in association with:

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1 EXECUTIVE SUMMARY

1.1 Project Purpose

In late 2020, Surf Coast Shire (SCS) commissioned a Business Case and Concept Design for an Integrated Cultural facility and Library at 77 Beach Road, Torquay. Williams Ross Architects and Tract Consultants developed the Concept Design in collaboration with Rob Gebert Arts Consultancy and REMPLAN who have completed the Business Case and Cost Benefit Analysis.

This Design report has been prepared in support of, and to be read in conjunction with, the Surf Coast Cultural Centre Business Case.

The project includes:

- Torquay Library
- Torquay Visitor Information Centre (VIC)
- Australian National Surfing Museum (ANSM)
- Performing and Visual Arts facilities
- Surfing Victoria
- Public Realm and Car Parking

The development will transform the Surf City precinct and increase visitation through a visionary integrated cultural and community facility for the Surf Coast Shire community and broader region.

The redevelopment of the ANSM, Library and Cultural facilities is a unique opportunity to add activity to the new centre, creating additional synergies in exhibitions, culture, performing arts, functions, educational programs and community participation.

The concept design celebrates the site and surrounds through input from the **Wadawurrung** Traditional Owners Aboriginal Corporation, and the concepts of **Creativity, Culture and Community Gathering**.

The design achieves a very high level of integration of facilities, bringing a range of complementary cultural and community activities together - each with their specific spatial, technical and environmental requirements.

The concept design process identified the need to deliver the project in two stages of construction.

Stage 1 includes new facilities for:

- Torquay Library
- Torquay Visitor Information Centre (VIC)
- Australian National Surfing Museum (ANSM)
- Surfing Victoria

In Stage 1 the old Recreation Centre remains as the Multi Arts Centre (MAC), a local community arts space. The design integrates this into the new facility through connection to the new foyer space and forecourt.

Stage 2 will involve the demolition of the old recreation centre to construct a new 250 seat Studio Theatre with performer amenities, support spaces, and new Gallery.

1.2 Associated Information

1.2.1 Previous Work

The development of this project builds on the following documents:

- Torquay Cultural Facility Feasibility Study Final Report June 2020 – Stafford Strategy
- Retail & Employment Land Strategy draft 2021, Surf Coast Shire, prepared by Urban Enterprise
- Geelong Regional Library Corporation Strategic Plan, Connecting and Thriving, Library Plan 2021-2025
- Geelong Regional Library Corporation, Library Infrastructure Development Plan, 2019

1.2.2 Reports and Investigations

The following preliminary site investigations and reports have been prepared to support the development of the Concept Design, and are included in the appendix:

- Cost Plan A, prepared by Turner Townsend
- Planning Report, prepared by Tract Consultants
- Traffic Report, prepared by TrafficWorks
- Site Services Report, prepared by BRT Consultants
- Site Feature and Level Survey, prepared by Swanston Surveying

As a concept level report, the design and above reports are based on preliminary findings only. Please refer to the Key Findings and Next Steps for recommendations for the next phase of project development.

1.3 Terms of Reference

This report was prepared for the use of Surf Coast Shire by Williams Ross Architects. No one other than Surf Coast Shire 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 Concept 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.

1.4 Abbreviations

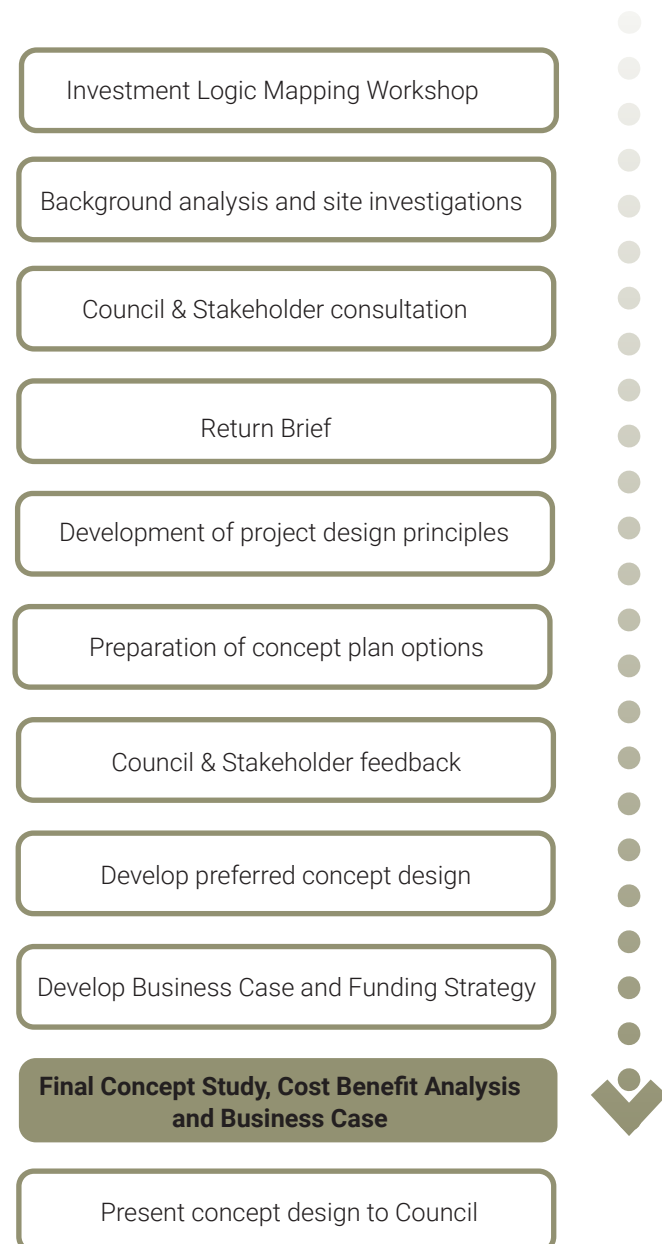
ANSM	Australian National Surf Museum
CPTED	Crime Prevention Through Environmental Design
DDA	Disability Discrimination Act
ESD	Environmentally Sustainable Design
ILM	Investment Logic Mapping
GBCA	Green Building Council Australia
GRLC	Geelong Regional Library Corporation
MAC	Multi-Arts Centre
NCC	National Construction Code
PCG	Project Contract Group
SCS	Surf Coast Shire
SV	Surf Victoria
VIC	Visitor Information Centre
WSUD	Water Sensitive Urban Design

1.5 Project Process

Council established a Project Control Group to guide development of the design. The PCG included key Council staff representing the ANSM, VIC and other uses on site, and the Geelong Regional Library Corporation (GRLC).

A consultation methodology was developed by Council and the Consultant team to undertake engagement and consultation with the community and stakeholders. This was consistent with the IAP2 Spectrum of Public Participation. Please refer to the Business Case for details and outcomes.

The diagram below summarises the process for the project.



1.6 Key Findings & Next Steps

A Concept Design for the Surf Coast Cultural Centre has been developed and adopted by Council. This is the largest facilities development undertaken by Surf Coast Shire with a total cost of \$53m. Given the current financial resources available for the implementation of the project it has been decided to undertake the project across two stages.

The following is a summary of key findings and next steps:

1.6.1 Primary Function of the Centre

The primary function of the project is to provide a high-quality venue for:

- Torquay Library
- Torquay Visitor Information Centre
- Australian National Surfing Museum
- Performing and Visual Arts facilities
- Surfing Victoria

The Centre shall also provide ancillary space, without disruption to the primary function, for:

- Cafe
- Retail area
- Public amenities
- Performer and staff amenities
- Storage and plant
- Centre management offices and staff facilities
- Reception areas
- Public Realm and Car Parking

1.6.2 Consultation & Brief Development

Stakeholder consultation through the project demonstrated support for a new cultural facility in this location. User consultation to develop the brief found a good level of alignment between stakeholders for a single centre with opportunity for integrated operation.

Further detailed consultation with Council and building users will be undertaken in the next stage of design documentation to confirm the Functional and Technical Brief and maintain the project within Council's budgetary allowance.

Continued consultation to inform the design response should continue with the Wadawurrung Traditional Owners.

Consultation with adjacent property owners and the Owners Corporation should continue early in the next design phase.

1.6.3 Site Investigations

Some early site investigations have been undertaken during the concept design phase.

Additional investigations to be undertaken in the next phase of design include, but are not limited to

- Geotechnical and soil contamination reports
- Existing in-ground services survey
- Relevant authority assets and service capacity
- Further car parking surveys as required
- Title re-establishment survey
- Acoustic background testing

1.6.4 Authority Applications

No discussions or applications were made to relevant authorities in this phase of design.

Key authority applications to be made early in the next phase of design include:

- Town Planning pre-application meeting
- Power authority application for power upgrade
- Obtain updated fire service pressure and flows upon completion of mains upgrade works

1.6.5 Car Parking

Off-street car parking in the Surf City Precinct is under various ownership and management whilst all being available to the public.

Car parking surveys were undertaken during peak season, however Covid-19 may have had some affect on the results. Additional surveying is underway to compare findings, and additional surveys in the future may be required.

Preliminary findings show some capacity in the existing off-street car parking provision in the immediate area of the proposed Cultural Centre. The car parking proposal for the development requires further investigation as noted above, and will include:

- Replacement / upgrade of car parking areas
- Consideration of the staged development use and anticipated program of events when assessing car parking demand
- Consideration of parking controls including timing
- Provision of drop-off and accessible parking in close proximity to the forecourt and centre entry
- Adoption of CEPTED principles when designing car parking for staff, late events and the public in general

1.6.6 Construction Management & Staging

The existing precinct accommodates a range of uses and organisations. Construction of the facility is proposed to be undertaken over several stages, summarised as follows:

- 'Preliminary stage' - construction 2022
This stage involves the refurbishment of the existing old recreation centre for the MAC to ensure minimum suitability until redevelopment of the building occurs in Stage 2.
- 'Stage 1' - construction commencement say 2024
This stage includes the demolition of existing buildings and development of a new building to accommodate the Torquay Library, ANSM, the VIC, and a range of support facilities and public spaces.
Construction of Stage 1 will be undertaken with the Library and MAC remaining in operation on the site.
- 'Stage 2' - construction commencement say 2030
This stage involves demolition of MAC building with the new development providing a studio theatre, gallery and a range of support facilities

1.6.7 Value Management

The cost plan for concept design stage has taken into consideration the fluctuations in the construction market at the end of 2021 due to Covid-19s' effects on labour and supply chains.

This needs to be reviewed upon the commencement of the next design phase to confirm the escalation rate. Further detailed design and site investigations are required to test cost allowances and balance the project scope with Council's budget.

A summary of total investment includes:

Stage	Total Project Cost excl GST
Preliminary stage	\$1,400,000
Stage 1	\$36,864,000
Stage 2	\$20,715,000



2 SITE ANALYSIS

2.1 Existing Precinct

2.1.1 Site Analysis

The existing site is located in Torquay in the area known as the Surf City Precinct. The Torquay Library, Visitors Centre, ANSM and MAC facilities are located in the north-west corner of the site, set back from the street with on-grade car parking fronting Beach Road.

The existing Torquay facilities lack visibility, presence and fail to create a sense of place. They are no longer fit for purpose.

There are opportunities to better integrate the site with the surrounding Precinct to improve the public realm and experience of the site.

Below are some of the key issues with the existing experience of the site:

Precinct arrival experience

- Poor visibility from Surf Coast Highway
- Pedestrian crossings direct visitors to retail car park
- Poor wayfinding signage to direct/draw foot traffic into the site
- Limited pedestrian flows from retail area
- Poor wayfinding to and from other precincts of Torquay

Site arrival experience

- Poor visibility of key buildings within the precinct
- Arrival infrastructure focused on vehicle access
- Difficult to locate the front door of VIC and ANSM
- Poor quality building stock
- No seating/softening in the public spaces
- No connection to outdoors
- Poor interface between retail and the site
- Central entrance area lower than the car park (results in flooding)

Public Realm

- Limited outdoor area
- Public space poorly connected
- Lack of coherent identity
- Limited shade
- Limited engagement for families and children
- Steps and altering levels present difficulty for those with mobility issues
- At grade car park located on valuable land (key site frontage/north facing)
- Limited footpath/pedestrian priority areas
- Letham Lane has no pedestrian facilities despite car parking adjacent

2.1.2 Existing Properties

There are three Council owned sites within the precinct that have formed the site for the concept design, as illustrated in the plan opposite and described below:

1. 79 Beach Road, Torquay -

Reserve 1 on Plan of Subdivision 344141.

Reserve 1 is a municipal reserve and also exists for drainage purposes. It currently contains the Skate Park and an informal, grassed car parking area.

This parcel is impacted by an encumbering easement, E-1, for drainage and sewerage.

2. 77 Beach Road, Torquay -

Lot 1 on Plan of Subdivision 40471.

This site currently contains the MAC (old recreation centre), the ANSM and the VIC as well as on-grade car parking.

This parcel is impacted by an encumbering easement, E-1, for carriageway purposes along the western and southern boundaries. Letham Lane is within this easement.

3. 15-17 / 61 Geelong Road, Torquay -

Lot 4 on Plan of Subdivision 404722.

This site currently contains the Torquay Library and Surf Victoria offices.

This parcel is part of the Owners Corporation 1 Plan No. PS4044722. It abuts a network of common property which includes on-grade car parking, pedestrian accesses and a shared courtyard.

2.1.3 Planning Context

Land use mix within the vicinity of the site is retail and commercial focussed, complimented by various civic functions provided by Council. The property to the north of the site is General Residential Zone, and to the south and west it is Industrial 3 Zone.

The following planning controls apply to the sites. Please refer to the more detailed report prepared by Tract Consultants in the appendix.

Industrial 3 Zone (IN3Z) - to 79 Beach Road

IN3Z is designed to be applied as a buffer between Industrial Zone 1 or 2 and residential areas.

Special Use Zone - Schedule 5 (SUZ5) - to 77 Beach Road and 15-17 / 61 Geelong Road, Torquay -

Special Use Zone provides for the use of land for specific purposes and prescribes site-specific land use requirements.

SUZ5 related to 'Torquay Tourism and Development Precincts'.

Design and Development Overlay

79 Beach Road is impacted by Schedule 5 (DDO5) and 77 Beach Road and 15-17 / 61 Geelong Road are impacted by Schedule 7 (DDO7).

DDO5

This relates to 'Industrial Areas' and has the following key objectives or requirements that affect development:

- Building height - maximum 8 meters above natural ground level
- Building siting - minimum street setback to Beach Road of 6 meters
- 3m landscaping buffer to Beach Road

DDO7

In order to satisfy this schedule, the proposal should incorporate ESD principles with external material, finishes and colours that present a vibrant image associated with the culture of Torquay.

- Building height - maximum 12 meters above natural ground level
- Building siting - incorporate a 3m footpath along building edge where it faces other public space
- Incorporate canopy tree cover and under-storey planting in car parking areas
- Any additional car parking be of adequate provision for vehicles and bicycles parking and pedestrian access
- Encourage signage and public art to promote the culture and identity of Torquay

Parking Overlay - Schedule 1 (PO1)

The parking overlay applies to 77 Beach Road and 15-17 / 61 Geelong Road. Schedule 1 relates to the Surf Coast Highway, and identifies the site as being within Precinct 3 with the following outcomes specified:

- Provide parking behind buildings to create an active building edge to the highway
- Provide access to the car parking area from Beach Road
- Integrate rear parking areas across property boundaries
- Design car parking with canopy trees, under-storey planing and WSUD features

Development Contributions Plan Overlay - Schedule 2

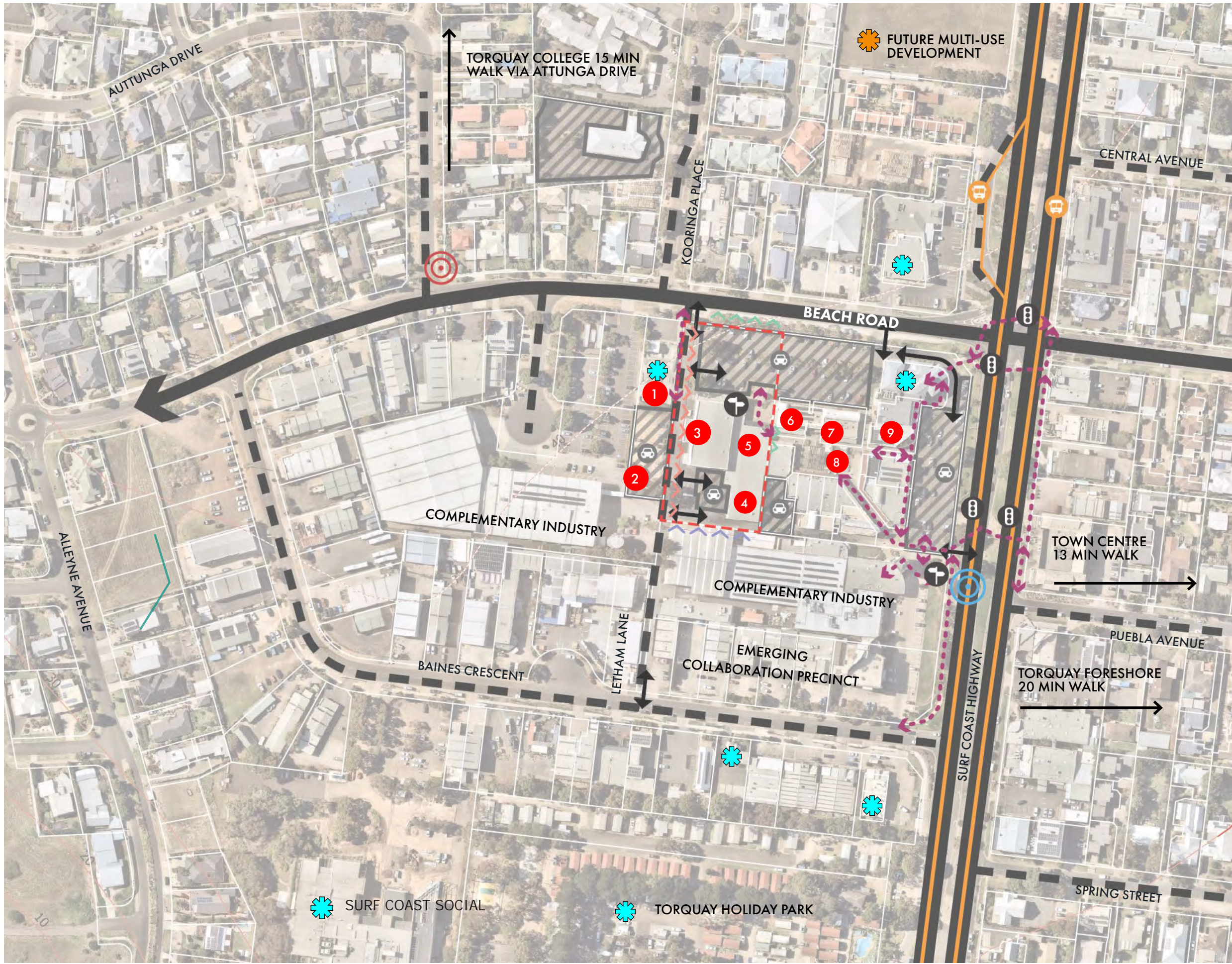
The DCPO2 applies to each site which are in charging area 21.



- STUDY AREA
- INVESTIGATION AREA
- FOCUS AREA
- EASEMENT
- COMMON PROPERTY
- COUNCIL OWNED SITE
- ★ MAJOR LANDOWNERS
- 1 79 BEACH ROAD (SKATE PARK/GRAVEL CAR PARK)
- 2 77 BEACH ROAD (REC CENTRE/SURF COAST MUSEUM)
- 3 15-17 61 GEELONG RD (LIBRARY)

Drawing Title	Project Name	Drawing No.	Revision	Date	Drawn	Checked	Project Principal	Scale
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- - - FOCUS AREA
- ✱ KEY LOCAL DESTINATION
- ✱ FUTURE KEY DESTINATION
- ◎ HIGH POINT
- ◎ LOW POINT
- 🚌 BUS STOP
- BUS ROUTE
- ↔ KEY VEHICLE ACCESS
- - - KEY PEDESTRIAN ACCESS
- ⤴ WAYFINDING POINT
- Ⓢ SIGNALISED CROSSING
- ▨ CAR PARKING
- ~ LANEWAY INTERFACE
- ~ INDUSTRIAL INTERFACE
- ~ PUBLIC REALM INTERFACE
- 1 SKATE PARK
- 2 INFORMAL CAR PARK
- 3 MULTI ARTS CENTRE/FORMER SURF COAST SPORT AND RECREATION CENTRE
- 4 AUSTRALIAN NATIONAL SURF MUSEUM
- 5 VISITOR INFORMATION CENTRE
- 6 LIBRARY
- 7 CURRENT SURFING VICTORIA OFFICE
- 8 PUBLIC SQUARE
- 9 KEY RETAIL/FOOD



Legend

Land Uses

- Site Boundary
- Museum & T.I.C.
- Council Ownership
- Common Property
- Car Parking
- Coach Parking
- Vehicle Access
- Pedestrian Access

Site Characteristics

- 37.4 Major Levels
- High Point
- Low Point
- Key Views
- Key Public Space
- Blank Facades

- 1 Torquay Library
- 2 Torquay Visitor Info Centre
- 3 Australian National Surfing Museum
- 5 Surf Coast Sports and Recreation Centre
- 6 Torquay Surf Centre Skatepark
- 7 The C Room Cafe & Bar
- 8 The Kiosk Torquay
- 9 Blunt Skateboarding
- 10 Strapper Surf & Roxy
- 11 Billabong Torquay
- 12 Oakley O-Store
- 13 4 Pines Torquay
- 14 WHR Allied Health
- 15 Perla Tacos
- 16 Reef Factory Outlet
- 17 Surfcoast School Staff
- 18 Rip Curl Torquay
- 19 Public Toilet

2.2 Existing Building Stock

The existing Council owned facilities on site include the Torquay Library, ANSM and VIC and the old Recreation Centre recently re-purposed for the community arts organisation, MAC. These facilities are generally 30-40 years old, single storey buildings. They lack visibility, presence and fail to create a sense of place. They are no longer fit for purpose or meet the current expectations of community facilities.

Please refer to the Business Case for a detailed analysis of the existing building stock and operational issues.

2.3 Existing Site Services

2.3.1 Power

The power that feeds the precinct, including the existing Council owned facilities, comes from a sub-station located at the north-west corner of the existing Surf Coast Recreation Centre building via a high voltage cable from Beach Road, along Letham Lane. An authority cable from the substation runs to the east in front of the old recreation centre to a distribution board to the north of the Library. It is unknown how many tenancies are fed from this board.

2.3.2 Gas

The site has an LPG cylinder located at the rear of the property. It is unknown exactly what the cylinder serves, however advice from Council is that it is now redundant.

Reticulated gas pipework appears to have been recently upgraded, with high-pressure gas main distribution pipework reticulated around the site.

2.3.3 Cold Water and Fire Services

Cold water and fire services are currently reticulated throughout the site from a tapping in Beach Road. A fire booster is located at the north-west corner of the existing recreation building, with the fire service also serving the buildings on the adjacent title.

Council has advised that upgrade works to the fire mains in the street have been scheduled in the near future to resolve issues with pressure and flow.

2.3.4 Sewer

Sewer pipes are located to the west of the site in Letham Lane.

2.4 Existing Traffic and Parking

Trafficworks provided traffic engineering services for the concept design stage of the project. The following is a summary of their findings of the existing traffic and car parking situation on site based on surveys and site inspections undertaken in January 2021.

Due to the impacts of Covid-19 on tourism and potential usage of facilities, an additional comparative survey has been commissioned by Council for January 2022. Once available, this information will further inform the findings.

Existing Road Network

Surf Coast Highway is an arterial road under the management of the Department of Transport (DoT). It provides connection between Corio-Waurn Ponds Road (Belmont) to the north and Great Ocean Road to the south (Torquay).

Beach Road is a collector road under the management of Surf Coast Shire Council (Council). It provides connection between The Esplanade to the east and currently terminates approximately 120 m west of Eton Road.

Baines Crescent is a collector road under the management of Council. It provides connection between the Surf Coast Highway to the east and Beach Road to the west.

Letham Lane is a Council managed two-way concrete laneway which varies in width between 4.4 m and 9.0 m. Letham Lane provides access to car parking within the adjacent Ripcurl site and facilitates the site's loading operations

Letham Lane is classified as an Access Lane as per the Infrastructure Design Manual (IDM) with this type of road intended to carry up to 300 vpd. The vehicle classification surveys indicated a weekday average of 277 vpd and weekend average of 130 vpd. Hence, Letham Lane is considered to be currently operating within its intended capacity, as an access lane.

Public Transport

The subject site has access to two bus routes operating along Surf Coast Highway, with bus stops located within walking distance of the subject site.

Pedestrians and Cyclists

Footpaths provide convenient access to the site for pedestrians, except in the vicinity of the recreational vehicle parking along Beach Road. There is good pedestrian access between the subject site and the nearest bus stops, with the signalised intersection at Beach Road / Surf Coast Highway facilitating safe pedestrian crossing movements across Surf Coast Highway.

The on-road bicycle lanes provided on Surf Coast Highway provide convenient access to the site for cyclists from the north and south.

Existing Car Parking

Car parking surveys were undertaken for on-site car parks in January 2020 as illustrated below, with a summary of supply.

Car parking surveys are currently underway for the same area and additional adjacent areas to better inform the understanding of the precinct.



Car parking zones, from Trafficworks report

Existing On-Site Car Parking Supply

Area	Location	Supply
A	Corner of Surf Coast Highway and Baines Crescent	46
A1	Corner of Surf Coast Highway and Baines Crescent (parking on grass)	19
B	Corner of Surf Coast Highway and Beach Road	65
C	Corner of Beach Road and Letham Lane	127
D	Internal off street car park	11
Total		268

Existing Site Operation

Trafficworks undertook site observations of the operation of the existing car park and road network. A summary is below. Please refer to their report in the appendix for further information.

- Some roads within the site are too narrow to sufficiently facilitate two-way traffic, including Letham Lane alongside the old recreation centre, and the curved internal road connecting the northern and eastern car parking areas (car park B and C).
- Vehicles turning from Beach road into the narrow, curved internal road were observed taking the full width of the crossover to complete this manoeuvre
- The width of the crossover at the Beach Street intersection with Letham Lane is insufficient for two-way traffic and access by heavy vehicles accessing the site, as evident by the damage to the nature strip on the inside of the driveway
- Letham Lane does not have sufficient pedestrian facilities for people parking in the adjacent car parks
- The access to McDonalds is located opposite the eastern access to the site. Queues extending from the McDonald's drive through (63-69 Geelong Rd) were observed to extend along Beach Road to the signalised intersection at Surf Coast Highway. This blocked traffic from entering the car park on the site, as well as restricting vehicles from exiting the site onto Beach Road in this location
- There is a short left turn lane on Beach Road to assist vehicles to enter the eastern access to the site. This also helps to alleviate congestion experienced due to queues extending from McDonalds
- There is limited pedestrian access between the site and the on-street car parking on Beach Road, with pedestrians required to utilise the access roads or walk across the landscaping strip.



3 RETURN BRIEF

3.1 Briefing Process

A consultation methodology was developed by Council and the Consultant team to undertake engagement and consultation with the community and stakeholders. This was consistent with the IAP2 Spectrum of Public Participation. Please refer to the Business Case for details and outcomes.

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

- Council staff
- Arts and Culture staff
- ANSM staff
- ANSM surfing stakeholders / donors
- Surfing Victoria
- Geelong Regional Library Service management
- Torquay Library staff
- VIC Services staff
- Potential Performance space user groups
- Tourism stakeholders
- First Nations community stakeholders
- Creative industries stakeholders (music, performing arts and visual arts)
- Surf City trader stakeholders
- Surf City Body Corporate
- Touring organisations (RAV, VAPAC)
- Creative Victoria
- Arts Industry Geelong Region Stakeholders

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

3.2 Facility Components

A Concept Design for the Surf Coast cultural Centre has been developed by Council. This will be the largest facility development undertaken by Surf Coast Shire with a total cost of \$53m. Given the current financial resources available for the implementation of the project it has been decided to undertake the project across two stages. The Concept Design and functional brief have been adapted to deliver functional facilities in both stages.

Stage 1 involves the replacement of the existing Torquay Library, ANSM and VIC with new expanded high quality facilities with a stronger visual profile and a short term upgrade of the Recreation Building to provide basic theatre and gallery facilities which will operate as the community driven Multi Arts Centre.

Stage One includes:

- Expanded Torquay Library with enhanced capacity to deliver programs and events.
- Expanded ANSM with permanent and temporary exhibition space, Theatrette, collection storage and support facilities
- Expanded VIC with upgraded infrastructure, technology and retail
- New shared foyer with reception, toilet facilities and café
- New creative spaces including Rehearsal Room, Meeting Rooms and Maker Spaces
- New support facilities including staff offices, staff room and change facilities.
- New public spaces including a Forecourt configured as a gathering and event space.
- New Surfing Victoria offices, as per lease agreement with Council.
- Short term upgrade of the Recreation Building to provide basic theatre and gallery facilities for the MAC.

Stage 2 involves the demolition of the Recreation Centre / MAC space and replacement with expanded high quality theatre and gallery spaces.

Stage Two includes:

- New Studio Theatre with flexible configurations and a capacity of 250 seats.
- New Gallery with flexible configurations and a floor space of 160m².
- Artist in Residence studio.
- Performer support facilities including dressing rooms, green room, offices and stores.

3.3 Functional Requirements

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

Refer to the area schedule in the appendix for full list of spaces and areas.

STAGE 1

Library, ANSM, VIC, Surf Victoria

Item	Requirements
Entry and Public Spaces	
Forecourt and Public Realm	<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 large groups of students or 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. Letham Lane's surface treatment, 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 • Secure external, large locker facilities for bag storage • Access to power and wifi • Digital signage and kiosks for tourism and events
Car Parking	<p>Car parking shall be provided for the centre with consideration of the patronage of the varying uses over the day and week. Modelling to determine peak times and demand will avoid providing an oversupply of car parking at the expense of landscape/public space.</p> <p>Refer to traffic report for confirmation of numbers in each stage.</p> <p>Car parking areas shall include:</p> <ul style="list-style-type: none"> • Accessible spaces as close as possible to the main entries • Drop-off zone in the forecourt • Patron and staff car parking • Bicycle parking areas • EV charging stations, as required • Landscaped areas with canopy trees and under-storey planting • WSUD features and bio-swales • Safe pedestrian access, lighting • CPTED principles <p>The new car park shall complement and integrate with the existing precinct on-grade car parking.</p> <p>Bus and large recreation vehicle parking shall remain on Beach Road.</p>
Centre Entry	<p>The centre will have a single main public foyer providing a physical link between the key public components of the facility – Library, VIC, ANSM and the MAC.</p> <p>The main air-lock entry into the foyer will address Centre Reception, with secondary access to the west addressing Letham Lane.</p> <p>The main entry shall have direct line of sight to centre reception with clear way-finding signage to assist visitors accessing different functions within the facility.</p> <p>A secondary centre entry will address Letham Lane providing access to the western car parks, skate park and pedestrians arriving from the west.</p> <p>A staff entry will be located at the south end of the facility.</p>

Item	Requirements
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 community hub space that invites people to linger, sit, wait and feel comfortable in the space. Foyer design shall allow users uncontrolled access to café, foyer, retail, public amenities before being restricted by ticketed exhibition entry or staff areas.</p> <p>The foyer will be open to the public across a broad spread of hours including for evening events. This will require some foyer facilities such as box office, cash registers, computer stations and retail stock to be secured for out of hours activities.</p> <p>The main foyer shall be designed with visibility and physical connections to the MAC to create an integrated centre. In Stage 2 the main foyer would extend to provide access to the new cultural facilities.</p> <p>Main centre stairs and lift access is located in the main foyer. The lift is a double-sided lift sharing controlled access to the Library. The main stair shall be a feature stair with skylight over, indoor planting and integrated bench seating. The main stair is located to bring ANSM patrons down from the upstairs permanent exhibition space directly through the retail and VIC area on the ground floor before exiting the centre.</p>
Cafe	<p>Centre food and beverage provision shall include refreshments during operational hours, events and recreational use. Opportunities to service centre non-users from the adjoining precinct and passers-by should be explored.</p> <p>A centralised cafe shall provide ease of access before, during and after using the facilities. It shall support functions and events in the centre. Design and layouts should minimise staffing requirements and be linked to self-serve display and merchandise area.</p> <p>The cafe shall be located to be highly visible from main centre entry with indoor seating integrated with the foyer. Outdoor, sheltered seating is highly desirable.</p>
Public Amenities	<p>Public amenities and a changing places facility shall be located on the ground floor of the main entry foyer. In Stage 1 the provision of public amenities is to be to NCC requirements, and at a minimum these amenities shall include:</p> <ul style="list-style-type: none"> • Male, female and unisex facilities • Baby change facilities • Accessible amenities • Changing Places facility
Meeting Spaces	<p>Shared, bookable meeting spaces shall be available in the centre and accessed from the main public foyers. 2 x 10 person capacity meeting spaces with an operable wall between shall be provided in Stage 1.</p> <p>The meeting spaces in the Library shall be designed to also be accessible from the public foyer after Library hours.</p>

Item	Requirements
Function / Rehearsal Space	<p>Function rooms involve 'flat-floor' events: that is, events requiring a flat floor and open area, arranged in a variety of formats with differing furniture arrangements. The function room, especially in a regional centre, will be used for a wide range of community, civic and social events, and as a rehearsal room or marshalling area for performers for other venues within the facility.</p> <p>Provision of a 150sqm rehearsal space is identified as a key facility. This would support:</p> <ul style="list-style-type: none"> • Community user groups for rehearsals for performances and events. • Warm up space for performances. • Assembly area for performances with large casts such as school productions. • Workshops and classes requiring a larger area. • Use as a functions or breakout space <p>The space requires good acoustic separation from adjacent spaces, AV and audio set-up, lighting, ability to black-out the space, semi-sprung timber or resilient flooring, multiple access points to the public foyer, close proximity to the main circulation stair.</p> <p>Technical installations are required in function rooms to serve their various uses and to support rehearsal, however these are much less intense than those of a designated theatre venue. The configuration of the space should accommodate the dimensions of the a 10 x 10m acting area plus circulation within the room, unless a dedicated Rehearsal Room is provided. A minimum clear height of 4.0m is required for rehearsal, to enable safe dance movements. This height also enables smaller scenery elements to be accommodated, and for basic lighting to be operated. This is also a good height for a large, wide room to give it suitable proportions and acoustic characteristics</p> <p>As a function space, it should seat approximately 120 at tables. An adjacent furniture store shall be provided.</p>
Makers Spaces	<p>Two Makers or Creative spaces will support the creative industries and be bookable by patrons and the library for activities. One space shall be approximately 40 sqm and set-up as the 'clean' space; and the other 60 sq.m and set-up for wet or dirtier activities.</p> <p>Good connection to the library for programs to run there; designated space for technology, eg laser cutting, 3D printer. Space for 10 participants + staff to guide / run the activity. Good storage. Need to manage induction and safety issues for users.</p> <p>Each space shall have:</p> <ul style="list-style-type: none"> • Resilient flooring • Bench with wet area sink • Access to dedicated store area • Be glazed and accessible to the public foyer to maximise visibility of activities
Reception, Administration and Visitor Information Centre (VIC)	
Centre Reception	<p>Centre reception shall provide reception and box office functions particularly for the ANSM and future Theatre. It shall be clearly visible from the main entry, with good, open views across the public spaces and entries to the Library, ANSM and to the VIC and retail areas.</p> <p>In Stage 1 reception service area would provide:</p> <ul style="list-style-type: none"> • Reception services for business visitors • Directions for arts visitors • Sales of cultural events including Museum admission, Library events, bookings for workshops and classes. • Retail sales from the VIC <p>It should easily expand in Stage 2 to provide full box office and front of house services.</p>

Item	Requirements
VIC	<p>The VIC will have a dedicated and highly visible area within the foyer for interpretive information through digital interfaces, including large touch screen / interactive maps for assisting visitors with trip planning. The VIC should be visible from the main entry and the forecourt. Glazed display to the forecourt is required.</p> <p>The VIC area should include:</p> <ul style="list-style-type: none"> • A large standing desk or counter for visitors and VIC staff to stand at to plan trips using large maps or screens embedded into the desk. Space for computer hardware, printer, large monitors and lockable storage and lockable storage under the desk. • Seating for visitors so staff can assist visitor enquiries. • Kiosks and digital signage throughout the VIC area and into the foyer • Glazed, lockable display cabinets for retail and ANSM merchandise • Overview from reception and the centre manager / VIC office area
Retail and Merchandising	<p>Retail and merchandising space and display is a requirement for the VIC and ANSM.</p> <p>The retail space shall be adjacent or incorporated into the VIC space to allow VIC staff to service the area. ANSM patrons shall exit the centre via the retail space.</p> <p>The changeable merchandising outlet shall be highly visible. It needs to be designed with merchandise security scanners at all centre entry/ exit and reception area entry/exit.</p> <p>The merchandising outlet shall be designed to attract attention and its final design needs to be developed in association with specialist retail designer.</p> <p>Overview of the outlet from the Centre Reception desk shall be provided to allow staff to interchange according to demand. Adequate storage shall be integrated into the merchandising joinery.</p>
Centre Manager / VIC Office	An office for up to 3 staff with direct overview and proximity to reception, foyer, VIC and retail areas.
Comms Room	A secure, shared centre comms room

Item	Requirements
Library	<p>The GRLC <i>Library Infrastructure Development Plan</i> recommends library projects be informed by eight Guiding Principles as follows:</p> <ol style="list-style-type: none"> 1. New libraries will meet People Places building area standards. 2. Equity and fairness in development and renewal 3. Local community needs will drive library design and renewal 4. Libraries are for everyone and will engender pride in the community 5. Libraries will be accessible to all and feature universal design 6. Libraries will be “future proofed”, built and redeveloped for the future incorporating Environmentally Sustainable Design (ESD) principles and flexibility 7. New libraries in the region will be developed in partnership and/or located with other services 8. Libraries will be primary access points for new and emerging technologies <p>As a branch library within the GRLC, the Torquay Library will include a variety of “flexible” spaces and facilities including meeting rooms (informal and bookable), seminar rooms, lounge spaces, children’s spaces, teenage spaces, computer access, free Wi-Fi access for personalised devices, quiet spaces, outdoor areas, business incubator, conference/event spaces, gallery, performance spaces, recording and editing studios, heritage centre, and visitor information.</p> <p>The Torquay Library overall floor area shall be approximately 1,300 - 1,400sq.m. Being located in an integrated creative and cultural centre, the Library will share spaces with the centre that are outside the Library footprint, including:</p> <ul style="list-style-type: none"> • Makers Spaces • Theatre, seating capacity 50 • Staff lounge, centre shared <p>In Stage 2 the Library would also have access to the Studio Theatre with a seating capacity of 250, and associated support spaces.</p>
Entries and Access	<p>The main Library entry shall be on the ground floor, accessed off the main foyer with overview from centre reception. The foyer leading to the Library entry shall be a welcoming, comfortable place, feeling equally part of the Library and the centre itself.</p> <p>A secondary ground floor entry will provide direct access to the shared public amenities and to the Letham Lane entry. The Letham Lane entry will provide access to the centre from the skate park to the west, and provide an easy loading access for the Library.</p> <p>On the first floor an entry is located off the main centre foyer in close proximity to the centre meeting and makers spaces.</p> <p>The first floor of the library is accessible via lift and a central, feature stair.</p>
Service Desk and Check-out	<p>Library service desks shall be adjacent the Returns Room 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. Transactional elements including cash register, brochures, stationery. Need a level of privacy for database details – generally dealt with swivelling screens.</p> <p>Hold shelves near the entry and include books booked for collection, recent returns, new books. Self-check out kiosks located near the entry and in other locations throughout the Library</p>

Item	Requirements
Returns Room	<p>A secure Returns Room at the front of the Library, close to the main service desks is required. Access for the public after Library hours.</p> <p>Space to handle say 30 x crates in and 30 x out - deliveries for couriers moving books between the branches. Space for book trolleys parking within the room 8-12 (600mm x 600mm footprint). Crate drawers (20 +), work bench, external and internal returns chute (smart bin). Needs visibility into the Library but no public view in.</p>
Library Spaces	<p>The open library space will be designed for long-term flexibility, reconfiguration of shelving and furniture. 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. Locate in close proximity to public amenities Access to an outdoor space good but not essential. Ability to transfer 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. • 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. 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. Not inclined to developing a youth specific space, more ensure different parts of the library have an appealing layout, furniture, etc. Young people will go where they are comfortable. Letham Lane entry and seating areas to be designed to attract young people • Display Areas - community groups access eg toy library promotion, historical society. 3D elements in glass cabinets, Event promotion, located in entry near foyer to entice people into the library. • Represent a connection to the environment and Wadawurrung culture through a nature walk that starts at the library and VIC through Torquay and to the beach
Loading	<p>Library loading from the Letham Lane side with trolley access into the Library.</p>
Meeting / Program Rooms	<p>Two large meeting spaces with an operable wall between to facilitate meetings and larger events in the Library. For example artist events and workshops are popular often attracting around 20-25 participants. Other events, eg authors talks, currently attract up to 70 people.</p> <p>Access from within the library and from the public foyer for out of hours usage.</p> <p>Furniture storage (associated with the program rooms), iPad and laptop storage, Paper, stationery high usage. Wet area / kitchenette in at least one meeting space.</p>
Study Spaces	<p>Provide 2 to 4 small glazed study rooms, each for 2-4 people, close to the study / work areas.</p>
Staff Work Room	<p>A dedicated staff work room for Library staff including:</p> <ul style="list-style-type: none"> • 4-5 workstations plus potential for expansion, or separate Branch Librarian office • Recycle bin in the office space (paper wheelie bin) • Storage, bench with sink

Item	Requirements
Australian National Surf Museum	ANSM's vision is to be the centre of Australian surfing heritage, to collect, preserve, document and share nationally and internationally significant items and stories of Australia's surfing history and culture
Exhibition Entry	Important that museum entry has impact in the foyer to encourage visitors to purchase tickets. Display wall, with video monitors and digital displays. There needs to be a sense of arrival and an introduction to the space
Permanent Exhibition Space	Foyer or Exhibition entry space needs to provide sufficient space to congregate groups and tours including initial introduction. Capacity 30-45 people.
	Entry into Permanent Exhibition space from the foyer will be ticketed. Entry into Temporary Exhibition space from Permanent Exhibition entry area via separate door for access control and separate ticketing as required..
	Museum needs an introductory entry space. A space where people gather to hear a talk and then can navigate on their own.
	Exhibition spaces should be flexible spaces with moveable walls, data and lighting infrastructure. Ideally should incorporate more interactive and virtual reality elements
Temporary Exhibition Space	Greater height in the exhibition spaces are needed to allow objects such as surf boards to be displayed vertically – some of gallery needs 7m height to allow largest 6m boards to be displayed vertically. Void of stair could be used.
	Hoisting equipment or EWP needed to install exhibits at height.
	Longest boards currently in the exhibition are 6m long so sufficient height and access through doors / corridors is essential - align doors where possible to allow for straight access between spaces.
	Environmental controls to museum standards.
Exhibition Equipment Storage	Access to a kitchenette, event preparation space for openings and events.
	Temporary exhibitions could be a mix of self generated (1 per annum) and touring (1 per annum).
Exhibition Equipment Storage	Exhibition space as per the Permanent Exhibition space requirements.
Shaper Room	Storage for exhibition equipment off the exhibition spaces
Theatrette	Approximately 6 metres x 2.5 metres with appropriate lighting (no natural lighting), mechanical extraction, direct access to outside (forecourt) so that boards and materials do not move through gallery space.
	Viewing window into Permanent Exhibition space
Loading	A small theatrette with a capacity for 50 seats to be accessed from within the Permanent Exhibition space and from foyer /forecourt for after hours or external users. AV capacity and display.
	Tours / classes finish with a 5-10 minute film at the end of their booking. Movie nights would also be held here.
Prep Room	Shared loading dock for the facility to also have environmental controls and direct, straight access into the ground floor ANSM / Collections store
Collections Workshop	Dedicated Prep Room for clean preparation of objects including condition reports, maintenance, framing of photographs and artwork. Largest objects would be boards 6m x 0.6m requiring a minimum 8m x 2.4m room. The preparation room should be linked to the collection storage facilities and have good access to the galleries - in particular the Temporary Exhibition space
	two desks with PCs for staff / volunteers/ researchers.
	A space to house a flat bed scanner and a photographic booth is required

Item	Requirements
ANSM and Collections Store	Storage needs to meet museum level conditions. It is envisaged that the collection will grow in coming years. Storage can be divided into large object space and small objects spaces. <ul style="list-style-type: none"> Surf board storage should be vertical storage. One section of the store area to have 7m high ceiling to allow for vertical boards stored on high density foam mounts.. Timber boards in particular need humidity control to prevent warping A compactus should be provided to ensure appropriate storage conditions and efficient access for staff and researchers. Textile objects including wet suits and surf mats should be stored in museum textile storage boxes on shelving. Framed photographs and artworks require hanging racks as part of the compactus. Print materials including publications are stored in archive boxes. Moving image and photographic materials are currently stored in a fire proof safe. With growth in the collection a second safe will be required. Digital media to be stored on on-site server
ANSM Office	One office/ small meeting room and open plan office with at least 3-4 workstations for staff and volunteers. Current staff of co-ordinator, Curator, Project Officer likely to expand to include Public Programs Officer and Marketing Officer. Potential for regular interns from tertiary courses. Offices should be in close proximity to museum spaces.
Surfing Victoria	Surfing Victoria is the states' peak body for surfing. They offer a wide range of programs including surfing competitions, surfing workshops and elite training programs. Council has a 2013 lease agreement with Surfing Victoria to provide office space in perpetuity.
Entry and Office Spaces	Entry to Surfing Victoria spaces will be via the rear staff entry. The tenancy will be a secure space with reception desk with a small waiting area with display upon entry. Office accommodation for 12 staff includes: <ul style="list-style-type: none"> 3 shared offices each with 2 workstations An open office area with 6 -7 workstations for staff and volunteers Print area, and store for equipment including cameras
Events and Loading	The majority of event equipment is stored off site and brought to the centre in the lead up to an event.
Shared Spaces	Surfing Victoria requires access to a 20 person meeting space for various training activities throughout the year. They will require access to book the shared centre meeting spaces. Other shared spaces in the centre include: <ul style="list-style-type: none"> Staff lounge Staff and public amenities Loading dock
Staff Spaces	Spaces for centre staff shall be shared across all organisations where possible to promote greater interaction and collaboration between services.
Staff Entry	Staff entry point at rear of the facility adjacent car parking.
Staff Lounge	Shared staff lounge for the whole centre including kitchenette, small lunch table, staff lockers. Access to adjacent amenities with shower.
Services, Waste and Plant	Shared services, waste and plant areas for the centre with loading access as required from car park and back-of-house areas. Rooftop, screened mechanical plant and PV cells. Shared cleaners cupboards and centre storage throughout.

STAGE 2

Studio Theatre and Gallery

In Stage 2 the old recreation centre building will be demolished and new Studio Theatre and Gallery constructed with support spaces.

Stage 1 functional layout should allow for ease of Stage 2 construction and integration of functions without wholesale change to the Stage 1 operations and building layout. Additional car parking requirements shall be assessed at time of designing. There is the potential to construct some undercroft parking under the theatre which should be explored.

Item	Requirements
Entry and Public Spaces	
Foyers	The main foyer shall be designed in Stage 1 with the ability to be extended into a single foyer also serving the Theatre and Gallery. It is essential that the Main Reception control desk be clearly visible and within close proximity of the Centre's entry, and that all patrons pass past on entering and leaving the Centre.
Public Amenities	In Stage 2 additional public amenities will be provided for the anticipated volume of theatre patrons. It is recommended female amenities be provided at 1.5 to 2 times the NCC provision to accommodate peak times before and after performances and at intermission. Public amenities shall be accessible off the main foyer, preferably upstairs to also support the Functions / Rehearsal space.
Centre Reception	In Stage 2 Centre Reception would be expanded to provide front-of-house facilities required for a performance venue. The existing reception point could be extended to separate centre reception and box office functions if needed. A front-of-house store, cloakroom facility is required behind the box office with view to the Theatre, Gallery and ANSM entries.
Studio Theatre	A 250 seat capacity, flat floor, flexible Studio Theatre to support a wide range of performance types and staging options including: <ul style="list-style-type: none"> • Drama and Music theatre • Acoustic and amplified music • Dance, Cabaret • Film and multimedia • School performance events Studio Theatres can take many different formats: end stage, corner stage, in-the-round (arena), thrust stages and so on.
Performance Space	Seating should be retractable and easily moveable to enable a range of performance configurations including flat floor usage which could be valuable for arts, community and civic events. There should be the ability to expand and contract the auditorium to suit a range of events including more intimate performances. Good quality acoustics are critical with a level of acoustic adjustment incorporated in the design. <ul style="list-style-type: none"> • Sprung theatre 'working' floor • Retractable seating unit for 250 seats, with wheelchair positions on floor • Accessible technical gallery and equipment, min height 6.5m to underside of the gallery • Control Room on first floor with good lines of sight to acting areas • Sound locks and audience accesses on both levels • Sound lock entry from back of house zone via scene dock • Acoustic sliding stage door for direct access to Scene Dock and Loading Bay • 10 x 10m performance area with wings and cross-over, winched bars over, house curtains

Item	Requirements
Backstage Support / Technical	<p>Technical office</p> <ul style="list-style-type: none"> • 2x workstations + 2 hot desks for casual/temp staff/ Studio hirer. • Scene dock and loading dock overview • Meeting space, file and resource store cupboards. • Technical workshop with electronics/equipment repair bench, shelving. <p>Laundry / wardrobe</p> <ul style="list-style-type: none"> • Costume, props maintenance, ironing, sewing workstation, full length mirror. Sink bench, double trough, commercial washer (1) & dryer (1). <p>Control Room (First Floor)</p> <ul style="list-style-type: none"> • Technical control room for theatre performances. Acoustic rated sliding / removable window to auditorium. Control desk with space for 2-3 technicians. Theatre and audio system racks. Wheelchair accessible room. <p>Technical Gallery (Second Floor)</p> <ul style="list-style-type: none"> • Gallery to perimeter of auditorium, sound and lighting rigging, suspended scenery winches, min 6.5m above performance space • Lift and stair access. Sound lock lobby to lift.
Backstage Loading and Storage	<p>Piano Store:</p> <ul style="list-style-type: none"> • Dust free, climate control. Instrument racks. 1 Baby Grand <p>Scene dock:</p> <ul style="list-style-type: none"> • Min 5.5m clear height. Roller shutter door to loading bay. Acoustic sliding door to auditorium. Trough sink. Min height 5.5m- 6m. Space for scenery repairs. <p>Store:</p> <ul style="list-style-type: none"> • Equipment Storage for lighting, sound equipment, rigging, drapes • Venue Equipment Storage: Event tables and chairs (Flat folded on trolleys).. • Users storage • Cleaners Store(s)
Performer Amenities	<p>Green room</p> <ul style="list-style-type: none"> • Kitchenette, pinboards, lounge seating, table & chairs, program relay, • Natural light and views out • Lockers for performers and staff • First aid cupboard. <p>Dressing Rooms:</p> <ul style="list-style-type: none"> • Dressing Room 1 - Principal wheelchair accessible with ensuite- wheelchair accessible, and space for 2 performers, 2 make up stations, 1 hand wash basin • Dressing Room 2 - Principal with ensuite and space for 2 performers, 2 make up stations, 1 hand wash basin • Dressing Rooms 3 & 4 - 2x ensemble dressing rooms with sliding door between for 10 performers each, 6-8 makeup benches each space, Mirrors & lighting, 1 x hand wash basin each • Shared performer amenities including 1x Accessible unisex bathroom, Female WC, Female Shower, Male WC, Male Shower

Item	Requirements
Gallery	<p>The Gallery should be a dedicated visual arts space. It is desirable that the Gallery space be able to fulfil a number of purposes:</p> <ul style="list-style-type: none"> • Featuring the work of local community artists. • Featuring the work of local professional artists. • Presenting touring exhibitions of appropriate scale. • Partnering with larger regional institutions such as Geelong Art Gallery for satellite exhibitions. • Hosting workshops and classes for the community, in particular young people. • Acting as a hub for artist residencies. <p>The Gallery would need to meet the venue accreditation requirements for galleries including environmental controls and security.</p> <p>The Gallery needs a high level of flexibility and adaptability for exhibitions. It should have the capacity to exhibit 2 dimensional works (paintings, prints, photographs), 3 dimensional works (sculptures, installations) and digital works (projections, screen based). To achieve this flexibility the Gallery should have suitable infrastructure for exhibitions with moveable walls and lighting and with data cabling and projection infrastructure.</p> <p>To support workshops, classes and residencies there would need to be access to suitable workshop spaces including a flexible art studio space. These activities could utilise the proposed Maker Spaces in the Library.</p> <p>Gallery storage with direct access to loading area</p>
Artist in Residence	<p>An artist in residence space that could be linked to the Makers Spaces on the first floor.</p> <p>Studio space with wet area, resilient flooring and access to natural light and views</p>
Functions Prep Space	<p>A functions / event storage space with sinks that could be used for event catering, storage and changeover</p>

3.4 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.

Roofing and rainwater goods are to be metal Colorbond or equivalent.

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
- Roof cladding – 15 – 25 years as per manufacturer's warranty

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

3.5 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.

Performance, Gallery and Museum spaces will have ceiling heights in excess of 6m. These areas shall be designed in anticipation of safe access for maintenance, event set-up and exhibition changeover, including:

- Allowance for an Elevated Work Platform (EWP) stored on site. Consideration of doorway widths and heights to facilitate access
- Technical galleries with safety harness, or a tension wire grid over theatrical spaces
- Motorised lighting bars

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.

3.6 Universal Access and Design

“Surf Coast Shire Council is committed to access and inclusion for all to build healthy, well-connected communities where everyone can participate”

from: Surf Coast Shire's Access and Inclusion Plan, 2021 update

The Cultural Facility and Library shall promote inclusion of people with disability, enriching community life for everyone. All spaces and facilities shall meet the expectations of *Surf Coast Shire's Access and Inclusion Plan, 2021 update*. The 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.

3.7 Acoustics

The overall acoustic design objective is to create a comfortable environment, acknowledging that open, vibrant spaces with activities visible and accessible can create higher levels of noise.

Maximising acoustic absorption through internal building materials will assist in reducing some of the impact of such activities.

Noise reverberation and transfer / disturbance between spaces / zones of play spaces will be minimised through appropriate design of partitions and provision of acoustic absorption.

Extraneous noise from adjacent mechanical services plant and external noise, such as rain on the roof, should be minimised.

Performance and Cultural Facilities

High acoustic performance of theatrical, music and museum spaces is integral to their success. Both space performance and the ability of the building fabric to limit noise ingress are important.

Acoustic requirements for very low background noise force the structure to be totally sealed, with extensive attenuation of air paths, including even the emergency smoke exhaust system. The mechanical ventilation system must provide very low speed, high volume air to avoid drafts and noise impacts.

3.8 Site Services Infrastructure

A Site Services report was prepared to provide advice regarding the impact of the concept design on existing services infrastructure, and high-level advice on required infrastructure works to facilitate the staged implementation of the concept design.

A summary of key points is below. Please refer to the appendix for the full report.

3.8.1 Power

The development requires the relocation of the substation and the authority main feeding the board in front of the Library.

There will be an increase in power demand due to the expanded Council facilities and the specialist nature of the facilities - the museum and theatre spaces will demand a high standard of mechanical, environmental controls. This will most likely require an upgrade of the power supply to site, including a new substation. The new substation shall be sized to meet the requirements of Stage 1 and Stage 2.

The new sub-station is proposed to be located at the corner of Letham Lane and Beach Road.

The new substation is required to be installed prior to the commencement of construction for Stage 1 in order to

maintain power to the library and other buildings. A new cable will run direct from the new sub-station to the existing library board to maintain operation of the existing library during construction.

Further investigation will be required to establish the demand of all existing buildings and the new buildings, to enable an application to the power authority for revised power supply. Costs for the modification and upgrade of the power reticulation around the site cannot be determined until the application is submitted and designed prepared by the authority. An estimate has been included in the current cost plan.

3.8.2 Gas

It is anticipated there will be limited need for gas as part of these works. Council may look to use green energy where possible, typically through the purchase of green power from the authority or on-site solar PV generation, to power electrical systems, provide heating and cooling to the building and for heating of hot water.

3.8.3 Cold Water and Fire Services

Council has advised that upgrade works to the fire mains in the street have been scheduled in the near future to resolve issues with pressure and flow. On this basis, it is expected that pumps and tanks should not be required. This however cannot be confirmed until the following information is known;

- Actual pressure and flow data on the water main in the street is known
- Resolution of possible fire engineering solutions for the new building to confirm that fire sprinklers and or drenchers are not required

3.8.4 Sewer

There are sewer pipes to the west of the site Letham Lane. This should be adequate to accommodate the proposed building, with the expectation there should not be a need for major modification or upgrade.

3.9 ESD

In November 2021, Council adopted the *Environmentally Sustainable Council Facilities Policy*. The policy aims to ensure climate change is considered, and positive environmental outcomes are generated at new facilities, and during renewals and upgrades.

As a major project, the new facility will be designed over and above the NCC environmental requirements and utilise sustainability rating systems.

It will include requirements such as:

Energy Performance

- High performance building envelope including building insulation, pool shell insulation, high-performance glazing, reduction in thermal bridging and building air-tightness
- Highly efficient building services and equipment
- Heat recovery from exhaust air
- A large solar PV system on the roof
- Metering and sub-metering to monitor performance

Water Resources

- Rainwater harvesting from the roof for re-use
- Water efficient fittings and fixtures
- Stormwater harvesting and storage for re-use for landscape irrigation

Indoor Environment Quality

- Maximise daylight into public spaces and library
- Museum quality, climatically controlled spaces (ANSM)
- Provision of outside air exceeding the AS1668.2 minimum requirements by at least 50%
- Excellent thermal comfort throughout the development
- Acoustic treatment to achieve high patron and staff comfort and separate between sensitive uses

Stormwater Management

- Underground rainwater collection tank to collect the roof water for re-use for toilet flushing within the building
- Investigate use of bio-retention rain-gardens to treat the majority of car park run-off
- Proprietary gross pollutant capture products for remaining hard-stand areas
- Detention tank if required (subject to Council advice)

Urban Ecology

- The heat island effect will be addressed through external finishes with a high solar reflectance index and appropriate landscaping.
- Light pollution will be controlled through well-designed external lighting to only provide illumination where required.

Building Materials

All materials will be reviewed and evaluated for:

- Material locality
- Material toxicity
- Environmental impact
- Embodied energy
- Material durability / longevity
- End-of-life treatment
- Maintenance requirements

Construction Methodology

ESD initiatives throughout the construction:

- High performance site offices will improve the sustainable performance increasing health and productivity outcomes of site workers
- Demolition recycling targets
- Environmental Management Plan to minimise adverse environmental impacts during construction

Building Management

- A Sustainability Management Plan should be developed for and implemented by the building operator
- Develop a Building Users Guide for building occupants and maintenance staff
- Post-occupancy evaluation and training over the first 12 months

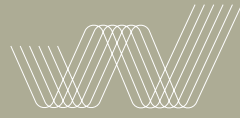
3.10 Building Regulations

The design, construction and operation of the facility are to comply with all relevant Acts, Regulations and Codes of Practice.

Only a preliminary, high-level regulatory review has been undertaken in this concept design phase to determine such things as approximate amenity numbers, egress paths, universal access and inform facility costs. A regulatory review should be undertaken in the next phase of design and brief development.

Building Occupancy and Classification Assumptions

Building Class:	9b and 5
Construction Type Required:	B (2-storey)
Occupancy:	to be confirmed



4 DESIGN RESPONSE

4.1 Site Design Response

The Surf Coast Cultural Centre site design response celebrates the site and surrounds through expression of the concepts of **Creativity, Culture and Community Gathering** of the Surf Coast and Wadawurrung communities.

Located in a tight urban site surrounded by 'big box' retail and on grade car parking, the project has the opportunity to transform the precinct through an evocative architectural and public realm design. To achieve this, the site boundaries should be blurred - bringing improved public realm experiences and curated journeys across the site that reach out across Surf Coast Highway back to Torquay, and to the north-west to engage with the residential areas and high school beyond.

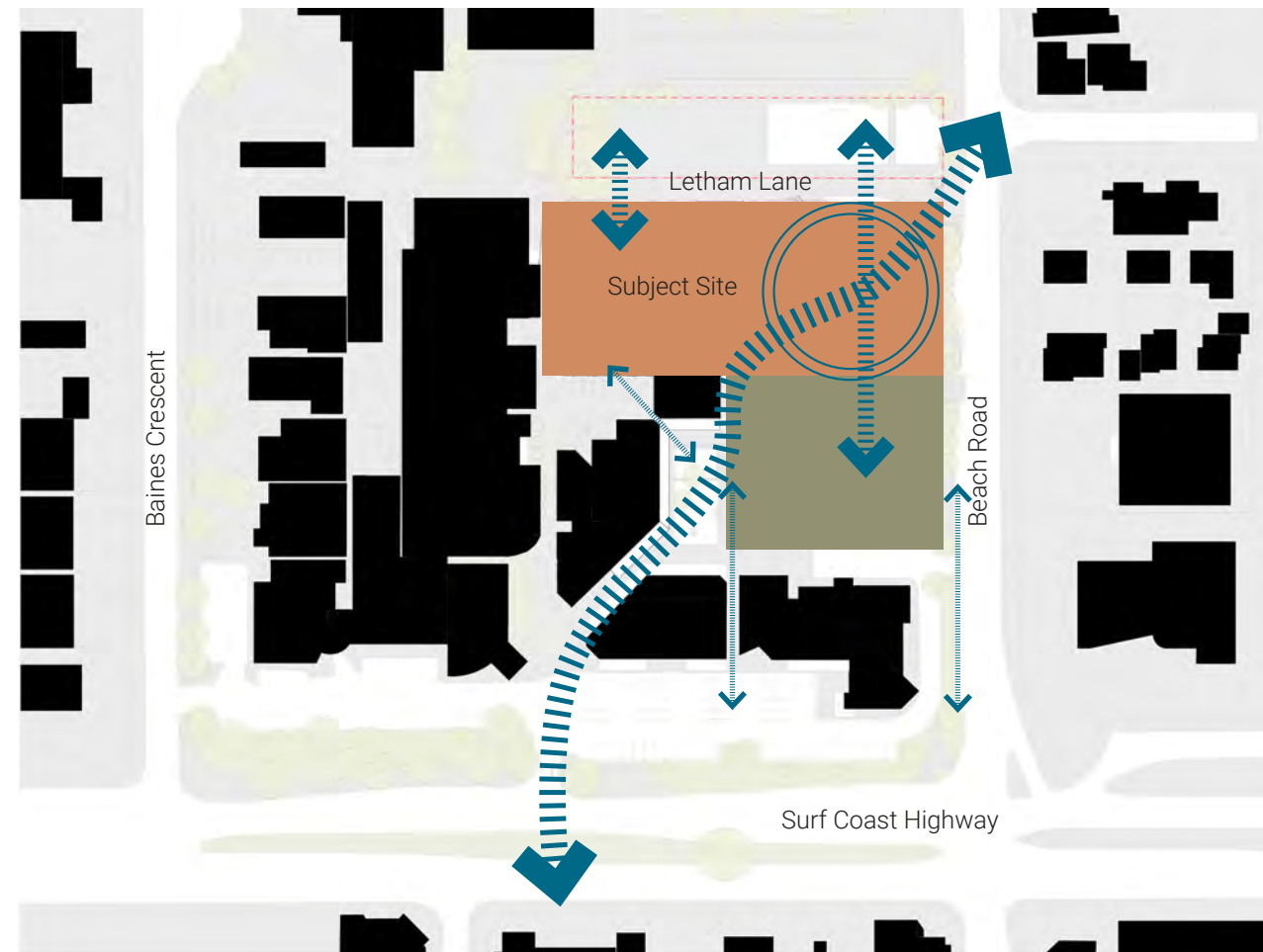
Curated public space brings opportunities for creative and cultural expression, education and engagement. As a new cultural destination, this high exposure and visibility are essential. The opportunity to transform Letham Lane to a pedestrian priority space with regularly curated art works will engage the centre with skate park users and improve safety and visibility of connections to the car parking to the west.

The new facilities will reflect the following key design themes through the architectural, urban and landscape design, including:

- Celebrate Torquay as the introduction to the Great Ocean Road
- Be a vibrant place for people - showcasing the local arts community
- Be a place for gathering, learning and celebration of culture
- Embed deep sustainability thinking /connection to the natural environment
- Reflect place through Wadawurrung history and culture - particularly through opportunities to meet, gather and come together to celebrate culture
- Transform from a linear narrative to a dynamic/multi-use/evolving place
- Allow for future connections to the broader precinct and development

The architecture shall respond to the **flow of people and site**, creating spaces and **edges** that are habitable and welcoming - a seated building edge in the **dappled shade**; a facade that showcases internal activities; views out to the public spaces and beyond; views from the first floor to where the **sky meets the water or land**.




The VIC, Library and community meeting and making spaces are transparent and interactive spaces. The ANSM, Performance and Gallery spaces are the 'black box' creative presentation spaces. The foyers, forecourt and public realm bring these two parts of the Cultural Centre together in a place of gathering, celebration and engagement for the local and broader community of the Surf Coast.



Site Design Response - Connections

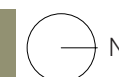
Site Plan

Legend

- 1 Formalised car park
- 2 Under planting (under existing tree to be retained)
- 3 Bio-retention landscape area
- 4 Formalised pathway
- 5 Ramp to raised shared-zone allowing for two way traffic & loading (details subject to traffic advice)
- 6 Laneway art opportunity
- 7 Seating cove (sheltered seating area)
- 8 Children's garden
- 9 Landscape screening (low level)
- 10 Forecourt Plaza
- 11 Building edge seating area
- 12 Gathering circle & seating cove
- 13 Site specific landmark public art/sculpture
- 14 Drop off/pick up area
- 15 Boardwalk arrival
- 16 Pedestrian path for main car park
- 17 Car park (new)
- 18 Car park (existing reconfigured for efficiency)
- 19 Loading dock
-  Building entrance (main)
-  Pedestrian access
-  Vehicle access



Surf Coast Cultural Centre Site Plan



DESIGN RESPONSE

Gathering and Interactions



Space that encourages gathering and lingering

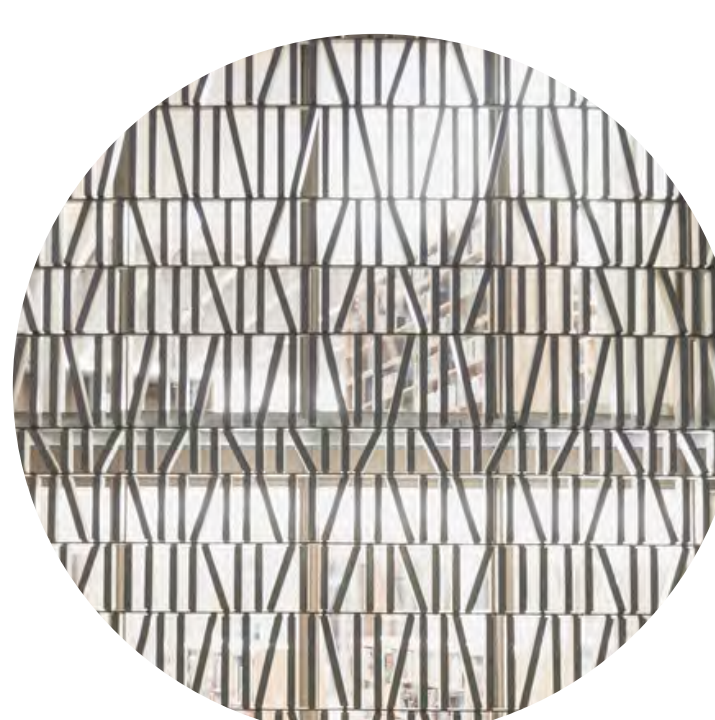
- Spaces for gathering, resting and lingering acknowledge the Wadawurrung culture
- Recognise the precinct as place for learning and social interaction
- Creating habitable building edges, protected seating and shade to unite and encourage

A vibrant, cultural place for people

- Artwork and public realm elements to support activation and cultural expression
- Cost-effective laneway treatments that extend the precinct
- Interventions that can be curated, changed and refreshed to reflect events, seasonal change and culture

DESIGN RESPONSE

Coastal Landscape



A landscape of coves

- Reference the coastal landscape along the Great Ocean Road
- Create coves as sheltered places for seating and gathering
- Provide 'broken' kerbs for storm water inlet into rain gardens

Dappled light and shade

- A light, filigree building expression that allows shade, filtered light and views through
- Reference to River Red/Manna Gums (Freshwater Creek) & coastal Moonah trees
- Landscape inspired colour and pattern palette

PLANTING PALETTE

Reference Imagery

These images show the character of informal plant grouping and a brief selection of species. A full palette can be developed, drawing from the EVCs of the region, and knowledge shared with the consultant team during a half-day Walk

on Country. As Country encompasses a range of plant and ecological communities, from creek to coast, the palette will be developed to ensure consistency and suitability for site conditions.

Plantings



• *Poa siberiana*



• *Bankisa marginata*



• *Dillwynia glaberrima*



• *Austrostipa mollis*



• *Ficinia nodosa*



• *Westringia fruticosa*
• *Phormium tenax*



• *Carpobrotus rossii*
• *Stipa stipoides*



• *Themeda triandra*

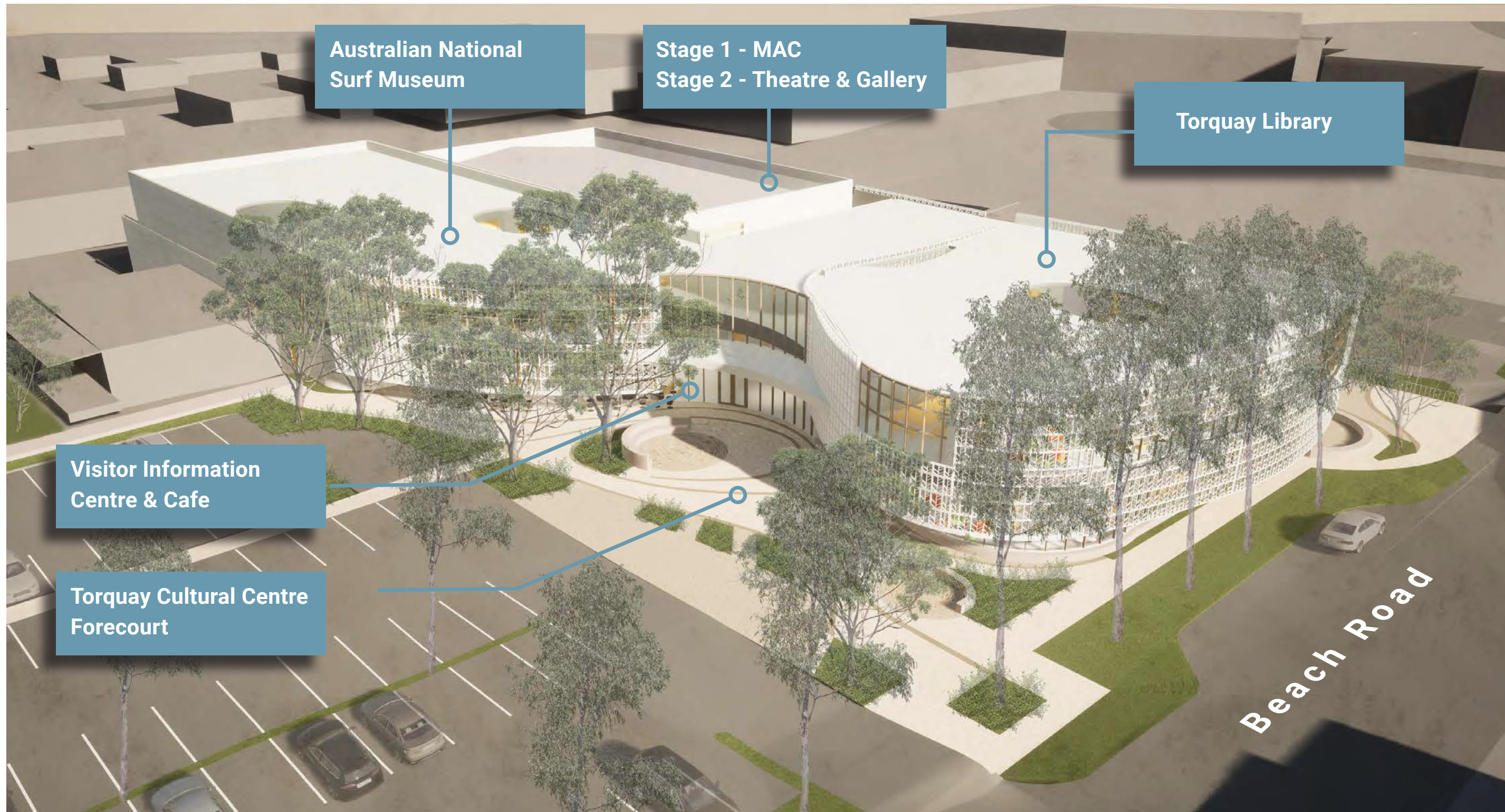
Shade trees



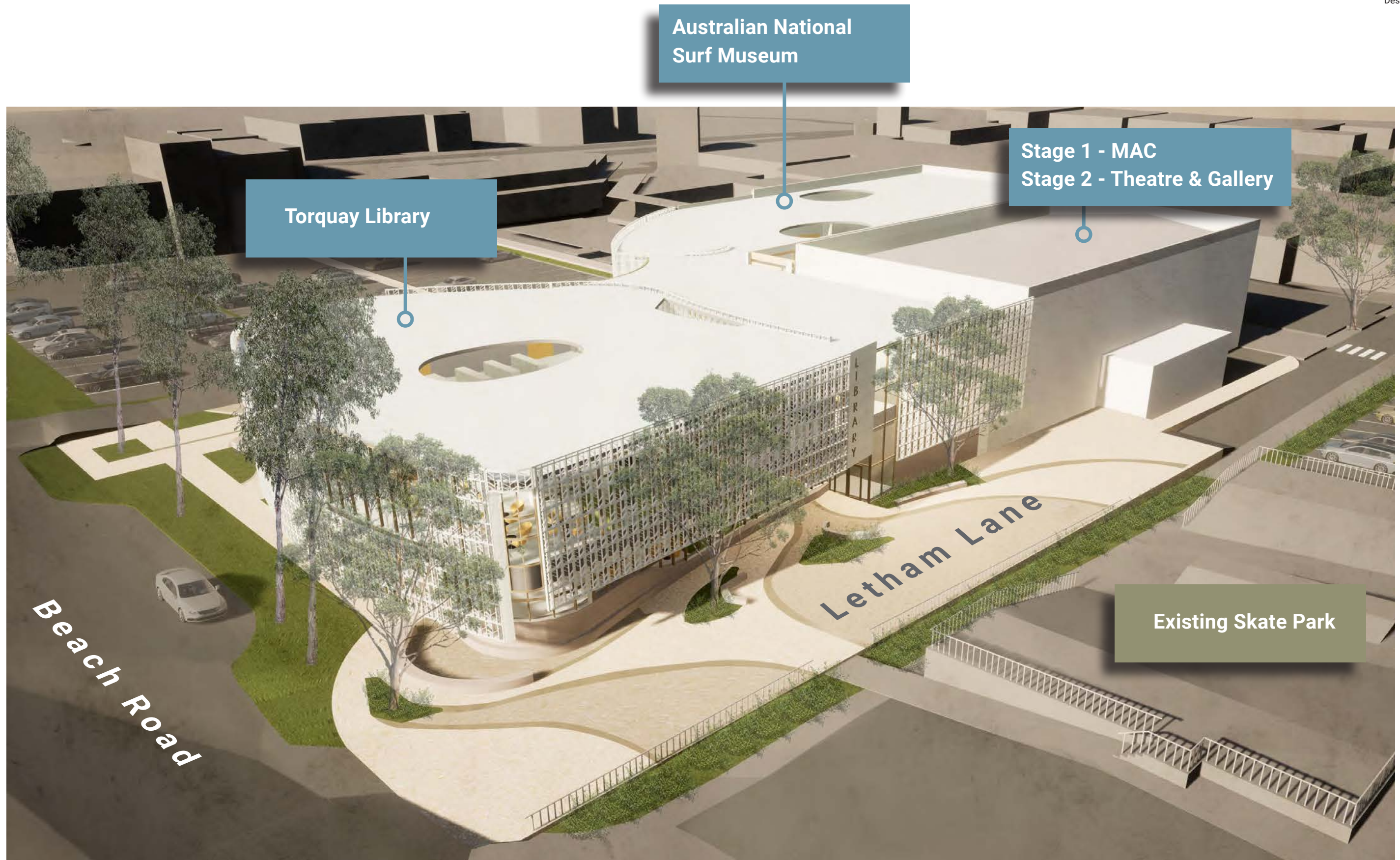
• *Eucalyptus leucoxylon rosea*



• *Eucalyptus radiata*



Aerial View - Forecourt and Entry



Aerial View - Letham Lane



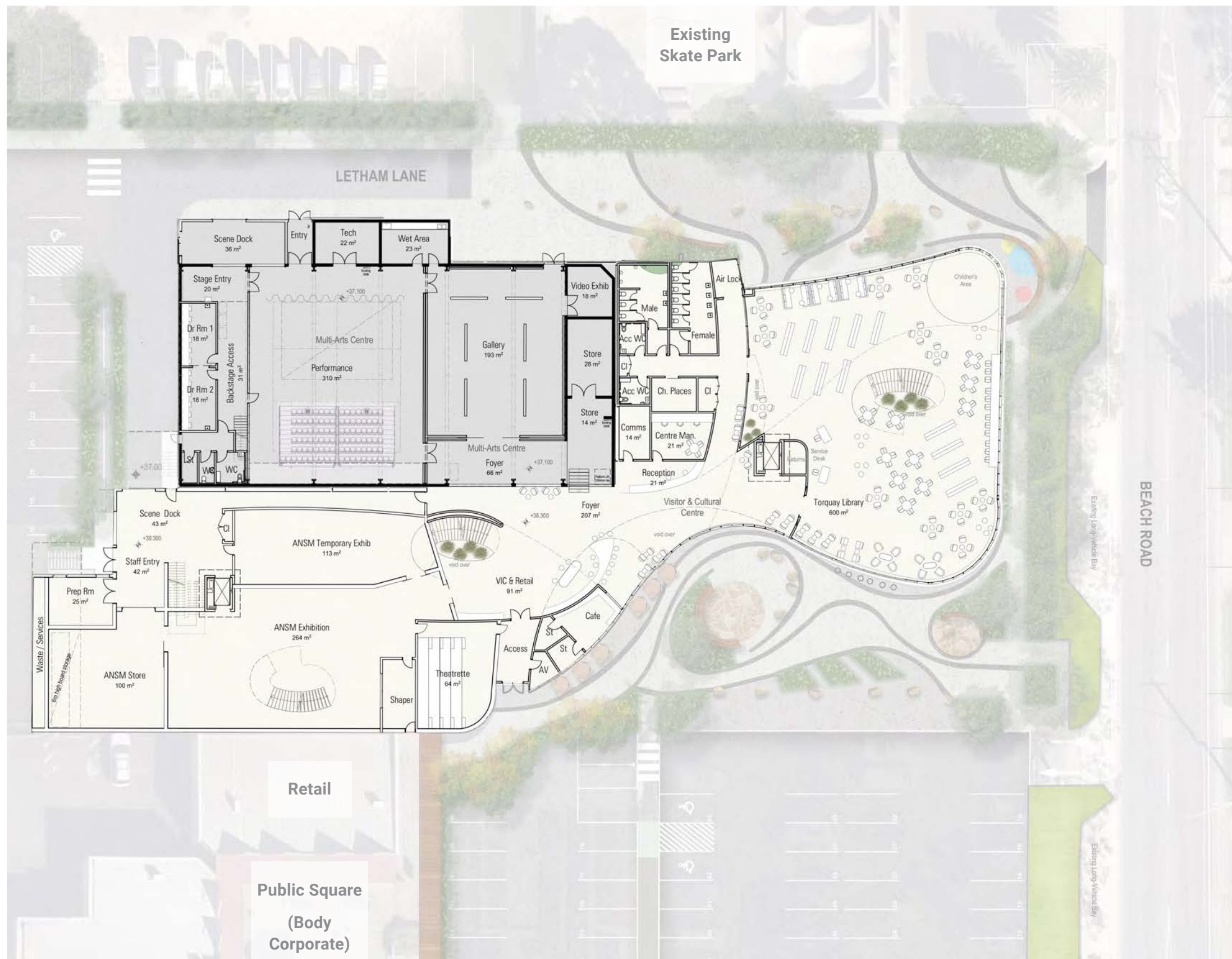
Perspective View - Forecourt



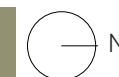
Perspective View - Letham Lane

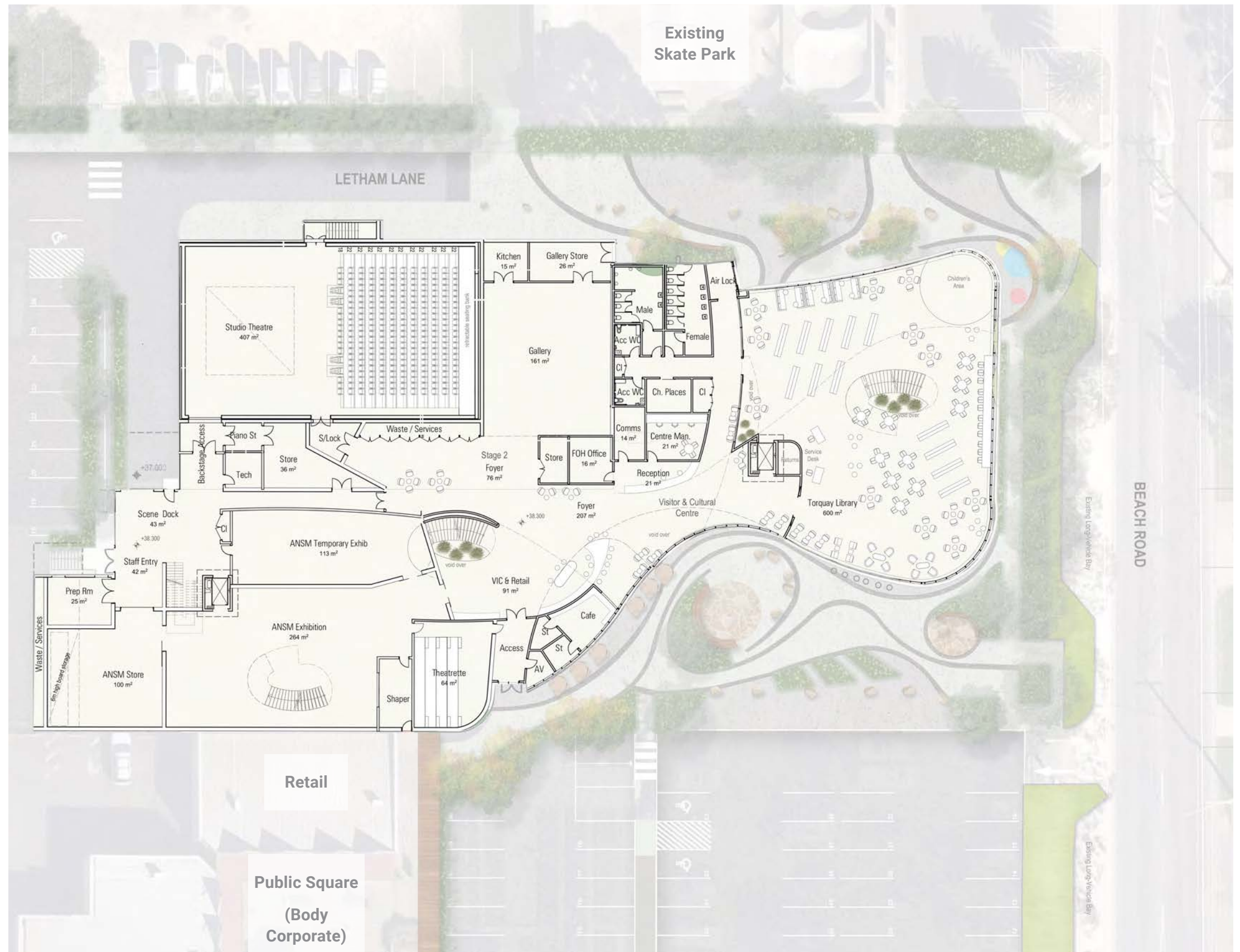
4.2 Facility Plans

The proposed layout has been developed to meet the functional requirements. The floor plans are shown on the following pages. Refer to the appendix for a full set of drawings.

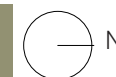


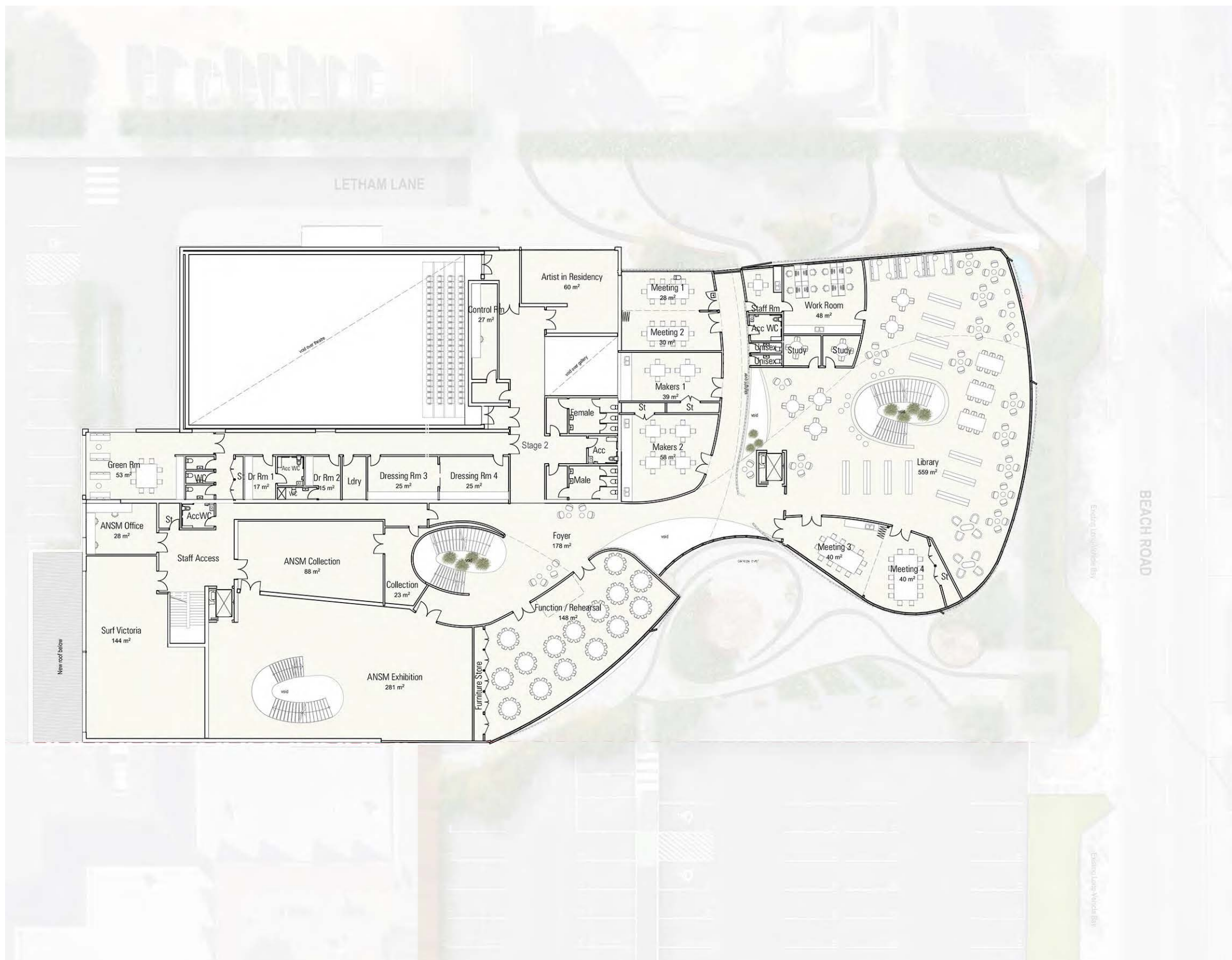
Stage 1 - Level 1



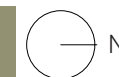


Stage 2 - Level 1





Stage 2- Level 2

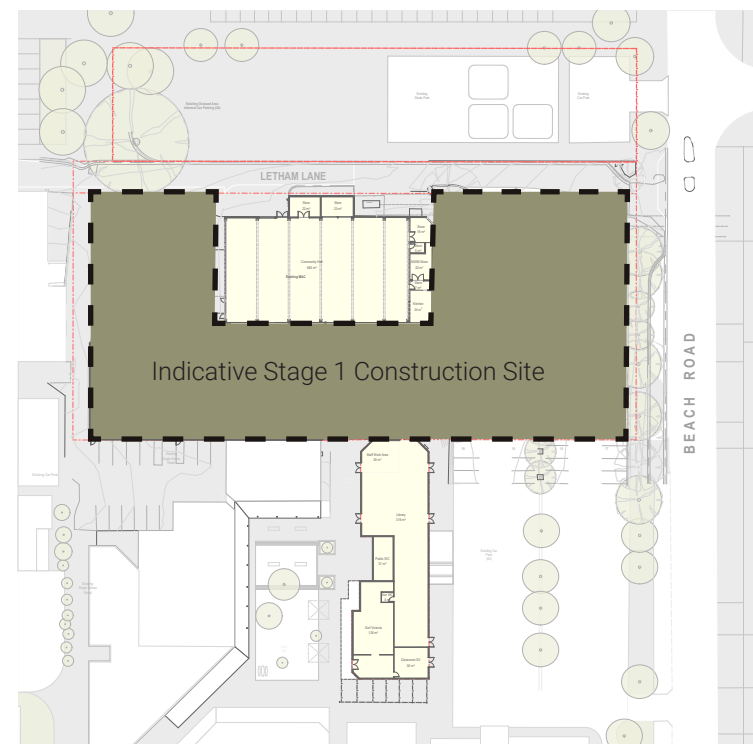


5 IMPLEMENTATION

5.1 Program and Staging

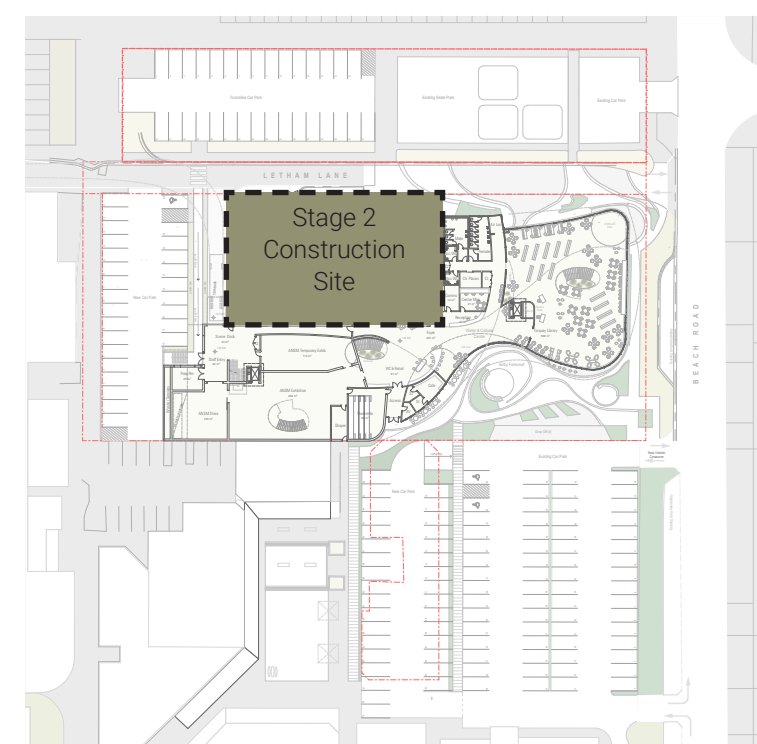
The existing precinct accommodates a range of existing uses and organisations. The construction of the facility is proposed to be undertaken over several stages, with stages of the project summarised as follows:

- 'Preliminary stage' - construction 2022
This stage involves the refurbishment of the existing old recreation centre for the MAC to ensure minimum suitability until redevelopment of the building occurs in Stage 2.
- 'Stage 1' - construction commencement say 2024
This stage includes the demolition of existing buildings and development of a new building to accommodate the Torquay Library, ANSM, the VIC, and a range of support facilities and public spaces.
- 'Stage 2' - construction commencement say 2030
This stage involves redevelopment of MAC building with the new building providing a studio theatre, gallery and a range of support facilities



Indicative Stage 1 Construction Site

- ANSM relocated off site
- Library, SV and MAC continued operation on site
- VIC temporary accommodation
- Car parking completed after demolition of old Library



Stage 2 Construction Site

- ANSM, Library, VIC and SV continued operation on site

Summary

5.2 Capital Costs

A cost plan was prepared by Turner Townsend quantity surveyors for the concept design for Stages 1 and 2. A summary is opposite, and please refer to the appendix for full detail.

The cost plan has taken into consideration the fluctuations in the construction market at the end of 2021 due to Covid-19s' effects on labour and supply chains.

This needs to be reviewed upon the commencement of the next design phase to confirm the escalation rate. Further detailed design and site investigations are required to test cost allowances and balance the project scope with Council's budget.

Council have also allocated an additional \$1.4 million to complete the Preliminary Stage of works for the MAC refurbishment.

A summary of total investment includes:

Stage	Total Project Cost excl GST
Preliminary stage	\$1,400,000
Stage 1	\$36,864,000
Stage 2	\$20,715,000

Surf Coast Shire Torquay Cultural Facility		Indicative Cost Plan - Rev 4 Stage 1 & 2 OpC			
Item	Description	Quantity	Unit	Rate	Total (AUD)
1	Torquay Cultural Facility & Library				
2	Indicative Cost Plan				
3	14 December 2021				
4					
5	Notes / Exclusions				0
6					
7	<u>Stage 1 (Tendered 2024)</u>				
8	A. Front-of-House & Visitor Information Centre & Shared Facilities	852	m2		7,093,000
9	B. Studio Theatre	280	m2		2,980,000
10	C. Australian National Surf Museum (ANSM)	1,148	m2		12,936,000
11	D. Torquay Library	1,399	m2		7,710,000
12	E. Surf Victoria	125	m2		653,000
13	F. Visual Arts Exhibition	0	m2		0
14	Site Works / Services	Allow			5,292,000
15	Allowance for works associated with the Staging of the Works	1	item		200,000
16		3,804	m2		36,864,000
17					
18	<u>Stage 2 (Tendered 2030)</u>				
19	A. Front-of-House & Visitor Information Centre & Shared Facilities	527	m2		5,325,000
20	B. Studio Theatre	819	m2		9,691,000
21	C. Australian National Surf Museum (ANSM)	0	m2		0
22	D. Torquay Library	0	m2		0
23	E. Surf Victoria	0	m2		0
24	F. Visual Arts Exhibition	240	m2		2,420,000
25	Site Works / Services	Allow			3,092,000
26	Allowance for works associated with the Staging of the Works	1	item		187,000
27		1,586	m2		20,715,000
28					
29	Total for Stage 1 and Stage 2	5,390	m2		57,579,000
30					