

Kaipara District Council Mangawhai Library and community hub: design brief



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Introduction

Background

The Kaipara District Council intends to build a new library and community hub in the town of Mangawhai. At this stage in the process the Council has identified two potential sites for the new hub which is to be built on Council owned land. Until recently, the community was served by a volunteer run library. However, as the town has grown, the needs for a greater range of library services has also grown. Submissions were sought from the community during the consultation process for the 2024-2027 Long Term Plan and these have helped inform the requirements for the new library and community hub.

Purpose of the brief

Sue Sutherland Consulting has been engaged to work with library and council management to determine the functional and space requirements needed for a modern library service for the next 30-50 years. This design brief is a foundational document that, along with geotechnical and site surveys, will guide the architects and other consultants on what is needed and why, in the development of a concept design. The document:

- Places the Mangawhai Library and community hub within the wider local context, including a discussion of the demographic, social, cultural, economic, and environmental characteristics
- Outlines the changes happening in libraries both in New Zealand and internationally
- Briefly describes the services and functions that will be delivered from the building
- Outlines the different types of spaces and the square metres required for the different functions and spaces, and any adjacencies
- The technology needed

The report is in four sections. The first section considers the context, including the demographics for the whole district, and what library services are needed to serve that population. Section 2 outlines ideas from the community, young people, staff and elected members that have informed the spaces and functions in the brief. The third section sets the scene by outlining the trends and developments occurring in modern libraries, and the principles and values that are driving the project. It also details important aspects that need to be considered when designing a new building including accessibility, flexibility, standards, and design principles.

Section four is the detailed brief and provides a description of the spaces, collections, and technology requirements for the Mangawhai Library/Community Hub. It is to be used as a guide by architects and/or designers in developing a concept and includes a detailed list of spaces with square metre spatial requirements. A set of appendices provides additional information supporting the main body of work in the brief.

Section 1: Context

Kaipara District

The Kaipara District runs north to south from the Waipoua Forest to the Kaipara Harbour and East to Mangawhai, covering 3110km². State Highway 1 from Auckland runs though the east side at Kaiwaka and State Highway 12 runs through Maungaturoto, Dargaville and up the west coast. The nearest city is Whāngarei, which is around 60km northeast from Dargaville and a similar distance north from Mangawhai.

The major iwi/hapū of the Kaipara are Te Roroa and Te Uri o Hau. Te Roroa occupy the hinterland and rich valleys between the Kaipara and Hokianga harbours, particularly the Kaihu Valley, Waipoua, Tunatahi (Dargaville) and Maunganui Bluff areas. Te Uri o Hau (a hapu of Ngāti Whātua) occupy the Pouto peninsula, the hill country around the many arms of the Kaipara Harbour and the Mangawhai area. Iwi have Mana Whenua status over their ancestral lands (their rohe). This means they are recognised as having authority to exercise kaitiakitanga over their rohe.¹

Kaipara's resident population at the 2023 census was 25,899², a growth rate of 13.2% since the 2018 census. The district's population has been growing strongly, particularly over the past ten years and is projected to grow to 35,700 by 2054. The growth has occurred mainly in the east with both retirees and younger families choosing the lifestyle offered. Growth on the western side of the district is slower with Dargaville growing 0.6% over the five years to 2023³.

The Council's vision for the district is "Kaipara – the place to be!"⁴. The Draft Long Term Plan (LTP) has five goals for:

- Healthy environment
- Prosperous economy
- Vibrant communities
- Affordable living
- Dependable roading.

In 2022 the Council adopted the *Kaipara District Libraries Strategy*⁵ which outlined the need for purpose-built facilities to enable modern library services to be delivered. The strategy had three strategic priorities: broadening horizons, enriching lives and strengthening communities. Key enablers to achieve the strategy were to work in partnership with Iwi, strengthen customer and community engagement and have skilled staff and a sustainable business.

The Council also confirmed its support for arts, culture and heritage with the adoptions of *He Rautaki Toi ā Rohe ō Kaipara: an arts, culture and heritage strategy for the Kaipara District, 2022-2032*⁶. The strategy has six goals which include growing Ngā Toi Māori practice and delivery, creating cultural infrastructure, providing more opportunities to share rich heritage and build capability through opportunities for learning skills. It also had a focus on engaging youth and providing pathways for them in the creative industries.

There are synergies between what libraries offer and the aspirations of the Arts, culture and heritage strategy which have been taken into account in developing the design brief.

¹ Kaipara, place, people and key trends. Kaipara District environmental scan 2023.

² Statistics New Zealand 2024 <https://2023census-statsnz.hub.arcgis.com/apps/51920290c2974bc8a2ad01772988402f/explore>

³ Infometrics Regional economic profile, 2023 <https://rep.infometrics.co.nz/dargaville-urban-2023/report>

⁴ Speak up for Kaipara. Long Term Plan 2024-2027 Consultation document. <https://www.kaipara.govt.nz/long-term-plan-ltp>

⁵ <https://kaipara.govt.nz/uploads/library/Library%20Strategy%20Report%202022.pdf>

⁶ <https://www.kaipara.govt.nz/uploads/Arts%20Culture%20and%20Heritage%20Strategy/KDC%20Arts%20Culture%20and%20Heritage%20Strategy%202022-2032.pdf>

Mangawhai

Mangawhai comprises the areas of Mangawhai village, Mangawhai Heads and the surrounding rural area. The population of Mangawhai was estimated to be 7,430 in 2023 with a projected growth to around 12,000 by 2054. Data from the Environmental Scan 2023 and the economic profiles compiled by Infometrics highlight the following:

- The population remains heavily weighted to the older age group with 30.4% of people being 65 and over compared to whole of New Zealand at 16.5%.
- 17% of people are under 15 years compared to Dargaville at 20.1% (whole of NZ 18.5%).
- In 2018, 12.5% of the Mangawhai population identified as Māori compared to the district average of 24.6%. The Māori population is projected to grow in the district to 31.3% by 2043.
- This increase will come not only from net migration and natural increase but also changing cultural identity, with more people who formerly chose to identify as non-Māori reconnecting with their heritage and coming to identify as Māori.
- Wellbeing is measured through the NZ Index of multiple deprivation. There are five quintiles, with Q1 being the least deprived (top 20%) and Q5 being the most deprived (bottom 20%). Kaipara had 42.9% of its population in Q4 and Q5 and no data zones in Q1.
- Economic growth in Mangawhai averaged 7.4%pa over the ten years to 2023 compared with an average of 3%pa in New Zealand. Retail trade was the largest contributor at 13.9% of the total followed closely by rental hiring and real estate services. Construction contributed 12% of the total GDP.
- Employment growth in Mangawhai averaged 7.2% over the 10 years to 2023 compared with average employment growth of 2.3% for New Zealand. The construction and retail sectors accounted for 40.2% of jobs at year end March 2023.



Mangawhai has an active and thriving community life. There is one primary school at Mangawhai Beach and the nearest secondary schools are Otamatea High School and Otamatea Christian School. An independent private school, Mangawhai Hills College, is scheduled to open in 2025. There is one kindergarten and three early childhood centres. A toy library is open two hours a week in Rose Madsen Cottage in the Mangawhai Domain.

The Mangawhai Museum is open daily from 10am to 4pm and provides genealogy services supported by volunteers from the local Genealogy Group. The Mangawhai Information Centre is run by volunteers and is open 10am to 4pm daily in the summer with shorter hours in the winter. It provides visitor services and supports local information needs.

Several places provide rooms for hire. The Mangawhai Domain building has a hall, commercial kitchen and a ground floor meeting room. The Mangawhai Club has a private function room which can hold 60-80 people and a Conference room that can hold 60 people. The Mangawhai Community Centre (formerly the Senior Citizens Hall) is available for hire for a wide range of activities. The Mangawhai Library Hall is available as a venue and once the library moves out there will be additional space of 91m² for meeting purposes. Despite what might seem a good supply of meeting spaces the community has identified the need for meeting and activity space as a high priority. (see Section 2).

Kindred co-working Mangawhai, provides both casual and more permanent spaces for co-working. Currently the casual rate is \$35.00 per day.

Te Whai Community Trust is a not-for-profit organisation, providing health and well-being services. Plunket operates out of their premises, as does the Citizens' Advice Bureau (volunteers come from Wellsford on the 1st and 3rd Tuesdays). Central Government Heartlands Services operate from this site also. The Trust provides counselling, youth programmes, usually in partnership with others. Te Whai is a potential partner for the new library community hub.

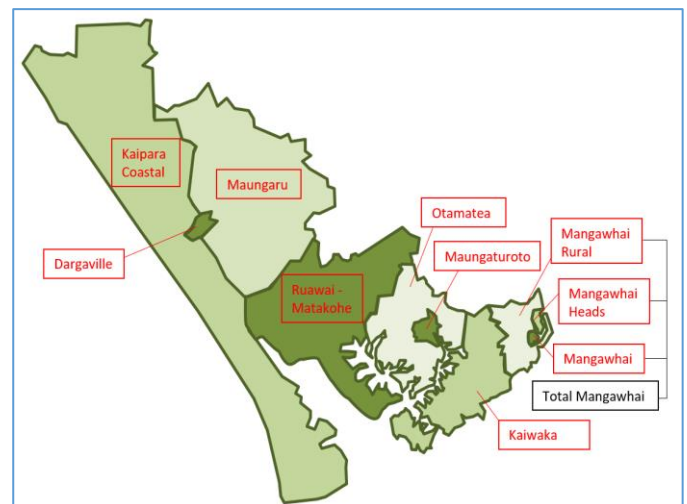
The MAZ (Mangawhai Activity Zone) provides an activity space for young people and families. The Mangawhai Shed is part of the 'men's shed' movement, although it is open to all people who want to make stuff, both for themselves and for community projects.

Mangawhai Library

Mangawhai Library until recently was run by volunteers. With the growth in population the Council has moved to providing a professional library service effective from July 2024. The existing library, which is adjacent to a small hall, is very small (91m²) and totally inadequate for the growing population.

The following statistical areas will contribute users to the library:

SA2 area	Population		Potential catchment
	2022	2054	
Mangawhai	1297	1931	1931
Mangawhai rural	3024	5727	5727
Mangawhai Heads	2713	4116	4116
Kaiwaka	2656	3559	1780
Total population	9,690	15,333	13,554



The potential catchment assumes that 100% of the three Mangawhai areas and 50% of Kaiwaka would use Mangawhai as their library location. This assumes by 2054 that a population of around 13,554 would be served by this library. We have therefore based our calculation for space on serving a population of 13,500.

Potential sites

Council has identified two potential sites for the new Mangawhai library community hub. One is Urlich Park, on the higher ground at the northwestern corner of the site. This is to keep it away from potential playing fields and flood threat. The other site is Mangawhai Community Park, 191 Molesworth Drive, adjacent to the fire station. An earlier concept plan was produced for this site which featured a 700m² library (smaller than is currently proposed for the population) and a 1927m² council building. The concepts to be produced are for the community hub only and will not include the council building. Site survey and geotechnical reports are available.

Section 2: Community views and stakeholder engagement

LTP consultation

The Council's aspiration for the new facility is that it serves as a community hub. As part of the consultation on the draft LTP the community was asked what else besides the library, they would like to see in the community hub. A summary of this feedback was presented to Council⁷ as follows:

- **Important facilities:** Respondents expressed the importance of versatile spaces such as meeting rooms, multi-purpose flexible spaces, arts and craft studios, health and wellness centres, technology hubs, outdoor spaces, and a café. Other important facilities included a community gym, swimming pool, library services, sport and recreational facilities, meeting venues, and a youth centre.
- **Important functions:** Accessible customer services on weekends, after-school programmes, a Citizens Advice Bureau, and medical services were highlighted as important functions for the community.
- **Other comments:** Opinions varied, with some suggesting maintaining the status quo of not investing in or developing new community hubs due to the economic climate and others believing that basic infrastructure and maintenance should be prioritised over new facilities. Some respondents felt that Mangawhai has already received sufficient funding and resources compared to other areas in the district.

It is worth noting that there is considerable overlap between the ideas above and what would now be regarded as "normal" in a modern library setting.

Library strategy consultation

During the development of the Kaipara Library Strategy, workshops with library and council staff, elected members, and interviews with Iwi and community representatives provided ideas and insights into community aspirations for libraries. Wider input was gained through an online questionnaire as Covid prevented any face to face focus groups or community gatherings.

The library was seen as a destination, a community hub that might have related civic, cultural or learning activities associated with it. It was valued as a civic, non-commercial space at the heart of a community. There was general support for:

- More space for activities, reading, browsing and working in the library
- Spaces for community meeting and use
- More opportunities for learning programmes and activities to build community knowledge, capability and creativity
- The importance of having access to digital tools and tech so that people can keep up with where the future of work and leisure is heading
- The importance of catering for a wide diversity of needs, abilities and cultures. Other ways of learning and experiencing the world need to be catered for, e.g. Te Ao Māori world view sitting alongside the traditional European view of library.

Focus group of young people

A focus group of 11-13 year olds from Dargaville Intermediate School was held in June 2024. Their ideas included:

- Gaming area – with both digital gaming (PCs and consoles) and physical games, e.g. table tennis
- Music studio – the ability to play instruments and record music. The opportunity to have silent disco
- Maker area/Art area – tools such as VR headsets, 3D printer, heat press, laser cutter, cricut machine, materials and storage for arts and crafts. Will need a wet area.
- Hang out area with friends, bean bags, nap area, watch movies, chill

⁷ Kaipara District Council. Long Term Plan 2024-2027 summary of submissions. May 2024.

- Food/drink – ability to make own free drinks, and/or a vending machine. Place to cook stuff.
- Other ideas – two level building, kids downstairs, adults up, noisy and quiet spaces separated, laser tag area, basketball hoop, more books (particularly true crime), competition ladder to encourage reading, using QR codes.

Staff workshop

A workshop with library and other council staff was held on 13 June which developed the set of principles and values to guide the development of the hub (see Section 3 below). Staff highlighted all the functions and spaces that could be delivered in a larger library and spent time exploring several of these in greater detail. Their ideas and thoughts have been mostly carried through to the functional design brief (section 4).

A summary mind map of all the ideas from the various groups is attached as Appendix 1.

Elected member conversation

Three elected members were available to discuss the hub and key points from that meeting were:

- Spaces need to be flexible and with facilities that generate high use
- The two areas have differing needs for community space
- Possibilities of combining the community hub with other community or recreational needs, e.g. sports pavilion or Te Whai Trust
- The need to clearly understand what development contributions will be available by the time building commences

Iwi engagement

An initial meeting was held between iwi representatives from Te Roroa (Snow Tane), Te Uri o Hau (Jane Raymond-Paieka) and Te Kūhi/Te Roroa (Delilah Te Aōrere Parore-Southan), and Kaipara District Council staff and the library consultant, to appraise them of the project. Te Roroa stressed the importance of the hubs in reflecting the combined Māori and Pākehā histories, and for the hubs to be truly representative of their communities.

Ongoing iwi involvement is still subject to discussion at the time of writing. It is desirable that channels of communication remain open so that the functions and concept design can benefit from mana whenua input.

Ongoing community involvement

This stage of the project will be complete when concept designs have been produced that provide a firm basis for developing the costs for the full design and construction. In due course, once contracts are let, it will be important that the community has an opportunity to feed into the preliminary design phase. This may be by way of focus groups for areas of the hub, e.g. a youth advisory group for the youth space, or a focus group to provide input into the creative maker areas. Another approach is to hold a community day in each location whereby members of the public can come and contribute ideas for what they would like to see in the different spaces or provide general comments about what is important to them culturally. In this way the brief and initial concept can be tested to ensure that, in the intervening time, if new needs and/or ideas have arisen they can be considered. It will also help build momentum for each project.

Section 3: Setting the scene

A modern public library experience

Public libraries in New Zealand and internationally have changed significantly over the past twenty-five years.

Modern libraries are community hubs providing spaces for meeting, learning, studying, reading, playing and connecting with others and with our local heritage. They have embraced the opportunities that technology and digital content and information have made possible. While reading is still foundational, the importance for people to be competent digital citizens is also crucial.

Technologies are developing at an ever-increasing pace, especially AI technologies, and their impact on the world of work (both good and bad) is a hot topic for discussion. Innovation and building on others' ideas to create new job opportunities is vital. Libraries are increasingly being used by their communities as places to experience and experiment with these new technologies. Many a new business idea is born out of a person's opportunity to experiment, or acquire new ideas from doing and reading. In this way libraries contribute to the economic well-being of the communities they serve.

Libraries are key institutions for democracy, making sure that everyone has access to the knowledge, tools and skills they need to participate in a world where mis- and dis-information, cyber bullying and scams are prevalent.

The library is a third space, not work (or school), not home, which is described by Oldenburg in his influential book *The Great Good Place*⁸, as being important for civil society, democracy, civic engagement, and establishing feelings of a sense of place. Some libraries are referred to as the 'community living room' and are at the centre of a community hub.

The *Future of local government report*⁹ stated that "a transformational mindset sees local libraries as anchor institutions and multi-use community hubs that can strengthen community identity and create opportunities for civic and economic participation"¹⁰. Libraries as the anchor for community hubs have been located with other cultural facilities (Te Waka o Waipuna, Blenheim Library and Art Gallery), recreational facilities such as swimming pools (Waitohi, Johnsonville) and other community functions such as Plunket rooms and Citizens Advice Bureau (Birkenhead Library). There are many more examples combining libraries with museums, archives, recreational and sports facilities, as well as providing places for community based operations.

Principles and values

The aspirations for the new hubs are based on the following concepts:

- Manaakitanga – welcoming, caring, hospitable, accessible, safe
- Kotahitanga – inclusive, equitable, fostering diversity
- Whanaungatanga – collaborative, intergenerational, youth voice, relationships
- Te Huinga – community gathering and connection
- Taiao – flexible and adaptable, sustainable in design, build and operations, biophilic¹¹
- Culture and arts – reflecting and telling the local stories of Pakeha, Te Ao Māori, Pasifika
- Catalyst – for learning, creativity, inspiration, change
- Enabling – integrated digital technology and services, interactive, future focused, generating opportunities

⁸ Oldenburg, Ray *The great good place*. NY: Marlowe, Publishers Group West, 1999.

⁹ Review into the Future for Local Government (2023) He piki tūranga, he piki kōtuku, Wellington: New Zealand. https://www.futureforlocalgovernment.govt.nz/assets/Uploads/DIA_17168_Te-Arotake_Final-report_17_DIGITAL.pdf

¹⁰ Ibid p32

¹¹ Biophilic design. Wikipedia <https://tiny.cc/#>

Accessibility, lighting, acoustics

It is expected that all standards for accessibility (NZS 4121:2001), acoustics, and lighting, including for library shelving will be met. Acoustics are particularly important so that noisier activities don't impact on other people's need for a quiet space. While the standards for accessibility deal well with physical access they do not cover the needs for those who are neuro diverse. Libraries are beginning to create spaces that either permanently, or at certain times of the day, or days of the week cater for such children in particular, so that they can enjoy the benefits that the library offers without experiencing undue stress for themselves or their whanau.

Design principles and practice

Architectural styles and practices are dynamic and in recent years there has been a strong move to tie new buildings to the land and stories which have informed our present. Increasingly there is a desire to use Māori design principles and practice in helping to shape the fabric and interior of the building as well as the exterior. Auckland Council has information on their website regarding Māori design¹². However, it is crucial that these principles are applied within the framework of local iwi thinking and practice. As the project develops, involvement of mana whenua in both projects would be ideal. Development of a cultural narrative can be a first step in this engagement process.

Recent projects such as Te Ara Ātea in Rolleston, Selwyn District, are great examples of what can be achieved through a collaboration with local iwi in delivering a modern, cultural experience that tells local stories. Tūranga, the central library in Christchurch City benefited from the cultural narrative produced by Matapopore Trust which influenced both the design, décor and art in the building.¹³ The recently opened Manawatū Community Hub Libraries also worked closely with Iwi to develop a cultural narrative which influenced the design.¹⁴

Benefits

Without exception, the building of a new library generates increased business. There are more visitors, more people reading and using materials, new users who are attracted by the space, the programmes and the places for meeting and connecting. Increased use can be as much as 300% - and certainly in the case of a new library in Mangawhai which has not experienced a modern library service, it would be expected that a significant proportion of the population will use the space and services for their leisure and learning. Appendix 4 details some of the increased business experienced by recently opened new libraries.

Assumptions

In putting together the functional brief the following assumptions have been made:

- The building is based on 30 years' demographic growth, although a 50-year life should be achieved
- The population served includes all statistical areas for Mangawhai and 50% of Kaiwaka, giving an estimated population of 13,500 by 2053.
- Library collections will meet the growing population needs.

¹² <https://www.aucklanddesignmanual.co.nz/#top>

¹³ <https://my.christchurchcitylibraries.com/turanga/turanga-artworks-and-cultural-narrative/>

¹⁴ <https://www.mchl.co.nz/your-mchl/cultural-narrative>

Section 4: Functional brief

The current Mangawhai Library of 91m² is too small. More space is needed for:

- Displaying and accessing collections adequately
- Places for people to study, browse, read, collaborate, and meet
- Activity and meeting space, both for library run programmes as well as catering to community needs
- Space to learn, create and experiment with newer technologies
- Integrated technology and digital access

This section provides descriptions of the functions and spaces needed to deliver a modern public library service.

Lobby/foyer

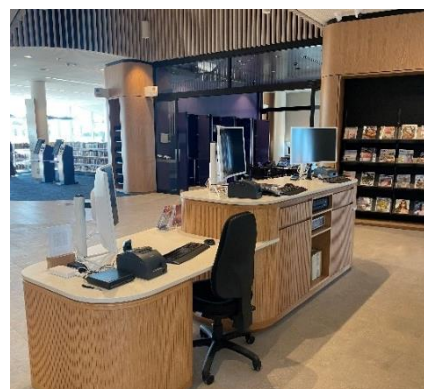
The foyer or lobby needs to provide protection against inclement weather. Two sets of automatic doors, ideally where one set closes before the other opens are essential, both from an accessibility point of view, but also weather protection. If there is insufficient depth to allow for that, then doors would need to be offset, 30m² has been allowed for this area.

Welcome/customer service

The entry point to the library will set the scene for the experience inside. The need is for a welcoming, open area which is easily navigated and creates a sense of identity and belonging.

One of the challenges in today's libraries is to accommodate the differing needs for group activity and interactive spaces, with those for reading, study, learning, programming, and quiet contemplation. The design needs to move from more noisy activities at the point of entry through to quieter activities as you move into the building.

Staff interaction with users occurs in a collaborative, side by side model. Most circulation transactions will be self-help with staff time spent on readers' advisory work and providing and co-ordinating activities and programmes that encourage literacy, digital skills, creativity and learning. Staff will be out in the library, potentially using mobile technology such as iPads. This area will need to accommodate the following:



- RFID self-issue and self-return kiosks
- Self-help shelving area for customers to collect their holds
- A staff service 'pod' with sit and stand options which provides a visible contact point for users as they enter the building
- Exhibition/display space incorporating digital display
- An online catalogue terminal (OPAC)

This area can also serve as a meeting place, or a place to wait for someone, so thought needs to be given to whether seating might be needed in this area and what kind. Accommodation for umbrellas and coats on a wet day may be needed.

Council customer service may also occur in this area. This will require a desk or counter with computer and money taking facilities.

<p><i>Key Features</i></p> <ul style="list-style-type: none"> • Library and Council customer service • Retail look with face-out display of any items • Shelving/area for customer holds 	<p><i>Activities</i></p> <ul style="list-style-type: none"> • Check-out and return of books and media • Help with enquiries and computer use • Place of meeting and orientation 	<p><i>Adjacencies</i></p> <ul style="list-style-type: none"> • Public computers • Public toilets • Café
<p><i>Design Considerations</i></p> <ul style="list-style-type: none"> • Open, welcoming area • Easy to see what the facility provides upon entry 	<p><i>Technology</i></p> <ul style="list-style-type: none"> • Catalogue computer (OPAC) • staff computers, issue technology, self-issue kiosks, self-return shelves • Digital signage 	<p><i>Space requirements</i> 55m²</p>

Collections

The physical collections remain a core resource for reading, information, and enjoyment

We expect that around 28% of the total space will be given over to the housing and display of collections. Library shelving has traditionally been in rows but there are other possibilities that use shelving to define spaces. Merchandising approaches to display of materials will allow for face out display with the possibility of using end panels to display items, as well as special display stands. End panels can also be used for OPACs.

Shelving can be 5 high in adult collections, as long as there is some face out display on top shelves and that the space between shelving bays is no less than 1200mm.

Children's and young adult areas should be no more than four shelves high and for junior fiction, probably 3 shelves high. Shelving in these areas should be on wheels to enable the shelving to be pushed aside for events that require more space than usual.

There are several experienced shelving suppliers in New Zealand who will advise on shelving plans and different types of shelving for different formats.

The breakdown of shelving by type of materials is approximately:

Collection type	m ²		m ²
Adult collections	190	Young Adults	12
Magazines, nonbook, newspapers	33	Children's	45
Total space required	280m²		



Children's area, Tūranga, Christchurch



Magazine shelving, Blenheim

Lounge and study seating

“Public libraries are places where the feet can rest, and the mind can soar.”

Different types of seating are needed to cater for the different needs of users. Comfortable chairs and/or couches with overhang tables, study chairs and tables and a range of other individual seating suitable to different activities. If coffee style tables are used, they need to be of sufficient height for a range of purposes, and not so low that they can be used for footstools.

Groups of seating can be associated with the different areas. For example, a group of chairs suitable for older people with arms and at a height for easy standing can be associated with the large print collections. Seating in the children’s area needs to be suitable for families to sit together, with some chairs suitable for reading stories together. Child size chairs and tables will be needed in this area as well.

Bench seating can be useful for those wanting to work, study and use their own devices. Experience has shown that people are less inclined to sit across a discrete table from a stranger, than they are to sit side by side at a bench. A co-worker space for those who want to work away from home is likely to be a mix of high bench seating and lower bench seating. It should be adjacent to the digital hub with photocopier and printing technologies.

In addition, there may be stools or ottomans that can be pulled up to a shelf for ease of browsing the lower shelves. Bean bags or booth seating might be appropriate for the youth area.

Breakdown of seating areas	m ²
General adult, including areas for seniors, co-workers, study tables and work area in heritage	137
Children	25
Young adults, including study table	35
Total space required	197m²

Note – seating for library computers is additional to this space.



Overhang table



Young Adults area, Tūranga, Christchurch



Children’s Area

This space caters for children from 0-12 years. Children and their parents have different learning needs at different ages. 1-3 year olds are mobile and need safe play areas away from exit doors as much as possible. Children of this age will begin to find and use preschool collections with increasing independence; shelving needs to be at child height, and parents need to have good line of site from where they might sit with a baby to watch their toddler.



Play is important at all ages and access to such things as lego and duplo and other educational games is important.

The first three to four years of school are ones of discovery requiring a dynamic, interactive environment – things to touch, move, look at and read. Interactive games, as well as learning to read will be happening. Encouraging reading for pleasure and beginning the lifelong habits of enquiry means having collections for leisure and learning with strong ties between the physical collections and eCollections for children.

9-12 year olds require greater homework support and opportunities to use more sophisticated technology for learning and creativity. A furniture setup that makes it easy for children to work together is important. Gaming, programming robots, making videos and using a 3-D printer and other activities that encourage STEAM (science, technology, engineering, arts and maths) are important for this older age group, so proximity to the Creative maker space is desirable.

Areas should flow naturally into one another but can be defined by careful placement of furniture, fittings and shelving. The creation of some niche seating, or hideaway space that a child can climb into is great to have. There needs to be sufficient space for buggy parking (during children’s programmes). Safe access to the outdoors for play is desirable.

<p>Key Features</p> <ul style="list-style-type: none"> • Area for storytelling and children’s programmes • Collections – most shelving moveable • Play area, with lego, duplo and other educational toys • Variety of seating types – niche 	<p>Activities</p> <ul style="list-style-type: none"> • Reading and story reading • Smaller group activities and programmes • Family visits • Making and creating things for younger children • Class visits 	<p>Adjacencies</p> <ul style="list-style-type: none"> • Close to parenting room • Room for buggy parking (up to 10) • Possibly opening to outdoor play area
<p>Design Considerations</p> <ul style="list-style-type: none"> • Vibrant and stimulating – create a sense of excitement • Distinctive area, safe and secure • Noise – good acoustics • Child friendly – including for those with a disability 	<p>Technology</p> <ul style="list-style-type: none"> • Wifi • Tablets and/or chrome books for children • Touch screen or similar library catalogue (OPAC) • Play station 	<p>Space requirements 95m² including shelving (45m²) & share of seating</p>



Children’s craft and games area



Children’s technology, Geelong, Victoria, Australia

Youth

Young people will be able to use any part of the library but a space which is especially focused on the resources they like to read for pleasure, and which provides them with a place to hang out and talk with their friends, use the wifi with their own devices and generally 'chill', is important.

The youth area should be away from areas that require quiet. Ideally it should have some adjacency to the Creative maker space as it is anticipated they will be keen users of the technologies and tools on offer. As well an area for gaming of various kinds, including computer gaming, is part of this space.

Niche seats, possibly booth type seating, high tables for leaning or with stools, couches, bean bags, pod chairs are all possible. A large study table may also work in this area, although youth who require quiet study areas may use other parts of the library for this activity, including the small 3-4 person meeting rooms.

Streaming music or movies from the libraries' e-collections should be easily accessible from the Youth space, along with play station and gaming tech.

Collections for young people are shelved with this space.

<p><i>Key Features</i></p> <ul style="list-style-type: none"> • YA collections on wheels • Group study table • backpack friendly 	<p><i>Activities</i></p> <ul style="list-style-type: none"> • Reading • Studying • Playing games • Using computers 	<p><i>Adjacencies</i></p> <ul style="list-style-type: none"> • Near creative maker space if possible • Away from quiet areas
<p><i>Design Considerations</i></p> <ul style="list-style-type: none"> • Area needs to be distinct/separated from children • Noise – good acoustics • Appropriate mix of seating 	<p><i>Technology</i></p> <ul style="list-style-type: none"> • Tablets and computers • TV and gaming station • Touch screens 	<p><i>Space requirements – 85m²</i> <i>includes shelving (12m²) & seating (35m²)</i></p>



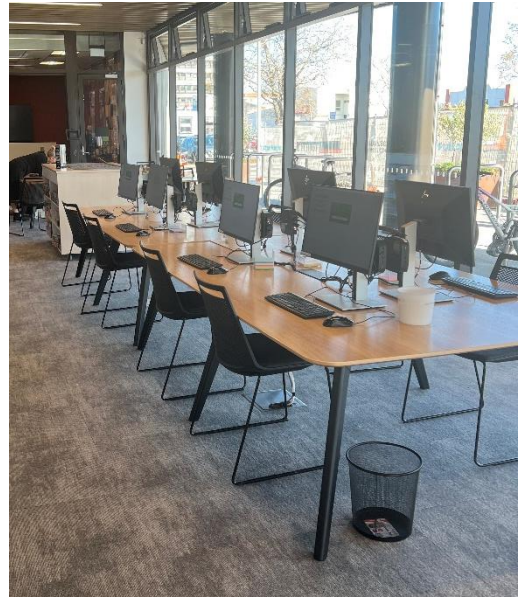
Booth seating, Te Ara Ātea, Selwyn District

Digital hub and other technology

Technology will keep evolving and library facilities need to be able to accommodate this.

The rapid development of new technologies will continue to enhance library experiences, provide efficiencies, and facilitate changes in service delivery. These changes impact on how people use the library's space. The design needs to take account of the following needs and aspirations:

- Quality library-wide wifi (APNK¹⁵) for people who want to use their own mobile devices to access content and services in the library.
- Desktop computers (APNK) continue to have a place in libraries, particularly for work which is not as easy to do on a tablet device. Free access to the Internet is now part of the library brand.
- Tablet devices or chrome books offer flexibility and ease of use for those that don't have their own device.
- Electric power sockets for charging laptops and other devices; possibly a phone charging station and USB-C connections
- Standard size screen (20-23 inch) equipped various connectors, to enable those with their own device to plug in, for ease of use.



APNK computer area, Blenheim Library

The fixed public computers are likely to be in a group for ease of assistance and for small group tuition.

The design will need to plan for the integration of technology into a seamless digital and physical experience. Digital resources will sit alongside physical resources. As an example, physical and digital newspapers and magazines can sit alongside each in a space devoted to media and news. Local history photographs can be searched once they are in a digital repository, using large screen technology. Maker technology has been described under that space. Agility of planned space for future technology evolution is key and it will be vital that a Technology Plan is produced prior to the preliminary design phase of the build.

<p>Design Considerations</p> <ul style="list-style-type: none"> • Some privacy for computer users • Light not reflecting on screens or users looking into light 	<p>Adjacencies</p> <ul style="list-style-type: none"> • Near a staff service point for ease of help • Adjacent to co-worker area
<p>Technology</p> <ul style="list-style-type: none"> • Desktop computers, APNK (4) • Printer, scanner and other business technology • Public wifi (APNK) 	<p>Space requirements 25m²</p>



¹⁵ Aotearoa People's Network Kaharoa service supplied by the National Library of New Zealand

Creative maker area and music studio

A modern library experience provides opportunities for people to learn, create, experience, and participate in programmes. Libraries are providing a range of digital and craft technologies for people to try out, experiment with, and make things for themselves. The design needs to be flexible and visible. This space will be available for after-hours use when the library is closed. One side of the space will require large glass doors that can be kept open during library hours, so that users spill out into the library if needed.

The space must be flexible so that it can morph into what activity is required at any given time. It must accommodate a range of uses such as:

- Wet area which might be used for kids' crafts, creative art and painting or other activities that will require the ability to clean up or access water.
- Clean area – for material crafts, using sewing machines, overlockers, cricut, and T-shirt printers etc.
- Digital/technical craft area for using 3D printers, vinyl cutter, laser cutter, badge making, etc. It is important that these are self-ventilating.

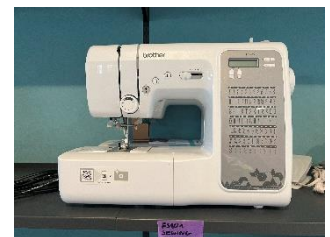
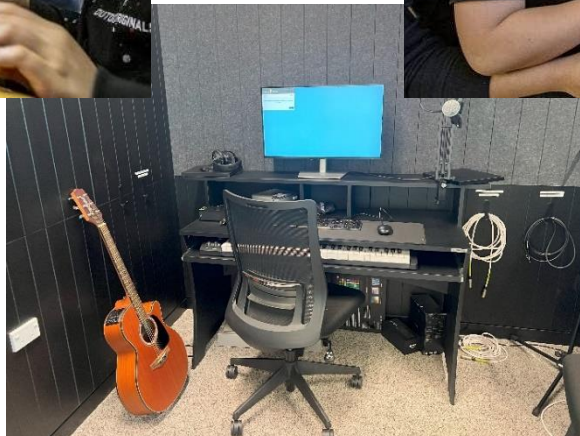
There is likely to be a need for some devices to be able to connect to public wifi, other than APNK wifi.

Ideas from the consultation and community for the maker area are attached as Appendix 2.

A music studio that will enable the playing and recording of music or voice, is included. It will need good sound proofing both to ensure the sound is contained but also to prevent outside noise interfering with the quality of the recording. This space is also to be available after hours.

It is important that the space complements other facilities in the district and doesn't compete with men's shed style workshops. There is insufficient room to accommodate these functions.

<p><i>Key Features</i></p> <ul style="list-style-type: none"> • Storage for equipment • Benches/tables and chairs 	<p><i>Activities</i></p> <ul style="list-style-type: none"> • Individual use • Group programmes 	<p><i>Adjacencies</i></p> <ul style="list-style-type: none"> • Possibly near young adults' area • Near entry to allow after hours use
<p><i>Design Considerations</i></p> <ul style="list-style-type: none"> • Good ventilation • Hard floor surface • Running water 	<p><i>Technology</i></p> <ul style="list-style-type: none"> • 3D printers, robots, Sewing machines, etc • Wireless enabled • Power points • Music and video software, computer 	<p><i>Space requirements</i></p> <p><i>Creative space 75m²</i></p> <p><i>Music studio 20m²</i></p>



Music Studio, Matatiki Centre, Hornby Christchurch

Meeting and learning spaces

As well as the creative maker space, the library needs access to a larger meeting/learning space which can be used for events and programmes, including class visits. Programmes might include computer based teaching of digital skills, or learning programmes that cover a multitude of topics, delivered both by library staff and by external experts and providers. This space should be available to be used after library opening hours, with separate access from outside, and with the use of the public toilets.

The large room could be divided with a moveable wall, to make two spaces. One end of the room should have storage for stacka chairs. The commercial kitchen will be available to service this space so a 'kitchen in a cupboard' is not required.

As well as the large room, provision has been made for one medium sized room for 8-10 people (to accessible for staff use as well) and two small rooms for 3-4 people. The medium sized meeting room should also be available for after hours. The smaller rooms are likely to be used for small group study in the library, by people wanting to have an interview, or for a JP clinic. They should be glass fronted for good visibility in and out and be bookable, but also be able to be used by anyone when not booked.

The large meeting room should have a "kitchen in a cupboard" that enables food to be heated and will be used to cater for events held in this space. The breakdown of meeting spaces is as follows:

	Space	Seating for		Space	Seating for
1 x Large	75m ²	50	1 x small	10m ²	5-6
1 x medium	20m ²	10	1 x small	8m ²	3-4
Kitchenette	15m ²				
Total	128m²				

<p><i>Key Features</i></p> <ul style="list-style-type: none"> Storage for stacka chairs, tables Glass fronted to library 	<p><i>Activities</i></p> <ul style="list-style-type: none"> Meetings and interviews Community led activities Learning programmes & events Class visits 	<p><i>Adjacencies</i></p> <ul style="list-style-type: none"> Near to external entry to the building for after hours Public toilets Community kitchen
<p><i>Design Considerations</i></p> <ul style="list-style-type: none"> Excellent acoustics and lighting After-hours access to large multi-purpose room and mid-size room 	<p><i>Technology</i></p> <ul style="list-style-type: none"> Large screen TV in larger rooms Wireless enabled Power points Video conferencing 	<p><i>Space requirements</i></p> <p>113m²</p>



Meeting rooms, Blenheim Library



Small meeting room, Ashburton Civic Centre & Library

Community kitchen

Most modern libraries have embraced the opportunity to provide refreshments in an environment that encourages conversation, browsing magazines, and relaxing with a good book. An alternative to the café is a community kitchen where people can make their own coffee and heat food in a microwave. Ideally there should be the ability for indoor and outdoor use of this space and magazines are usually located in the vicinity for browsing. The size of this area is based on a medium sized kitchen where food is brought in from elsewhere and seating is in nearby library seating, possibly high bench or a small table with chairs.

Size allowed is 25m²



Community kitchen, Takaanini Community Hub

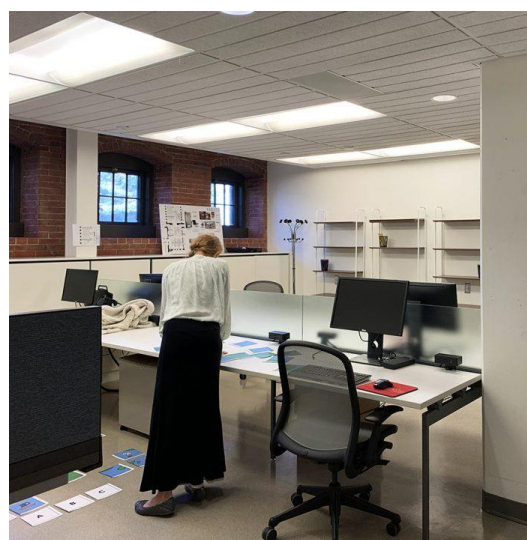
Staff facilities

This area needs to accommodate the following:

- Open plan workspace shared by up to 4-5 staff
- New stock unpacking and sorting area; space for collection management and maintenance
- Book returns, sorting and storage for crates
- Storage for stationery, children's activity materials etc
- Staff break room with lockers
- Small meeting room, huddle¹⁶ style
- Staff toilet

For larger staff meetings the medium size meeting room can be booked.

While a significant amount of staff time is expected to be on the public floor working with users in various roles and activities there is still the need for quiet space away from the public to catch up with email, plan programmes and work with resources.



<p>Key Features</p> <ul style="list-style-type: none"> • Workstations • In house returns slot 	<p>Activities</p> <ul style="list-style-type: none"> • Staff administration and email • Collection management: book exchange, weeding, repairs etc • Returns and sorting 	<p>Adjacencies</p> <ul style="list-style-type: none"> • Staff toilet, staff break room, staff meeting room • Loading area and back entry for courier
<p>Design Considerations</p> <ul style="list-style-type: none"> • Safety space if staff need a 'bolt hole' • Privacy but with visibility outwards • Storage 	<p>Technology</p> <ul style="list-style-type: none"> • Wifi • Staff PCs and/or laptops 	<p>Space requirements 88m²</p>

¹⁶ <https://www.unisonworkspaces.co.nz/products/herman-miller-oe1-huddle-table/>

Utilities

Utilities include the following:

- Two unisex toilets and one accessible toilet.
- Parenting Room with children's toilet and baby change facility, is ideally located adjacent to the children's space. It should be possible for a breast feeding mother to use this area if privacy is required.
- Water fountain
- A communications cupboard
- Cleaner's cupboard
- Area for rubbish bin storage and loading area for supplies and the book courier
- Building services



The public toilets need to be of high quality and able to be used after hours in association with the meeting rooms. Each unisex toilet will contain its own handbasin. Decisions regarding colour and hand dryers need to be made with the needs of people who suffer from sensory overload in mind. A recent new build with bright yellow tiles and very noisy hand dryers caused problems for some neurodiverse people.

Estimated size requirements: 84m²

Storage

An area of 10m² has been allowed for storage for community groups.



Potential facilities

While there is a youth area in the library which will provide hangout space and room for games and gaming as well as study and reading, a separate youth centre has not been allowed for. It would be possible to create such a space, but this would require probably double the space in this brief.

There were several suggestions in the response to the LTP consultation which have not been included, or not included to the extent submitters may have wished. Submissions for a cultural centre, environment centre, theatre or performance space, and sports facilities such as a swimming pool would add considerably to the footprint of the building. Should a sports pavilion be needed on the Ulrich Park site, this would be additional space.

Culture, art and exhibition

The concept for art and exhibits is that they will be throughout the building rather than one dedicated space. Making use of wall space, decorative pillars, or art as part of the furnishings brings the culture of the area into the interior and fabric of the building. Temporary exhibitions can be mounted in the welcome area or other appropriate parts of the building, e.g. displaying art of local school children within the children's space. Art can be introduced through specially designed carpets or in niche seating areas.



Exhibition space, Te Ara Ātea



Tāwhaki, atrium stairway, Tūranga



Snuggle space combined with art, Te Ara Ātea



Seed pods, artwork, Ashburton Civic Centre and Library

Site and landscape

It is important that any design takes account of the surrounding landscape. There have been calls for a play area for children, for accessible parking, and an outdoor basketball court. The ability for library customers to spill out into the exterior on fine and sunny days is an advantage.



Outdoor play area, Ashburton Civic Centre and Library



Half basketball court, Aranui, Christchurch

Space allocation

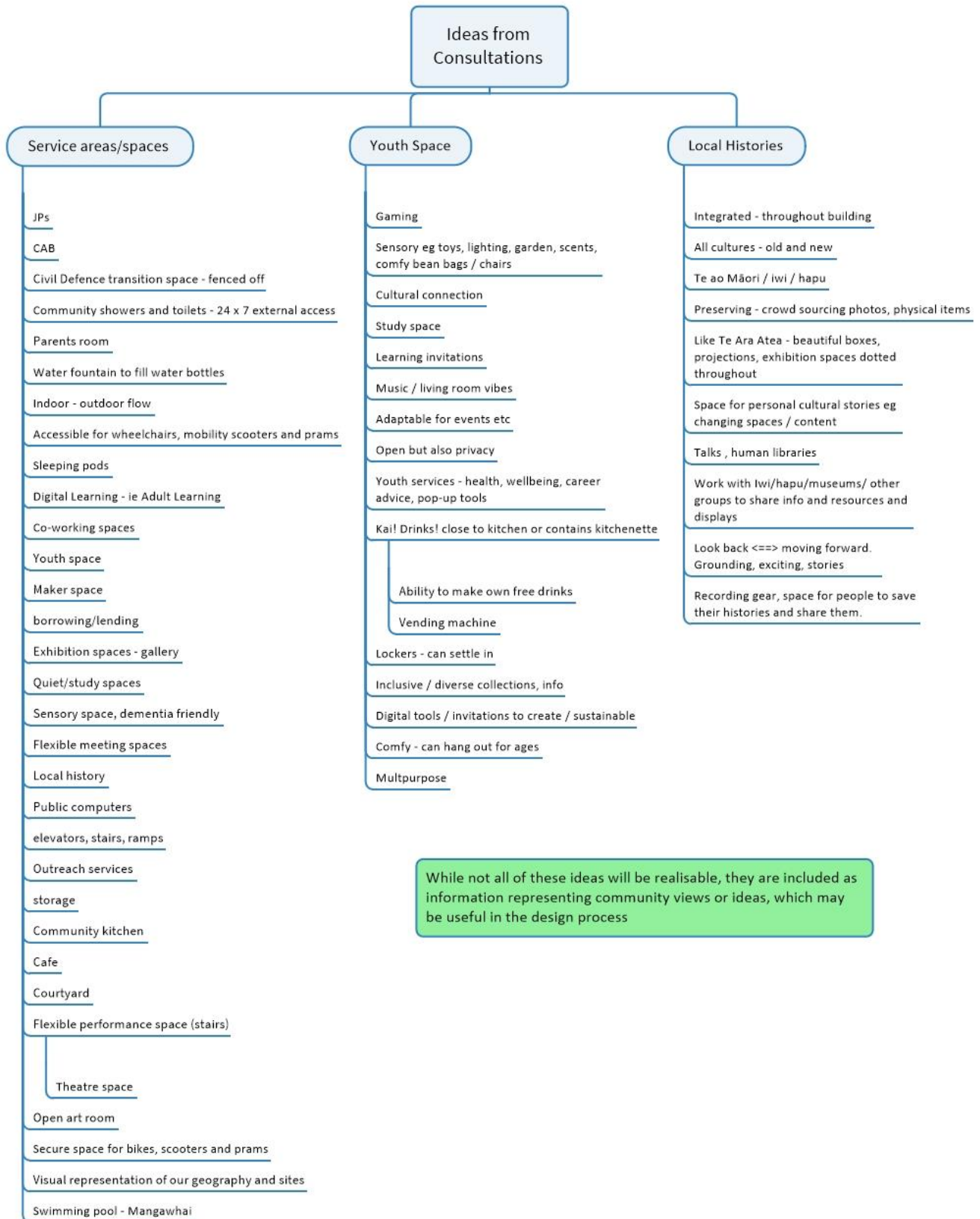
Following is a summary of the spatial requirements. It does not take account of the additional space needed for stairs and lifts should a two level building with a mezzanine be required. This would be additional.

The space allocation has been checked against the State Library of New South Wales *People Places* calculator which indicates a building of 1113m² to serve the population of the Mangawhai and immediate surrounding area. We have reduced the amount of space allowed for seating from 91 to 70 seats to bring the footprint of the building to 1080m². The service based calculator is attached as Appendix 3.

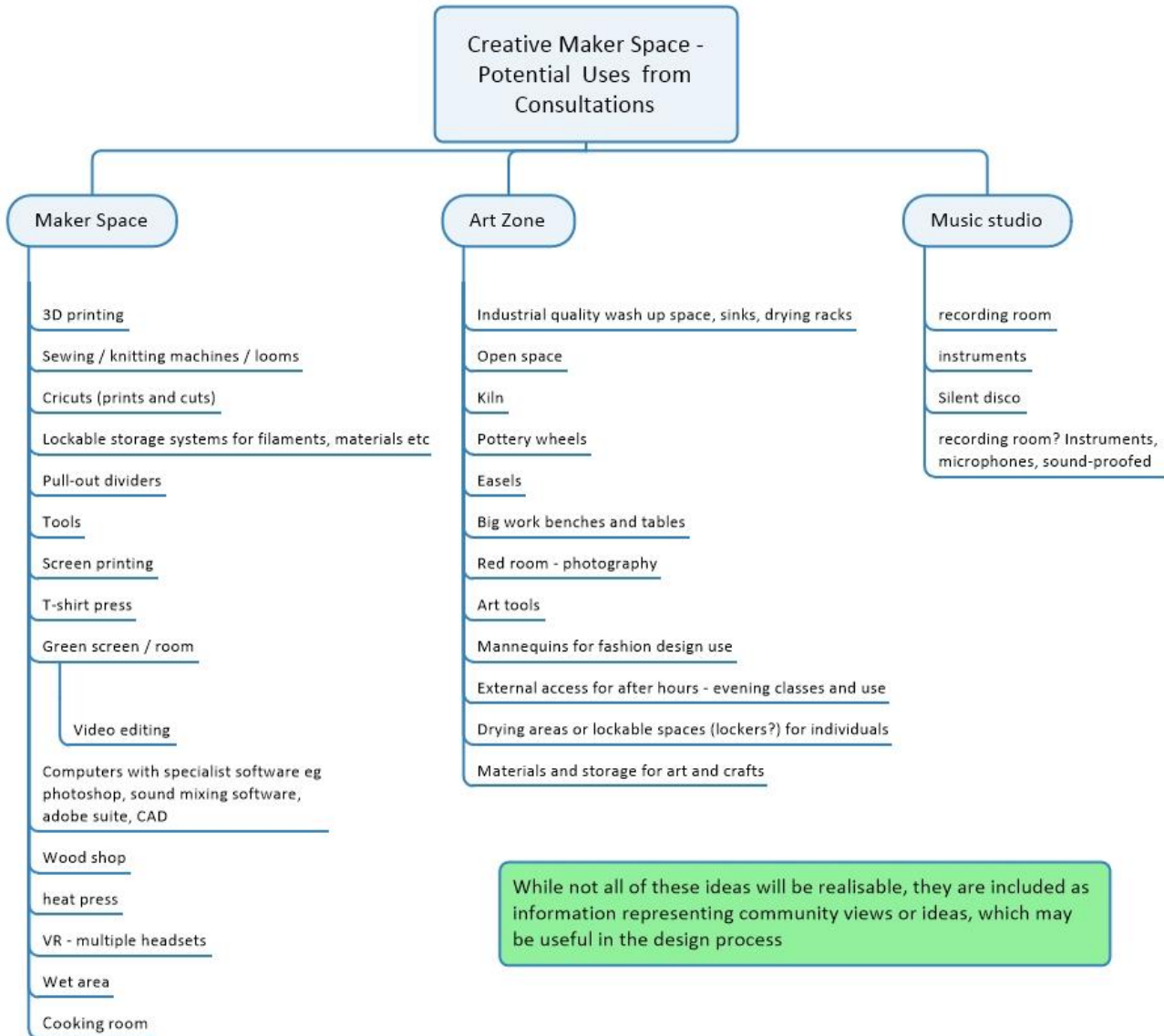
	Area	m ²
	Lobby	30
	Welcome/customer service	55
Collections	Adult collections	190
	Magazines, nonbook, newspaper collections	33
Seating	Seating - including area for seniors, co-workers, heritage space	137
	Children's area (including seating and shelving)	95
	Youth space and gaming area (including seating and shelving)	85
Digital	Digital hub: Public computers, copiers, printer	25
Creative	Creative Maker space	75
	Music studio	20
Activity/Meeting	Large meeting room (subdividable)	75
	Small (1 x 10m ² and 1 x 8m ²)	18
	Medium size	20
	Kitchen in a cupboard	15
	Café	25
Staff	Workroom	35
	Meeting room	12
	Break room	15
	Staff toilet	6
	Storage	20
Utilities	Public unisex toilets (2), Accessible (1)	14
	Parenting room	20
	Plant, server, loading, cleaner's cupboard, corridors	50
	Storage for community groups	10
		1080m²

Appendices

Appendix 1: Ideas for the community hub from consultation



Appendix 2: Ideas for the use of the creative maker space



Appendix 3: People Places calculator

Service Based Calculator

To start using the service based calculator, please enter the following values:

Catchment Population	13,500
Collection Size	22,000
% Books	93%
% Periodicals	4%
% Non-Print	3%
% Virtual & Digital	

Please note, for populations of fewer than 2,750 persons we recommend a minimum gross floor area of 190sqm.

Base Area	% of Collection	No. of items	% out on loan	Adjusted no. of items	Items per sqm	Floor Area
Collection size	100%	22,000				
Books & vols on shelves	93%	20,460	30%	14322	70	205
Periodicals	4%	880	30%	616	10	62
Non-print material	3%	660	30%	462	100	5
Virtual & digital	0%	0	30%	0	0	0
Collection floor area						271 sqm

	No. of items	Sqm per item	Floor area
Area for library computers & personal devices			
Catchment population	13,500		
Recommended public computers	4	5	20
Additional public computers		5	0
Personal devices (desk space)		5	0
Personal devices (lounge space)		3	0
Self check units	4	3	12
Computers, tablets & other devices floor area			32 sqm

Total base area 303 sqm

Reading, seating & study areas	Recommended seats	Desired seats
Seating based on population	89.5	90

	Percentage of total	Recommended values		Desired floor area
		Sqm per item	Floor Area	
seating as desks	10%	5	45 sqm	45 sqm
seating as lounges	70%	3	188 sqm	188 sqm
seating as group study	20%	1.8	32 sqm	32 sqm
	100%			265 sqm
Total reading, seating & study areas			265 sqm	

Other functional & service areas	Recommended floor area	Desired floor area
Service desk	15 sqm	15 sqm
Returns	15 sqm	15 sqm
Quick picks, display & information	21 sqm	21 sqm
Newspaper & magazine area	15 sqm	15 sqm
Children/youth Areas		
Children's story telling	21 sqm	21 sqm
Toy library	0 sqm	0 sqm
Young adult area	21 sqm	21 sqm
Games area/digital media space	21 sqm	21 sqm

Specialist			
Specialist genre collection	21 sqm		sqm
Local & family history room	21 sqm		sqm
Storage for archive/conservation	15 sqm		sqm
IT training room	21 sqm		sqm
Staff			
Staff work, lunch, lockers	30 sqm		30 sqm
Work area storage	15 sqm		15 sqm
Mobile library services area	0 sqm		0 sqm
Central & regional work area	0 sqm		0 sqm
Amenities and ancillary			
Foyer, lobby, corridors etc	21 sqm		21 sqm
Vertical circulation (lifts, lift lobby, stair	0 sqm		0 sqm
Toilets/restrooms, cleaners	15 sqm		15 sqm
Plant, equipment, maintenance	21 sqm		21 sqm
Server room	15 sqm		15 sqm
Photocopiers, digital equipment	15 sqm		15 sqm
Loading dock, garbage & store	21 sqm		21 sqm
Stack area	0 sqm		0 sqm
Additional services (optional)			
Café	0 sqm		25 sqm
Community services	0 sqm		0 sqm
Exhibition space	0 sqm		0 sqm
Community kitchen	0 sqm		20 sqm
Total other functional & service areas	330 sqm		

Meeting Spaces (optional)	No. of rooms	No. of people	Area/Person
Meeting room & storage	1	60	1.5
Small meeting rooms	2	4	2
Small meeting rooms	1	10	2
Makerspaces & associated storage	1	30	3
Multipurpose or training room			2

	Recommended floor area	Desired floor area
Meeting room & storage	90 sqm	90 sqm
Small meeting rooms	16 sqm	16 sqm
Small meeting rooms	20 sqm	20 sqm
Makerspaces & associated storage	90 sqm	90 sqm
Multipurpose or training room	0 sqm	0 sqm

Total meeting spaces **216 sqm**

Total Gross Floor Area **1,113 sqm**

Appendix 4: New libraries in New Zealand

Te Ara Ātea, Rolleston, Selwyn District Council

Size: 2200m² over two levels

Population served: 20,000 plus

This library opened in December 2021. It is described as a place of discovery, community gathering and sharing knowledge. Te Ara Ātea refers to “the unobstructed trail to the world and beyond”. The library contributes to the cultural well-being of all Selwyn residents by blending cultural narratives, contemporary public library experiences and collections, meeting rooms, performances spaces, workshops, digital resources, social spaces as well as accessible and significant arts.

During the first three months of opening, and despite the ongoing impacts of COVID-19, Te Ara Ātea saw significantly improved outcomes:

- 34,761 visitors, a 122.8% increase.
- 66,549 collection loans, a 83.4% increase.
- 96% surveyed satisfaction, up from 88%.
- 1645 new Selwyn Libraries members from across Selwyn District.
- 224 arts, culture, and lifelong learning programmes, attended by 2475 people.



Te Kahu o Waipuna Library and Art Gallery, Blenheim, Marlborough District libraries

Size: around 3000m² of which the library is just under 2000m²

Population served: ca 28,200

This two level building opened in mid May 2023 with its official opening on 30 June, when it was gifted its Māori name, Te Waka o Waipuna. The library had over 175,000 visitors in four months.



Waitohi, Johnsonville, Wellington City Libraries

Size: 1996m²

Population served: 33,100

The hub includes the library, Waitohi Kindergarten, Common Ground café, and Keith Spry Pool (which was existing and is additional to the 1996m²). The new parts of the build were 1996sqm interior and 554sqmm exterior. This includes a “link space” (the walkway through from the carpark to the main road). The collection is approximately 40,000 items.

There was a 100% increase (minimum) in issues and visitation, and in the first months a 500% increase in new registrations.



Te Kete Aronui, Rotoruna, Hamilton City Libraries

Size: 1600m²

Population served 16,210

This new library was opened in July 2023 in the northern suburbs of Hamilton City. As well as traditional library offerings, the space has a range of bookable meeting rooms, an Auaha Makerspace, fully accessible Changing Places bathroom and an on-site café called Chapter One. Users can access a range of Council services from the library, including general enquiries, rates payments and dog registrations.

The collection is approximately 40,000 items.

