



MEETING MINUTES

Guida Moseley Brown Architects

PROJECT: RSPCA – Pialligo Facility
MM No: 22015-035
DATE: 3:00pm Thursday, 16th June 2023
LOCATION: 6 Pirie St, GMB Office
SUBJECT: RSPCA Workshop #04

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ATTENDING:

Peter Parry-Fielder	PF	Project Director	MPC
Nivad Nafisi	NN	Project Manager	TCCS
Steven Hare	SH	Senior Director	TCCS
Personal information		Partner in Charge	GMB
Personal information		Project Architect	GMB
Personal information		Graduate Architect	GMB
Personal information		RSPCA ACT CEO	RSPCA
Personal information		RSPCA ACT	RSPCA
Shane Kelly	SK	Business Manager	TCCS
Daniel Child	DC	Executive Group Manager	TCCS

APOLOGIES:

Personal information		Graduate Architect	GMB
Sri Tharan	ST	Senior Manager	TCCS
Alex Nockels	AN	Senior Director	TCCS
Personal information		Animal Welfare Architect	Therian
Personal information		Project Architect	GMB

Notes		
Item	Discussion	Action
1.0	Introduction by GMB	
1.1	- Acknowledgement of Country - Workshop outcomes to be a review of site opportunities, constraints, design principals and functional relationships - Opportunity for feedback on planning, functional relationships and concept design	Note
2.0	Site Analysis by GMB	
2.1	Site analysis discussions based on site plan drawings included the following; - Existing site features, opportunities, constraints, and context - Overland flow path of stormwater - Storm water management and constraints - Bush fire asset protection zone - Site access from Addison road and intersection	Note



	signalisation • Bus stop location • Canberra Airport obstacle limitation surface	
3.0	Overview of functional relationships and operations	
3.1	Overview of facility design concept: • Modularity of animal holding spaces for the Cats, Dogs and Small Animal care units. Units are a repeating module to allow for future expansion and reconfiguration of internals to meet changing animal intake numbers and requirements • External Dog exercise yards associated with Kennel modules • Localised expansion capabilities within the current development • Public circulation primary driver of site and facility planning • Education centre located separate from public entry to allow for independent operation and afterhours operation. Located off public forecourt with bus drop off for school groups / organised group visits • Separate public and staff parking with built form to prevent cross over. Staff parking to be private and aligns with back of house functions. Public parking closely associated with Adoption and Education centre arrival • Separate public and staff entry points into RSPCA facility. Public access via the adoption centre as singular point of entry. Staff access via veterinary clinic or via Dog animal care unit due to proximity to staff parking. • Centralised administrative area and animal care staff hubs within animal care units	RSPCA supportive of modular animal care units for future flexibility and expansion. RSPCA supportive of forecourt with separate entries to Adoption and Education. Notes education would operate afterhours and independent to main RSPCA RSPCA supportive of general composition of animal care units, public circulation and locations of Vet, Support, Admin and Adoption
3.2	General comments and feedback from RSPCA • Bus stop size and extent to be value managed (minimum but allow for accessible access to site) • Large dog yards modularity capability / gates approved in principle, to be further developed in next design phase • Separation/screening of dog yards to prevent dogs overlooking each other to be further developed in next stage of project • Separation/screening of cat yards/holding areas and buffer between small/domestic animals • Boarding kennels to have a small number of 'larger' kennels spaces for pairs of dogs boarding together. • RSPCA questioned location for washdown, storage and drying area for cat litter trays and crates. Preferred location next to cat hub (screened from public view) To be resolved in next design phase	RSPCA/TCCS to forward Yagoona vet clinic plans and Burwood forecourt tree references to GMB RSPCA comments to be recorded and actioned in next project phase (PSP development)



	• Separation of treatment groups in cat isolation module. To be developed at next stage • Kitten socialisation capabilities within cat holding area required • Consideration for equipment sterilisation area for isolated cats. Details to be developed in next stage • Centralised laundry operation and storage • Provision of WCs in vet clinic • Staff WC can be unisex, noted most RSPCA employees are female. NCC compliance to be confirmed • Additional toilet in education centre (male and female or two unisex) in addition to the accessible WC • Unisex toilets in animal holding hubs pending NCC confirmation • Access to staff showers from sally port / vet clinic • Designated emergency parking for vet clinic to be explored in next design phase • Animal intake (separated by species) to be located within Adoption centre. To be resolved in next project phase • Possibility for landscape screening of adjacent agistments (dog walking consideration) • Forecourt/memorial tree capability (internalised). RSPCA to provide precedent images to GMB and landscape architect to confirm intent	
5.0	Design	
5.1	• GMB tabled concept design draft plans • GMB to issue presented plans and diagrams based on RSPCA's feedback • MR requested concept design drawing package (plans & massing model) to update RSPCA staff/volunteers on progress for	GMB to issue revised package. Due date 20 th June 2023