



B004 LIBRARY COLLABORATION SPACE PROJECT PLAN

A part of the THS Community Built Space Master (Coordination) Plan

This document covers the project plan for the refresh of the collaboration/common space within the library.

See <https://make-a-change-environment.ths.community/> for more information on environment change management within the THS community.

Project Folder @

<https://drive.google.com/drive/folders/0Bxpv4hsZoaAjWEZiWjRxbi1LTzA>

WHY

Collaboration is a key part of the THS Community learning framework and a medium size collaboration/common space is required for learning partners and learners to meet, share and discuss.

SCOPE

Refresh the cabinetry, desks and shelving in the library collaboration space; covering the meeting, work and food preparation spaces.



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PROJECT MANAGEMENT

Role	Name	Notes
Project Owner	ESG	
Project Initiator	Library / Sally Lusher-Main	
Project Coordinator	Mark Byers (initial)	As ESG Member
Technical Design Coordinator	Tamara Podgorsek	
On Site	<i>To be confirmed</i>	
Financials	<i>To be confirmed</i>	

PROJECT NEXT STEPS

Item	Notes	By
Initial Design Meeting	31OCT in meeting with Sally, Mark & Tamara.	ESG (Mark Byers)
Confirm Design		
Estimate Investment		
Funding	Confirm with ESG	
Engage with Suppliers		

KEY PROJECT ITEMS / CONSTRAINTS

Item	Notes



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INVESTMENT

Zone	Details	Estimate \$ (Ex GST)
A		
B		
C		
	TOTAL	0

FUNDING

Item	Details	\$
Community Grant (Existing)		
Community Grant (New)		
Education NSW	Budget project 6100 funds?	
THS Community Environment Fund (P&C Supported)		
	TOTAL	