

**Aboriginal, Community & Stakeholder Consultation**

<b>Stage 1 Concept Design</b>				
<b>Date</b>	<b>Who</b>	<b>Cons ulted</b>	<b>Issues Raised</b>	<b>Resolution</b>
17/01/2018	Library Gallery Planning Advisory Group (LGPAG)	7	Needs to be clear that the project is at concept stage & not a “vote” to select a final design	Incorporated into messaging for Comms Plan
			Importance of Indigenous consultation before the launch of the concepts	Meetings took place 5th & 9th February
31/01/2018	Library Gallery Planning Advisory Group (LGPAG)	8	Project Update, no issues	N/A
			Suggestions re Comms Strategy to launch 3 Concepts	Incorporated in the plan
1/02/2018	Family History Community Group	4	Society's membership want to be incorporated in new building	Family History Group incorporated into design
			Operational suggestions	Will be incorporated in the Operational plans for working with LMG
			Design requirements	Incorporated into design
5/02/2018	Murrumbidgee Aboriginal Language and Culture Cooperative	2	Happy with Tree of Life Concept	Incorporated into design
			Consultation with Coffs Harbour Elders crucial	Ongoing engagement
			Happy with inclusion of Aboriginal culture	BVN's approach of "Design for Country" (Care, Settings, Identity)
9/02/2018	Bularri Muurlay Nyanggan Aboriginal Corporation	1	Happy with inclusion of Aboriginal culture. No concerns	BVN's approach of "Design for Country" (Care, Settings, Identity)
14/02/2018	Library Gallery Planning Advisory Group (LGPAG)	8	Business Case update. Funding options	Continued process researching and lodging grant applications
				Business Case made public early June 2018
19/02/2018	Volunteers - Gallery	5	Design feedbacks of concepts	Feedback incorporated into BVN design
			Want cultural connection to Indigenous context	BVN's approach of "Design for Country" (Care, Settings, Identity)

19/02/2018	Volunteers - Museum	5	Sustainability important	Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
			Storage	Some site storage & plans for offsite storage facilities
			Volunteers accommodated for	Incorporated into design
20/02/2018	Cultural and Creative Sector/Cultural Reference Group / LGPAG	9	Sustainability important	Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
			Inclusion of Aboriginal culture important	BVN's approach of "Design for Country" (Care, Settings, Identity)
			Important to include Family History Group	Family History group moving into new building
			Design feedbacks of concepts	Feedback incorporated into BVN design
21/02/2018	Gallery Users & Artists & Friends of the Regional Gallery	6	Ground floor access for LMG important	Delivered in design
			Activation of Riding Lane important	Precinct project underway
			Needs to be inclusive	BVN "All Welcome" Theme for design
				Feedback May 19 advises design achieves this
21/02/2018	Library Users (including volunteers)	5	Building needs to be centrally located	Proposed for City Centre
			Pedestrian access important	Precinct project underway
			Design feedbacks of concepts	Feedback incorporated into BVN design
22/02/2018	Aboriginal community members	2	Like Aboriginal artwork permanently in Gallery	Specific programming work to be completed after further community consultation
				Art planned throughout
			Aboriginal culture referenced in design	BVN's approach of "Design for Country" (Care, Settings, Identity)
23/02/2018	Elders Group (awaiting confirmation of numbers attended)	-	Importance of Naming using language	Planned for Detailed Design
			Inclusion of Aboriginal art	Specific programming work to be completed after further community consultation
				Art planned throughout
28/02/2018	Library Gallery Planning Advisory Group (LGPAG)	7	Project update, reviewed risk mitigation. No issues.	N/A
2/03/2018	Disability Inclusion Access Advisory Group	6	Pedestrian access important	Precinct project underway

			Entertainment Centre	Study underway to determine the role of any future Performing Arts Centre
6/03/2018	Council Staff Information Session - Session 1	50	Time frame	Project timeline has been included in Communications Collateral
			Parking	Studies demonstrate there is adequate parking in the City Centre
				There will be basement parking for Council operational vehicles
			Fig Tree	Fig Tree stays and is integral to the plan
			Asset sales	Communicated planned assets to be sold
			Energy efficiency	Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
6/03/2018	Council Staff Information Session - Session 2	30	Riding Lane needs redeveloping	Precinct project underway
			Design queries	Concept designs only at that stage
6/03/2018	Multicultural Reference Group	7	Signage important	Feedback will be included in Detailed Design
			Site location	Council decision based on Community input to proceed with 23 - 31 Gordon St (23/02/17)
			Connectivity & Parking Important	Studies demonstrate there is adequate parking in the City Centre
				Precinct project underway
			Design input	Feedback incorporated into BVN design
8/03/2018	Artist / Gallery Volunteers / Friends Of Gallery / Frequent Gallery Users	11	Pedestrian access & connectivity important	Precinct project underway
			Fig Tree	Fig Tree stays and is integral to the plan
			Design input	Feedback incorporated into BVN design
12/03/2018	Friends of City Hill, Cultural & Creative Sector, Bunker Cartoon Gallery Inc.	8	Car Parking	Studies demonstrate there is adequate parking in the City Centre
				Basement parking for Council operational vehicles
			Riding Lane need pedestrianisation	Precinct project underway
			Performing Arts Centre delayed	Study underway to determine the role of any future Performing Arts Centre
			Incorporate natural environment	Key part of the design

			Should be on City Hill	Council decision based on Community input to proceed with 23 - 31 Gordon St (23/02/17)
12/03/2018	Teachers and Educational Representatives	6	LMG lower levels	Delivered in design
			Design input	Feedback incorporated into BVN design
12/03/2018	Community Theatre Groups, Arts & Creative Sector	11	Need to see Business Case	Business Case made public early June 2018
			Performing Arts Centre not included	Study underway to determine the role of any future Performing Arts Centre
			How much from Asset sales	2 x studies predict approx. \$20 Million
			Car Parking	Studies demonstrate there is adequate parking in the City Centre
			Design input	Feedback incorporated into BVN design
13/03/2018	Museum & Library Volunteers / Book clubs / Writers	10	Dislike underground carpark	Decision to proceed with single level carpark made by Council 14.6.18
			Need Aero bridge to Carpark	Does not work practically as needs to go through Fig Tree canopy. Strong support to keep tree
				Challenging to align with car park
			Maintenance Costs as exposed to weather	Incorporated into design, eg. Self cleaning panels
13/03/2018	Senior College Youth Representatives - Years 11 & 12	21	Lots of Meeting & private rooms	Incorporated into design
			Recognition of indigenous community important	BVN's approach of "Design for Country" (Care, Settings, Identity)
			Acknowledgement of environment very important	Key part of the design
			Design input	Feedback incorporated into BVN design
			Sustainability important	Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
			Digital media important	Delivered in design
13/03/2018	Museum & Library Volunteers / Library Frequent Users / Book Clubs / Writers	8	Need to see Business Case	Business Case made public early June 2018
			Design input	Feedback incorporated into BVN design
			LMG need to be large and accessed ground floor	Delivered in design
			Concern over corporatisation of Cultural facilities	Cultural facilities constitute approx 70% of project

14/03/2018	Business & Tourism - Session 1	8	Indigenous heritage incorporated important	BVN's approach of "Design for Country" (Care, Settings, Identity)
			Keep Fig Tree	Fig Tree stays and is integral to the plan
			Cost Concerns (ref Glasshouse)	Working with internal & external PM so that the building meets the scope & budget requirements within allocated funding
			What is Coffs identity? Incorporate into design.	Central part of BVN's approach to the project
			Parking Concerns	Studies demonstrate there is adequate parking in the City Centre
14/03/2018	Business & Tourism - Session 2	8	Ensure cater for elderly	Access requirements incorporated in design
				Universal Access consultant.
			Parking Concerns	Studies demonstrate there is adequate parking in the City Centre
14/03/2018	Library Gallery Planning Advisory Group (LGPAG)	8	Project Update, no issues.	N/A
28/03/2018	Library Gallery Planning Advisory Group (LGPAG)	6	Project Update, no issues.	N/A
3/05/2018	Library Gallery Planning Advisory Group (LGPAG)	6	Report on Concept Design & related financial aspects	Continued researching & lodging grant applications
29/05/2018	Library Gallery Planning Advisory Group (LGPAG)	7	4 Scope options presented. LGPAG unanimously supported Concept 1	Endorsement provided to Councillors and Scope 1 progressed
	<b>Stage 2 Preliminary Schematic Design</b>			
24/09/2018	Library Gallery Planning Advisory Group (LGPAG)	4	Suggestions for engagement models	Incorporated into the final communication strategy
5/11/2018	Indigenous Community Forum	12	Connection to landscape, environment, mother earth & country need to be through building	BVN's approach of "Design for Country" (Care, Settings, Identity)
			Areas for smoking ceremonies	Design for Smoking Ceremonies was on roof, due to feedback obtained May 19, position changed
				Now included in precinct project with a recommendation to be under the Fig Tree

			Want to feel comfortable and visible in the building	Incorporated in to the whole design, public artwork & permanent Aboriginal Cultural display in Museum
			Building should express the community's values, especially of country and kinship	Integral to Project Principles
9/11/2018	Café Operator	1	Need to ensure that there is enough space	Size of café increased to approx 100 sqm
			Advised should be leased to a commercial operator	Will be reviewed in Operational plan
			Should look at providing fitout	For review in Detailed design
			Able to open after hours	Building planned for extended access
			Specific design input	Incorporated in design with specifics in Detailed design
12/11/2018	Council Staff Session	48	Fig Tree needs to be retained	Fig Tree stays and is integral to the plan
			Funding options	Explained how project is being funded & continued to pursue grants
			Need our local member to support this great project	All MP's (and candidates) briefed on project & requested support letters
13/11/2018	Council Staff Session	47	How do we get local media to support the project?	Media invited to launch, provided information as project progressed
				Had good engagement and support from most parties
13/11/2018	Council Staff Session	57	Concern that Library, Museum & Gallery might be small.	Floor area significantly increased. Staff closely involved with design
			New workspace queries	Staff involved with external Consultant - Calder & Associates in Workplace workshops & interviews
14/11/2018	Council Staff Session	46	Land area adequate size	Site is ideal for project and allows for future growth
			Concern about a rate rise	No special rate variance planned for project
			Car Parking	Studies demonstrate there is adequate parking in the City Centre.
				There will be basement parking for Council operational vehicles.
16/11/2018	Council Staff Session	32	Workforce Strategy and future growth	Staff growth has been factored into the Workplace Strategy

			Timeframes including sales of building	Project timeline has been included in Communications Collateral
				Sale of buildings will not progress until post 11/7/19, if Council proceeds with the project
16/11/2018	Council Staff Session	26	Sustainability including Electric Car plugs and Solar Panels	Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
				Design includes solar panels
				Electric points are likely to be included but are part of Detailed Design
20/11/2018	Council Staff Session	20	Query about a potential rate rise	No special rate variance planned for project
			Will this be a Glasshouse?	The project has been managed within budget to date
				Working with internal & external PM so that the building meets the scope & budget requirements within allocated funding
21/11/2018	Council Staff Session	37	Location query.	Council decision based on Community input to proceed with 23 - 31 Gordon St (23/02/17)
			Query about a potential rate rise.	No special rate variance planned for project
28/11/2018	Council Staff Session	14	Car Parking	Studies demonstrate there is adequate parking in the City Centre
				There will be basement parking for Council operational vehicles
22/11/2018	Library Gallery Planning Advisory Group (LGPAG)	7	Advice re specific groups to include in engagement	Groups included and engaged with
Dec 18 - Feb 19	Council Group & Section Leaders	8	Specific design input	Incorporated in design
Dec 18 - Feb 19	Council Leadership Group Meetings	4	Should have a feeling of welcome & ownership as main KPI	BVN "All Welcome" Theme for design
			Useful, inclusive & attractive to many	BVN "All Welcome" Theme for design
			Cultural facility first. Civic second.	"Culture First", one of the 4 guiding themes for the design
			Better use of outdoor areas	Incorporated in design
			Better use of facilities, eg. After hours access	Incorporated & delivered in design and operational plan

			Relaxing furnishings	To be incorporated in Detailed design
			Café and Outdoor areas	Incorporated and delivered in design
			Protected drop off zones	Planned drop off point with an awning in Riding Lane
			Multi use and sense of public ownership	"Culture First", one of the 4 guiding themes for the design
				Many & varied spaces for public use
5/12/2018	Volunteer Briefing	63	Museum sale	Museum is included in the proposed asset sales
			Cost control measures	The project has been managed within budget to date
				Working with internal & external PM so that the building meets the scope & budget requirements within allocated funding
			Sustainability	Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
17/12/2018	Refugee Support Agencies	7	Importance of multipurpose meeting rooms	Incorporated & delivered in design
			Importance of large places to celebrate days of significance	Incorporated & delivered in design
			Design must be torture & trauma informed	Full consideration of this in the design. Specifics will be seen in Detailed Design
			Commercial Community Kitchens important	Incorporated & delivered in design
			Community Art Space very important	Incorporated & delivered in design
				Specific programming work to be completed with further community consultation.
			Signage - important to have in several languages	Feedback will be included in Detailed Design
19/12/2018	Volunteer Briefing	10	Query about a potential rate rise	No special rate variance planned for project
21/01/2019	TAFE Building Management	1	Building management advice	Will be incorporated in the Operational plans for the building
			Storage options	Some storage & plans for offsite storage facilities
21/01/2019	Catering Requirements - local catering business	1	Specific commercial kitchen design input	Incorporated into design & some specifics into detailed design



21/02/2019	Infrastructure (City Smart Solutions)	1	Specific infrastructure feedback and input	Provide to design team
23/01/2019	Cleaning - local cleaning business	1	Car parking safety for night cleaning	Secure basement car parking will be provide
			Adequate cleaning storage spaces	5 incorporated into the design
			Finish and design recommendations	Incorporated in design
23/01/2019	Cleaning - local cleaning business	2	Adequate cleaning storage spaces	5 incorporated into the design
			Finish and design recommendations	Incorporated in design
1/02/2019	Coffs Harbour Disability Inclusion and Access Committee	6	Importance of circulation (including mobility aids) & way finding	Incorporated in design, specifics will be seen in Detailed Design
			Public spaces should have hearing loops using latest technology	Incorporated in design. Universal Access consultant.
				Intend to go beyond minimum requirements
			Parking spaces for scooters	Incorporated in design, specifics will be seen in Detailed Design
			Request for continued engagement in design	Included in May 19 engagement & will be in future plans
			Braille signage to be incorporated	Feedback will be included in Detailed Design
			Fire refuge or Fire Safe Room for people who can't use fire exits	Options currently being investigated in design
			Accessible kitchen with different bench heights	Feedback will be included in Detailed Design
1/02/2019	Official launch of Schematic Design stage & announcement of Architects	100	Why isn't it on City Hill?	Council decision based on Community input to proceed with 23 - 31 Gordon St (23/02/17)
4/02/2019	Indigenous (Indigenous Design Agency)	1	Importance in ensuring Indigenous heritage is incorporated in design, not art only	BVN's approach of "Design for Country" (Care, Settings, Identity)
				Incorporated in to the whole design, public artwork & permanent Aboriginal Cultural display in Museum
5/02/2019	Coffs Harbour Multicultural Advisory Committee	10	Require spaces to accommodate 500 + people	Multipurpose room combined with the open rooftop capacity of 280
				Incorporated and delivered in design
				280 satisfies majority of requirements
				Economic decision
			Need a commercial kitchen	Incorporated and delivered in design

			Need places to celebrate	Incorporated and delivered in design
12/02/2019	Homeless Support Agencies	2	Staff need to treat people with respect	Will be emphasised in operational processes & possibly training
			Need a place to charge phone	Incorporated into design. Specifics in Detailed Design
			Toilets open longer hours	Will be reviewed in Operational Management plans
12/02/2019	Early Education (Pre School)	1	Connection to external environment - sensory	Pivotal to design, fig tree at all levels. Green throughout building
			Calming environment	Incorporated in design, specifics will be seen in Detailed Design
			An amphitheatre would be great	Incorporated and delivered in design, in library (tiered seating) & on rooftop
			Need to cater for noisy children	Included in design, details will be in Operational Management Plans
			Need to cater for children with special needs eg. Aspergers's	Incorporated in design
13/02/2019	Early Education Support Agency	1	Safety & escape routes very important to parents	Incorporated in design
			Toilet cubicles with adult and child size toilets	Will be fed into Detailed Design
			Parking very important with prams etc	Precinct project underway, this has been fed into the project
			Noise can be a problems for kids with Autism	Incorporated in design
			Kids with Autism like to climb and look down on environment	Will be possible to see environment at all levels. Tiered seating rooftop, potentially able to climb on them
				Tiered seating rooftop, potentially able to climb on them
13/02/2019	Homeless Support Agencies	8	Public need to be aware of homeless people and have compassion	Will be emphasised in operational processes & possibly training
			A place of no judgement	BVN "All Welcome" Theme for design
			Don't want the building to be too formal	Incorporated in design. Specifics in Detailed Design
			Need a safe quiet place for a rest or a nap	Quiet zones incorporated into design
			Areas with dimmer lighting	Included in info for Detailed Design
			Could provide info re Support Services	Will be reviewed in Operational Management plans

			Provide cold water	Will be reviewed in Operational Management plans
			A place to charge a phone	Incorporated into design. Specifics in Detailed Design
			Rooms to cater for up to 40 people	Incorporated in design. Many multi purpose rooms and areas
13/02/2019	Migrant and Migrant Support	14	Love to see plants inside	Incorporated in design on top and throughout the building. Specifics in Detailed Design
			Quiet places to rest	Quiet zones incorporated into design
			Activities in public spaces to bring everyone together	BVN "All Welcome" Theme for design. Fed into Operational Plan development
			Represent the journey & presence of migrant groups. Incorporate their heritage	Incorporated into design. Specifics in Detailed Design
				Will be reviewed in Programming Plan for LMG with further community consultation.
			Large spaces for ceremonial eg. Citizenship	Incorporated & delivered in design
			Technology to allow remote people to be present	High speed technology included in building design
			Spaces that will bring different cultures together with food	Incorporated & delivered in design. Large spaces & commercial kitchens
			Modular spaces you can customise and change	Incorporated into design. Specifics in Detailed Design
			Arts programs that express Indigenous culture while developing skills	Will be reviewed in Programming Plan for LMG with further community consultation.
13/02/2019	Yandarra Consultative Committee	4	Should be welcoming to Aboriginal people	BVN "All Welcome" Theme for design
			A family friendly place	BVN "All Welcome" Theme for design
			A place to share stories outdoor areas and firepit	Incorporated in design. Changes based on May 19 feedback
			A clear ceremonial place & place for special events eg. Welcome to Country, NAIDOC Week etc	Delivered in design on rooftop
			Extend resources of LMG	Floor space and deliverables will increase dramatically
			A place for special programs for art and artists	Incorporated into design. Makers space & permanent Indigenous exhibition

13/02/2019	Youth Support Agency	1	Would be great if young people could design street art	Incorporated in Detailed Design & will be input into Programming
			Environment youth friendly	BVN "All Welcome" Theme for design & specific areas for youth
			Spaces to stay open later, safe places for youth to hang out	Will be incorporated into Operational Plan development. Will have flexible hours.
			Need some quiet spaces	Quiet zones incorporated into design
			Youth included openly and not put out of sight	BVN "All Welcome" Theme for design
			Youth services to be able to coordinate service delivery in building	Incorporated into Design. Multi use/purpose spaces
			A space for outdoor activities	Incorporated into Design. Rooftop idea
			Access to computers and fast internet	Incorporated into design. Specifics in Detailed Design
			Recording Studio, Makers spaces, Digital studio would be great	Makers space & Digital Studio (suitable for recording) delivered in design
15/02/2019	Coffs Central Shopping Centre Visit	12	Need to incorporate the Town Clock	Not in the scope of this project
19/02/2019	Youth Support Agency	1	Reduce sense of surveillance	Incorporated into Design, safe open spaces
			Youth need to connect & build resilience	Incorporated into Design, many spaces for youth to connect
			Integrate youth from different cultures	BVN "All Welcome" Theme for design & specific areas for youth
				Will be incorporated into programming plans. Further community consultation
			Support education & skills for future	New educational facilities & opportunities
			Provide cold water, wifi, power outlets	Incorporated and delivered in design. Specifics in Detailed Design
			Interactive creative spaces & social spaces outside gaming	Incorporated into Design, Makers & Digital spaces
19/02/2019	Youth - Young Adults (TAFE)	1	Ensure everyone feels welcome, especially Indigenous people	BVN's approach of "Design for Country" (Care, Settings, Identity)
			Welcoming to everyone! Old, young, disabled, remote etc	BVN "All Welcome" Theme for design

			Safe space for domestic violence victims and families	BVN "All Welcome" Theme for design, a safe space for families
			Relaxing for families with young children	BVN "All Welcome" Theme for design, spaces for young children
			Mediation areas	Incorporated & delivered in design, multi use spaces
			Internet access	Incorporated & delivered in design
			Ease of wayfinding	Incorporated and delivered in design. Specifics in Detailed Design
			Storage areas for groups who use facilities	Some storage & plans for offsite storage facilities
			Space to hold courses eg TAFE	Incorporated & delivered in design, multi use spaces including outdoor area on roof
			Space for public performance	Incorporated & delivered in design, multi use spaces
			Community art (including graffiti)	Incorporated & delivered in design
				Specific programming work to be completed with further community consultation.
			Place for knowledge transfer	Incorporated & delivered in design, multi use spaces
				Modern library with many new facilities
20/02/2019	Youth Factor Forum	20	Need a good library & resources for students	Modern library with many new facilities
			Must recognise the custodians of the land	BVN's approach of "Design for Country" (Care, Settings, Identity)
			Be inclusive to all, not ageist	BVN "All Welcome" Theme for design
			Be transparent to allow young people to engage with what is going on in CH	Good engagement to date. Youth involved in further engagement.
			Need after hour access	Incorporated & delivered in design and operational plan
			Sustainable architecture through passive solar, good orientation & energy efficiency	Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
			Needs to be self sustaining, multi-functional, transformable, reflective & respectful	Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
			Relaxed environment, including spaces to hang out	Incorporated into Design, many spaces for youth to connect

			Gain skills from community, allow for interactions with all	BVN "All Welcome" Theme for design
				Further community engagement to inform programming
			Street art & festival friendly	Further community engagement to inform programming
				Incorporated & delivered in design, multi use spaces
			Showcase Coffs Harbour's talent	Further community engagement to inform programming
			Incorporate marine environment of the harbour	Key part of the design
			Study space & resources available, some schools don't have them	Incorporated & delivered in design, study spaces.
				Modern library with many new facilities
			Places to go out as young people, to hold events	Incorporated & delivered in design, multi use spaces for public use
			Building should stand out but not compete	Considered in the design process
			Building should be open with large doors	Incorporated & delivered in design
			Incorporate technology	Incorporated & delivered in design
25/02/2019	Family History Community Group	4	No issues. Information sharing about current Operational process.	Integrated & incorporated into the design
26/02/2019	Library Gallery Planning Advisory Group (LGPAG)	6	Presentation of draft Workplace Strategy & Return brief	LGPAG endorsed Return Brief
			Car park design feedback	Incorporated & delivered in design
			Sustainability & utilisation of outdoor spaces, solar & vegetation	Incorporated & delivered in design
				Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
8/05/2019	LMG Staff / LMG Volunteers / Family History Group	29	Operational considerations	To be covered in Operational plan
			Location of Family History group	Advised likely to be on Level 1
			Accessibility	Incorporated & delivered in design. Universal Access consultant.
				Intend to go beyond minimum requirements

			What are sustainability considerations that have been made	Low carbon, low embodied energy, natural ventilation, passive solar
				Low embodied energy materials, longevity of building
			Is there enough space for big items	Volume of space is large enough
				Decision for what is included is curatorial
			Parking & bus stops	Precinct project underway
				Studies demonstrate there is adequate parking in the City Centre.
8/05/2019	Melting Pot (representatives from 10 Focus Group Areas)	13	Need spaces for rent for Public groups	Incorporated & delivered in design
			Need spaces to cater for 350 + people	Multipurpose room combined with the open rooftop capacity of 280
				280 satisfies majority of requirements
				Economic decision
			Contrasting colours included for people with low vision	Incorporated & delivered in design
				Universal Access consultant
				Intend to go beyond minimum requirements
			Will there be lawn areas?	Building fills entire footprint. Grass may be able to be used on roof.
			Everyone needs to feel welcome	BVN "All Welcome" Theme for design
			Need commercial kitchen	Incorporated & delivered in design
8/05/2019	Arts & Cultural Sector	11	Will this free up other room bookings eg. Cavanbah	Multiple rooms available for hire in the building. Increases supply
			Need big multi-purpose room	Will be approx twice the size of the existing chamber
			Is there an airbridge?	Does not work practically as needs to go through Fig Tree canopy. Strong support to keep tree
				Challenging to align with the carpark
			What are the storage options?	Some storage & plans for offsite storage facilities
			What about ceiling height for the collection?	Active investigation to determine ceiling height currently
			Is the Optic light included?	Not included in scope of works

				Budget allocated 19/20 for a Management Plan for First Order Optic
			Spaces to sit and rest?	Incorporated & delivered in design. Small, intimate & calming spaces will feature
				Small, intimate & calming spaces will feature
			Protection from weather?	May have covered walkways
				Planned drop off point with an awning in Riding Lane
			What about sustainability?	Building designed to meet or contribute towards the objectives of Councils Sustainability Policy
				Low carbon, low embodied energy, natural ventilation, passive solar
				Low embodied energy materials, longevity of building
			What are the running costs?	Council will be developing these through detailed design
				Building designed for efficiency, this will deliver cost savings
			Capacity of rooftop?	Rooftop capacity 130, majority uncovered
			Specific design input	Will be considered in Detailed design
			Audio Visual connectivity important	Incorporated and delivered in design. Specifics in Detailed Design
8/05/2019	Library Gallery Planning Advisory Group (LGPAG)	6	Summary of questions from Community briefings BVN held that day	N/A
			Provided updates to the last design they had seen	N/A
14/05/2019	Council Staff Session	35	Query about a potential rate rise.	No special rate variance planned for project
15/05/2019	Council Staff Session	39	Car Parking	Studies demonstrate there is adequate parking in the City Centre.
				There will be basement parking for Council operational vehicles.
17/05/2019	Council Staff Session	19	Workforce Strategy	Council Workplace Strategy
17/05/2019	Council Staff Session	14	Solar Panels	Included in design



			Storage	Some storage & plans for offsite storage facilities
21/05/2019	Council Staff Session	18	Next Steps	Council decision July 11 2019
21/05/2019	Council Staff Session	16	Workforce Strategy	Council Workplace Strategy
			Building size	Significant increase in floor area for each section.
22/05/2019	Indigenous (Indigenous Design Agency)	1	Significance of Fig Tree	Fig Tree stays and is integral to the plan
			(Aboriginal) Ceremonial events require standing on earth	Design for Smoking Ceremonies was on roof, due to feedback obtained May 19, position changed
				Now included in precinct project with recommendation to be under the Fig Tree
			(Aboriginal) Ceremonial events, including dancing ,would be best located on the ground	Now included in precinct project with recommendation to be under the Fig Tree
			Where are Aboriginal people in the building – employed?	Aboriginal people employed by Council with more recruitment underway
				BVN's approach of "Design for Country" (Care, Settings, Identity)
			Office space for specific groups?	Many spaces for use through hire. Meeting rooms, Co-working spaces
			Artists? Aboriginal Art and Design Gallery?	Space allocated in space budget for Gallery
				Specific programming work to be completed after further community consultation
				Art planned throughout
22/05/2019	Indigenous (Local Elder)	1	Place of water and flooding	Flood levels have been factored into the design
			Covered connection from parking to building requested	Does not work practically as needs to go through Fig Tree canopy. Strong support to keep tree
				Challenging to align with car park
			Presence of art by local Aboriginal people to tell the Gumbaynggirr stories	Specific programming work to be completed after further community consultation
				Art planned throughout

			Engagement	Will be more engagement through Detailed design stage
22/05/2019	Indigenous Community Forum	15	Connection to ground is important	Ceremonial space being considered under Fig tree in precinct project
			Need more light	Taken on board for Detailed design
			Water is very important to us	Investigating incorporating water into the design
			Lights in Fig Tree	Taken on board for Detailed design
			Riding Lane should be pedestrian access only	Precinct project underway
			Need greenery	Incorporated in design with specifics in Detailed design
			Naming of rooms should be in language	Planned for Detailed Design
			Indigenous employment	Aboriginal people employed by Council with more recruitment underway
			Want local Aboriginal art throughout	Art planned throughout
			Great if clay panels can be made from local products	Investigating this currently
23/05/2019	Toormina Shopping Centre Visit	14	Car Parking	Studies demonstrate there is adequate parking in the City Centre.
29/05/2019	Council Staff Session	23	Solar Panels	Included in design
			Electric Cars	Very likely, incl Detailed Design
			Design queries	Answered by BVN
			Car Parking	Studies demonstrate there is adequate parking in the City Centre.
29/05/2019	Council Staff Session	32	Design queries	Answered by BVN
			Cost control measures	The project has been managed within budget to date
				Working with internal & external PM so that the building meets the scope & budget requirements within allocated funding
31/05/2019	Moonee Shopping Centre Visit	20	Buy the old building around it	Not planned for at this stage

			Need Performing Arts in the new building	Study underway to determine the role of any future Performing Arts Centre
			Parking ?	Studies demonstrate there is adequate parking in the City Centre.
10 - 31/05/2019	Feedback invited through Have Your Say platform on Council webpage	20	Why isn't it on City Hill?	Council decision based on Community input to proceed with 23 - 31 Gordon St (23/02/17)
			It is Ugly	There has been significant feedback commending the building aesthetics
				Still in Preliminary Schematic design
			Lack of Performance Centre	Study underway to determine the role of any future Performing Arts Centre
			Where will the money come from? A rate rise?	Will come from the sale of 4 Council buildings; internal savings & borrowings
				No special rate variance planned for project
			Museums should be in old building not new	Due to the age & structure of the current museum displays are very limited.
				New facilities are required to meet the needs of the Museum
			What will the cost be to clean all that glass?	Looking at innovative & sustainable options. Eg. Self cleaning panels
			Why do Council staff need to be in the building?	Other options assessed & discounted in June 2018 Business Case
			Traffic flow will be an issue	Precinct project underway
			Tourist Information Centre should be in new building	Not in project scope
			Will there be cyclist parking supplied?	Yes short & long term parking options for bikes are included
10 - 31/05/2019	Feedback from public displays: Museum, Coffs Harbour, Woolgoolga & Toormina Libraries & Council Admin Building	56	Very ugly	There has been significant feedback commending the building aesthetics
			Where is the money coming from to fund it?	Will come from the sale of 4 Council buildings; internal savings & borrowings
				No special rate variance planned for project

			Lack of Performance Centre	Study underway to determine the role of any future Performing Arts Centre
			The Optic should go on the roof	Not included in scope of works for building
				Budget allocated 19/20 for a Management Plan for First Order Optic
			Solar Panels	Design includes solar panels
			Fig tree needs to be looked after	Arborist advising on care of the tree through construction & ongoing
			Quiet reading rooms in Library?	Quiet zones incorporated into design
			Keep it green	There has been significant feedback commending the building colour
				This will be included in Detailed design
			Can we increase the hours of public use of computers?	Building planned for extended access
			Make sure it does not go over budget like the Glasshouse in Port Macquarie did	Working with internal & external PM so that the building meets the scope & budget requirements within allocated funding
May-19	e-newsletter with Project Information & direction to Have Your Say	8000		
May-19	Project Information included in Mid North Coast Schools Newsletter			
May-19	Project Information included in Museum & Galleries of NSW Newsletter			
May-19	Presentation to Arts Mid North Coast Board			
May-19	Presentation to District High School Teachers Librarians Meeting			
10 - 31/05/2019	Radio, print, social media, posters, e-newsletters inviting people to seek more information & provide feedback			
1/06/2019	Project Information included in CH Chamber of Commerce Newsletter			
17/06/2019	Friends of the Gallery	100		

26/06/2019	Coffs Harbour Chamber of Commerce & Guests	96	Did you look at pedestrian access from the Car Park?	Precinct project underway
4/07/2019	e-newsletter re Next Steps	8000		
8/07/2019	NAIDOC Week Stand	TBC		

The table above highlights queries, issues and resolutions. However, it does not capture the myriad of positive comments Council have received through the various forums. These can be grouped into some Common themes. These include:

**A love of the building design, look & feel** - *“I love the draft building design. It is innovative, modern, aesthetically pleasing to the eye, environmentally friendly and inclusive to welcome all of Coffs community – whether a resident or visitor”*

**Endorsement of the colour of the green external façade** – e.g. *“Love, Love, Love! Please keep it green – this is such a representation of our area and the amount of green space we have in our area and surrounds”*

**Endorsement of the position of the site in the City centre** – e.g. *“I think it is a positive move for the city centre. It would support a move towards bringing the heart back into the city centre”*

**Approval of the fact that the Fig Tree has been retained, & incorporated in to the design**, - eg. *“Looks great and my biggest fear was that the fig tree was going to be ripped out. Glad to see it is incorporated into the design”*

**A desire for Council to get on and make the project happen** – e.g. *Get it done!*

**Satisfaction at a job well done by BVN Architects** - e.g. *“Well done BVN architects. A great option for our community”*

**Satisfaction of the consultation process** – e.g. *“Thanks for the consultation process and for choosing a design team with vision”*

**Satisfaction that the feedback captured in consultation forums has been heard and incorporated into the design** - e.g. *“All ideas from the Community groups have been taken into consideration”*

**Satisfaction that Indigenous culture has been incorporated into the design** - e.g. *“Indigenous Cultural points are incorporated also, that is awesome”*

**That the project is a great asset to the town and surrounding communities**, e.g. *“This is an impressive design. Beautiful. It would be a real asset to the city – serving it well into the future”*

**A feeling that everyone has been catered for in the building** – e.g. *“I like the idea of welcoming everyone to the building, looks wonderful”*

**That the new Cultural & Civic Space will be a great improvement on the existing facilities – e.g.** *“A thousand times better than the current facilities. Coffs deserves more than cheap and nasty quick fixes! Well done BVN architects. A great option for our community”*

**Satisfaction of the themes & principles that BVN used in their approach to the design – e.g.** *“It is lovely to understand the thinking behind the design: that is: the incorporation of the geography/topography etc etc. It helps to “settle” the concept. I especially love the focus on “welcome”. It resonates with “safe harbour” and reminds us all that Coffs is and was a harbour over years and years was to many people.”*

**Endorsement of the incorporation of the natural and surrounding environments into the design – e.g.** *“I liked the design concept and its connection to the natural environment”*

**Endorsement of environmental considerations – e.g.** *“the environmental design aspects seem to have been given the attention they deserve – good job”*

**Delight that there is no special rate variance planned for project– e.g.** *“Big tick for the costing not affecting the rate payers”*

**Coffs Harbour deserves this – e.g.** *“I love what you have designed. You have covered every aspect that I can think of. At last Coffs Harbour will have a vital community centre which is very overdue, plus your innovative design has pulled Coffs Harbour out of the doldrums of 1950-1960 architecture and brought us into the future”*

**Positivity about the economic benefits the project will bring – e.g.** *“A cultural centre attracts tourist and visitors from far afield and be of great economic benefit and provide a rich environment for locals to meet and network. It also gives life to the city, energy, vibrancy and opportunities.”*

Of the 56 written feedback sheets submitted through the static and shopping centre displays, 59% of these were positive and supportive of the project, 25% were considered neutral with specific suggestions and the remaining 16% had objections to part or the entire proposal. Of the 22 feedback submissions through the Have Your Say Platform, 32% were positive & supportive of the project, 18% were neutral, suggestions or unrelated, with 50% had objections to part or the entire proposal.

Overall written submissions were 51% positive and supportive of the project, 23% neutral, suggestions or unrelated & 26% opposed to the project in part or its entirety.

Additionally there were many positive comments and feedback in the various consultations held in 2018 and 2019.

Overall Council has received valuable feedback, questions and suggestions in relation to the project through stakeholders and community. Council and BVN Architecture have taken this on board and incorporated the needs, requests and feedback into the Preliminary Design Process. Many groups have provided valuable feedback over two or more forums. Stakeholders and Community will continue to be engaged in the process moving forward and their input will continue to inform and refine the design.