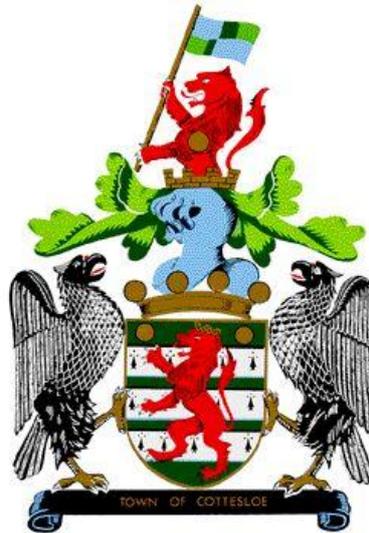


TOWN OF COTTESLOE



BEACH ACCESS PATH COMMITTEE MINUTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
1.00PM, MONDAY, 15 JANUARY 2018

MAT HUMFREY
Chief Executive Officer

15 January 2018

1. DECLARATION OF MEETING OPENING / ANNOUNCEMENT OF VISITORS

Cr Pyvis declared the meeting open at 1.00PM.

2. APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON

Mr Woodhouse called for nominations for the appointment of Chairperson and Deputy Chairperson.

Cr Boulter nominated Cr Pyvis for Chairperson and Cr Pyvis accepted the nomination.

Cr Pyvis nominated Cr Boulter as Deputy Chairperson and Cr Boulter accepted the nomination

Unanimous

3. RECORD OF ATTENDANCE / APOLOGIES

Present

Cr Sally Pyvis	Chairperson
Cr Sandra Boulter	Deputy Chairperson
Mr Francis Kotai	Ecoscape Landscape Architect
Mr Mike Ewing	Cottesloe Coastcare

Officers Present

Mr Nicholas Woodhouse	Manager Engineering Services
Ms Denise Tyler-Hare	Project Manager, Engineering Services
Ms Amie Hill	Administration Officer

Apologies

Mayor Philip Angers	Elected Member
Cr Michael Tucak	Elected Member
Ms Vicki Woods	Landscape Architect
Mr Mat Humfrey	Chief Executive Officer

4. CONFIRMATION OF DISCUSSION NOTES FROM PREVIOUS MEETING

The Discussion Notes of the Beach Access Path Committee meeting held on 12 September 2017 to be confirmed at the next Committee meeting.

5. OFFICER REPORT

Cr Pyvis addressed the Committee and referred to the concept plans for the purpose of community consultation. Cr Pyvis shared her concerns regarding the format and labelling in terms of how the plans will be presented to the community for consultation. Comments as follows;

-) Plans made clean;
-) Include Blackwell style guide;

-) Include inset map of nearby streets as people may not be familiar with the numbering system, for example, N7 is opposite Grant Street, this should be done for all beach access path locations;
-) Plans need to be clear/explicit so the community is aware of what they are looking at; and
-) Leave the SK reference in the bottom right hand corner.

Mr Kotai addressed the Committee and referred to the latest, revised concept plans for beach access path S10, S12, N6 and N7. Mr Kotai distributed a copy to the Committee. Mr Kotai informed the Committee that these latest concept plans are to be used for community consultation.

Beach Access Path S10



Cr Boulter raised questions regarding no. 6, Shuttered Concrete Wall, to 0.5m height with seating edge. In particular, why concrete was chosen over limestone, the comparison in costs, durability and whether concrete is a suitable surface to sit on. Mr Kotai explained that cost is fairly comparable and durability is good. Mr Kotai used Bathers Beach House in Fremantle as an example, as the walls are made to a smooth finish which is suited to seating.

Cr Pyvis raised the issue of there being no toilet/s at the south Cottesloe beachfront. Mr Woodhouse proposed including the installation of a toilet/s at the south Cottesloe beachfront in the 2018/2019 Capital Works Budget as a separate project to the beach access path upgrades. Mr Ewing suggested that Dutch Inn may be a more suitable location as it is more central, there is varied use (picnics etc.), and there is a consistent pattern of people. Mr Ewing advised the Committee that residents may be in two minds about a toilet/s being installed as it may ruin amenity and encourage loitering. Cr Boulter asked Mr Woodhouse how the project can be added to the 2018/2019 Capital Works Budget. Cr Pyvis advised the Committee that the toilet/s would need to protect amenity, be landscaped into the natural area, and have good sight lines.

Mr Ewing advised the Committee of an issue with the shower drain at S10. There is a build up of sand and the drain gets blocked. Mr Kotai advised the Committee of subsurface drainage above the sand dune line and that the excess sand should be dispersed rather than being dumped in one spot. Cr Boulter advised the Committee that this is also a health risk as the blocked drain creates a pool of water which is then stood in by beachgoers. Cr Pyvis suggested this is both a design and management issue. Cr Pyvis showed the

Committee a picture of the erosion that occurred at the Water Corporation fountain at Dutch Inn. Cr Boulter informed the Committee that water from the shower at S10 might blow into cyclists/pedestrians on the footpath.

Cr Boulter asked the Committee how cyclists and pedestrians can be warned that they are entering a busy area, and encourage them to slow down. Mr Kotai advised the Committee that this can be effectively done by painting on the shared path, alerting cyclists/pedestrians on their approach, rather than a bollard. Mr Kotai used City of Perth as an example. Cr Boulter suggested coming up with an example for the next meeting and marking up the concept plans.

Cr Boulter asked Mr Kotai whether trees have been incorporated into the plan. Mr Woodhouse pointed out that S10 has three *Melaleuca Lanceolata* Rottneest Tea Trees illustrated for planting. Mr Kotai advised the Committee that this species is well-suited to coastal dune areas and will provide shelter as a windbreak. Mr Woodhouse advised the Committee that the intention is to keep vegetation on the beach side of the dune and keep the grassed area clear for better connection. Mr Woodhouse advised the Committee that a Town water truck would help establish the trees. Mr Ewing supported the choice of tree species and suggested that as well as providing shelter the trees could be seen as an aesthetic barrier. Mr Ewing was also in support of no. 12, 1m high conservation fence, as long as the design is kept minimal. Cr Boulter asked Mr Kotai whether no. 10, Hardwood timber steps, would be open underneath or supported by wire. Mr Kotai advised the Committee that there would be a wire mesh following the balustrade to stop dogs from going off the path.

Additional Comments:

-) Delete no. 11, Dog refuse bins
-) Minimal seating
-) A dog drink bowl be incorporated into every shower unit
-) Noted inclusion of drinking fountain
-) Mark up concept plans with proposed footpath "slow down" signage
-) Maximise green space
-) Keep design of no. 12, 1m high conservation fence minimal

Beach Access Path S12



Similarly to S10, Cr Pyvis suggested improved labelling and including an inset map to show the closest streets to S12 so the community can identify the location of the path. Mr Kotai advised the Committee of the description to remove seven car parking bays that will be replaced by a grassed area. Cr Boulter suggested marking up the map with the areas where parallel car parking bays will be gained along Marine Parade.

Cr Pyvis raised the issue of cars overhanging on the footpath, particularly people loading/unloading beach equipment. Mr Kotai advised the Committee that the standard car parking bay length is 5.5m. Mr Kotai advised the Committee that spaces with an overhang into adjacent landscaped areas may be reduced to 4.8m to create more footpath. Mr Kotai suggested avoiding wheel stops because they can be a trip hazard. The Committee discussed the option of either signage in the car parking bay to alert drivers to park in forward, or a sign to alert pedestrians/cyclists to be mindful of car doors/boots opening. Cr Boulter asked Mr Woodhouse to find a suitable solution for the next meeting.

Cr Boulter addressed the signage outlined in the plan and whether there is signage for emergency services. Ms Tyler-Hare advised the Committee of BEN signs which is a beach numbering system to help emergency services locate the scene of emergencies more quickly. City of Mandurah has adopted the system and is encouraging coastal local government areas to get involved. The system is designed to help emergency services find beach access points when called out to respond to an incident. The sign would be a stand-alone sign. The system is not currently legislated, but if it does become legislated the current beach access path numbering system would need to be

changed. Cr Boulter suggested tabling signage as a report at the next Foreshore Precinct Implementation Committee meeting (FPIC).

Cr Boulter asked Mr Kotai if no. 6, Information signage panel-plinth, included information about the Fish Habitat Protection Area (FHPA). Cr Boulter suggested that the signage for the FHPA be done separately with one side of the sign providing information on regulations (anchors etc.) and the other side with information/pictures on FHPA (weeding sea dragons etc.). Cr Boulter advised the Committee that the current FHPA signage needs replacing. Mr Ewing advised the Committee that the Coastcare signage also needs replacing and any signage needs to be carefully integrated. Cr Pyvis requested the Committee be kept up-to-date with any discussions held at the FPIC on signage.

Additional Comments:

-) Signage that alerts the public they are entering an activity area

Beach Access Path N6



Mr Kotai advised the Committee of the changes to the paved space and the smaller node to increase planting on the Marine Parade verge. There are no changes to the alignment. The stainless steel single shower unit was deleted and moved to N5. Cr Pyvis referred to Ms Woods comments regarding the log ladder at N7 which also relates to N6 no. 5, Sand ladder beach access.

Ms Woods email comments:

I am happy to endorse the concept designs for N7, N6, S10 and S12 Beach Access Paths for community consultation.

I do note that:

1. N7 appears to be getting a lot more traffic lately as people are parking in Grant St. There are at least 7 logs unattached at the moment so it is in need of urgent repair. Although the old log ladder has coped quite well for over 40 years perhaps now as the usage of this path as increased dramatically, a more substantial access should be considered- or a plan for this down the track. (Perhaps a combination of stairs and log ladder?)

If it is considered that a new log ladder will be adequate then that is fine. I note on the sketch it states to 'MAKE MINOR REPAIRS AS NEEDED'. I believe that the log ladder should be replaced and widened at least.

I want to highlight the dramatic increase in usage. This may be because many have been forced to use this because Nippers take up the rest of the beach on Sundays, or it could possibly be the closure of the N5 path. Whatever it is it is having an impact on the path N7. This may lessen as N6 is improved.

Cr Boulter suggested Mr Woodhouse contact the North Cottesloe Life Saving Club to see whether they are having increased activity that might explain the increase in traffic (Nippers etc.). Mr Ewing advised the Committee that there is stable traffic and an established use pattern.

Cr Boulter suggested that the motorcycle parking on Marine Parade be converted to a bike rack. Mr Woodhouse advised the Committee that having a bike rack on the road is not desirable. Cr Boulter asked if there is a way to incorporate a bike rack without losing green space.

Beach Access Path N7



Cr Boulter suggested that no 3, Stainless steel single shower unit, is to close to the footpath. Cr Boulter asked Mr Kotai about the style of the bike rack and how many bikes the rack can fit. Mr Kotai advised the Committee that the bike rack is a hoop style and can fit four bikes. Mr Kotai asked whether the Bike Planning Committee has a style preference for bike racks. Stainless steel is preferred because it is rust resistant. Cr Boulter suggested the Town administration create an inventory of bike parking in Cottesloe.

Additional comments from Cr Boulter

1. The pros and cons from the Blackwell style guide for each of the 4 paths should be addressed in the "Upgrade Description" section.
2. The new Access Locations and Palette page needs to extend the map a bit to better show locations of the paths in terms of local streets.
3. The new Access Locations and Palette page, where possible/applicable please give examples of where people can see these "Palettes" in Cottesloe
4. Where-ever the path number is referenced – such as for e.g. S12 – the corresponding street address AND identifying locality name (where there is one) should be used to ensure absolute clarity for the public consultation.
5. Each concept plan should ideally have a small insert showing nearest streets to path to ensure clarity around what path is at issue.
6. A picture of the new ID signage totem should be included on the Access Locations and Palette with statement that Council has little control over design and amenity.
7. Please be sure that each of the shower placements minimises the spray drift across the shared path, especially the easterlies in the morning for swimming beaches.
8. Please identify how sand collection at beach showers will be dealt with, preferably the sand should be returned to the beach.
9. The photo of the beach shower on the Access Locations and Palette page seems to show shower and foot rinse on same side of the pole – this is not a good idea as when there is a queue, then having each on opposite side of the pole means 2 people can be using at same time.
10. Please ensure design choices for signage on the shared path signalling upcoming shared space for both sides of the space is included.
11. Please ensure that all water fountains have a doggy bowl included, and on the shower pole if possible on the foot rinse side.
12. Please ensure no doggy refuse bins re shown on paths that are not to a dog beach.
13. Where possible please show cross sections of proposed design.
14. We have had a complaint recently that the stainless steel rubbish bin enclosures are starting to rust – is there a better alternative or is this a maintenance and cleaning problem that is responsibility of the TOC administration?
15. All walls that can be sat upon need a comfortable surface and edge, to safeguard bare skin.
16. Does there need to be a maintenance program identified for the TOC administration?
17. In the cross section for S10 on the earlier plan, and on the new plan I cannot tell if the riser on the steps is solid or open. If there is no other reason for either option, then I think the risers should be solid because of possibility of venomous snakes under the steps.
18. Show parking changes for car park above S12, and your preference for controlling cars' potential for part blocking shared path – and consider parking restriction to only drive forward into the park.
19. Review where bike parking can go at top of each path.

20. I am not persuaded that we should not have partial timber steps as per Ms Woods' suggestion for N7 and trust that discussions with surf club might help resolve my concerns or lead to recommendation to make this path part timber steps, part log ladder.
21. Are there to be any rubbish bins at top of N6 or N7 or S12 or are there some nearby? My preference is to have them away from the shared area but not too far.

BEACH ACCESS PATH – ENDORSEMENT OF CONCEPT DESIGNS FOR THE PURPOSE OF COMMUNITY CONSULTATION

File Ref: SUB/2414
Attachments: Concept designs
Responsible Officer: Mat Humfrey
Chief Executive Officer
Author: Denise Tyler-Hare
Project Manager
Proposed Meeting Date: 15 January 2018
Author Disclosure of Interest: Nil

SUMMARY

The Committee is requested to endorse the proposal to proceed to community consultation for the four beach access path upgrades.

BACKGROUND

At the Committee meeting on the 27 June 2017, this Committee resolved:

1. *That the Town temporarily restrict access to Beach Access Path N5 and monitor feedback from the community.*
2. *That Coastcare consider the rehabilitation or restoration of the dunes located at N5 beach access path if the plan were to be closed.*
3. *That Officers present the Committee with a list of five beach access paths with the next highest priority to be upgraded.*

These minutes were noted, with consideration given to the Committee's recommendations at the July 2017 Ordinary Council Meeting. Subsequently, N5 was temporarily closed, and the closure was posted on Facebook, but not formally advertised.

Mr Woodhouse also met onsite with a representative from Coastcare (Mr Ewing) and Mr Kotai (landscape architect from Ecoscape). A report on the proposed work will be presented to Council in May 2018.

At the Committee meeting on the 25 July 2017, this Committee recommended:

1. *Approve the following beach access paths to progress to detailed design phase noting specific items to be included in the design brief.*
 - a. *Beach access path S10*
 - b. *Beach access path S12*
 - c. *Beach access path N5*
 - d. *Beach access path N6*

Other action items from this meeting include:

- d) *Disability Services Advisory Committee to discuss and provide resolution if required (regarding universal access);*

- f) S10, S12, N6 and N10 to be actioned first. S1 is the backup path should any others not proceed (in relation to the resolution 3 from the 27th June 2017 meeting);
- h) Mr Woodhouse to contact 'Take 3 for the Sea' prior to the next meeting;
- i) The Committee agreed to progress to the concept phase with paths S10, S12 and N6. N7 is deferred for further discussion. Mr Kotai is to liaise with Vicki Woods and include comments from Mike Ewing and Peter Woods when developing concept plans;
- j) Beach Path S1 – Reference was made of a 'goat track' at this location. The CEO agreed to contact Town of Mosman Park to discuss integrating the track with the beach access path;
- k) Vlamingh Memorial – Mr Woodhouse to explore funding options for this site (Tourism WA etc.); and,
- l) Mr Woodhouse to investigate universal access at Napier Street playground.

These minutes were noted at the August Ordinary Council Meeting.

At the October Ordinary Council Meeting, the Council confirmed the 12 September 2017 Beach Access Path Committee minutes, in which the preparation of concept design plans by Ecoscape for the upgrade of four beach access paths; S10, S12, N6 and N7 were endorsed and a recommendation to proceed to detailed design provided by the Committee.

Two additional action items were noted in this meeting:

- m) Cr Pyvis to contact regular users and Cottesloe Coastcare regarding beach access path S12; and,
- n) Signage be investigated and rationalised.

The designs of the four paths have subsequently been undertaken and circulated to the Committee for feedback. The Committee is requested to endorse moving to community consultation, with the view of proceeding with this community consultation immediately following the Council approval of this. Council approval will be sought following the Committee's endorsement (via email). This would allow the feedback to be reviewed and incorporated into the concept design to be presented to the Council at the February meeting, for approval to proceed to detailed design.

STRATEGIC IMPLICATIONS

The implementation of the Foreshore Master Plan is identified as a community priority in the Strategic Community Plan.

Strategic Community Plan 2013 to 2023

Priority Area Three: Enhancing beach access and the foreshore.

Corporate Business Plan (2014 – 2018)

Priority Area Three: Enhancing beach access and the foreshore.

3.1 Implement the 'Foreshore Redevelopment Plan' in consultation with the community

POLICY IMPLICATIONS

Beach Policy – the Foreshore Renewal Masterplan complies with the policy as adopted by Council.

STATUTORY ENVIRONMENT

All works in the Cottesloe Foreshore Precinct will require a planning approval from the West Australian Planning Commission as the land sits under the Metropolitan Region Scheme. As the changes are minimal and do not significantly alter the purpose for which the land is to be used, there are no significant challenges that are expected when approvals are sought.

Much of the land contained within the Cottesloe Foreshore Precinct is also listed on the State Heritage Register. Officers will work with the State Heritage Office during the detailed design phase of every element to ensure heritage considerations are met.

FINANCIAL IMPLICATIONS

This project is expected to require significant resources over the next two years. The current allowance in the Town of Cottesloe 2017/2018 budget is \$130,000.

STAFFING IMPLICATIONS

There are no perceived staffing implications arising from the Officer Recommendation.

SUSTAINABILITY IMPLICATIONS

The design approach for the Style Guide and Concept Plans has covered issues such as sustainability and the long term maintenance and management of the precinct. The design will need to include selected materials that have been chosen to ensure sustainability, longevity and ease of maintenance.

CONSULTATION

Beach Access Path Committee
Elected Members
Town of Cottesloe Staff
Community Consultation (Style guide)

STAFF COMMENT

The concept plans prepared by Ecoscape for S10, S12, N6 and N7 have been reviewed and it is recommended to proceed to community consultation with these plans, following the Committee endorsement and Council approval.

VOTING

Simple Majority

OFFICER AND COMMITTEE RECOMMENDATION

Moved Cr Boulter, seconded Cr Pyvis

Request the Town of Cottesloe administration undertake a review of the best site for a toilet/s on the south Cottesloe beachfront and report the findings back to the next Beach Access Path Committee meeting.

Unanimous

Moved Cr Boulter, seconded Cr Pyvis

THAT the Committee circulate copies of the Concept Plans to Elected Members subject to changes/amendments discussed at the Monday, 15 January 2018 Beach Access Path Committee meeting being included to the satisfaction of Committee Members.

Unanimous

6. OTHER BUSINESS

6.1 Committee Charter and Representatives

OFFICER AND COMMITTEE RECOMMENDATION
Moved Cr Boulter, seconded Cr Pyvis

THAT the Beach Access Path Committee defer consideration of the draft Committee Charter until the next meeting.

Unanimous

6.2 Meeting dates

OFFICER AND COMMITTEE RECOMMENDATION
Moved Cr Boulter, seconded Cr Pyvis

Hold the February 2018 Beach Access Paths Committee meeting via email and change the starting time for the rest of the year's Committee meetings to 2.00PM.

Unanimous

6.3 Kayak Ramp (Dutch Inn) **CONFIDENTIAL**

7. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY ELECTED MEMBERS / OFFICERS BY DECISION OF MEETING

OFFICER AND COMMITTEE RECOMMENDATION
Moved Mr Ewing, seconded Cr Boulter

Request the Town of Cottesloe administration review the structural soundness and safety of the steps at the Sydney Street beach access path, in particular, the fasteners.

Unanimous

8. MEETING CLOSURE

The Chairperson announced the meeting closed at 2.47PM.