

TOWN OF COTTESLOE



FORESHORE PRECINCT IMPLEMENTATION COMMITTEE MINUTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
4.00PM, TUESDAY 20 March 2018

MAT HUMFREY
Chief Executive Officer

23 March 2018

TABLE OF CONTENTS

TABLE OF CONTENTS	2
1 Declaration of Meeting Opening / Announcement of Visitors	3
2 Record of Attendance / Apologies	3
3 Declaration of Interests	3
4 Ratification of Previous Minutes	3
5 Officer Reports	3
5.1 Foreshore Renewal Masterplan – Detailed Design	4
5.2 Foreshore Renewal Masterplan – Infrastructure Reduction Strategy	9
6 Incoming correspondence	13
6.1 Chris Wiggins – foreshore disabled access	13
7 Items for consideration in future stages	13
8 External funding sources	13
9 Other business	13
9.1 Meeting Dates	14
10 New Business of an Urgent Nature Introduced by Elected Members/Officers by Decision of Meeting	14
11 Meeting Closure	14

DRAFT

1 DECLARATION OF MEETING OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 4:07 pm.

2 RECORD OF ATTENDANCE / APOLOGIES

Present

Mayor Philip Angers	Town of Cottesloe
Cr Lorraine Young	Town of Cottesloe
Cr Helen Sadler	Town of Cottesloe
Cr Melissa Harkins	Town of Cottesloe
Mr Adrian Fini (Chair)	Design Advisory Panel
Mr Dick Donaldson	Design Advisory Panel
Mr Simon Rodrigues	Design Advisory Panel

Officers Present

Mr Nick Woodhouse	Manager, Engineering Services
Ms Denise Tyler-Hare	Project Manager, Engineering Services

In Attendance

Mr Zac Fried	Emerge Associates
Mr Michael Patroni	Space Agency

Apologies

Mr Chris Newton	Emerge Associates
Cr Mark Rodda (Deputy Chair)	Town of Cottesloe
Mr Deon White	Design Advisory Panel
Mr Mat Humfrey	Chief Executive Officer

3 DECLARATION OF INTERESTS

Nil

4 RATIFICATION OF PREVIOUS MINUTES

Moved CR Sadler, seconded Mayor Angers

The minutes of the 27 February 2018 Foreshore Precinct Implementation Committee were confirmed.

UNANIMOUS

5 OFFICER REPORTS

5.1 FORESHORE RENEWAL MASTERPLAN – DETAILED DESIGN

File Ref: SUB/2525
Attachments: Detailed designs
Responsible Officer: Mat Humfrey, Chief Executive Officer
Author: Denise Tyler-Hare, Project Manager
Proposed Meeting Date: 20 March 2018
Author Disclosure of Interest: Nil

SUMMARY

The Committee is requested to endorse the detailed designs for the following elements of the Foreshore Renewal Masterplan to allow them to proceed to documentation:

1. Signage;
2. Shady Seating;
3. Beach Shade Structures; and,
4. Universal Access.

BACKGROUND

At the February Foreshore Precinct Implementation Committee (FPIC) Meeting, the Committee resolved:

That the Committee DEFER approval of the detailed design, pending completion of a design workshop.

UNANIMOUS

A detailed design workshop has now been held with the following people in attendance; Deon White, Dick Donaldson, Simon Rodrigues, Adrian Fini, Chris Newton, Zac Fried, Frank Kotai, John Brown-Neaves, Michael Patroni, Mat Humfrey (late), Nicholas Woodhouse and Denise Tyler-Hare.

The following is a summary of the relevant information from this design workshop:

1. *Beach Access Paths*
 - a. *Beach Access Path Committee (BAPC) may wish to look at pulling out the painted signage as a separate project for all paths, but for the moment, it is planned to be a painted sign on the path in a fun, friendly way, with some texture to let people know they are approaching a mixed use zone;*
 - b. *It is suggested that the concrete at landings match the grey to be used in the foreshore, with no picture framing, tool before broom/wash, and a sample panel to be prepared before the full works are completed;*
 - c. *Concrete is encouraged for seat high walls;*
 - d. *Emerge have captured all relevant items in the style guide;*
 - e. *With regard to the current aluminium memorial seats, it is acknowledged that the Beach Access Path Committee may look at*

- changing these seats in the future, however, for the moment, it is suggested that they be kept;*
- f. Bike Planning Committee has had input into the bike racks;*
 - g. Suggestion that the makeshift structures for towels, etc are prepared in consultation with the community;*
 - h. Bins – it was suggested that alternative bins could be used in lieu of the current ones.*
2. Signage
- a. Need a signage hierarchy;*
 - b. ToC to review relevant Australian Standards and regulations and confirm compliance requirements on beach access signage;*
 - c. Cover plates will be used to prevent rubbish being put into hollows;*
 - d. Publik to confirm a price for 2 prototypes – process will be for Publik to prepare a detailed design for one standing one and one on the seating, FPIC to approve the detailed design and then the prototype will be constructed. BAPC & FPIC & Councillors to review prototype.*
 - e. BEN signs – council will need to decide on that.*
3. Universal Access
- a. Trees will need arborist involvement – Emerge to follow up.*
4. Beach Shade Structure
- a. Permanent structure is about \$1,500/m² of shade, which will provide 165m² of shade for the current budget;*
 - b. Temporary structure*
 - i. Philosophy is to provide as much shade as possible for the dollar;*
 - ii. Beach sand, informal and friendly beach shade;*
 - iii. Prototype budget is ~\$25K, and would produce about 38m², including a builder's margin of about 40%.*
 - iv. Cost is about \$663/m² of shade, which provides 420 m² at the current budget*
 - v. Would be slightly more for leaving the matting up all year (approximately 35% more).*
 - vi. Use universal connectors*
 - vii. 3D images of shade removed over winter – structures were quite transparent, but would need to consider labour costs of removal over winter (Note after meeting - \$2000 to remove, \$3000 to put up).*
5. Ocean Access
- a. Cost would be around \$350K*
 - b. Need to continue with detailed design, regardless of the masterplan so we are covered in all circumstances;*
6. Deck over paddling pool – Emerge to send through a variation to progress to detailed design;
7. Mudurup Rocks
- a. Budget for fee required as it is not in current scope;*
 - b. Suggested to put this on hold pending pool feasibility outcome.*

The detailed design is now complete by Emerge, with information incorporating items raised at the January and February Committee meetings, as well as items raised and

agreed upon at the detailed design workshop. We are seeking endorsement from the Committee to proceed with the documentation.

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 (WAPC) 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.

Discussions have commenced with these authorities to determine approval processes and timeframes.

FINANCIAL IMPLICATIONS

This project is expected to require significant resources over the next two years. The original budget was \$250,000, and the approved budget amendment from November is \$1,877,571 including \$103,243 of contingency. The total for these works is \$2,127,571.

Emerge also intends to submit variations for items that have been included in the scope, additional to their original contract.

STAFFING IMPLICATIONS

Administration resources are limited and consideration to the preparation of agenda and minutes ahead of time must be allowed.

SUSTAINABILITY IMPLICATIONS

The design approach for the Foreshore Masterplan 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

Foreshore Precinct Implementation Committee
Elected Members
Town of Cottesloe Staff
Community Businesses (FSS Consultation)

STAFF COMMENT

The detailed design has been reviewed by the Committee in January, February and at a detailed design workshop in March, and the comments arising from these meetings incorporated into the final detailed design.

It is recommended to endorse the detailed design, so that documentation can commence. The intent would then be to send to Councillors for call in, and then any comments arising from this incorporated into the documentation.

VOTING

Simple Majority

COMMITTEE RESOLUTION

Moved Mayor Angers, seconded CR Harkins

That Committee ENDORSE

- 1. The completed style guide, subject to alternative bins and suggesting recycling to Council, adding in concrete walls, and seating to be confirmed, and signage design options, pending the construction of a prototype;**
- 2. The completed detailed design of the following elements of the Foreshore Renewal Masterplan to enable movement to documentation, subject to provision of detailed design elements, to be requested by the committee, circulated to the committee within the first week of documentation:**
 - a. Shady Seating;**
 - b. Beach Shade Structures;**
 - c. Ocean Universal Access; and,**
 - d. Universal Access.**
- 3. Put Mudurup Rock artwork, seating, fencing and beach deck on hold, pending a decision on the masterplan and pool.**
- 4. Request staff to review the variations presented by Emerge and forward to Council for approval if appropriate.**

UNANIMOUS

Meeting Notes

-) Adrian Fini reviewed notes from the design forum to update the Committee on the outcome of this.
-) Correction in officer report point 1c – Concrete is encouraged for seat high walls, and limestone predominantly will be used for retaining walls.
-) A number of items were discussed in the detailed design drawings as follows:
 - o Shady seating - Requested details of jointing, etc prior to the full documentation being completed – to be circulated via email;
 - o Beach shade structures – need to strike a balance between winter high tide levels and shade location in summer;
 - o Deck and Mudurup Rocks to be left out for now, pending pool feasibility stage 1;
 - o Ocean Universal Access – discussion around timing of this as compared to any potential pool. Recommended to proceed with this documentation as any pool construction in that area is a long time away and the existing access needs to be replaced urgently;
 - o Universal access – subject to arborist detailed design;
 - o Style guide – furniture – Simon proposed Escofet seating – TWIG, which can be made in plastic or concrete.
 - o Mudurup Rocks – sign frame is not supported by Simon. A good example is Hamer Hall in Melbourne – it has one major structural element for simplicity.

5.2 FORESHORE RENEWAL MASTERPLAN – INFRASTRUCTURE REDUCTION STRATEGY

File Ref: SUB/2525
Attachments: Infrastructure Reduction Strategy Report and Plan
Responsible Officer: Mat Humfrey, Chief Executive Officer
Author: Denise Tyler-Hare, Project Manager
Proposed Meeting Date: 20 March 2018
Author Disclosure of Interest: Nil

SUMMARY

The Committee is requested to endorse a number of actions derived from the Infrastructure Reduction Strategy report.

BACKGROUND

At the November 2017 Ordinary Council Meeting, the Council resolved to:

8. Amend the 2017/18 Budget to include \$50,000 for the 'Infrastructure Reduction Strategy' component of the Cottesloe Foreshore Renewal Project, subject to the detailed design plans being returned to Council prior to committing any expenditure for Council approval.
10. Amend the 2017/18 Budget to include \$103,243 to be allocated for 'Project Contingency', subject to the detailed design plans being returned to Council prior to committing any expenditure for Council approval.
11. Amend the 2017/18 Budget to reflect the above allocations being taken from the Depot Funds Reserve.
12. Endorse the seeking of grants to assist with funding the project elements listed above.

There are a number of items in the Infrastructure Reduction Strategy noted for immediate removal or immediate repair. Comment is made upon items 1, 5 – 15.

Items 2 – 3 and 16 are within the current project footprints, and do not need to be considered separately. Item 4 is within an area currently outside the Town of Cottesloe's control, and so it cannot be actioned at this stage.

Items 17 – 38 should be undertaken once works in these areas are designed.

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

Local Government Act 1995

Local Government Regulations 1996

FINANCIAL IMPLICATIONS

There is \$50,000 allowed for these works within the 2017/2018 budget.

STAFFING IMPLICATIONS

Administration resources are limited and consideration to the preparation of agenda and minutes ahead of time must be allowed.

SUSTAINABILITY IMPLICATIONS

There are no perceived sustainability implications arising from the Officers Recommendation.

CONSULTATION

Foreshore Precinct Implementation Committee

Elected Members

Town of Cottesloe Staff

STAFF COMMENT

Items in the Infrastructure Reduction Strategy (IRS) marked for removal or immediate repair, that aren't already incorporated in the current foreshore project, are proposed to be undertaken as follows, in accordance with the style guide. Items are as follows:

1. Shark tower base – there are two options proposed in the IRS as follows:
 - a. The preference is to immediately remove it all completely and blend over it with natural looking rock; or,
 - b. An option is to remove most of it, retain a remnant small footprint and install explanatory educational signage and a photo image on the nearby groyne footpath.

As this is within the Mudurup rocks are, it is recommended to remove it completely; in accordance with option a. Consultation with Aboriginal Heritage will be required.

5. Bike rack at the southern point of Car Park 1 is to be removed immediately in the IRS. It is recommended that the bike rack is retained in the short term, until works in this area are designed, and it can be either replaced or relocated to a different location.

6. Drinking fountain opposite Napier Street Car Park 2 is proposed to be removed, repaired and reinstalled in a more suitable location. It is recommended that it is removed and repaired, but installed back in the same location for now, until works in this area are designed, and/or, the beach access path adjacent it is upgraded.
7. Plastic wheelie bin located on the Groyne is to be housed in a robust bin enclosure. It is recommended that this is undertaken in accordance with the style guide.
8. Balustrade to the terraces adjacent Car Park 1 is noted as to be reviewed by a structural engineer to assess if there are any safety issues, and ultimately, this is to be replaced potentially with a more attractive balustrade that ties in with the Cottesloe character. It is recommended to have a structural assessment undertaken and undertake any recommendations arising from this.
9. Green bench seats are to be immediately sanded and re-painted. Ultimately to be replaced by a new Cottesloe character based furniture suite. It is recommended that the repair works are undertaken now.
10. The timber tables are to have any broken planks replaced and to be immediately sanded and re-painted. Ultimately to be replaced by a new Cottesloe character based furniture suite. It is recommended that the repair works are undertaken now.
11. Beach access near Napier Street. It is proposed to assess the usage levels of the relevant paths. If the path is well used and suitable for retention then stabilisation and additional sand may be required. If the relevant paths are underused, they may be considered for closing and revegetation.
12. Limestone retaining wall near the Chess Amphitheatre is to be reviewed by a structural engineer to assess if there are any safety issues. It is recommended to have a structural assessment undertaken and undertake any recommendations arising from this.
13. Soakwell at the end of the beach access path (between Napier Street and Overton Gardens), is to have additional sand to be installed and stone pitching to be rectified, as well as revegetation with dune and sedge planting to stabilise the immediate area. It is noted that this will be considered in a coastal drainage study proposed in the 2018/2019 budget, so any works may be temporary. It is recommended that repair works are undertaken now to prevent erosion getting worse.
14. Grass bank shelters (opposite Sea View Golf Course) on the foreshore banks is to have a more durable shade material to be added for the short term. Ultimately, the shelters are to be removed or relocated. It is recommended that the shade material be replaced now, and the full removal/replacement/relocation occur after works in this area are designed.
15. Concrete ramp near Cottesloe Surf Life Saving Club is to be reviewed by a structural engineer to assess if there are any safety issues. The edge of the ramp is to be landscaped and disguised. It is recommended to have a structural assessment undertaken and undertake any recommendations arising from this, but to defer any landscaping works until works in this area are designed.

VOTING

Simple Majority

COMMITTEE RESOLUTION

Moved CR Sadler, Seconded Mayor Angers

That Committee recommend to Council endorsement of the Current Infrastructure Reduction Strategy as detailed in the minutes of the 20th March 2018:

- 1. Remove the shark tower base (item 1 in the IRS) in accordance with option a;**
- 2. Retain the bike rack (item 5 in the IRS) until works in this area are designed;**
- 3. Remove, repair and reinstall the drinking fountain (item 6 in the IRS) in the same location;**
- 4. Install a robust bin enclosure on the Groyne to replace the existing wheelie bin (item 7 in the IRS);**
- 5. Undertake a structural assessment of the balustrade to the terraces (item 8 in the IRS), and undertake any recommendations arising from this assessment;**
- 6. Repair, sand and re-paint existing green bench seats (item 9 in the IRS) and timber tables (item 10 in the IRS);**
- 7. Undertake a structural assessment of the limestone retaining wall (item 12 in the IRS), and undertake any recommendations arising from this assessment;**
- 8. Undertake sand, stone pitching rectification and revegetation works at the soakwell (item 13 in the IRS);**
- 9. Replace the shade material to the grass bank shelters (item 14 in the IRS); and,**
- 10. Undertake a structural assessment of the concrete ramp (item 15 in the IRS), and undertake any recommendations arising from this assessment.**

UNANIMOUS

6 INCOMING CORRESPONDENCE

6.1 CHRIS WIGGINS – FORESHORE DISABLED ACCESS

Chris Wiggins has met with CR Sadler on site to discuss that the proposed access meets gradients but not the proximity. Denise noted that Mat is planning to meeting with him to discuss the proposal on site and alternatives.

Resolution was put forward by CR Sadler:

Moved CR Sadler, seconded Mayor Angers.

That the Foreshore Implementation Committee recommend to Council the inclusion of an additional short universal access path from road level to the toilets as part of the masterplan.

UNANIMOUS

7 ITEMS FOR CONSIDERATION IN FUTURE STAGES

-) Bin locations and recycling;
-) Bin store location and appearance;
-) Disabled access to toilets;
-) Funding options as part of the masterplan.

8 EXTERNAL FUNDING SOURCES

-) A meeting with Lottery West and the Town on the process and availability of grants was held on the 8th February 2018. Lottery West could provide grants for seating, barbeques, place making, interpretive signage, universal access, shade sales and/or a skate park components within the car park redevelopment area. They provide grants to provide items that would be useful for the community e.g. the Scarborough whale playground.

The grant application and approval process takes 3 – 4 months, and all funding has to be approved before it is built. It is noted that they will take into consideration any funding already existing for a project, and they operate on a needs-basis, not a value basis.

Meeting Notes

-) Denise noted that now that DD has been completed, the Town will start the application process to Lotterywest.
-) No relevant State and Federal Grants out at the moment, however the Town is keeping an eye on it.
-) Now the bi-election has finished, the Town will meet with David Honey and raise this.

9 OTHER BUSINESS

-) Masterplanning Design Forum

Resolution (amended by unanimous vote post meeting)

The Foreshore Precinct Implementation Committee to meet to determine the principles to form the masterplan project brief. All Elected Members to be invited.

UNANIMOUS

Meeting Notes

-) Elected members are invited to send through comments for inclusion prior to the master plan project brief meeting;
-) Design brief will be sent to the Foreshore Precinct Implementation Committee for endorsement and then to Council for approval.
-) Meeting to be rescheduled as Simon (21/4 – 9/5) and Dick(2/4 – 14/5) both away.

9.1 MEETING DATES

Proposed dates for 2018 meetings are as follows:

Monday 21 May 2018, 5.00pm
Monday 18 June 2018, 4.00pm
Tuesday 31 July 2018, 5.00pm
Monday 27 August 2018, 4.00pm

COMMITTEE RESOLUTION

Moved CR Young, seconded CR Harkins

That the Foreshore Precinct Implementation Committee ADOPT the meeting dates as listed for 2018.

UNANIMOUS

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

Nil

11 MEETING CLOSURE

Meeting closed 5:07 pm.