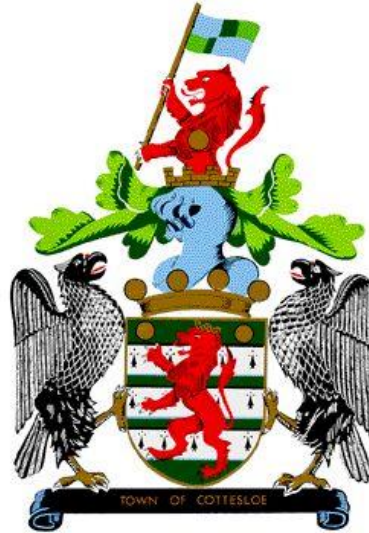


# **TOWN OF COTTESLOE**



## **DISABILITY SERVICES ADVISORY COMMITTEE**

# **MINUTES**

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE  
109 BROOME STREET, COTTESLOE  
9:30 AM, TUESDAY 29 AUGUST 2017**

**MAT HUMFREY  
Chief Executive Officer**

27 September 2017



---

## DISABILITY SERVICES ADVISORY COMMITTEE

---

### 1. DECLARATION OF MEETING OPEN

Garry Bird, Manager, Corporate & Community Services, delegated Presiding Member announced the meeting open at 9:40 AM.

### 2. RECORD OF ATTENDANCE/APOLOGIES

#### Present

Lyn Edmondson	Lady Lawley Cottage
Chris Wiggins	Community member
Hilary Rumley	Community member
Maja Doslo	Disability Services Commission

#### Officers Present

Garry Bird	Manager, Corporate and Community Services
Nicholas Woodhouse	Manager, Engineering Services
Sherilee Macready	Community Development Officer

#### Apologies

Cr Jay Birnbrauer	Presiding Member
Cr Sally Pyvis	Deputy Member
Cr Helen Burke	Deputy Member
Sharon James	SHINE Community Services
Karena Sherriff	SHINE Community Services
Bridget Cheffins	Community member
Brooke Stafford	Disability Services Commission

### 3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

The Minutes of the meeting of the Disability Services Advisory Committee held on 27 June 2017 be confirmed.

**Moved Chris Wiggins, Seconded Lyn Edmondson**

**Carried**

### 4. ACTION ITEMS

Task		Status
a.	Reconciling the Universal Access Path with the existing bitumen road.	The Manager, Engineering Services, advised that Emerge Associates had produced preliminary drawings of improved access to Cottesloe Beach, its groyne and public toilets as part of the Cottesloe Foreshore Renewal Masterplan. Following this, Engineering would be submitting an item to September Council

		<p>to request a public consultation period for the community to be able to provide feedback on the project. In addition, the Manager, Engineering Services, said that there would be an additional opportunity for the Disability Services Advisory Committee members to view the drawings and provide feedback at the 31 October meeting.</p> <p>Mr Wiggins and Mrs Rumley stressed the need for a second ACROD parking bay near the Cottesloe Beach groyne, and expressed their wish that this could be incorporated into the renewal plans for Cottesloe Beach.</p>
<b>b.</b>	Formalise the process of booking the Beach Wheelchair.	<p>It was suggested by Mrs Rumley that training given to the Surf Life Saving W.A. lifeguards and Cottesloe Surf Life Saving Club volunteers who provide access to the TADWA Beach Trekker Wheelchair at Cottesloe Beach could be improved.</p> <p>The Community Development Officer advised that this was something that had already been noted by the Town as an area that needed improvement and contact would be made before summer with both Surf Life Saving W.A. and Cottesloe Surf Life Saving Club.</p>
<b>c.</b>	Beach Access Path Refurbishment.	The Manager, Engineering Services, advised that the concept phase of this project is nearing completion. There will be an opportunity for comment prior to finalising plans.
<b>d.</b>	Crossing at the intersection of Gibney Street and Marine Parade.	The Manager, Engineering Services, advised that a concept plan had been created for the crossing and that he would shortly be consulting with Lady Lawley Cottage and Wearne Hostel for their input prior to production of the final plan. Construction of the crossing would follow this.

## 5. NEW BUSINESS

### 5.1 Access at Sea View Golf Club

Mrs Rumley raised an issue that she had with access at Sea View Golf Club in that the building had steps at its entrance and therefore a temporary fold

out ramp had to be brought out for people with a physical disability who wished to access the building.

In response, the Manager, Corporate & Community Services, advised that Council had recently awarded a grant to Sea View Golf Club to assist in improving universal access at their function venue.

As a follow on, the committee discussed basic ideas of lifts that could be installed at certain venues in Cottesloe which could improve access and were more cost effective than large scale lift facilities, as cost was recognised a prohibitive factor in many cases. One example from Claremont included a lift that elevates on a small platform.

It was suggested that Ms Doslo could provide the Town of Cottesloe with examples of small scale lift facilities, which could be in turn provided to some of the community facilities/venues in Cottesloe as suggested options.

## **5.2 North Cottesloe Beach access to facilities**

Mrs Rumley referred to the 2006 Access Audit Report of Town of Cottesloe facilities undertaken by Brian Kidd, specifically referring to beach paths and ramps at North Cottesloe Beachfront. In the report it advises that some ramps and paths have a gradient in excess of 1 in 12, and as a high priority it recommends that a more complete study be undertaken of the paths and ramps to provide compliant access to the beach.

The Manager, Engineering Services, suggested that this would be considered as part of the North Cottesloe stage of the Foreshore Redevelopment.

## **5.3 Information sharing and collaboration**

Mrs Rumley raised the point that she feels that the Town of Cottesloe should consider more integrated information sharing between existing committees that are working on a similar projects, with a view to making the implementation of significant projects more efficient, for example, the Foreshore Renewal Masterplan concerns the Bike Committee, the Foreshore Precinct Implementation Committee, the Beach Access Path Committee and the Disability Services Advisory Committee. Mrs Rumley suggested that these committees should bring representatives together for a specific meeting to work collaboratively and ensure they were all on the same page on related projects.

Mrs Rumley also raised the point that as a resident she would like to see the Town of Cottesloe focus on more openness in information sharing with residents about projects and initiatives that are planned and implemented.

## **6. NEXT MEETING**

31 October 2017

## **7. MEETING CLOSURE**

The delegated Presiding Member announced the meeting closed at 10:15 AM.

# **TOWN OF COTTESLOE**



## **BEACH ACCESS PATHS COMMITTEE DISCUSSION NOTES**

**MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE  
109 BROOME STREET, COTTESLOE  
4.00PM, TUESDAY 12 SEPTEMBER 2017**

**MAT HUMFREY  
Chief Executive Officer**

28 September 2017





## 1. DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 4.02pm.

## 2. RECORD OF ATTENDANCE / APOLOGIES

### Present

Cr Sally Pyvis	Chairperson
Mr Francis Kotai	Ecoscape Landscape Architect
Cr Philip Angers	Elected Member <i>left at 5.05pm</i>
Ms Vicki Woods	Landscape Architect

### Officers Present

Mr Mat Humfrey	Chief Executive Officer
Mr Nicholas Woodhouse	Manager Engineering Services
Elizabeth Nicholls	Senior Administration Officer

### Apologies

Cr Sandra Boulter	Deputy Chairperson
Cr Jay Birnbrauer	Elected Member
Mr Tom Van Been	ICEA Foundation
Mr Mike Ewing	Cottesloe Coastcare

## 3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

**Cr Pyvis accepted the Minutes of Beach Access Paths Committee meeting, held on 25 July 2017.**

## 4. OFFICER REPORTS

Mr Kotai addressed the Committee and referred to the concept plans for beach access path S10, S12, N6 and N7 which were discussed at length.

It was advised that Ecoscape's concept plans respond to the landscape, coastline and limestone formations and has been inspired by Cottesloe's geology. Mr Kotai advised that feedback is welcomed as the design develops.

Information was provided about potential materials for built structures including:

- liquid limestone for hard surfaces (reinforced with 100mm thickness);
- poured concrete for retaining walls (with a timber texture and possibly timber batons along the top for seating);
- wood for closed tread stairs (Spotted Gum for treads as it is durable and pine with treatment point for the ground structure, both with SFC rating);
- heat treated wood for balustrades (treatment reduces water absorption); and
- hand rails fixed to the balustrades.

Reinforced plastic was discussed as an alternative to wooden risers on the stairs, or a combination of wooden treads and plastic surrounds. Mr Kotai advised that plastic can be uncomfortable underfoot. Cr Pyvis queried if there were other advantages to having plastic and it was advised that the contrast provided good visibility. Cr Pyvis stated that there was a preference to avoid the use of plastic in the marine environ. Mr Kotai went on to advise that wood would be recommended as it is visually pleasing and there is less maintenance than using two different materials as the proposed materials have similar lifespans. The width of the stairs would be 1.5 meters to allow for two way traffic.

## Beach Access Path S10

Mr Kotai provided the Committee with the concept plan and advised that the design was to work with the grassed locations, a more logical location for stairs, and changes to the carpark predominately used by kite surfers.

Cr Pyvis queried if the stairs would be an extension from Salvado Street across Marine Parade. Mr Kotai advised that it would not. The Committee discussed leaving the grass in place, not replacing with a hard surface. It was advised that the current grass is patchy and it is likely that it would wear out more in the future.

Ms Woods advised that there are soak wells in the dunes and suggested that they be relocated under the grassed area which would require excavation.

Cr Pyvis commented that there are differences between how kite surfers and wind surfers set up and access the beach and that these differences should be kept in mind for the beach access paths concept plans. Cr Pyvis enquired if the retaining wall could be used as a seat. Ms Woods suggested that the timber seating be removed, increase the height of the retaining wall to allow for seating and move the drinking fountain north to create more room allowing the area to sit nicely in the landscape. Mr Kotai suggested placing timber batons along the retaining wall which was considered to be favourable by the Committee.

### Additional Comments

- No dog bins required.
- Delete bench.



## Beach Access Path S12

Two concept plans were presented to the Committee for consideration. The Committee were informed that beach access path S12 is currently used by individuals exercising and using the two paths in close proximity to do laps.

The Committee discussed the possibility of removing seven perpendicular parking bays to replace with three parallel bays resulting in the total loss of four bays. The additional space resulting from this change would provide more green space around the path entrance to reduce the current pinch point for pedestrians and to allow beach users to set up equipment. Mr Kotai asked the Committee if it would be preferred to concentrate at one area to the north. Cr Pyvis stated that would be preferred but enquired if showers could be installed at both locations. Mr Kotai indicated that the main concern for that would be cost. Ms Woods questioned if it would be better for the future to focus on the south area. Cr Pyvis proposed that she email the document to regular beach users to gauge their opinion. Cr Angers queried if both could be upgraded depending on cost. Mr Humfrey voiced concern that there could be too much built infrastructure in close vicinity. Cr Pyvis suggested that the stairs located at the northern area may be too heavily used to be removed. Cr Angers asked Mr Kotai for how much it would cost for a new set of stairs to be constructed. It was estimated that it would cost between \$25,000 and \$30,000 per solid structure. Cr Pyvis reiterated that regular beach users should be asked for their opinion and discuss options with Mr Ewing from Cottesloe Coastcare.



## **Beach Access Path N6**

Mr Kotai reminded the Committee that as beach access path N5 is being closed, users will access the beach by the universal access path near North Cottesloe Surf Life Saving Club or N6. He advised that currently N5 has a few more amenities than N6 which may need to be installed. Ms Woods suggested that the design and infrastructure be simple, for example, a shower would not be needed.

Cr Pyvis enquired about the curve of the path shown in the concept plan. Mr Kotai advised that there is currently a curve in the path but it would be accentuated with an updated sand ladder. Cr Pyvis asked if a handrail would be installed as part of the update. Mr Kotai advised that conservation fencing would be installed in case bad weather caused the base to get washed away. Recycled posts would be used at the start of the path, transitioning to treated pine. Cr Pyvis and Ms Woods discussed if the beach access path is used by people walking to the beach or riding bikes. It was determined that as walkers use the location the most it would be best to remove some of the infrastructure and reduce the paved area as it not needed. Mr Humfrey suggested the verge next to Marine Parade could be planted to the north and south of the access area. Cr Pyvis agreed that ideally the area could be planted, however, it is used for pedestrian overflow so it may be necessary to widen the path in the future.

## **Additional Comments**

- Delete bench.
- Delete drink fountain.
- Delete bike rack
- Reduce hard space but still give users some space.

## Beach Access Path N7

The concept plan for beach access path N7 is to keep access where it is, relocating that shower behind a grassed node, away from the roundabout and opening up the entry to provide more visibility. Mr Kotai advised that there would be more coastal planting and bike racks.

Cr Pyvis said that the bike parking was a great concept as Grant Street is the east to west connector for cyclists. Ms Woods asked about the soak well currently located in the area. Mr Humfrey suggested that a new soak well would be installed for the shower and the existing one be collapsed. Cr Pyvis asked what seating would be installed. Mr Kotai indicated the seating locations that would have backed benches to allow for comfortable viewing.



## **Signage**

The proposed signage concept has been in collaboration with Emerge Associates. Two types would be implemented; plinth mounted interpretive signage integrated with retaining walls and higher beach path number signs.

Mr Kotai advised the Committee that signage would be collaborated with a design and construct team to ensure high quality. Ms Woods recommended that inspiration be taken from the Department of Parks and Wildlife signage as they are placed in similar environments. Mr Humfrey suggested that the amount of signage be reduced. Cr Pyvis further suggested that some items be shown as a symbol not words, for example, 'no smoking'. Mr Kotai added that warranties on signage should be 15 years; some signage only has five year warranties. Mr Humfrey proposed that signage be inset into posts to be easily replaceable for maintenance and in case of legislative changes. Mr Kotai suggested that signage needs to be rationalised.



## BEACH ACCESS PATH UPGRADE

**File Ref:** SUB/2352  
**Attachments:** Concept Plans (Paths S10, S12, N6 and N7)  
**Responsible Officer:** Mat Humfrey  
Chief Executive Officer  
**Author:** Nick Woodhouse  
Manager Engineering Services  
**Proposed Meeting Date:** 12 September 2017  
**Author Disclosure of Interest:** Nil

---

### SUMMARY

The Committee is requested to consider endorsing the concept plans for beach access paths S10, S12, N6 and N7.

### BACKGROUND

At the Beach Access Path Committee meeting of 25 July 2017 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.*

Mr Kotai has since liaised with Vicki Woods, Mike Ewing and Peter Woods for paths S10, S12, N6, N7 and has incorporated their comments. A sketch for N7 was circulated to the Beach Access Path Committee seeking additional comments prior to progressing to the concept phase. Feedback was sent to Mr Kotai and the concept plans are now presented to the Committee.

### STRATEGIC IMPLICATIONS

The improvement of access to the beach is identified as a community priority in the Strategic Community Plan and Corporate Business Plan.

#### Strategic Community Plan 2013 to 2023

Priority area three: *Enhancing beach access and the foreshore.*

Priority area five: *Providing sustainable infrastructure and community amenities*

#### Corporate Business Plan (2014 – 2018)

Priority area three: *Enhancing beach access and the foreshore.*

Priority area five: *Providing sustainable infrastructure and community amenities*

### POLICY IMPLICATIONS

Beach Policy – the documents as presented comply with the policy as adopted by Council.

### STATUTORY ENVIRONMENT

*Local Government Act 1995*



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.

## **FINANCIAL IMPLICATIONS**

\$130,000 has been allocated in the 2017/2018 Capital Works Budget to improve the beach access paths along the foreshore.

## **STAFFING IMPLICATIONS**

The Town has sought quotes from experienced external consultants for the provision of detailed design, tender specifications and project management of the construction phase. Additional design or project management expertise may be employed by the Town on a short term, contract basis to assist with the work required. All staff costs will be met within existing operating or capital budgets.

## **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 selected materials have been chosen to ensure sustainability, longevity and ease of maintenance.

## **CONSULTATION**

Beach Access Path Committee

## **STAFF COMMENT**

The path locations, alignments and style options have been presented to the Beach Access Path Committee at the last meeting. Feedback from that meeting and meetings with individual members of the Committee have been taken into account when developing the concept plans.

## **VOTING**

Simple Majority

## **OFFICER RECOMMENDATION**

THAT Committee

1. Endorse the concept plan for beach access path S10 and advise Ecoscape to progress with the detailed design phase.
2. Endorse the concept plan for beach access path S12 and advise Ecoscape to progress with the detailed design phase.
3. Endorse the concept plan for beach access path N6 and advise Ecoscape to progress with the detailed design phase.
4. Endorse the concept plan for beach access path N7 and advise Ecoscape to progress with the detailed design phase.

## 5. ISSUES ARISING FROM THE PREVIOUS MEETING

	Action Item	Update
a.	That the Town temporarily restrict access to N5, install temporary signage and monitor feedback from the community.	Mr Woodhouse advised that N5 has been temporarily closed. The closure has been posted on Facebook but will not be formally advertised.
b.	That Coastcare consider the rehabilitation or restoration of the dunes located at N5 if the path were to be closed.	Mr Woodhouse met onsite with a representative from Coastcare (Mr Ewing) and the Landscape Architect (Mr Kotai). It is within the scope of the contract for the work to be completed. Mr Humfrey advised that a report will be presented to Council in December.
c.	Council minutes checked regarding the paths selected to be upgraded.	Completed.  <i>COMMITTEE RECOMMENDATION</i>  <i>2. Approve the following beach access paths to progress to detailed design phase noting specific items to be included in the design brief.</i> <i>a. Beach access path S10</i> <i>b. Beach access path S12</i> <i>c. Beach access path N5</i> <i>d. Beach access path N6</i>
d.	A resolution at the Disability Services Advisory Committee Meeting be provided regarding universal access.	Disability Services Advisory Committee to discuss and provide resolution if required.

e.	<p>Beach infrastructure and signage be carefully considered and information presented to the Committee as a concept plan including:</p> <ul style="list-style-type: none"> <li>• Small items placement/storage;</li> <li>• Towel rails or hanging points;</li> <li>• Pram and bike parking that will not impede foot traffic;</li> <li>• Signage be quirky with positive messages; and</li> <li>• Materials proposed that will be suitable to the beach environment.</li> </ul>	<p>Completed.</p> <p>Information communicated to Mr Kotai.</p>
f.	<p>A list of five beach access paths be provided to the Committee with the next highest priority to be updated.</p>	<p>Completed.</p> <p>S10, S12, N6 and N10 to be actioned first. S1 is the backup path should any others not proceed</p>
g.	<p>Dr Peter Woods be invited to the Beach Access Paths Committee.</p>	<p>Completed.</p>
h.	<p>Contact 'Take 3 for the Sea' to forge a partnership to reduce litter.</p>	<p>Mr Woodhouse apologised and indicated he would contact 'Take 3 for the Sea' prior to the next meeting.</p>
i.	<p>Locations and alignments of the upgraded beach access paths be provided.</p>	<p>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.</p>
j.	<p>Beach Path S1</p>	<p>Reference was made to 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.</p>

k.	Vlamingh Memorial	Mr Woodhouse to explore funding options for this site (Tourism WA etc.).
l.	Universal access at Napier Street playground	Mr Woodhouse to investigate.
m.	Cr Pyvis to contact regular users and Cottesloe Coastcare regarding beach access path S12.	
n.	Signage be investigated and rationalised.	

## **6. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY ELECTED MEMBERS/OFFICERS BY DECISION OF MEETING**

Cr Pyvis queried how easy it would be to receive additional funding for the project. After discussion, Mr Humfrey suggested that one or two beach access path upgrades be under construction before drafting the next concept. However, he commented that if the design was suitable it would be possible to keep moving with the project.

## **7. NEXT MEETING**

To be determined.

## **8. MEETING CLOSURE**

The Presiding Member announced the meeting closed at 5.35pm.