

TOWN OF COTTESLOE



PUBLIC OPEN SPACE WORKING GROUP NOTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE

109 BROOME STREET, COTTESLOE

4.00pm, Thursday 20 November 2025

**Mark Newman
Chief Executive Officer**

21 November 2025

PUBLIC OPEN SPACE WORKING GROUP

PURPOSE

The purpose of this Working Group is to consider improvements to all public open space outside of the Central Foreshore Precinct and the SVGC/Harvey Field Recreation Precinct provided by the Town which will enhance their use and enjoyment by the community.

TERMS OF REFERENCE

- a. To advise Council on infrastructure and policy requirements to improve all public open space provided by the Town (outside the of the Central Foreshore Precinct and the SVGC/Harvey Field Recreation Precinct); and
- b. Make recommendations to Council on matters relevant to the Working Group.

CONFIDENTIALITY

These papers are not confidential on the whole; however, they will not be published on the Town's website or made available for public distribution. Elected Members/Committee Members are not prevented from discussing any topic raised in these papers in general terms; however, they should not be distributed as there are parts that are confidential for a host of reasons (e.g. the presence of legal advice).

The purpose of the meeting is for Members to provide informal feedback / raise issues with the progress of nominated projects. No decisions can be made at this forum and any matter that ultimately requires a Council decision will be presented to a Council meeting.

As no decisions can be made at the meeting and many of the topics could be considered confidential at this stage, the forum will not be open to the public.

The notes contained within these papers are in note form, they are not finalised reports. Members have an opportunity to ask for information to be considered for inclusion in reports on these matters, which will be considered by the officers when reports are finalised.

Officers are very aware of the need to maintain transparency in the decision making process. As noted in the departmental guidelines on such forums, the best way to maintain transparency in decision making is to ensure that all decisions are made in public meetings. With this in mind, officers have deliberately omitted any recommendations from these notes, instead noting how we suggest we proceed with the matter at hand. Members will be free to provide feedback on these suggestions; however, no specific direction should be given or debated.

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1.1 ACKNOWLEDGEMENT OF COUNTRY

I would like to begin by acknowledging the Whadjuk Nyoongar people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

2 DISCLAIMER

Refer to the Disclaimer on the inside of the cover page

3 ELECTION OF PRESIDING MEMBER

CEO Mr Mark Newman opened the meeting at 4pm and called for nominations for a Presiding Member.

Mayor Harkins nominated herself , and was elected unopposed.

4 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The meeting will be recorded, solely for the purpose of confirming the correctness of the minutes.

5 ATTENDANCE

Members

Mayor Melissa Harkins	Elected Member/ Presiding Member
Cr Sonya Heath	Elected Member
Ms Angela Moore	Community Representative
Mr Mark Powell	Community Representative
Ms Kirsty Barrett	Community Representative

Deputy Member

Cr Chilla Bulbeck	Elected Member/Deputy Member
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Staff

Mr Mark Newman	Chief Executive Officer
Mr Shaun Kan	Director Engineering Services
Mr Renuka Ismalage	Manager Projects and Assets
Ms Tin May	Coordinator Infrastructure
Mr Vishnu Vijayan	Project engineer
Ms Rachel Cranny	Executive Services Officer

Apologies

Mr Rob Thomas	Community Representative
Cr Katy Mason	Elected Member

6 DECLARATION OF INTEREST

7 PRESENTATIONS

NIL

8 REPORTS OF OFFICERS

8.1 CIVIC CENTRE PLAYGROUND CONCEPT

Item by: Shaun Kan, Director Engineering Services

SUMMARY

Council increased the Civic Centre Playground project funding from \$200,000 to \$300,000 in the 2025/2026 budget.

The Public Open Space (POS) Working Group is asked to review the attached draft concept design for the Civic Centre Playground Upgrade and provide feedback on the attached concept that provides a \$300,000 scope for the playspace.

BACKGROUND

- December 2024 – Tim Davies Landscaping (TDL) was engaged.
- February 2025 – Design principles discussed with the Working Group.
- March 2025 – TDL submitted a concept based on these fundamentals.
- June 2025
 - A revised concept design was presented to the POS Working Group.
 - Council approved a \$200,000 construction budget for the 2025/2026 financial year.
- July 2025 – Concerns raised with the CEO by the Working Group, suggesting \$200,000 was inadequate to achieve the concept within the 2019 Public Open Space & Playground Strategy.
- August 2025 – Council undertook a further review and formally approved a budget amendment increasing the project allocation to \$300,000.

OFFICER'S COMMENTS

The POS Working Group is asked to provide feedback for the Civic Centre Playground Upgrade Concept within Attachment A. This scope has previously been estimated to be \$300,000.

The information will then be used to finalise the concept before advertising an Expression of Interest (EOI). Responses from the EOI will then be used to develop a final set of specifications, which will be sent to the proponents shortlisted by Council to participate in the invitation to the tender process.

The Working Group will be given an opportunity to provide input into the principles used to develop the final concept for the private tender process. The contractor appointed by the Council will be required to complete the detailed design and construction, and the Working Group will be consulted during the detailed design process.

INTENDED OUTCOME FROM MEETING

The POS Working Group is asked to provide feedback on the attached draft concept design.

ATTACHMENT

(a) Attachment A – Civic Centre Playground Concept

9 GENERAL BUSINESS

The working group would like to activate/ promote the East Cottesloe playground more and maybe look at offering a coffee van some time there?

10 MEETING CLOSURE

4.55 pm

MEETING NOTES

CEO, Mark Newman opened the meeting at 4.00pm

Mayor Harkins elected unopposed as the presiding member

Shaun Kan introduces Item 8.1

CEO has summarised as per the below:

- With the EOI, the group would like to advise the potential tenderers the project budget, including contingencies
- Would like a playground with different levels of challenges, a circuit, and visually interesting
- Big play equipment piece should be value for money
- Keep the existing shade sail poles and maintain the current location of the drink fountain but it may require updating
- Reticulation and demolition to be done by the Town
- Playground for 5 – 11yrs
- Keep within the Town's principles of sustainability

- Be mindful of the heritage surroundings
- Minimum 2 picnic tables, maybe 1 larger one (for parties), preferably in shade, benches, sandpit
- Like the curved seating in the diagram
- One big piece of play equipment that encompasses swings, slides and tunnels
- Incorporate water play elements if budget allows

Mayor Harkins thanks everyone for attending the meeting