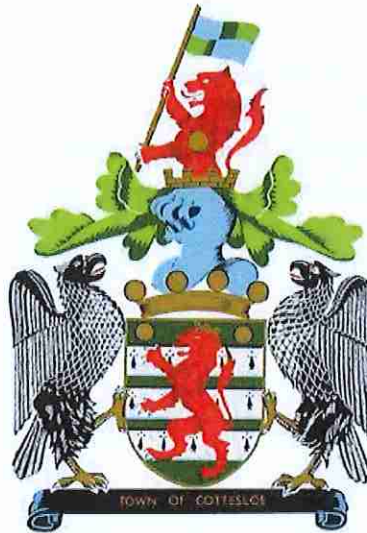


TOWN OF COTTESLOE



PUBLIC OPEN SPACE WORKING GROUP NOTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
4.00 pm, Thursday 13 February 2025

A handwritten signature in black ink, appearing to read 'Matthew Scott', is positioned above the printed name.

Matthew Scott
Chief Executive Officer

19 February 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 Committee.

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These papers are not confidential on the whole; however, they will not be published on the Town's website or made available for public distribution.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 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

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

4 ATTENDANCE

Members

Cr Melissa Harkins	Presiding Member
Cr Sonja Heath	Elected Member
Mr Mark Powell	Community Representative
Ms Kirsty Barrett	Community Representative

Deputy Member

Apology

Staff

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

Apologies

Cr Chilla Bulbeck	Elected Member/Deputy Member
Cr Brad Wylynko	Elected Member
Ms Angela Moore	Community Representative
Ms Susan Freeth	Coastcare Representative (Deputy)
Ms Julie Cox	Coastcare Representative

Visitors

Julia Robinson	Design Consultant (TDL)
Elisha Quintal	Design Consultant (TDL)

5 DECLARATION OF INTEREST

6 PRESENTATIONS

Tim Davies Landscaping (TDL)

7 REPORTS OF OFFICERS

7.1 CIVIC CENTRE PLAYGROUND UPGRADE – CONCEPT DEVELOPMENT

Item by: Renuka Ismalage, Manager Projects and Assets

SUMMARY

The Public Open Space Working Group (POS WG) is asked to discuss the design vision/opportunities with Tim Davies Landscaping (TDL); the appointed consultant, and provide feedback.

BACKGROUND

A budget of \$25,000 was allocated in the 2024/2025 financial year for the detailed design of the Civic Centre Playground upgrade.

The Administration requested TDL to develop an adventure-type garden setting concept design for the existing Civic Centre playground in line with the current public open space strategy.

OFFICER’S COMMENTS

The Civic Centre playground is located within a unique heritage garden on the southern lower level of the Civic Centre grounds on the corner of Broome and Napier Streets. The existing playground location and facilities are presented below.



Figure 1: Existing Playground Area



Figure 2: Existing Facilities

The working group is asked to discuss and provide feedback on:

- The area’s character and scale of the playground envisaged for the space
- The playground opportunities including play space themes, play elements and queries from the consultant (refer Attachment A)

Completion of the above would then allow the consultant to develop a concept for adoption by the Council to go out for public consultation.

The anticipated timeframes are as follows:

- | | |
|---------------------------------------|-------------------------------|
| 1. Concept Development | February to March 2025 |
| 2. Finalise Concept | April 2025 |
| 3. Public Consultation | June 2025 |
| 4. Detailed Design Development | July 2025 |

INTENDED OUTCOME FROM MEETING

1. Provide feedback on the design vision for the concept plan

ATTACHMENT

- Attachment A – Civic Centre Playground Upgrade – TDL Presentation

7.2 HARVEY FIELD PLAYGROUND UPGRADE – DETAILED DESIGN

Item by: Renuka Ismalage, Manager Projects and Assets

SUMMARY

The Public Open Space Working Group (POS WG) is asked to provide feedback on the attached detailed design (Attachment A – Harvey Field Playground - TDL Detailed Design & OPC) following consultation with Elected Members and the POS WG in November 2024.

BACKGROUND

A budget of \$303,767 was allocated in 2023/2024 and this was carried forward into 2024/2025. The \$303,767 comprises \$200,000 from cash-in-lieu of POS and \$103,767 from a Local Roads and Community Infrastructure (LRCI) Federal Government grant.

The following progress has occurred:

- February 2024 – appointed consultant (TDL) for provision of design services (concept and detailed design) for Harvey Field Playground Upgrade project for a value of \$26,345 excl. GST.
- March 2024 – POS WG established a set of design principles pertaining to budget control (Attachment B – March 2024 POS WG Meeting Notes);
- May 2024 – concept plan was developed by TDL (Attachment C – TDL May 2024 Concept Design)
- September 2024 – Minister approval received for \$200,000 cash-in-lieu of POS expenditure for the playground;
- October 2024 – POS WG provided feedback on TDL concept (Attachment D – October 2024 POS WG Meeting Notes);
- November 2024 –
 - Elected members were briefed on the POS WG feedback from the concept design and were supportive of the proposed changes
 - POS WG was then requested to provide feedback on the final concept design with the proposed budgetary control approach (Attachment E – November 2024 POS WG Meeting Notes)
 - Elected members and POS WG feedback was provided to TDL for detailed design development

OFFICER'S COMMENTS

In summary, the attached detailed design incorporated feedback from POS WG by:

- Relocating a seating bench to the centre of the playground on the eastern side;
- Addition of a second slide to the elevated platform;
- Changing of the see-saw to a more toddler-friendly model;
- Inclusion of mix station in the design for sensory play;
- Converting mulch surface area under the elevated platform to sand soft fall as suggested.

The table below shows opinion of probable construction costing for the construction phase. The 15% construction margin is added in addition to 5% contingency to account for any potential uncertainties such as price fluctuations and unforeseen site conditions.

Construction Cost (excl. GST)	\$ 239,833.00
5% Contingency	\$ 11,991.65
15% Construction Margin	\$ 35,974.95
Total Construction Cost excl. GST (with contingency and construction margin)	\$ 287,799.60
Design Fees (excl. GST)	\$ 26,345.50
Total Project Cost	\$ 314,144.40

Table 1: Harvey Field Playground Opinion of Probable Construction Cost

The revised timeframes for Harvey Field Playground upgrade are as follows:

- | | |
|-----------------------------------|---------------------|
| 1. Public Tender for Construction | March to April 2025 |
| 2. Appointment of contractor | April 2025 |
| 3. Construction Phase | May to June 2025 |

INTENDED OUTCOME FROM MEETING

1. Provide feedback on the detailed design and opinion of probable construction cost

ATTACHMENT

- Attachment A – Harvey Field Playground – TDL Detailed Design & OPC
- Attachment B – March 2024 POS WG Meeting Notes
- Attachment C – TDL May 2024 Concept Design
- Attachment D – October 2024 POS WG Meeting Notes
- Attachment E – November 2024 POS WG Meeting Notes

8 GENERAL BUSINESS

9 MEETING CLOSURE

5.15pm

MEETING NOTES

Presiding member Cr Harkins opened the meeting at 4.03pm

Renuka Ismalage introduces Item 7.1 and Julia from TDL presents the concept design for the Civic Centre Playground upgrade.

A few comments from the working group were:

Cr Harkins – This playground is very isolated and secluded

Cr Heath – There is no need of introducing new signage outside, however we could have the playground included on some of the existing signage within the civic centre grounds

Cr Heath - Remove upper level from the design and restrict the play area within the footprint of the existing shade sails

Mark Powell – Preference is Option 2 without upgrading existing slide

Kirsty Barrett – Can the Town remove the slide as it has reached it's end of life?

Mark Powell – Would it be possible to have a couple more picnic tables in shady spots

All Working group members like the 'Garden' theme

Cr Harkins – Would it be possible to do the demolition of this playground 'inhouse' to reduce the cost?

Elisha (TDL) – advised that it would bring the price down if the Town did the demolition

Cr Heath – Would like to see a climbing net (like the one at Rottnest) but this might be better suited to Grant Marine Park playground.

Cr Harkins - as we have a limited budget would good to see modern versions of the equipment which is already there with sand underneath

4.55pm TDL left the meeting

Shaun Kan introduced Item 7.2 and asked the working group for their comments on the Harvey Field Playground Upgrade detailed design

The Working Group would like to know why the cubby is painted and is it timber ?

Where the colour scheme came from being used on all the play equipment?

- Project team to share information on material type and colour code of the proposed play equipment with POS working group

Cost estimate to be revised by removing provisional sum of \$10,560 that is allocated for Drip Irrigation design and installation (Email below sent to POS Working Group 12 February 2025)

From: Shaun Kan
Sent: Wednesday, 12 February 2025 2:46 PM
To: Kirsty Drury Barrett
Cc: Angela Moore; CR Brad Wylynko; CR Chilla Bulbeck; Mark Powell; Mayor Lorraine Young; Tin Oo May; Renuka Ismalage; Matthew Scott; CR Melissa Harkins; CR Sonja Heath; Vishnu Vijayan; ange.moore07@gmail.com; Rachel Cranny; Matthew Scott
Subject: RE: Proposed Public Open Space Working Group Meeting - Agenda
CheckInInfoID: 638749683427648788

Good Afternoon All

Hello Kirsty – Thank you for the email and my apologies for the delay in replying. I have just returned from leave on Monday.

Whilst the landscaping is native, there still needs to be an element of watering particularly over the dry season over the summer months. For this reason, the \$10,560 has been incorporated as a provisional sum as opposed to a scheduled item so that the Town can have the option of mechanically watering this rather than sending a water truck.

Notwithstanding the above, I do agree that this \$10,560 can be removed given that the landscaped area is relatively small and discussions with our Manager of Parks suggests that this can be incorporated this into the Town’s watering program.

To this end the figure can be revised as follows:

Total Construction Cost	\$239,833
Less Provisional Sum for Reticulation	\$10,560
Revised Total Construction Cost	\$229,273 (A)
Plus 5% Construction Contingency	\$11,463 (B)
Plus 15% Builders Margin	\$34,391 (C)
Plus Actual Design Cost	\$26,346 (D)
Total Project Cost (A+B+C+D)	\$301,473 (Project budget is \$303,767)

I will ask for the meeting notes to reflect the above and for a revised cost estimate to be issued at the same time.

Thank you Kirsty. I trust the above clarifies.

Thank you

Best Regards

Shaun

Shaun Kan
Director Engineering Services

Cr Harkins thanks everyone for attending the meeting

