

Minutes

Bicentennial Equestrian Park
Reference Group Meeting
Camden Civic Centre

Wednesday 8th February 2023



camden
council

MEETING DETAILS

Date: 14/12/2022

Location: Camden Civic Centre

Time: 7:00pm

Meeting opened: 7:04 pm. Meeting closed 8:20pm

Chairperson : Jeff Ferrif

Minute taker: Kieran Berryman: Camden Council (ex officio)

Acknowledgement of Country: Acknowledgement read by Chairperson

ATTENDANCE

Present:

- Jeff Ferrif, community member
- Sandy Davies, Camden Show Society
- Warren Death, community member
- Greg McDonald, Camden Harness Club
- Garry Clarke, Eventing Equestriad Australia
- John Kelly, community member
- Lauren Cranfield, Cobbitty Pony Club
- Greg Glasgow, Sydney Polocrosse Club
- Norm Flegg, County of Cumberland Campdraft Club
- Jason Sharpe, community member
- Kieran Berryman, CCSO, Camden Council (ex officio)

Apologies and Absences:

- Shane Rose, Eventing Equestriad Australia
- Councillor Eva Campbell, Camden Council
- John Vallance, community member
- Elysha Sargent, community member

Visitors & Guests:

- Hayley Neville, Manager Economic Development and Activation, Camden Council.

Motion: That the apologies be noted and leave of absence granted.

Moved: John Kelly, **Seconded:** Greg McDonald

Motion Carried

CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

No Changes

Motion: That with the above changes the minutes are true and accurate reflection of the previous meeting.

Moved: Warren Death, **Seconded:** Lauren Cranfield.

Motion Carried

BUSINESS ARISING FROM PREVIOUS MEETING (not contained in action log)

NIL

CHAIRPERSON REPORT – Jeff Ferrif

- As tabled (attached)

Motion: That the Chairperson report be accepted.

Moved: Greg Glasgow, **Seconded:** Sandy Davies.

Motion Carried

Norm Flegg asked the meeting why Rec. Riders were required to pay a fee, however, dog users were not.

Motion: That the BEP Recreational Rider fees be reduced to \$0.00.

Moved: Norm Flegg. **Seconded:** Nil.

Motion lapsed due to lack of a Seconder.

AGENDA ITEMS

Nil

ACTION LOG/PROJECTS

All previous BEP s.355 Projects being reviewed and to be run by Council.

19-010 BEP-Onslow Fence : Request for Quotation process is underway. Works to be completed after Camden Show and prior to end of financial year.

19-032 Main Pavilion Veranda :: Works complete. CLOSE

20-021 Pedestrian Gateways : 1200mm bar gates selected. CLOSE

21-016 Pony Club Fencing : Request for Quotation process is underway. Works to be completed after Camden Show and prior to end of financial year.

22-001 Dogs Working Group : Final draft of signs, map and flyers developed. Comms plan developed and rollout to commence early March 2023.

22-004 Fees, Charges and preparation of Campdraft arena. : KB TL to enquire with respective Councils re: fees and maintenance.

- Braidwood – Council maintains arena, pays for a 3 day event year.
- Oberon. Council owned ground. Crushed glass base with crusher dust surface. No maintenance.
- Bribbaree Showground. Flat rate \$1200. Club does ground prep.
- Southern Highlands Carriage Club : Bundanoon PC grounds 25yr lease. Council mows.

22-005, Camden Rotary memorial. Council is considering options for memorial.

22-006, BEP Main Pavilion lining materials. Flood repair works underway. TLCP to monitor and report back. WIP.

22-007, Arena grass cut heights. TLCP has communicated with mowing teams to maintain arenas at 100mm. will monitor. WIP

22-008, Horse Yards Weed Spraying. Spraying complete. Mowing teams will brush-cut all steel yards and yards beside PoloX. WIP

22-009, XC Jumps Weed Spraying. WIP

USER GROUP UPDATES

Camden Show Society

- Planning well underway for 2023 Show.
- 24th & 25th March 2023

Eventing Equestriad Australia

- First event for the year being held in 2 weeks time 18 & 19 Feb.
- Need to get additional volunteers for pencilling, stewards and general help.
- Working through Council Safety & Documentation processes.

Cobbitty Pony Club

- First Rally day held
- 25 Riders
- Some new equipment donated.

Sydney Polocrosse Club

- Training day booked at BEP for 25th Feb
- Carnival booked for 1 & 2 April
- Thanks to Camden Show for their flexibility.

Cumberland Campdraft Club

- Club trying to get back on it's feet.
- Hoping to recommence training days and a draft in 2023.

Camden Harness Club

- Club going well with regular days at the park.
- Acknowledge Australian Boyd Exell for winning 6th consecutive FEI World Championships.

BEP Calendar and Events update : Precinct Team

- Eq. and School bookings done for the year.
 - Southern Pavilion flood repairs will start soon and be finished prior to Camden Show
 - No Private bookings until pavilions are open.
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GENERAL BUSINESS

Warren Death

- Management of riparian zones (weeds, understory etc.)

Motion: That the BEP Ref. Grp. request Council include management of riparian areas in the BEP in their natural areas maintenance works.

Moved: Warren Death, **Seconded:** Jason Sharpe.

Motion Carried

Lauren Cranfield

- Requests check of bins around the facility for general litter.

New Action: (23-001): KB TL to check with waste team about options for adding bins within the BEP for general litter collection.

Meeting Closed 8:20pm

Camden BEP Chairpersons Report 8th February 2023

Hello All,

I hope everyone had a great break.

We are all back full of good ideas and renewed vigour to get moving on our projects and continue support Council as it endeavours to make the park continue to provide good facilities and great services so everyone's experience when they come to BEP more memorable for the right reasons.

Progress on revamping the pavilions is underway and we have plenty of bookings to get going. EEA, Camden Show and Polocrosse.

I'm looking forward to putting the past behind us and getting on with all the projects that we all want to improve the working of the BEP so that every horse person can come and enjoy the place safely and knowing that we are striving to approve it for all.

Thanks

Jeff Ferrif

BEP Chairperson

0410 585 785



Current Actions

Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
17-021 2017	CCSO/355 Committee Install steel horse yards	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
18-006 2018	CCSO/355 Committee BEP Entry Signage	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
19-010 2019	CCSO/355 Committee BEP-Onslow fence requires renewal	Kieran Berryman	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate. 8/2/22 - Request for Quotation process is underway. Works to be completed after Camden Show and prior to end of financial year.
19-016 2019	CCSO/355 Committee Additional water lines & taps for camping near Southern arenas	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
19-017 2019	CCSO/355 Committee BEP Wash bays	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
19-018 2019	CCSO/355 Committee Southern Pavilion shower privacy screens	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to liaise with Councils Building Maintenance team.
20-004 2020	CCSO/355 Committee Implement irrigation water plan	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Project to be run to complete works by Council Major Projects. CCSO to coordinate.
20-015 2020	CCSO/355 Committee Install new EEA bridge	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Project to be run to complete works by Council Major Projects. CCSO to coordinate. 9/11/22 – Reactivated for action. 14/12/22 – No Action.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
20-026 2020	CCSO/355 Committee Replacement of damaged Sheathers Lane entrance & gateway	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
21-005 2021	CCSO/355 Committee Extend formal roadway network.	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Project to be run to complete works by Council Major Projects. CCSO to coordinate.
21-016 2021	CCSO/355 Committee Pony Club arena fencing	Kieran Berryman	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate. 8/2/23 - Request for Quotation process is underway. Works to be completed after Camden Show and prior to end of financial year.
22-001 10/8/2022	Warren Death Form a Dogs at BEP working group to address concerns of dogs not being properly controlled at BEP	Kieran Berryman	10/8/22 - CCSO to seek self nominations for working group and to coordinate commencement of development of an eq. brief. 14/9/22 - Formed. Jeff Ferrif, Warren Death, Sandy Davies and CCSO. Working Group to meet to develop a scope and risk assessment. 12/10/22 - CCSO to submit Ref. Grp. recommendation for Dogs on BEP to Council for consideration. 9/11/22 - CCSO to progress signs and development of Comms. Plan and report back. 14/12/22 - Draft signs and flyers tabled for review. Communications Plan being developed. New signs, brochures and website content to be rolled out in early 2023. TLCP to progress and report back. WIP 8/2/23 - Final draft of signs, map and flyers developed. Comms plan developed and rollout to commence early March 2023.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-003 10/8/2022	Warren Death Emergency disease outbreak planning at BEP	CCSO & Whole Ref. Grp.	<p>10/8/22 - BEP Ref Grp. members to consider infrastructure requirements or models at other venues for defined isolation areas.</p> <p>14/9/22 - Propose dedicated room/stable/treatment box at each BEP precinct. 4 in total. CCSO to seek advice from Dr. Tony Mogg for requirements for such rooms. Also propose a float with screens to deal with horse fatality onsite.</p> <p>12/10/22 - CCSO to seek advice from Dr. Tony Mogg for requirements for such rooms.</p> <p>9/11/22 - 6x5m shed with stainless steel fittings, HWS, sink, , suitable large door and Personal Access Door. CCSO to distribute base requirements for review.</p> <p>14/12/22 - Add treatment room to masterplan. ON HOLD</p>
22-004 10/8/2022	Norm Flegg Review of fees for usage of Campdraft arena and facilities compared to other Councils.	Kieran Berryman	<p>10/8/22 – Norm Flegg to obtain contact details for Oberon and Braidwood Councils and details on who undertakes ground preparation.</p> <p>14/9/22 - Norm Flegg to obtain contact details for Oberon and Braidwood Campdrafts/Councils. CCSO to speak to Annette Arany about soil types and options for improved arena surface condition</p> <p>12/10/22 – No Action</p> <p>12/10/22 – No action on Fees and contact details. Annette Arany advises soil is high in clay loam and is highly susceptible to “pugging” which results in reduced soil aeration and water movement.</p> <p>14/12/22 - No action from Campdraft.</p> <p>8/2/23 - KB TL to enquire with respective Councils re: fees and maintenance.</p>
22-005 14/9/2022	CCSO Proposal from Camden Rotary to construct a memorial monument adjacent to BEP	Kieran Berryman	<p>14/9/22 - CCSO to distribute the handout material to all Reference Group and for members to take to their respective for consideration at next BEP meeting.</p> <p>12/10/22 - CCSO to submit Ref. Grp. recommendation for the Rotary Emergency Services memorial to Council for consideration.</p> <p>9/11/22 – 14/12/22 Recommendation submitted to Council officers. No update</p> <p>8/2/23 - Council is considering options for memorial.</p>



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-006 14/9/2022	CCSO Main Pavilion wall lining replacement after flood damage	CCSO & User Groups	14/9/22 - CCSO to contact user groups for feedback on wall lining preferences. 12/10/22 - Recommended that mini/custom orb be used as the lining for the downstairs sections to allow easy removal and cleaning after future floods. CCSO to monitor 9/11/22 – No Update. 14/12/22 – 8/2/23 Flood repair works underway. TLCP to monitor and report back. WIP.
22-007 9/11/2022	Jason Sharpe Mowing Schedule and cut heights 100mm	Kieran Berryman	9/11/22 - CCSO to circulate S355 mowing plan to ref. Grp for review and commentary next meeting. 14/12/22 - 100mm consensus for all groups. TLCP to liaise with Mowing Team to ensure arena heights are cut to 100mm. WIP 8/2/23 Kieran Berryman has communicated with mowing teams to maintain arenas at 100mm. will monitor. WIP
22-008 9/11/2022	Warren Death Weed spraying of all horse yards	Kieran Berryman	9/11/22 - CCSO to coordinate spraying out of all horse yards by Council teams ASAP. 14/12/22 - TLCP liaising with Outdoor staff to arrange spraying. WIP 8/2/23 Spraying complete. Mowing teams will brush-cut all steel yards and yards beside PoloX. WIP
22-009 9/11/2022	Garry Clarke Weed spraying of all XC jumps	Kieran Berryman	9/11/22 - CCSO to coordinate onsite meeting between EEA and Council Parks team to review spraying around XC jumps ASAP 14/12/22 – 8/2/23 TLCP liaising with Outdoor staff to arrange spraying and meeting onsite with EEA WIP
23-001 8/2/2022	Lauren Cranfield General litter bins at BEP	Kieran Berryman TL	8/2/22 - KB TL to check with waste team about options for adding bins within the BEP for general litter collection.



Closed Actions : Closed actions will be removed (hidden) from the current log active at the subsequent meeting

Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
19-032 2019	CCSO/355 Committee Complete Main Pavilion veranda	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to liaise with Councils Building Maintenance team. 8/2/23 – Complete. Closed
20-021 2020	CCSO/355 Committee Design accessible pedestrian gateways	CCSO	14/7/22 – Task transferred from 355 Committee. Ref Grp. Recommends 5 bar pedestrian gates. 10/8/22 – Project to be run to complete works by Council Major Projects. CCSO to coordinate. 8/2/23 - 1200mm bar gates selected. CLOSE