

Minutes

Bicentennial Equestrian Park
Reference Group Meeting
Camden Civic Centre

Wednesday 12th April 2023



camden
council

MEETING DETAILS

Date: 12/4/2023

Location: Camden Civic Centre

Time: 7:00pm

Meeting opened: 7:00 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
- Greg Glasgow, Sydney Polocrosse Club
- Councillor Eva Campbell, Camden Council
- Kieran Berryman, CCSO, Camden Council (ex officio)

Apologies and Absences:

- Garry Clarke, Eventing Equestriad Australia
- John Kelly, community member
- Lauren Cranfield, Cobbitty Pony Club
- Norm Flegg, County of Cumberland Campdraft Club
- Jason Sharpe, community member
- Shane Rose, Eventing Equestriad Australia
- John Vallance, community member
- Elysha Sargent, community member
- Hayley Neville, Manager Economic Development and Activation, Camden Council.

Visitors & Guests:

- Nil

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

Moved: Greg Glasgow, **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:** Greg McDonald.

Motion Carried

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

NIL

CHAIRPERSON REPORT – Jeff Ferrif

- As tabled (attached)
- Jeff Ferrif attended Council Sport forum at Oran Park.
 - Opportunity for BEP groups to network with other sporting colleagues
 - Includes keynote speakers
 - Provides information and support for grant applications and opportunities
 - Is attended by Senior Council Staff
 - Forum is conducted twice per year
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- Jeff recommends that all clubs attend future forums

New Action: (23-002): KB TL to get all Ref Grp club members added to Sports Forum invitation list.

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 : Contractor selected. Layout and gate locations finalised with further consultation from CSS. Works to be completed after Camden Show and prior to end of financial year.

21-016 Pony Club Fencing : Contractor selected. Layout and gate locations finalised with further consultation from CPC and CSS. Works to be completed after Camden Show and prior to end of financial year.

22-001 Dogs Working Group : Signs being installed. Social media and websites Flyers printed and will be distributed over coming weeks.

22-004 Fees, Charges and preparation of Campdraft arena. : No Action KB TL to enquire with other Councils re: fees and maintenance.

22-005, Camden Rotary memorial. No update. Council is considering options for memorial.

22-006, BEP Main Pavilion lining materials. Flood repair works well underway. Likely completion end of April/Mid May 2023. TLCP to monitor and report back. WIP.

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

23-001, General Litter Bins at BEP. Precinct team working with Waste Team to get public bins located and installed

Councillor Update

Cr. Eva Campbell

- Suggests Ref. Grp. members attend Paws in The Park (7th May) to see how the event is run, TL Kieran Berryman to send out info re Paws

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USER GROUP UPDATES

Camden Show Society

- Show run and done. Approx 40,000 PAX, same as 2019
- Lots of lessons learnt after a few years off.

Eventing Equestriad Australia

- N/A.

Cobbitty Pony Club

- N/A.

Sydney Polocrosse Club

- Carnival held 1st & 2nd April
- 20 teams
- A few issues with hot water and power cut-outs but got it sorted.
- Ground surface was fantastic.
- Players commented that surface was best they'd played on.
- Thanks to Camden Show for their flexibility on dates.

Cumberland Campdraft Club

- N/a

Camden Harness Club

- Club going well with regular days at the park and good turn out each week.
 - Event held at Rossmore.
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BEP Calendar and Events update : Precinct Team

- No private bookings as yet pending final flood repairs.
- Likely to be a July 1 opening on the new online booking system for the BEP
- TL Kieran Berryman suggests holding an annual BEP muster to build a sense of Equine Community around the BEP for all user groups incorporating :
 - a mass ride of Eq. groups, rec riders and carriage drivers.
 - Photo opportunities.
 - Demonstrations.
 - Vendor stalls & Markets
 - Club stall promoting all disciplines and sports held on the BEP
 - Meet & greet with local and park “celebrities”
 - Hospitality and networking

New Action: (23-003): TL Kieran Berryman to compile more details of potential annual muster event to be held at the BEP.

GENERAL BUSINESS

Nil

Meeting Closed 8:35pm

Camden BEP Chairpersons Report 12th April 2023

Hello All,

Over last month, we have returned to running some of the usual events starting with Camden Show, EEA, Pony Club and Sydney PoloX. They have all commented with voluntary feedback that they were greatly appreciative of the presentation of the grounds. This has been passed onto to Camden Council.

Apart from a couple of unfortunate hiccups with hot water, taps and a water blockage they were fixed on the go so we are back.

Onslow fencing and gates will start now the Show is over along with Pony Club and Dressage new and improved arenas. Materials are ordered and expected in a couple weeks.

I attended the Camden Council Sports Forum run twice a year, and I believe next time we all should attend as I found out by chance last minute 6 pm to 8 pm at Oran Park.

It's what happened before what happened happened.

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. 9/2/23 - Request for Quotation process complete. Matt Ferrif fencing selected by Council. Works to be completed after Camden Show and prior to end of financial year. KB to meet with CSS reps to finalise Onslow boundary design. 12/4/23 - Contractor selected. Layout and gate locations finalised with further consultation from CSS. 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.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
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.
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. 8/3/23 - Request for Quotation process complete. Matt Ferrif fencing selected by Council. Works to be completed after Camden Show and prior to end of financial year. 12/4/23 - Contractor selected. Layout and gate locations finalised with further consultation from CPC and CSS. Works to be completed after Camden Show and prior to end of financial year.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
<p>22-001 10/8/2022</p>	<p>Warren Death Form a Dogs at BEP working group to address concerns of dogs not being properly controlled at BEP</p>	<p>Kieran Berryman</p>	<p>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. 9/3/23 - Signs and Flyers ordered. Comms and installation will commence early March 2023. 12/4/23 - Signs being installed. Social media and websites Flyers printed and will be distributed over coming weeks.</p>
<p>22-003 10/8/2022</p>	<p>Warren Death Emergency disease outbreak planning at BEP</p>	<p>CCSO & Whole Ref. Grp.</p>	<p>10/8/22 - BEP Ref Grp. members to consider infrastructure requirements or models at other venues for defined isolation areas. 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. 12/10/22 - CCSO to seek advice from Dr. Tony Mogg for requirements for such rooms. 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. 14/12/22 - Add treatment room to masterplan. ON HOLD</p>



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-004 10/8/2022	Norm Flegg Review of fees for usage of Campdraft arena and facilities compared to other Councils.	Kieran Berryman	10/8/22 – Norm Flegg to obtain contact details for Oberon and Braidwood Councils and details on who undertakes ground preparation. 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 12/10/22 – No Action 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. 14/12/22 - No action from Campdraft. 8/2/23 – 12/4/23 KB TL to enquire with respective Councils re: fees and maintenance.
22-005 14/9/2022	CCSO Proposal from Camden Rotary to construct a memorial monument adjacent to BEP	Kieran Berryman	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. 12/10/22 - CCSO to submit Ref. Grp. recommendation for the Rotary Emergency Services memorial to Council for consideration. 9/11/22 – 14/12/22 Recommendation submitted to Council officers. No update 8/2/23 – 12/4/23 Council is considering options for memorial.
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 – 9/3/23 Flood repair works underway. TLCP to monitor and report back. WIP. 12/4/23 - Flood repair works well underway. Likely completion end of April/Mid May 2023. TLCP to monitor and report back. WIP.
23-001 8/2/2023	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. 8/3/23 – 12/4/23 Precinct team working with waste team to get public bins located and installed. WIP



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
23-002 12/4/2023	Jeff Ferrif BEP Clubs to attend Council sports forum	Kieran Berryman TL	12/4/23 - KB TL to get all Ref Grp club members added to Sports Forum invitation list.
23-003 12/4/2023	Kieran Berryman TL BEP Annual Equestrian Muster event	Kieran Berryman TL	12/4/23 - TL Kieran Berryman to compile more details of potential annual muster event to be held at the BEP.

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
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 9/3/23 Kieran Berryman has communicated with mowing teams to maintain arenas at 100mm. will monitor. WIP 12/4/23 - TLCP has communicated with mowing teams to maintain arenas at 100mm. CLOSE