

Minutes

Bicentennial Equestrian Park
Reference Group Meeting
Camden Civic Centre

Wednesday 10th May 2023



camden
council

MEETING DETAILS

Date: 10/5/2023

Location: Camden Civic Centre

Time: 7:00pm

Meeting opened: 7:06 pm. Meeting closed 9:00pm

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 Glasgow, Sydney Polocrosse Club
- Lauren Cranfield, Cobbitty Pony Club
- Norm Flegg, County of Cumberland Campdraft Club
- Elysha Sargent, community member
- Hayley Neville, Mgr. Economic Development and Activation, Camden Council. (ex officio)
- Kieran Berryman, CCSO, Camden Council (ex officio)

Apologies and Absences:

- Greg McDonald, Camden Harness Club
- Councillor Eva Campbell, Camden Council
- John Kelly, community member
- Jason Sharpe, community member
- Shane Rose, Eventing Equestriad Australia
- John Vallance, community member

Visitors & Guests:

- Nil

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

Moved: Greg Glasgow, **Seconded:** Warren Death

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:** Sandy Davies

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: Elysha Sargent, **Seconded:** Sandy Davies

Motion Carried

AGENDA ITEMS

Nil

ACTION LOG/PROJECTS

17-021 – Steel horse yards : *Reactivated*. Request for quotations for earthworks being issued this month.

18-006 – BEP Entry Signage : *Reactivated*. Precinct team working with Design team for Entry and Building signage now that facilities are opening.

19-010 BEP-Onslow Fence : Works commenced.

19-016 – Southern Arenas water lines and taps : *Reactivated*. Precinct team will commence works in new financial year.

19-016 – Southern Arenas water lines and taps : *Reactivated*. Precinct team will commence works in new financial year.

19-017 – Wash bays : *Reactivated*. Precinct team will commence works in new financial year.

19-018 – Southern Pavilion : *Reactivated*. Sydney PoloX. Club to coordinate installation of screens.

20-004 – BEP Irrigation *Reactivated* : TL to reactivate and raise with Council for works to commence.

20-026 – Sheathers Lane gateway repairs. *Reactivated* : Precinct team will commence works in new financial year.

21-016 Pony Club Fencing : Contractor selected. Works will commence mid-June.

22-001 Dogs Working Group : Signs installed. Social media and websites updated. Flyers printed and being distributed. TL to monitor

22-004 Fees, Charges and preparation of Campdraft arena. : Precinct team have reached out to other Campdraft clubs for info on maintenance, fees, agreements etc. TL will compile.

22-005, Camden Rotary memorial. No update. On Hold.

22-006, BEP Main Pavilion lining materials. Flood repair works well underway. Likely completion End of May.

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

23-002, Council Sports Forum. : All BEP Clubs added to Councils invite list. CLOSE

23-003 Annual Equestrian Muster : TL Kieran Berryman to compile more details of potential annual muster event to be held at the BEP.

Councillor Update

Nil

USER GROUP UPDATES

Camden Show Society

- Show run and done. Approx 40,000 PAX, same as 2019
- Lift in membership for the year.
- Majority of tickets purchased after start of Show.

Eventing Equestriad Australia

- April event was run successfully.
- Struggling to get volunteers to assist.
- 400 horses.
- 2 other clinics run at BEP using EEA jumps.
- Questions about who should fund maintenance.
- EEA had previously proposed moving to a flat “per horse” fee” for XC hires
 - \$40 per horse for first 20 horses
 - \$20 per horse for next 20 horses
 - \$10 per horse for all remaining horses

Motion: That the BEP Ref. Grp. recommend Council expedite the development of an agreement with EEA for hire and use of XC course using EEA owned jumps to other Eq. groups.

Moved: Warren Death, **Seconded:** Sandy Davies

Motion Carried

New Action: (23-004): TL Kieran Berryman to recirculate previous modelling completed for effect of changing from current fees structure to proposed fee structure.

Cobbitty Pony Club

- Gymkhana being held next month
- Roller doors have been completed.
- CPC has been awarded a grant from NSW Office of Sport Essential Community Sport Assets Program (ECSAP) for a range of potential capital upgrades
 - security cameras
 - PA system
 - Seating
 - picnic tables
 - shade sails
 - fencing including round yard
 - wash bay
 - day yards
- Exact details can be changed and negotiated on a needs basis and based on Council approval.
- Need land owners consent to complete the Grant deed application.

Motion: That the BEP Ref. Grp approve in principal Cobbitty Pony Club accepting the grant for capital improvements in and around the Pony Club Building and arena with the caveat that no planning or works are commenced pending additional and specific approval for each piece of work.

Moved: Warren Death, **Seconded:** Jeff Ferrif.

Motion Carried

New Action: (23-005): TL Kieran Berryman to obtain landowners consent for works and liaise with CPC re: works planning.

Sydney Polocrosse Club

- Attended “Southern Junior Classic” carnival at Albury Wodonga Equestrian Centre.
- Great centre with great facilities
- BEP needs to include roads, camping, access and services to new Masterplan

Cumberland Campdraft Club

- AGM held. New Committee with Norm Flegg as Club President, Laura Sharpe Secretary and Joanne Smith Treasurer
- Still hoping to run a draft later in the year and recommence training days.

Camden Harness Club

- N/A.

BEP Calendar and Events update : Precinct Team

- No private bookings as yet pending final flood repairs.
 - Still likely to be a July 1 opening on the new online booking system for the BEP
-

GENERAL BUSINESS

Nil

Meeting Closed 9:00pm

DRAFT

Camden BEP Chairpersons Report 10th May 2023

Hello All,

Grounds crew are keeping up appearances for a great result on all our surfaces. Great to see Council Staff taking on this large space with the vigour that's required. Also nice to see staff on the grounds during my regular visits.

Paws in the Park went off well. Lots of Doggy's, lots of people, well done Council.

I've met with Cumberland Campdraft and they are keen to get a campdraft going in August.

Onslow boundary fencing is will underway with lots of gates and openings for walkers and to meet Camden Show needs.

Bridge repairs are underway for the PoloX/Hill bridge.

Please attend meetings.

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. 10/5/23 - <i>Reactivated</i> . Request for quotations for earthworks being issued this month.
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. 10/5/23 - <i>Reactivated</i> . Precinct team working with Design team for Entry and Building signage now that facilities are opening.
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. 10/5/23 - Works commenced.
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. 10/5/23 - <i>Reactivated</i> . Precinct team will commence works in new financial year.
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. 10/5/23 - <i>Reactivated</i> . Precinct team will commence works in new financial year.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
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. 10/5/23 - <i>Reactivated</i> . Sydney PoloX. Club to coordinate installation of screens.
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. 10/5/23 - <i>Reactivated</i> : TL to reactivate and raise with Council for works to commence.
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. 10/5/23 - <i>Reactivated</i> : Precinct team will commence works in new financial year.
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.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
<p>21-016 2021</p>	<p>CCSO/355 Committee Pony Club arena fencing</p>	<p>Kieran Berryman</p>	<p>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. 10/5/23 - Contractor selected. Works will commence mid-June.</p>
<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. 10/5/23 - Signs installed. Social media and websites updated. Flyers printed and being distributed. TL to monitor</p>



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 – 12/4/23 KB TL to enquire with respective Councils re: fees and maintenance.</p> <p>10/5/23 - Precinct team have reached out to other Campdraft clubs for info on maintenance, fees, agreements etc. Will compile.</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 – 12/4/23 Council is considering options for memorial.</p> <p>10/5/23 – No Update ON HOLD</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 – 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. 10/5/23 - Flood repair works well underway. Likely completion End of May.
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 10/5/23 - Precinct team working with Waste Team to get public bins located and installed
23-003 12/4/2023	Kieran Berryman TL BEP Annual Equestrian Muster event	Kieran Berryman TL	12/4/23 – 10/5/23 TL Kieran Berryman to compile more details of potential annual muster event to be held at the BEP.
23-004 10/5/2023	Garry Clarke EEA XC jumps and XC course fees	Kieran Berryman TL	10/5/23 - TL Kieran Berryman to recirculate previous modelling completed for effect of changing from current fees structure to proposed fee structure.
23-005 10/5/2023	Elysha Sargent CPC flood grant programme	Kieran Berryman TL	10/5/23 - TL Kieran Berryman to obtain landowners consent for works and liaise with CPC re works planning.



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
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. 10/5/23 - All BEP Clubs added to Councils invite list. CLOSE