

Minutes

Bicentennial Equestrian Park
Reference Group Meeting
Camden Civic Centre

Wednesday 9th August 2023



camden
council

MEETING DETAILS

Date: 9/8/2023

Location: Camden BEP

Time: 7:00pm

Meeting opened:

7:20 pm. Meeting closed 8:08pm

Chairperson :

Jeff Ferrif

Minute taker:

Kieran Berryman: Camden Council (ex officio)

Acknowledgement of Country:

Acknowledgement read by Chairperson

ATTENDANCE

Present:

- Jeff Ferrif, community member
- Warren Death, community member
- John Vallance, community member
- Councillor Eva Campbell, Camden Council
- Kieran Berryman, CCSO, Camden Council (ex officio)

Apologies and Absences:

- Elysha Sargent, community member
- John Kelly, community member
- Shane Rose, Eventing Equestriad Australia
- Garry Clarke, Eventing Equestriad Australia
- Greg Glasgow, Sydney Polocrosse Club
- Sandy Davies, Camden Show Society
- Lauren Cranfield, Cobbitty Pony Club
- Norm Flegg, County of Cumberland Campdraft Club
- Greg McDonald, Camden Harness Club
- Jason Sharpe, community member
- Hayley Neville, Mgr. Economic Development and Activation, Camden Council. (ex officio)

Visitors & Guests:

- Nil

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

Moved: John Vallance, **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:** Norm Flegg

Motion Carried

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

NIL

CHAIRPERSON REPORT – Jeff Ferrif

- As tabled (attached)

Motion: That the Chairpersons report be accepted.

Moved: Warren Death, **Seconded:** John Vallance

Motion Carried

AGENDA ITEMS

Nil

ACTION LOG/PROJECTS

17-021 – Steel horse yards : TRN selected. Works starting in next week.

18-006 – BEP Entry Signage : Kieran Berryman meeting with sign designers onsite in next few weeks.

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

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

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

20-004 – BEP Irrigation Will be included in overall masterplan consultation.

20-026 – Sheathers Lane gateway repairs. : Awaiting completion of external walkway and removal of compound in vicinity of Sheathers Lane gateway.

21-016 Pony Club Fencing : Completed. CLOSE

22-001 Dogs Working Group : Completed. CLOSE

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. Completed. CLOSE

23-001, General Litter Bins at BEP. Slabs and stand on order

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

23-004 XC Jumps & Course Fees : Fee modelling distributed. Not enough attendees for discussion.

23-005 CPC Grants : Close

23-006 Rec Rider saddle tags : Tags obtained and being distributed. TL to monitor.

Councillor Update

- Cr. Campbell asked about status of Lynn Farm Barn.
 - Barn is currently fenced off due to safety concerns by Sydney Water (owners)
-

USER GROUP UPDATES

No groups present so no updates provided.

BEP Calendar and Events update : Precinct Team

- Approx 100 Rec. Riders now registered. Following up on members who have no re-registered this fin yr.
 - PoloX-Hill bridge is complete.
-

GENERAL BUSINESS

Nil

Meeting Closed 8:08pm

Camden BEP Chairpersons Report 9th August 2023

Hello All,

Beautiful dry days with only a small shower every now and then. Great to be back home for our meetings after 18 months.

The Park looks a treat. Thanks to the ground crew

Plenty of activity as well with horse events, cross country cycling, Pony Club trail rides and more Recreational Riders and Carriage Drivers.

Pony Club arena fencing is finished. Thanks Mat Ferrif Fencing and looks great as well. On to the next project

Sub Committee and grounds crew met onsite to discuss positioning of hardstand for steel yards. Meeting was well attended with plenty of keen Ref. Grp members all agreeing to proceed with the proposal as drafted. Works to start very soon on the first 10 pads. Now to work out who's going to erect the yards.

Good work all, let's keep it up.

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. 14/6/23 - Request for quotations issued for yard pads. Update next month. 9/8/23 - TRN selected. Works starting in next week.
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. 14/6/23 – 9/8/23 Project for renewal will start in new 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. 10/5/23 - <i>Reactivated</i> . Precinct team will commence works in new financial year. 14/6/23 -9/8/23 - 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. 14/6/23 – 9/8/23 Precinct team will commence works in new financial year.
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. 14/6/23 - . Sydney PoloX. Club to coordinate installation of screens 9/8/23 – No Update



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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 – 14/6/23 - <i>Reactivated</i> : TL to reactivate and raise with Council for works to commence. 9/8/23 - Will be included in overall masterplan consultation.
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. 14/6/23 - Precinct team will commence works in new financial year. 9/8/23 - Awaiting completion of external walkway and removal of compound in vicinity of Sheathers Lane gateway.
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.



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<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.</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>
<p>22-004 10/8/2022</p>	<p>Norm Flegg Review of fees for usage of Campdraft arena and facilities compared to other Councils.</p>	<p>Kieran Berryman</p>	<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 – 9/8/23 Precinct team have reached out to other Campdraft clubs for info on maintenance, fees, agreements etc. Will compile.</p>
<p>22-005 14/9/2022</p>	<p>CCSO Proposal from Camden Rotary to construct a memorial monument adjacent to BEP</p>	<p>Kieran Berryman</p>	<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. 14/6/23 - Construction work complete. Appliances and Furniture being ordered.
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 – 14/6/23 Precinct team working with Waste Team to get public bins located and installed 9/8/23 - Slabs and stands on order
23-003 12/4/2023	Kieran Berryman TL BEP Annual Equestrian Muster event	Kieran Berryman TL	12/4/23 – 9/8/23 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 – 14/6/23 TL Kieran Berryman to recirculate previous modelling completed for effect of changing from current fees structure to proposed fee structure. 9/8/23 - Fee modelling distributed. Not enough attendees for discussion.
23-006 14/6/23	Jason Sharpe Rec Rider saddle tags	Kieran Berryman TL	14/6/23 - TL Kieran Berryman to investigate procurement of branded cattle tags for new financial year. 9/8/23 - Tags obtained and being distributed. TL to monitor.

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
<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 – 14/6/23 Contractor selected. Works will commence mid-June. 9/8/23 – Completed – CLOSE</p>



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. TLCPC 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 14/6/23 - TL Kieran Berryman to raise update of Ref. Grp. with Hayley Neville. Jeff Ferrif to make contact with Councillors and assemble an appropriate delegation. 9/8/23 – Completed CLOSE</p>
<p>23-005 10/5/2023</p>	<p>Elysha Sargent CPC flood grant programme</p>	<p>Kieran Berryman TL</p>	<p>10/5/23 – TL Kieran Berryman to obtain landowners consent for works and liaise with CPC re works planning. 14/6/23 - : Landowners consent provided. CPC to seek further endorsement from Ref. Grp prior to undertaking any further works. 9/8/23 - Close</p>