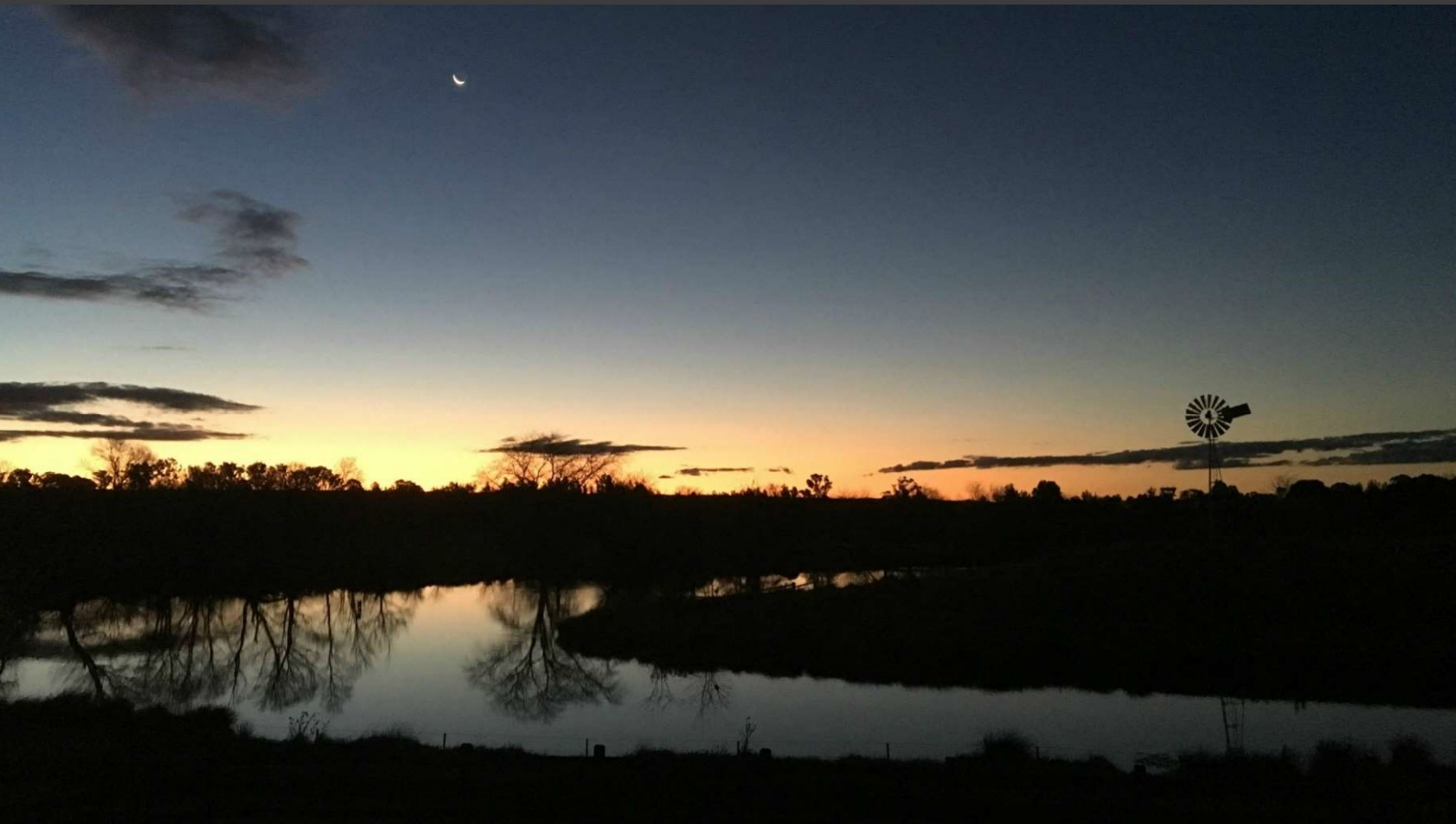


Minutes

Camden Town Farm
Reference Group Meeting
Camden Civic Centre

Wednesday 19th October 2022



camden
council

MEETING DETAILS

Date: 19/10/2022

Location: Camden Civic Centre

Time: 7:00 pm

Meeting opened:

7:03 pm. Meeting closed 9:09 pm

Chairperson:

David Buckley

Minute taker:

Kieran Berryman: Camden Council (ex officio)

Acknowledgement of Country:

Acknowledgement read by Chairperson

ATTENDANCE

Present:

- David Buckley, community member
- Tony Biffin, community member
- Sandy Davies, community member
- Sarah Cleaton, community member
- Colin Packer, Camden Community Garden
- Jeff Ferrif, community member
- Debby Dewbery, community member
- Councillor Eva Campbell, Camden Council
- Kieran Berryman, CCSO (Community Committees Support Officer), Camden Council (ex officio liaison officer)

Apologies and Absences:

- Kerrie Flynn, community member
- Nicolet Westerof, community member
- Councillor Cindy Cagney, Camden Council
- Hayley Neville, Actg. Director Sport, Community and Activation, Camden Council

Visitors:

- Philippa Percy, Actg. Manager Economic Development and Activation, Camden Council

Motion: That the apologies be noted and leaves of absence granted

Moved: Debby Dewbery, **Seconded:** Sarah Cleaton

Motion Carried

DECLARATIONS OF INTEREST

- Nil
-

CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

- Reference Group members questioned the accuracy of the minutes due to the time between the meeting and when they are distributed.
- Reference Group members asked of the process of drafting and the internal review of the draft minutes prior to distribution.
- Reference Group members asked if the timeframe and process met with the Terms of Reference.
- Tony Biffin suggested changing the reference to fencing in the September minutes from “low urgency” to “high urgency”

Motion: That the minutes are a true and accurate reflection of the previous meeting, but, to change the reference to fencing from “low urgency” to “high urgency”.

Moved: Tony Biffin, **Seconded:** Jeff Ferrif

Motion Carried

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

Nil

CHAIRPERSON’S REPORT

Report presented as tabled and attached.

- Chairperson asked what is the timeframe for projects carried forward from 355 Committee to be commenced by Council?

Motion: That the Chairperson’s report be accepted.

Moved: Sarah Cleaton, **Seconded:** Tony Biffin

Motion Carried

New Action: (22-012): CCSO to provide an update on project timeframes for next meeting.

AGENDA ITEMS

Nil

STANDING ITEMS

Councillor Updates

Cr. Eva Campbell: Cr. Campbell noted that she was glad she could be in attendance.

Cr. Cindy Cagney (in absentia): Cr. Cagney noted her Notice of Motion at the October Council meeting.

1. *That Council staff report back to Council as soon as possible about repairs needed to the pathway from the Camden Town Farm into the Camden Community Gardens.*
 2. *That any future planning for Fergusons Land, The Shoemith Paddock, or other land adjoining the Camden Town Farm, be referred to the Camden Town Farm Reference Group during the early-stage planning/concept stage in order for the CTFRG to view the concept designs for input and consultation.*
-

CTF Calendar and Events update – CCSO

- Noted cancellation of Stockade BBQ and Beer Festival.
 - Camden Council's TASTE Festival booked for 30/10/2022 weather permitting.
 - CCSO noted to the Reference Group that the Farm was open and available to the Camden Produce Markets to operate and has been since mid-July. CCSO noted that the Markets were investigating other venues to operate from during times of wet weather, however, this was of no concern for the CTF.
 - CCSO noted that the outcome of the WestInvest grant program than relates to the CTF projects won't be known until December.
-

Agricultural Operations Working Group – contained in Chairperson report

- Herd doing well and much improved condition.
- Plan to sell all bull calves due to their maturity and one injured heifer (chronically lame) in next 2 weeks.
- Cattle were moved from River paddocks to Roadside paddocks prior to recent rain event.
- Introduction of a Bull will be held off until December to provide for Spring calving.
- Tony Biffin questioned if we moved cattle too early despite the agreed CTF triggers?
- CCSO advised the livestock management process as developed with Farm Ops previously is being documented and will be circulated for Ref. Grp review and feedback.
- Tony Biffin proposes relocation of cattle yards to adjoin Exeter St in the South-Eastern corner of the Sheepdog Paddock. Tony also suggests installation of a 300mm x 15m x 20m hardstand/shale pad under the yards to make them more accessible for wet weather and general cartage requirements.

Motion: That the CTF Reference Group recommend the installation of a 300mm x 15m x 20m hardstand/shale pad and relocation of the cattle yards to the South-Eastern corner of the Sheepdog paddock.

Moved: Tony Biffin, **Seconded:** Sandy Davies

Motion Carried

New Action: (22-013): CCSO to submit Ref. Grp. recommendation for shale pad and yards relocation to Council for consideration.

Camden Community Gardens update – Col Packer

- Gardens have asked Council events team not to include Gardens in Taste plans due to flood damage.
-

ACTION LOG/PROJECTS

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

22-001 CTF Walkway Extension project: CCSO will continue to liaise with project team and provide updates to Ref. Grp.

22-002 CTF events assessment framework: CCSO, Mgr. EDA and Sarah Cleaton. have developed Draft framework as tabled

Key Points:

- Reaffirms current CTF events DA consent conditions
- Sets automatic endorsement by Ref. Grp. of all private small events <150 patrons as per the DA consent conditions.
- Sets automatic endorsement by Ref. Grp. of all “low risk” Large Community Events <1000 patrons as per the DA consent conditions.
- Engages Councils Event Planning procedure and Events Team for all Large Community Events and all events that do or do not comply with the CTF DA consent conditions.

Motion: That the CTF Reference Group recommends that Council investigate and implement the CTF events framework as tabled for the management of events at the CTF.

Moved: Sarah Cleaton. **Seconded:** Sandy Davies

Motion Carried

Action: CCSO to submit Ref. Grp. recommendation for events assessment framework for CTF to Council for consideration.

22-004 CTF Biosecurity: Biosecurity plan templates distributed. CCSO and Tony Biffin to develop draft biosecurity plan for review.

22-006 Ref Grp. Recommendation process: Recommendations will be included in action log and reported monthly. Where a recommendation is not implemented by Council the Ref. Grp. will be advised. Ref. Grp to provide feedback as desired.

22-007 Council Events Team attendance at CTF meeting: Council Events team will be at the November meeting

22-008 Planting advice for Community Gardens: Council landscape staff will contact Community Gardens directly.

22-009 Community Gardens fencing damage: Fencing included in flood claim.

22-010 Pathway repairs: Council Assets and Maintenance team looking at pathway repairs.

22-011 Annual recognition of Miss Davies: Conduct an annual celebration and recognition of Miss Davies contribution to Camden including Camden Town Farm. Miss Davies birthday 5 October 1901.

Key Points and suggestions:

- Coordinate with Camden Festival and Unlock Camden
- Potentially use Unlock Camden as a model for operation using Council volunteers.
- Ref. Grp to engage with Council Comms. and Events teams to assist with coordination, promotion and logistics.
- Possible Event Types
 - Agriculture - School livestock show
 - Agriculture - Tree planting
 - Education - Coloring in competition
 - Education - Community gardens open day
 - Education - Guided tours, walkway/heritage buildings
 - Education - Kids goose chase/Treasure hunt
 - Passive recreation - Art trail - local volunteer artists
 - Passive recreation - Fishing Comp.
 - Passive recreation - Picnic at Miss Davies - Public event with music, film, markets, (Twilight)
 - Passive recreation - Public En plein air painting sessions
 - Passive recreation - Walkway Fun run
 - Youth Events – Movie night
 - Youth Events – Science festival
 - Youth Events – Music events

Motion: That the CTF Reference Group recommends that Council investigate and implement an annual event celebrating and recognising Miss Davies contribution to Camden including Camden Town Farm.

Moved: Sarah Cleaton. **Seconded:** David Buckley

Motion Carried

Action: CCSO to submit Ref. Grp. recommendation for annual Miss Davies event at CTF to Council for consideration.

GENERAL BUSINESS

- Debbie Dewbery : Status of replacement tree in Dairy yard. CCSO advised that a Weeping Fig (*Ficus hillii*) has been proposed by Councils Urban Tree Team.
- Jeff Ferrif : requests an update for when the CTF walkway will be repaired and reopened.

Motion: That the CTF Reference Group recommend that a Peppercorn Tree be replanted as a replacement of the Peppercorn Tree that was removed from the CTF Dairy yard.

Moved: Sandy Davies, **Seconded:** Jeff Ferrif

Motion Carried

New Action: (22-014): CCSO to liaise with Councils Urban Tree Team to source a Peppercorn Tree.

New Action: (22-015): CCSO to liaise with Council re timeframe for walkway repairs.

Meeting Closed 9:09pm



Current Actions

Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
19-014 2019	CCSO/355 Committee Develop a CTF flood evacuation plan for livestock	CCSO and Farm Ops.	20/7/22 – Task transferred from 355 Committee 17/8/22 – Meeting held with Farms Ops. Volunteers. CCSO team documenting process and flood triggers to implement plan. WIP
19-032 2019	CCSO/355 Committee Indigenous Garden project	CCSO & David Buckley	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to develop scope. CCSO team to coordinate scoping.
19-039 2019	CCSO/355 Committee Install waterline and trough in Brickpit paddock	CCSO	20/7/22 – Task transferred from 355 Committee 17/8/22 – To be included in Councils PSLP walkway extension. CCSO to monitor.
19-045	CCSO/355 Committee COWA flooring treatment	CCSO	20/7/22 – Task transferred from 355 Committee 17/8/22 – Included in scope of WestInvest grant application. CCSO to monitor.
19-049 2019	CCSO/355 Committee Design POI signage for walkway	CCSO	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to develop and design new signs. CCSO team to coordinate content and design.
19-062 2019	CCSO/355 Committee Electronic gates for walkway	CCSO	20/7/22 – Task transferred from 355 Committee 17/8/22 – Included in scope of WestInvest grant application. CCSO to monitor.
19-073 2019	CCSO/355 Committee Design info signage for CTF public access area on Toilet Block 1.	CCSO	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to develop and design new signage for TB1. CCSO team to coordinate content and design.
21-018 2021	CCSO/355 Committee LLS ephemeral wetlands project	CCSO	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to develop scope. CCSO team to coordinate scoping.
21-021 2021	CCSO/355 Committee Install safety bollards at walkway entrance.	CCSO	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to procure and install bollards. CCSO team to coordinate works.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
21-022 2021	CCSO/355 Committee Install additional furniture on MLDM Walkway.	CCSO	20/7/22 – Task transferred from 355 Committee 17/8/22 – Small project to be run to procure and install additional furniture. CCSO team to coordinate works.
21-025 2021	CCSO/355 Committee Procure ATV for use by Council staff and volunteers	CCSO	20/7/22 – Task transferred from 355 Committee 17/8/22 – Risk assessment compiled by Council Safety team. CCSO working through procurement process.
22-001 17/8/2022	CCSO. Council proposal to extend walkway within CTF. Request for CTF RG to review proposed route.	CCSO	20/7/22 - CCSO to coordinate an onsite walk and fencing inspection with Reference Group members for 10am 31/7/2022. Completed 17/8/22 – Walk completed. Recommendation made on preferred route. WIP 21/9/22 - Ref. Grp. Feedback provided to project team. Final route, public art, surface treatments and project deliverables still being finalised. CCSO will continue to liaise with project team and provide updates 19/10/22 CCSO will continue to liaise with project team and provide updates to Ref. Grp.
22-002 17/8/2022	CCSO. Methodology needed for event suitability assessment by reference group	CCSO	20/7/22 - CCSO to liaise with Sarah Cleaton to draft events framework for Reference Group review 17/8/22 – CCSO & Sarah Cleaton to review CTF SFP and Council event planning guide 21/9/22 - CCSO to send link to Councils Event Planning guide to all Ref. Grp. CCSO and Sarah Cleaton to meet to discuss. 19/10/22 CCSO, Mgr. EDA and Sarah Cleaton . have developed Draft framework as tabled. CCSO to submit Ref. Grp. recommendation for events assessment framework for CTF to Council for consideration.
22-004 17/8/2022	Tony Biffin. CTF Biosecurity Plan development.	CCSO & Tony Biffin	17/8/22 - CCSO to distribute Animal Health Australia biosecurity plan to reference Group for review 21/9/22 - CCSO to distribute Animal Health Australia biosecurity plan to reference Group for review 19/10/22 Biosecurity plan templates distributed. CCSO and Tony Biffin to develop draft Bios Security plan for review



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-006 21/9/2022	All Members Council process for dealing with Ref. Grp. recommendations within Council.	CCSO and All Members	21/9/21 - CCSO to liaise with relevant Council Managers re: Council process for dealing with Ref. Grp. recommendations within Council. 19/10/22 Recommendations will be included in action log and reported monthly. Where a recommendation is not endorsed by Council the Ref. Grp. will be advised. Ref. Grp to provide feedback
22-007 21/9/2022	All Members Council Events Team attend a Ref. Grp. Meeting	CCSO	21/9/22 - CCSO to liaise with relevant Council Managers re: attendance at CTF meeting by Events Team reps. 19/10/22 Council Events team will be at the November meeting
22-008 21/9/2022	Col Packer Planting advice for Community Gardens	CCSO	21/9/22 - CCSO to request landscaping advice from relevant Council teams. 19/10/22 - Council landscape staff will contact Community Gardens directly.
22-009 21/9/2022	Col Packer Fencing damager near Community Gardens	CCSO	21/9/22 - CCSO to add fencing repairs to CTF insurance claim 19/10/22 - Fencing included in flood claim.
22-010 21/9/2022	Col Packer Damage/overgrowth of granite pathway near barn.	CCSO	21/9/22 - CCSO to log request for remediation and repair to pathway near barn 19/10/22 - Council Assets and Maintenance team looking at pathway repairs.
22-011 21/9/2022	CCSO Annual recognition of Miss Davies	CCSO	21/9/22 - CCSO to compile suggestions and ideas from ref. Grp for further discussion at next meeting 19/10/22 - CCSO to submit Ref. Grp. recommendation for annual Miss Davies event at CTF to Council for consideration
22-012 19/10/22	David Buckley – Chairperson Timeframe for projects carried forward from 2355 Committee to be commenced by Council	CCSO	19/10/22 - CCSO to provide an update on project timeframes for next meeting.
22-013 19/10/2022	Tony Biffin Relocation and improvements to cattle yards	CCSO	19/10/22 - CCSO to submit Ref. Grp. recommendation for shale pad and yards relocation to Council for consideration
22-014 19/10/2022	Debby Dewbery Replacement of Peppercorn Tree	CCSO	19/10/22 - CCSO to liaise with Councils Urban Tree Team to source a Peppercorn Tree



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-015 19/10/2022	Jeff Ferrif CTF walkway repairs and reopening.	CCSO	19/10/22 - CCSO to liaise with Council re timeframe for walkway repairs.

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

Camden Town Farm Reference Group Meeting

Camden Civic Centre

19th October 2022

Chairperson's Report Welcome. Thank you for your continued interest in the future of the Camden Town Farm and your attendance at this meeting.

It is encouraging that the ongoing projects of the 355 committee have been recognised and the use of the Action log has been maintained. The following projects were transferred from the 355 committee.

1. Develop a CTF flood evacuation plan for livestock. – Meeting held with Farms Ops. Volunteers. CCSO team documenting process and flood triggers to implement plan
2. Indigenous Garden project small project to be run to develop scope.
3. Install waterline and trough in Brick pit paddock To be included Councils PSLP walkway extension.
4. COWA flooring treatment Included in scope of WestInvest grant application.
5. Design POI signage for walkway small project to be run to develop and design new signs.
6. Electronic gates for walkway Included in scope of WestInvest grant application.
7. Design info signage for CTF public access area on Toilet Block 1.
8. Small project to be run to develop and design new signage for TB1.
9. LLS ephemeral wetlands project small project to be run to develop scope.
10. Install safety bollards at walkway entrance. small project to be run to procure and install bollards.
11. Install additional furniture on MLDM Walkway. small project to be run to procure and install additional furniture.
12. Procure ATV for use by Council staff and volunteers. Risk assessment compiled by Council Safety team. CCSO working through procurement process.

Certainly, the last few months have been challenging however it is important that as a reference group we do not lose momentum. These were all documented projects aimed at enhancing the farming, recreational, educational and historical elements of the CTF. It is important to ask when will we move forward with these exciting concepts. I suggest a priority list that identifies the most significant project/s that will reinvigorate the significance of this very valuable asset in the eyes of the local community.

There was a meeting with the farm opps team at the CTF on Saturday 24th September at 9 05 am re stocking rates and sale of animals. However, the sale of identified animals is restricted by the entry of transport vehicle onto the wet grounds of the sheep dog trials paddock.

Once again, a flood plan (for flood number 5) was put into place however it was not triggered due to the moderate flooding that occurred. However, it appears more rain is on the way. The greening up of the farm continues, along with the transformation in the condition of paddocks and particularly the cattle. The return of the farmer markets, although only temporarily, was welcome however they were again hindered by the rain event. Point 4 may help resolve this issue in the future.

The restoration of internal fences and walkway, removal of rubbish and management of the cattle are still a priority however it is important the reference group is clear in its vision for the continued maintenance and development of the CTF, and the projects that will achieve these goals. As noted last month, (and the month before) it may take a few months to restore some sense of normality to the CTF however I am confident the reference group can move forward in a positive spirit of cooperation with council to restore and improve the functioning of the farm into the future.

Please be mindful of the need to be courteous and respectful during the meeting and to direct your comments via the chair. Please be aware of commercial in confidence around quotes, invoices and commercial matters.

Thank you.

David Buckley

19 – 10 - 2022