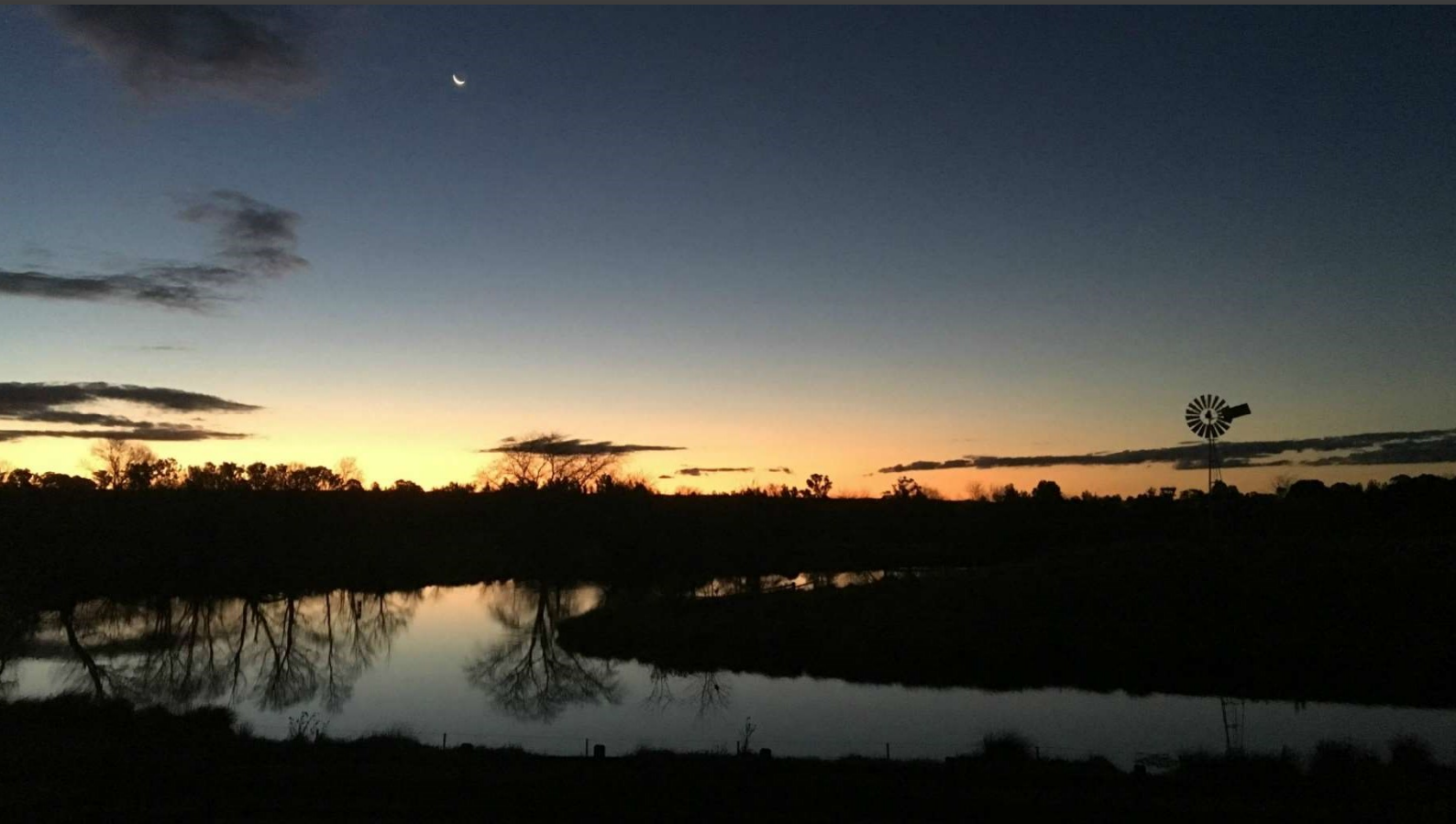


Minutes

Camden Town Farm
Reference Group Meeting
Camden Civic Centre

Wednesday 16th November 2022



camden
council

MEETING DETAILS

Date: 16/11/2022

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
- Debby Dewbery, community member
- Nicolet Westerof, 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
- Sarah Cleaton, community member
- Colin Packer, Camden Community Garden
- Jeff Ferrif, community member
- Councillor Cindy Cagney, Camden Council
- Hayley Neville, Manager Economic Development and Activation, Camden Council

Visitors:

- Philippa Percy, Actg. Manager Economic Development and Activation, Camden Council
- Kristy Finlayson, Actg. Manager Public Affairs, Camden Council

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

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

Motion Carried

PRESENTATION FROM COUNCIL EVENTS TEAM – (per agenda)

Presentation of Councils event planning process delivered by Kristy Finlayson, Team Leader – Council Events team

- Events Team assess and conducts up to 70 events each year ranging size from 30 to 15,000 attendees.
- Event assessments are triggered by the submitting of an event planning form.
- Councils Event Planning Guide is used to assist event organisers
- For an event to proceed Council must first issue an Event Permit.
- To obtain a permit a range of information is required and assessed by Council. This includes Reference Group feedback, Information provided, timeframe, size, patrons, parking, traffic, Stat planning (DA), waste, infrastructure required, safety, alcohol, noise, fireworks, security, food licencing, insurances, risk, traffic..
- Police LAC are also consulted.
- Council has recently implement a zero policy for single use plastics (straws etc.)
- Events are notified to neighbours by Council website, social media and mailbox notification.

DECLARATIONS OF INTEREST

- Nil

CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

- Nil

Motion: That the minutes are a true and accurate reflection of the previous meeting.

Moved: Debby Dewbery, **Seconded:** Tony Biffin

Motion Carried

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

Nil

CHAIRPERSON'S REPORT

Report presented as tabled and attached.

Motion: That the Chairperson's report be accepted.

Moved: Debby Dewbery, **Seconded:** Nicolet Westerof

Motion Carried

AGENDA ITEMS

Council biosecurity plan and staffing resources – Tony Biffin

- Council has employed a new Biosecurity Officer, Karen Thorogood
- Focus of the role is management of priority noxious weeds.
- Good opportunity to get Council guidance on CTF approach to biosecurity
- Suggest Biosecurity Officer attend a CTF meeting in near future.

Motion: That the CTF Ref. Grp. request Councils Biosecurity Officer attend a CTF meeting in near future.

Moved: Tony Biffin, **Seconded:** Nicolet Westerof

Motion Carried

<p>New Action: (22-016): CCSO to coordinate invitation to Council Biosecurity Officer to attend CTF meeting.</p>

CTF Biosecurity Plan – Tony Biffin

- Draft Biosecurity Plan developed by Tony Biffin and CCSO as tabled
- Ref. Grp members to review and provide feedback prior to next meeting.

<p>Action Update: (22-004): CCSO to distribute draft plan and Ref. Grp members to review and provide feedback prior to next meeting.</p>

Motion: That the CTF Ref. Grp. request Council to provide a tractor and slasher as required throughout the year to cut firebreaks, paddock clean-up and weed control.

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

Motion Carried

<p>New Action: (22-017): CCSO to coordinate request to Council and scheduling of tractor use at CTF.</p>

STANDING ITEMS

Councillor Updates

Cr. Eva Campbell: Cr. Campbell noted that Cr. Cagneys Notice of Motion will be briefed to Council soon.

CTF Calendar and Events update – CCSO

- 19th & 20th Nov – Photography
- 2nd Dec – 5th Dec – Wedding
- 15th Dec – Enquiry in relation to Christmas Carol event by an Early Education provider

Motion: That the CTF Ref. Grp. Endorse the Christmas Carols event proposed for CTF and that it be managed through Councils Events Management processes.

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

Motion Carried

Agricultural Operations Working Group – contained in Chairperson report

- Herd doing well and much improved condition.
 - 8 Bull calves sold. Averaged \$1,400 each. \$6-\$7 /KG
 - Animals transported using Council livestock trailer/float in 2 trips. Process worked well
-

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: Public Art being proposed for Walkway will be consulted. CCSO will continue to liaise with project team and provide updates to Ref. Grp.

22-002 CTF events assessment framework: Council Events team are across framework and will now coordinate all larger events at CTF per the framework. **CLOSE**

22-004 CTF Biosecurity: CCSO to distribute draft plan and Ref. Grp members to review and provide feedback prior to next meeting.

22-006 Ref Grp. Recommendation process: Process now in place. Recommendations now included in action log and reported each month. **CLOSE**

22-007 Council Events Team attendance at CTF meeting: Kristy Finlayson attended and addressed Ref. Grp. **CLOSE**

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. Repairs will be undertaken shortly.

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

22-011 Annual recognition of Miss Davies: Council Events team happy to help with project. Coordinate with Unlock Camden. Ref. Grp members to consider previously proposed ideas for more detailed discussion at next meeting.

22-012 Timeframe for legacy Projects: No Update

22-013 Cattle yard redevelopment : Discussions held with Council construction team. Planning for pad and materials commenced.

22-014 Replacement of peppercorn tree : *Ficus Hilli* planted and will be watered for 12 months and permanently maintained by Councils Urban Tree team. **CLOSE**

22-015 CTF Walkway repairs : Quotes being sought for repairs. Construction to commence Early 2023 and complete by March 2023

GENERAL BUSINESS

- CCSO : Machinery shed will be cleaned out in next 2 weeks.
- CCSO : Quotes being assessed for Farm Utility Vehicle
- CCSO
 - Sydney Water in collaboration with NSW Soil Conservation and Council running a project to restore a badly degraded section of the Nepean River.
 - Plan is to install tree stumps and logs into riverbank to stabilise exposed bank and deflect flood waters.
 - Request from Council for CTF Ref. Grp to consider temporary storage of logs and stumps at CTF (Brickpit, Sheepdogs or Shoemith paddocks)

Motion: That the CTF Reference Group recommend that the request for storage of trees and logs at CTF for the Nepean River restoration project be endorsed.

Moved: Sandy Davies, **Seconded:** Nil

Motion Lapsed due to lack of a seconder.

Motion: That the CTF Reference Group recommend that the request for storage of trees and logs at CTF for the Nepean River restoration project be declined.

Moved: Tony Biffin, **Seconded:** Nicolet Westerof

Motion Carried. : Cr. Campbell abstained.

<p><i>New Action:</i> (22-018): CCSO to submit Ref. Grp. recommendation for storage of logs and stumps at CTF to Council for consideration.</p>
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Meeting Closed 9:23pm



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. 16/11/22 - Public Art being proposed for Walkway will be consulted. CCSO will continue to liaise with project team and provide updates to Ref. Grp.
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 16/11/22 - CCSO to distribute draft plan and Ref. Grp members to review and provide feedback prior to next 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- 16/11/22 - Council landscape staff will contact Community Gardens directly.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
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. 16/11/22 - Repairs will be undertaken shortly.
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 – 16/11/22 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 16/11/22 - Council Events team happy to help with project. Coordinate with Unlock Camden. Ref. Grp members to consider previously proposed ideas for more detailed discussion at next meeting.
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. 16/11/22 – No Update
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 16/11/22 - Discussions held with Council construction team. Planning for pad and materials commenced.
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 16/11/22 - Ficus Hilli planted and will be watered for 12 months and permanently maintained by Councils Urban Tree team. CLOSE
22-015 19/10/22	Jeff Ferrif CTF walkway repairs and reopening.	CCSO	19/10/22 - CCSO to liaise with Council re timeframe for walkway repairs. 16/11/22 - Quotes being sought for repairs. Construction to commence Early 2023 and complete by March 2023



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-016 16/11/22	Tony Biffin Council Biosecurity Officer to attend CTF meeting	CCSO	16/11/22 - CCSO to coordinate invitation to Council Biosecurity Officer to attend CTF meeting.
22-017 16/11/22	Tony Biffin Council tractor use at CTF	CCSO	16/11/22 - CCSO to coordinate request to Council and scheduling of tractor use at CTF.
22-018 16/11/22	CCSO Nepean River restoration project	CCSO	16/11/22 - CCSO to submit Ref. Grp. recommendation for storage of logs and stumps at CTF to Council for consideration



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
22-002 17/8/2022	CCSO. Methodology needed for event suitability assessment by reference group	CCSO	<p>20/7/22 - CCSO to liaise with Sarah Cleaton to draft events framework for Reference Group review</p> <p>17/8/22 – CCSO & Sarah Cleaton to review CTF SFP and Council event planning guide</p> <p>21/9/22 - CCSO to send link to Councils Event Planning guide to all Ref. Grp. CCSO and Sarah Cleaton to meet to discuss.</p> <p>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.</p> <p>16/11/22 - Council Events team are across framework and will now coordinate all larger events at CTF per the framework. CLOSE</p>
22-006 21/9/2022	All Members Council process for dealing with Ref. Grp. recommendations within Council.	CCSO and All Members	<p>21/9/21 - CCSO to liaise with relevant Council Managers re: Council process for dealing with Ref. Grp. recommendations within Council.</p> <p>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</p> <p>16/11/22 - Process now in place. Recommendations now included in action log and reported each month. CLOSE</p>
22-007 21/9/2022	All Members Council Events Team attend a Ref. Grp. Meeting	CCSO	<p>21/9/22 - CCSO to liaise with relevant Council Managers re: attendance at CTF meeting by Events Team reps.</p> <p>19/10/22 Council Events team will be at the November meeting</p> <p>16/11/22 - Kristy Finlayson attended and addressed Ref. Grp. CLOSE</p>

Camden Town Farm Reference Group Meeting No 4

Camden Civic Centre

16th November 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.

In light of the presentation from the Council Events team I will make this report brief, to the point and repetitive.

As outlined in my October report and to keep the projects that were transferred from the 355 committee out front, I have reincluded them as follows.

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. Small project to be run to develop and design new signage for TB1.
8. LLS ephemeral wetlands project small project to be run to develop scope.
9. Install safety bollards at walkway entrance. small project to be run to procure and install bollards.
10. Install additional furniture on MLDM Walkway. small project to be run to procure and install additional furniture.
11. Procure ATV for use by Council staff and volunteers. Risk assessment compiled by Council Safety team. CCSO working through procurement process.

“These were all documented projects aimed at enhancing the farming, recreational, educational and historical 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.”

Fortunately, there has been no flood events in the area since last meeting however the flooding out west and beyond is breaking flood level records and causing damage to roads and infra-structure. It will be interesting to see how this influences the summer cropping season and beyond.

The cattle have begun to move around paddocks again and the paddocks have begun to dry out. However, there is still rubbish and debris scattered around the paddocks.

The markets celebrated their 21st year of operations last Saturday on a sparkling late spring day and appeared to be very busy

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

16 – 11 - 2022