

Minutes

Camden Town Farm
Reference Group Meeting
Camden Civic Centre

Wednesday 19th April 2023



camden
council

MEETING DETAILS

Date: 19/4/2023

Location: Camden Civic Centre

Time: 7:00 pm

Meeting opened:

7:04 pm. Meeting closed 9:30 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
- Jeff Ferrif, community member
- Sandy Davies, community member
- Colin Packer, Camden Community Garden
- Tony Biffin, community member
- Debby Dewbery, community member
- Councillor Eva Campbell, Camden Council
- Councillor Cindy Cagney, Camden Council
- Kieran Berryman, CCSO (Community Committees Support Officer), Camden Council (ex officio liaison officer)

Apologies and Absences:

- Nicolet Westerhof, community member
- Sarah Cleaton, community member
- Councillor Eva Campbell, Camden Council
- Kerrie Flynn, community member

Visitors:

- Hayley Neville, Manager Economic Development and Activation, Camden Council

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

Moved: Jeff Ferrif, **Seconded:** Cr. Eva Campbell

Motion Carried

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

Motion Carried

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

- Question from Ref. Grp members as to outcome of CTF use for Camden Show 2023.
- TL KB advised that COWA, Sheepdog, Shoemith, Lagoon and Far Ferguson paddocks were all used and will be invoiced per actual usage rather than per booking.
- TL KB advised that COWA had marquees set up 10 days prior to show which could have caused an issue for any CTF hires. TL KB advised Precinct Team was in constant communications with Show Society to ensure any issue were quickly resolved.
- TL KB suggests a review by Council of all dealings for CSS in Onslow/CTF/BEP area to prevent future issues and to assist with a successful Show.

CHAIRPERSON'S REPORT

Report presented as tabled and attached.

Motion: That the Chairperson's report be accepted.

Moved: Jeff Ferrif, **Seconded:** Debby Dewbery

Motion Carried

AGENDA ITEMS

Nil

STANDING ITEMS

Councillor Updates

Cr. Cindy Cagney : Cr. Cagney advised that Heritage Committee will include Town Farm in Unlock Camden 2023 following an address to them by David Buckley. Details to be forthcoming.

Cr. Eva Campbell : Nothing.

CTF Calendar and Events update – CCSO

- TL KB invited discussion on renaming the COWA for the purposes of marketing.
- Suggestions :
 - COWA
 - Farm View Pavilion
 - Llewellas Pavilion (after Miss Davies)
 - Lake View Pavilion
 - Peters Pavillion (after Peter Standen)

Motion: That the CTF Ref. Grp. Undertake a show of hands ballot to choose between “Farm View Pavilion” and “Llewellas Pavilion” for the purposes of marketing the COWA facility.

Moved: Cr. Eva Campbell, **Seconded:** Tony Biffin

Motion Carried

Show of Hands

- “Farm View Pavilion” : 4 votes
- “Llewellas Pavilion” : 2 votes

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|---|
| <p>New Action : (23-xxx): TL KB to coordinate changing of “COWA” name on marketing materials to “Farm View Pavilion”</p> |
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Agricultural Operations Working Group – contained in Chairperson report

- Herd doing well.
- Discussion re: delaying introduction of a bull to provide for spring calving.
- Farm Ops working group to meet to commence development of Farm Management Plan. TL KB to coordinate meeting.
- Farm still needs a flood cleanup.

Motion: That the CTF Ref. Grp. recommend the introduction of a bull to the herd no earlier than 1st December.

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

Motion Carried

Action Update : (23-001): TL KB to coordinate procurement of a bull on or around start of December 2023.

Camden Community Gardens update – Col Packer

- TL KB and contractor have looked at pathways and repairs are relatively expensive.

ACTION LOG/PROJECTS

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

19-014 Farm flood evacuation plan : TL KB including Community Gardens notification in planning.

19-032 Indigenous Garden : TL KB to meet with Allen Powell to discuss his ideas and report back. including in new masterplan.

21-025 ATV : ATV On order. Awaiting delivery by supplier.

22-001 CTF Walkway Extension project: Final Route being finalised. Woody weed removal works will commence soon. Construction proper will commence later in 2023.

22-004 CTF Biosecurity: CTF Biosecurity Management plan endorsed by Councils Management. TL KB to implement across the farm.

22-010 Gardens Pathway repairs: Repair works complete. Close.

22-011 Annual recognition of Miss Davies: Council Events Team to include CTF in UnLock Camden 2023. TL KB to monitor.

22-012 Timeframe for legacy Projects: Works in progress

22-013 Cattle yard redevelopment : Progressing with quotes obtained from Council contractors.

22-015 CTF Walkway repairs : Construction completed. Reopening when woody weed removal work and farm clean-up is completed.

22-017 Council Tractor access : CCSO will coordinate works with Present and Parks teams as required. Closed.

23-001 Introduce Bull : TL KB to coordinate procurement of a bull on or around start of December 2023.

23-002 Farm management plan : TL KB to coordinate a meeting of the Farm. Ops. Working group to commence development of the procurement of a Farm management plan.

23-003 Community Garden pathways : TL KB and contractor have looked at pathways and repairs are relatively expensive. Looking at options.

GENERAL BUSINESS

- David Buckley will contact Show Society about use of cattle panels used for Trade Show at Camden Show with view to holding Trade Show at Camden Town Farm ongoing.

Meeting Closed 9:30pm

Camden Town Farm Reference Group Meeting No 7

Camden Civic Centre

Chairperson's Report

19th April 2023

Welcome. Thank you for your continued interest in the future of the CTF and attendance at this meeting.

Hopefully you enjoyed a peaceful and reflective Easter break. The Camden Show went ahead with good crowds and well organised displays. The dairy and beef cattle numbers were down. Unfortunately the Trade cattle section was cancelled as there were no yards as the area that was used in the primary school was fenced off.

One benefit of the show was the mowing and cleaning up of the areas used by the society.

I attended the Heritage committee meeting last Thursday the 13th of April and spoke re Unlock Camden tours etc.

Things seem to be on the move with most flood affected fencing completed, the cattle managed and work on the walkway under way.

I will, once, once and once again, make this report brief, to the point and repetitive.

As outlined in my October 2022 report and to keep the projects that were transferred from the 355 committee out front, I have included 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 will have to be revisited
5. Design POI signage for walkway small project to be run to develop and design new signs.
6. Electronic gates for walkway will have to be revisited
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. Sandstone bollards suggested.
10. Install additional furniture on MLDM Walkway. small project to be run to procure and install additional furniture to be covered in Arts project funding.
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.”

The cattle are now, thanks to drover Glenn and head stockman KB, being rotationally grazed from paddock to paddock depending on quantity and quality of available feed. They are presently chewing out the Rose bowl scrub.

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 – 04 - 2023



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 22/12/22 – 15/3/2023 Flood evac plan developed. CCSO will finalise and circulate. 19/4/23 - TL KB including Community Gardens notification in planning. |
| 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. 15/2/23 – 15/3/23 Look to reactivate works. Look into leverage Clontarf programme for indigenous students in schools. Consider including in new masterplan. 19/4/23 - TL KB to meet with Allen Powell to discuss his ideas and report back. including in new masterplan. |
| 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. |
| 19-062 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 |
|-----------------------|---|---------------|---|
| 21-025 2021 | CCSO/355 Committee Procure ATV for use by Council staff and volunteers | CCSO | <p>20/7/22 – Task transferred from 355 Committee</p> <p>17/8/22 – Risk assessment compiled by Council Safety team. CCSO working though procurement process.</p> <p>21/12/22 – ATV Ordered. Kubota. Delivery ETA April 2023. Will be stored in CTF Machinery shed.</p> <p>15/2 - 15/3/23 – No Update. Kubota ATV on order. Awaiting delivery by Camden Tractors No Update.</p> <p>19/4/23 - ATV On order. Awaiting delivery by supplier.</p> |
| 22-001 17/8/2022 | CCSO. Council proposal to extend walkway within CTF. Request for CTF RG to review proposed route. | CCSO | <p>20/7/22 - CCSO to coordinate an onsite walk and fencing inspection with Reference Group members for 10am 31/7/2022. Completed</p> <p>17/8/22 – Walk completed. Recommendation made on preferred route. WIP</p> <p>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</p> <p>19/10/22 CCSO will continue to liaise with project team and provide updates to Ref. Grp.</p> <p>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.</p> <p>21/12/22 - Public Art will be consulted with Ref. Grp in new year. CCSO will continue to liaise.</p> <p>15/2/23 - Final Route being finalised. Woody weed removal works will commence around 1st March. Construction proper will commence later in 2023.</p> <p>15/3/23 – Project progressing. CTF Ref. Grp to provide content of for signs.</p> <p>19/4/23 Final Route being finalised. Woody weed removal works will commence soon. Construction proper will commence later in 2023.</p> |



| Action # & Start Date | Initiator & Action/Project Description | Who Actioning | Action/Project Log & Status |
|-----------------------------|---|-------------------------------|---|
| <p>22-004 17/8/2022</p> | <p>Tony Biffin. CTF Biosecurity Plan development.</p> | <p>CCSO & Tony Biffin</p> | <p>17/8/22 - CCSO to distribute Animal Health Australia biosecurity plan to reference Group for review</p> <p>21/9/22 - CCSO to distribute Animal Health Australia biosecurity plan to reference Group for review</p> <p>19/10/22 Biosecurity plan templates distributed. CCSO and Tony Biffin to develop draft Bios Security plan for review</p> <p>16/11/22 - CCSO to distribute draft plan and Ref. Grp members to review and provide feedback prior to next meeting.</p> <p>21/12/22 - CCSO to coordinate endorsement and adoption of the CTF Biosecurity Management within Council.</p> <p>15/2/23 15/3/22 - TL working through endorsement and adoption of the CTF Biosecurity Management within Council.</p> <p>19/4/23 - CTF Biosecurity Management plan endorsed by Councils Management. TL KB to implement across the farm.</p> |
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| Action # & Start Date | Initiator & Action/Project Description | Who Actioning | Action/Project Log & Status |
|-----------------------|--|---------------|---|
| 22-011 21/9/2022 | CCSO Annual recognition of Miss Davies | CCSO | <p>21/9/22 - CCSO to compile suggestions and ideas from ref. Grp for further discussion at next meeting</p> <p>19/10/22 - CCSO to submit Ref. Grp. recommendation for annual Miss Davies event at CTF to Council for consideration</p> <p>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.</p> <p>22/12/22 - CCSO to coordinate CTF members attendance at Heritage Committee meeting in new year to discuss including CTF and Miss Davies in "Unlock Camden" event.</p> <p>15/2/23 - Cr. Cagney spoke to Councils Heritage Committee and they have invited a delegation from the CTF Ref. Grp to their April meeting to discuss including CTF in the Unlock Camden programme.</p> <p>15/3/23 - No Update. CTF ref Grp members to be invited to April Heritage Advisory Committee meeting</p> <p>19/4/23 - Council Events Team to include CTF in UnLock Camden 2023. TL KB to monitor.</p> |
| 22-012 19/10/22 | David Buckley – Chairperson Timeframe for projects carried forward from S355 Committee to be commenced by Council | CCSO | <p>19/10/22 - CCSO to provide an update on project timeframes for next meeting.</p> <p>16/11/22 – 22/12/22 No Update</p> <p>15/2/23 – 19/4/23 Some works in progress</p> |
| 22-013 19/10/2022 | Tony Biffin Relocation and improvements to cattle yards | CCSO | <p>19/10/22 - CCSO to submit Ref. Grp. recommendation for shale pad and yards relocation to Council for consideration</p> <p>16/11/22 – 15/2/23 Discussions held with Council construction team. Planning for pad and materials commenced.</p> <p>19/4/23 - Progressing with quotes obtained from Council contractors.</p> |



| Action # & Start Date | Initiator & Action/Project Description | Who Actioning | Action/Project Log & Status |
|-----------------------|---|--------------------|--|
| 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 – 21/12/22 Quotes being sought for repairs. Construction to commence Early 2023 and complete by March 2023 15/2/23 - Construction to commence Early 2023 and complete by end of March 2023 15/3/23 - Repair works have commenced and will be finalised this week. 19/4/23 - Construction completed. Reopening when woody weed removal work and farm clean-up is completed. |
| 23-001 15/2/23 | David Buckley Procurement of a bull | TL (KB) | 15/2/23 - TL to coordinate procurement of a bull by 31st March. 15/3/23 - TL to work with Chairperson to procure a bull by 1st May 2023 19/4/23 - TL KB to coordinate procurement of a bull on or around start of December 2023. |
| 23-002 15/3/23 | David Buckley Farm manual management plan | David Buckley & TL | 15/3/23 - TL to work with Ref. Grp. coordinate development of annual management plan/calendar for farm operation including all foreseeable management activities per year. 19/4/23 - TL KB to coordinate a meeting of the Farm. Ops. Working group to commence development of the procurement of a Farm management plan. |
| 23-003 15/3/23 | Col Packer Community Garden pathway | TL | 15/3/23 - TL to investigate condition of gardens pathway, take photos and report back. 19/4/23 - TL KB and contractor have looked at pathways and repairs are relatively expensive. Looking at options. |



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 |
|-----------------------|---|---------------|---|
| 22-010 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 – 22/12/22 Council Assets and Maintenance team looking at pathway repairs. 15/2/23 - Repair works will commence around start of Camden Show by same contractors as completing larger walkway repairs. 15/3/23 - Repair works have commenced and will be finalised this week. 19/4/23 - Repair works complete. Close. |