

Plan of management for Kelmscott Community Garden Inc.

1. Vision

Purpose of Kelmscott Community Garden

The purpose of the Kelmscott Community Garden (KCG) is to provide a community development hub that focuses on bringing together the community to learn, share and participate in sustainable gardening and living practices. The garden will be an accessible and welcoming place for all members of the community and will be developed and managed in consultation with the City of Armadale (the City), experts in relevant fields, garden members and the community.

Objectives of the Kelmscott Community Garden

The objectives of the KCG as stated in cl. 3 of the KCG Inc. Rules of Association (Refer Appendix A) are to-

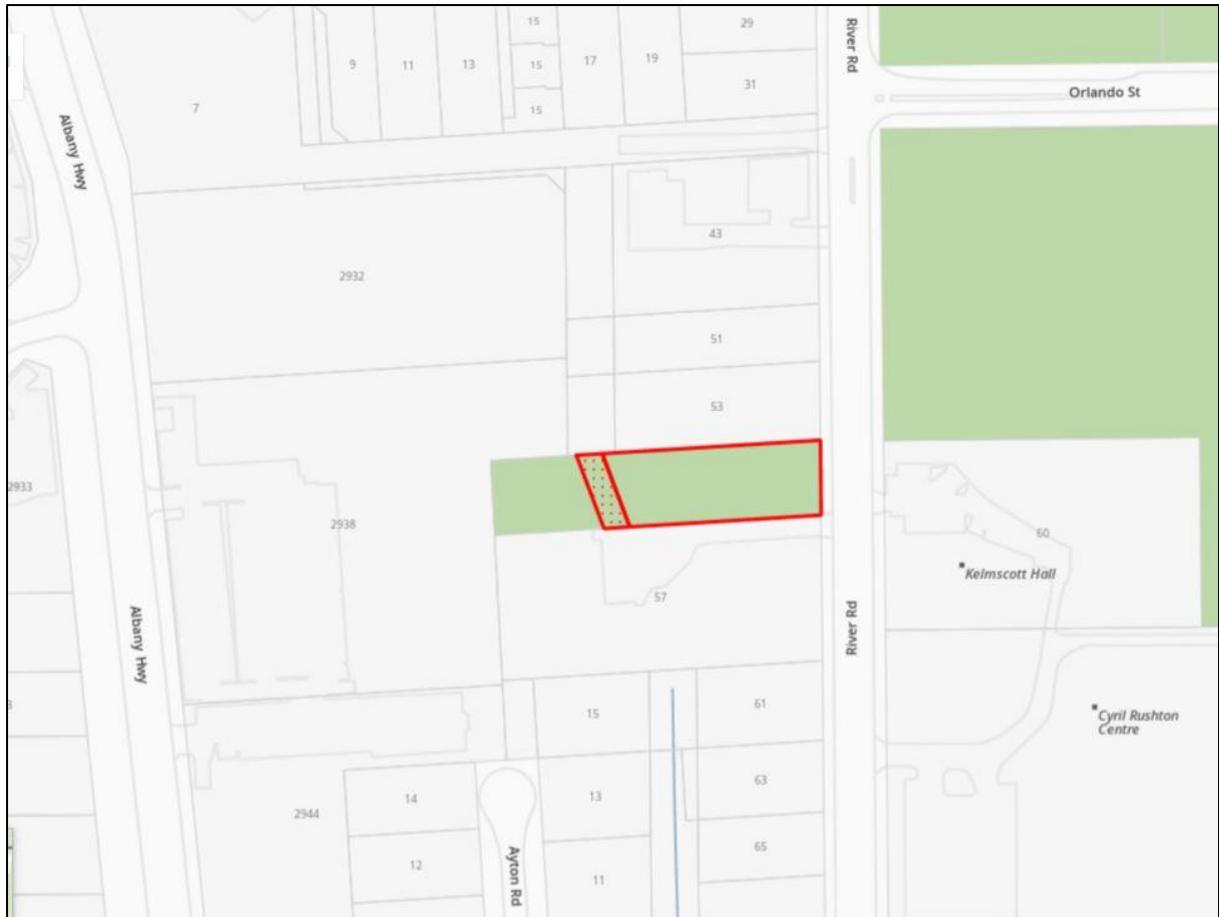
- Promote community development and provide opportunities for social networking through the activities of the Association.
- Provide an environment suitable for the community to grow plants for individual or community purposes.
- Educate the community about sustainable and healthy living practices.
- Manage the community gardens of the Association in a sustainable and environmentally responsible manner;
- Promote and encourage the local production of herbs, fruit and vegetables.
- Promote, protect and enhance biodiversity.
- Be inclusive of people of all ages, cultural backgrounds, socio-economic backgrounds and abilities.
- Improve the community environs through community gardening projects.
- Provide a place where members and the wider community are able to work and socialise in a non-threatening environment and benefit from the garden in a variety of ways unique to their own needs.

2. The Site

This plan is specific to 55 River Road, Kelmscott.



Map 1 Site of Proposed Kelmscott Community Garden - aerial



Map 2 Site of Proposed Kelmscott Community Garden - cadastral

Contamination

A search of the Department of Environment Regulation database indicates that the site is not listed on the Contaminated Site Register.

Impact on current flora and fauna

Kikuyu grass and weeds will be cleared by organic methods from the site.

Some pruning of a mature Blue Gum near to the south boundary and the removal of a smaller Blue Gum growing alongside this tree will be required. All clearing of trees will be done under supervision of the City of Armadale and all necessary permits will be obtained.

Adjacent land users

The site is adjacent to two residential dwellings and a daycare facility – Riverdale Child Care & Community Centre. Open communications will be established with the owners and occupants of these homes and businesses as well as other land users and occupants within the vicinity of the garden.

The City of Armadale will undertake formal public consultation prior to the granting of a lease to the KCG for this site. The KCG will work to address any concerns raised during this period.

Car Parking

Current car parking facilities at Rushton Park are considered sufficient to cater for members and visitors to the proposed garden. The car parking for the Riverdale Child Care facilities will not be used by KCG members unless agreed to by the Centre.

In line with the KCG philosophy of promoting sustainable living practices members will be encouraged to walk or cycle to the garden, or use nearby public transport.

Any major events held by the KCG will be scheduled in consultation with the City and other relevant groups to reduce potential conflicts over parking.

Access

The site is easily accessible by public transport and car parking facilities are opposite the proposed location.

3. Garden Design

Garden Layout

A proposed plan for the garden design is attached (Refer Appendix B).

The design has been developed by Terra Perma Consulting in consultation with KCG members. The design has been informed through visiting other community gardens, consulting expert advice and through accessing guiding documents published by reputable community garden groups and organisations.

It is expected that the garden will be developed in stages as funding becomes available. The design may be altered to some extent in response to the needs and wishes of the members and visitors and availability of funding.

All necessary approvals and permits for infrastructure will be obtained.

Crime Prevention through Environmental Design

The garden design takes into consideration principles of Crime Prevention through Environmental Design (CPED).

- **Surveillance** - The site is highly visible to the adjacent day care centre and residents. It is visible to passing traffic on River Road, to recreation facility users in Rushton Park and to passers-by and patrons of the nearby shops. It is surrounded by visually permeable fencing on three sides.
- **Location** - Specifically the location of a community garden at this site meets the objectives of Section 5.15 of CPED Guidelines pertaining to parks and public open space. Section 5.15 encourages the development of such spaces to be multi use and interesting to the community so as to encourage legitimate land usage and community ownership. In line with this principle the garden will contribute to providing “additional gathering places within the neighbourhood for stopping, sitting, resting, looking and interacting to encourage community ownership and the creation of shared social capital”.

Universal Access

The site is flat and KCG will investigate the possibility of designing a portion of the garden for disabled access. Funding for necessary infrastructure will be sought through grants or sponsorship.

Fencing and Public Access

The site has adequate fencing for the purposes of a community garden, with a security fence and lockable gates across the front boundary, cyclone fencing along the north and west boundaries and metal fencing along the north boundary.

It is proposed to lock the front gates when community garden members are not present. A roster will be drawn to ensure maximum opening times for the general public. This arrangement will assist to ensure the security of the garden assets and adjacent child care facility.

The eastern (River Rd) perimeter fencing was provided by Riverdale Child Care on the understanding that it would secure their facility. If the Community Garden is open at all times, this will compromise the Child Care's ability to secure their own facilities.

Utilities

The site has access to both electricity and mains water. The costs of connection and the supply of any necessary meters will be at the expense of the KCG.

The KCG will seek at all times to use sustainable water practices including rainwater harvest and supply, leachate reclamation and will always seek to adopt other innovative means of responsible water usage.

The provision and maintenance of the infrastructure located within the garden perimeter will be the responsibility of the KCG.

All water and electricity usage costs will be paid for by the KCG.

Internal infrastructure

All of the internal garden infrastructure will be developed by the KCG in consultation with garden experts. It shall be established with the necessary permits and approvals and funded through donations, grants and sponsorships.

4. Management of Garden

Managing waste on site - organic and non-organic waste

The KCG is committed to waste reduction. Wherever possible waste generated will be reduced, reused or recycled.

- The KCG will require access to general and recycling rubbish collection services from the City with a minimum of one wheelie bin for each rubbish type, to be supplied for exclusive use of the KCG, or access to current rubbish collection arrangements provided to other groups at the ground. An agreement will be negotiated with the City regarding rubbish collection charges.
- Any organic or non-organic waste that cannot be disposed of via the regular rubbish collection service, composting, reusing or recycling will be removed promptly from the site by members.

- Any materials required to be stored for reuse at a later date will be stored neatly and safely in the garden shed or in the garden. If not used in a timely manner they will be removed from site.
- Suitable pest and disease free organic waste will be processed in worm farms or composted on site in well managed facilities that will be monitored for effectiveness, odour and pest control.

Gardening practices

The KCG gardening principles will be guided by the advice of gardening professionals including groups such as Great Gardens and Better Gardens to achieve sustainable food production.

Basic principles underpinning the KCG's approach to gardening include:

- Improving soil structure and complexity through composting and mulching soils and no dig gardening techniques
- Growing plants suited to the climatic conditions
- Employing the principles of organic gardening wherever possible
- Using fertilizers and manures in a responsible manner

Whilst the KCG will aim to apply the principles of organic gardening, some allowance will be made for the use of non-organic compounds in special circumstances where no other feasible option is available, and then only with approval from the Committee. Any compounds will be used in accordance with manufacturer specifications, or expert advice (in the case of homemade treatments) and with use of necessary personal protective equipment and clothing.

All composting, worm farming and the application of manures will be undertaken in a responsible manner and monitored regularly to ensure that odours do not emanate from the site. All manures will be stored in pest proof bins with secure lids. Any offending materials that cannot be remediated will be removed promptly from the site.

Water management

Proposed water management includes:

- The use of scheme and rain water collected and stored on site.
- Wicking beds and drip reticulation will be installed and used in accordance with Water Corporation guidelines. Extra watering will be by hand using hoses or watering cans. In exceptional circumstances, the garden may apply for an exemption from Water Corporation for extra usage of the reticulation system.
- The proposed design has taken into account principles promoted by Waterwise Garden Design including use of windbreaks, mulching, hydrozoning, use of shade (via temporary shade frames and plantings under trees) and use of wicking beds for propagation.
- Planting of fruit and vegetables in the correct season and that are suited to lower water requirements.
- Use of earth contouring techniques to capture water around tree drip zones to increase water availability for plants and to reduce runoff.
- Building healthy, complex soil structures to ensure garden soil is not hydrophobic and retains moisture.
- Leachate collection and reuse.
- Other innovative techniques that are considered to reduce water consumption.

Use of sustainable materials on site

The KCG's philosophy is to promote sustainable practices and it will endeavour at all times to reduce, reuse and recycle. Whilst it is envisaged that the use of new materials will be rare they will likely be required, particularly in the start-up period where fencing and reticulation will be required.

Where possible the group will attempt to source any new materials from companies that can demonstrate ethical and sustainable work practices eg, sustainable forestry standards.

Health and Safety

The KCG, as an incorporated body will meet its legal obligations to obtain the required level of public liability insurance. In addition the KCG will take the following measures to reduce health and safety risks.

- The KCG will develop a series of occupational, health and safety workshops throughout the year to educate members about health and safety precautions. These will be developed in accordance with regulatory requirements and in consultation with an occupational health and safety officer.
- Membership packs will include information on health and safety issues.
- Brochures, posters and electronic communications will be used throughout the year to ensure members are aware of safety issues.
- The KCG will ensure that any building or infrastructure works are undertaken in accordance with current Australian standards and have the required approvals.
- Any electrical equipment will be required to have proper safety certification.
- Members will be encouraged to provide their own personal protection equipment for health reasons but some spare equipment including safety glasses, face masks, and gloves will be made available.
- Tools and other potentially harmful substances and equipment will be suitably stored in a locked garden shed with member only access.
- The use of responsible tool usage and proper care and maintenance will be promoted and monitored to ensure safety.
- Shade structures will provide sheltered meeting places. Sunscreen will be available for member and visitor usage.
- A first aid kit will be kept on the premises.
- Hand washing and disinfecting stations will be available.
- The committee will regularly inspect the site to identify potential hazards and members will be encouraged to report any actual or potential safety risks. Members and visitors will be made aware of any identified risks. Immediate measures will be taken to reduce that risk until the issue is rectified.
- Any incidents will be recorded, investigated and promptly remediated.

Existing structures

Two sheds currently exist on the site, also a children's cubby house. These would be suitable for use by the KCG for storage and as play equipment for visiting children and, as such the KCG would be

willing to accept the retention of this infrastructure, negating the requirement for the Education Department to remove these structures.

Allocation of plots

A proportion of the raised garden beds will be sub-leased from the KCG by individual or group members for private use, with the remainder used for community gardening.

The allocation of sublet plots will be managed in accordance with the KCG guidelines to be developed by the Committee in consultation with general members of the garden. These guidelines will consider a process for waitlisting, the period of the sub-lease and the renewal of leases.

Care and maintenance of the garden

A policy and associated guidelines for the care and maintenance of the garden will be developed by the Committee in consultation with general members and the community once the KCG have the City's approval to proceed with the project. All members, both general and individual plot lessees will be required to operate in accordance with the membership guidelines.

The Committee will be guided in the development of these guidelines by advice from Community Gardens WA. Refer to Appendix C for an example of a membership guideline document adopted by Busselton Community Garden that, along with others, is available on the Community Garden WA's website.

Private Plots

Individual lessees will be responsible for their own garden plot. All plots will be managed in accordance with the membership guidelines.

Common areas

Common areas such as the orchard, trellis gardens and community plots will be continually cared for by both general members and individual plot lessees (according to their lease agreement). Rosters and regular busy bees will be arranged to assist with general maintenance and major projects.

Dealing with common objections to new community gardens

The KCG will endeavour to ensure that the users of the area and those who live and work in the surrounding area are familiar with the objectives and activities of the garden. Community consultation and engagement undertaken in the early planning stages will continue throughout the life of the garden. Regular and open communications should help to alleviate some of the potential concerns that may be raised about the activities. The site will be open to all community members so that they may have open dialogue with the garden members to ensure good relationships are fostered.

Potential objections envisaged may include:

- **The use of land for exclusive purposes** - The garden gates will be left open as much as possible so any member of the community may visit. Membership fees will be kept to a minimum to encourage membership by all. Free group activities and participation in group gardening at no cost will also be available.
- **The site may harbour pest and disease and smell** - The group will ensure that best management practices are observed in regards to worm farming and composting techniques. Pest control will be used where appropriate.

- **Noise** - The use of power-tools will be kept to a minimum and will be used in accordance with local laws. Noise from events will be monitored in accordance with local laws. Member behaviour will be in accordance with membership guidelines and will require members to act in a responsible manner at all times and ensure that noise is kept to an acceptable level.
- **Attraction of vandals and undesirables** - The site will be fenced and locked when not supervised. The location of the site will contribute to passive surveillance which is known to reduce the incidence of vandalism. Any graffiti or vandalised property will be promptly removed or repaired. Community consultation and engagement will encourage youth and the disadvantaged to be members of the garden and encourage a sense of ownership in an effort to reduce undesirable behaviours that may affect the garden.
- **Loss of parking space for local people** - The available car parking space is for users of the recreation ground. No residents will be impacted upon through ordinary usage of the garden. Events held will be in accordance with Council guidelines. Where considered necessary permission to access extra parking space may be sought from others such as the nearby businesses (out of hours), churches and land owned by the Kelmscott Agriculture Society. Members and visitors to the garden will be encouraged to walk, cycle or use public transport.
- **Poor aesthetics and unsightly or messy gardens** - The garden will at all times be kept to a high standard with unsightly materials stored away or screened. In choosing plants for the border of the garden consideration will be given to the aesthetics of plants and their arrangement. Public art projects will be incorporated to increase the garden's attractiveness and foster community ownership.

Code of conduct/gardeners agreement

Members are currently bound to abide by the Rules of Association in accordance with the membership agreement (Refer Appendix D).

If required, a more comprehensive membership agreement will be drafted as the garden develops.

Decision making process

The decision making process will be undertaken in accordance with the KCG Inc. Rules of Association.

The Committee will keep open communications with the membership and other community members to ensure that decisions are made in conjunction with and with full awareness of members.

Committee members will lead small teams to steer particular projects or take responsibility for matters such as communications, fundraising or infrastructure. In this way a broader cross section of the membership base will have the ability to have direct input into the decision making process and future development and functions of the garden (Refer Diagram 1.).

Resolving disagreement

This will be undertaken in accordance with the KCG Inc. Rules of Association.

Dealing with difficult members will require understanding of conflict resolution and good communications. Clear membership guidelines and rules of conduct will assist to ensure that all visitors and members are aware of their responsibilities to act in a respectful manner.

Where difficulties persist, assistance of third party mediation may be sought.

Communication

The KCG will establish a Marketing and Communications Strategy tailored to the needs and resources of the garden. This will ensure that the group has an effective communication strategy to communicate both internally and externally with its target markets and the wider community.

The strategy will build upon the already established meeting regime, email, Facebook and newsletter communications and will include additional direction on practices such as providing regular media statements, reporting to Council, social media practices, functionality and content of a website and the appropriate use of more traditional print and media forms including brochures, community announcements and newspapers.

5. Policies

Access and acceptance

In accordance with the KCG Inc. Rules of Association the garden will be inclusive of people of all ages, cultural backgrounds, socio-economic backgrounds and abilities.

The garden will be open under member supervision as much as possible to the wider community who will be encouraged to visit and participate in casual and organised activities and events. Information regarding membership and activities will be widely available by various means including signage, print and electronic media.

Memberships will be structured to ensure financial accessibility for all.

Where funding allows, a section of the garden will be made suitable for universal access.

Alcohol, smoking and drugs on site

A no smoking or drug policy will be adopted for the site. Alcohol consumption will be permitted at social gatherings in accordance with liquor licensing and local laws.