

ATTACHMENT B

**ST HELEN'S COMMUNITY GARDEN
MANAGEMENT PLAN AND DESIGN**

St Helen's Community Garden, Glebe PLAN OF MANAGEMENT



The site of proposed Community Garden

Topics:

1. Vision
 - 1.1 Purpose of our community garden
 - 1.2 Objectives of our community garden
 - 1.3 Staged expansion
2. Management of site
 - 2.1 Managing waste on site - organic and non-organic waste
 - 2.2 Organic gardening practices
 - 2.3 Water management
 - 2.4 Use of sustainable materials on site
 - 2.5 Garden tools and storage
 - 2.6 Site safety
 - 2.7 Management of Garden as a shared area
 - 2.8 Dealing with common objections to new community gardens
3. Management structure
 - 3.1 Roles in the community garden
 - 3.2 Code of conduct/gardeners agreement
 - 3.3 Decision making process
 - 3.4 Resolving disagreement
 - 3.5 Communication
4. Policies
 - 4.1 Access and acceptance
 - 4.2 Alcohol and smoking on site
5. Funding
 - 5.1 Membership fees
 - 5.2 Fundraising activities
6. Training
 - 6.1 Start-up phase – planning and construction
 - 6.2 Recruiting and induction of new gardeners
7. Partnerships and community engagement
8. Garden design
 - 8.1 Site analysis – overall design and staging
 - 8.2 Design principles and objectives
 - 8.3 Materials and character
 - 8.4 Design preferred option
 - 8.5 3D Dimension of garden

Plan of management for ST HELEN'S COMMUNITY GARDEN, GLEBE

1. Vision

1.1 Purpose of our community garden

Our vision for St Helen's Community Garden is a shared garden where participants work together, and share both the gardening and the harvest. Together we grow vegetables and herbs, using organic gardening methods. We aim to minimise our impact on the environment by using tank water, reusing and recycling organic material (composting and worm farming), and using mulch and recycled materials and alternatives to chemicals and synthetic fertilisers.

It is central to our vision for the Garden that this is a welcoming place, open to any community members who share our ideals. We learn together how to grow food, and see ourselves as part of an expanding network of community gardeners contributing to the local production of food and promoting interaction between local residents.

1.2 Objectives of our community garden

To achieve our vision, we will gradually implement the following objectives:

- ⤴ Build raised garden beds, using recycled materials by preference, to grow and share food.
- ⤴ Ensure the garden is accessible for wheelchair use and differently abled participants.
- ⤴ Raise plants from seed, using heirloom varieties where possible.
- ⤴ Improve the soil by composting material collected from local sources, including cafes and households. Use worm farming to enrich the soil.
- ⤴ Demonstrate the aesthetic possibilities of vegetable planting by creating a small Potager Garden to complement the adjacent heritage buildings.
- ⤴ Demonstrate sustainable practice by including solar panels, storage batteries, existing rainwater tank and 12V pump.
- ⤴ Create positive opportunities for community participation and interaction, including school groups.

1.3 Staged expansion

It is anticipated that as interest in the community garden increases a number of other garden areas around the St Helen's site will be added for food cultivation. These are identified on the map which forms part of this management plan.

2. Management of site

2.1 Managing waste on site - organic and non-organic waste

We will reuse all organic waste through composting and worm farming. We will monitor the health of the compost bin and seek advice if problems arise.

We will remove all non-organic waste from the site and re-cycle where possible.

2.2 Organic gardening practices

We are committed to using organic gardening practices.

We will build healthy soil to reduce pest and disease by regular enrichment of the soil with compost and worm products and use organic practices such as crop rotation, companion planting, mulching, watering and Integrated Pest Management.

2.3 Water management

To prevent runoff and fertilisers flowing onto neighbouring properties, we will ensure that any drip irrigation system is turned off during/after rain; we will test soil moisture before watering and ensure watering is monitored. Garden watering will be managed through a roster.

We will use the existing rainwater tank (5,200 litres) nearby for watering.

2.4 Use of sustainable materials on site

Garden beds will be built from recycled materials by preference. Timing of construction will aim to ensure that construction material is stored for the shortest possible time, without disrupting other users in the area.

2.5 Garden tools and storage

Garden tools will be stored in an adjacent lockable garden shed, accessed via a code provided to all financial members. Tools will be maintained, repaired and clean before and after use.

We will stage the building process to ensure that building material is delivered on a just-in-time basis, minimising any need to store building material on-site

2.6 Site safety

We will ensure that all members undertake safety training, in collaboration with the City of Sydney's Community Gardens Coordinator. We will make printed information available to all members (Australian City Farms and Community Garden Network fact sheet, *Safety in the Community Garden*) and on view in the tool shed. All materials will be stored in the locked tool shed.

We will ensure that all installed materials are safe and free of sharp edges, and there are no trip hazards for the gardeners and the community.

The St Helen's Community Garden Group will maintain a log book, with provision for recording of safety issues and accidents.

The group will purchase a medical first aid Kit B to be stored in the shed for volunteer usage.

2.7 Management of Garden as a shared area

As the St Helen's Community Garden is entirely a shared area, management of tasks will be a major focus of the Group.

A Planting Plan will be overseen by a small group (three members). It will take into account factors such as seasonal requirements, solar access, crop rotation, companion planting etc. The Plan will be finalised by a full meeting of the Group.

Particular tasks which are essential to the management of the Garden will be identified, and individuals will take responsibility for their management. Such tasks may include: ordering of seed, compost and worm farming, maintaining paths, procurement, education and communication.

We plan to have monthly Working Bees for larger tasks on the first Sunday of the month. Routine tasks will be undertaken each Sunday, or whenever members are available. Harvesting will be discussed at the weekly meeting.

2.8 Dealing with common objections to new community gardens

Leaflets explaining the proposed garden were distributed over a radius of approximately 300 meters around the site, with at least 1000 leaflets distributed. The initial meeting of interested community members enabled any potential objections to be raised. At the meeting, and subsequently, no objections were received. There are no residential buildings in the area immediately around the site.

Odours and vermin - Education on proper management of compost and worm farm will be an essential requirement.

Noise - The Garden will be used only in the day, and the site is not adjacent to any residential buildings.

Attraction of vandals and undesirables - The site is in a heavily trafficked area between existing community facilities ensuring day-time oversight.

Loss of parking space for local people - There is a parking area nearby, and Garden members are from the immediate area, within easy walking distance.

Poor aesthetics and unsightly or messy gardens – An important objective of the garden design and planting is to achieve an attractive visual effect.

Alienation of public open space - The area is currently not used, and there is ample open space adjacent for passive leisure activities. Furthermore, garden membership will be open to any local residents.

3. Management structure

3.1 Roles in the community garden

Coordinator/s – Responsible for the coordination of the agreed development of the Community Garden and its effective operation. This will normally be handled as a role shared between two people. The coordinator/s will be the contact point for Council and other outside organisations.

Secretary - Organises meetings; keeps records; manages correspondence.

Treasurer - Manages community garden funds: banking and payments; management of grant funds. Needs ability to produce a balance sheet of incoming/outgoing funds. As required, produces financial reports for funding bodies.

Other roles that may be undertaken as agreed by the group (some roles may be combined):

Planting Plan advisors – a group of three

New members coordinator

Media liaison and Communication

Compost/worm farm advisor

Education coordinator

Seed purchasing

General procurement

3.2 Code of conduct/gardeners agreement

All members will be required to accept and follow the policies and procedures outlined in this Plan of Management, and contribute to the collaborative upkeep of the Garden. The gardeners will treat each other and members of the public with respect (free from discrimination, harassment and bullying).

New members are to be 18 years or over, and otherwise to be supervised by parent or

guardian.

Members will actively welcome visitors to the Garden, and answer any questions.

3.3 Decision making process

Most decisions will be dealt with at the monthly Working Bee.

An Annual General Meeting will be held during July/August, at which nominations for management positions will be received, and voted on as necessary. All financial members will have a vote and decisions will be made by simple majority. A quorum will consist of five members.

A special meeting may be called by the Coordinator/s at the request of at least three members.

3.4 Resolving disagreement

Disagreements will be dealt with promptly at regular monthly Working Bees, with the aim of preventing conflict from arising. In the case of continuing disagreement, we will seek advice from an appropriate independent person, such as Council's Community Gardens and Volunteer Coordinator.

3.5 Communication

Internal — Communication between members will be by: e-mail; a log book kept in the toolshed, and face-to-face at weekly and monthly Garden activities. It is envisaged that a blog will be established as an ongoing record of activities.

External — A blog of our activities will be the main way of communicating with the public. An individual member will be assigned responsibility for media contact and general communication.

4. Policies

4.1 Access and acceptance

The garden, which is on community land, will be unfenced and open at all hours. Appropriate paths around the perimeter and through the centre of the garden will enable disabled access.

Children in the garden should be supervised by parent or guardian. Pets should be on a leash and kept out of garden beds.

4.2 Alcohol, and smoking on site

The Garden will be a 'No Smoking' zone. Alcohol will be permitted only at special social events organised by the Garden Group.

5. Funding

5.1 Membership fees

There will be an annual individual membership fee of \$25. Fees will be waived in cases of financial hardship.

5.2 Fund-raising activities

A City of Sydney Matching Grant has been received to cover establishment costs.

Membership fees will be received annually, at the beginning of the financial year.

Fundraising activities will be undertaken as necessary, including seeking sponsorships.

6. Training

6.1 Start-up phase – planning and construction

Members will take part in the planning and construction of the Garden with advice and supervision from appropriately experienced volunteer members.

6.2 Recruiting and induction of new gardeners

New members will be partnered with a mentor from within the existing group.

Members will be encouraged to attend the free workshops offered by the City of Sydney through its workshop program and in the Green Villages program, as well as relevant workshops offered by the Green Living Centre, Newtown.

Fact sheets from the Australian City Farms and Community Gardens Network, and similar organic gardening organisations, will be available for members in hard copy and online.

Experienced gardeners within the group will provide mentoring and specific training as required.

7. Partnerships and community engagement

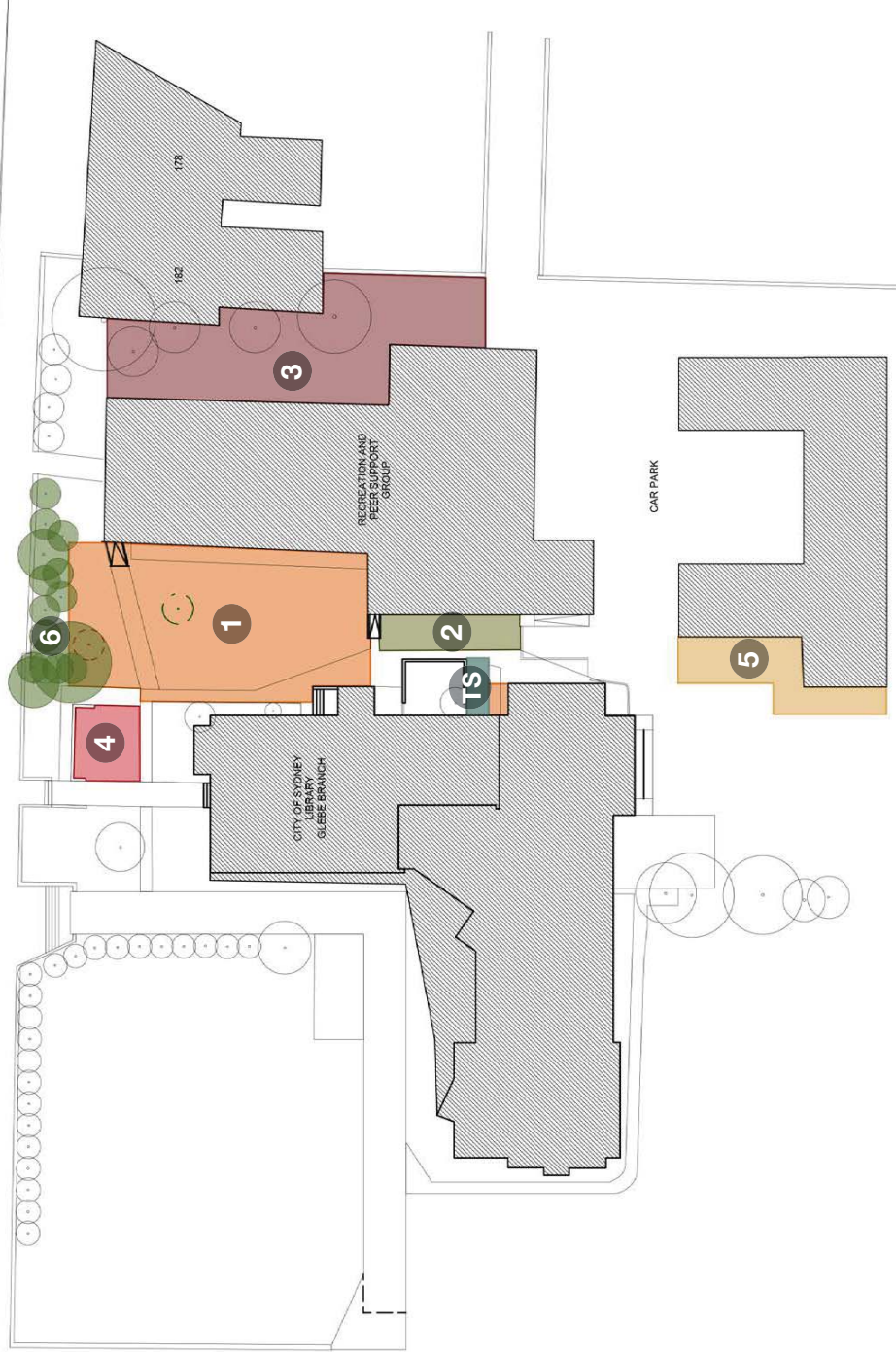
St Helen's Community Garden will be under the auspices of the Glebe Society Inc if activities are undertaken that require association with an incorporated organisation.

Collaboration with St Helen's Community Centre will be fostered, including opportunities for the Community Centre members to be involved in the Garden.

The adjacent Glebe Library will be accessed for relevant reference material.

Site Analysis - Staging

GLEBE POINT ROAD



STAGING ANALYSIS KEY

1. Stage 1 - The Main Garden
2. Stage 2 - The Kitchen Garden
3. Stage 3 - The Secret Garden
4. Stage 4 - The Potager Garden
5. Stage 5 - The Tank Garden
- TS. Possible toothed location



Design principles and objectives

1. To create spaces that promote strong community engagement and participation



Strong community involvement



Edible produce



Fruiting trees



A space for education and gathering



Potential workshops and space to apply new skills



Raised garden beds

2. To optimise the sites potential to grow vegetables, herbs and fruit.

3. To create an accessible and appropriate garden design that can be utilised by all community members



Space for young children and families



Wheelchair accessibility



Community groups and workshops

4. Implement sustainability principles within the constraints of the site



Permaculture principles and methods



Sustainable water and energy principles



New habitats and enhanced biodiversity



Extensive use of recycled rain water

Materials and Character

Materials precedent - Ground materials



Recycled brick paths



Decomposed sandstone paths

Materials precedent - Raised Planter Options



Rock pipe section



Timber and corrugated iron



Recycled brick



Raised garden beds at varying heights



Architectural relics



Freestanding picnic setting

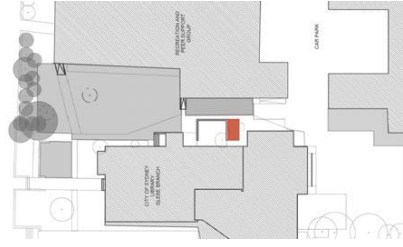


Integrated bench seating

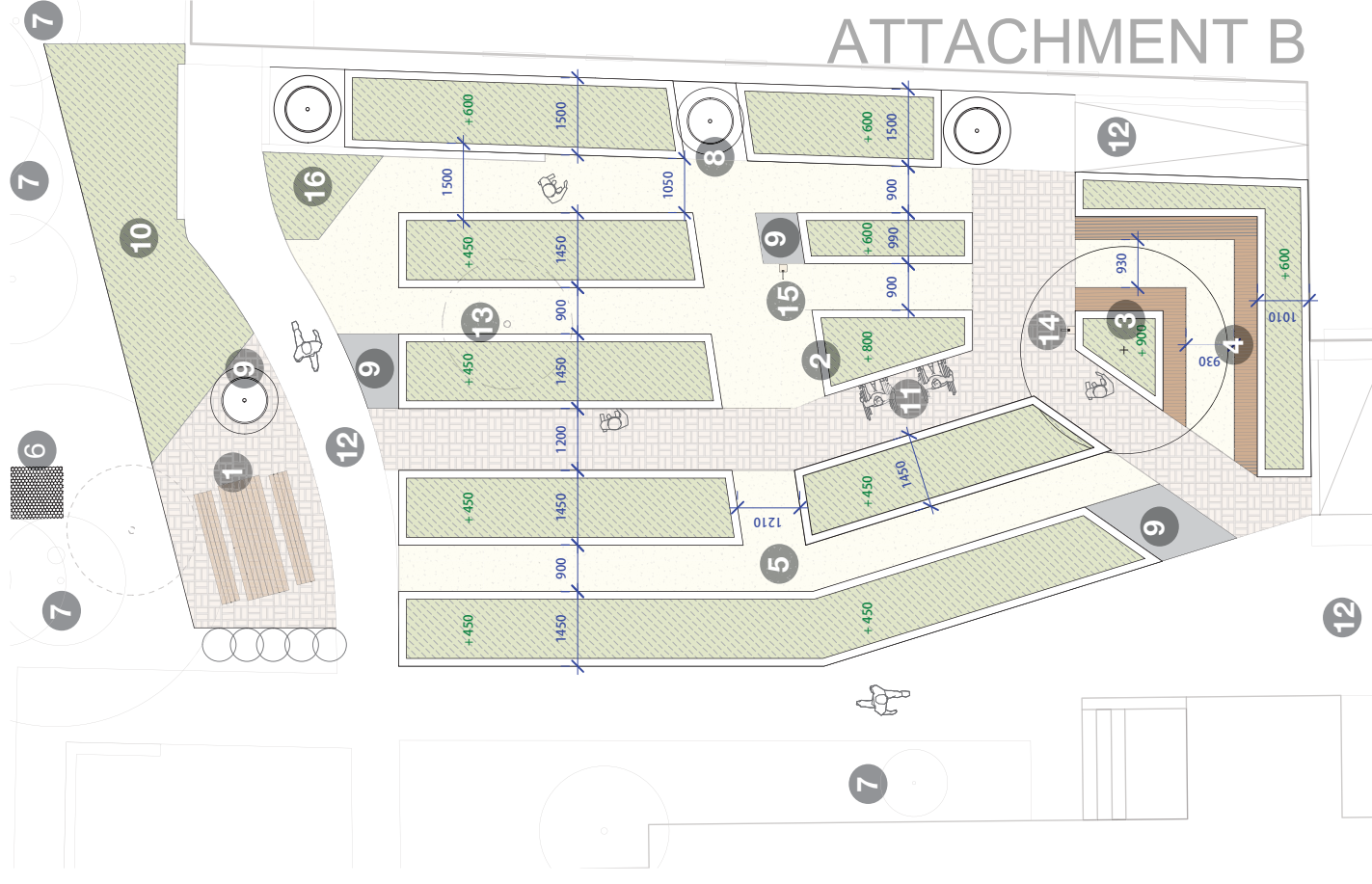
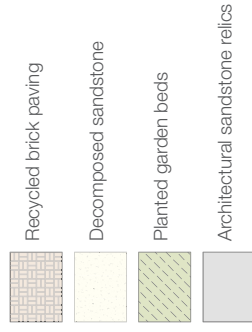
Design Preferred Option

KEY

1. Gathering space with wheelchair accessible picnic table
2. Wheelchair accessible vegetable garden
3. Feature deciduous fruit tree shades entrance to existing building in summer and allows light in through winter
4. Bench attached to planter creates gathering point
5. Wheelchair accessible decomposed sandstone paths surround raised garden beds of varying heights
6. Location for native bee hive amongst existing hedges
7. Existing vegetation to be retained
8. Rocla pipe sections for small fruiting trees
9. Locations of salvaged sandstone pieces
10. Location of swale garden to capture runoff
11. Recycled brick circulation paths
12. Existing ramp and concrete paths
13. Existing tree to be relocated
14. Relocated mains water tap
15. Rainwater tap
16. Ground level planter bed, suitable for bee attracting plants
17. Key Plan



Tool Shed Location



Design Option 2

View from Glebe Point Road

