

Lakemba Community Garden Guidelines

Vision Statement

Lakemba Community Garden seeks to create a safe place to grow food using sustainable practices, and to promote social harmony and inclusion through building community capacity.

Objectives

- To encourage the spirit of co operation, consultation, community pride and achievement
- To build the capacity of the community through the development of skills and knowledge.
- To provide opportunities for formal and informal learning about recycling resources (including garden organic recycling), reduction of waste and water, composting and other techniques associated with sustainable living.
- To promote community connection and understanding through meeting and socialising with like minded people.
- To co operate with nature to establish and maintain an ecologically balanced and sustainable method of growing fruit, vegetables, flowers and trees.
- To support the growth of similar gardens within Canterbury and other areas through the provision of information and resources where possible.

Eligibility

Plot Holders of the Lakemba Community Garden are limited to residents of the Canterbury Local Government Area with preference given to those who live within a 750 square metre radius of the Garden and who do not have their own private garden. Those with private gardens are encouraged to apply as a Friend of the Garden, as preference to Plot Holders is given to those with little opportunity to garden at home.

Two plots, which have modified design, will be reserved for people with a physical disability and two plots will be reserved for local organisations who wish to participate.

Disability Access Plots are reserved for persons who must use a wheelchair for mobility OR who are in receipt of a Centrelink Disability Support Pension and who supply a letter from their Doctor confirming that access to the garden would not be physically possible unless they had access to a raised garden bed.

Waiting List

The Applicant must be a resident of the Canterbury Local Government Area.

The Applicant must also serve an apprenticeship period of at least 4 months during which the Applicant must demonstrate their dedication to the principles of working within the Lakemba Community Garden.

Factors taken into account include, but are not limited to;

- Attending 3 workshops (Composting and Worm farming, Natural Pest Management, and Water Conservation (mulching))
- Helping in any community work when requested by the Committee
- Demonstrate an understanding of the principles of eco-gardening, conservation of water and environmentally sound gardening practices
- Attend 50% of periodic social gatherings, working bees, propagation workshops.
- Demonstrate an ability to get along with other gardeners and Friends of the Garden
- Actively promote the profile of the garden to the public
- Demonstrate an understanding and willingness to abide by the rules of the Garden and the Code of Behaviour of CCCC

At the end of the apprenticeship period the Committee will assess the Applicant's suitability for admission to the waiting list.

While on the waiting list the member may continue to participate in gardening of communal garden areas to plant flowers and herbs, and assist with composting tasks if necessary.

If the applicant opts to have the opportunity to participate in gardening within the communal garden areas, the member will be charged \$10 per year, which will be off set against the cost of the garden plot when one is later allocated within that financial year. This off set is not cumulative across years.

If there is more than one applicant on the waiting list, the next available plot will be allocated by the Garden Committee to the member who best meets the eligibility requirements for priority and who has been on the waiting list the longest.

Fees

A person/organisation must be a financial member of the Lakemba Community Garden to hold a plot.

An annual membership fee of \$6.00 will apply to all Friends of the Garden. This membership fee will include the application for membership of Canterbury City Community Centre Inc.

Friends of the Garden – This means that people who do not wish to garden but would like to be involved can participate in social activities, attend working bees, attend workshops and also apply to become a member of CCCC. Also, if Friends of the Garden have skills that they would like to contribute to the garden i.e. assist in composting, propagating etc

All plot holders are required to pay a fee every six months (in January and July). This fee will be;

\$25.00 for a large plot (approx size 4 m x 2 m x 0.4m) and

\$15.00 for a small plot. (approx size 2.5 m x 1.2 m x 0.4 m)

Members must supply 100 points of proof of ID and residential address when their membership and plot fee is paid.

Members can apply to the CEO of CCCC to have the fee waived if payment would cause financial hardship.

Summary of Fees and Charges

Category	Fee	Due Date
Friends of the Garden	\$6.00 per annum	July each year
Plot Holders – Waiting List	\$10.00 per annum*	July each year
Plot Holders – Large Plot	\$25.00 per six months	January & July each year
Plot Holders – Small Plot	\$15.00 per six months	January & July each year

*Fee will be deducted from Plot Holders fee in first Financial Year when Plot allocated

Membership & Structure

The Lakemba Community Garden is an activity of Canterbury City Community Centre (CCCC) Inc. The Board of Directors of CCCC are legally responsible for the activities of the Lakemba Community Garden.

The operation of the Garden will be vested in a Community Garden Committee which comprises no fewer than three and no more than eight plot holders and friends of Lakemba Community Garden. This Committee will choose one of its numbers to nominate to the CCCC Board of Directors and who will present regular reports to the

CCCC Board. Any change of the rules or fee structure must be ratified by the CCCC Board.

The members of the Lakemba Community Garden will be encouraged to become financial members of CCCC by having their application fee included in their membership fee of the Garden.

The Community Garden Committee will be elected in August each year and will meet monthly. If the garden is unable to form a Committee or if the Committee fails to meet more than three times each year then the garden will be wound up and handed back to Canterbury City Council.

Positions on the Lakemba Community Garden Committee include Chairperson, Secretary, Membership Officer and other ordinary members.

Delegation Table

Item	Process
Applications for Garden Plots and management of Waiting List	Lakemba Community Garden Committee (LCGC)
Applications for CCCC Financial Membership	CCCC Board of Directors
Changes to Rules	CCCC Board of Directors (on recommendation from LCGC)
Changes to Fees	CCCC Board of Directors (on recommendation from LCGC)
Expenditure up to \$100 eg tools, social activities, communal plants	LCGC
Expenditure over \$100	CCCC Board of Directors (on advice from LCGC)

Complaints and Appeals

Complaints concerning the operation of the garden should be directed in the first instance to the Lakemba Community Garden Committee Executive.

If a satisfactory solution cannot be reached then the matter can be raised with the CEO of Canterbury City Community Centre. If the CEO is unable to provide a solution then the complaint may be lodged in writing to the Centre's Board of Directors by writing to

The Secretary
Canterbury City Community Centre
PO Box 66
Lakemba NSW 2195

The Board will consider the matter at their next monthly meeting and respond in writing within 14 days of a decision being reached.

The complainant may contact the NSW Ombudsman on 9286 1000 should the matter not be resolved satisfactorily.

Rules

1. Only one plot is available per household.
2. Plot holders must maintain eligibility status. For example if they move out of the Canterbury LGA they will not be able to retain a Plot.
3. Plot Holders must be financial members of the Lakemba Community Garden.
4. Produce grown in the garden is for private consumption only and cannot be sold.
5. Plots can not be sub let.
6. Any change of address, phone number or email address must be notified immediately.
7. Fees and other payments must be paid promptly. Fees are non – refundable. If a member becomes unfinancial then his/her plot will be forfeited.
8. Members are required to keep their plot and surrounds weed free and to regularly grow vegetables, herbs, flowers or other plants.
9. Members are required to attend 50% of working bees scheduled for general maintenance of the communal areas. If participation is less than 50% then an invitation to renew his/her plot and membership may not be issued.
10. No dogs are allowed in the garden
11. Gardeners can work in the garden from 7am to 9pm during Daylight Savings (ADST) and 8am to 7pm when Daylight Savings ends (AEST).
12. The garden plot must be utilised for the purposes of growing vegetables, herbs and flowers only. There is a 2m height restriction and plot holders are encouraged to plant on a north-south axis so as to avoid overshadowing of adjoining plots. All frames must be sited where they do not shade neighbouring plots.
13. Plot holders should not construct fences of any permanent materials around their plots.

14. Prohibited plants as decreed by law should not be grown.
15. Part of the garden is set aside for educational purposes.
16. Plot holders will ensure that sharp tools are put away, the common shed is locked when leaving the garden. Knives should not be left unattended at any time.
17. Plot holders must notify the Committee if locks, taps, tools etc require maintenance at any time.
18. Paths must be kept clear.
19. Burning of waste is not permitted.
20. If plot holders are unable to maintain their plot due to illness or absence on holidays they must inform the Committee. Any arrangement for a friend or relative to care for the plot must have the consent of the Committee and must be for periods of no more than nine weeks.
21. Weedicides/Herbicides/Pesticides are banned. Companion planting is encouraged as an alternative and natural pest management approaches as described in the workshop.
22. Hoses must not be used for watering gardens.
23. All gardeners are responsible in ensuring water, whether from the piped tap or from the rainwater tank, is used wisely and ensure there is no wastage from overfilling of containers, leaving the tap running while not in attendance at the tap or from leaving the tap dripping.
24. Any Plot Holder not complying with the rules stated above will be requested to take action to amend the problem. Failure to fix the problem within 14 days may lead to the Committee issuing a letter advising that the plot has been forfeited. Plot holders who receive three warnings per annum will have their plot automatically forfeited.