



SALEYARDS ADVISORY COMMITTEE MEETING

MINUTES

SECTION 5.9(2)(a) LGA 1995

Committee Brief

The duties of the committee shall be to:

- *Make recommendation to the Council regarding the strategic direction of the Saleyards;*
- *Make Recommendation to the Council regarding the Environmental Action Plan for the Saleyards;*
- *Bring to the attention of the Chief Executive Officer, industry matters regarding the cattle industry that may not be readily available to persons external to that industry; and*
- *Make recommendation to the Council regarding development works on the site.*

A Special Meeting of the Saleyards
Advisory Committee was held in the
Committee Room, Lowood Road, Mount Barker WA 6324,
1.00pm Tuesday 8 October 2013

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Cr B Bell, Cr L Handasyde, Cr C Pavlovich, Cr M Skinner 238/11

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Membership

Cr M Skinner – Presiding Member

Cr B Bell

Cr L Handasyde

Cr C Pavlovich

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.00pm The Presiding Member declared the meeting open.

1 RECORD OF ATTENDANCE / APOLOGIES

Members Present

Cr Michael Skinner (Presiding Member)

Cr Brett Bell

Cr Len Handasyde

Cr Chris Pavlovich

Staff

Mr Rob Stewart, Chief Executive Officer

Mr John Fathers, Deputy Chief Executive Officer

Mr Stewart Smith, Saleyards Manager

Mrs Erika Henderson, Assistant Saleyards Manager

2 CONFIRMATION OF MINUTES

Moved Cr L Handasyde, seconded Cr B Bell:

That the Minutes of the Meeting of the Saleyards Advisory Committee held on 17 September 2013 as circulated, be taken as read and adopted as a correct record.

CARRIED

The Committee sought a follow up on the quality of vision being provided by the new video cameras, which were supposed to be able to identify vehicle number plates. Discussion ensued in regard to the possibility of future membership on the ALMA Board. The Chief Executive Officer indicated he would liaise with Dean Taylor, the newly appointed Western Australian representative on the Board about advocacy and benefits of representation.

3 DECLARATION OF MEMBERS' INTERESTS

A Financial Interest was disclosed by Cr M Skinner

Nature and Extent of Interest: Farming - 400 head of cattle

Authority to participate pursuant to Section 5.69 (3) (a) and (b) of the Local Government Act 1995

Approval has been received from the Department of Local Government via letter dated 3 January 2013, giving permission for Cr M Skinner and Cr J Moir to participate in matters relating to the Great Southern Regional Cattle Saleyards until 31 December 2013.

Mr J Fathers read aloud the letter, a copy of which is attached to these minutes.

4 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

4.1 TENDER C01-1314 – LEASE OF MOUNT BARKER REGIONAL SALEYARDS CANTEEN

File No: N28311
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: John Fathers
Deputy Chief Executive Officer
Proposed Meeting Date: 8 October 2013

PURPOSE

The purpose of this report is to consider tenders received for the lease of the canteen at the Mount Barker Regional Saleyards.

BACKGROUND

The lease of the canteen at the Mount Barker Regional Saleyards concludes on 7 November 2013. Tenders for a new lease were called and which closed on 3 October 2013. At the close of tenders, one tender had been received, being from Mrs Evonne Mitchell.

STATUTORY ENVIRONMENT

Section 3.58 of the Local Government Act 1995 and Local Government (Functions and General) Regulations 1996.

FINANCIAL IMPLICATIONS

The recommendation, if adopted, will realise slightly increased income for the lease of the canteen at the saleyards. The tender submitted by Mrs Mitchell is at a rate of \$82.50 per sale day (including GST) and subject to annual CPI increases. The current lease amount is \$71.40 (including GST).

POLICY IMPLICATIONS

There are no policy implications associated with this report.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013–2023 provides at Outcome 3.5 (Appropriate infrastructure that supports sustainable economic development) the following Strategy:

‘Strategy 3.5.5 – Manage and maintain the Saleyards to ensure that the facility is successful and self-sustaining.’

The management of the saleyards canteen to a high standard is very important in the overall marketing and presentation of the saleyards. The provision of quality foodstuffs in a clean and friendly environment is a critical factor to retaining and encouraging repeat business.

OFFICER COMMENT

The tenderer has no experience in cooking in a commercial environment, although has worked in the Albany Hospital kitchen for the past seven years, doing food preparation for patients' meals. Mrs Mitchell has attended sale days and indicates that she has a complete understanding of the meals required for the canteen.

Mrs Mitchell advises that she has the necessary experience and knowledge of food hygiene requirements. She currently works as a patient service assistant and believes that the experience gained in this role has provided good experience in customer service and organisational skills. Mrs Mitchell's vision for the canteen is a 'country style' menu, catering for breakfast, lunches and any extras that might be needed.

While Mrs Mitchell does not have the experience the Shire may have hoped for in terms of business acumen, she seems to be aware of the general requirements. It is recommended that she be provided with an opportunity to take on the lease.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION / COMMITTEE DECISION

Moved Cr B Bell, seconded Cr L Handasyde:

That it be a recommendation to the Council:

That:

- 1. The tender submitted by Mrs Evonne Mitchell for the lease of the canteen at the Mount Barker Regional Saleyards, at a rate of \$82.50 per sale day (including GST) and subject to annual consumer price index increases, be accepted.**
- 2. Authority be granted for the Shire President and the Chief Executive Officer to affix the Common Seal of the Council to the lease of the Canteen at the Mount Barker Regional Saleyards on Portion of Lot 3 Albany Highway, Mount Barker to Mrs Evonne Mitchell.**

CARRIED

5 GENERAL BUSINESS**5.1 MOTION OF THANKS – CR MICHAEL SKINNER**

Moved Cr B Bell, seconded Cr L Handasyde:

That Cr Michael Skinner be acknowledged and thanked for his valuable contribution to the saleyards since their inception and his membership of the committee overseeing the saleyards over a period of 16 years, including its chairman since 2008.

CARRIED

5.2 PROPOSALS FOR FURTHER CONSIDERATION

- Greater use of chlorinated water.
- Saleyards Strategic / Business Plan.
- Agents Agreements.

6 NEXT MEETING

TBA

7 MEETING CLOSURE

1.30 pm The Presiding Member declared the meeting closed.

CONFIRMED: PRESIDING MEMBER_____ **DATE:** ___ / ___ / ___