



SALEYARDS ADVISORY COMMITTEE MEETING

MINUTES

SECTION 5.9(2)(a) LGA 1995

Committee Brief

- *Make recommendations to the Council regarding the strategic direction of the Saleyards;*
- *Make recommendations 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 recommendations to the Council regarding development works on the site.*

A Meeting of the Saleyards Advisory Committee
was held at the Mount Barker Regional Saleyards
Albany Highway, Mount Barker WA 6324
11.30am Tuesday 14 June 2016

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Cr J Moir, Cr B Bell, Cr J Oldfield, Mr M Skinner – Industry Representative – 226/15

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Membership

Cr J Moir

Cr B Bell

Cr J Oldfield

Mr M Skinner

Cr L Handasyde (Deputy for any member)

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

11.30am The Chief Executive Officer declared the meeting open.

2 ELECTION OF PRESIDING MEMBER

The Chief Executive Officer called for nominations for the position of Presiding Member.

Cr B Bell was nominated for the position of Presiding Member and he indicated his willingness to accept the position. There being no further nominations, the Chief Executive Officer declared Cr Bell elected unopposed to the position of Presiding Member.

3 RECORD OF ATTENDANCE / APOLOGIES

Members Present

Cr B Bell (Acting Presiding Member)
Cr L Handasyde (Deputy)
Cr J Oldfield
Mr M Skinner

Apologies

Cr J Moir

Staff

Mr R Stewart, Chief Executive Officer
Mr J Fathers, Deputy Chief Executive Officer
Mr S Smith, Saleyards Manager
Mrs E Henderson, Assistant Saleyards Manager

4 CONFIRMATION OF MINUTES

Moved Cr J Oldfield, seconded Mr M Skinner:

That the Minutes of the Meeting of the Saleyards Advisory Committee held on 10 May 2016 as circulated, be taken as read and adopted as a correct record.

CARRIED

5 DISCLOSURE OF INTEREST

A Financial Interest was disclosed by Mr M Skinner
Nature and Extent of Interest: Cattle Farmer - 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 and Communities via a letter dated 27 January 2016, giving permission for Mr M Skinner to participate in matters relating to the Mount Barker Regional Saleyards until 31 December 2016.

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

6 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

6.1 MANAGER'S REPORT – 4 MAY TO 7 JUNE 2016

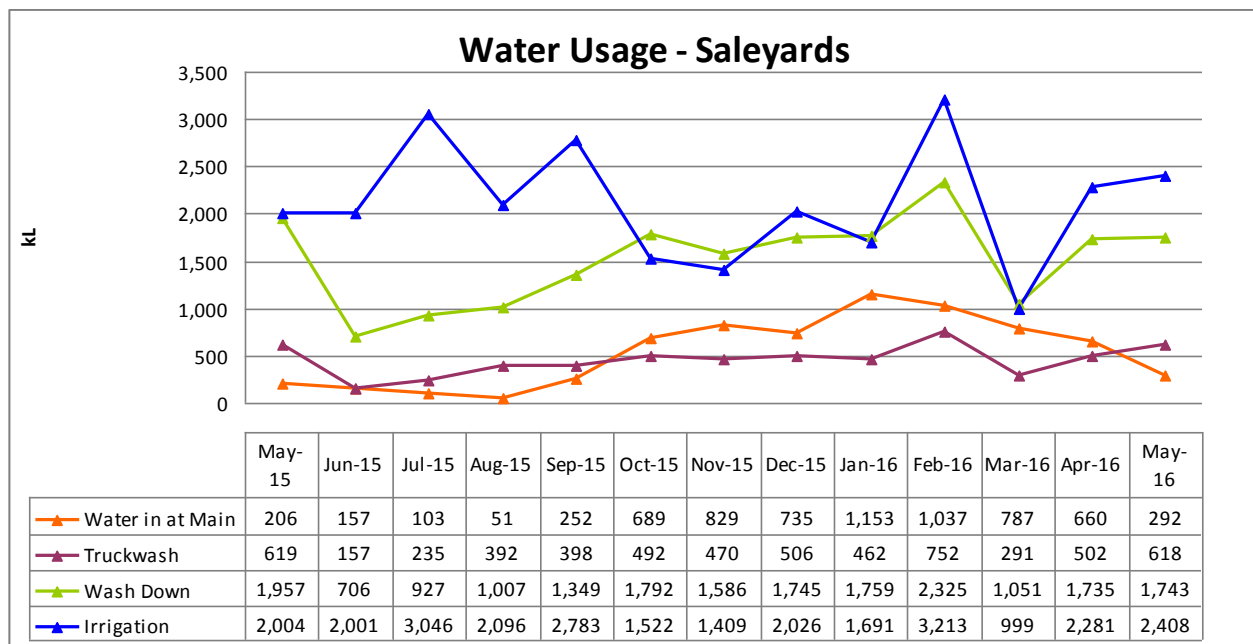
SALE DATA

- Total sale numbers 3,824 head.
- There have been no cattle eligible for MSA sales in this time.
- 44 cattle have received replacement NLIS tags over this time.
- Two animals have been put down or removed.
- Seven bales of hay have been fed out over this time.
- There have been 164 cattle processed for Private/Shipper Weigh.

GENERAL BUSINESS

- On 2 May there was a photo shoot with councillors and representatives from Kusters' Steel Constructions and Opus engineering for the new roof.
- On 3 May representatives from the Department of Environment Regulation attended the Saleyards to do a licence inspection. All went well.
- On 4 May a cow was shot which had arrived on a small truck from Esperance. The owner of the animal was also the truck driver and he wanted to take the animal back to Esperance. After having a lengthy conversation with the man regarding animal welfare, it was destroyed.
- On 5 May, the curfew time for Wednesday changed from 6pm to 5pm.
- On 12 May (sale day), there was a cow trying to calf while the sale was in progress. The animal was removed from the sale pen and put on dirt. When the sale had complete, it still hadn't calved so the Mount Barker Veterinarian was called and a live calf was delivered. The animal was returned home the next day.
- On 19 May Thursday the one million animal presentations took place. The award went to Gary and Naomi Howie of Manypeaks. Unfortunately they weren't in attendance for ceremony but for those who attended it was a worthwhile exercise.
- On 24 May Stewart attended a Fire Warden and Fire Extinguisher training course at the Rec.Centre.
- On 27 May Friday the Gate 2 Plate dinner was held at Southern End Restaurant in Denmark. About 160 people attended and was well received by all. The winner was BA & RN Ravenhill of Youngs Siding, who took out the top award and five other minor placings. Thanks go to Cr Jon Oldfield who attended on behalf of the Shire and gave out its award for the Individual Steer with the highest points, which was also won by Ravenhills.
- On 31 May there was good weather so all ponds and the compound were sprayed.
- On 7 June Mount Barker Electrics were called in to replace a broken floodlight at the truck wash with an LED lamp.

- A number of fluorescent globes have been replaced within the Saleyards complex.
- The latest water usage graph is shown below.



OFFICER'S RECOMMENDATION / COMMITTEE DECISION

Moved Cr L Handasyde, seconded Mr M Skinner:

That the report of the Saleyards Manager, relating to current activities at the Mount Barker Regional Saleyards, be received.

CARRIED

6.2 SALEYARDS FINANCIAL REPORT – 31 MAY 2016

File No: CA/126/1
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: John Fathers
Deputy Chief Executive Officer
Proposed Meeting Date: 21 June 2016

PURPOSE

The purpose of this report is to review the preliminary financial position of the Mount Barker Regional Saleyards for the period ending 31 May 2016.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

FINANCIAL IMPLICATIONS

This report identifies the current operating position of the Saleyards.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

OFFICER COMMENT

A spreadsheet showing the 31 May 2016 position of operating and capital budget items is attached for information. Overall year to date (YTD) operating expenditure is \$923,357.00, which is \$52,343.00 below YTD budget. There are no significant operating variances.

Overall YTD operating income is \$613,721.00, which is \$33,471.00 below YTD budget. Weigh and Pen Fees are now \$40,434.00 below YTD budget. Amounts spent so far on the Saleyards Roof project are as follows:

Date	Payee	Description	Amount
1/07/2015	Maxwell Designs	Roof Design	\$6,531.82
7/9/2015	Albany Wall Cutting	Drilling of test Holes	\$1,150.00
29/10/2015	Opus Consultants	Tender Documentation	\$3,750.00
26/11/2015	Opus Consultants	Tender and Project Management	\$1,515.00
23/12/2015	Opus Consultants	Tender and Project Management	\$2,175.00
18/3/2016	Opus Consultants	Tender and Project Management	\$4130.00
18/3/2016	Opus Consultants	Project Management	\$430.00
			\$19,681.82

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION / COMMITTEE DECISION

Moved Cr J Oldfield, seconded Mr M Skinner:

That the report of the Deputy Chief Executive Officer, relating to the current financial position of the Mount Barker Regional Saleyards, be received.

CARRIED

7 GENERAL BUSINESS

7.1 POLICY - ADVERTISING SIGNAGE – SALEYARDS

Recently, a local firm applied for the opportunity to place advertising signage at the Saleyards. Consideration has been given to possible locations for advertising signage.

This matter was raised at the meeting held on 10 May 2016, however since then another suggestion has been made by a Committee member in regard to location of signage. It is planned for the Committee to meet on-site at the Saleyards to discuss the options, prior to considering a policy position.

During discussion, the Committee considered that this matter be held over until the new roof has been constructed, with a view to determining advertising opportunities that may be realised on the new structure.

7.2 ADDITIONAL LIVESTOCK AGENTS

During discussion at the meeting held on 10 May 2016, the Saleyards Manager advised that there had been anecdotal advice of another agent wishing to utilise the Saleyards. Members requested that the fees and procedures for entry of another agent be formalised.

General information and a procedure has been attached.

During discussion, the Committee considered that applications from prospective new agents should be welcomed. The administration was requested to develop and make a recommendation to the Committee on an agent joining fee.

7.3 BREAK EVEN POSITION

During discussion at the meeting held on 10 May 2016, the Deputy Chief Executive Officer was requested to provide advice on what level of throughput was required to break even.

As shown on the attached spreadsheet, based on a 2% fee increase for 2016/2017 and the actual operating income and expenditure being in line with budget, the break even throughput would be 54,400 cattle. For simplicity of calculation, all capital expenditures and transfers in and out of the reserves are assumed to be nil in this scenario.

7.4 FREQUENCY OF SALEYARDS ADVISORY COMMITTEE MEETINGS

It has been suggested that there may not be a need for the Saleyards Advisory Committee to meet as often as it currently does (monthly). The Committee needs to meet early in the calendar year to set budgets and fees and the like. The adoption of the environmental report and conference attendance also normally arise in the early part of the year.

It is considered appropriate to meet frequently enough to enable Committee members to keep up with the financial position and miscellaneous issues. The preference of the Administration is that the Committee meet every two months, which should fulfil these requirements.

COMMITTEE DECISION

Moved Cr L Handasyde, seconded Cr B Bell:

That ordinary meetings of the Saleyards Advisory Committee be scheduled schedule on a bimonthly basis.

CARRIED

7.5 PROPOSALS FOR FURTHER CONSIDERATION

- Greater use of chlorinated water / Water sustainability – At its meeting held on 27 May 2014, members agreed that the requirements specified in the letter from the Health Department of WA make the operation of the waste water re-use system unviable. A budget item for 2015/2016 has been included for an additional water source. A meeting has been held with a diviner / drilling contractor to seek a potential bore site. Ruhi Ferdowsian has now provided a report in this regard, which provides some drilling options. The Saleyards Manager will arrange for the drilling tests to be carried out.
- Agents Agreements – The new agreements have now been sent out to agents. Draft procedures have been developed and form an addendum to the new Agents Agreements.
- During discussion at the meeting held on 9 December 2014, the Committee agreed that need for an independent power supply to run the sale and provide water to cattle was becoming more important. The Committee requested the Saleyards Manager to investigate options for a suitable on-site generator. The Saleyards Manager has made some initial enquiries.
- At its meeting held on 3 March 2015, the Committee noted the intention to investigate and provide advice to the Saleyards Advisory Committee in regard to options for the purchase and / or lease of a skid steer loader, with such advice including a history of the current machine, most appropriate machine and a cost benefit analysis of leasing versus other procurement / trade-in options. Some preliminary enquiries have been made and one machine tested. An ideal machine has not yet been identified.
- During discussion at the meeting held on 13 October 2015, it was suggested that the Shire should take the opportunity to educate and advise producers on common animal welfare issues. The Chief Executive Officer agreed that it would be appropriate to erect a sign at the saleyards, together with a mailout to all producers who have used the saleyards pointing out the expectations under the Code of Conduct and what will happen to cattle which arrive at the saleyards that are not fit to sell.

During discussion at the meeting held on 8 December 2015, the Saleyards Manager advised that he had discussed this matter with the Department of Agriculture and the feedback is that there is currently a strong industry wide focus on such issues.

During discussion at the meeting held on 2 February 2016, the Committee discussed a previous proposal to educate and advise producers on common animal welfare issues. It was agreed that the advice be a combination of the above and an opportunity to provide information on recent developments. Major issues to be covered are nomination of cattle, horns growing into heads, NILS / NVD requirements.

Letters to approximately 1,200 producers have now been sent. The attached advice has also been printed out and placed on tables in the Saleyards canteen.

- During discussion at the meeting held on 2 February 2016, members considered it appropriate to hold a strategic planning session, focussing on the Saleyards, to look at and review the current Strategic and Business Plans for the saleyards.
- During discussion at the meeting held on 2 February 2016, some proposals were made regarding updates to the Saleyards webpage, with the suggestion that it be reviewed from a marketing perspective. It was noted that a Youtube video would be prepared for inclusion on that page, using footage from the advertisement which had been recently developed.

Contact has been made with Lomax media for a proposal to develop a longer piece of vision, suitable for Youtube and other marketing uses. The video has now been approved a version which can be uploaded to the website has been received.

8 NEXT MEETING

To be advised.

9 MEETING CLOSURE

12.35pm The Presiding Member declared the meeting closed.

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