



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 Meeting of the Saleyards
Advisory Committee was held in the
Committee Room, Lowood Road, Mount Barker WA 6324,
8.00am Tuesday 18 August 2015

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Cr J Moir, Cr B Bell, Cr L Handasyde - 248/13
Mr M Skinner – Industry Representative – 21/14

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	1
2	RECORD OF ATTENDANCE / APOLOGIES	1
3	CONFIRMATION OF MINUTES	1
4	DISCLOSURE OF INTEREST	1
5	REPORTS OF COMMITTEE MEMBERS AND OFFICERS	2
5.1	MANAGER'S REPORT - 16 JULY TO 11 AUGUST 2015	2
5.2	SALEYARDS FINANCIAL REPORT – 31 JULY 2015	4
5.3	ROOF OVER THE NORTHERN DIRT PENS – MOUNT BARKER REGIONAL SALEYARDS - DESIGN	5
	GENERAL BUSINESS	9
6.1	MEETING WITH ANDREW LINDSAY (PRIMARIES) - RAMP AND PEN ALLOCATION	9
6.2	VICTORIAN SALEYARDS VISITS – MICHAEL SKINNER	9
6.3	ALMA AGM / CONFERENCE AND ALMA NOMINATION	9
6.4	PROPOSALS FOR FURTHER CONSIDERATION	10
7	NEXT MEETING	10
8	MEETING CLOSURE	11

Membership

Cr J Moir – Presiding Member

Cr B Bell

Cr L Handasyde

Mr M Skinner

Cr J Oldfield (Deputy for any member)

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

8.00am The Presiding Member declared the meeting open.

2 RECORD OF ATTENDANCE / APOLOGIES

Members Present

Cr Jeff Moir (Presiding Member)
Cr Brett Bell
Cr Len Handasyde
Mr Michael Skinner

Visitors

Cr Jon Oldfield
Mr John Maxwell, Designer
Mr Andrew Lindsay, General Manager, Primaries of WA

Staff

Mr Rob Stewart, Chief Executive Officer
Mr John Fathers, Deputy Chief Executive Officer

3 CONFIRMATION OF MINUTES

Moved Cr L Handasyde, seconded Mr M Skinner:

That the Minutes of the Meeting of the Saleyards Advisory Committee held on 21 July 2015 as circulated, be taken as read and adopted as a correct record.

CARRIED

4 DISCLOSURE OF INTEREST

A Financial Interest was disclosed by Cr J Moir
Nature and Extent of Interest: Cattle Farmer - 100 head of cattle; and
Elders Employee – Work part time for Elders Rural Services

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 19 December 2014, giving permission for Cr J Moir and Mr M Skinner to participate in matters relating to the Mount Barker Regional Saleyards until 31 December 2015.

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

5 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

5.1 MANAGER'S REPORT - 16 JULY TO 11 AUGUST 2015

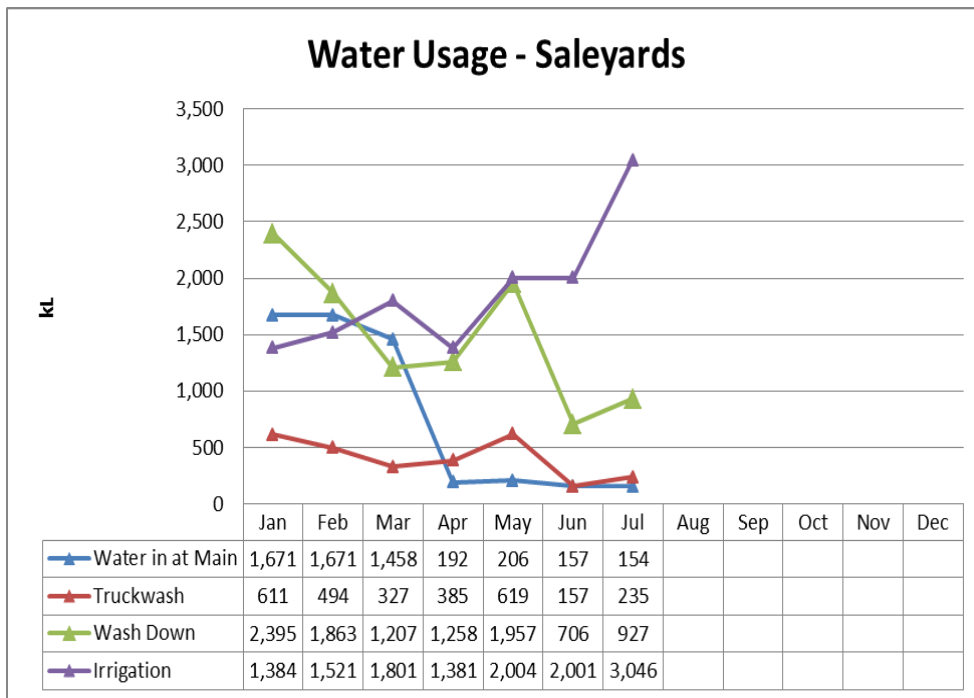
SALE DATA

- Total sale numbers 2,125.
- There have been three cattle eligible for MSA sales in this time.
- Fifteen cattle have received replacement NLIS tags over this time.
- Two animals have been put down or removed.
- Twelve bales of hay have been fed out over this time.
- There have been 126 cattle processed for Private/Shipper Weigh.

GENERAL BUSINESS

- Pond 1 was completely drained by pumping into Pond 3, until we had two inches of rain at the end of the month which filled pond 1 to 1/3.
- On 16 July 2015, an agent employee was helped over the fence by a Silton Park bull. He came down heavy on his ankle and sprained it. He was taken to the hospital in Albany for x-rays, but is now back on light duties. The agent has subsequently requested that some gates be added in the laneways for safety. A chain has been welded on the laneway to alleviate the problem.
- The skidsteer loader has been serviced and a faulty controller replaced.
- On 22 July 2015, a cow came into the yards with a hole in its head from an ingrown horn. The agents were instructed to bypass the sale system and send it direct to abattoir, which they did.
- On 23 July 2015, issues were experienced with the network between the agents' computers, weighbridges and the office main computer. LE Saleyards have since fixed their end, but are concerned that it is a networking issue with our hardware. A new larger capacity switch system has been ordered.
- On 3 August 2015, Stewart returned from holidays.
- On 4 August 2015, the upgrade for the weighbridges began. Parts have been ordered (6 week delivery). This will all be fitted by around early October in conjunction with the calibration of the weighbridges. A revised cost of approx. \$35,000.00 has been provided, due to the time since the original cost was sourced.
- An order has been made for the upgrade of the Avdata equipment at the truckwash, in line with the budget.
- On 5 Aug 2015, an Angus bull took a dislike to its neighbours and tried to escape by jumping the fence onto the buyers' walkway (after being penned ready for weighing the next day). It got itself lodged over and between rails and was stuck. This created a challenge in trying to retrieve it safely without any broken legs. The job was taken care of by Stewart and agency staff and bull continued on his way. It was bought by Harvey Beef (960kg).
- Attached is letter of thanks from the Gate 2 Plate Committee – Albany Agricultural Society.

- The latest water usage graph is shown below.



During discussion, the Chief Executive Officer advised that he would be taking up the issues regarding non-compliance and agent training with the Deputy Chief Executive Officer and Saleyards Manager to determine a strategy to deal with these issues. It was suggested that regular high level meetings with agents was warranted.

OFFICER'S RECOMMENDATION / COMMITTEE DECISION

Moved Cr B Bell, seconded Cr L Handasyde:

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

CARRIED

5.2 SALEYARDS FINANCIAL REPORT – 31 JULY 2015

File No: CA/126/1
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: John Fathers
Deputy Chief Executive Officer
Proposed Meeting Date: 18 August 2015

PURPOSE

The purpose of this report is to review the preliminary financial position of the Mount Barker Regional Saleyards for the period ending 31 July 2015.

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 preliminary 31 July 2015 position of operating and capital budget items is attached for information. Overall year to date (YTD) operating expenditure is \$99,029.00, which is \$34,510.00 below YTD budget. There are no significant variances.

Overall YTD operating income is \$29,778.00, which is \$6,307.00 above YTD budget. Weigh and Pen Fees are \$4,064.00 above YTD budget.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION / COMMITTEE DECISION

Moved Mr M Skinner Mr M Skinner, seconded Cr B Bell:

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

CARRIED

5.3 ROOF OVER THE NORTHERN DIRT PENS – MOUNT BARKER REGIONAL SALEYARDS - DESIGN

File Ref:	N34124
Attachments:	Detailed Plans for Saleyards Roof
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	John Fathers Deputy Chief Executive Officer
Proposed Meeting Date:	18 August 2015

PURPOSE

The purpose of this report is to seek endorsement of the detailed plans for a roof over the northern dirt pens at the Mount Barker Regional Saleyards.

BACKGROUND

An application has been submitted for a grant of \$300,000.00 under the Great Southern Development Commission's 2014/2015 Royalties for Regions - Great Southern Regional Grants Scheme. The amount sought is approximately half the cost of the project.

Advice in regard to the success or otherwise of the grant is expected in June 2015. If a grant is secured, a condition of the grant funding is that the Shire would need to have funding and detailed plans in place by 30 June 2015.

The Saleyards Advisory Committee has supported the application and is of the view that the Council should consider borrowing the whole sum to take advantage of the current low interest rates, thereby leaving some capital in reserve in case it is required for other purposes.

A concept and preliminary costings from designer John Maxwell have been developed.

At its meeting held on 3 March 2015, the Council resolved that:

1. The construction of a roof over the northern dirt pens at the saleyards be supported.
2. Detailed design plans and tender documentation for this project be progressed.

Mr Maxwell has now prepared working drawings.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

EXTERNAL CONSULTATION

Consultation has occurred with designer John Maxwell.

FINANCIAL IMPLICATIONS

Financial implications for the overall project were presented to the Council at its meeting held on 3 March 2015. The project is expected to be funded by a combination of grant and loan funding. These matters will be dealt with in a future report to the Council if the grant applied for is approved.

POLICY IMPLICATIONS

There are no policy implications for this report.

ASSET MANAGEMENT IMPLICATIONS

The design and materials specification of the new roof (combined with the local climate zone) is such that the facility additions will require minimal maintenance. Once constructed the expected asset life is over 60 years.

Consideration has been given to the predicted financial effect on operations once the project is complete. An allowance for preventative minor annual maintenance of \$3,000.00 per annum is expected. These costs are offset by predicted increased income.

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 Shire's Mount Barker Regional Saleyards Strategic Plan 2014 – 2023 states that *'The Shire has proposed major improvements to the Saleyards that consist of expansion to receivals areas and roofing over an area of dirt floored pens'*.

The Shire's Mount Barker Regional Saleyards Business Plan 2014 – 2023 states that *'There has been a long term aim to provide a roof over the northern dirt pens of the Saleyards. This project is seen as the main priority to develop and source grant funding.'*

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

The Shire has identified in its Business Plan (2014-2023) for the Saleyards that it is a strategic aim of the Council to ensure that animal welfare is a high priority. It was also noted that current rainfall and other (non-scheme) water sources are usually insufficient for requirements over summer. From 2007 to 2013 the average annual cost of scheme water was around \$20,000.00.

Consideration has been given to investigative work on alternative water strategies for the Saleyards and this project provides a method of water catchment and re-use.

By continually improving and upgrading the Saleyards' facilities in line with development priorities, the Saleyards can maintain its status as a state-of-the-art facility that values animal welfare and environmental best practices.

If the grant applied for is secured, the Shire would need to have funding, detailed plans and tender documentation in place by 30 June 2015 and effectively be 'shovel ready' by then. The Council has therefore previously supported progressing the preparation of working drawings for the roof.

Features of the design are as follows:

- The design provides two skillion roofs separated by a ventilation gap.
- The roof is designed in bays. The number of bays can easily be reduced by a variation if the cost of the entire structure is prohibitive (subject to agreement of a grant funder).
- The structure will be in harmony with the existing roof structures and constructed of zincalume.
- The substructure will be galvanised steel to match existing works.
- It will enable storm water to be collected and delivered to existing drains and storm water catchment tanks.
- The design incorporates fluorescent lighting. The designer has investigated options with lower long term operating costs such as LED and this could be specified as a variation if considered desirable.
- The roof will cover the northern overhead walkway and all northern dirt pens.
- The design enables outloading ramps to be modified in future if required.
- All of the roof supports will be attached on top of existing gate posts or fence posts to minimise interference with current yard space. Footings will be upgraded where needed.
- Consideration has been given to the future addition of solar photovoltaic cells, however the design does not incorporate conduit and cabling as such equipment could be installed easily without this provision.

The structure been designed in conjunction with a structural engineer and has now been certified by him.

During discussion at the meeting held on 23 June 2015, it was agreed that advice be sought on the adequacy of overflows on the water tanks. In addition, it was agreed that advice be sought from a suitably qualified and experienced person, on whether there may be anything missed on the plans or any issues that may cause unforeseen issues during construction.

The first matter was discussed with the designer, who consulted with the engineer. It was considered that the overflow on the water tanks was sufficient, however it was considered prudent to add in one additional bridge between the two tanks and one additional overflow. The plans have been amended accordingly.

The plans were also provided to local builder George Corke, who provided comments. Feedback has been sought from the designer and engineer and in response, it is advised as follows:

- Span of Rafters – While the span is not in line with Hopley Charts, the engineer has confirmed the adequacy of the design.
- Adequacy of columns and wall thickness to support the structure - The engineer has confirmed the adequacy of the design.
- Footings adequate to support the design – The footings in the original plans for the saleyards specify 600mm wide and 800mm deep. The engineer has confirmed that this is sufficient. It should be a requirement of the tender documents to specify an additional dollar figure for each footing that needs to be increased. The method of enlarging the footings can be detailed by the tenderer. This may or may not be

required, however each footing will need to be checked as part of the construction phase.

- It was suggested that these plans be issued as a guide for a design and construct tender – This is not the preferred option and is not considered necessary. The design is based on discussions between the designer and the administration and is based on a desire to minimise additional columns within cattle pens. The design has been fully checked and certified by a structural engineer.
- Classification of Project – The building is a Class 10A Building. This can be referenced in the tender documentation, however, is somewhat irrelevant if the design, as proposed is used.
- Site Inspection and consider soil and wind loadings – Soil classification tables and wind loadings have been considered by the engineer. The designer and engineer stand by their recommendation to include the site inspection as part of the construction process.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That it be a recommendation to the Council:

That the attached detailed design plans for a roof over the northern dirt pens at the Mount Barker Regional Saleyards be endorsed for the purposes of progressing tender documentation.

During discussion, the Committee sought information on the how the structure would suit a dusty, moist environment and expressed a preference for structure which would minimise the need for ongoing maintenance costs.

Mr Maxwell provided information in regard to the background of the design and clarified the specifications of the hopley trusses. He agreed to seek information from the engineer on how much buffer there was in the design in terms of its ability to withstand wind loadings. Subject to this information being received, there was general agreement to signing off the plans and submitting them to the Council in September 2015.

GENERAL BUSINESS

6.1 MEETING WITH ANDREW LINDSAY (PRIMARIES) - RAMP AND PEN ALLOCATION

A discussion was held with Andrew Lindsay regarding the request for all agents to rotate between pens on an annual basis and a more equitable system for weekly ramp allocation.

Following the meeting, it was agreed that this request can be adequately dealt with by management, with the Committee's advice to be sought if required.

6.2 VICTORIAN SALEYARDS VISITS – MICHAEL SKINNER

Mr Skinner outlined his recent attendance at some saleyards in Victoria:

Wednesday 29 April 2015

Hamilton Sheep Sale

1. 20,000 lambs plus sheep;
2. Old style sheep yards;
3. Old style cattle yards in same complex, uncovered;
4. Contractors do penning and weighing;
5. Purchasers pay scanning fee – NLIS.

Thursday 30 April 2015

Colac Livestock Selling Centre (Cattle and Sheep);

1. Cattle yards similar size to Mount Barker and similar numbers;
2. Sure foot mats down 14 years (towards end of life);
3. Yards upgraded 8 years;
4. Full new roof coverage 2 years and \$2 million, due to mats not drying out with roof on and age of mats;
5. Go back to woodchips and sawdust as soft floor option.

Friday 15 May 2015

Wellington Livestock Centre (Sale – Gippsland)

1. In process of building new yards under cover on present site;
2. Attended small numbers store sale

Tuesday 26 May 2015

Horsham (Wimmera)

1. Major sheep selling centre;
2. Small cattle yards (up to 200);
3. All brand new complex – Shire owned (lacks entrance signage).

6.3 ALMA AGM / CONFERENCE AND ALMA NOMINATION

Cr Moir advised that he was not in a position to attend the 2015 Australian Livestock Markets Association Inc (ALMA) Annual General Meeting (AGM) and Conference. He also advised that he was unable to nominate for a position on that board.

While there were no further expressions of interest for a nomination to the board, Cr Bell expressed an interest in attending the AGM and Conference. It was agreed to submit a late report to the Council seeking approval for Cr Bell to take Cr Moir's place.

6.4 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 2014/2015 has been included for an additional water source. A meeting has been held with a diviner / drilling contractor to seek a potential bore site. A second diviner is being sourced.
- Agents Agreements – The new agreements have now been sent out to agents.
- Standard Operating Procedures – Draft procedures have been developed and form an addendum to the new Agents Agreements.
- During discussion at the meeting held on 19 August 2014, it was agreed that some thought should be given to a public relations opportunity for the millionth animal to go through the saleyards, expected to be in late 2015.

At its meeting held on 28 April 2015, the Committee considered that a similar event to what has been done previously to promote the yards would be appropriate, with a plaque, speeches and sash around the 1 millionth animal. Some thought will need to be given to how the animal is chosen.

- 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.
- During discussion at the meeting held on 3 February 2015, it was noted that the weighbridge scanners had been damaged by recent storm activity and scanning was being done by hand. The Committee agreed that an appropriate risk mitigation strategy warranted some investigation. The Saleyards Manager has discussed this matter with the Aleis who have indicated that this was an unusual incident and there should be no need to protect the equipment from this type of surge. The Manager is going to seek the views of Norm Burren from Mount Barker Electrics.
- At its meeting held on 3 March 2015, the Committee noted the Chief Executive Officer's 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.
- During discussion at the meeting held on 21 July 2015, the view was expressed that there may be a need to discuss the condition of Mitchells Transport's yards, as the yards may require some maintenance or upgrading before the end of the next five year lease term. The Saleyards Manager was requested to provide comment on the condition of these yards for further consideration and it was also agreed to review the lease conditions in this regard.

7 NEXT MEETING

15 September 2015.

8 MEETING CLOSURE

10.15am The Presiding Member declared the meeting closed.

CONFIRMED: PRESIDING MEMBER _____ **DATE:** ____ / ____ / ____