



## 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 Special Meeting of the  
Saleyards Advisory Committee was held in the  
Committee Room, Lowood Road, Mount Barker WA 6324  
9.00am Tuesday 25 October 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)

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**1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

9.03am The Presiding Member declared the meeting open.

**2 RECORD OF ATTENDANCE / APOLOGIES**Members Present

Cr J Moir (Presiding Member)  
Cr L Handasyde (Deputy)  
Cr J Oldfield  
Mr M Skinner

Apologies

Cr B Bell

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

**3 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 27 January 2016, giving permission for Cr J Moir and 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.

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**4 REPORTS OF COMMITTEE MEMBERS AND OFFICERS****4.1 TENDER C01-1617 – LICENCE 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:** 25 October 2016

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**PURPOSE**

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

**BACKGROUND**

The lease of the canteen at the Mount Barker Regional Saleyards concludes on 11 November 2016. Tenders for a new licence were called and which closed on 14 October 2016. The lease has been changed to a licence as this was considered to be more appropriate arrangement for the site.

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 tender submitted by Mrs Mitchell is at a rate of \$85.57 per sale day (including GST) and subject to annual CPI increases. The current amount is the same as the tendered amount.

**POLICY IMPLICATIONS**

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

**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, Mrs Mitchell, is the current lessee of the saleyards canteen and has operated the facility for the last three years. Mrs Mitchell has experience in the Albany Hospital kitchen for the previous seven years, doing food preparation for patients' meals.

Mrs Mitchell has been catering to the needs of the clientele and has a pleasant and courteous demeanour. A variety of food is being provided from sausage rolls, pies and sandwiches, for people who want something quickly, as well as cooked breakfasts, steak and chips, salads and soup in winter. An array of cakes and slices are also provided.

Mrs Mitchell has the necessary experience and knowledge of food hygiene requirements and keeping the canteen clean and tidy has been a priority. It is recommended that the licence for the canteen facility for a further three years be granted to Mrs Mitchell.

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER RECOMMENDATION / COMMITTEE DECISION**

**Moved Mr M Skinner, seconded Cr J Oldfield:**

**That it be a recommendation to the Council:**

**That:**

- 1. The tender submitted by Mrs Evonne Mitchell for the licence of the canteen at the Mount Barker Regional Saleyards for a three year period commencing 11 November 2016, at a rate of \$85.57 per sale day (including GST) and subject to annual consumer price index increases, be accepted.**
- 2. Authority be granted for the Chief Executive Officer to execute the licence for the Canteen at the Mount Barker Regional Saleyards on Portion of Lot 3 Albany Highway, Mount Barker to Mrs Evonne Mitchell.**

**CARRIED**

**5 NEXT MEETING**

6 December 2016.

**6 MEETING CLOSURE**

9.05am The Presiding Member declared the meeting closed.

**CONFIRMED: PRESIDING MEMBER** \_\_\_\_\_ **DATE:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_