



## 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 in the  
Committee Room, Lowood Road, Mount Barker WA 6324  
10.30am Tuesday 26 February 2019.

Rob Stewart  
**CHIEF EXECUTIVE OFFICER**

#### Committee Members

*Cr J Moir, Cr B Bell, Cr L Handasyde, Cr M O'Dea, Mr M Skinner – Industry Representative – 225/17*



---

## 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.....	3
5.1	MANAGER'S REPORT – 22 JANUARY 2019 TO 19 FEBRUARY 2019.....	3
5.2	SALEYARDS FINANCIAL REPORT – 31 JANUARY 2019 .....	5
5.3	SALEYARDS – 2018 ANNUAL ENVIRONMENTAL REPORT ...	6
6	GENERAL BUSINESS.....	9
6.1	2019/2020 BUDGET AND FEES.....	9
6.2	ALMA CONFERENCE .....	11
6.3	PROPOSALS FOR FURTHER CONSIDERATION.....	12
7	NEXT MEETING.....	13
8	MEETING CLOSURE.....	13



**Membership**

Cr L Handasyde - Presiding Member

Cr B Bell - Deputy Presiding Member

Cr J Moir

Cr M O'Dea

Mr M Skinner

Cr J Oldfield (Deputy for any member)

---



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

10.30am The Presiding Member declared the meeting open.

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

Cr L Handasyde (Presiding Member)  
Cr B Bell (Deputy Presiding Member)  
Cr J Moir

Visitors

Cr C Pavlovich

Leave of Absence

Cr M O'Dea (Presiding Member)

Apologies

Mr M Skinner

Staff

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

**3 CONFIRMATION OF MINUTES**

**Moved Cr B Bell, seconded Cr J Moir:**

**That the Minutes of the Ordinary meeting of the Saleyards Advisory Committee, held on 29 January 2019 as circulated, be taken as read and adopted as a correct record.**

**CARRIED**

**4 DISCLOSURE OF INTEREST**

Part 5 Division 6 Local Government Act 1995

Cr J Moir

Type:	Financial/Indirect Financial Interest (Section 5.60 (A) and 5.61 LGA)
Nature:	Cattle Farmer and Employee of Elders
Extent:	Sell cattle through the Mount Barker Saleyards on average six times per year. Average number of cattle held is 80 head. Part time employee of Elders in a non-managerial position.

---

**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 4 June 2018, giving permission for Cr J Moir to participate in the discussion and decision making at the Saleyards Advisory Committee on matters relating to the Mount Barker Regional Saleyards until 30 April 2019.

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 – 22 JANUARY 2019 TO 19 FEBRUARY 2019****SALE DATA**

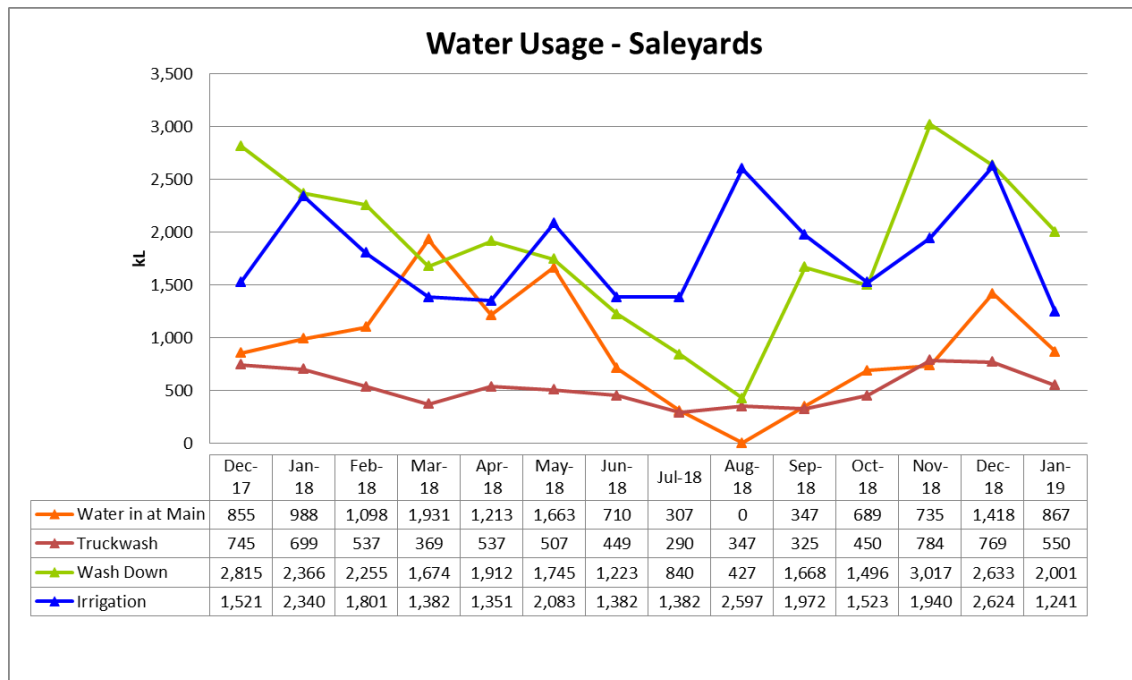
- Total sale numbers 7,068 head.
- There have been no cattle eligible for MSA sales in this time.
- 52 cattle have received replacement NLIS tags over this time.
- No animals have been put down.
- 46 bales of hay have been fed out over this time.
- There have been 501 cattle processed for Private/Shipper Weigh.

**GENERAL BUSINESS**

- On 21 January, the 2nd aerator was relocated to pond 3. It was connected by Mount Barker Electrics.
- On 23 January, we were visited by UWA Veterinary and Agribusiness students from China here on a study tour (24 students and two teachers).
- 23 January, a second hand irrigator was supplied by the Parks and Gardens crew. It was tested and put out in the paddock to work. There were a few teething issues but all in all working well. We are waiting on steel cable as one on unit is not long enough for our runs.
- On 24 January, formwork was removed from the new ramp in preparation for steel work. On 8 February, the last of the concrete was poured on the new ramp. All is progressing on time with frame work starting to be erected on Monday 18 February.



- On 13 February, the Manager met with dam builder Ian Couper, who gave some advice and recommendations on our dam capacity. In his opinion, he can clean out our dam and double the capacity by doing this. The dam would need to be dry. At the moment the dam is empty but not completely dry. His estimation of cost was around \$1per cubic of dirt to move.
- On 15 February, the dam pump was turned off, with the dam now empty.
- The latest water usage graph is shown below.



*During discussion at the meeting held on 26 February 2019, it was advised that, given a previous request to investigate additional water harvesting options, a proposed expansion of the dam capacity is a cost effective option which should be carried out while weather permits.*

*The Chief Executive Officer advised that he intended to authorise expenditure of approximately \$5,000.00 to expand the Saleyards dam, subject to weather and availability of a contractor. The overspend will be presented to the Council at the next budget review.*

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION / COMMITTEE DECISION**

**Moved Cr B Bell, seconded Cr J Moir:**

**That:**

- 1. The report of the Saleyards Manager, relating to current activities at the Mount Barker Regional Saleyards, be received.**
- 2. The intention of the Chief Executive Officer to expend approximately \$5,000.00 expanding the Saleyards dam be noted, with any overspend to be presented to the Council at the next budget review.**

**CARRIED**

---

**5.2 SALEYARDS FINANCIAL REPORT – 31 JANUARY 2019**

**File No:** CA/126/1  
**Responsible Officer:** Rob Stewart  
Chief Executive Officer  
**Author:** John Fathers  
Deputy Chief Executive Officer  
**Proposed Meeting Date:** 26 February 2019

---

**PURPOSE**

The purpose of this report is to review the financial position of the Mount Barker Regional Saleyards for the period ending 31 January 2019.

**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 January 2019 position of operating and capital budget items is attached for information. Overall operating expenditure is \$744,877.00, which is \$2,849.00 above the adjusted year to date (YTD) budget.

Year to date operating income is \$477,273.00, which is \$72,811.00 above YTD budget, due to a similar level (\$62,225.00) over the YTD estimate on weigh and pen fees.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION / COMMITTEE DECISION**

**Moved Cr J Moir, 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 SALEYARDS – 2018 ANNUAL ENVIRONMENTAL REPORT

<b>File Ref:</b>	<b>CA/126/1</b>
<b>Attachment</b>	<b>2018 Annual Environmental Report (Separate Attachment)</b>
<b>Responsible Officer:</b>	<b>Rob Stewart Chief Executive Officer</b>
<b>Author:</b>	<b>John Fathers Deputy Chief Executive Officer</b>
<b>Proposed Meeting Date:</b>	<b>26 February 2019</b>

---

#### PURPOSE

The purpose of this report is to present the 2018 annual environmental report for the Saleyards, as prepared by the Shire and West Coast Analytical Services.

#### STATUTORY ENVIRONMENT

The Annual Environmental Report has been prepared to satisfy conditions of the Licence Number L7407/1998/9. The reporting requirements as specified in the licence are: contained in Conditions 18-20, as follows:

*'18. The licensee shall, using the data collected in accordance with conditions 12 and 14, determine the contaminant loads discharged over the irrigation area for the parameters stated in Column 1 of Table 3 at the frequency stated in Column 2 of Table 3 and in the corresponding units stated in Column 3 of Table 3'.*

**Table 3: Calculation of Contaminant Load**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<b>Parameters</b>	<b>Calculation frequency</b>	<b>Units</b>
(i) Total Nitrogen; (ii) Total Phosphorus; (iii) Biochemical Oxygen Demand; (iv) Total Dissolved Solids; and (v) Total Suspended Solids.	Monthly and Annual Loads	Kilograms per day
(i) Total Nitrogen; (ii) Total Phosphorus; and (iii) Biochemical Oxygen Demand.	Annual Load	Kilograms per hectare per year

19. *The Licence Holder shall provide the CEO, by 1 March each year, an Annual Environmental Report containing data collected for 1 January in the previous year to 31 December of that year. The report shall contain, but not necessarily be limited to:*
- (a) the total number of animals held on site on a monthly basis;*
  - (b) monitoring data or other collected data required by any condition of this licence (data should be provided in tabular and in graphical format);*
  - (c) an assessment of the data collected against all limits set in this licence;*
  - (d) an explanation of the data in comparison with past data collected over the previous three years, and known applicable guidelines and standards;*
-

- 
- (e) *a discussion of the operation of the project, compliance with conditions, and environmental performance to date;*
  - (f) *any issues raised from inspections or incident responses during the reporting period together with details as to how these have been addressed or, if the required work has yet to be completed, how and when they will be completed; and*
  - (g) *any changes to site boundaries, location of groundwater monitoring bores, surface drainage channels and on-site or off-site impacts or pollution.*
20. *The Licence Holder shall by 1 March in each year, provide to the CEO an Annual Audit Compliance Report indicating the extent to which the Licence Holder has complied with the conditions of this Licence, during the period beginning 1 January the previous year and ending on 31 December in that year.'*

### **FINANCIAL IMPLICATIONS**

There are no financial implications for this report.

### **POLICY IMPLICATIONS**

There are no policy implications for this report.

### **STRATEGIC IMPLICATIONS**

The Shire of Plantagenet Strategic Community Plan 2017-2026 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.'*

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

The Shire of Plantagenet Corporate Business Plan 2016/2017 – 2020/2021 also includes Action 3.5.5.2 *'Ensure compliance with DEC environmental licence and other relevant requirements'*.

### **OFFICER COMMENT**

The Executive Summary of the report includes the following comments:

#### **Water discharge**

A total of 22,377 kL of water was discharged via the licensed irrigation system. The total volume discharged was approximately 8% lower than 2017. The Saleyards was compliant with licence limits relating to total nutrient loadings in 2017/2018.

#### **Surface Water Ponds quality**

Surface water quality observed in the ponds for 2018 was again within licence limits.

Overall, water quality parameters, EC and TDS were not significantly different from the levels seen in 2017 and previous years.

Overall BOD levels showed a rising trend in SW1 with higher levels detected in the second half of the year. In ponds SW2 and SW3 the previously reported pattern of higher BOD levels in (summer and autumn) e.g. December 2017 and March 2018 was again evident and with the exception of these results, overall BOD levels in 2018 were typical and unremarkable for the site.

Total Nitrogen levels rose for the second half of the year samplings in SW1 to give an overall 2018 average of 53 mg/l compared to the 2017 average of 48 mg/l which was similar to the 2016 average. Levels for TN in SW2/SW3 were somewhat variable in 2018 but overall, typical for the site.

Total Phosphorous levels declined again in SW1 in 2018 to reach an average level of 4.8 mg/l where in 2017 the average level was 6.0 mg/l whilst the 2016 average level was 8.52 mg/l confirming a declining trend since 2015. Levels in SW2 were variable but overall appeared to have stabilised and typical of the levels seen since 2016 whilst in the levels in SW3 have shown an overall mild decline when compared to 2017 and prior to then.

### Monitoring Bores

pH levels showed a mild decline in all bores for the June samplings, with the overall levels trending back to typical levels for the December samplings.

To a lesser extent, the improvement previously reported for 2017 results reflecting improved water quality continued but was mainly evident in Bores 2, 5, 6, and 7 for the water quality parameters EC and TDS and TSS. Levels for these were somewhat static in bore 4, although TSS was higher. The higher levels in June for EC, TDS and TSS in bores 1 and 3 contradicted the trend.

Total Nitrogen levels for the June samplings continued to show declines in all bores except 4 and 6 where rises were seen. A rising trend was again evident for the December samplings with all bores showing rises in TN compared to the June results. A likely causal factor was the unserviceability of the powered aerators in the latter half of the year.

Apart from bores 4 the June result for Total Phosphorous levels in Bores 1, 2, 3 and 4 were not remarkable in 2018 when compared to 2017 levels and beyond. The previously reported elevated Total Nitrogen levels seen in bores 5 and 6 in December were again evident for Total Phosphorous.

Irrigation loadings for 2018 are shown in the table below.

Waste Water Discharge	Actual Loadings discharged to irrigation
Nitrogen	120.7 kg/ha/yr
Phosphorous	11.2 kg/ha/yr
BOD	0.46 kg/ha/day

### VOTING REQUIREMENTS

Simple Majority

### OFFICER RECOMMENDATION / COMMITTEE DECISION

**Moved Cr J Moir, seconded Cr B Bell:**

**That the 2018 Annual Environmental Report for the Mount Barker Regional Saleyards, be noted.**

**CARRIED**

## 6 GENERAL BUSINESS

### 6.1 2019/2020 BUDGET AND FEES

A draft budget incorporating a throughput of approximately 65,000 head and two options for fee increases, being approximately 1% and 2%.

The Consumer Price Index (All Groups Perth) has increased by 1.3% from December 2017 to December 2018. Recent throughput, CPI and fee increases are shown below:

Year	Throughput	CPI	Fee Increase
2013/14	69,010	2.5% (2012/13)	4%
2014/15	69,661	3.3% (2013/14)	3%
2015/16	62,657	1.2% (2014/15)	3%
2016/17	65,039	0.5% (2015/16)	2%
2017/18	67,711	0.7% (2016/17)	2%
2018/19	41,558 to Jan 2019	1.3% (2017/18)	

Given the state of the economy and that the current income levels are meeting requirements, it is considered that a 1% increase in fees would be sufficient as expenditure can be contained to approximately this level, assuming the current throughput remains steady. A 2% increase would result in approximately \$7,000.00 more in income than the 1% option.

Some low value or low use fees (Cattle Weighing Only, Private and Shipping Weighs, Transit Cattle and Agistment Fee) are recommended for a greater percentage increase, mainly to ensure that the fees (excluding GST) round to even cents.

This scenario results in an operating surplus (excluding non-cash items) of \$100,984.00 at the end of 2018/2019. It should be noted that the current arrangements provide for 10% of the surplus to be transferred to the Operating Loss Reserve and 90% to be made available for capital works.

The estimated end of 2018/2019 position of the Capital Improvements Reserve is \$141,537.00. The estimated end of 2018/2019 position of the Operating Loss Reserve is \$291,226.00, which is nearing the maximum value of \$300,000.00 determined previously.

Based on the following budget assumptions, the estimated end of 2019/2020 position of the Capital Improvements Reserve would be \$66,171.00.

The scenario includes the following:

#### Current /Ongoing Items

- Additional Outloading Ramp Bugle Modification (\$17,000.00).
- Bitumen Repairs. It is expected that approximately \$20,000.00 will be used in 2018/2019 to resurface parts of the roadway that need repairing. The left-over \$25,000.00 can be made available for reallocation.
- \$7,000.00 for a long wand and data logger to be carried forward. This will be required when computer systems are updated to Windows 10.

- 
- A sum of \$5,000.00 was allocated for transferring pond pipework. A review is being undertaken on additional waste water treatment system modifications. This is subject to further discussion by the Committee and will also require a works approval by the Department of Water and Environmental Regulation. There will likely be a need for a substantial additional funding allocation. At this stage, it is suggested that \$50,000.00 is pencilled in.
  - Painting of Galvanised Elements - Roof and Walkways (\$23,000.00). Ongoing project.
  - Desludge Southern Pond - A sum of \$30,000.00 has been added to the operating budget. The southern most pond is currently out of action due to the amount of sludge within it.

#### New Items

- **2nd hand skid steer loader (\$40,000 estimate)** - The skid steer loader has been identified as reaching the end of its economic life for some time. It is proposed to seek a 2<sup>nd</sup> hand model, with similar characteristics to the current one in terms of height and width for entry into pens and through weighbridge gates, lifting capacity and maximum reach (parallel lift) and entry into manure bunker.
- **Dam Extension (\$5,000)** – Further to previous discussions on additional water harvesting, discussions with a local earthworks contractor have indicated that a preferred option is to clean out and extend the dam to increase water storage and reduce the amount of scheme water used. For around \$5,000.00, the capacity that the dam holds could be extended to almost double what it currently holds.
- **Undercover area - Generator and Lunch Space (\$7,900)** – A quote has been sought to build a structure outside the office block which would provide a cover for the generator, but would also provide an undercover eating area for people who might wish to eat their lunch outdoors.
- **Pneumatic Ram Replacement (\$7,000)** – Some of the pneumatic rams are leaking and, while suppliers trying to source seal kits, it is expected that there will be a need to replace some rams going forward. It is proposed to buy two new rams at \$3,500.00 each, so that the old ones can be swapped out when required.
- **Building Extension (\$65-70,000.00)** - An extension to the building is proposed, which would include two showers, two toilets and a larger office. The current shower and toilet facilities are becoming inadequate for the demand. The location within the office block is also problematic for office security, potential future demand for the corner office and the amount of dirt brought in by those attending to shower and change. The office is considered too small and there are also privacy issues with the current layout. A quote is being sourced; current estimate is \$65-70,000.00.

The suggestion has been made that grant funding for a new roof over the eastern dirt pens could incorporate this project as well. Availability of grant for a building extension on its own would be unlikely. This has not been included in the draft budget at this stage.



- **Extend Western Yards and New Slam Gate (\$14,000)** – Following the completion of the new ramp, there will be an opportunity to extend the yards adjacent to the new ramp to provide for additional receival pens. This cost also includes the installation of an additional safety gate (from main laneway that lead into the paint box area). This is considered to be a lower priority than projects listed above.
- **Reticulation** - Saleyards staff are currently discussing with the Parks and Gardens team, a proposal to install reticulation in the front lawn. For a minimal cost, current reticulation lines could be extended to cover most of the grass areas around the building. This would result in labour savings over the current manual system, which also constitute a trip hazard. It is hoped that this can be accommodated in the operating budget. More information will be provided when known.
- **Water Tank Repairs** – One of the 250,000 litre water tanks has developed a rust spot. The tank will be emptied during the break in April to enable an investigation of the extent of damage internally. A budget item may be required for repairs.

*During discussion at the meeting held on 26 February 2019, there was general consensus among members present to propose a 1% fee increase option at this stage, for further consideration and discussion with agents. This option averages slightly higher than 1% across the range of fees and is generally in line with CPI. The view was expressed that the market is still strong and producers should be able to carry that increase. Further consideration is to be given to the capital budget items at a future meeting.*

## **6.2 ALMA CONFERENCE**

The Australian Livestock Markets Association (ALMA), will be holding the annual Conference, Expo and AGM in ROMA, Queensland from 23 - 25 July.

It is intended for the Saleyards Manager (at least) to attend. Expressions of interest are sought for councillor attendance for a formal report to be presented to the Council. Ian Lovegrove from ALMA has advised as follows:

*'There will be a meet and greet gathering on the evening of Tuesday 23rd, with the main body of the Conference on the Wednesday 24th and Thursday 25th, and this will include a visit to the Roma Saleyards, the Saleyards with the largest throughput of cattle in Australia.*

*There will be a farewell dinner on the night of Thursday 25th July. The local Council also invite you to extend your visit so you can enjoy some of the many interesting places to visit. Remember to bring some warm clothing as it does get quite cool at nights, in July.*

*Planning is well underway and Guest Speakers are being invited.*

*If you have any suggestions that would be of added interest for inclusion in the agenda or any guest speakers that would add to the overall interest of the Conference, please advise me at your earliest opportunity so that I may take it to the Board for consideration.*

---

*Most of the accommodation will be booked at the venue of the Conference or within 100 metres of the venue. Good accommodation and good meals.*

*Executive Officer, Kate McGilvray, will be forwarding more details in the near future but it is important that budgeting for this event be considered now. You will also be advised of travel options. There is a regular air service from Brisbane to Roma.*

*ALSO, as our Constitution states, half of the Board must stand down each year and nominate for re-election, if they so desire. New nominations to the Board must be nominated in advance, and if you are considering a position on the Board, please contact me or Kate McGilvray, our Executive Officer, and details will be forwarded.*

*AS you would be aware, we are always on the lookout for more Sponsors, so if you can recommend anyone that would like to come on board as a Sponsor, please contact them, and/or us.'*

*During discussion at the meeting held on 26 February 2019, members noted that as an ALMA board member, Cr O'Dea would attend the Expo and AGM and no further councillor representation was required.*

### **6.3 PROPOSALS FOR FURTHER CONSIDERATION**

- At the meeting held on 14 November 2017, Mr Skinner advised that the Shire of Dubbo was installing new moulded bar soft floor matting into 220 new pens. It was requested that we attempt to get a sample of the new matting, which may be appropriate for the paint box areas.
- At the meeting held on 30 January 2018, a query was raised about the Shire's obligations in respect to new Chain of Responsibility laws and how this might relate or conflict with animal welfare requirements. Some direction was sought in this regard.

During discussion at the meeting held on 29 November 2018, there was consensus on waiting to see how the Australian Livestock Markets Association tackles this issue at a national level.

- During discussion at the meeting held on 27 March 2018, the view was expressed that additional water tanks should be installed to harvest as much water as possible. The administration was requested to provide advice on what has overflowed since the new roof and tank was installed, and what is the cost benefit of additional tanks, given what we know at the moment.

At the meeting held on 26 February 2019, the Chief Executive Officer advised that he intended to authorise expenditure of approximately \$5,000.00 to expand the Saleyards dam, subject to weather and availability of a contractor.

- During discussion at the meeting held on 27 March 2018, the Committee requested pricing for modular and permanent toilet options, for consideration in 2019/2020.

During discussion at the meeting held on 29 November 2018, the view was expressed that grant funding avenues be explored for this project.

A proposal was raised at the meeting held on 26 February 2019 for an extension to the building, which would include two showers, two toilets and a larger office. The suggestion was made that grant funding for a new roof over the eastern dirt pens could incorporate this project as well.

**7 NEXT MEETING**

26 March 2019.

**8 MEETING CLOSURE**

11.30am The Presiding Member declared the meeting closed.

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