



## **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,  
8.30am Tuesday 24 June 2014

**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*

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**Membership**

Cr J Moir – Presiding Member

Cr B Bell

Cr L Handasyde

Mr M Skinner

Cr J Oldfield (Deputy for any member)

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

8.30am 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

### 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

## **3 CONFIRMATION OF MINUTES**

Minutes, as circulated, of the meeting of the Saleyards Advisory Committee held on 27 May 2014.

**Moved Cr B Bell, seconded Cr L Handasyde:**

**That the Minutes of the Meeting of the Saleyards Advisory Committee held on 27 May 2014 as circulated, be taken as read and adopted as a correct record.**

**CARRIED**

## **4 DECLARATION OF MEMBERS' INTERESTS**

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 letters dated 15 April 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 2014.

Mr J Fathers read aloud the letters, copies of which are attached to these minutes.

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## 5 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

### 5.1 MANAGER'S REPORT – 20 MAY TO 17 JUNE 2014

#### SALE DATA

- Sale numbers total 2,490.
- There have been four cattle eligible for MSA sales in this time.
- 27 cattle have received replacement NLIS tags over this time.
- Four animals have been put down or removed.
- No bales of hay have been fed out over this time.
- There have been 27 cattle processed for Private/Shipper Weigh.

#### GENERAL BUSINESS

- A new sump guard has been made for the truck wash using 10mm galvanised mesh, which has reduced the solids going into the ponds considerably. We no longer have sheep manure getting through into the ponds. The only down side is that the wool and any straw tends to reduce the flow of water. We need to be more vigilant when cleaning after trucks.
- On 20 May, the water started to flow from the cleaned out effluent pond into the irrigation pond. With the rainfall events that we have had and the efficient wash down process, we have managed to keep the water level low in the irrigation pond. Evaporation has helped this process.
- We had a bull come in from Esperance with a broken pizzle. It was pulled aside and put on dirt and did not go through the sale process. Mount Barker Vets attended on the Thursday morning and was vet checked to continue on with a certificate marked slaughter only. There was no cost to the yards, as the vendor picked up the bill.
- Stewart attended the ALMA board meeting at the Katanning Saleyards. He also had a good look over the yards prior to the official opening the following week. With Katanning saleyards and truck wash opening up; we have noticed that there are fewer sheep trucks coming though our truck wash.
- On 26 May, there was finally enough water in the dam to prime for wash down. This dam is now filling the tank for wash down purposes. Scheme water use is now limited.
- Ray Parry repaired agent office walls where wayward chairs have marked walls and in one case put a big hole in the wall. He has fitted ply backing boards which should alleviate any future problems.
- Ken Rogers, Corporate Development from Dubbo City Council recently visited the yards. Ken is also an Australian Livestock Markets Association (ALMA) board member, who was in WA attending the board meeting in Katanning and the opening a week later. He called through on a Wednesday afternoon with his wife, and was very impressed in the set up and cleanliness of the yards.
- Great Southern Sands has been in and removed a number of truckloads of manure.

- The Water Corporation are replacing the scheme water pipe from Albany to Mount Barker. Their works has now reached the Saleyards, having dug the road up on Tuesday 3 June. Water Corporation consulted with Stewart as to the best day to dig the road up and minimise impact to the sale process. The works went smoothly and no issues encountered so far. (Although they did have fuel pinched from all machines on weekend of 14/15th June. Thieves gained entry through our fence from Albany Highway).
- The entire eastern dirt pen (closest to the office) has been cleaned with the help of Mount Barker Hire and Chris' skip bins. All of the manure has been placed on hard stand at the wash down sump. Weather permitting, the dispersal pens will be done when they are dry enough.
- General maintenance has improved the angle on one of the slam gates on dispersal gate 2.
- The ponds, banks and drains, fence lines and compound have been sprayed.
- A sea container has now been put in place between the two sheds. The skid steer loader is housed in there, but we seem to have condensation issues when the shed is locked up. A whirly gig probably needs to be installed.
- Contact has been made with agents and while numbers are still above 500 a week there is no thought of going to fortnightly sales.
- Numbers have remained firm and we are on track for an above average for this financial year.

*During discussion, the Saleyards Manager advised that the irrigation flow meter had become blocked again and had been sent away for repairs. It had been suggested by the suppliers that a new meter be installed and two options were available, being either a replacement mechanical model or a more expensive electronic model. The Committee was happy for the administration to make a decision on the most appropriate model, taking into consideration ongoing reliability and maintenance costs.*

#### **OFFICER'S RECOMMENDATION / COMMITTEE DECISION**

**Moved Cr L Handasyde, seconded Cr B Bell:**

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

**CARRIED**

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**5.2 SALEYARDS FINANCIAL REPORT – 31 MAY 2014**

**File No:** CA/126/1  
**Responsible Officer:** Rob Stewart  
Chief Executive Officer  
**Author:** John Fathers  
Deputy Chief Executive Officer  
**Proposed Meeting Date:** 24 June 2014

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**PURPOSE**

The purpose of this report is to review the financial position of the Mount Barker Regional Saleyards for the period ending 31 May 2014.

**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 2014 position of operating and capital budget items is attached for information. Overall year to date (YTD) operating expenditure is \$655,211.00, which is \$27,522.00 above YTD budget.

The Employee Costs - Salaries account is \$20,316.00 above YTD budget due mainly to additional staffing requirements over the busy summer period and work involved in laying soft floor mats. Depreciation of Furniture and Fittings is \$16,514.00 above budget, due mainly to the increased depreciation on soft floor matting. Depreciation of Plant and Equipment is \$11,257.00 above budget, due mainly to the updated 'fair' values.

Operating income is \$665,836.00, which is \$98,077.00 above YTD budget. Most of the other operating accounts are within or around budget figures (or expenditure which is not required). The overall result is a surplus of \$10,625.00, which is \$70,555.00 above the predicted YTD position.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION / COMMITTEE DECISION**

**Moved Cr B Bell, 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**

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## 6 GENERAL BUSINESS

### 6.1 SALEYARDS BUSINESS PLAN

In line with recent discussions, a draft Saleyards Business Plan has been prepared for consideration by the Committee. The plan has been developed over the last couple of years and has been updated with recent discussions over a range of things. Due to its size, it is anticipated that the plan may need several meetings to peruse and modify with committee member input.

*During discussion, a number of amendments were suggested. Members requested the document to be relisted for further consideration at the next meeting.*

### 6.2 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.
- Saleyards Strategic / Business Plan – The Strategic Plan has been adopted by the Committee and is being presented to the Council. Draft of Business Plan completed and being reviewed.
- Agents Agreements – Primaries agreement signed by both parties. Landmark Deed of Agreement signed by both parties. Elders Agreement not yet received back.
- Concept design for Saleyards roof – No action to date.
- Standard Operating Procedures – Stewart beginning to review current procedures to assess where the gaps are in terms of agent's and Shire responsibilities. A meeting has been held with Margaret Hemsley about how to deal with inappropriate behaviour at the Saleyards, which somewhat requires Standard Operating Procedures and behaviours to be developed. Stewart and Erika have provided a draft to the DCEO for further action.
- Signage Updates – Detailed signage proposals have been developed. The Shire has sought legal advice on the wording on the proposed new signs, to ascertain if the wording is appropriate and 'reasonable' in terms of the issues raised by LGIS.

## 7 NEXT MEETING

15 July 2014 (8.30am).

## 8 MEETING CLOSURE

9.20am The Presiding Member declared the meeting closed.

**CONFIRMED: CHAIRPERSON** \_\_\_\_\_ **DATE:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_