



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 27 May 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)

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

8.30am The Chief Executive Officer declared the meeting open.

2 ELECTION OF ACTING PRESIDING MEMBER

In the absence of the Presiding Member, the Chief Executive Officer, Mr Stewart called for nominations for the position of Acting Presiding Member.

Cr Handasyde was nominated for the position of Acting Presiding Member for the meeting and he had indicated his willingness to accept the position.

There being no further nominations, Mr Stewart declared Cr Handasyde elected unopposed to the position of Acting Presiding Member for the meeting.

3 RECORD OF ATTENDANCE / APOLOGIES

Members Present

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

Apologies

Cr Jeff Moir

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

4 CONFIRMATION OF MINUTES

Minutes, as circulated, of the meeting of the Saleyards Advisory Committee held on 29 April 2014.

Moved Cr B Bell, seconded Mr M Skinner:

That the Minutes of the Meeting of the Saleyards Advisory Committee held on 29 April 2014 as circulated, be taken as read and adopted as a correct record.

CARRIED

5 DECLARATION OF MEMBERS' INTERESTS

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 15 April 2014, giving permission for Mr M Skinner to participate in matters relating to the Mount Barker Regional Saleyards until 31 December 2014.

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 – 22 APRIL TO 19 MAY 2014

SALE DATA

- Sale numbers total 4,381.
- There have been no cattle eligible for MSA sales in this time.
- 42 cattle have received replacement NLIS tags over this time.
- One animal has been put down or removed.
- Four bales of hay have been fed out over this time.
- There have been 37 cattle processed for Private/Shipper Weigh Cattle.

GENERAL BUSINESS

On 1 May a wash down pipe broke in pen 81. This was caused by a cow slipping and hitting the pvc pipe at concrete level. It didn't really hold us up too much, and we capped it to continue on.

An angry angus cow recently took to one of Mitchell's drivers. The animal was in a delivery pen ready to be loaded. As the driver walked into the pen (approx 10 head in pen) one cow took a dislike to him, pinned him to the fence and then onto the ground and proceeded to head butt him along the fence, past the water trough and to the other end of the pen. It was lucky that another Mitchell's employee saw what went on, and came to his aid. The driver in question John Bronc was bruised and lost a bit of skin.

In response to this incident it was agreed amongst all agents that any angry animal will now be marked with a dob of paint on its head. This is to ensure that all links in the handling chain know that an animal is potentially dangerous.

On 2 May Stewart and Erika drove to Perth to attend a Department of Agriculture Stock Standstill discussion exercise for WA in relation to Foot and Mouth Disease. There were 74 people in attendance from all walks of the supply chain and government reps. There were eight tables made up of industry like representatives, and Stew and Erika sat on the Saleyards/agents table with eight others including Lyndon Hennings (Muchea), Rod Bushell (Katanning), Andrew Lindsay (Primaries), Tom Marron (Elders), Phil Petriviech (West Coast Livestock), Daniel Wood (Landmark), Sue Skirrow (Dep't of Agriculture).

Throughout the day we dealt with scenarios in the movement of animals if foot and mouth was identified in Australia. This would mean a definite standstill for 72 hours, possibly more up to a week. For the Saleyards this would mean feeding and watering animals in this time frame and no movement of animals out or in and people would be disinfected out. NB there are approx 70,000 sheep and 10,000 cattle on the move per week.

We are currently making a new screen for the truck wash to capture more of the larger solid waste. The old one is well past its used by date.

Numbers have remained firm, prices have driven this.

General maintenance is being carried out as required. Spraying of weeds has been more consistent. We replaced a lot of the pen numbers that have worn off or unreadable. Welding of gates and chains is being carried out where needed.

Jenny Cotter, Veterinary Officer from the Dep't of Agriculture Albany has approached the Saleyards to hold a cattle information / demonstration day as a follow up to the drench resistance testing exercise which has been ongoing for the last five years. She wanted to include low stress stock handling, all aspects of drenching, touching on animal welfare, livestock stock stand still, etc. We have indicated that the saleyards would be available for such a day, with the canteen also being available for food. Jenny has flagged either the 2nd or 9th of September as possible dates, both being a Tuesday.

Damian Halls, Landmark's National Manager Operational Compliance – Livestock and Animal Welfare recently visited the Saleyards. He was here essentially to audit the Landmark workers and update their Livestock Handling Safety Handbook.

Mr Halls also suggested to management that a number should be visible at receivals which people could ring in the event an animal needs to be put down. He also suggested a safety mechanism on the stacking pen gates so to protect the person penning in these pens. Stewart is looking into these points.

The ALMA board meeting is being held at Katanning on Friday 23 May. The official opening is on 28 May.

OFFICER'S RECOMMENDATION / COMMITTEE DECISION

Moved Mr M Skinner, seconded Cr B Bell:

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 – 30 APRIL 2014

File No: CA/126/1
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: John Fathers
Deputy Chief Executive Officer
Proposed Meeting Date: 27 May 2014

PURPOSE

The purpose of this report is to review the financial position of the Mount Barker Regional Saleyards for the period ending 30 April 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 30 April 2014 position of operating and capital budget items is attached for information. Overall year to date (YTD) operating expenditure is \$605,760.00, which is \$29,159.00 above YTD budget.

The Employee Costs - Salaries account is \$178,520.00 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 \$15,013.00 above budget, due mainly to the increased depreciation on soft floor matting. Depreciation of Plant and Equipment is \$10,318.00 above budget, due mainly to the updated 'fair' values.

Operating income is \$612,568.00, which is \$87,383.00 above YTD budget. Most of the other operating accounts are within or around budget figures. Weigh and Pen Fees income is \$60,994.00 above YTD budget. The overall result is a surplus of \$6,808.00, which is \$58,223.00 above the predicted YTD position. The YTD budget figures are always subject to some assumptions and it is possible that the end of year position will weaken as throughput drops off.

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

6.3 STRATEGIC PLAN 2014 – 2023 – MOUNT BARKER REGIONAL SALEYARDS

File No: CA/126/1
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: John Fathers
Deputy Chief Executive Officer
Proposed Meeting Date: 29 April 2014

PURPOSE

The purpose of this report is to recommend to the Council the adoption of a strategic plan (2014 – 2023) for the Mount Barker Regional Saleyards.

BACKGROUND

At its meeting held on 12 April 2011, the Audit Committee asked the Saleyards Advisory Committee to prepare a business plan which would ensure that the Saleyards enterprise is successful and self sustaining.

Work undertaken so far has highlighted the lack of documentation at a strategic level as well as the need for a detailed business plan for the facility. Work has been undertaken 'in house' to finalise both of these documents.

In 2011/2012, Councillors undertook a planning exercise to identify the Council's strategic goals for the facility. The results of those exercises have guided the preparation of this document.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

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 Corporate Business Plan 2013/14 – 2017/18 incorporates the following actions under this strategy:

- 3.5.5.1 *Manage and maintain the Saleyards in accordance with the Strategic Plan and Business Plan for the facility.*
- 3.5.5.2 *Ensure compliance with DEC (Now known as DER) environmental licence and other relevant requirements.*
- 3.5.5.3 *Operate the Saleyards as a self-sustaining business unit.*

3.5.5.4 *Market the Saleyards as the best in Western Australia.*

OFFICER COMMENT

This plan provides an overview of the Shire's long term plans for the Saleyards and the actions needed to achieve those goals. It also provides some measures of success. This Plan will be one of the Shire's strategies that 'inform' its Strategic Community Plan and Business Plan.

In addition to this over-arching vision for the Saleyards, a detailed Business Plan for the period 2014-2024 has also been prepared, which provides the background and basis for many of the activities proposed.

This plan has been undertaken 'in house' with limited specialist information on things like competition, market intelligence and market forecasting. Primary production is subject to many factors that are out of the Shire's control including the vagaries of world prices. Nevertheless, the plan does focus on the things that the Shire can reasonably do over the next ten years bearing in mind its resource constraints.

The plan was distributed to Members at the last meeting.

During discussion, a minor change was suggested to page 4 to mention the soft floor.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

Moved Mr M Skinner, seconded Cr B Bell:

That it be a recommendation to the Council:

That the Mount Barker Regional Saleyards Strategic Plan 2014 – 2023 be adopted.

CARRIED

7 GENERAL BUSINESS

7.1 2014/2015 DRAFT OPERATING BUDGET AND FEES

At its meeting held on 29 April 2014, Members agreed to set a preliminary fee increase of 3.5%. The administration was requested to present revised figures for review at the next meeting of the committee.

A draft operating budget has been included with a 3.5% increase factored into that. The draft budget has been modelled based on a throughput of 67,000 cattle, which is the average over the last three years.

A draft operating budget is enclosed with the latest figures included in the spreadsheet. The projected operating surplus is \$67,633.00 (or a surplus of \$78,140.00 excluding non cash items). This is lower than the current annual depreciation allocation, however it is a similar scenario to 2013/2014.

During discussion, members supported the 2014/2015 draft operating budget and fees.

7.2 LETTER FROM KEN BASTON, MLA – MINISTER FOR AGRICULTURE AND FOOD

A letter is attached in response to the Council's concerns about comments made in the Farm Weekly in regard to saleyards and Boyanup in particular.

During discussion, members agreed to invite the Minister to visit the Saleyards.

7.3 LETTER FROM HEALTH DEPARTMENT OF WA

A letter is attached in regard to the measures that would need to be undertaken to bring the waste water treatment system up to a level that the Department of Health would be happy with.

During discussion, members agreed that the requirements specified in this letter make the operation of the waste water re-use system unviable. There was a suggestion that the system could be offered for sale, however this was considered to be premature given the investigations of waste water reuse for the Frost / Sounness Park Precinct.

7.4 VACANCIES ON THE ALMA BOARD

Further to the dinner with Australian Livestock Markets Association (ALMA) representatives on Thursday 22 May 2014, discussion ensued in regard to the availability of vacancies on the ALMA Board. It was agreed that the Shire would not nominate, but would still be interested in liaising with the current WA representative, Dean Taylor on outcomes.

7.5 PROPOSAL TO MEET WITH AGENTS

A query was raised in regard to a possible meeting with agents. It was agreed to look at arranging a meeting with agent representatives at a regional manager level when issues such as the business plan, agent agreements and standard operating procedures are ready.

7.6 PROPOSALS FOR FURTHER CONSIDERATION

- Greater use of chlorinated water / Water sustainability – No action to date.

- Saleyards Strategic / Business Plan – Strategic Plan is on current agenda. 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.

7 NEXT MEETING

24 June 2014

8 MEETING CLOSURE

9.30am The Acting Presiding Member declared the meeting closed.

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