



## 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;*
- *Make recommendations to the Council regarding development works on the site;*
- *Make recommendations to the Council regarding the Saleyards Annual Budget; and*
- *Monitor the performance of the Saleyards and report back to the Council.*

A meeting of the Saleyards Advisory Committee was held in the Committee Room, Lowood Road, Mount Barker WA 6324 12.30pm Tuesday 28 September 2021.

A handwritten signature in black ink that reads "C Woods".

Cameron Woods  
CHIEF EXECUTIVE OFFICER

#### Committee Members

Cr L Handasyde, Cr M O'Dea, Cr J Oldfield, Mr M Skinner – Industry Representative – 210/19, 252/19

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**Membership**

Cr L Handasyde

Cr M O'Dea

Cr J Oldfield

Mr M Skinner

Cr S Etherington (Deputy for any member)

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

12.45pm The Deputy Chief Executive Officer declared the meeting open.

**2 ELECTION OF PRESIDING MEMBER**

The Deputy Chief Executive Officer invited nominations for the position of Presiding Member.

Cr L Handasyde nominated Cr J Oldfield, who accepted the nomination. There being no further nominations, Cr Oldfield was declared unopposed to the position of Presiding Member. Cr J Oldfield then assumed the Chair.

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

Cr J Oldfield – Presiding Member  
Cr S Etherington (Deputy)  
Cr L Handasyde  
Cr M O’Dea  
Mr M Skinner

Staff

Mr J Fathers, Deputy Chief Executive Officer  
Mr G Moore, Saleyards Manager  
Mrs E Henderson, Assistant Saleyards Manager  
Mr M Vitler, Building Maintenance Officer

**4 CONFIRMATION OF MINUTES**

**Moved Cr L Handasyde, seconded Cr M O’Dea**

**That the Minutes of the Ordinary meeting of the Saleyards Advisory Committee, held on 27 July 2021 as circulated, be taken as read and adopted as a correct record.**

**CARRIED**

**5 DISCLOSURE OF INTEREST**Mr M Skinner

Type: Financial/Indirect Financial Interest (Section 5.60 (A) and 5.61 LGA)  
Nature: Hold equity in a farming enterprise of which my son owns/farms approximately 400 head of cattle.  
Extent: Son sells cattle through the Mount Barker Regional Saleyards approximately 8 times per year.

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**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, Sport and Cultural Industries via a letter dated 9 March 2021, giving permission for Mr M Skinner to participate in the discussion and limited decision making at the Saleyards Advisory Committee on matters relating to the Mount Barker Regional Saleyards for the meeting held on 28 September 2021.

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

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## 6 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

### 6.1 MANAGER'S REPORT – SEPTEMBER 2021

#### **DPIRD - Fit to Load Advertising**

A request was received from the Department of Primary Industries and Regional Development (DPIRD) to display some fit to load advertising at the Saleyards for possibly two receival /sale days. This is an initiative run by DPIRD to re-enforce the fit to load requirements to the transporters, vendors and the general public. The CEO and DCEO both agree it is a good initiative and are happy for the Saleyards to participate.

#### **Elders Albany**

A representative of Elders Albany has approached the Saleyards Manager with an enquiry as to the availability of the Saleyards to hold one or possibly two Stud ram sales at the yards in September / October. Elders are looking to move away from using the Albany Agricultural Society facilities and are seeking alternative venues and they feel the yards might be a viable alternative. The CEO has agreed in principal as long as an appropriate fee structure can be agreed upon and that there is no impact to cattle sales. We will remain in consultation with Elders on this subject.

#### **Hay Production**

Former Cr Moir had a discussion with a local producer whose property borders the Saleyards irrigation paddock with regard to cutting hay off that paddock. I have now spoken to the land owner concerned. In my opinion this is not a viable option. The paddock does have some stands of clover throughout, but the large majority of the growth is weeds and unsuitable grasses that are undesirable in hay production. There would also be an impact on irrigating as this would have to stop for six weeks or so and possibly more. I make reference to MBRYS Business Plan 2014 – 2023, appendix 6 (nutrient irrigation management plan) Section 2 page 77. It was agreed in this section that hay production by the Shire was not a worthwhile proposition.

#### **Aleis Scanners**

Construction of the new equipment is on track and nearing completion in Brisbane although installation is now going to be impacted by Covid – 19 border closures and restrictions. Aleis have told me that as soon as they are able to, they will schedule the installation but that is unknown at this time.

#### **Budget Items**

The following budget items have been approved and the DCEO and Saleyard Manager met to discuss quotes and assign to relevant contractors:

- washdown water tank
- ride on mower
- construct new dirt yards adjacent to ramp 7
- complete bugle modifications to dispersal ramp 3
- construct and install new NLIS scanner and panels
- travelling irrigator – paddock

#### **Bulk Manure Sales**

The August / September period saw 81 cubic meters of manure removed from site.



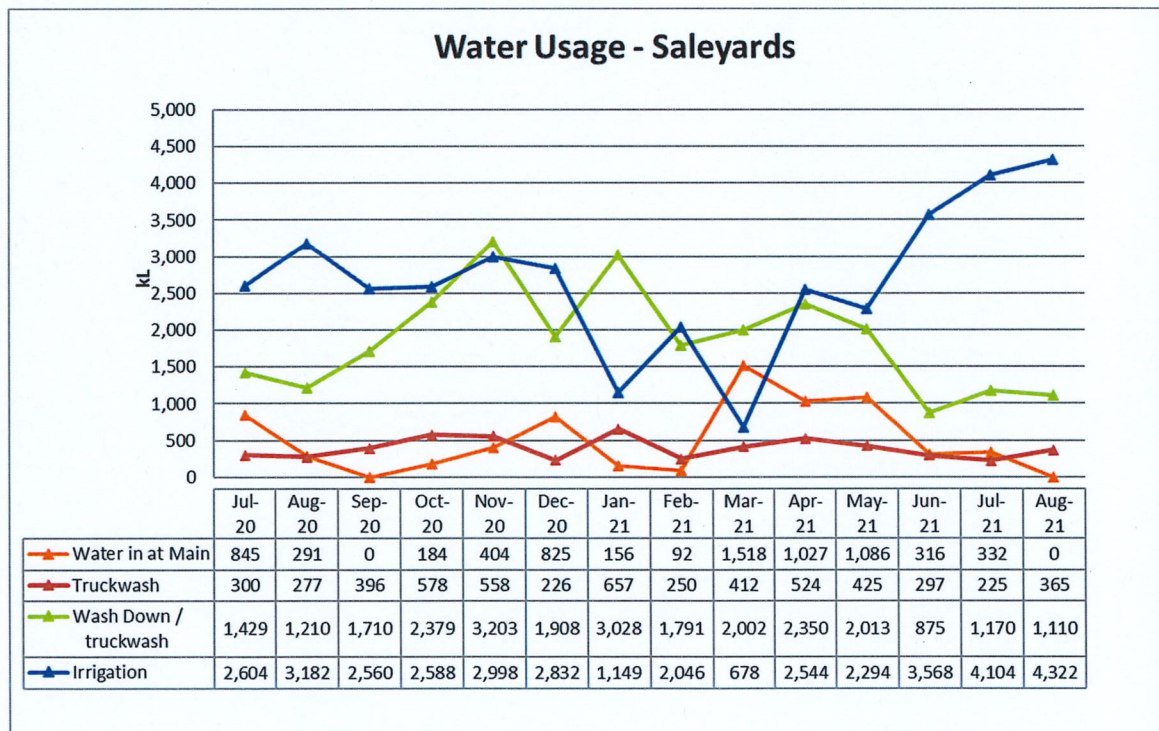
**Gate 2 Plate**

Jarrold Carroll, chairperson of Gate 2 Plate committee has asked that; with the commitment of in kind sponsorship to G2P from the Shire of Plantagenet for the 2022 G2P competition, that they are also seeking to increase in value of sponsorship to include a monetary value of \$2,000.00 (ex GST). This would put the Shire at top of the gold sponsor list. We have always been in the gold sponsor list but in value of in kind support we are almost at the bottom of that qualification. Currently, the in-kind value of the private weighs, transit & holding fees is around \$4,212.00 (ex GST). If this is supported, a report to the Council would be required for approval.

**Cattle Mortality Statistics**

2016/2017	45
2017/2018	62
2018/2019	41
2019/2020	48
2020/2021	29
2021/2022 (to date)	3

The latest water usage graph is shown below:



**VOTING REQUIREMENTS**

Simple Majority

*During discussion, members expressed the view that it was not appropriate for sheep sales to be conducted as the facility is not fit for purpose as a multi-species saleyard.*

*Further, members endorsed the administration’s advice that the request for a cash donation to the Gate to Plate event not be supported.*

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**OFFICER'S RECOMMENDATION / COMMITTEE DECISION**

**Moved Cr M O'Dea, seconded Cr L Handasyde**

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

**CARRIED**



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**6.2 SALEYARDS FINANCIAL REPORT – 31 AUGUST 2021**

**File No:** CA/126/1  
**Responsible Officer:** Cameron Woods  
Chief Executive Officer  
**Author:** John Fathers  
Executive Officer  
**Proposed Meeting Date:** 28 September 2021

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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 August 2021.

**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 August 2021 position of operating and capital budget items is attached for information. The spreadsheet has been printed in the format of the new Synergysoft financial system, with updated general ledger and job numbers.

Overall operating expenditure is \$143,686.00, which is \$20,265.00 below the YTD budget. There has been no expenditure on capital budget items to date.

Operating income is \$55,534.00, which is \$3,623.00 below YTD budget.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION / COMMITTEE DECISION**

**Moved Cr L Handasyde, seconded Cr S Etherington**

**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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### 6.3 EXTERNAL ABLUTIONS AND STAFF CANTEEN – MOUNT BARKER REGIONAL SALEYARDS - DESIGN

**File Ref:** N34124  
**Attachment:** Design Options  
**Responsible Officer:** Cameron Woods  
Chief Executive Officer  
**Author:** John Fathers  
Deputy Chief Executive Officer  
**Proposed Meeting Date:** 28 September 2021

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#### **PURPOSE**

The purpose of this report is to provide information on quotations received for an ablution block and staff canteen at the Mount Barker Regional Saleyards.

#### **BACKGROUND**

In 2019/2020 and 2020/2021 a proposal for a covered deck adjacent to the lunch room was included in the respective budgets. Following a site visit In October 2020 The consensus was that there is insufficient need from customers to proceed with the proposal as planned. The greater need was seen to be for a staff canteen, which is to form part of a small building addition to the south side

In October 2020, the Saleyards Advisory Committee endorsed the preferred concept option for a staff canteen / block and noted that comparisons (and costs) for a modular option would be sought.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995 and Local Government (Functions and General) Regulations 2006.

All contracts above \$250,000.00 (ex GST) must be tendered for.

#### **EXTERNAL CONSULTATION**

N/A

#### **FINANCIAL IMPLICATIONS**

The Council's 2021/2022 budget includes a sum of \$224,880.00 for this project.

#### **POLICY IMPLICATIONS**

Purchasing and Tender Guide Policy No F/FM/7 applies.

#### **ASSET MANAGEMENT IMPLICATIONS**

The design specification of the ablutions block is that it will enable efficient cleaning with a hose. Once constructed the expected asset life is approximately 50 years. There will be a renewal cost over time, with depreciation expected to increase by around \$4,000.00 per annum.

## 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.

## STRATEGIC RISK IMPLICATIONS

One of the issues which has previously been identified as a high risk within the Shire's Strategic Risk Register is the *'Failure to successfully deliver major projects'*. The management action assigned to this risk is that *'A decision will be made by the Council and CEO regarding whether to undertake project management in-house or use external expertise based on the scope and skills needed'*. It is considered that the scope of this project is such that it can be managed in house.

## OFFICER COMMENT

Quotes have been received from Rebus and Modus (see attached). We have been unable to obtain quotations from local builders as they are too busy to undertake the work.

The designs shown in the quotations are based on the Shire's design (see attached).

The intention is to site the building close to the current building (to the south), which means that the current leach drains will need to be removed but we will be using the existing tanks. This is seen as a better option than moving closer to the water tanks, which would require a retaining wall to be built.

There will be additional costs for earth works (moving leach drains) a sand pad for the building. Leach drains between new bldg. and water tanks.

A small allowance is included in the quotations for connection of power. There will likely be additional costs for this. Estimated full costs will be provided at the meeting.

## VOTING REQUIREMENTS

Simple Majority

*During discussion, members were satisfied that the proposal detailed in the lowest quote met the requirements and could be progressed by the administration.*

## OFFICER'S RECOMMENDATION / COMMITTEE DECISION

**Moved Cr J Oldfield, seconded Cr S Etherington**

**That the report of the Deputy Chief Executive Officer relating to quotations received for an ablution block and staff canteen at the Mount Barker Regional Saleyards, be received.**

**CARRIED**

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**7 GENERAL BUSINESS****7.1 UWA INVESTIGATION – WASTE WATER TREATMENT**

Dr Liah Coggins provided a further update in regard to the investigations so far into the waste water treatment system.

**7.2 DEPARTURES FROM THE COMMITTEE**

**Moved Cr L Handasyde, seconded Mr M Skinner**

**That former Cr Moir be thanked and acknowledged for his long and dedicated service and contribution to the Saleyards through his ongoing membership of committees from prior to the current facility being built to his resignation in September 2021.**

**CARRIED**

Mr Skinner also notified the Committee that he would not renominate as the Industry Member on the Committee.

**Moved Cr J Oldfield, seconded Cr L Handasyde**

**That Mr Skinner be thanked for his substantial contribution to the Saleyards through his membership of this committee for over 20 years as both councillor and then industry member.**

**CARRIED**

Finally, as this was the last meeting of the committee prior to the 2021 elections, the Presiding Member thanked all staff associated with the saleyards for their efforts in running an efficient and well maintained facility.

**8 NEXT MEETING**

TBA.

**9 MEETING CLOSURE**

1.27pm The Presiding Member declared the meeting closed.

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



Department of  
**Local Government, Sport  
and Cultural Industries**

Our ref    PL1-7#05; E2168903  
Enquiries    Adam Ford  
Phone    (08) 6552 1701  
Email    Legislation@dlgsc.wa.gov.au

Mr John Fathers  
Deputy Chief Executive Officer  
Shire of Plantagenet  
PO Box 48  
MOUNT BARKER WA 6324

Dear Mr Fathers,

I advise that I have approved your request to allow Mr M Skinner to fully participate in the discussion and decision making on matters relating to the Mount Barker Regional Saleyards at the meeting of the Saleyards Advisory Committee (Committee) of 28 September 2021.

My decision to approve your request is made on the basis that the Committee is not afforded any decision making ability (apart from procedural related decisions) and that all matters for decisions relating to the Mount Barker Regional Saleyards are referred to Ordinary and Special Meetings of the Council.

This approval is subject to the following conditions:

1. The approval is only valid for the Committee meeting of 28 September 2021;
2. The approval is not valid for any matter of the Committee that may lead to expenditure from general revenue in excess of that advertised in the Annual Budget. However, if Council considers that Mr Skinner should be allowed to participate in Committee discussions that may lead to expenditures in excess of those indicated in the Annual Budget, then Council should seek a further approval and provide reasons for the request;
3. Mr Skinner must declare the nature and extent of his interests at the Committee meeting when the matter is considered, together with the approval provided;
4. The CEO is to provide a copy of this letter of approval to Mr Skinner;
5. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of each Committee meeting, when the relevant matters are considered; and
6. The approval granted is based solely on the interests disclosed by Mr Skinner made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.