

## Emerald Saleyards Committee Meeting Minutes

**22 May 2019**

**Meeting chaired by:** Cr Christine Rolfe

**Present:** Cr Gail Nixon, Cr Megan Daniels (11.20am), Michelle Webster, Tim Maguire, Andrew Gissel, Nick Edwards (Elders), Ian Burnett (Agforce)(11.04am), Terry Ray (Landmark)

**Apologies:** Mr Steven Opperman (LRTAQ)

**Minute Taker:** Aimee Carson, Kelly Gray-Power

Item	Topic	Discussion Summary	Action
		Meeting commenced at 11.01am.	
1	Confirmation of Minutes from Previous Meeting	The minutes of the previous Emerald Saleyards Coordination Committee held on 29 January 2019 were confirmed. Moved by Tim Maguire Seconded Michelle Webster.	



		<ul style="list-style-type: none"> <li>• <i>Discussions to be held with Infrastructure to seek advice for progression. This is a whole of CHRC procurement not specifically Saleyards.</i></li> </ul> <p>Kelly Barns to organise a suitable time for stakeholders meeting around the time of the Roma Saleyards Expo.</p> <ul style="list-style-type: none"> <li>• <i>This matter was discussed at item 5 of the agenda.</i></li> </ul>	
3	Workplace Health and Safety	<p>Tim Maguire advised the committee that:</p> <ul style="list-style-type: none"> <li>• A meeting was held 10 April 2019 with Sandie Schofield, Emerald Livestock Selling Agents and Peter Klan (Contractor) where the message of safety was reinforced.</li> <li>• Sandie Schofield covered the changes of state legislation and the reinforcement of issues.</li> <li>• This meeting was held following a couple of minor incidents.</li> <li>• Bringing the message to forefront that everyone is responsible for their own safety and the safety of those around them.</li> </ul> <p>Michelle Webster discussed with the committee that:</p> <ul style="list-style-type: none"> <li>• The most recent incident where a beast escaped the facility and charged at a Ranger when trying to round it up.</li> <li>• Previous incident where 8 beasts escaped the facility and they ended up in various locations.</li> <li>• This is a potential risk to the facility and the public.</li> <li>• Will investigate fencing and grid costings and include this as a in future capital project.</li> <li>• This could potentially be a funding opportunity.</li> </ul> <p>Tim Maguire advised the committee that:</p> <ul style="list-style-type: none"> <li>• There is an agreement between a local contractor and the transfer station where he gains access via a gate at the back of the saleyard facility.</li> <li>• Have requested on multiple occasions that the gate is closed on his way out however this doesn't always occur.</li> <li>• Suggestion of a three-rail cattle fence being installed around the perimeter and cattle grids which would reduce the risk to the public.</li> </ul> <p>Cr Rolfe commented on the cleanliness and appearance of the facility of the Saleyards, Kiosk and office area and congratulated Tim Maguire and Saleyards staff for their efforts.</p>	

4	Financial Update	<p>Andrew Gissel advised he committee that:</p> <ul style="list-style-type: none"> <li>• Net earnings deficit for the year of \$15K which is \$9K shy of budget (\$9K deficit).</li> <li>• Revenue (\$1,131K) is \$37K or 3% above budget (\$1,094K) with all revenue lines contributing, but with the main revenue line (yard dues) now only 1% over budget due to the retracting throughput.</li> <li>• Operating expenses (\$915K) are \$59K or 7% over budget (\$857K) with an overspend on Employee Cost (\$43K), External Service Providers (\$25K) reflective of the increased activity during the first 3 quarters of the year.</li> <li>• April cattle numbers (5,873) were down significantly on last year (9,337) as well as on revised budget (10,728). YTD throughput (94,430) is up by 3,970 head or 4% on revised budget (90,460).</li> <li>• Aged debtors are steady on \$67K with nothing in 90 or 60 days.</li> <li>• Two new capital projects (Additional Shade over the Drafting Area and Roof over Crush &amp; Dip Area) have been created increasing capital budget by \$105K from \$482K to \$587K.</li> <li>• Capital expenditure remains on track with \$273K or 47% of the budget (\$482K) spent or committed. The cashflow forecast completion rate was 91.9% as at 30 April.</li> </ul> <p>Michelle Webster advised that an additional \$80K from the Works for Queensland funding has been allocated to the Saleyards for additional concreting works.</p> <p>Tim Maguire provided his thoughts in relation to the financial result for this year as follows:</p> <ul style="list-style-type: none"> <li>• Although the sale numbers have been low during the recent sales, the feature weaner sales commence next month.</li> <li>• Historically producers will hold the sale of cattle until the weaner sales.</li> <li>• The other factor will be the April rains.</li> <li>• Currently looking at 4,500 head to be booked for the first weaner sale.</li> <li>• There has been an increase in the dipping numbers due to the amount of stock travelling west.</li> </ul>	
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5	Saleyards Stakeholder Engagement	<p>The committee agreed to the following:</p> <ul style="list-style-type: none"> <li>• Date of the stakeholders engagement Monday 22 July 2019.</li> <li>• Agenda items to possibly include: <ul style="list-style-type: none"> <li>○ Biosecurity item – invite Rachael O’Brien</li> <li>○ 19/20 FY Financials</li> <li>○ Saleyards Business Plan – Marketing</li> <li>○ Agent session</li> <li>○ Chain of Responsibility update</li> <li>○ Grant Parker – local NDIS tagging and biosecurity registration</li> </ul> </li> <li>• Town Hall Supper Room as the location.</li> </ul>	Aimee Carson to progress the arrangements of the stakeholders engagement.
6	Saleyards Manager Update	<p><b>Operational Matters</b></p> <p>Tim Maguire advised the committee:</p> <ul style="list-style-type: none"> <li>• There has been an increase in dipping by third party certifiers due to cattle heading west and cattle heading to the southern feedlots.</li> </ul> <p><b>Capital Works Projects</b></p> <p>The additional funding has allowed reallocation of capital budget funding to three additional projects to progress.</p> <p>Draft Area - additional shade</p> <ul style="list-style-type: none"> <li>• Request for quote has been awarded.</li> <li>• Delivered on site 28 May.</li> <li>• To be completed by 30 June.</li> </ul> <p>The roof extension over the dip/crush area</p> <ul style="list-style-type: none"> <li>• Request for tender has been awarded to a local builder.</li> <li>• Will be completed by 30 June.</li> </ul> <p>Automation of two gates close to scales is currently being installed, should be operational this afternoon.</p> <p>Progress of State and Federal funding projects:</p> <ul style="list-style-type: none"> <li>• Hay shed request for quote issued.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Scale shed roof area has gone out for tender.</li> <li>• Double deck load ramp to be completed by the end of May.</li> </ul> <p>Spelling yards</p> <ul style="list-style-type: none"> <li>• Met with GBA, Project Managers to discuss further progress and discussions are progressing.</li> <li>• First communication to be completed with Aurizon to gain access over the tracks.</li> </ul> <p>Lighting project</p> <ul style="list-style-type: none"> <li>• 45% completed.</li> <li>• It was planned to be finished by now however currently completing works at the airport.</li> <li>• Two of the four asbestos pits have been replaced.</li> <li>• The western side of the yards lighting has been completed and it is very impressive.</li> <li>• Contract staff are essentially working in daylight in that area.</li> <li>• The eastern side lighting and above double decker ramp yet to be completed.</li> </ul> <p>Works for Qld Funding</p> <ul style="list-style-type: none"> <li>• Additional \$80K secured to complete the concreting of the eastern lanes.</li> <li>• The greatest advantage of the concreting is it allows access to feed hay utilising the bobcat when it is raining.</li> </ul> <p>Cr Rolfe asked how the scanning process was going.</p> <p>Tim Maguire advised that:</p> <ul style="list-style-type: none"> <li>• The scanning is still occurring with the tablets and is working well.</li> <li>• The Livestock Exchange (LE) software team are developing an application to enhance the saleyards data.</li> <li>• This will be to no expense to Council as it is included in the free trial.</li> <li>• They are still having issues with the electronic masterbook but this is included in the free trial.</li> <li>• Will continue to work with LE with this development.</li> </ul>	
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7	General Business	<p>The committee discussed general business as follows:</p> <p><u>Fencing and Drainage</u></p> <p>Cr Rolfe asked for the fencing, cattle grids and drainage projects to be investigated. Michelle Webster advised that this could be included in the Planning, Concept and Design monies included in the proposed capital budget for 2019/20.</p> <p><u>Water Restrictions</u></p> <p>Cr Rolfe asked if there were any comments regarding the use of water during the water restrictions.</p> <p>Tim Maguire advised that:</p> <ul style="list-style-type: none"> <li>100% operational on raw water.</li> <li>There had been an issue with pump on river near McIndoe Park in February, had to revert back to town water for a 4-5 week period.</li> <li>Livestock are consuming the raw water more readily than they were with town water.</li> <li>The raw water line is not as heavily pressurised as town water which has removed the issue with the big trough floats bouncing/spilling water and reducing the requirement of replacing the floats.</li> <li>The raw water was being utilised for the dust suppression during the dry period.</li> </ul> <p>It was mentioned that it would be good to see the cost saving since the installation of the raw water.</p> <p>Tim Maguire advised that:</p> <ul style="list-style-type: none"> <li>The north facing troughs were building up algae due to raw water so there is additional water being utilised due to needing to clean the troughs more regularly.</li> </ul> <p>Michelle Webster advised the committee that:</p> <ul style="list-style-type: none"> <li>Infrastructure and Utilities are currently reviewing the Drought Management Plan.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Need to ensure that the Saleyards are covered in the plan for the purposes of dust suppression etc during the dry periods.</li> </ul> <p>Cr Rolfe asked once all of the current capital projects are complete, what would the next major project be.</p> <p>Tim Maguire advised that the next major project would be installing a shade structure over the whole yard complex. The yards currently put through approximately 100,000 head per year, to increase the throughput we could consider conducting a Tuesday sale day as well.</p>	<p>Tim Maguire to contact Infrastructure and Utilities regarding the inclusion of the saleyards in the Drought Management Plan.</p>
		<p>The meeting closed at 12.01pm.</p>	