

# NARACOORTE LUCINDALE COUNCIL

## MINUTES FOR NARACOORTE REGIONAL LIVESTOCK EXCHANGE BOARD MEETING HELD ON 5 February 2019

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**NARACOORTE LUCINDALE COUNCIL**  
**MINUTES FOR NARACOORTE REGIONAL LIVESTOCK EXCHANGE**  
**BOARD MEETING HELD ON**  
**5 February 2019**

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**COMMENCED:** Meeting commenced at 5.30pm in Naracoorte Council Chamber, DeGaris Place, Naracoorte

**PRESENT:** Cr McLachlan, Cr Grundy, Mr O’Loan, Mr England

**APOLOGIES:** Cr Schultz

**ON LEAVE:**

<b><u>OFFICERS</u></b>	CEO Director Operations Manager NRLE Administration Officer	Trevor Smart Steve Bourne Richard James Fiona Standley
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**MEDIA REPRESENTATIVES:**

**ITEM 1 COMMITTEE MEMBER’S DECLARATION OF INTEREST (IF ANY)**  
(Section 74, Local Government Act, 1999)

**ITEM 2 PUBLIC FORUM**

*(The Public Forum is an opportunity for community members to ask questions, or to address the Committee on matters relating to the Committee’s activities.)*

**ITEM 3 CONFIRMATION OF COMMITTEE MINUTES**

**MOVED MR O’LOAN  
SECONDED CR GRUNDY**

**That the Minutes from the meeting held on 19 December 2018 are taken as read and confirmed as an accurate record of the proceedings of the meeting.**

**CARRIED**

**ITEM 4 MATTERS LAID ON THE TABLE FROM PREVIOUS MEETINGS**

**ITEM 5 REPORTS FOR DECISION/DISCUSSION**

**5.1 FINANCIAL**

**YTD Report**

The financial report to 31 December is attached. The first 6 months have been stronger compared to last year with cattle ahead and sheep and lambs just behind.

As at 31 December, revenue was approximately \$177,000 ahead of the same time last year with YTD expenditure \$75,000 less than 2017 YTD figures.

Council approved the budget increase of \$60,000 for infrastructure for the waste water treatment plant separation area. We have been advised the installation will occur in February.

A budget review has been completed and is attached. Changes from the adopted budget are:

- \$60,000 increase for Waste Water Treatment Plant parts (capital)
- \$100,000 increase in operating and maintenance costs for the WWTP (depending on approach to the sand solution)
- \$42,000 decrease in electricity costs with the WWTP non-operational for an extended period
- \$10,000 decrease in L&B General Maintenance
- \$32,000 decrease in L&B Yard Maintenance

The forecast is to achieve the revenue target and keep operational expenditure to the adopted budget. The reserve is forecast to be approximately \$89,000 at the end of the financial year, down from \$209,132 at 30 June 2018.

#### **REFER TO ATTACHMENTS 5.1**

- Financial report to 31 December including EOY forecast

**MOVED MR ENGLAND  
SECONDED MR O'LOAN**

**That;**

- **the NRLE financial report as at 31 December 2018 is noted; and**
- **the budget review for the 2018/19 budget is submitted to the Audit Committee for approval and submission to Council.**

**CARRIED**

## **ITEM 6 OFFICERS' REPORTS FOR INFORMATION**

### **6.1 Capital Works**

The tender documents for the cattle selling pens upgrade were released on 21 January to close 11 February. These were sent to 6 companies who provided a Registration of Interest through the process conducted in November 2016. As per previous planning, the project has been broken into stages with Stage 1 to reconstruct 72 selling pens. This will leave the bull pens in place as well as the unloading ramps and associated pens. The water troughs and reticulation have been kept separate to manage the installation project internally rather than combining steelwork and watering system construction into a single contract, which would necessarily involve multiple skill sets and incur management fees by a lead contractor.

A site inspection was held 31 January with 3 companies attending. Mr Bill Vowles, the project designer, was in attendance to respond to questions regarding the design and construction methodology. Following questions raised by the prospective contractors, a revised technical specification will be provided and an extension for submission given.

## **6.2 Operations**

### **Usage Report**

Livestock throughput has been strong with sheep and lambs near last year's levels and cattle well ahead. Weaner cattle sales in December and January were good. One sale in January saw stock withdrawn due to extreme heat however it is hoped we will see these at a future sale.

Cattle throughput is 59,927 up from 48,007 and sheep and lambs 327,688 compared to 327,559 to the end of January.

Manager Richard James will be in attendance to discuss operational matters.

### **REFER TO ATTACHMENT 6.2**

- Usage Report December 2018
- Usage Report January 2019

## **6.3 Management**

### **Waste Water Treatment Plant (WWTP)**

The Board received a report at its December meeting regarding the WWTP. The report noted;

- Officers will work with Factor UTB to;
  - Reinstate the solid waste separator
  - Evaluate options to redirect water flow into the SBR and Balance Tanks to reduce sand ingress
  - Determine a solution for sand removal at the truckwash
  - Restart the waste water system to adequately treat waste water for irrigation. The ponds store the bulk of water over summer with evaporation assisting with keeping levels down, so we have an opportunity over the next few months to address issues prior to autumn irrigation.

The Board recommended a budget adjustment of \$60,000 to purchase replacement separators for separating solid waste from liquid, prior to this being transferred to the Balance Tank. This was approved by Council.

Factor UTB has been requested to evaluate the option of directing water from the separator to the ponds before drawing water into the Balance Tank. A response has not been received at the time of preparing the agenda.

#### **6.4 Promotion and Marketing**

Prices are being sought to replace the Naracoorte Regional Livestock Exchange sign at the facility entrance, using the branding developed for Council and specific NRLE branding.



#### **6.5 WHS and Risk Management**

No incidents have been reported.

#### **6.6 Compliance**

##### **EPA**

We have had regular correspondence with the EPA regarding the non-operation of the Waste Water Treatment Plant. They are being kept informed of progress and are urging the NRLE to meet the requirements of the Wastewater Irrigation Management Plan.

##### **EUCAS**

The EUCAS audit report has been received (as attached). The audit relates to the NRLE retaining its European Union (EU) approved status. One major non-compliance was identified which related to EU eligible cattle being delivered through individual agent ramps and not through the designated EU ramps. Manager Richard James has raised this with the Combined Agents.

##### **REFER TO ATTACHMENT 6.6**

- EUCAS Audit Report

#### **ITEM 7 PUBLICATIONS / DOCUMENTS / INFORMATION FROM OTHER BODIES**

#### **ITEM 8 MATTERS RAISED BY MEMBERS**

#### **8.1 QUESTIONS WITH NOTICE**

## 8.2 MOTIONS WITH NOTICE

## 8.3 QUESTIONS WITHOUT NOTICE

**Cr Grundy** – In regards to a special meeting, can we schedule a date now?

**Mr Smart** - Would prefer to wait until responses have been received from the tender process.

## 8.4 MOTIONS WITHOUT NOTICE

# ITEM 9 MATTERS THAT MAY BE CONSIDERED IN CONFIDENCE

## 9.1 Energy Audit

File Reference:

Responsible Officer: Steve Bourne – Director Operations

### REFER TO ATTACHMENT 9.1

- Energy audit

### **MOVED MR O'LOAN SECONDED CR GRUNDY**

**Pursuant to Section 90(2) of the Local Government Act 1999 the Committee orders that all members of the public except Chief Executive Officer, Trevor Smart, Director Operations, Steve Bourne, Manger NRLE, Richard James and Administration Officer, Fiona Standley will be excluded from attendance at the meeting for Agenda Item 9.1, Energy Audit.**

**The Committee is satisfied that, pursuant to Section 90(3)(b) of the Act, the information to be received, discussed or considered in relation to this Agenda Item could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and is on balance, be contrary to the public interest.**

**The Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances to prevent the disclosure of this information.**

**CARRIED**

**MOVED MR O'LOAN  
SECONDED CR GRUNDY**

**That having considered Agenda Item 9.1, Energy Audit in confidence under Section 90(2) and (3)(b) of the Local Government Act 1999, the Committee, pursuant to Section 91(7)(b) of that Act orders that all documents and all minutes be retained in confidence until the matter is finalised.**

**CARRIED**

**ITEM 10 DATE OF NEXT MEETING**

**NEXT MEETING:** 2 April 2019 at 5.30pm

**ITEM 11 MEETING CLOSURE**

**CLOSURE:** Meeting closed at 6.27pm.

.....CONFIRMED

.....DATE