

## Hamilton Regional Livestock Exchange Advisory Committee

## Minutes

Date:	8 July 2019	<b>Time:</b> 4:00-5:00 pm	Venue:	Martin J Hynes Auditorium
Chairperson:	Cr Greg McAdams		Minutes:	Kate Kennedy
Meeting Objective	Act as an Advisory Committee to Council on all matters relating to the strategic development of the Hamilton Livestock Exchange			

	Cr Greg McAdam	StJohn Lees	Jonathan Chinomona	Chris Dahlenburg	Rodney VanDeHoef
Attendees:	Howard Templeton	Sam Savin	David Whyte Warren Clark		
Attendees.					
Apologies:	David Moloney	Heath Templeton			

	Item	Details	Who	Notes
1	Welcome and apologies	David Moloney, Heath Templeton, Bernie Porter, Chris Sharples, Peter Smith  Cr McAdam welcomed Chris Dahlenburg back following his time away from work.	Cr Greg McAdam	
2	Previous Minutes	Confirmed: Howard Templeton Seconded: Warren Clark		
3	Actions From Previous Minutes:	<ul> <li>Third party specs discussed at the previous meeting and noted that the timeframe information was not distributed with the minutes.</li> <li>Action: StJohn to follow up and distribute information.</li> <li>Funding for tanks noted in previous minutes discussed. <ul> <li>Adequacy of current tanks being investigated.</li> <li>Overflow will go to storm water once current tanks are full.</li> <li>Electronic float meter may be secured to analyse data and investigate further water storage requirements.</li> </ul> </li> <li>Action for MOU – sent out on short notice by Agriculture Victoria with many attendees actioning.</li> <li>Entrances have been sealed. Pot-holing has been dealt with near the Manager's office.</li> </ul>	StJohn Lees	

		2 1		
		<ul> <li>Ultrabuild have been contracted and obtained site possession today. Order for materials done today.</li> <li>Asbestos removal from ceiling and toilets next week.</li> <li>Portable toilets will be on site.</li> <li>Timeline for canteen finish expected to be 90 days.</li> <li>Discussion surrounding canteen contractor and operation during renovation.</li> <li>Action: SGSC to talk to Pit Stop Café with regards to provisional plan for food provision. Include dining and protection from weather.</li> <li>Manager's Office</li> <li>Utilities to be connected and decking installed.</li> <li>Acceptance inspection took place last week.</li> <li>Shrubs being removed tomorrow.</li> <li>StJohn congratulated Jonathan and Jason Newton, former Project Manager, who managed completion within 90 days.</li> </ul>	StJohn Lees and Jonathan Chinomona	
4	Any Other Business	<ul> <li>Cattle Yard roof</li> <li>Contractor is finalising column positions.</li> <li>Warrnambool production for trusses.</li> <li>Pens have commenced production in Penshurst.</li> <li>50% of old gates have been removed from pens 1-54.</li> <li>Smaller roof has been removed.</li> <li>Overall timeline of 31 October finish date for Section A (Pens 1-99). Connection and Pre-weigh area may go into November.</li> <li>Permits and approvals have held up commencement. Unforeseen fire requirements with exemptions being applied for. Will escalate if required.</li> <li>Permit for footings works to commence is being sought.</li> <li>Agents would require use of pens for 24 October sale (approx 2000 cattle)</li> <li>October sale will be showcase of the precinct and be a litmus test for future.</li> <li>Action: SGSC to liaise with Contractor – What activities occur towards end of section A completion and ability to partially accept works. Yards will need to be used during that time and feedback given to agents.</li> <li>Perimeter Fence</li> <li>Cattle grids and options surrounding same. More expensive than original grant allowed for.</li> <li>Northern entrances with grids first.</li> </ul>	StJohn Lees and Jonathan Chinomona	

		<ul> <li>Works should be finished by the end of July.</li> <li>Discussion with Federal Government to extend grant to December.</li> <li>Security System</li> <li>No progress at this stage.</li> <li>Strategy required to combat possible activist invasions.</li> <li>Managing agents at Pakenham sale yards may be able to provide advice.</li> <li>Police should be consulted also.</li> <li>Action: Development of an Operational procedure for security. Rodney and Chris to discuss counter-measures.</li> </ul> Throughput for June Discussed figures	Rodney VanDeHoef and Chris Dahlenburg	
		<ul><li>Discussed figures.</li><li>Increase in sheep and cattle numbers for the year.</li></ul>		
5	Items for Next Meeting	Progress of Cattle Yard roof and accessibility for sale	David Moloney	
6	Meeting Close	Further business	Cr Greg McAdam	

Next Meeting: Date: 30 September 2019 Time: 4	Venue: Martin J Hynes Auditorium
<ul> <li>Ground rules for our Meeting</li> <li>1. We start on time and finish on time</li> <li>2. We all participate and contribute – everyone is given opportunity to voice their opinions</li> </ul>	<ul> <li>5. We follow-up on the actions for which we are assigned responsibility and complete them on time</li> <li>6. We give and receive open and honest feedback in a constructive manner</li> </ul>
<ul> <li>3. We use improvement tools that enhance meeting efficiency and effectiveness</li> <li>4. We actively listen to what others have to say, seeking first t understand, then to be understood</li> </ul>	8. We strive to continually improve our meeting process and build time