

Attachment 3

BALLARAT LIVESTOCK SELLING CENTRE ADVISORY COMMITTEE

Waigona,
Info as per
document
[Signature]

ROLE AND FUNCTION**1. Introduction**

The Council operates the Ballarat Livestock Selling Centre as a livestock market for the sale of pigs, sheep, cattle and horses. To assist Council in the operation of such Selling Centre, it is appropriate that an Advisory Committee made up of representatives of users of such facility be formally established to advise Council on the operation of the Yards, the priority of works and other strategic matters.

2. The Role of the Advisory Committee

The role of the Advisory Committee is set down hereunder

- 2.1 To advise Council on the operations of the Livestock Selling Centre, to make suggestions in relation to improvements, maintenance and the physical condition of the yards.
- 2.2 To advise Council on rules and regulations that should apply in respect to the operation of the Yards and the activities of persons using same.
- 2.3 To advise Council as to major capital works on a capital works program to improve the facilities of the Saleyards.
- 2.4 To advise Council on the setting of fees and charges that should apply to all users of the Saleyards and for the sale of stock.
- 2.5 To advise Council of any other matters that the representatives of the User Groups consider should be implemented, considered or provided for the smooth, efficient operations of the Saleyards.
- 2.6 It is expected that representatives on the Advisory Committee would act in the interests of the Centre.

3. Membership of the Ballarat Livestock Selling Centre Advisory Committee

The representation of the Advisory Committee should be as follows -

- 3.1 A Councillor or representative (nominated by Council annually), who shall act as Chairman of the Committee.
- 3.2 A Council representative, being the General Manager Customer & City Services or their representative.

**BALLARAT LIVESTOCK SELLING CENTRE ADVISORY COMMITTEE
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3.3.1 Two members of the Ballarat Stock Agents Association nominated in writing by that Association and accepted by Council.

3.3.2 One representative of the Livestock Transporters Association nominated in writing by the Livestock Transport Association of Victoria and accepted by Council.

3.3.3 Two representatives from the Victorian Farmers Federation nominated in writing and accepted by Council, one being a representative of the Pastoral Association and one representing the United Dairy Farmers Association.

3.3.4 One representative of a Livestock Buyer Association nominated in writing by the Meat and Allied Trades Federation of Australia and accepted by Council.

NB Stand in representatives can be nominated in writing by each Group.

4. Meetings

The Advisory Committee would be required to meet at least four times per year or any additional times as decided by the Committee.

5. Reporting Mechanisms – Minutes of Meeting

Minutes of all meetings of the Advisory Committee shall be recorded and distributed to all members as soon as practicable following the meeting.

A copy of the Minutes of each Saleyards Advisory Committee shall be submitted to the next practicable Council Meeting.

Items for Agenda shall close eight (8) days before the meeting and agendas shall be mailed seven (7) days prior to the meeting.

6. Role of Council

Council's responsibilities in respect of the Advisory Committee include

6.1 Council may request reports and advice on matters relating to any aspect of the operation of the Livestock Selling Centre.

6.2 Council shall not set or vary any fees and charges associated with the operation of the Saleyards without referring such matter to the Advisory Committee for comment.

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6.3 The Council shall not determine, modify any capital works program to be undertaken within the Saleyards area without first obtaining advice and reports from the Saleyards Advisory Committee. Council shall take into account comments from the Saleyards Advisory Committee in making such decisions.

7. Standing Orders and Rules of Debate

Council makes no requirement in regard to standing orders or rules of debate in relation to the operation of the Advisory Committee. The Committee has the power to determine its own rules.