

Coolabunia Saleyards Management Policy

NOTE: Council regularly reviews and updates its policies. The latest controlled version can be obtained from the Policy Register on Council's intranet or by contacting Council's Corporate Services Branch. **A hard copy of this electronic document is considered uncontrolled when printed.**

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1. POLICY STATEMENT

The purpose of this policy is to provide guidelines for operational and management practices at the South Burnett Regional Council ('Council') Coolabunia saleyards ('saleyards').

2. SCOPE

This policy applies to Council representatives and saleyard users.

3. GENERAL INFORMATION

3.1. Services provided

Council aims to provide the following services to the saleyards:

- weighing of livestock on sale days;
- truck washing facilities;
- stock impounding (as arranged through Council's Facilities, Parks & NRM branch);
- private weighing services;
- private dipping services;
- tick inspections;
- animal spraying services;
- consignment services;
- transshipping services.

3.1.1. Bookings

Bookings for saleyard services must be made prior to arrival.

3.2. Animal health and biosecurity

Through robust biosecurity measures and animal health practices, Council will ensure measures are in place to ensure the health and welfare of livestock at the saleyard to prevent the spread of infectious diseases.

3.2.1. Animal welfare standards

The following practices will be adhered to in relation to animal welfare standards at the saleyards:

- all livestock will be handled in a manner that minimises stress and avoids injury, including low stress techniques and the use of appropriate livestock handling equipment;
- all livestock will have access to clean non-potable water in yards;
- Council representatives will monitor and direct saleyard users to provide adequate feed for livestock to ensure their basic needs are met whilst on site;
- Council representatives will identify and separate for further assessment and treatment any livestock that is showing signs of illness, injury or distress.

3.2.2. Biosecurity measures

To prevent spread of diseases, the following biosecurity measures will be enforced:

- all livestock entering the saleyards must comply with the National Livestock Identification System ('NLIS') requirements;
- National Vendor Declaration, Waybills and Health Declarations and any other movement records must be provided as per legislation and relevant industry assurance schemes (Livestock Production Assurance);
- any livestock that is suspected of carrying infectious diseases will be isolated in designated quarantine areas until they can be safely treated, removed or returned to their place of origin;
- regular cleaning of pens, yards and equipment will be carried out to minimise the risk of disease transmission;
- all users will follow Queensland Government's biosecurity directives in the event of a disease outbreak, including immediate isolation of affected animals, notification to relevant authorities and implementation of containment measures to prevent spread;
- all users will comply with any information requested by Council or the administering body in the management of a biosecurity event or identification of a biosecurity risk.

3.2.3. Training and education

All saleyard Council representatives and saleyard users are required to undertake and maintain training and education to manage animal health and biosecurity including:

- training on animal handling, welfare standards and biosecurity protocols;
- actively seek information and resources on biosecurity measures, disease prevention and best practices for animal welfare to ensure compliance and continuous improvement.

3.3. Conditions of entry

The condition of entry applies to the saleyards, including the amenities, canteen and infrastructure located on Lot22 FY2764, and will be published on Council's website, at the saleyard's catwalk point of entry and at the office. Individuals must abide by condition of entry and any directions provided by delegated Council Officer. Council reserves the right to ask an individual to leave, ban or suspend from entering the facility under the Unreasonable Customer Conduct Policy – Strategic033.

3.3.1. Operating hours

The saleyards operating hours are:

- general operating hours:
 - Monday to Friday (excluding public holidays) - 8:30 am to 5:30 pm;
- pre-sale induction and sale days:
 - 6:00 am to 9:00 pm,
- truck wash:
 - all hours unless otherwise stated by Council.

- **Expected behaviours**

All individuals entering the saleyards are responsible for understanding and adhering to the conditions of entry, including:

- observe and obey all signage, warnings and directions given by Council representatives;
- only enter the saleyards for the purpose of viewing, selling or monitoring livestock;
- enter the saleyards in a manner that minimise the stress on livestock;
- undertake reasonable care for their own health and safety and not adversely affect other users health and safety;
- Council representatives completing cattle handling have the appropriate skills and knowledge to complete the tasks and the have been advised of potential disease risks including Leptospirosis and Q Fever;
- utilise catwalks for the purpose of viewing, selling and monitoring livestock;
- children under the age of 16 must be accompanied and supervised by an adult at all times;
- users that have no knowledge and experience in saleyards enter under the supervision of a Council representative;
- be responsible for all personal belongings and property;
- leave the saleyards as directed by a Council representative.

3.4. Fees

Fees for using the saleyards will be in accordance with Council's Register of Fees and Charges.

3.5. Records

All records will be retained in accordance with Council's Information Recordkeeping Policy – Statutory039.

4. DEFINITIONS

Avdata means is an electronic touch-key system that enables Council to control access to facility and record water usage.

Biosecurity means the practice of controlling infectious disease.

Council representative means all Councillors and Council employees including permanent, casual and temporary employees, apprentices, trainees, contractors, volunteers, and work experience students.

National Livestock Identification Scheme ('NLIS') means Australia's system for the identification and traceability of livestock and the commitment to biosecurity and food safety that provides a competitive advantage in a global market.

Saleyards means the stud selling complex, livestock yards, cattle dip and chemical shed.

Saleyard users means stock and station agents, producers, vendors, buyers and visitors to the saleyards.

5. LEGISLATIVE REFERENCE

Animal Care and Protection Act 2001 (Qld)

Animal Care and Protection (Codes of Practice) Amendment Regulation 2021 (Qld)

Biosecurity Act 2014 (Qld)

Biosecurity Regulation 2016 (Qld)

Work Health and Safety Act 2011 (Qld)

Work Health and Safety Regulation 2011 (Qld)

6. RELATED DOCUMENTS

South Burnett Regional Council Information Recordkeeping Policy – Statutory039

South Burnett Regional Council Unreasonable Customer Conduct Policy – Strategic033

7. NEXT REVIEW

As prescribed by legislation or September 2028

8. VERSION CONTROL

| Version | Revision Description | Adopted Date | ECM Reference |
|---------|----------------------|-------------------|---------------|
| 1 | New policy | 17 September 2025 | 3337912 |


Mark Pitt RSM
CHIEF EXECUTIVE OFFICER

Date: 17 September 2025