



7 February 2019

Contact for Apologies: Interim General Manager
Phone: (08) 8551 0506
Email: horsetram@victor.sa.gov.au
Website: www.horsedrawntram.com.au
File Ref: GOV9.14.041

Dear Board Member

NOTICE OF MEETING

Notice is hereby given pursuant to the Victor Harbor Horse Tram Authority Charter and Section 87(4) of the Local Government Act, 1999, as amended that a meeting for the **Victor Harbor Horse Tram Authority** has been called for:-

DATE: Tuesday, 12 February 2019
TIME: 09:00am
PLACE: Council Chambers, Civic Centre, 1 Bay Road, Victor Harbor

Please find enclosed a copy of the Agenda for the meeting.

Yours faithfully

Victoria MacKirdy
Interim General Manager
Victor Harbor Horse Tram Authority

Please be advised that filming, photography and audio recording may take place at this meeting when the public and media are not lawfully excluded under Section 90 of the Local Government Act 1999.

Contents

1. ATTENDANCE	3
2. APOLOGIES	3
3. MINUTES OF PREVIOUS MEETING	4
3.1. Minutes of the Previous Meeting	4
4. BUSINESS ARISING	10
4.1. Work Program and Resolutions Report	10
4.2. Correspondence	15
4.3. Items for Discussion	16
5. PRESENTATIONS	20
5.1 Nil	20
6. REPORTS	21
6.1 Budget Report as at 31 January 2019	21
6.2 Misty Retirement	23
7. URGENT BUSINESS WITHOUT NOTICE	25
7.1 Late Item - Update on the Causeway Maintenance and Operations	25
8. CONFIDENTIAL REPORTS	25
9. NEXT MEETING	25
10. CLOSURE	25

Agenda

Date: Tuesday, 12 February 2019

Time: 9:00am

Location: Encounter Room – Civic Centre – 1 Bay Road, Victor Harbor

1. ATTENDANCE

Carol Schofield

Terry Andrews

Brian Hockney

Peter Lewis

Victoria MacKirdy (Interim General Manager VHHTA)

Graham Pathuis (Director Planning and Regulatory Services CVH)

Kellie Knight-Stacey (Interim Director Corporate and Community Services CVH)

Mark Przibilla (Acting Manager of Economic and Tourism Development CVH)

Suzi Prsa (Research and Administration Officer/Minute Secretary CVH)

2. APOLOGIES

Nil

3. MINUTES OF PREVIOUS MEETING

Item No.	3.1.
Title	Minutes of the Previous Meeting
Meeting Date	12 February 2019
Reference	VHHT Authority Charter Local Government Act 1999
Consultation	Board Members
Attachments	3.1.1 VHHTA Minutes – 8 January 2019
Purpose	<i>Information/Decision</i>

PURPOSE

The purpose of this report is for the Board to adopt the minutes of the Victor Harbor Horse Tram Authority meeting held on 8 January, as a true and correct record of the meeting.

RECOMMENDATION

That the minutes of the previous Victor Harbor Horse Tram Authority meeting held on 8 January 2019, as per copies supplied to members, be adopted as a true and correct record of the meeting.

INFORMATION

The Victor Harbor Horse Tram Authority is established under Section 42 of the Local Government Act 1999 and is required to operate in accordance with its Charter and the legislation.

The Board held its meeting on 8 January 2019, and the minutes of the meeting are contained in **Attachment 3.1.1**.

RISK ASSESSMENT

Risks associated with the recommendation have been assessed as follows:

Governance – preparation and reporting for the endorsement of the minutes can be managed through routine activities and have a negligible impact.

BUDGET IMPLICATIONS

There are no direct budget implications associated with adopting the minutes of the meeting held on 8 January 2019.



Minutes

Board Victor Harbor Horse Tram Authority
 Meeting Held 8 January 2019
 Location Encounter Room – 1 Bay Road, Victor Harbor

Index

- 1. **ATTENDANCE**.....2
- 2. **APOLOGIES**2
- 3. **MINUTES OF PREVIOUS MEETING**.....2
- 3.1 **Minutes of the Previous Meeting**.....2
- 4. **BUSINESS ARISING**2
- 4.1 **Work Program and Resolution Report**2
- 4.2 **Correspondence**3
- 4.3 **Items for Discussion**3
- 5. **PRESENTATIONS**.....4
- 6. **REPORTS**4
- 6.1 **Family Fun Day**4
- 7. **URGENT BUSINESS WITHOUT NOTICE**.....4
- 8. **CONFIDENTIAL REPORTS**.....5
- 9. **NEXT MEETING**.....5
- 10. **CLOSURE**.....5

1. ATTENDANCE

Carol Schofield (Chair)
Terry Andrews
Brian Hockney
Peter Lewis

In Attendance:

Victoria MacKirdy (Interim General Manager VHHTA)
Graham Pathuis (Director Planning and Regulatory Services CVH)
Mark Przbilla (Acting Manager of Economic and Tourism Development CVH)
Suzi Prsa (Research and Administration Officer/Minute Secretary CVH)

2. APOLOGIES

NIL

3. MINUTES OF PREVIOUS MEETING

3.1 Minutes of the Previous Meeting

VHHTA26	Moved:	Peter Lewis
	Seconded:	Terry Andrews

1. That the minutes of the previous Victor Harbor Horse Tram Authority meeting held on 21 December 2018, as per copies supplied to members, be adopted as a true and correct record of the meeting.

CARRIED

4. BUSINESS ARISING

4.1 Work Program and Resolution Report

4.1.1 Ticket Machine

A discussion was held with Board Members around the current resolution to purchase and install a ticketing machine at the Causeway Office. This matter was raised by Carol Schofield following feedback from staff and experience at the new merchandise outlet during the Christmas/New Year period.

Carol Schofield requested that it be recorded in the minutes that she is not in favour of purchasing the ticket machine at this current time as it is not appropriate use of funds at this stage.

Action: Ms Victoria MacKirdy - Interim General Manager to progress with the current resolution of the Board to purchase and install a ticketing machine.

VHHTA27 Moved: Peter Lewis
 Seconded: Terry Andrews

1. That the Victor Harbor Horse Tram Authority Board note the Work Program and resolution report as at 8 January 2019.

CARRIED

4.2 Correspondence

Nil.

4.3 Items for Discussion

4.3.1 Causeway Repairs and Ongoing Maintenance

Ms Victoria MacKirdy - Interim General Manager provided a verbal update on the management and outcome of the Causeway Failure Incident and ongoing maintenance requirements.

Action: Ms Victoria MacKirdy - Interim General Manager provide a report on the progress and meetings on the Causeway Repairs and Ongoing Maintenance.

VHHTA28 Moved: Terry Andrews
 Seconded:

This Board ask for an urgent meeting with either or both the Minister for Tourism and Minister for Local Government by our Chair and Deputy Chair.

LAPSED FOR WANT OF A SECONDER

VHHTA29 Moved: Terry Andrews
 Seconded:

This Board writes to and asks the Victor Harbor Council and the Victor Harbor Business Association to support and be part of a delegation to the Ministers regarding the future of the Causeway and its possible replacement.

LAPSED FOR WANT OF A SECONDER

VHHTA30 Moved: Terry Andrews
 Seconded: Peter Lewis

That this Board seeks an independent written report from a structural engineer conversant with marine aspects such as the Causeway.

LOST

4.3.2 Recruitment of the General Manager and Independent Board Member Positions

Ms Victoria MacKirdy - Interim General Manager provided a verbal update on the Recruitment of the General Manager and Independent Board Member Positions.

Recruitment process and timeframes provided to Board members. Confidential report to Horse Tram Board February meeting for decision and endorsement of panel recommendation for appointment of General Manager. Confidential report prepared and presented to Council meeting in February for decision and appointment of Board Members based on Panel recommendation.

VHHTA31 Moved: Terry Andrews
 Seconded: Brian Hockney

1. That the Board receive and note the verbal updates on items for Discussion.

CARRIED

5. PRESENTATIONS

Nil.

6. REPORTS

6.1 Family Fun Day

VHHTA32 Moved: Terry Andrews
 Seconded: Brian Hockney

1. That the Victor Harbor Horse Tram Authority accept local radio station Fleurieu FM to undertake an outside broadcast adjacent to the Horse Tram Office on the 28th January from 10.30am to 3.30pm.
2. That the Victor Harbor Horse Tram Authority allocate up to 5 family return passes to Fleurieu FM be issued as 'on-air' prizes leading up to and during the outside broadcast.
3. That the Victor Harbor Horse Tram Authority invite the representatives of the South Coast Camera Club to capture images on the day to be used by the authority for future promotional purposes.

CARRIED

7. URGENT BUSINESS WITHOUT NOTICE

Ms Victoria MacKirdy - Interim General Manager updated that DPTI has advised that the broken Causeway lights will be fixed by the end of the week.

Ms Victoria MacKirdy - Interim General Manager updated that Tram 2 is not in operation as of 8 January 2019 until the end of the week, due to repairs required on the wheel bearings. Two trams are operating.

8. CONFIDENTIAL REPORTS

Nil

9. NEXT MEETING

The next scheduled Victor Harbor Horse Tram Authority Meeting is Tuesday, 5 February 2019, to be held in the Encounter Room, 1 Bay Road, Victor Harbor at 9:30am.

10. CLOSURE

The Chair declared the meeting closed at 10:55am.

Signed: _____

Date: _____

4. BUSINESS ARISING

Board Report

Item No.	4.1.
Title	Work Program and Resolutions Report
Meeting Date	12 February 2019
Reference	VHHT Authority Charter Local Government Act 1999
Consultation	Board Members Acting Director Corporate & Community Services CVH
Attachments	4.1.1 Work Program 4.1.2 Resolution Register
Purpose	<i>Information/Decision</i>

PURPOSE

To provide a record of resolutions and outstanding actions, the work program and associated action list with status updates.

RECOMMENDATION

That the Victor Harbor Horse Tram Authority Board note the Work Program and resolution report as at 12 February 2019.

INFORMATION

The Victor Harbor Horse Tram Authority is established under Section 42 of the Local Government Act 1999 and is required to operate in accordance with its Charter as gazetted on the 25 October 2018 and other relevant legislation as stated within its Charter.

Work Program

To assist the Board to fulfil its role a Work Program has been established detailing programmed actions and status.

The actions listed in the second version of the Work Program that appears as **Attachment 4.1.1** to this Agenda, have been determined largely from the Charter and in consideration of the work required in the first 6 – 12 months to establish the Authority and its operations and provides a status on the actions.

This work program is subject to review, additions, deletions and amendment, as a work in progress, therefore, the program should be noted by the board but not endorsed as it will need to remain a live document. The Interim General Manager is to maintain the Work Program and provide board members with an updated version at each board meeting.

Outstanding Resolutions

The General Manager is to maintain a resolution register and to implement resolution of the Board in a timely and efficient manner.

The resolutions report lists all the resolutions from the previous meeting, with a progress note as contained in **Attachment 4.1.2**.

Summary

The Resolutions Report and Work Program will be a standing item at the each board meeting.

RISK ASSESSMENT

Risks associated with the recommendation have been assessed as follows:

Government – there is no direct risk with noting the report. The board must manage its governance risk of implementing decisions of the board and associated actions as well as work as required by the Local Government Act 1999 Section 99(1)(a) and the Charter within approved budgets and required time frames. This report provides a mechanism for the Board to monitor progress of resolutions, work and actions and to manage the associated governance risk.

Compliance – There is no direct risk with noting the work program and resolution report. This will assist the Board to achieve compliance with the Local Government Act 1999 and the Victor Harbor Horse Tram Authority Charter.

BUDGET IMPLICATIONS

There are no direct budget implications with noting the progress of the outstanding actions, the work program and action list. Resource implications associated with specific resolutions and actions are considered in specific reports.

WORK PROGRAM

Victor Harbor Horse Tram Authority



November 2018 – April 2019

The actions listed has been determined largely from the Charter and in consideration of the work required in the first six (6) months to establish the Authority and operations at the Victor Harbor Horse Tram.

Workshops, out-of-session feedback to the General Manager from board members, and special meetings may be required to progress work in a timely manner and meet key deadlines.

This work program is subject to review, additions, deletions and amendments, therefore the work program should be noted by the board but not endorsed as it will need to remain a live document. The General Manager is to maintain the Work Program and provide board members with updated versions as appropriate.

Month	Action	Status
3 December 2018	Work Program Recruitment of Board Members Recruitment process for General Manager	Commenced In progress In progress
21 December 2018	Work Program and Resolution register Correspondence Items for Discussion Public Relation Tram No. 4 Tram Frequency – Staffing implications Media Services Ticket Machine 2018/19 Budget	Ongoing Completed January 2019 January 2019 January 2019 Completed January 2019 Further action Completed
8 January 2019	Work Program and Resolution register Family Fun Day Communications & Marketing Workshop: <ul style="list-style-type: none"> • Patronage of VHHDT • Window Display at the Tram Office • Buy one Get one Free • Chinese Incentive Group Proposal • Public Relations • Media Services 	Ongoing Completed Completed
23 January 2019	Workshop	Completed

12 February 2019	Work Program and Resolution register Items for Discussion 2018/19 Summer Holiday Operating Report (Update to be provided by Adrian Cox)	
12 February 2019	Workshop: <ul style="list-style-type: none"> Draft 2019/20 Budget 	
March 2019	Asset Management Policy and Maintenance Program (includes Tram No. 4) Board Member Reimbursement Allowances Policy Appointment of Board Members by Council Adoption 2019/20 for recommendation to Council	
	Adopt First Business Plan Application to Council – exemption for Audit & Risk Committee until 25 October 2019 Insurance Report Risk Management Policy Work Health and Safety Policy – General Manager Environmental Protection Policy Disposal Policy	

Document History

VERSION	DOCUMENT	ACTION	DATE
0.1	Draft	Board meeting	3 December 2018
1.0	Version 1.0	As amended at the Board meeting	3 December 2018
1.1	Version 1.1	As amended at the Board meeting	21 December 2018
1.1	Version 1.2	As amended at the Board meeting	8 January 2019
1.1	Version 1.3	Draft presented to February meeting report	12 February 2019

Victor Harbor Horse Tram Authority - Resolutions						
Meeting Date	Resolution Number	Agenda Item No.	Title	Resolution	Status	Notes
3-Dec-18	VHHTA01	4.1	Work Program and Resolution Report	That the Board note the Work Program as at 3 rd December 2018 and that at future board meetings a Resolutions Report will also be presented.	Ongoing	updated
				5. That the Victor Harbor Horse Tram Authority requests that the City of Victor Harbor prepare an agreement for the provision of corporate service support.	In Progress	An agreement is currently being drafted for the provision of corporate service support
3-Dec-18	VHHTA14	8.1	Process for Recruitment of General Manager Contract	3. That an independent agency be appointed to shortlist and interview applicants and provide a recommendation for appointment to the Board.	In Progress	McArthur have been engaged as the Independent agency. Report to Authority/Presentation and Appointment 5 February 2019
				4. That the position of General Manager be offered as a contract, for a period of 3 years.	In Progress	
		4.3.1	Window Display at the Tram Office	Action: Ms Victoria MacKirdy – Interim General Manager to organise implementation of a monitor utilising the three current videos of the Horse Drawn Tram to be displayed on the windows facing south of the causeway.	In Progress	Existing monitor not suitable, currently looking to purchase new monitor. Discussions with Friends of the Horse Tram re sponsorship.
		4.3.2	Marketing	Board Member Peter Lewis, marketing activity of Buy one Get one Free and Chinese Incentive Group Proposal to be considered by the Board at the January 2019 Communications & Marketing Workshop	Completed	Communications & Marketing Workshop complete awaiting draft for consideration by the board. Application of 'buy one get one free' to be considered by the board and General Manager in the context of the Communications & Marketing Plan. The new General Manager to work with existing staff to determine the operating feasibility of the Chinese Incentives Group Proposal and report back to the board.
21-Dec-18	VHHTA20	6.1	Media Services	1. That the Board receive and note the report on Media Services. 2. That the Board include the preparation of a Marketing Plan for inclusion in the work program for February 2019	Completed	Communications & Marketing Workshop complete awaiting draft for consideration by the board. Board to consider media services in the context of the Communications & Marketing Plan.
21-Dec-18	VHHTA21	6.2	Public Relations	1. That the Board receive and note the report on Public Relations	Completed	January 2019 Communications & Marketing Workshop
21-Dec-18	VHHTA22	6.3	Tram No. 4	1. That the Board receive and note the report on Tram No. 4. 2. That the administration undertake an investigation on tram No. 4, as part of the preparation of the Asset Management Plan. 3. That the Asset Management Policy and Maintenance Program be included in the work program for February 2019.	Work Program	2019 Work Program
21-Dec-18	VHHTA24	6.5	Ticket Machine	1. That the Board endorsed procurement and installation of a ticket machine as per option 1 presented in the agenda report. 2. That the Board provide further direction on procurement and installation of a ticket machine.	In Progress	Purchase order raised.
		4.1.1	Ticket Machine	Action: Ms Victoria MacKirdy - Interim General Manager to progress with the current resolution of the Board to purchase and install a ticketing machine.	In Progress	See Resolution VHHTA24
		4.3.1	Causeway Repairs and Ongoing Maintenance	Action: Ms Victoria MacKirdy - Interim General Manager provide a report on the progress and meetings on the Causeway Repairs and Ongoing Maintenance.	Agenda Report	See Agenda - 12 February 2019
8-Jan-19	VHHTA32	6.1	Family Fun Day	1. That the Victor Harbor Horse Tram Authority accept local radio station Fleurieu FM to undertake an outside broadcast adjacent to the Horse Tram Office on the 28th January from 10.30am to 3.30pm. 2. That the Victor Harbor Horse Tram Authority allocate up to 5 family return passes to Fleurieu FM be issued as 'on-air' prizes leading up to and during the outside broadcast. 3. That the Victor Harbor Horse Tram Authority invite the representatives of the South Coast Camera Club to capture images on the day to be used by the authority for future promotional purposes.	Completed	The event is now complete.

Item No.	4.2.
Title	Correspondence
Meeting Date	12 February 2019
Reference	VHHT Authority Charter
Consultation	
Attachments	Nil
Purpose	<i>Information/Decision</i>

Item No.	4.3.
Title	Items for Discussion
Meeting Date	12 February 2019
Reference	VHHT Authority Charter
Consultation	VHHT Authority Board Members
Attachments	Nil
Purpose	<i>Information/Decision</i>

PURPOSE

The purpose of this report is to discuss items that have been raised by Board Members.

RECOMMENDATION

That the Board receive and note the report on Items for Discussion.

INFORMATION

Board member Terry Andrews has submitted the following Notice of Motions:

Motion:

That a workshop, informal meeting, be organised with the new Board and the current interim Board to allow exchange of historical information, views and ideas to assist the new Board and General Manager in moving forward.

Motion:

That the present Board members are available for the new Board to be included in any sub-committee if required.

Information:

I believe it is essential that the information, views and ideas that this present Board has accumulated over the last 2.5 years be passed on to the new Board, especially as it appears that none of the present Board members will be part of the new structure. By having a workshop / informal meeting it can assist future development and allows them a full understanding of the journey that brought the Board into existence over the two and half years.

This just highlights the fact that the present members are available for resource for the new Board.

Board member Brian Hockney has submitted the following Notice of Motions:

Deputy General Manager

Motion:

The Board may appoint a Deputy General Manager to act in the absence of the General Manager, and may be the CEO of Council (which in their absence will be their delegated CEO), or other appropriate person as appointed by the Board.

Alternative Motion (Provided by Interim General Manager):

That the Authority seek written approval/confirmation from the City of Victor Harbor that confirms that the Chief Executive Officer of the Council can act as the Deputy General Manager of the Authority for any period of absence.

Information

This addition to the HTA Authority Policy Documents is necessary to ensure that there is a Deputy General Manager available to carry out the required duties of operating the HTA in the event that the normal General Manager is unavailable (whether due to holidays, sickness, other obligations or whatever reason), and is particularly necessary to ensure that Ordinary and Special Board Meetings can be called and held as requested.

Requirement to buy extra "Clydesdale"

Motion:

The board of the HTA requests that the Interim General Manager engage Howard Moss to begin an immediate search to buy an appropriate Clydesdale to add to the current team, with purchase price (capital cost line 32230) if bought before end of financial year to come from the current increase in sales revenue, and budgeted horse training/breaking (line 32359, \$2,000).

Information

The HTA Board is aware that the current horse team is struggling to maintain the service frequency required to reach the objectives of the Board, and is more at risk if a horse becomes injured. It is necessary to begin training a further horse ready for next summer.

Back up Mechanical Tram

Motion:

That a "Committee" be formed in due course under the auspices of the HTA, as authorised under sn 9 of the Charter, with the objective and terms of reference to;

- ***Investigate and consider all alternative means of vehicle to pull the HT carriages, including electrical, tractor or vehicle (eg as held by the Port Elliot Museum), overseas options (France, European models).***
- ***Investigate the costs and timing of introducing such a service.***

The working Party is to report to the HTA Board in due course with its results.

Information

The HT Sn 41 Committee Report recommended considering all forms of back up vehicle if required in the event of horse breakdowns, bad weather, excess passenger demand and other event demand.

Causeway HT Station

Motion:

That a "Committee" be formed in due course under the auspices of the HTA, as authorised under sn. 9 of the Charter, with the objective and terms of reference to;

Consider the options available to improve the state and design of the Causeway HT Station, to;

- ***Improve its suitability as a station, both in regard to safety, loading and unloading procedures, and***
- ***Improve signage and ticketing facilities, and***
- ***Improve protection provided to passengers from bad weather, including rain, wind and sun.***

Information

The HT Sn 41 Committee Report recommended considering a review of the state of the Tram Stations, with a view to improving the service to customers.

Capital Items

Motion:

That a full detailed review of capital budgets, be made along with a detailed list of capital expenditures committed to, with all quotations, submissions, tenders or invoices be presented to the Board for review.

Information

It is the responsibility of the new Board to be cognisant of all obligations and commitments of the HTA, and responsible to pass on full knowledge of these issues to the new incoming Board.

RISK ASSESSMENT

There are no risks identified in receiving and noting the report.

BUDGET IMPLICATIONS

There are no budget implications associated with the recommendation.

5. PRESENTATIONS

5.1 Nil

6. REPORTS

Board Report

Item No.	6.1
Title	Budget Report as at 31 January 2019
Meeting Date	12 February 2019
Reference	VHHT Authority Charter
Consultation	
Attachments	Nil
Purpose	<i>Information/Decision</i>

PURPOSE

The purpose of this report is to provide the Authority with an update on the budget including year to date transactions to allow for monitoring and consideration of budget compliance.

RECOMMENDATION

That the Budget Report as at 31 January 2019 is received and noted.

That \$3,500 be transferred from Other Expenses to Marketing to cover the cost of the gazettal notice.

INFORMATION

The Victor Harbor Horse Tram Authority budget was endorsed by Council on Monday, 17 December 2018 and detailed capital expenditure by Council of \$286,500 and an operating contribution to the Authority of \$292,300.

The table below shows the current status of the budget with a detailed listing provided to Authority members under separate cover.

Description	Current Budget	Year to Date	Balance Remaining
CAPITAL			
Buildings	73,400	41,204	32,196
Tram Line	180,700	0	180,700
Plant & Equipment	32,400	2,084	30,316
Net Capital	286,500	43,288	243,212
OPERATING			
Income - Ticket Sales & Other	277,300	144,974	132,326
<i>Less</i>			
Salaries & On-Costs	304,400	118,711	185,689
Administration	33,300	3,295	30,005
Services / Utilities	12,300	3,510	8,790
Maintenance	104,600	12,833	91,767

Marketing	5,200	8,858	(3,658)
Other	29,800	8,147	21,653
Depreciation	35,000	4,818	30,182
Corporate Services	45,000	12,328	32,672
Net Operating	292,300	27,526	264,774

Expenses are within budget with the exception of marketing – which has been exceeded by \$3,658 due to advertising costs associated with the gazettal of the Authority (\$4,057)

RISK ASSESSMENT

Financial – There is no risk in receiving the budget update report and as there is no impact on the net operating result, risk is assessed as *low*.

BUDGET IMPLICATIONS

Excluding budgeted staff resources, there are no budget implications from receiving the budget update report. The budget amendment recommended within the report has a net Nil effect on the total budget allocation.

Item No.	6.2
Title	Misty Retirement
Meeting Date	12 February 2019
Reference	
Consultation	Interim General Manager
Attachments	
Purpose	<i>Decision</i>

PURPOSE

The report identifies the need to retire the horse known as Misty in the horse fleet due to age and ongoing health limitations.

RECOMMENDATION

That the Victor Harbor Horse Tram Authority recommend to the Council that the Horse Tram Horse known as Misty be retired through transfer of ownership with the sale to be negotiated by the Chief Executive Officer and staff with the eventual owner having the demonstrated capabilities, capacity and environment that ensures the ongoing care of the horse.

INFORMATION

Horse Tram Horse Misty, at age 23 has reached the end of her working life. Misty suffers from skin cancer attached to her eye lid and general soreness related to her age eliminating her ability to service the horse tram operations. Whilst she is happy and comfortable in the paddocks, she requires ongoing care in her aging years.

The horse fleet are considered as assets in accordance with Council's Asset Management Policy with the assets of the tram currently under the care and control of the Council. Misty's value in terms of a depreciable asset is \$0 hence the Council may chose to relinquish this asset at a nominal fee in accordance with the Council's Sale and Disposal of Land and Other Assets policy.

The Council's Sale and Disposal of Land and Other Assets policy provides the following guidance.

Where low value items are no longer required and there is no realistic market, a community benefit can be gained or the cost of alternative disposal methods are excessive in relation to the value, the Chief Executive Officer may provide approval for the items to be...sold at a negotiated price or donated to approved charities or non-profit organisations.

A handful of expressions of interest have been received from the public for the acquisition of Misty. Based on the care required for Misty for the remainder of her life it is being recommended that the authority recommend to Council that the Chief Executive Officer enact the assets disposal policy and negotiate the nominal sale of Misty to a carer with the appropriate skills, knowledge and housing to take Misty.

Given Misty's age and health conditions it is not deemed appropriate that Misty be put to work at a riding charity, rather she serve out her remaining years as a paddock horse.

RISK ASSESSMENT

Public Relations: The Community has a great interest in the health and wellbeing of the Horse Tram horses, hence, ensuring that Misty is allowed to retire at peace and be provided with the necessary care that she needs. This risk has been identified as Low risk.

BUDGET IMPLICATIONS

The sale of Misty is intended to be at a nominal value. This would be negotiated by either the Chief Executive and staff based on the quality of care being offered.

Costs relating to feed, veterinary attention and hoof trimming would be reduced, however this will allow for younger horses to enter the fleet.

7. URGENT BUSINESS WITHOUT NOTICE

7.1 Late Item – Update on the Causeway Maintenance and Operations

Report to be provided as a late item once available.

8. CONFIDENTIAL REPORTS

Nil.

9. NEXT MEETING

The next Scheduled Meeting is Tuesday, 5 March 2019 at 9:30am to be held in the Encounter Room, Civic Centre, 1 Bay Road, Victor Harbor

10. CLOSURE