



28 September 2020

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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:** Friday, 2 October 2020

**TIME:** 11.00am

**PLACE:** Via circular resolution

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

Yours faithfully

**Megan Whibley**

**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.*

Victor Harbor Horse Tram Authority  
Board Meeting Agenda  
For meeting via circular resolution  
Commencing at 11.00am via email



**1. Open Meeting/Welcome**

**2. Attendance**

Paul Brown (Chair)  
Cr Carol Schofield AM  
Nigel Catt  
Rachel Kennedy  
Natasha Hunt

Megan Whibley (General Manager VHHTA)  
Tamar Herron (Minute Secretary VHHTA)

Kellie Knight-Stacey (Director Corporate and Customer Service)

**3. Apologies**

**4. Reports for Decision**

4.1 Formal Request for lease of land known as CT 6241-993 Lot 23 and CT  
6241-994 Lot 580 and future lease of a portion of section 696, 20  
Canton Place report ..... 2

**5. Discussion Items – No decision(s)**

**6. Urgent Business without Notice**

**7. Confidential Reports**

**Meeting Close**

***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.*



Meeting **Victor Harbor Horse Tram Authority**

Date **2 October 2020**

From **Megan Whibley**

Subject **Formal Request for lease of land known as CT 6241-993 Lot 23 and CT 6241-994 Lot 580 and future lease of a portion of section 696, 20 Canton Place report.**

Report Number **4.1**

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## **RECOMMENDATION**

- 1. That the Victor Harbor Horse Tram Authority receive and note the Formal Request for Council to lease to the Victor Harbor Horse Tram Authority for the land known as CT 6241-993 Lot 23 and CT 6241-994 Lot 580**
- 2. That the Victor Harbor Horse Tram Authority endorse the Formal Request to Council to enter into a peppercorn lease of \$1.00 on demand with the Victor Harbor Horse Tram Authority for the land known as CT 6241-993 Lot 23 and CT 6241-994 Lot 580 and present it to Council for their approval/agreement/endorsement.**
- 3. That the Victor Harbor Horse Tram Authority endorse the formal request to Council to enter into a peppercorn lease of \$1.00 on demand with the Victor Harbor Horse Tram Authority for the land already in use by the Victor Harbor Horse Tram Authority identified as a portion of section 696, 20 Canton Place once the purchase occurs in 2021/22**

## **INFORMATION**

### **Purpose**

The purpose of this report is for endorsement from the Victor Harbor Horse Tram Authority ('The Authority') to enter into a lease Agreement with the City of Victor Harbor for the land as contained in **CT 6241-993 Lot 23 and CT 6241-994 Lot 580**, so that the Authority secures long term grazing land for the horses and the ability to build the new stables complex on this said land.

### **Background**

The Authority first requested, grazing land options from Council for the horses at the time of the Authority's legal formation in Oct 2018.

Council staff investigated suitable options and reported back to the Authority.

*At the Victor Harbor Horse Tram Authority Board meeting held on the 18 June 2019 the board endorsed that:*

***The VHHTA request that the General Manager commence negotiations with SA Water to access land identified as Options 2 & 3 and report back to the board.***

Council investigated a number of options for additional grazing land to support the horse tram Clydesdales. The land in option 2 of that report has been identified by the Authority as the most suitable.

***Option 2:*** SA Water owned land directly adjacent to the existing paddock area on the corner of Canton Place, Henderson Road and Armstrong Road (Ring Road).

Please see attachments A, B, C and D

### **Commentary**

The Authority General Manager has been following up with the Property Officer for the City of Victor Harbor from June 2019, after being directed to negotiate with SA Water regarding the land CT 6241-993 Lot 23 and CT 6241-994 Lot 580 by the Board. The City of Victor Harbor (not the Authority) and have now purchased the land in question.

The future Stable build has been included in the current capital budget and is ear marked for this land. This new stable facility is essential for the Authority staff to efficiently manage the business and horses to the high standard expected by the community. To formally obtain the care, control and management over the land, the Authority will need to enter into a lease agreement with Council and therefore be able proceed with this infrastructure project.

The Victor Harbor Horse Tram Authority may also consider the request for a Peppercorn lease fee of \$1.00 on demand as the land is for the use by a subsidiary of Council on behalf of Council with all profits used for the funding of the service.

*Extract from the Board meeting on 4 April 2019*

*In determining suitable land for grazing the following criteria was applied and the Land option 2 fits this criteria.*

- *Within a reasonable distance from the Horse Tram Offices & Barn*
  - *Salaries / Time efficiencies for set up/pack up*
    - *Can be 2 return trips per day bring in 4 horses (40 mins per trip to current location)*
    - *Plus 15 mins \* 2 to get float which could be housed at new facility*
  - *Flexibility for horse and staff needs - WHS e.g. horse wellbeing e.g. shoe coming off, travel time in floats.*
  
- *Ease of access for horse tram vehicle and float*

- time
- safety of staff and horses
- *Quality of pasture*
  - cost
  - horse health
- *infrastructure and shade*
  - *Maintain use of existing structures on adjacent property*

## **RISK ASSESSMENT**

**Employee Safety / Public Safety** – the securing of land for the stable facility is identified as priority actions to ensure ongoing safety of operations for staff and the horses. It is important to note that a decision to resolve contrary to the recommendation would elevate the risk. The risk is assessed as **low**.

**Financial Management** – The capital funds are available in City of Victor Harbor’s capital budget and have been allocated for the purposes of projects relevant to the horse tram. This proposal does not require additional capital funds in this financial year. The risk is assessed as **low**.

## **REFERENCES**

Previous Board meetings – 4 April 2019 and 18 June 2019 agenda’s

## **BUDGET IMPLICATIONS**

Without the land available for the new stable build that is in the capital Budget the Authority will not be able to make use of the budget allocation in this financial year.

The Authority is requesting a peppercorn lease of \$1.00 on demand so the financial implications for a lease would be nil.

## **CONSULTATION**

Michelle Griffiths – Property Officer of the City of Victor Harbor.

## Board Report

|                     |                                   |
|---------------------|-----------------------------------|
| <b>Item No.</b>     |                                   |
| <b>Title</b>        | <b>Grazing Land</b>               |
| <b>Meeting Date</b> | <b>18 June 2019</b>               |
| <b>Reference</b>    | ED4.12.022                        |
| <b>Consultation</b> | City of Victor Harbor             |
| <b>Attachments</b>  |                                   |
| <b>Purpose</b>      | <i>Information &amp; Decision</i> |

### PURPOSE

The report seeks to provide the board with a number of options to consider with respect to future grazing land for the Horse Tram horses.

### RECOMMENDATION

**That the Victor Harbor Horse Tram Authority (VHHTA) seek approval from Council to access the Council owned land outlined in Option 1 as a short term grazing solution.**

**The VHHTA request that the General Manager commence negotiations with SA Water to access land identified as Options 2 & 3 and report back to the board.**

### INFORMATION

At the 4<sup>th</sup> April 2019 board meeting the board considered a report in relation to the future grazing options for the Clydesdale horses. Upon considering the report the board sought to be better informed about the options prior to making a final decision.

Council have been investigating a number of options for additional grazing land to support the horse tram clydesdales – these options are identified in **Attachment 1** with further commentary provided below.

Board members have recently participated in visits to the nominated sites.

In determining suitable land for grazing the following criteria was applied :

- Within a reasonable distance from the Horse Tram offices & barn
- Ease of access for horse tram vehicle and float
- Quality of pasture and or soil that would allow for pasture improvement
- Existing infrastructure and shade
- Terms of an arrangement including longevity

The options identified to date are as follows :

**Option 1** : Council currently own land adjacent to the Canton Place paddock that borders Armstrong Road (Ring Road). The land is currently let to a private individual under a permit arrangement. The land is mostly sandy with soil and pasture improvements possibly required. Under the permit arrangement 28 days notice is required for Council to obtain access to the land. The land is earmarked by the Council for future sport and recreation purposes, on ground work is expected to occur in the next couple of years. This is only considered to be a short-term solution. The horse tram currently own sufficient pipes, troughs and temporary electric fencing to activate this land.

*Footnote* : Flooding occurs through winter on existing paddock areas where the horses currently reside. An alternative site will be required for this winter, providing staff with options in the event of flooding.

**Option 2** : SA Water owned land directly adjacent to the existing paddock area on the corner of Canton Place, Henderson Road and Armstrong Road (Ring Road). It is understood that SA Water intend to install solar panels on much of this site in the future.

Council have requested advice from SA Water on their intentions for this land and their willingness to lease the whole or part thereof. No response has been received at the time of writing.

From previous conversations with representative from SA Water it is understood that commercial rates will be sought.

It is understood that treatment plant waste has been placed on the site previously. It will be prudent to undertake further investigations, to reduce any associated risks.

**Option 3** : SA Water owned land located on the corner of Martha Place and Canterbury Road on the opposite site of the Ring Road to the existing paddock area. It is understood that a portion of this site was used previously as a casual dump site. It is unknown as to the extent and nature of items dumped in this location. This land is accessible to the existing Canton Place stables, via a path under the Ring Road.

**Option 4** : That the Authority call for expressions of interest for the agistment of land in the local area under a commercial arrangement.

## **RISK ASSESSMENT**

There is a public relations risk relating to the content of this report. The paddock and grazing area at the existing Canton Place site is limited, with minimal grass for grazing the public might form a view that the horses are not being well cared for by

the Authority. Work undertaken by the Authority to determine and implement a solution will eliminate this risk.

**BUDGET IMPLICATIONS**

There are no budget implications associated with the recommendation.



## Board Report

|                     |  |
|---------------------|--|
| <b>Item No.</b>     |  |
| <b>Title</b>        | <b>Grazing Land</b>                      |
| <b>Meeting Date</b> | <b>4 April 2019</b>                      |
| <b>Reference</b>    | ED4.12.022                               |
| <b>Consultation</b> | Inaugural Board<br>City of Victor Harbor |
| <b>Attachments</b>  | Nil                                      |
| <b>Purpose</b>      | <i>Information/Decision</i>              |

### PURPOSE

The report seeks to provide the board with a number of options to consider with respect to future grazing land for the Horse Tram horses.

### RECOMMENDATION

**That the Victor Harbor Horse Tram Authority (VHHTA) seek approval from Council to access the Council owned land outlined in Option 1 as a short term grazing solution.**

**The VHHTA request that the General Manager and staff investigate Options 3 & 4 and report back to the board.**

### INFORMATION

Council have been investigating a number of options for additional grazing land to support the Horse Tram Clydesdales.

In determining suitable land for grazing the following criteria was applied :

- Within a reasonable distance from the Horse Tram Offices & Barn
- Ease of access for horse tram vehicle and float
- Quality of pasture
- Existing infrastructure and shade
- Terms of an arrangement including longevity

The options identified to date are as follows :

**Option 1** : Council currently owns land adjacent to the Canton Place paddock that borders the Ring Road. The land has been sublet to a private individual under a permit arrangement. The land has been purchased by the Council for future sport and recreation purposes. The land is mostly sandy with soil and pasture improvements required if this is to be considered as a longer term solution. Under the permit arrangement 21 days notice is required for Council to obtain access to the land.

**Option 2 :** SA Water owned land directly adjacent to the existing paddock area on the corner of Canton Place, Henderson Road and Armstrong Road (commonly referred to as the Ring Road). SA Water intend to install solar panels on much of this site in the future to support their nearby treatment plant.

**Option 3 :** SA Water owned land located on the corner of Martha Place and Canterbury Road on the opposite site of the Ring Road to the existing paddock area. It is understood that a portion of this site was used previously as a casual dump site. It is unknown as to the extent and nature of items dumped in this location.

**Option 4 :** SA Water owned land located on Nettle Hill Road outside of Victor Harbor. Little is known about this option and will further investigation by Horse Tram staff.

**Option 5 :** That the Authority call for expressions of interest for the agistment of land in the local area under a commercial arrangement.

A map outlining the location of options listed above can be referred to in *Attachment 1*.

## **RISK ASSESSMENT**

There is a public relations risk relating to the content of this report. The paddock and grazing area at the existing Canton Place site is limited, with minimal grass for grazing the public might form a view that the horses are not being well cared for by the Authority. Work undertaken by the Authority to determine and implement a solution will eliminate this risk.

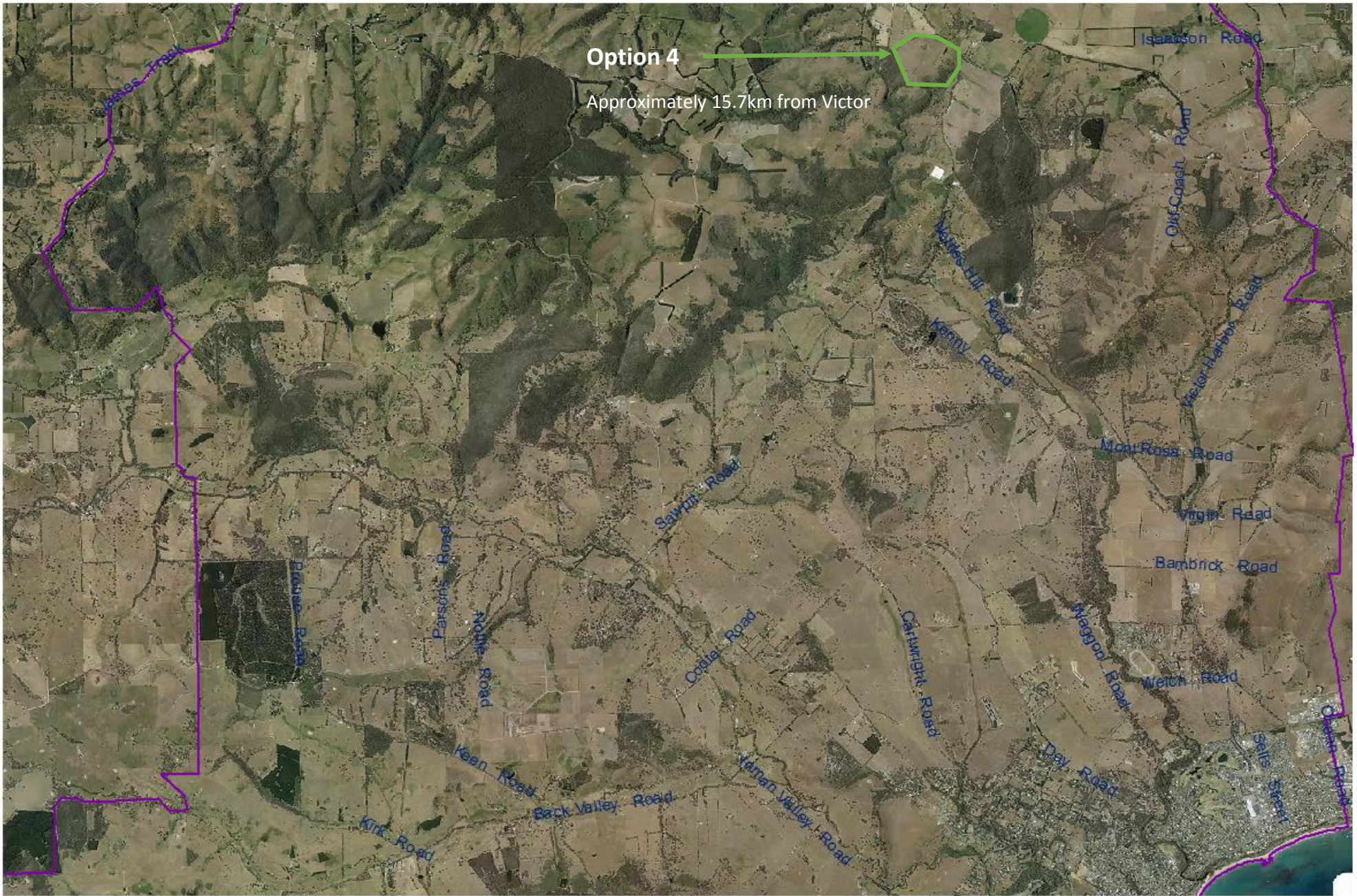
## **BUDGET IMPLICATIONS**

There are no budget implications associated with the recommendation.





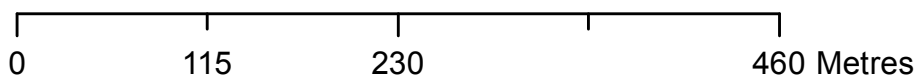




Scale 1:66,667







**SA Water land**



|               |          |
|---------------|----------|
| <b>Legend</b> |          |
|               | Cadastre |