



Present

Nigel Catt (Chair)
Natasha Hunt (Via Teams)
Cr Carol Schofield
Rachel Kennedy (via Teams)

Karen Rokicinski (Director Corporate and Customer Services – CVH)
Toni Carter (Executive Assistant Corporate and Customer Services – CVH)

In Attendance

Megan Whibley (General Manager - VHHTA)
Whitney Mainwaring (Minute Secretary)

Commencement

The meeting commenced at 3.04pm

3. Apologies

Paul Brown

4. Minutes of the Previous Meeting

4.1 Board Meeting Minutes Report – 24 April 2024 4

VHHTA443 Moved: Natasha Hunt
Seconded: Rachel Kennedy

That the minutes of the previous Victor Harbor Horse Tram Authority Board Meeting held Wednesday, 24 April 2024, be confirmed as a true and accurate record.

CARRIED

4.2 Board Meeting Minutes Report – 8 May 2024 7

VHHTA444 Moved: Rachel Kennedy
Seconded: Natasha Hunt

That the minutes of the previous Victor Harbor Horse Tram Authority Board Meeting held Wednesday, 8 May 2024, be confirmed as a true and accurate record.

CARRIED



5. Adjourned Item(s)

Nil

6. Reports for Receiving and Noting only

6.1 Resolutions Register Report 10

VHHTA445

Moved: Cr Carol Schofield

Seconded: Rachel Kennedy

That the Victor Harbor Horse Tram Authority receive and note the Outstanding Resolutions Register report.

CARRIED

6.2 Audit Committee Minutes Report – 13 March 2024 11

VHHTA446

Moved: Rachel Kennedy

Seconded: Natasha Hunt

1. That the Victor Harbor Horse Tram Authority receive and note the public minutes of the VHHTA Audit Committee meeting held 13 March 2024 at attachment A to this report.

CARRIED

6.3 Audit Committee Minutes Report – 8 May 2024 13

VHHTA 447

Moved: Cr Carol Schofield

Seconded: Rachel Kennedy

1. That the Victor Harbor Horse Tram Authority receive and note the public minutes of the Audit Committee meeting 8 May 2024 at attachment A to this report.

CARRIED



7. Reports for Decision

7.1 Update – Asset Accounting Policy Report 15

VHHTA448

Moved: Rachel Kennedy
Seconded: Cr Carol Schofield

1. That the Victor Harbor Horse Tram Authority Board receive and note the Asset Accounting Policy Report.
2. That the Victor Harbor Horse Tram Authority Board endorse the Asset Accounting Policy with minor adjustments to 6.11 Stocktakes to be performed a minimum of twice-yearly.

CARRIED

7.2 General Manager Annual Performance Review Report 25

VHHTA449

Moved: Natasha Hunt
Seconded: Rachel Kennedy

1. That the Victor Harbor Horse Tram Authority receive and note the General Manager Annual Performance Review 2024 report.
2. That the Victor Harbor Horse Tram Authority approved the General Manager Annual Performance Review 2024 Report as presented, noting that that the performance review achieved was excellent.
3. That the Victor Harbor Horse Tram Authority General Manager performance review committee present to the Board the next annual KPI's and remuneration review prior to the next VHHTA Board Meeting for approval.

CARRIED

7.3 Capital and Operating Budget 2024/25 Adoption 32

VHHTA450

Moved: Rachel Kennedy
Seconded: Natasha Hunt



1. That the Victor Harbor Horse Tram Authority receive and note the Final Adoption - Capital and Operating Budget 2024/25 report.

CARRIED

VHHTA451

Moved: Natasha Hunt
Seconded: Rachel Kennedy

2. That the Victor Harbor Horse Tram Authority:
 - a) adopt the 2024/25 Operating Budget in the accompanying financial statements as provided at Attachment A to this report, detailing an unchanged Council contribution of \$365,000 (operating deficit) and consistent with the approval given by the Council at their meeting on 22 April 2024; and
 - b) adopt the 2024/25 Capital Budget as presented in this report, consistent with the approval given by the Council at their meeting on 22 April 2024; and
 - c) provide a copy of the adopted budget to Council, as required by section 5.4 of the VHHTA Charter

CARRIED

7.4 Appointment of Audit Committee Deputy Chairperson 32

VHHTA452

Moved: Natasha Hunt
Seconded: Rachel Kennedy

1. That the Victor Harbor Horse Tram Authority receive and note the Appointment of Audit Committee Deputy Chairperson Report.
2. That the Victor Harbor Horse Tram Authority recommends to Council that Laura Hodgson be appointed as the Deputy Chairperson to the Victor Harbor Horse Tram Authority Audit Committee for a term of two years.

CARRIED

8. Presentation(s)

Nil

9. Discussion Items – No decision(s)

4.02pm Nigel Catt left meeting



4.03pm Nigel Catt returned to the meeting

9.1 Official Opening Date – Stables Complex

Discussion on logistics of the event including run sheet and locations of event specifics.

9.2 Horse Lease and Update

General Horse Discussion – last week the veterinarian reported positive feedback from horses – horses that were sick are showing improvement. There is potential lease-back of a previously owned horse, on a two-year lease at no cost to the Authority. Last week Rusty arrived and has commenced training for tram operations.

9.3 Service Level Agreement

Discussion regarding the Service Agreement from City of Victor Harbor

10. Correspondence Received

Nil

11. Urgent Business without Notice

Nil

12. Confidential Reports

12.1 CONFIDENTIAL – Staff Update

VHHTA453

Moved: Natasha Hunt
Seconded: Rachel Kennedy

That pursuant to section 90(2) of the Local Government Act 1999, the Victor Harbor Horse Tram Authority Board orders that all members of the public, except Megan Whibley (VHHTA General Manager), Whitney Mainwaring (Minute Secretary), Karen Rokicinski (City of Victor Harbor – Director Corporate and Customer Service) and Toni Carter (City of Victor Harbor – Executive Assistant to Director Corporate and Customer Service), be excluded from attendance at the meeting for Agenda Item 12.1 – CONFIDENTIAL – Staff Update, that the VHHTA is satisfied that, pursuant to Section 90(3)(a) of the Act information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

CARRIED



VHHTA454

Moved: Cr Carol Schofield
Seconded: Rachel Kennedy

CARRIED

VHHTA455

Moved: Cr Carol Schofield
Seconded: Rachel Kennedy

CARRIED

VHHTA456

Moved: Cr Carol Schofield
Seconded:

LAPSED FOR WANT OF SECONDER

Cr Carol Schofield left the meeting at 4.59pm

VHHTA457

Moved: Rachel Kennedy
Seconded: Natasha Hunt

CARRIED

VHHTA458

Moved: Natasha Hunt
Seconded: Rachel Kennedy

That having considered the Agenda Item 12.1 – CONFIDENTIAL – Staff Update is retained in confidence under Section 90(2) and (3)(a) of the Local Government Act 1999 for a period of 12-months or until otherwise determined by the delegate, and

- i. delegates to the General Manager the power to revoke, in whole or in part, the order made in paragraph 1 of this resolution, pursuant to section 91 (9)(c) of the Act
- ii. the public be readmitted to the meeting.

CARRIED

Victor Harbor Horse Tram Authority
Board Meeting Agenda
For meeting Wednesday, 22 May 2024
Commencing at 3:00pm



Next Meeting

Wednesday, 7 August 2024, 3pm – The Stables, 11 Canton Place, Victor Harbor.

Meeting Closed at 5.24pm

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.*