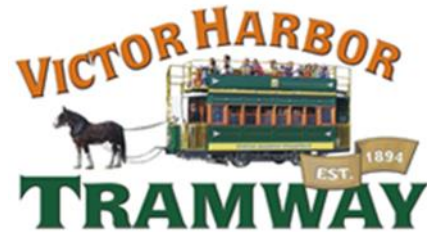


**Minutes of the Victor Harbor Horse Tram Authority
Board Meeting
For meeting Tuesday 17 December 2019
Commencing at 3.00pm**



2. Present

Paul Brown (Chair)
Cr Carol Schofield AM
Nigel Catt
Rachel Kennedy
Natasha Hunt
Megan Whibley (General Manager VHHTA)

In attendance

Karen Rokicinski (Director Corporate and Customer Service CVH)
Pauline Corcoran (Minute Secretary CVH)

Commencement

The meeting commenced at 3.02pm.

3. Apologies

Nil

4. Minutes of the Previous Meeting

4.1 Moved: Rachel Kennedy
Seconded: Nigel Catt

That the minutes of the previous Victor Harbor Horse Tram Authority meeting held on 12 November 2019, as per copies supplied to members, be adopted as a true and correct record of the meeting.

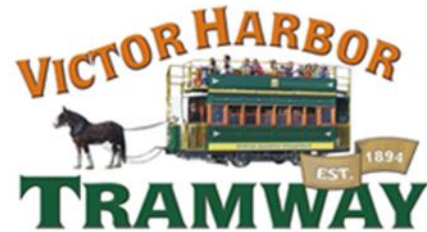
CARRIED

4.2 Moved: Rachel Kennedy
Seconded: Natasha Hunt

That the minutes from the Victor Harbor Horse Tram Authority 5 December 2019 Circular Resolution Meeting as per copies supplied to members, be adopted as a true and correct record of the meeting.

CARRIED

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5. Business Arising

5.1 N/A

5.2 VHHTA131 Moved: Rachel Kennedy
Seconded: Carol Schofield

That the Victor Harbor Horse Tram Authority receive and note the Work Program Update.

CARRIED

VHHTA132 Moved: Rachel Kennedy
Seconded: Natasha Hunt

That the Board include outstanding items from the Work Program in their review of the VHHTA Business Plan 2019-21 to consolidate the direction of the Authority and streamline reporting so that it is against the current business plan.

CARRIED

5.3 VHHTA133 Moved: Rachel Kennedy
Seconded: Natasha Hunt

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

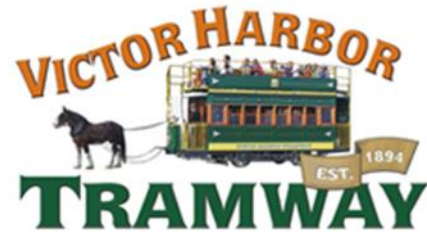
CARRIED

VHHTA134 Moved: Rachel Kennedy
Seconded: Carol Schofield

That with reference to minute VHHTA59 as detailed in this report, a review of the VHHTA the Code of Practice for Meeting Procedures be undertaken by the Board in the first quarter of 2020.

CARRIED

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VHHTA146 Moved: Nigel Catt
 Seconded: Rachel Kennedy

That with reference to minute VHHTA39 as detailed in this report:
This resolution be put on hold in light of the new causeway construction to ensure that investigations are suited to the design of the new causeway.

CARRIED

VHHTA147 Moved: Carol Schofield
 Seconded: Rachel Kennedy

That with reference to minute VHHTA40 as detailed in this report regarding improvements to the Causeway Horse Tram Station, the matter be discontinued in light of the new causeway alignment and that the Authority work with DPTI and/or Council to ensure that the future design of any new facilities and infrastructure are suitable to the ongoing needs of the VHHTA.

CARRIED

VHHTA135 Moved: Nigel Catt
 Seconded: Rachel Kennedy

That the Board view the video produced by the Friends of the Victor Harbor Horse Tram to determine suitability to display in the office window and give delegation to the General Manager to purchase a monitor up to the value to \$500.

CARRIED

6. General Managers Reports

6.1 VHHTA136 Moved: Carol Schofield
 Seconded: Rachel Kennedy

That the Victor Harbor Horse Tram Authority receive and note the Operations Report.

CARRIED

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7. Reports for Receiving and Noting only

- 7.1 VHHTA137 Moved: Rachel Kennedy
Seconded: Nigel Catt

That the Board receive and note the Presentation of Revised Business Plan to Council report.

CARRIED

- 7.2 VHHTA138 Moved: Natasha Hunt
Seconded: Carol Schofield

That the Victor Harbor Horse Tram Authority Board receive and note the Achievements For First Six Months of the Authority Under New General Manager report.

CARRIED

8. Reports for Decision or Endorsement

- 8.1 VHHTA139 Moved: Rachel Kennedy
Seconded: Natasha Hunt

That the Victor Harbor Horse Tram Authority Board receive and note the Draft Sponsorship Packages report.

CARRIED

- VHHTA140 Moved: Rachel Kennedy
Seconded: Nigel Catt

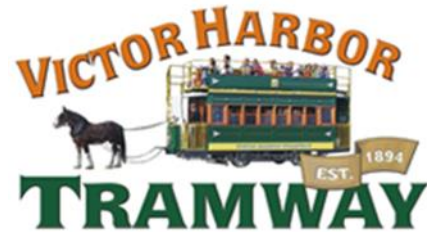
That the Victor Harbor Horse Tram Authority Board endorse the draft sponsorship package as presented at attachments a, b, c, and d, with this report, to facilitate the commencement of sponsorship discussions with potential sponsors, without delay.

CARRIED

- VHHTA141 Moved: Nigel Catt
Seconded: Rachel Kennedy

That the General Manager and/or Board delegate be authorised to make changes to the endorsed sponsorship package, to ensure that packages are flexible, current and meet the changing needs of the Authority and

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potential sponsors, providing it continues to meet the requirements of the VHHTA Sponsorship Policy.

CARRIED

8.2 VHHTA142 Moved: Rachel Kennedy
Seconded: Natasha Hunt

That the Victor Harbor Horse Tram Authority receive and note the Reallocation of Capital Funds to Support Construction of Stable Facilities at Canton Place report.

CARRIED

VHHTA143 Moved: Rachel Kennedy
Seconded: Nigel Catt

That the Victor Harbor Horse Tram Authority seek endorsement from City of Victor Harbor for the reallocation of funds from their capital budget as described in this report, to support the construction of improved stabling facilities based upon the draft design included at Attachment A, subject to Council acquiring a license to purchase the land or another form of legal agreement securing tenure at Canton Place.

CARRIED

8.3 VHHTA144 Moved: Nigel Catt
Seconded: Rachel Kennedy

That the Victor Harbor Horse Tram Authority receive and note the First Quarter Financial Report 2019/20–Profit and Loss Statement report and provide it to Council for their information.

CARRIED

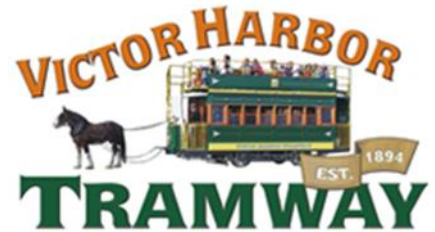
9. Discussion Items – No Decision(s)

- Pilot merchandise over summer
- Social Media Procedure

10. Urgent Business without Notice

Nil

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11. Confidential Reports

Nil

12. Next meeting

18 February 2020, 3pm – Encounter Room

13. Meeting Closed

4.10pm

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.