

<u>Present</u>

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

In Attendance

Megan Whibley (General Manager VHHTA) Tamar Herron (Minute Secretary VHHTA) Karen Rokicinski (Director Corporate and Customer Service CVH)

Commencement

The meeting commenced at 3:00 pm

3. Apologies

Nil

4. Minutes of the Previous Meeting

4.1 Board Meeting Minutes – Tuesday 10 August 2021, Wednesday 8 September 2021 and Tuesday 8 October 2021

VHHTA266 Moved: Natasha Hunt Seconded: Rachel Kennedy

> That the minutes of the previous Victor Harbor Horse Tram Authority meeting held Tuesday, 10 August 2021, Wednesday 8 September 2021 and 8 October 2021 as per copies supplied to members at attachments A, B and C. be confirmed as a true and accurate record.

> > CARRIED

5. Business Arising

Nil

Notherto



6. Reports for Receiving and Noting only

6.1 Outstanding Resolutions Register

VHHTA267 Moved: Carol Schofield Seconded: Paul Brown

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

CARRIED

6.2 Audit Committee Public Minutes

VHHTA268 Moved: Rachel Kennedy Seconded: Paul Brown

That the Victor Harbor Horse Tram Authority :

- a) receive and note the confirmed public minutes of the Audit Committee Meeting held 10 August 2021 at attachment A to this report.
- b) receive and note the confirmed public minutes of the Audit Committee Meeting held 8 September 2021 at attachment B to this report.

CARRIED

7.1 Proposed 2022 Board Meeting, Informal Meeting and Audit Committee Meeting Dates Report

VHHTA269 Moved: Carol Schofield Seconded: Rachel Kennedy

> That the Victor Harbor Horse Tram Authority Board receive and note the Proposed 2022 Board Meeting, Informal Meeting and Audit Committee Meeting Dates Report

> > CARRIED

Nothertotto



VHHTA270 Moved: Paul Brown Seconded: Natasha Hunt

> That the Victor Harbor Horse Tram Authority Board endorse the Proposed 2022 Board Meeting, Informal Meeting and Audit Committee Meeting dates listed in the report with a change in time to 10am for the Board Meeting endorsed for 7 June 2022.

> > CARRIED

7.2 Board Meeting Change of Date Report

VHHTA271 Moved: Natasha Hunt Seconded: Paul Brown

- 1. That the Victor Harbor Horse Tram Authority Board receive and note the Board Meeting Change of Date Report.
- That the Victor Harbor Horse Tram Authority Board endorse the that the Board Meeting, endorsed for 7 December 2021, be rescheduled to 14 December 2021 at 3pm and be held at the Encounter Room.

CARRIED

At 3:35 Rachel Kennedy left the meeting due to technical issues. At 3:37 Rachel Kennedy joined the meeting.

7.3 The First Quarter Review of the 2021/22 Budget Report

- VHHTA272 Moved: Natasha Hunt Seconded: Paul Brown
 - That the Victor Harbor Horse Tram Authority receive and note The First Quarter Review of the 2021/22 Budget Report and amended Attachment A.

CARRIED

VHHTA273 Moved: Paul Brown Seconded: Carol Schofield

Notherto



2. That the Victor Harbor Horse Tram Authority endorse the First Quarter budget review 2021/22, as amended by the Audit Committee, noting an unchanged contribution from Council (operating deficit) of \$415,400.

CARRIED

7.3 Risk and Opportunity Policy and Procedure Report

- VHHTA274 Moved: Natasha Hunt Seconded: Paul Brown
 - 1. That the Victor Harbor Horse Tram Authority receive and note the Risk and Opportunity Policy and Procedure Report.

CARRIED

VHHTA275 Moved: Paul Brown Seconded: Rachel Kennedy

2. That the Victor Harbor Horse Tram Authority endorse the Risk and Opportunity Policy.

CARRIED

- VHHTA276 Moved: Natasha Hunt Seconded: Paul Brown
 - 3. That the Victor Harbor Horse Tram Authority endorse the Risk and Opportunity Procedure.

CARRIED

- VHHTA277 Moved: Rachel Kennedy Seconded: Carol Schofield
 - 4. That the Victor Harbor Horse Tram Authority endorse the Risk and Opportunity Risk Library.

CARRIED

8. Presentations

Nil

Notherto



9. Discussion Items - No decision(s)

- 9.1 Discussion That the Board write a letter of appreciation to the VHHTA Assistant Manager, Adrian Cox, to thank him for all of his hard work, effort and performance in restoring Tram #3. The results are an absolute credit to him.
- 9.2 Discussion that a similar letter is due to Carol Schofield in recognition of her effort, hard work, creativity and determination in setting up a merchandise area in the Barn area, making use of what is available, and keeping merchandise sales coming in to the VHHTA.

10. Correspondence Received

Nil

11. Urgent Business without Notice Nil

12. Confidential Item(s) Nil

<u>13. Next Meetings</u> Tuesday 14 December 2021, 3pm – Encounter Room

14. Meeting Closed.

The Chair declared the meeting closed at 3:53pm

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.

Notherto