Minutes of the Victor Harbor Horse Tram Authority Board Meeting For meeting Wednesday 13 December 2023 Commencing at 1:30pm, at The Stables, 11 Canton Place, Victor Harbor



Present

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

Karen Rokicinski (Director Corporate and Customer Service CVH)
Toni Carter (Assistant to Director Corporate and Customer Service CVH)

In Attendance

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

Commencement

The meeting commenced at 1:42 pm

3. Apologies

Nil

4. Minutes of the Previous Meeting

4.1 Board Meeting Minutes – 31 October 2023

VHHTA412 Moved: Natasha Hunt

Seconded: Paul Brown

That the minutes of the previous Victor Harbor Horse Tram Authority Board Meeting held 31 October 2023, be confirmed as a true and accurate record.

CARRIED

5. Adjourned Item(s)

Nil

6. Reports for Receiving and Noting only

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6.1 Resolutions Register Report

VHHTA413 Moved: Cr Carol Schofield

Seconded: Natasha Hunt

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

CARRIED

6.2 Audit Committee Minutes Report

VHHTA414 Moved: Natasha Hunt

Seconded: Paul Brown

That the Victor Harbor Horse Tram Authority receive and note the confirmed public minutes of the Audit Committee Meeting at attachment A to this report.

CARRIED

6.3 Update – Governance Audit Report

VHHTA415 Moved: Rachel Kennedy

Seconded: Paul Brown

That the Victor Harbor Horse Tram Authority receive and note the Update – Governance Audit Report.

CARRIED

7. Reports for decision

7.1 Reappointment of Board Members Report

VHHTA416 Moved: Natasha Hunt

Seconded: Paul Brown

1. That the Victor Harbor Horse Tram Authority Board receive and note the Reappointment of Board Members Report

CARRIED

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VHHTA417 Moved: Natasha Hunt

Seconded: Rachel Kennedy

2. That the Victor Harbor Horse Tram Authority recommend to Council that Paul Brown be reappointed as an Independent Board Member for a third term commencing on 1 March 2024 and concluding 1 March 2027.

Material Conflict of Interest declared by Paul Brown as he is a current Board Member.

At 1:55pm Paul Brown left the meeting and did not vote.

At 1:58pm Paul Brown rejoined the meeting.

CARRIED

VHHTA418 Moved: Paul Brown

Seconded: Rachel Kennedy

That the Victor Harbor Horse Tram Authority recommend to Council that Nigel Catt be reappointed as an Independent Board Member for a third term commencing on 1 March 2024 and concluding 1 March 2027.

Material Conflict of Interest declared by Nigel Catt as he is a current Board Member.

At 1:58pm Nigel Catt left the meeting and did not vote.

At 1:58pm Cr Carol Schofield took the chair.

CARRIED

At 1:59pm Nigel Catt rejoined the meeting.

At 1.59pm Nigel Catt retook the chair.

VHHTA419 Moved: Cr Carol Schofield

Seconded: Paul Brown

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3. That the Victor Harbor Horse Tram Authority Board recommend to Council that Rachel Kennedy be reappointed as an Independent Board Member for a third term commencing 1 March 2024 and concluding 1 March 2026.

Material Conflict of Interest declared by Rachel Kennedy as she is a current Board Member.

At 2.00pm Rachel Kennedy left the meeting and did not vote.

At 2.03pm Rachel Kennedy rejoined the meeting.

CARRIED

7.2 Asset Management Proposal Report

VHHTA420 Moved: Rachel Kennedy

Seconded: Cr Carol Schofield

- 1. That the Victor Harbor Horse Tram Authority Board receive and note the Asset Management Proposal Report.
- 2. That the Victor Harbor Horse Tram Authority Board recommend to Council to approve the sale of two Clydesdales, namely, Norman and Finniss.

CARRIED

8. Presentations

Nil

9. Discussion Items – No decision(s)

- 9.1 Discussion regarding Board Member remuneration and process for a future review of the Board Members. Further discussion will continue in 2024.
- 2.32 Megan Whibley left the meeting.
- 2.33 Megan Whibley rejoined the meeting.

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7.2 The General Manager briefed the Board on feedback on the several trial behind-the-scenes experiences held in the past week at the new stables.

10. <u>Urgent Business without Notice</u>

10.1 Cr Carol Schofield enquired on the current financial status of the Authority. The General Manager explained in detail the current status.

Discussion was held regarding possible signage along the route to the new stables. The General Manager advised these are not a priority due to current operational limitations.

Nigel Catt Left meeting at 2.45pm.

Nigel Catt rejoined meeting at 2.45pm.

11. Confidential Item(s)

Nil

12. Next Meeting

Wednesday, 7 February 2024, 3:00pm - The Stables, Canton Place, Victor Harbor

13. Meeting Closed.

The Chair declared the meeting closed at 2.48pm

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.