





## **Acknowledgement of Country**

We acknowledge the traditional custodians of our beautiful lands and surrounding waters, the Ramindjeri and Ngarrindjeri people. As a community we recognise and respect their cultural connection with the land and waters.

### **1. Open Meeting/Welcome**

### **2. Attendance**

### **3. Apologies**

Nil

### **4. Minutes of Previous meeting**

4.1 Board Meeting Minutes Report – 30 October 2024 #

### **5. Adjourned Item(s)**

Nil

### **6. Reports for Receiving and Noting only**

6.1 Resolutions Register Report #

6.2 Audit Committee Minutes Report – 30 October 2024 #

### **7. Reports for Decision**

7.1 Reappointment of Board Member Report #

### **8. Presentation(s)**

Nil

### **9. Discussion Items – No decision(s)**

Nil

### **10. Correspondence Received**

Nil



**11. Urgent Business without Notice**

Nil

**12. Confidential Item**

Nil

**Next Meeting**

Wednesday, 5 February 2025, 3pm – The Stables, 11 Canton Place, Victor Harbor

**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 **12 November 2024**  
From **Megan Whibley**  
Subject **Board Meeting Minutes – 30 October 2024**  
Report Number **4.1**

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## **RECOMMENDATION**

**That the minutes of the previous Victor Harbor Horse Tram Authority Board Meeting held Wednesday, 30 October 2024, be confirmed as a true and accurate record.**

## **INFORMATION**

### **Purpose**

The purpose of this report is to present the Victor Harbor Horse Tram Authority minutes for the meeting held on 30 October 2024 for confirmation.

### **Background**

A Board meeting of the Victor Harbor Horse Tram Authority was held on Wednesday, 30 October 2024.

### **Commentary**

The minutes for the Victor Harbor Horse Tram Authority meeting held Wednesday, 30 October 2024 were distributed to Members.

A copy of the minutes are provided at Attachment A to this report.

## **RISK ASSESSMENT**

**Legal and Compliance** – The minutes were prepared and distributed to members in line with legislation. This risk is assessed as **low**.

## **REFERENCES**

Nil

## **BUDGET IMPLICATIONS**

Excluding endorsed budgeted staff resources there are no budget implications in confirming the Victor Harbor Horse Tram Authority minutes.

No additional funds are required.

## **CONSULTATION**

Victor Harbor Horse Tram Authority Board members

Victor Harbor Horse Tram Authority  
Board Meeting Minutes  
For meeting Wednesday, 30 October 2024  
Commencing at 3:00pm



**1. Present**

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

**2. In Attendance**

Megan Whibley (General Manager - VHHTA)

**Commencement**

3.00pm Rachel Kennedy, Paul Brown and Natasha Hunt were present. Nigel Catt advised he will be late arrival due to being held up in Adelaide.

3.36pm Nigel Catt arrived

3.36pm The meeting commenced

**3. Apologies**

Cr Carol Schofield

**4. Minutes of the Previous Meeting**

**4.1 Victor Harbor Horse Tram Authority Board Minutes Report – 25 September 2024**

VHHTA470 Moved: Rachel Kennedy  
Seconded: Natasha Hunt

That the minutes of the previous Victor Harbor Horse Tram Authority Board Meeting held Wednesday, 25 September 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**

VHHTA471            Moved:        Paul Brown  
                          Seconded:     Rachel Kennedy

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

**CARRIED**

### **6.2 Victor Harbor Horse Tram Authority Audit Committee Minutes Report – 25 September 2025**

VHHTA472            Moved:        Natasha Hunt  
                          Seconded:     Paul Brown

That the Victor Harbor Horse Tram Authority receive and note the public minutes of the Audit Committee meeting of 25 September 2024 at attachment A to this report.

**CARRIED**

## **7. Reports for Decision**

### **7.1 Proposed 2025 Board Meeting, Informal Meeting and Audit Committee Meeting Dates Report**

VHHTA473            Moved:        Natasha Hunt  
                          Seconded:     Rachel Kennedy

1. That the Victor Harbor Horse Tram Authority Board receive and note the Proposed 2025 Board Meeting, Informal Gathering and Audit Committee dates Report.
2. That the Victor Harbor Horse Tram Authority Board endorse the Proposed 2025 Board Meeting, Informal Gathering and Audit Committee dates listed in the Table below.



**Board Meetings**

<b>Date - 2025</b>	<b>Location</b>	<b>Time</b>	<b>Agenda Due on website</b>
Wednesday 5 February 2025	The Stables – 11 Canton Place	3.00pm	5.00pm Friday 31 Jan 2025
Wednesday 23 April 2025	The Stables – 11 Canton Place	3.00pm	5.00pm Friday 18 April 25
Wednesday 23 July 2025	The Stables – 11 Canton Place	3.00pm	5.00pm Friday 18 July 2025
Wednesday 24 September 2025	The Stables – 11 Canton Place	3.00pm	5.00pm Friday 19 Sept 2025
Wednesday 29 October 2025	The Stables – 11 Canton Place	3.00pm	5.00pm Friday 24 Oct 2025
Wednesday 26 November 2025	The Stables – 11 Canton Place	3.00pm	5.00pm Friday 21 Nov 2025

**Informal Gatherings**

<b>Date - 2025</b>	<b>Location</b>	<b>Time</b>
19 March 2025	The Stables	3.00pm
21 May 2025	The Stables	3.00pm
20 August 2025	The Stables	3.00pm
19 December 2025	The Stables	12.30pm

**Audit Committee Meetings**

<b>Date - 2025</b>	<b>Location</b>	<b>Time</b>
5 February 2025	The Stables	12.30pm- 2pm
23 April 2025	The Stables	12.30pm- 2pm
24 September 2025	The Stables	12.30pm- 2pm
29 October 2025	The Stables	12.30pm- 2pm

**CARRIED**



## **7.2 The First Quarter Review of the 2024/25 Budget Report**

VHHTA474            Moved:        Natasha Hunt  
                          Seconded:    Paul Brown

1. That the Victor Harbor Horse Tram Authority receive and note The First Quarter Review of the 2024/25 Budget Report.

**CARRIED**

VHHTA475            Moved:        Paul Brown  
                          Seconded:    Natasha Hunt

2. That the Victor Harbor Horse Tram Authority;
  - a. endorse The First Quarter Review of the 2024/25 Budget Report as presented at attachment A and B to this report, noting an unchanged contribution from Council (operating deficit) of \$365,000, and
  - b. provide the Budget Review to Council.

**CARRIED**

**8. Presentation(s)**  
Nil

### **9. Discussion Items**

- 9.1     **Cruise ships coming to Victor Harbor in December 2024 and February 2025**
- 9.2     **Marketing update from Paul Brown and Meg Whibley**
- 9.3     **Meeting with the Minister of Tourism and the CEO of SATC – Paul Brown and Meg Whibley**

**10. Correspondence Received**  
Nil

























