

Minutes of the Victor Harbor Horse Tram Authority
Audit Committee Meeting
For meeting Tuesday 7 February 2023
Commencing at 12:30pm, Encounter Room



1. Attendance

Present

John Morgan (Independent Member) (Chair)
Laura Hodgson (Independent Member)
Nigel Catt
Rachel Kennedy

In attendance

Megan Whibley (General Manager VHHTA)
Tamar Herron (Minute secretary VHHTA)

Commencement

The meeting commenced at 12:35 pm

2. Apologies

Kate Christ (Independent Member)

3. Conflict of Interest

Nil

4. Minutes of the Previous Meeting

4.1 Audit Committee Meeting Minutes Report – 8 November 2022

AC041 Moved: Nigel Catt
 Seconded: Rachel Kennedy

That the minutes of the previous Victor Harbor Horse Tram Authority Audit Committee meeting held Tuesday, 8 November 2022 be confirmed as a true and accurate record.

CARRIED

5. Business Arising

Nil



6. Reports for Receiving and Noting only

6.1 Action List Report

AC042 Moved: Laura Hodgson
Seconded: Rachel Kennedy

That the Audit Committee receive and note the Action List and report.

CARRIED

6.2 December Budget Review 2022/23 Report

AC043 Moved: Rachel Kennedy
Seconded: Nigel Catt

That the Victor Harbor Horse Tram Authority Audit Committee receive and note the December Budget Review 2022/23 report.

CARRIED

6.2.1 Action item: The Uniform Presentation of Finance Statement for assets requires review / clarification.

6.3 Draft Operating and Capital Budget 2023/24

AC044 Moved: Laura Hodgson
Seconded: Nigel Catt

1. That the Victor Harbor Horse Tram Authority Audit Committee receive and note the Draft Operating and Capital Budget 2023/24 report.

CARRIED

AC045 Moved: Nigel Catt
Seconded: Laura Hodgson

2. That the Victor Harbor Horse Tram Authority Audit Committee recommend to the VHHTA that the Draft Operating and Capital Budget 2023/24 be



adjusted to increase advertising expenses by twenty thousand dollars with a corresponding twenty thousand dollar increase in income.

CARRIED

7. Reports for Decision

7.1. VHHTA Audit Committee Self-Assessment Review

AC046 Moved: Nigel Catt
 Seconded: Rachel Kennedy

1. That the Victor Harbor Horse Tram Authority Audit Committee receive and note the VHHTA Audit Committee Self-Assessment Review Report.
2. That the Victor Harbor Horse Tram Authority Audit Committee adopt the process for self-review as outlined in this report.
3. That the Victor Harbor Horse Tram Authority Audit Committee members complete individual responses to the VHHTA Audit Committee Self-Assessment Survey at attachment A to this report, and provide those responses to the VHHTA General Manager.
4. That the Victor Harbor Horse Tram Authority Audit Committee recommend that the General Manager provide a report to the Committee on the results of the assessment at the next meeting.
5. That the Victor Harbor Horse Tram Authority Audit Committee receive and note the VHHTA Audit Committee Terms of Reference at attachment B to this report for annual review.

CARRIED

8. Presentations

Nil

9. Discussion Items – No decision(s)

Nil

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10. Correspondence Received

Nil

11. Urgent Business without Notice

Nil

12. Confidential Item(s)

Nil

13. Next Meetings

Tuesday 9 May 2023, 12:30 pm at the Encounter Room, TBC

14. Meeting Closed.

The meeting closed at 1:49 pm

***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.*