

**Minutes of the Victor Harbor Horse Tram Authority  
Board Meeting  
For meeting Tuesday 26 September 2023  
Commencing at 3pm, Encounter Room**



**Present -**

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

**In Attendance**

Megan Whibley (General Manager VHHTA)  
Karen Rokicinski (Director Corporate and Customer Service COVH)  
Toni Carter (Executive Assistant Corporate and Customer Service COVH)

**Commencement**

The meeting commenced at 3.03 pm

**3. Apologies**

**4. Reports for decision**

**4.1 Draft Annual 2022/23 Report**

VHHTA399 Moved: Natasha Hunt  
Seconded: Carol Scholfield

1. That the Victor Harbor Horse Tram Authority Board receive and note the Draft 2022/23 Victor Harbor Horse Tram Authority Annual Financial Statements.

**CARRIED**

Nigel Catt left the meeting 3.10pm  
Nigel Catt returned to the meeting at 3.10pm

VHHTA400 Moved: Rachael Kennedy  
Seconded: Paul Brown

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2. That the Board endorse the Draft 2022/23 Annual Report at Attachment A with minor edits as provided to the General Manager and with condensed version on pages 22 and 23, and forward the report to Council for approval.

**CARRIED**

VHHTA401 Moved: Carol Scholfield  
Seconded: Natasha Hunt

3. That the Board endorse:
  - the 2022/23 Victor Harbor Horse Tram Authority Annual Financial Statements as provided under separate cover, and
  - the relevant Chair and General Manager be authorised to sign the Financial Statements on behalf of the Authority; and
  - the documents be provided in the 2022/23 Annual Report to Council for approval.

**CARRIED**

#### **4.2 General Manager's Remuneration Report**

VHHTA402 Moved: Rachael Kennedy  
Seconded: Paul Brown

1. That the Victor Harbor Horse Tram Authority receive and note the General Manager Remuneration Review Report.

**CARRIED**

VHHTA403 Moved: Natahsa Hunt  
Seconded: Paul Brown

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2. That the Victor Harbor Horse Tram Authority:

- I. retrospectively approve the 3.5% General Manager wage for the previous year, consistent with the increase of other staff under the Enterprise Agreement, noting that it has already been applied; and
- II. having endorsed the General Manager Performance Review at the Board meeting on 12 September 2023, subsequently approve an 8.6% increase to base salary, consistent with the increase of other staff under the Enterprise Agreement, to be applied from 1 July 2023.
- III. Note there will be nil effect to the budget.

**CARRIED**

VHHTA404 Moved: Rachel Kennedy  
Seconded: Natasha Hunt

3. The Victor Harbor Horse Tram Authority review the General Manager employment agreement in May 2024.

**CARRIED**

**5. Next Meetings**

Tuesday 31 October 2023 at 3pm – The Stables – 11 Canton Place. TBC

**6. Meeting Closed.**

The Chair declared the meeting closed at 4.01 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.***