



**EAST GIPPSLAND SHIRE COUNCIL  
MARINA CONSULTATIVE COMMITTEE**

**MINUTES**

**NOTICE IS HEREBY GIVEN THAT A MEETING OF THE  
East Gippsland Shire Marina Consultative  
Committee**

**WAS HELD ON**

**Friday, 6 October 2017**

**Fraser Rooms A & B, Council Business Centre,  
34 Pyke Street, Bairnsdale**

**1 PM**

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# PROCEDURAL

## 1. PROCEDURAL

### 1.1 ATTENDANCE

#### Committee Members Present

Cr Richard Ellis (Chair) Cr Colin Toohey	East Gippsland Shire Council
Geoff Cross	Chinamans Creek Marina
David Mason John Underwood	Slip Bight Marina

#### Officers / Visitors present (who are not Committee Members)

Paul Holton, Director Development	EGSC
John Morton, Manager Economic Development	
Angela Printz, Commercial Business Operations Officer	
Rod Croft, Manager Environmental Planning/Property Services  Land, Planning and Approvals	DELWP

#### Minute Taker

Angela Printz

### 1.2 APOLOGIES

Kris Wain, East Gippsland Shire Council  
Bill Newcomen, Representative, Metung Marina,  
Bob Cove, Representative, Slip Bight Marina

### 1.3 DECLARATIONS OF CONFLICT OF INTERESTS

Paul Holton declared he is a berth holder at Metung and Chinamans Creek Marinas.

### 1.4 CONFIRMATION OF MINUTES

21 July 2017

*John Underwood / David Mason*

**THAT THE MINUTES OF THE EAST GIPPSLAND SHIRE COUNCIL MARINA CONSULTATIVE COMMITTEE MEETINGS HELD ON 21 JULY 2017 BE CONFIRMED.**

**CARRIED UNANIMOUSLY 06/10/17**

## 1.5 FUTURE MEETINGS

Annual Berth Holder Meetings to be held Saturday 14 October 2017  
Marina Consultative Committee Meeting to be held Friday 9 February 2018

## 1.6 ACTION ITEMS REGISTER

Separate notes taken for action items register document. Each action was considered and updated.

# REPORTS

## 2. REPORTS

### 2.1 STATEMENT OF FINANCIAL PERFORMANCE

Director Development spoke to the report presented at the meeting. The report was discussed and clarifications provided noting the report is for the first quarter. There was still uncertainty of what items are included under the "Other Operations and Maintenance expenses". David Mason questioned what happens with the surplus/deficiency regarding the spent annual maintenance fee. John Underwood asked how the 'Corporate Overhead' allocation is calculated.

**Action Required 1:** Paul Holton to provide clarification of where expenses are included as a once off with the next report.

**Action Taken 1:** Item added to next agenda.

**Action Required 2:** Paul Holton to discuss with Corporate Services the principle of no carry forward.

**Action Taken 2:** Discussed with Finance and any variation to the established principal of no carry forwards would not be supported.

**Action Required 3:** Paul Holton to discuss with Corporate Services the calculation of Corporate overhead allocation

**Action Taken 3:** This was discussed with the Finance Department and explained at the Annual Berth Holders meeting.

**Action Required 4:** Paul Holton to discuss with Corporate Services the inclusion of a legend accompanying the report to outline what is contained in items such as "Corporate Overhead", "Other"

**Action Taken 4:** Discussed with the Finance Department and the legend has been included.

REPORT NOTED

## 2.2 MAINTENANCE REPORT

Commercial Business Operations Officer

Angela Printz presented the Maintenance Report, including an explanation of the delay to Slip Bight Jetty 3 deck replacement being non-arrival of toe-capping materials. However, decking is being cut to size at the depot to save time when it arrives.

Cr Ellis requested the maintenance schedule clearly identify Jacobs Report works from other maintenance works.

Angela also provided occupancy information including Slip Bight has filled 6 vacant berths since 1 July however Metung has 4 more vacant berths since 1 July. Metung at 50% occupancy, Slip Bight at 88% and Chinamans Creek at 96%. Marketing plan has been done and is awaiting action with the Communications Department.

Please note that whilst this was thought to be the case at the time the meeting was held, it has since become known that a marketing plan was not submitted to the communications team for consideration. (P Holton 1/11/17)

**Action Required 1:** Angela Printz to provide maintenance schedule at next meeting.

**Action Taken 1:** Action to be included in regular agenda item Maintenance Report.

REPORT NOTED

## 2.3 DRAFT AGENDA – FOR DISCUSSION – FOR ANNUAL BERTH HOLDERS MEETING TO BE HELD ON 14 OCTOBER 2017

Director Development

Paul Holton reported on the draft Agenda for the Annual Berth holder meetings. There was some discussion around non-berth holders being in attendance and what their rights are. This is not a public meeting therefore to ensure only berth holders speak it was determined that anyone wishing to comment or raise questions firstly identify themselves with name and berth number. Attendees to sign in on entry.

REPORT NOTED

## 2.4 RSM AUSTRALIA REPORT

Rod Croft - DELWP

Rod Croft presented DELWPs response to the RSM Audit noting it was publically available on the DELWP website, and recommended a sub-committee be formed to address the items listed on the DELWP response document over a 12-month period.

REPORT NOTED

**Motion that:**

**A sub-committee be formed with the purpose of reviewing the recommended actions identified in the DELWP response to the RSM Australia Report.**

**The sub-committee is to:**

- 1. operate for a period of 12 months;**
- 2. consist of a DELWP representative, a senior EGSC Officer and 2 Slip Bight Marina Consultative Committee representatives where required;**
- 3. report progress to the Marina Consultative Committee;**
- 4. adopted actions to be reported to the Marina Consultative Committee to table to Council where required.**
- 5. First meeting scheduled for November via phone conference.**

**Proposed Cr Ellis/ Moved John Underwood / Seconded David Mason**

**CARRIED UNANIMOUSLY 6/10/17**

**2.5 LETTER FROM STEPHEN CHAPPLE, DELWP RE RSM REPORT**

Director Development

Paul Holton presented the letter adding that he had also spoken to Stephen Chapple who indicated that EGSC will remain Committee of Management for the Slip Bight Marina.

REPORT NOTED

## **ITEMS**

### **3. ITEMS (VERBAL)**

**3.1 CHANGE OF BERTHING STAY TIMES – PUBLIC JETTY CHINAMANS CREEK MARINA**

Geoff Cross enquired who changed the mooring times and why. Cr Ellis advised this was also raised at the previous Council Meeting.

**Action Required 1:** Paul Holton to investigate and report to Annual Berth Holder Meeting.

**Action Taken 1:** Added to agenda Annual Berth Holder Meeting – Metung and Chinamans Creek.

**3.2 DISCHARGE OF SEWERAGE INTO LAKES SYSTEM**

Determined Marina Consultative Committee is the wrong forum for this unless the discharge is within the Marina. John Underwood as a member of the public who uses the waterways can write in to the Shire to be directed to the appropriate department or authority noting that the Gippsland Lakes are managed in part by any or all of the following – Gippsland Ports, Parks Victoria, DELWP and East Gippsland Shire.

### **3.3 UPDATE – METUNG MARINA**

Paul Holton provided an update on the Metung Marina. There was a discussion regarding the occupancy only being 50% where Paul advised many berth holders were lost through;

- selling their vessels;
- finding the Council arranged temporary relocation more favourable; and
- whilst the old marina was deteriorating, they made other mooring arrangements and did not return to the new marina.

Paul also indicated that the fees were not excessive and Council don't want to reduce the fees as it would devalue the asset. A marketing plan is in place to find new berth holders.

### **3.4 UPDATE – WARRANTY BASED REPAIRS/MAINTENANCE – METUNG MARINA**

Angela Printz advised the trip hazard (E2 area) had been repaired this week and the main gate lock and the removal of the remaining piles prior to that.

### **3.5 UPDATE – PILE ASSESSMENT – CHINAMANS CREEK**

Angela Printz advised the caps had been ordered and the installation and banding would be conducted at the same time before peak period.

### **3.6 UPDATE – JETTY 3 MARINE MESH WORKS**

Discussed in Item 2.2 Maintenance Report

### **3.7 BERTH HOLDER REPRESENTATIVES – NOMINATIONS**

Paul Holton advised this was listed as an agenda item at the Slip Bight Annual Berth Holder meeting for 2 positions up for nominations. Nominations close at the end of October and if there are more nominations than positions, a postal ballot will be conducted by the end of November.

## **4. OTHER BUSINESS**

Nil

## **5. MEETING CLOSED 3:53 PM**

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