



**EAST GIPPSLAND SHIRE COUNCIL  
MARINA CONSULTATIVE COMMITTEE**

**CONFIRMED MINUTES**

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

**WAS HELD ON**

**Friday, 19 October 2018**

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

**1 PM**

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# PROCEDURAL

## 1. PROCEDURAL

### 1.1 ATTENDANCE

#### Committee Members Present

Cr Colin Toohey (Chair)	East Gippsland Shire Council
Neil Hopkins Geoff Cross	Chinaman's Creek & Metung Marinas
John Underwood Larry Field	Slip Bight Marina

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

Paul Holton, Director Development	EGSC
John Morton, Manager Economic Development	
Kris Wain, Commercial Business Coordinator	
Angela Printz, Commercial Business Operations Officer	

#### Minute Taker

Angela Printz

### 1.2 APOLOGIES

Cr Richard Ellis  
Bill Newcomen  
David Griffiths  
Liz Collins

### 1.3 DECLARATIONS OF CONFLICT OF INTERESTS

Nil

### 1.4 CONFIRMATION OF MINUTES

24 August 2018

*Neil Hopkins/ Larry Field*

**THAT THE MINUTES OF THE EAST GIPPSLAND SHIRE COUNCIL MARINA CONSULTATIVE COMMITTEE MEETINGS HELD ON 24 August 2018 BE CONFIRMED.**

**CARRIED UNANIMOUSLY 19/10/18**

## 1.5 FUTURE MEETINGS

Marina Consultative Committee Meeting to be held Friday 22 February 2019 and Annual Berth Holder Meetings to be held tomorrow on Saturday 20 October 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 Final Financial Year to 30 June 2018 report and quarterly to 20 September 2018 report presented at the meeting.

Overall the marinas showed a \$149K surplus. In operations and maintenance, we spent more than we received in income. Slip Bight overspend was \$67K pertaining to the marina mesh materials and Metung was \$98K as regular maintenance costs were incurred with income down due to being only 52% occupied.

Larry Field asked if the forecast budget is reviewed throughout the year. Kris Wain advised it was reviewed half way based on income.

The total asset value for 18/19 was higher than 17/18 but the forecast budget for depreciation was less. Paul Holton responded that depreciation was an accounting procedure and that the amount reported will become capital funding for the renewal of council assets for the next financial year.

REPORT NOTED

### 2.2 MAINTENANCE REPORT

Commercial Business Operations Officer

Angela Printz presented the Maintenance Report, noting the works scheduled for the 2018/2019 financial year as well as some items for further investigation to be assessed for suitability to proceed. Jetty 4 refurbishment will commence 29/10/18 however our internal works crew were unable to commit resources to another jetty in this financial year. We will source quotes for the installation works however will order materials from the existing supplier to ensure product quality. As the quoting contractors will be providing an hourly rate only, they should be comparable to internal staff.

Paul Holton re-iterated the improvements to the floating jetty at Metung as being installation of stern piles between berths and installation of underwater columns as attenuation at the southern end.

Angela Printz presented an updated statistical analysis of occupancy for the past 5 months showing an increase on all marinas with an expected increase for November with another 5 new berth allocations at Metung and 2 new berth allocations for Slip Bight. The remaining

vacancies at Chinaman's Creek will be filled as soon as the boardwalk extension has been completed.

Kris Wain reported the scope of works for the refurbishment of the Metung Marina amenities block was underway and presented plans of some amenities recently built in other areas of Council. The current footprint is to remain the same and he will endeavour to get on-site and measure up and determine an appropriate design consisting of 2 public all-access toilets and berth holder access only to showers, toilets and laundry.

REPORT NOTED

### **2.3 SLIP BIGHT MARINA – AUSTRALIAN STANDARDS FOR DECKING**

Commercial Business Operations Officer

Angela Printz spoke to the report noting none of the Australian Standards contained a permitted standard gap distance. An audit conducted by Council Officers identified 4 occurrences of gaps over 30mm and 24 occurrences of gaps between 20-30mm.

The recommendation that no action to be taken, due to the complete resurfacing of all jetties to be completed within the next 12 months, was accepted by all noting that Council Officers will continue to judge safety concerns on a case by case basis.

REPORT NOTED

### **2.4 OWNER MODIFICATIONS TO MARINA STRUCTURES**

Commercial Business Coordinator

Kris Wain spoke to the report. The modifications of concern were those with star picket type uprights where a fall could result in significant injury and of lesser concern, those with rusting components at risk of failing.

The recommendations listed were accepted noting recommendation 1 should include where berth holders fail to remove modifications, Council will arrange for the modification to be removed and the costs will be charged to the existing berth holder. Letters will be forwarded to identified berth holders.

**Action Required 1:** Letters regarding owner modifications to be sent.

**Action Taken 1:** Letters were emailed on 7/2/19.

**Action Required 2:** Article showing safe options to be included in next newsletter.

**Action Taken 2:** Item added to Summer Newsletter

REPORT NOTED

# ITEMS

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

### **3.1 UPDATE METUNG MARINA**

Paul Holton advised that Jarvis Norwood were appointed by Councils insurer to repair the marina. They have ordered materials and Superior Jetties were manufacturing the pontoons. Jarvis Norwood are scheduled to install the pontoons on-site from mid-November with a completion date of mid-December.

Paul advised the determination of liability is up to the Insurer on whether they pursue GPM's insurer. As Paul has previously stated, designers were provided with all wind data for the area. Swells from the south are not common, they are usually South Easterlies and the wave wall provides protection in those instances.

### **3.2 STERN PILE INSTALLATION**

Paul Holton advised three local quotes were sourced for the installation of 30 stern piles ranging from \$136K to \$68K with the lowest being finalised to be awarded shortly to ensure the works are completed as soon as possible.

## **4. OTHER BUSINESS**

### **4.1 PMCC Smoking area around Berth Holder Facility**

John advised restaurant/Cruiser Club guests were leaving smoking receptacles neat the berth holder entrance from Jetty 4 & 5.

Angela advised this request had been received in writing and had been addressed with Community Laws and Health Teams of Council and the berth holder reporting the issue was provided with feedback he was satisfied with.

### **4.2 Berth holder facility Lights**

John reported the berth holder facility lights were switched off and believe the Motor Cruiser Club may have access to a common switch.

**Action Required:** Angela to follow up with Steve Arnold.

**Action Taken:** Added to Agenda

### **4.3 Solar lights for Chinamans Creek**

Neil asked for clarification of the location for the solar lights.

Angela replied in the same location as the existing lights, two bollards on each of the K berth jetties

## **5. MEETING CLOSED 3:03 PM**

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