



**EAST GIPPSLAND SHIRE COUNCIL
MARINA CONSULTATIVE COMMITTEE**

CONFIRMED MINUTES

**East Gippsland Shire Marina Consultative
Committee meeting**

HELD ON

Friday, 07 June 2019

At 1.00 PM

INDEX

1.	PROCEDURAL	3
1.1	ATTENDANCE	3
1.2	APOLOGIES	3
1.3	DECLARATIONS OF CONFLICT OF INTERESTS	3
1.4	CONFIRMATION OF MINUTES	3
1.5	FUTURE MEETINGS	3
2.	REPORTS	4
2.1	STATEMENT OF FINANCIAL PERFORMANCE	4
2.2	MAINTENANCE REPORT	4
2.3	MARINA POWER POLICY	5
2.4	BERTH HOLDER COMPLAINT - FRANK ADAMS	5
2.5	NOTES MEETING WITHOUT QUORUM 22 FEBRUARY 2019	6
3.	ITEMS (VERBAL)	6
3.1	POWER POLICY	6
3.2	ACCESSING MARINA WITHOUT ACCESS FOBS	6
3.3	UPDATE ON MATTER OF OUTSTANDING FEES	6
3.4	METUNG MARINA REPAIRS AND INSTALLATION OF STERN PILES	6
3.5	THEFT FROM VESSELS – METUNG MARINA	6
3.6	EXPRESSION OF INTEREST SLIP BIGHT REPRESENTATIVE	6
3.7	COUNCIL STAFF STRUCTURE	6
4.	OTHER BUSINESS	6
5.	MEETING CLOSED 2:40 PM	7

PROCEDURAL

1. PROCEDURAL

1.1 ATTENDANCE

Committee Members Present

Cr Richard Ellis (Chair)	East Gippsland Shire Council
Nil	Chinaman's Creek & Metung Marinas
David Griffiths	Slip Bight Marina

Officers / Visitors present (who are not Committee Members)

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

Note Taker

Angela Printz

1.2 APOLOGIES

Cr Colin Toohey John Underwood
Bill Newcomen Geoff Cross
Aaron Hollow, Acting Director Development

1.3 DECLARATIONS OF CONFLICT OF INTERESTS

Nil

1.4 CONFIRMATION OF MINUTES

24 August 2018

Deferred to next meeting due to lack of quorum

1.5 FUTURE MEETINGS

Next meeting to be held 2 August 2019 for end of financial year reporting; then 4 October 2019 prior to Annual Berth Holder Meetings 19 October 2019. Preference for Mitchell Room at the Corporate Centre.

Due to this being the second consecutive meeting without a quorum, David requested we consider having only two formal meetings a year with email communications for everything else.

Cr Ellis stated meetings for end of year financial reporting and prior to Annual Berth holder meetings were both in second half of year. Would require a third meeting as 8 months without a meeting is too long. Further discussion with all members to follow.

REPORTS

2. REPORTS

2.1 STATEMENT OF FINANCIAL PERFORMANCE

Kris advised he was now meeting with the Finance Unit on the production of each quarterly report and will produce a memorandum to answer any questions from the committee. Cr Ellis requested the Finance Manager be invited to the next meeting for 10 mins to report on the financial position. John advised he will arrange this with Liz.

Kris reported everything on track other than the over spend for Metung weather event repairs which will be reimbursed from council's insurer.

REPORT NOTED

2.2 MAINTENANCE REPORT

Commercial Business Operations Officer

Angela reported that all berth holders have been advised of the results of the Logix Report with berth holders with specific issues contacted separately and advised to have their own electrical contractor provide advice on any works suggested.

Slip Bight Jetty 1 refurbishment materials have been ordered and are due to arrive before end of financial year. Installation is awaiting contractor quotes and has been deferred to next financial year with Jetty 2. Jarvis Norwood annual servicing of Jetty 5 will be finalised this month.

Metung Marina 'weather event' damage is now completed and we are just waiting for a couple of invoices to have all we need for our Risk Team to request the reimbursement from the insurer. Security gate issues have been addressed by replacing the RCD with one of higher quality, and the addition of an email reporting of when the gate fails. Proposed installation of the stern pile has been delayed due to the contractor who was awarded the works withdrawing at the last minute. The second quote has been accepted and has ordered materials due to arrive at the end of the month. Solar lights for Chinaman's Creek jetties have been ordered and are also due to arrive prior to the end of financial year.

Angela provided an occupancy report. Slip Bight Marina is sitting at 90% and Chinaman's Creek at 100%. Not much else can be done. The 10% at Slip Bight are all 8m and 10m berths – no demand. Metung is now at 70% (54% last August), still increasing, however, potential to increase further requires filling the outer wave wall - 10m,12m and 14m berths.

REPORT NOTED

2.3 MARINA POWER POLICY

Commercial Business Coordinator

Our risk auditor, with advice from Council's insurer, conducted a risk assessment and determined equipment was not the issue. However, lack of on-site staff in the case of fire, etc to minimise damage was of concern, and therefore recommended we proceed with the Power Policy. The risk assessment confirmed that the risk is the same for all Jetties and therefore the policy is to cover all jetties at all council marinas.

Council have also met with council's electrician onsite in regard to the condition of the powerheads. As existing equipment currently meets Australian Standard requirements, there is no need to upgrade, however, he will be replacing parts with those of higher quality as they are reported as faulty. Logix water testing found there was no problem with shore power, problems are with damaged leads which are of concern due to the risk of potential fire. We now need to move forward with the implementation of the policy and request berth holders put their grievances in writing. If they are accepted, they will then be identified with tags. Kris also re-iterated that, after further investigation, there is still no sign of a written agreement for power to vessels 24 hours a day, 7 days a week. Cr Ellis confirmed the policy has been tested and found to be sensible, next step is to advise berth holders.

David asked if it was feasible to isolate jetty 5 from the policy by introducing a daily walkover with the additional cost charged to jetty 5 berth holders or terminate and pay out all existing Jetty 5 permits and re-issuing with the understanding of no power use whilst not in attendance. Cr Ellis requested information regarding the expiry dates of existing permits. Kris will provide costings to provide daily inspections.

Action Required 1: Property Team to provide multiyear permit expiry dates for jetty 5

Action Taken 1: Request emailed to Property Team

Action Required 2: Kris to provide costings of additional inspections

Action Taken 2:

REPORT NOTED

2.4 BERTH HOLDER COMPLAINT - FRANK ADAMS

Manager Economic Development

John advised there had been several emails from Mr Adams including another this week. The issues for discussion here are that he doesn't want a representative making decisions on his behalf. He has an agreement with the Shire and wants to be advised of things affecting him only with the Shire. The other issue is that he states that test and tag is a waste of money and he believes there is no legislation to support it, therefore he will not comply.

Angela has met with Mr and Mrs Adams prior to this meeting. Kris and John will arrange to meet with Mr Adams face to face to manage his issues.

ITEMS

3. ITEMS (VERBAL)

3.1 POWER POLICY

David Griffiths issue covered in 2.3

3.2 ACCESSING MARINA WITHOUT ACCESS FOBS

David advised the extended panel doesn't remedy use of bent wire through mesh to push button on inside. Investigate relocate button, install shield or Perspex.

3.3 UPDATE ON MATTER OF OUTSTANDING FEES

John Morton advised this was now remedied.

3.4 METUNG MARINA REPAIRS AND INSTALLATION OF STERN PILES

Contractor withdrew at the last minute, now working with second preferred quote to commence early next financial year.

3.5 THEFT FROM VESSELS – METUNG MARINA

Council's Risk Unit conducted a risk assessment, and Kris conducted a lighting strength check. Angela to source quotes for lighting up the gangway as well as metal strip to eliminate toe access. Next newsletter to include article to remind berth holders to keep their property locked up.

3.6 EXPRESSION OF INTEREST SLIP BIGHT REPRESENTATIVE

EOI emailed to all berth holders with closing date 14 June 2019. No responses received to date.

3.7 COUNCIL STAFF STRUCTURE

John Morton advised that the new Chief Executive Officer restructured the organisation from 4 Directors down to 3 General Managers. General Manager Community and Place will have 5 Managers, including Manager Council Enterprises - John Morton, who will manage marinas, Livestock Exchange, caravan parks, recreation centres, and the Forge Theatre. General Manager positions have been advertised and will be filled in the new financial year.

4. OTHER BUSINESS

Nil

5. MEETING CLOSED 2:40 PM
