

WAIPU COVE RESERVE(S) BOARD

Monday 2nd May 7pm 2016
The All Purpose Room Camp Waipu Cove
ALL WELCOME

AGENDA (E & OE)

PRESENT: J. Henderson, P. Baker, E. Cook, R. Pullan, R. King, B. Hopkins (minutes secretary)

APOLOGIES: None

ATTENDING: A. Trist, L. Trist, K. Baker, R. Stolwerk, A. McCulloch, C. Mackay, S. Abercrombie (arrived 7.05pm), A. & R. Labonte (arrived 7.25pm)

MINUTES OF THE LAST MEETING:

P.Baker/All **Carried**

MATTERS ARISING: Guests will arrive at 7.30pm to discuss algae removal management plan

CORRESPONDENCE:

Inwards:

- **22/3/16 – Rick Stolwerk** – Inviting board members to Easter dinner at Surf club.
- **22/3/16 – Benedict Lole Tipi** – Requesting permission for professional pyrotechnics display.
- **24/3/16 - Paul Flemming** – Response to changes to ASH contract for 2016/2017.
- **25/4/16 – Angus McCulloch** – Requesting opportunity to address board at May 2nd meeting.

Outwards:

- **22/3/16 – David Farquhar** – 30 day requirement for annual site holders.
- **26/4/16 - Angus McCulloch** – Requesting opportunity to address board at May 2nd meeting.

MOVED Inwards correspondence received, outwards approved

E. Cook/R. Pullan **Carried**

REPORTS:

- **Management report** (attached)
- **Financial report** (attached)
- **WCSLSC Report** - Bunkhouse improvements/costs – Based on feedback from staff and guests the plan is to add a courtyard and folding door to the entrance of the bunk house. Work has been quoted as between \$7,000 and \$9,000. Rick has asked that board consider contributing towards improvements. Current revenue from the bunk house is split 50/50 between the surf club and the camp. It would be preferable to have the work done during May. The camp managers have suggested a few more cosmetic improvements to improve guest experience based on feedback from guests. The camp managers would like to continue using bunk house as part of the campground facilities.

MOTION to split cost of improvements 50/50

Unanimous **Carried**

- AED from the surf club will be kept at the camp office for off season.

GENERAL BUSINESS:

- **Angus McCulloch request to address board** – (Comments attached) The board will respond to Angus.
P. Baker took offence on behalf of the board that the statement Angus made was made as fact rather than opinion and asked for this to be rectified in any future comments.
- **Draft new management plan** – Roger suggested asking Willie Coenradi for input on creating the new management plan as he was involved in the development of the previous plan and can guide and advise. Similar headings will can be used as framework for new plan.
The focus of the new management plan will be on changes that will be made over next 5 years. The board will go through the previous plan in detail prior to passing on to Willie. All board members will go through plan before next meeting.
Willie will be contacted by Anton to check whether he is available and to get an idea of costs. He will also ask for guidance on when to ask for submissions.
Current plan will start to be reviewed at next meeting.

In recognition of Andre and Robin La Bonte's 12 years of voluntary expert guidance for our ongoing beach and dune reclamation projects, they were presented with a plaque from the board.

Algae removal management plan

A comprehensive algae removal plan will be included in the Reserves new draft management plan for 2017-2022 to be submitted to DoC by year end.

Stuart Abercombie had suggested that a sub-committee be formed to create a coordinated management plan for what to do with algae next time it becomes a problem. This will include what to do with the algae once it has been removed from the beach and will be a way to deal with issues as they arrive. Stuart would like to involve Andre and Robin to utilise their technical expertise as well as the surf club and camp management. The main aim is to keep the community thriving by all stakeholders meeting regularly to develop and update an algae removal management plan. A health and safety plan, including a traffic management plan, needs to be created. Evan will try to find a template for a plan from the council.

Unanimous decision to meet regularly with the sub-committee at our regular board meetings, as required.

Work in progress:

Andre has suggested contact with the Harbour Restoration Society of Mangawhai as they have similar issues that they are currently working to resolve. Reinterpretation of their current consent is a possibility that may help. Craig Brown wrote to councillors in December saying that a fast response is necessary when the algae problems arise as the problem evolves very quickly. Andre will find out more as he is not aware that a response has been received. Currently beach work can only be done after Easter and before December although algae removal may need to be done outside of these constraints. Craig may be able to get this restriction removed/clarified or add an advice note re. complaints of algae.

A plan needs to be created for where the algae is removed to. Crombie has helped with this previously however the regional council may be concerned with what happens with weed after removal. Crombie has suggested that smaller amounts of algae rot down well but larger amounts need to be stored pending distribution over larger areas. There may be a need for resource consent through regional council.

The stream is the area that causes the main problems with smell. When the stream is filled with sand there is less area for weed to sit in and stagnate. Andre has suggested that the council fill in the stream with sand before summer. If the weed can be stopped from going up the stream is should minimize the smell. The deep pool area is the part that needs filling to avoid back up. A flood could undo this work but this may be a risk that is necessary. Andre will come back to the board with advise on filling in the stream. There is currently a consent in place (granted by Whangarei district council) to dredge the stream when necessary. The regional council will still need to approve work to take place even if DOC has approved the management plan.

Analysis has shown that the weed is 95% from 2 different species. 1 species may be exotic but has not been identified yet and 65% is the red species. The algae won't do any harm nutritionally but doesn't have much value to humans although it may have agricultural/horticultural value. It potentially has good nutrient value for soil but needs analysis as to how much should be used. Once this has been ascertained an area can easily be found to dump the weed and redistribution can be organised from there.

There will need to be an investment in some equipment (barriers etc), signage and ideally need more volunteers. The surf club will be approached for help with arranging volunteers.

The board will work on the management plan including health and safety and traffic management. Andre and Robin will work on gaining the necessary consent. The farmers will liaise with Anton, Rick, and the La Bontes and this informal sub-committee's work will be part of the Board meeting agenda whenever necessary. Stuart will get a sample of the algae for further analysis. Local businesses should be advised as they may wish to help or contribute. Once the management plan is finalised Bream Bay news will be contacted to help publicise the relevant information.

Waipu Cove Reserve Board will cover all associated costs as it is in the Public interest.

- **Approval for 2016/2017 budget** – Revenues projected to be up 17% with year-end surplus of \$208K.
- **Completion of internal road upgrade** – Managers seeking approval for final stage of roading upgrades for this year. This will cost \$42,500 + GST and has been budgeted for. This needs to be completed before labour weekend. The roads for the new cabins will be completed next year and will cost \$15,000.00.

R. King/J. Henderson **Carried**

- **Proposed multi-purpose hard surface court** – Anton has one quote to date of \$90,000. It is proposed that this will be built on an unused area of the camp that is currently being cleared. It will include movable nets to allow for tennis & other games/sports, and will be approximately 17x30m and will be fenced. It will be made available to the general public by a booking system at camp reception. The court will be of benefit to campers as well as local residents. Anton will get 3 official quotes. There may be need for roading or a pathway to the court as it can be quite boggy in that area.

Upcoming events on the reserve and local area

- **Waipu Saturday Market:** First Saturday of the Month in Presbyterian Church Hall 9-1pm
- **Waipu Boutique Sunday Market & Café:** 2nd Sunday of the Month, Waipu Coronation Hall 9-1pm
- **Waipu Street Market** - Saturdays of long weekends 9-1pm
- **Waipu Antiques and Collectables Fair** – Sunday of Long weekends 9-4pm

Upcoming Surf Life Saving Events Waipu Cove SLSC

Future Meetings – Monday 6th June

Meeting Closed at 8.55pm

Managers' Report April 2016.

April has so far been a busy month with the school holidays bringing in plenty of campers enjoying pleasant, warm weather. The cabins have seen very high occupancy with occupancy up 15.25% on last March (88% occupancy), we are still getting a lot of cabin walk-ins. We've also had a wedding and a family reunion up at the surf club that resulted in a lot of guests for the camp. Our last school camp arrives 27th April.

We have our Qualmark assessment on the 10th of May. This year we are hoping for an improved rating of 4 and a half stars (currently we are rated 4 star) which we believe is definitely achievable. We've made a lot of the recommended improvements, including sprucing up the middle block eating area, adding more kitchen facilities and created an all weather meeting room. The next few weeks we will be busy getting everything in order for our assessment.

Dan Mills has nearly finished work on the mural painted throughout the inside and outside of the middle ablutions block. It is looking fantastic and has been a talking point for many campers and people walking through the camp.

This month, some of our staff have taken some well-earned leave. Anton, Lucy and Maree have all had some time off. Cole took some annual leave in March. All staff will be encouraged to take some annual leave over the next couple of months.

Over the next few months we will be chipping away at the landscape plan, beach access ways at the North end of the camp these two beach access ways are becoming blow chutes so they need to be re fenced to create angles where the sand will not blow

straight through. The north carpark wooden posts will be roped in between each post, to match the camp entrance and all weather room, we will also look to do this in the public reserve area. Soil will be applied around the roots of the pohutukawa trees on reserve. This is as per landscape plan.

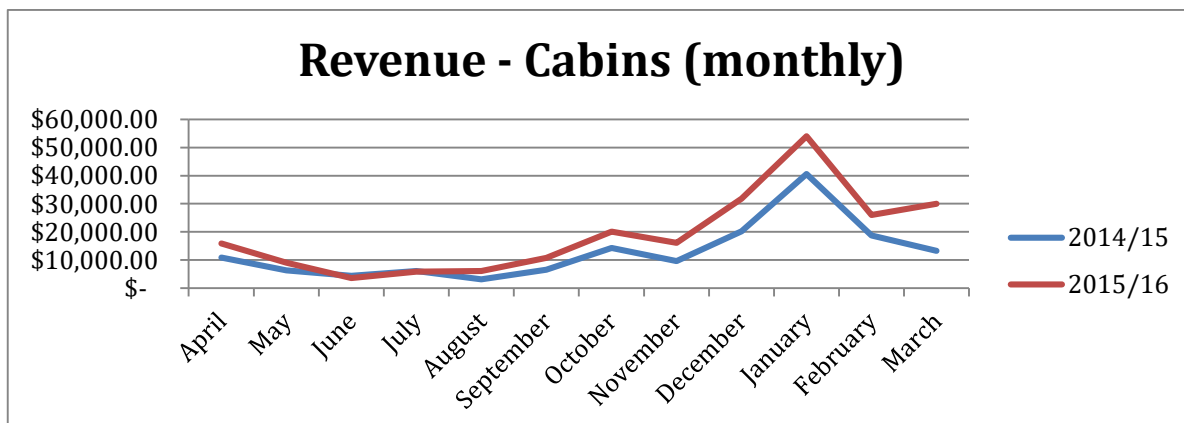
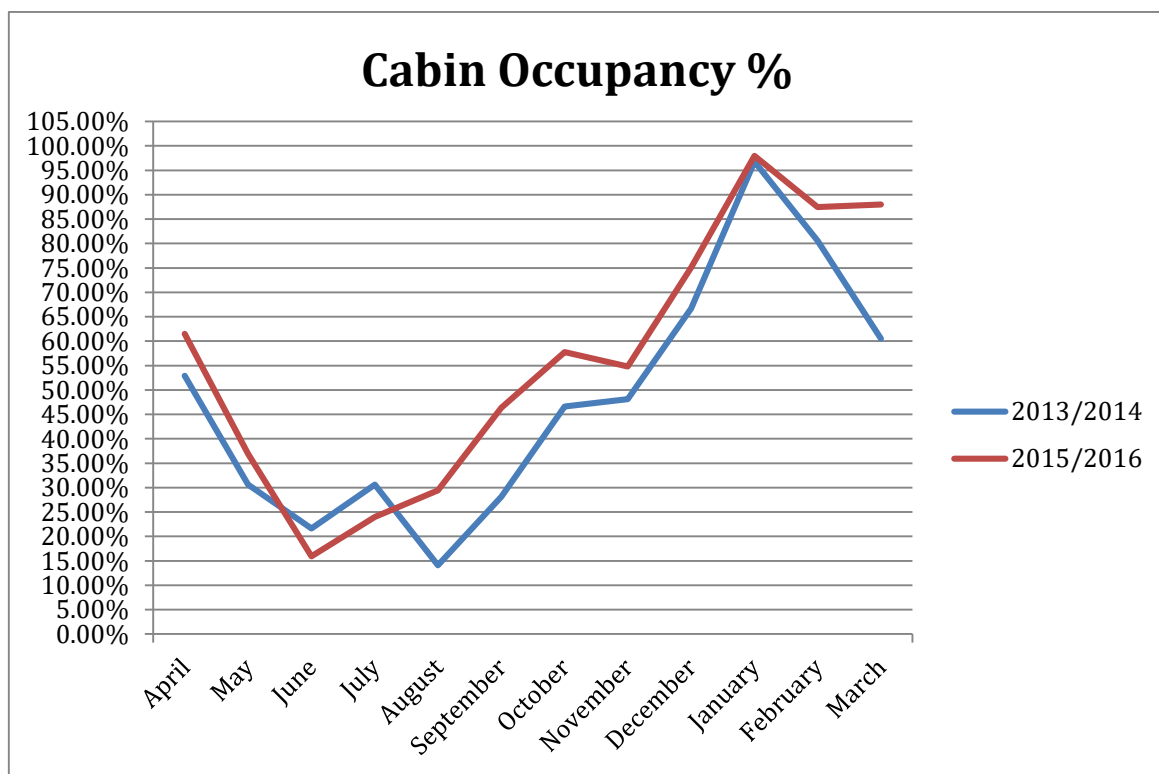
We are pleased to advise that after some research, we have managed to source a safer alternative to Glyphosate for all our spraying the product is called bio safe and the key ingredient is derived from Coconuts. We are going to trial this and see how effective this is.

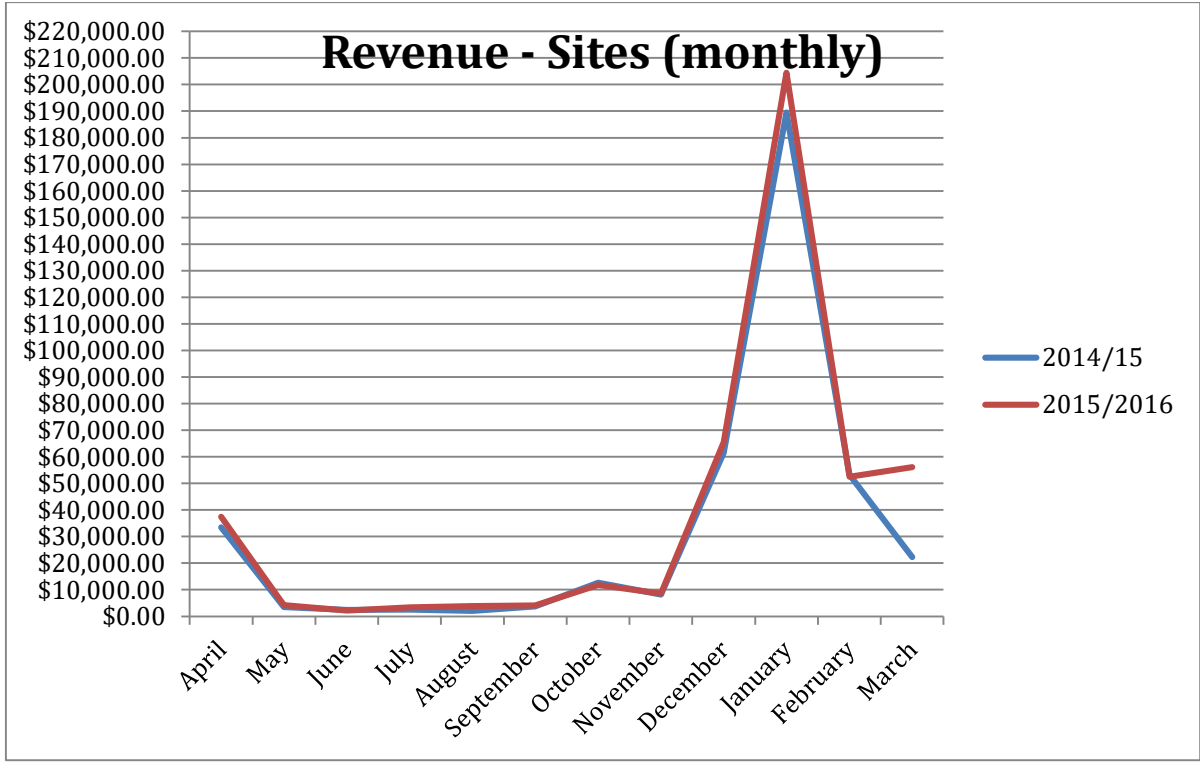
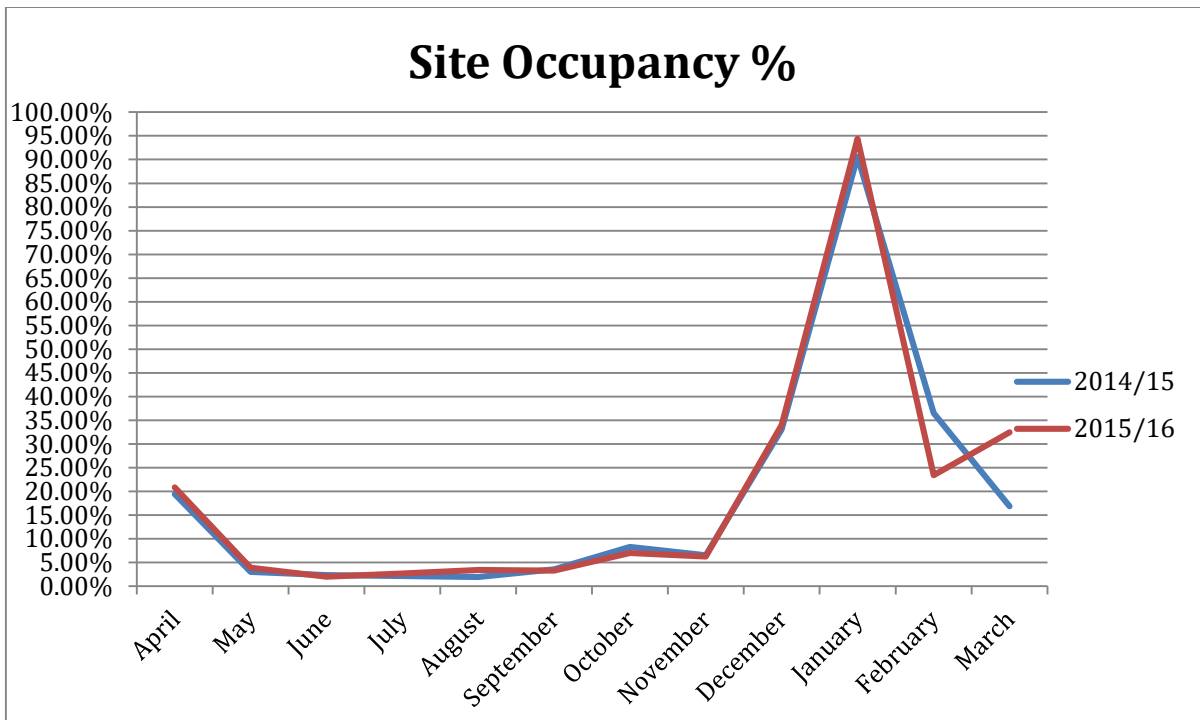
Over the next few months there are a number of ASH site moves and departing the camp so a lot of site repair work to the departing sites will take place to ensure the sites are ready with grass prior to the next busy summer season:

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|-----------------------|-------------------|
| ASH 125 moving to 227 | ASH 132 departing |
| ASH 128 moving to 220 | ASH 186 departing |
| ASH 136 moving to 73 | ASH 130 departing |
| ASH 152 moving to 54 | ASH 102 departing |
| ASH 103 moving to 72 | ASH 176 departing |
| ASH 144 moving to 76 | ASH 241 departing |
| | ASH 126 departing |

New Waipu website <http://www.waipu.kiwi/> has just started and is looking good, we are looking forward to this website being the go to place for locals and visitors.

Occupancy and Revenue for March 2016





Cabin occupancy/revenue and Site occupancy/revenue are both up significantly for March 2016, when compared with the previous March. Cabin occupancy increased from 72.75% to 88%, while cabin revenue increased by \$14,108. Site occupancy increased from 16.85% to 32.42%, while site revenue increased by \$33,972. An explanation for this is that Easter fell in March this year (it was in April last year) but even disregarding Easter we still saw higher occupancy levels overall than the previous March.

March Financials

	March 2016	March 2015	Comments
Revenue	\$ 101,083	\$ 84,722	Revenue up \$16K on LY
Payroll	\$ 28,584	\$ 27,033	Up \$1k on LY
Expenses	\$ 67,165	\$ 57,172	Up \$10k on LY
Surplus/deficit	\$ 35,059	\$ 29,059	\$6K increase on LY

Financial report March 2016

Current debtors: \$393,186 this is made up of ASH and 3rd party website providers.

Value of future bookings held in our system with expected revenue of \$360,793

Net profit up \$6k compared to last year

Revenue per ASH: \$36

Revenue per camp site: \$453

Revenue per cabin: \$2,480

Actual funds available in all bank accounts 1/05/2016 = \$445,643

Revenue

A very pleasing month revenue up \$16k on last year or 20.2%, pleasing to see self-contained cabin revenue up again 247% or \$9,646 on last year with 96.75% occupancy for our 4 self-contained cabins in March. Casual site fee's up \$6,224 or 11.1%. Year to date revenue is up \$131,327 and 16% on the same time last year.

Expended month

Up 14,520 on LY mainly attributed to unavoidable expenses such as annual leave accrual \$3,400, depreciation up \$4,525.

Comments from A. McCulloch

Public Forum 02/05/2016

According to the Reserves Act (under which the Board is constituted) the number one priority is maintaining the reserve for public use.

The current situation is that a select group of private individuals are effectively given a property right over land that should be available for Public use. The Board is failing in it's duty to make all sites available on an equitable basis.

Your decision to significantly increase the benefits that Annual Site Holders enjoy shows ASH are prioritised above the general public.

If the Board thinks Annual Sites are important to the reserve then a solution is to ballot them annually.

Having a Board member who is an annual site holder taking part in any Board discussions that relate to fees or terms of the Annual Site Agreement is clearly a conflict of interest. Any decisions around Annual Sites that have been made in this way should be independently reviewed. A review of the way the Boards Conflict of Interest policy is being implemented needs to be undertaken.