

WAIPU COVE RESERVE(S) BOARD

26th June 2017, 7pm.

Camp Waipu Cove all-weather room.

ALL WELCOME

AGENDA (E & OE)

PRESENT: J. Henderson, P. Baker, E. Cook, R. Pullan, B. Hopkins (minutes secretary), A. Trist, L. Trist, R. Stolwerk, A. La Bonte (arrived 7.05)

APOLOGIES: Roger King

MINUTES OF THE LAST MEETING:

MATTERS ARISING:

CORRESPONDENCE:

Inwards:

- **29/05/2017 – Grant Dixon (ASH)** – Request for permission for exceed maximum nights
- **01/06/2017 – J&L Mellsop** – Query re. management plan and website problems

Outwards:

- **01/06/2017 – J&L Mellsop** – Copy of draft management plan
- **02/06/2017 – Grant Dixon (ASH)** – Response to request re. maximum nights

MOVED all inwards correspondence received, outwards approved

Carried R. Pullan/E. Cook

REPORTS:

- **Management report**

Solar power equipment has been up and running in the camp since last Monday and has causing no disruption to guests. The system currently covers 1/3 of camp. It would be nice to get a local paper to do an article on this. ASH contracts have now been sent out (79 sent compared to 82 last year), about half have been returned so far. ASH have until 1st July to return contracts.

- **Financial report**
- **WCSLSC Report (verbal)**

Renovations are happening at the moment. The Board are welcome to come and have a look. The containers are not a permanent fixture but are there as storage during the renovations. No upcoming events other than an engagement party in 2 weeks' time . Nothing else until rugby teams stay later in the year.

Carried E. Cook/R. Pullan

GENERAL BUSINESS:

- **Noise curfew for campers**

Management have received feedback from campers that the current midnight noise curfew on Saturday nights is too late. Managers agree. Research on competitors shows that most use 10.30 curfew, except one that is 11. Current curfew is 11 Sunday – Friday and midnight on Saturdays. Managers suggest 11pm every night. Anton notes that as there are more casuals, less ASH the dynamic of the camp is changing slightly. Gates currently close at 10. Peter said to make sure there is good communication with security guards over the summer months as this is where problems have arisen in the past.

All agree 11pm to align with feedback.

- **NRC/NIWA combined study on red algae**

Andre - Andre and Robin have been to the council to brainstorm ideas and see what is feasible re. water sampling and investigations etc. Why is this happening? It could be to do with Waipu sewerage filtering through sand dunes from sewerage ponds. Sampling suggested in fan shape going offshore in this area. If concentrations reduce further out to sea it would be an indication of a problem. Tuatua beds and scallops have vanished over recent years. These are filter-feeders. Sewerage could be feeding algae with less filter-feeders to counteract the problem. Paddle crab populations have also depleted in recent years. These are huge changes in the environment over a relatively short time period. The problem could be to do with increased population during summer which is when the problem usually occurs but there is some algae in the stream at the moment which suggests this may not be the issue. Some washed up recently after the last storm. A few weeks prior to last summer's algae problem there was no sign of the algae in the water off-shore so there is still no indication on where it came from. Climate change was another suggested problem

but again, the algae just a week ago, during winter when the water is colder and there are not the summer crowds, suggests otherwise.

Rick - Additional nutrients in the water may not be dangerous, just higher levels that are good food for the algae. May be possible to get some funding from the council but this won't be a short-term solution so the Board may need to fund research to start with if they want something done by this coming summer. As it is not a health-hazard the council will not step in as a matter of urgency. The council are aware of the problem but it doesn't feature in their long term and regional plans.

John – Feels it is important work that should be led by the council. Not comfortable with Board funding research. The Board is spending big sums to keep beach clear of algae but research should be carried out by council, even if this isn't immediate.

Richard Griffiths will provide projected costs for the next step.

Peter – Initial research could be funded by Board if cost is reasonable to help kick things off.

Anton will respond to Richard saying the Board and La Bontes are keen to support the plan but will need to know what is required. Andre and Robin will be happy to liaise with them.

- Concept drawings of front entrance landscaping and developments

Concept drawing by N2 Landscaping. Shows proposed carparking on current grass area in front of camp. Stabilised, crushed concrete is to be used which is a compacted, recycled product that is low maintenance. Wooden park dividers will keep a natural look. This area cannot stay grassed as it gets very wet during winter/wet weather. Swayle drains will be used. Crushed shell/gravel paths across the road will create 'rumble strips' that create change in surface causing visitors to slow down without using judder bars. Need to guide guests towards camp office rather than across road and then back again. The Board and managers like the concept but would like to see more detail before committing. Would like a 'you are here' type sign at entrance showing key areas. Some consideration needs to be given to the placement of the map. Peter suggested smaller versions could be used throughout the camp. John feels Iwi history should be included and sign should be in same style as upgraded look of camp. Rowan suggested including Te Reo on signage – managers and board agree. Board would like some concepts for signage, which will not be done by the landscapers. Peter would like landscapers to be made aware that the parking has to be 12-months of the year parking without maintenance. John suggests approaching mural artist about signage. No boat parking will be included at front of camp as this is accommodated for within camp.

MOTION: To tentatively approve current plan and request more detailed drawings/graphics, components/samples etc. To obtain separate proposals for signage/map and lighting.

ALL IN FAVOUR

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
- **Bream Bay Sliders mid-winter festival of surfing** – 30th July 2017, Waipu Cove

Upcoming Surf Life Saving Events Waipu Cove SLSC

Future Meetings – Monday 31st July 2017

Meeting Closed at 8.15pm

Manager's Report May 2017

This month there has been lots of work happening around the camp. The new cabins are progressing nicely, site repairs are underway and there are number of other projects on the go. With the camp being quiet, it's the best time of year for this work to take place.

Solar panels (39) have now been installed on the roof of the shed/all-weather room, which will supply power to the middle section of the camp. Any additional solar power generated will be put back into the grid where we will be paid per KW for this. There will be times where the solar is not enough, in that instance the system will switch back to electricity, but it is going to be a definite overall long-term saving.

The fence running behind ASH sites 100 – 109 is now completed, and makes that area look much tidier than before.

79 ASH contracts and power bills have been sent out (via email where possible), only a small number have been returned to date, they are due back along with their deposit 1st July.

Audit NZ came to site on the 1st and 2nd of May in order to complete work towards the 2013/2014 audits that are outstanding.

A number of staff have taken (or are about to) take annual leave over the coming weeks, as we are making a concerted effort to encourage leave to be taken regularly and not build up. This is the perfect time of year to do so as it's nice and quiet.

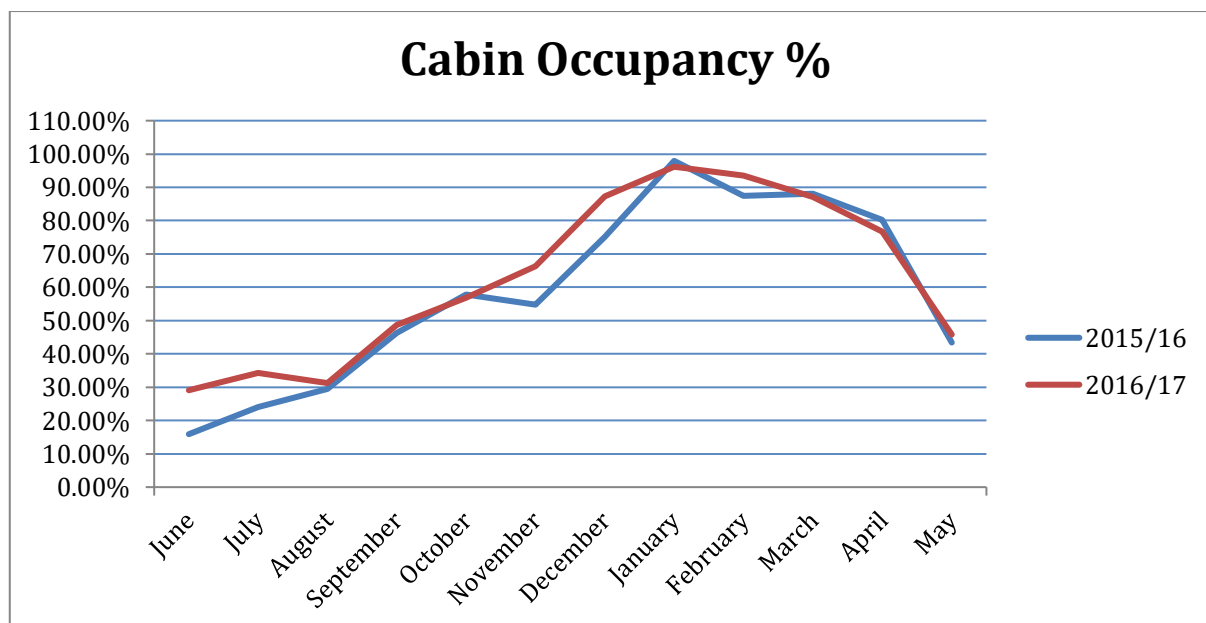
The boat ramp lock has been changed, with new keys being available from the 1st of May.

Signs have now been erected at the North entrance area saying "public access". This is in an effort to make the public aware that this is an area that can be used, and hopefully it will be utilised more.

Dr David Bergin and Laura Shaft met with us on site on the 22nd of May. We are one of 10 beaches to receive dune contour mapping and species mapping over 15 points of our dunes. Also, dune restoration work within 100 metres of dune shaping is to take place 3rd July under our consent and guidance from NRC. The Cove Café has come on board with this project, they are sponsoring this work. We have again arranged a "Dune Planting day" with Waipu Primary school for late July.

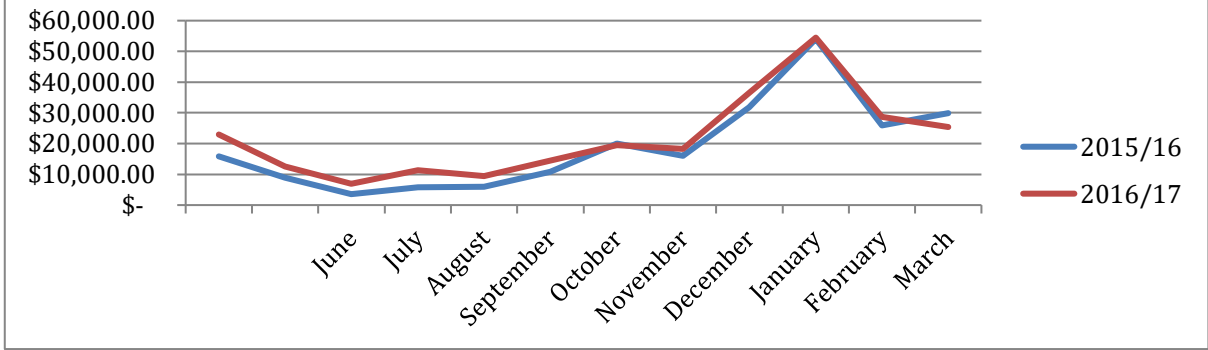
Finally, an update on the new cabins under construction. At this stage, the builders have nearly finished their construction work and the cabin interior is being painted. The other sub-contractors will follow shortly. Completion will be late July. Fit out with furniture etc will be early August. They are looking fantastic and are nearly fully booked over the busy summer months.

Cabin Occupancy – May 2017

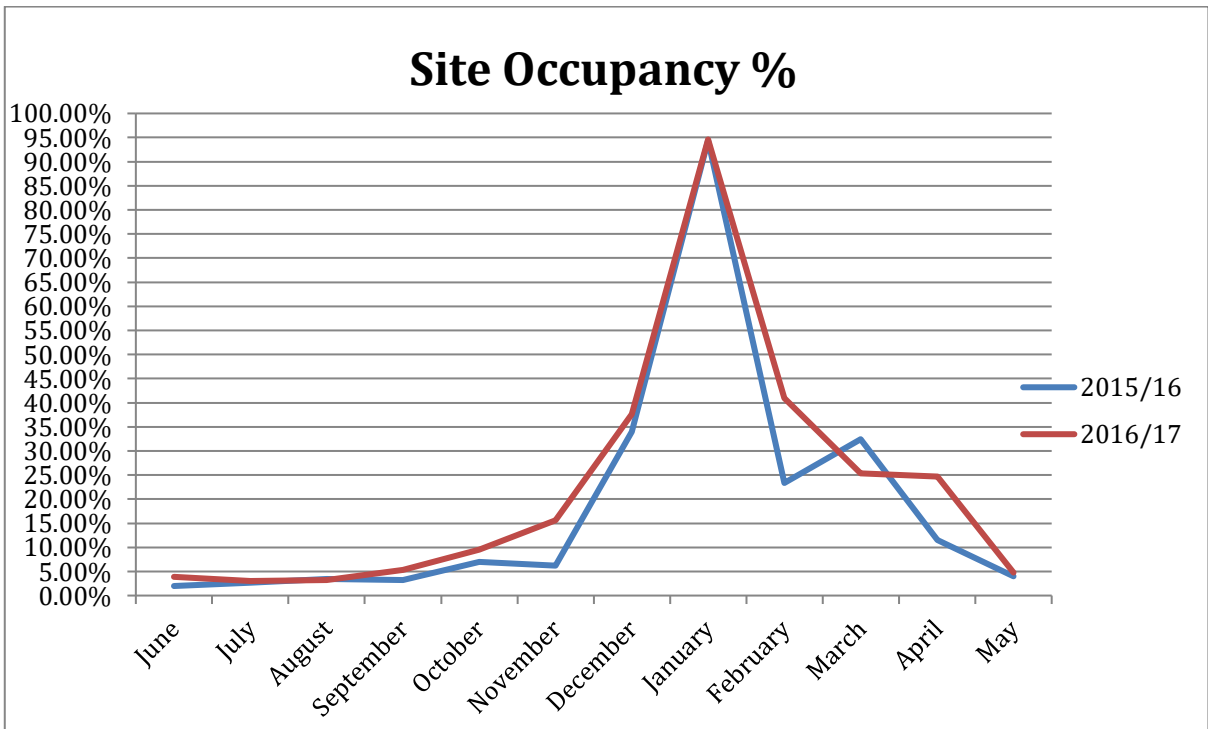


Cabin Revenue – May 2017

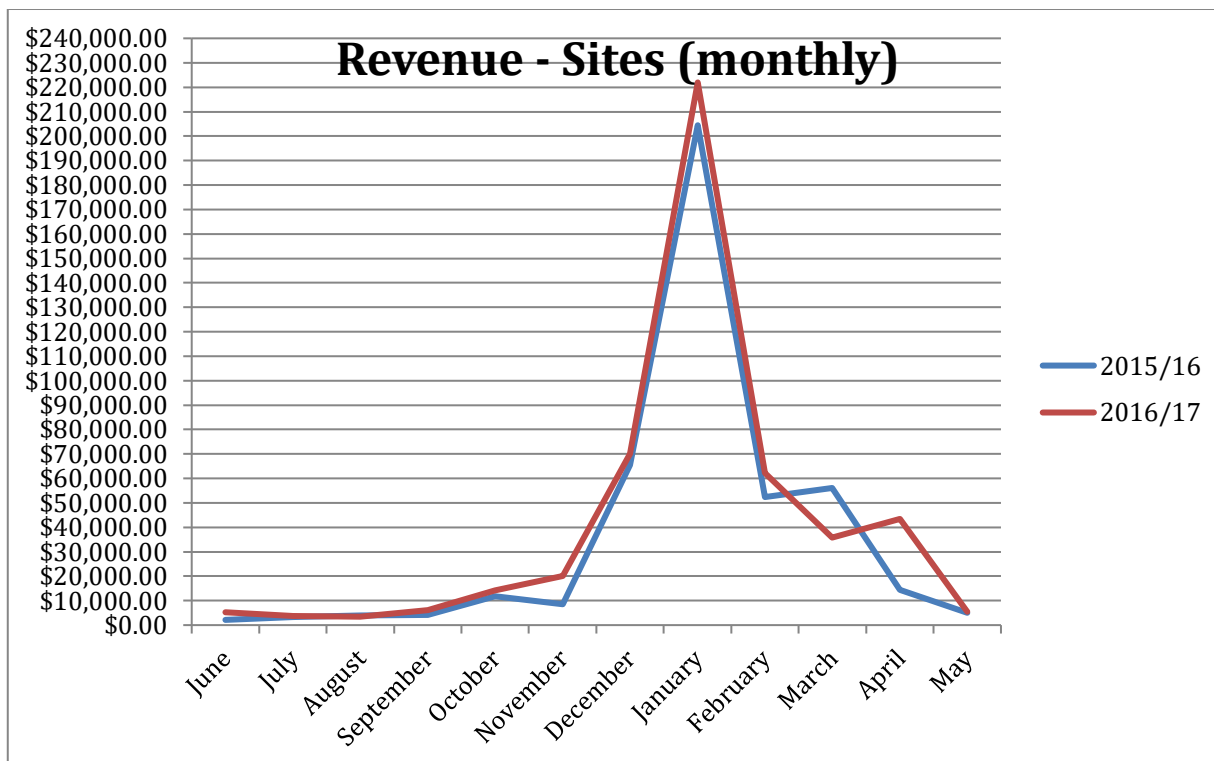
Revenue - Cabins (monthly)



Site Occupancy – May 2017



Site Revenue – May 2017



May financials: Belinda – Please add to meeting minutes for tonight.

	April 2017	April 2016	Comments
Revenue	\$ 24,786	\$ 33,880	Down \$9,094
Payroll	\$ 28,330	\$ 37,673	Down \$9,343
Expenses	\$ 60,116	\$ 70,578	Down \$10,462
Surplus/deficit	\$ (35,243)	\$ (36,404)	Down \$1,161

Financial report May 2017

Current debtors: \$346,161 this is made up of ASH and 3rd party website providers.

Value of future bookings held in our system with expected revenue of \$398,417

Operating deficit Up \$1k compared to last year

Revenue per ASH: \$0

Revenue per camp site: \$66

Revenue per cabin: \$1,047

Actual funds available in all bank accounts 26/06/2017 = \$113,703 this includes \$200,000 placed on term deposit at 3.30% matures 14th August 2017

Revenue:

Revenue down \$9k on LY due to ASH revenue \$4k and cabin revenue. Year to date revenue is up \$160k compared to the same time last year and operating surplus up \$125k.

Expenses

Down for the month compared to last year by \$10k which is mainly attributed to permanent and casual wages.