

WAIPU COVE RESERVE(S) BOARD

22nd May 2017, 7pm.

Camp Waipu Cove all-weather room.

ALL WELCOME

AGENDA (E & OE)

PRESENT: P. Baker, R. Pullan, J. Henderson, B. Hopkins (minutes secretary), A. Trist, L. Trist, G. French, J. Nops, A. LaBonte (arrived 7.10pm)

APOLOGIES: E. Cook, R. King

MINUTES OF THE LAST MEETING:

MATTERS ARISING:

CORRESPONDENCE:

Inwards:

- **28/03/2017 - Bernard Lee (Audit NZ)** - Request for details of contact person at WCRB.
- **04/04/2017 – R&P Murray** – Request for information Re. fee setting
- **13/04/2017 – Dr Shane Reti** – Congratulations re. Dune restoration award
- **13/04/2017 – Rick Stolwerk** – Invitation to WCRB to attend WCSLSC Easter dinner
- **19/04/2017 – Kevin Brewer** – Application for hard awning roof
- **19/05/2017 – Justin Nops** – Feedback on management plan
- **19/05/2017 – Alan Kindred** - request for dispensation Re. 30-night rule.

Outwards:

- **22/03/2017 – Laura Shaft (NRC)** – Thank you for news of award.
- **28/03/2017 - Carl Pamplin** – Approval of ASH 236 transportable dwelling application.
- **29/03/2017 - Bernard Lee** – Details of board chairperson
- **05/04/2017 - R&P Murray** – List of holiday parks used for ASH fee research
- **17/04/2017 – Dr Shane Reti** – Thank you message
- **18/05/2017 – Kevin Brewer** – Response from Board Re. awning roof application
- **23/05/2017 – Alan Kindred** – Response to request for dispensation

REPORTS:

- **Management report**
- **Financial report**

J. Henderson commented that it is nice to see the year on year net earnings/profit up by \$109K.

- **WCSLSC Report (verbal) G. French**

There won't be much going on at the surf club during winter. The only upcoming event is a 60th birthday party which is being held at the club house. Two young teams will be continuing their IRB training.

MOVED all inwards correspondence received, outwards approved

Carried R.Pullan/P.Baker

GENERAL BUSINESS:

- **Management plan**

The draft is nearly finalised. Belinda is to action next stage which includes uploading the draft plan to the website, placing advertisements, emailing submitters, letter drop to all houses within 800m of camp. There will now be a 4-week submission period ending 4pm on 23rd June 2017. A hearing date will be set shortly.

Justin Nops to address Board:

J. Nops – One of the areas Justin has discussed with Roger (not in attendance) was that the Board wasn't convinced the area being discussed wasn't part of camp before movement of the B-block campers. Justin states that when the campers were re-sited from B Block to the northern end of the camp, (as per DOC) additional land was added to the camp with Justin and a surveyor in attendance. All land outside of this survey was still recreational land and an area was turned over to bird reserve. The corner in question was not specifically designated as open space, but by default it was. Justin pointed out that on the draft management plan this area is shown as the same as the rest of the camp, not distinguished. He also pointed out that the current map (part of the management plan) is not as accurate as 1997 plan which was manually drawn. Justin feels there won't be other submissions on this issue as others are not aware of it.

Due to the construction of a fence along the track at the northern end of the camp, visitors now must walk down to beach and back up to the recreation area whereas previously they could access it straight from the track. Justin states that the camp sites that have been placed on this space are outside of the required distance from ablution block. He mentions that he believes the area was initially not developed as it was previously a septic area. Justin suggests a gate be added to the track fence so that people can access the public area more easily. The gate could be closed at night for security reasons etc. Justin thinks that during on-shore wind people will use dunes for shelter

instead of this area if it's not easily accessible. Justin feels that although the current Board/management have no plans to develop this area further, future boards/management may allow more camp sites to be added to this area that should be for recreational public use and once this happens it will be irreversible. Justin feels that the three sites on this area could have been added where they don't infringe, for instance at south end of camp.

In general, Mr Nops endorses what the Board is doing and fully appreciates the extra problems his suggestions can create for management.

J. Henderson – John provided reassurance that signage for the area in question is currently underway. He mentioned that the Board are very receptive to Justin's concerns and explained that area was previously very dangerous and unattractive. Developments have been made to tidy the area up and there is no financial motivation for these sites. John thanked Justin for his letter. The Board will respond to Justin re. his concerns for access to this area.

P. Baker – Peter pointed out that Justin was involved in the B Block move and that when WDC signed off on the northern ablution block they were aware that there would be sites that were too far away from the ablution block. He pointed out that the access way was high priority development and was designed with a specific shape – the zig-zag in track/fence was designed in conjunction with NRC to prevent/minimise erosion problems that were occurring. Peter affirmed that the area was previously a dangerous tip and a lot of work has been done to remove dangers and create invitation to the area in a safe manner.

The inaccuracies Justin raised in the location of planting on draft plan map will be addressed with Willy Coenradi and the map will be updated.

- **Andre LaBonte - estuary flood control (Pariwaka stream)**

Whangarei District council has commissioned an elevation survey to show where sand is/deep areas/where stream could be dammed to prevent build-up of algae in the future. Cross-sections have been provided showing 2 areas up-stream from the culvert. 0 chart datum=lowest low tide. Concrete base from previous table = 3.1 mtrs chart datum, highest tide approx. 3 mtrs chart datum. Excluding storms, most tides aren't over 3 mtrs. Damming in the wrong place could cause flooding so careful consideration is being given to avoid this. The design of dam needs to be as such that it will let go in a big flood. They are currently looking at a sand bund with overflow pipes at approx. 3.7 mtrs. Bollards in that area are roughly this height and the parking area at south end is 4.2 mtrs. When WDCouncil dug out the stream to try and improve problem they actually made the problem worse by creating deeper areas. The algae fills in these deep spots and rots. If the dam failed the sand would settle in the deep areas of the stream, minimising space for the algae to sit and rot. 400 cubic metres of sand would be required to create the bund. There are currently no objections from the owners of the adjacent property. Andre will consult with the council and hopefully will take a soft approach at first. The pipes can be anchored to prevent loss in storms. It is interesting to note that further up the stream when the algae sits it stays red (doesn't rot and turn black) as it is still exposed to enough oxygen.

A bridge (for access) that would also act as weir would not be possible due to cost and consent required. Sand bags would be more robust but involves more labour as well as introducing a foreign matter to the environment.

Proposal is for sand bund (dam) that will over-flow through pipes in event of storm. This is a low-cost option that is not designed to be long term.

The regional council seem receptive to this idea. Andre will approach them next. It will then be up to the WDC to file application with Regional council. It is assumed that the project it will be funded by WDC.

Studies have shown that there are 25 different types of algae present. The predominant red algae has been tested and is a native species. There is still no explanation for algae problem in recent years.

Thank you to Andre on behalf of the Board.

- **Approval for 2017/2018 budget**

Budget revenue \$1,270,627 up \$123,191 on last year's budget

Budget expenses \$816,998 up \$78,608 on last year's budget

Surplus of \$453,629 up \$44,583 on last year's budget (before depreciation)

Carried ALL IN FAVOUR

IN COMMITTEE: (8.35pm)

Exclusion of the public

That the public be excluded from the following part of the proceedings of this meeting on the following grounds – Agenda items: Correspondence The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: General subject matter: Inwards correspondence Reason for resolution: Protect individuals Ground(s) under s 48 (1) for passing resolution: 48 (1) (d) and 48 (2) This resolution is made in reliance on section 48 (1) (a) of the LGOIMA 1987 and the particular interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section (9) of the OIA 1982 as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: s.7.(2) (a) protect privacy of natural persons

Board came out of committee at (8.44pm)

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 26th June

Meeting Closed at 8.48pm

Manager's Report April 2017

Easter has just been and gone, and although we didn't have full occupancy like the previous year, it was close. We were more than happy with this result as Cyclone Cook had been predicted to pass through causing carnage, which meant we had a lot of last minute cancellations. Fortunately, we got a lot of those bookings back on Good Friday once people realised Cook was not going to affect us here. This Easter marks five years since we first started at the camp as managers!

Our new receptionist Tabitha Bird is starting with us at the end of April. She has previous experience working in two Top10 holiday parks, and is already proficient in using Seekom (our reservations system) so we are confident she will get up to speed quickly.

The construction of the new cabins is progressing well. The roof is on, the outside is wrapped, and the window joinery is about to go in. Estimated completion is date is July. The cabin will then need to be fitted out with furniture and appliances etc.

Planting out of the boundary up along the north end access way will be taking place in the next couple of weeks, as per our ecological landscaping plan. From the 1st of May, we have a rugby player from the Waipu Rugby Club working at the camp for two weeks who will be helping with this. They will also be helping out with fencing and other odd jobs. We had a player last year from the club help us out with similar work, and it was such a good arrangement that we are doing it again this year. It also helps out the rugby club, so it's a win-win.

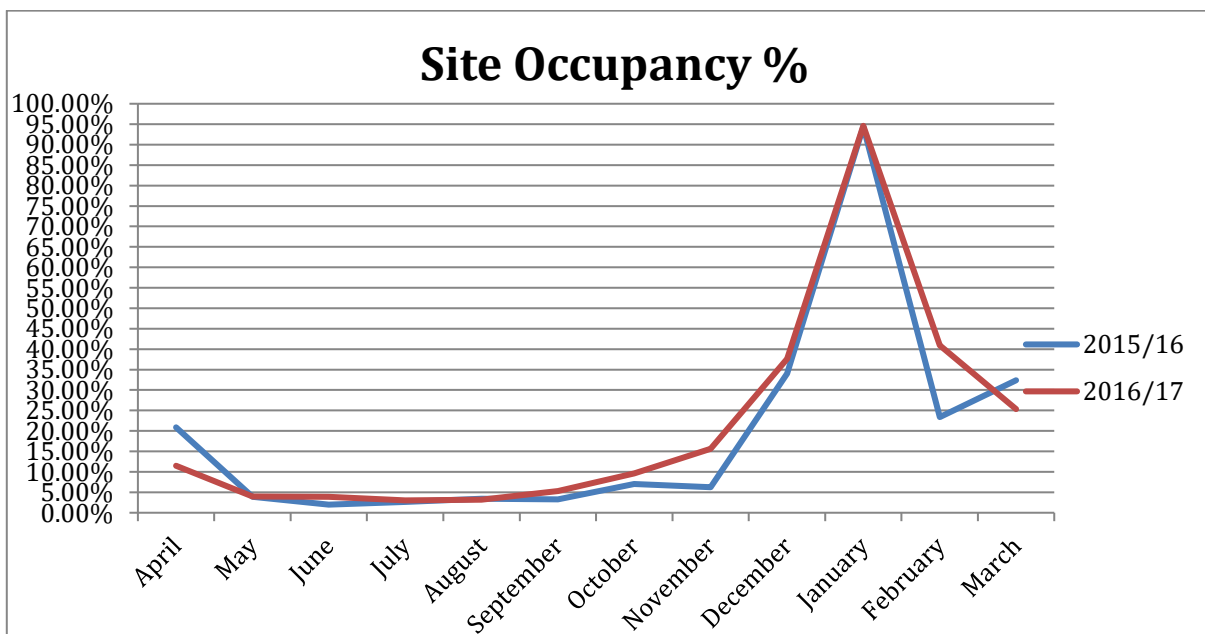
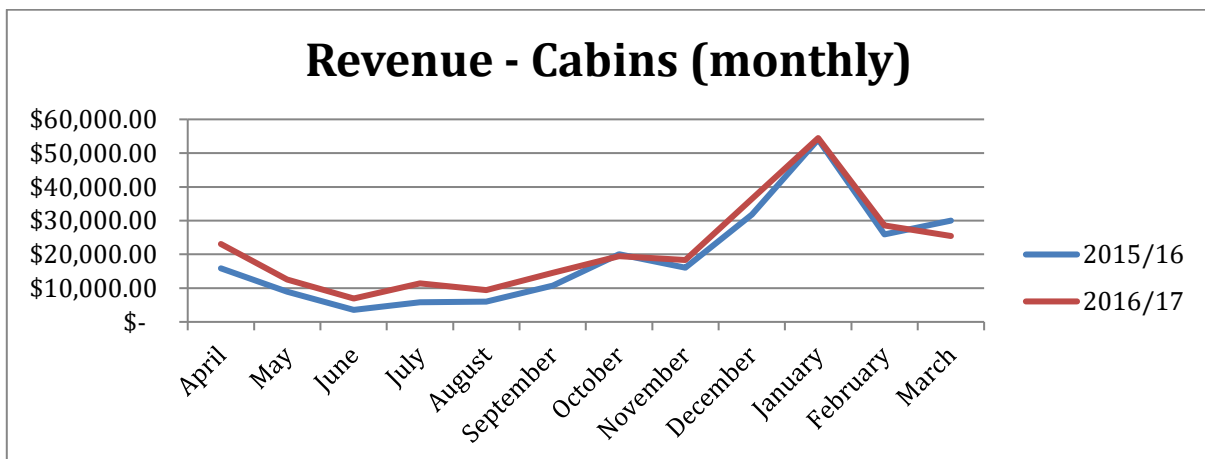
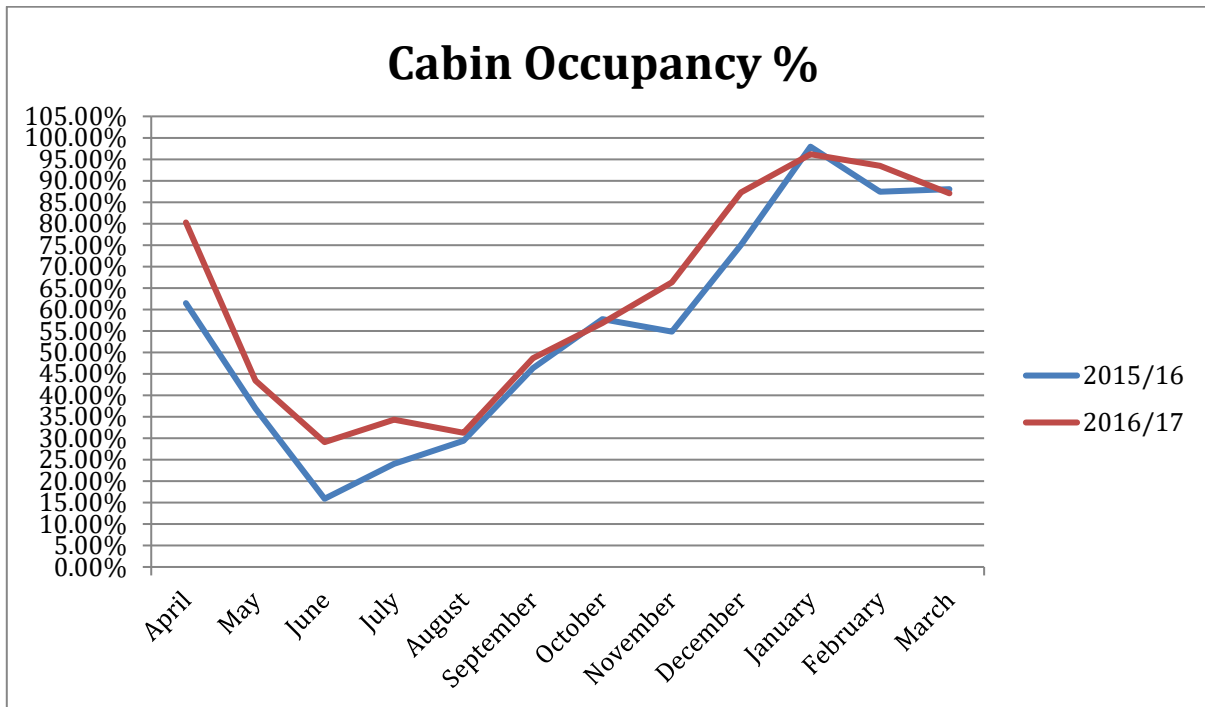
A number of site repairs are taking place at the beginning of May. These sites have deteriorated over the years, being patchy with minimal grass so are in need of restoring. These sites get such high usage over the summer months, and the ground gets so dry, there has been no chance to do this repair work until now.

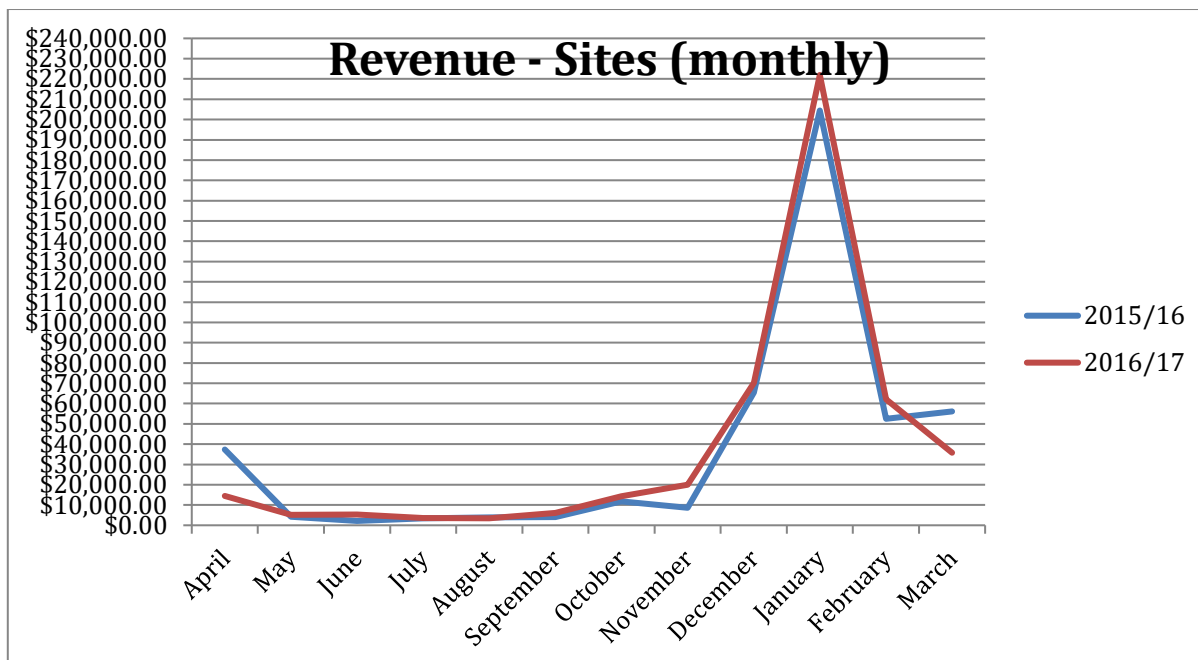
Our updated video tour is finished. The video was produced by local company Installit, using a drone to capture some great aerial footage. We've had a preview of the final result, which looks great. We are now just waiting on delivery of the final product so we can put the video up on our website.

The camp and Reserve Board were recently awarded "Best coastal restoration project" in NZ from the Coastal Restoration Trust at their recent awards. It's been great to get recognition for all the work done on the dunes over the years, with help from other groups in the community. This will provide further motivation to keep up the good work.

Later this month, we will start getting prepared to issue ASH contracts and power readings. We will be aiming to get these sent out early June. We are also starting to work on our 2017/18 budget.

Cabin Occupancy – March 2017





Comments

Occupancy and Revenue for both sites and cabins were slightly down when compared with the previous March. This is due to the fact Easter was in March last year, whereas it falls in April this year.

April financials:

	April 2017	April 2016	Comments
Revenue	\$ 67,404	\$ 51,577	Up \$15k
Payroll	\$ 40,703	\$ 28,776	Up 12k
Expenses	\$ 61,495	\$ 53,981	Up \$7k
Surplus/deficit	\$ 5,995	\$ (2,057)	Up \$8k

Financial report April 2017

Current debtors: \$7,209 this is made up of ASH and 3rd party website providers.

Value of future bookings held in our system with expected revenue of \$389,655

Operating surplus Up \$8k compared to last year

Revenue per ASH: \$0

Revenue per camp site: \$313

Revenue per cabin: \$1,744

Actual funds available in all bank accounts 21/04/2017 = \$473,365 this includes \$200,000 placed on term deposit at 3.30% matures 14th August 2017

Revenue:

Revenue largely effected by Easter falling in March last year and April this year hence why we were up \$23k on LY. Cabin occupancy continues to be strong at 77% and tent sites 24%. Year to date revenue is up \$169k compared to the same time last year and operating surplus up \$125k.

Expenses

Down for the month compared to last year by \$7k and compared to the same time last year expenses are up \$44k.