

## WAIPU COVE RESERVE(S) BOARD

25<sup>th</sup> November 2019, 7pm

Camp Waipu Cove all-weather room.

**ALL WELCOME**

### AGENDA (E & OE)

**PRESENT:** P. Baker, R. Pullan, A. Trist, L. Trist, K. Baker, B. Hopkins (minutes secretary), R. King, R. Stolwerk, J. Henderson

**APOLOGIES:** E. Cook

**MINUTES OF THE LAST MEETING:** Approved

**MATTERS ARISING:**

**CORRESPONDENCE:**

#### **Inwards:**

20/10/2019 – A&P Hall-Judge – Regarding ASH site fees (response via managers)

21/10/2019 – WDC - PC8888 Urban and Services - Reporting Planner's Section 42A Hearing Report

28/10/2019 – M. Morunga – Paddle Board hire at Waipu Cove

29/10/2019 – R&P Murray – BMX Track & Mini Putt (response to be sent via Board Chairman)

9/11/2019 – WCSLSC – Invitation to afternoon tea

13/11/2019 – WDC - Urban and Services Plan Change - Pre-Circulated Evidence

14/11/2019 – WDC - Urban and Services Memorandum to Hearing Commissioners

#### **Outwards:**

6/11/2019 – M. Morunga – Re. Paddle Board hire at Waipu Cove

MOTION - P. Baker/R. King/All in favour

### REPORTS:

#### • **Management report**

Email received from Master Planning (recommended by HAPNZ) with a quote for a blueprint for the camp moving forward. Very good references from campgrounds that managers have visited. \$14,000-16,000 estimate for complete master plan/survey of camp. He will look at utilising space without cramming people in. Peter questioned whether we already had a survey – there are levels shot by Boundary Hunter but not a complete survey. John questioned whether this plan would help with acquiring consents for any developments that require it. It can also be used in future management plans. DoC need to approve any increase in site numbers. Anton suggested consulting the architect, Trevor Murray as well. Trevor to be asked to provide an update on current plans he is working on at the next meeting. Managers would like to have plan finalised a year or two before 2025 (when there will no longer be any ASH). Plan would include some hard-stand sites for year-round camping. Once there are no ASH, part of the camp (the areas more prone to flooding/boggy ground) could be closed during the winter. John suggests Master Planning be directed to focus on an initial plan for the front area of camp only. This would cost less, be of benefit to Trevor and also show how beneficial a full plan could be. Managers will ask Master Planning to create plan for front of camp. Consensus is to rebuild front entrance building. Rogers gut reaction to relocate the entrance (an option presented by Trevor) was that it would be too difficult and would require too much work. Peter discussed how this may not be the case (see previous minutes). John noted that this could be a \$1,000,000 project so expert, informed advice from a specialist firm like Master Planning is very important.

Possible Change of camp name can also be discussed with the consultant.

#### • **Financial report**

#### • **WCSLSC Report (verbal)**

Quiz night will be happening 5<sup>th</sup> Jan at the surf club. Tickets will be available from camp office. \$90 per table of 6 including dinner. Will raise some money for the surf club to renovate the downstairs bathroom. They have received a 50% grant from Northpower to help with this project. There is currently only 1 shower, so some improvements are required. On 15<sup>th</sup> December there will be an afternoon tea for platinum sponsors and the Board/managers are invited. Board sponsored boogie boards have been purchased, can be hired over summer and are being used by the school groups. Flippers aren't available. Boards are only available when patrols are on so usage is under supervision.

### GENERAL BUSINES

#### • **Beach access for Surf Club vehicles**

Currently, when the IRBs are launched, they have to drive right through the public area. A possible solution to this problem could be to create access (ramp/steps) on North side of surf club. Rick and Anton have discussed and are exploring this option. It would only be used for getting surf club rescue gear (IRBs etc.) on and off beach. Plans will be drawn up to present to Board. A previous access ramp washed away in 1999. Anton has had builders estimate \$8-10,000. Anton suggested it could also incorporate wheelchair access to beach. Peter pointed out that current steps were built further back to accommodate erosion. An 'Emergency Access Lane' would provide much quicker beach access for surf club in an emergency. Board will review plans next year.

- **Management Plan update**

Iwi consultation and participation is currently happening and we are waiting for a response in writing from Ngatiwai. Board representation from an Iwi member is pending following Board support for appointment of a recent nominee recommended by DoC.

- **Bike track and mini putt recreation area**

The proposed area for the Kid's bike track and mini putt area is 85x30m of wasted land. The whole area would be cleared (tree removal is part of management plan). Green waste is currently removed from this area twice a year but only takes up a small portion of the space. Managers provided a presentation (put together by Rob Dalebrook) showing a detailed plan of what the area could look like. A 1.8-2m fence around the area will help with sound proofing. Peter pointed out that during the day in summer there is always a certain level of noise from children and families anyway. It will have opening hours as the tennis court does. Peter questioned OSH requirements, protective gear, parental supervision etc. Protective gear could be made available to hire. Parents could be asked to sign waiver at check-in. Managers do not want this to be a patrolled area, so parental supervision would be required. Rick suggested getting rules that schools use for their tracks. This would be investigated by managers and probably covered by signage. Earthworks estimated at \$51,000+GST (this includes creation of the bike track and brown rock. Mini Putt estimated at \$27,000+GST. Next year there are no projects in the pipeline so this could be a good time to fit it in. It was questioned whether brown rock would be too rough for the track, but managers reassured it would only be a kid's track, not for teenagers, so would be low risk. Roger suggested hot mix or limestone (as schools) as an alternative. Lucy suggested compacted dirt, without the rocks but this could be a problem in the wet seasons. John recommended getting in touch with Scott Parker for a quote to use lime slurry work. Managers want to keep the kids safe without having to ban bikes. This project would hopefully keep them off the camp roads. CAPEX expenditure next year is minimal. Decision isn't needed immediately. Wouldn't be started until May/June next year. Managers will work through some of the Boards questions. Fencing was not included in quote. Total cost is likely to be approx. \$100,000. An OSH consultant could be engaged to help with signage. Board want to go ahead but would like a better understanding of the details.

- **Yearly review of Surf School business approval**

It was noted that permission for the surf school to operate from the reserve must be reviewed yearly. This business has increased its footprint and there have been some comments about the space taken up, parking, vehicle & trailer etc. The Surf School is a positive safety factor for kids learning and this is why Board allows them to operate on Reserve but we need to ensure it doesn't expand beyond initial agreed space on Reserve. ~~too far~~. Managers will get in touch with Surf School owners regarding this and will also share recent correspondence regarding local paddle board hire business request to operate on Reserve. Managers will suggest Surf School manage trailer parking with cones as there are currently a lot of people parking in this area without trailers.

### 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

**Next meeting Tuesday 28<sup>th</sup> January**

Meeting Closed at 8.45pm

## **Managers' Report November 2019**

We are coming into our busy summer season now, with the busy Labour Weekend a taste of what is to come. It was the busiest Labour Weekend we have seen at the camp since we started here 8 years ago. We were close to full occupancy Saturday and Sunday nights, whereas in previous years we have been hovering around 50% - 70% mark. We were lucky enough to have great weather, so lots of happy campers!

Other preparations for summer are well underway now, with all summer staff in place and ready to go. We've been busy getting all maintenance work up to date and all buildings and solar panels have received a commercial outside wash. The sand dunes and camp have been sprayed by external contractors for weeds. Finally, the shower timers have been installed – meaning no more 50c coins required!

We are looking forward to Victoria returning from maternity leave in early December for three days a week as Reception Manager - although her duties have been very capably covered by Swas in her absence.

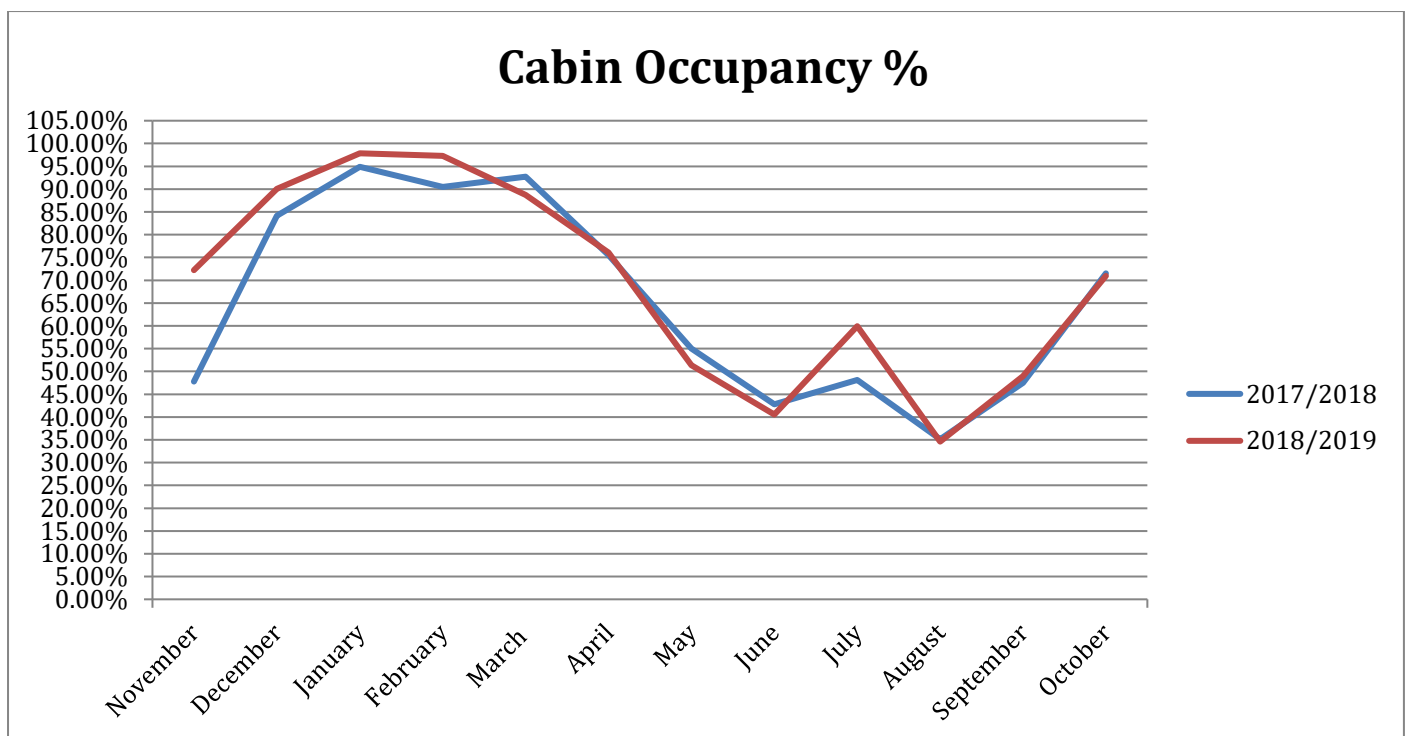
Our staff Christmas function is coming up on soon on the 3<sup>rd</sup> of December. We will be going ten-pin bowling and then to a banquet dinner at No.8 Restaurant in Whangarei.

We have a new event in place for the campers over the summer season which we are excited about. We are holding a campers quiz night at the Waipu Cove Surf Lifesaving Club on the 5<sup>th</sup> of January, which will be in a similar format to the famous Razza quiz nights – also run by the same quiz masters Anita Carr and “Kevin”. Other activities which we have run in the past such as face painting, tennis coaching, movie nights, yoga classes on the beach and campers bowls day will remain the same as other years.

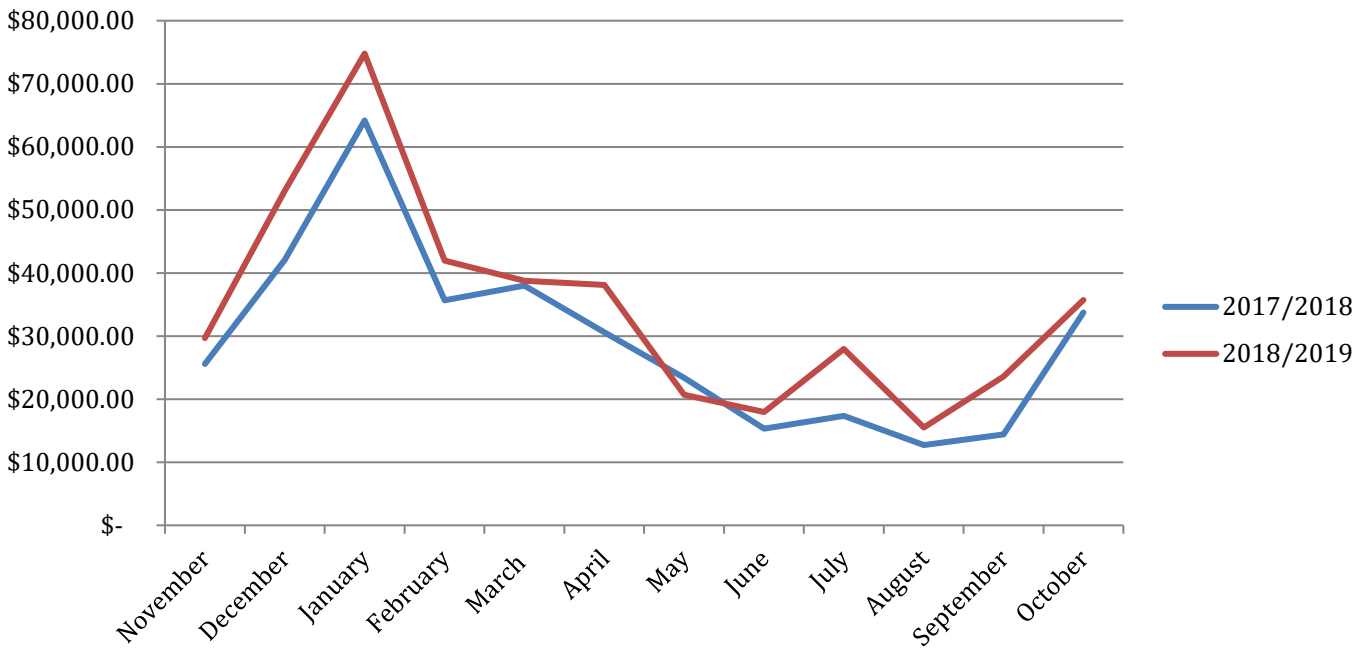
We are meeting with Stephen Chambers from Masterplanning regarding the proposed future camp layout on the 19th of November and will report back to the board with what is discussed and services offered.

The memorial seat up on the reserve South of the surf club is now complete and looking good. It will be the last memorial seat on the reserve, and is in memory of Stanley Pethybridge.

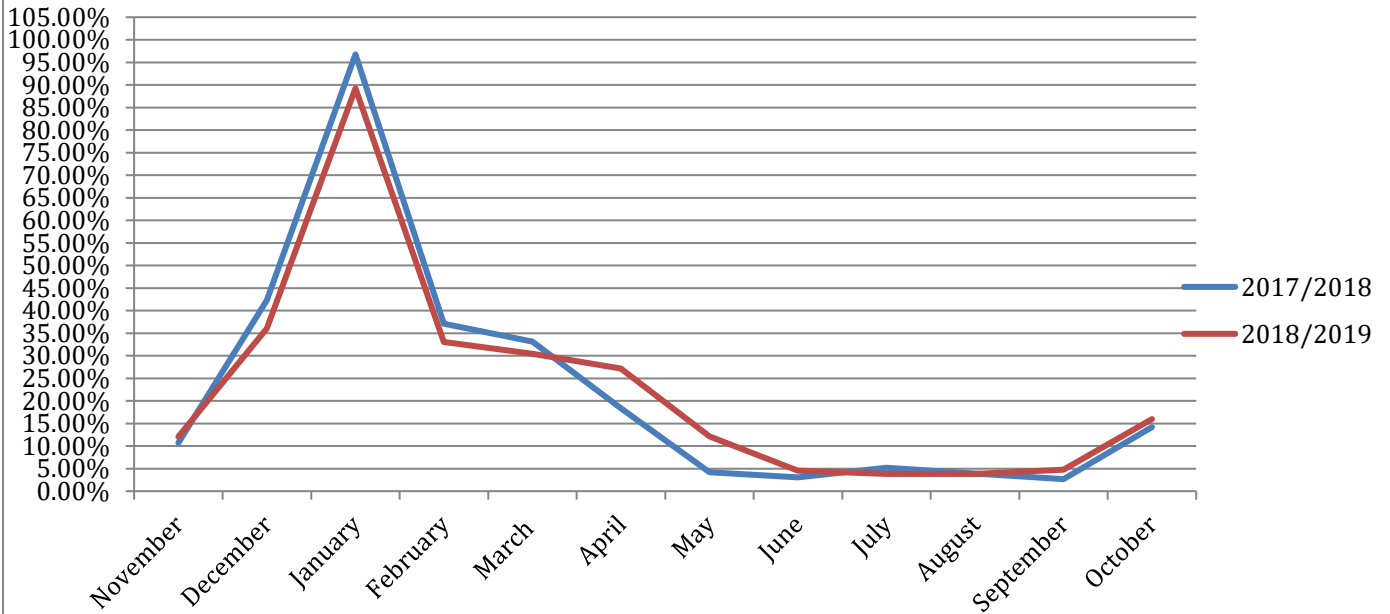
### Occupancy and Revenue – October 2019



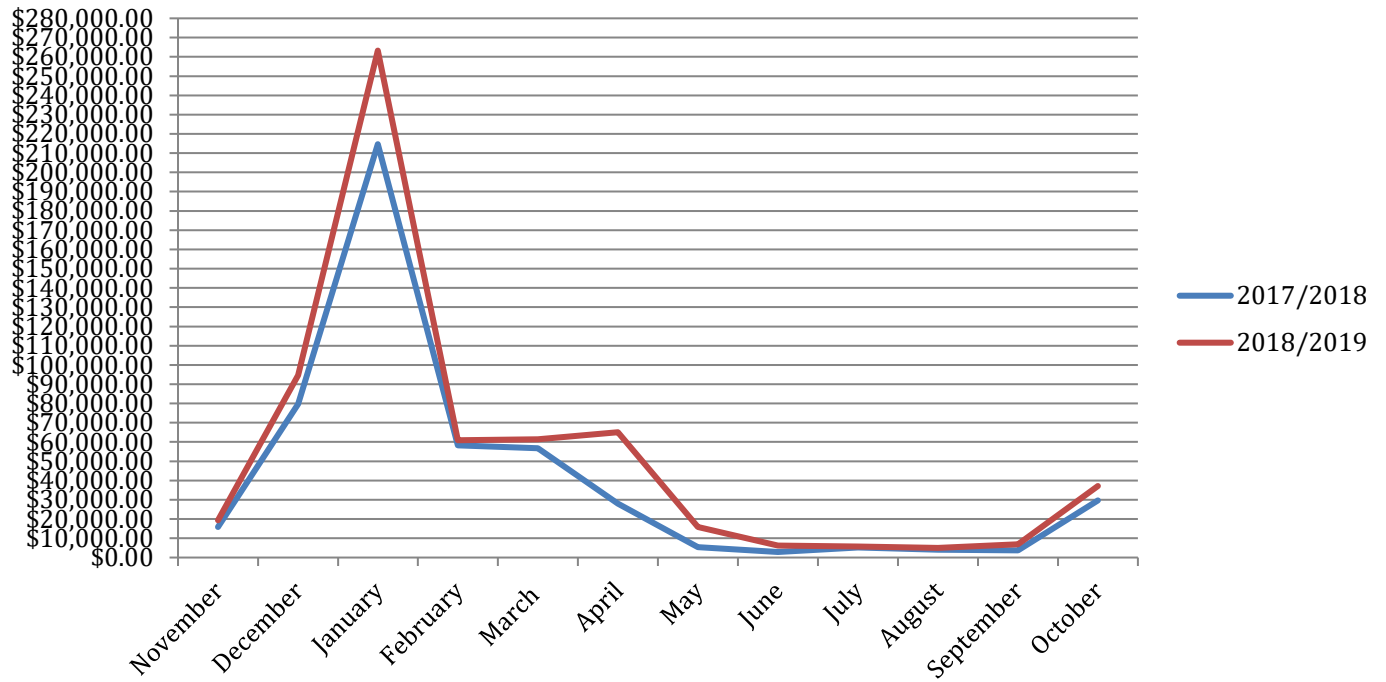
## Revenue - Cabins (monthly)



## Site Occupancy %



## Revenue - Sites (monthly)



Occupancies in line with 2018, cabin revenue increased due to our new cabin 14 being occupied.

Regards

Anton and Lucy Trist