

## WAIPU COVE RESERVE(S) BOARD

Monday 9<sup>th</sup> November 2020, 7pm  
Camp Waipu Cove all-weather room.  
**ALL WELCOME**

### AGENDA (E & OE)

**PRESENT:** R. Pullan (chairperson), B. Hopkins (minutes secretary), R. Stolwerk, L. Trist, E. Cook, R. King, P. Baker, K. Baker, E. Snelling, G. Snelling

**APOLOGIES:** A. Trist

**MINUTES OF THE LAST MEETING:** Approved

**MATTERS ARISING:** None

### CORRESPONDENCE:

#### Inwards:

05/10/2020 – NRC - Acknowledgement of resource application

08/10/2020 – A & R La Bonte – Comments on resource consent application

02/11/2020 – Surf Waipu Cove – Request to speak at next meeting

02/11/2020 – Bream Bay Sliders – Midwinter festival of surfing date (response via managers)

#### Outwards:

### CORRESPONDENCE APPROVED – E. Cook/R. King

### REPORTS:

- **Management report**

The managers were hoping to have an update on the laundry upgrade but are waiting to hear from Gooder Equipment. They will keep the Board up to date. They are still hoping it can be installed in time to be fully tested before summer. Peter commented that the bike repair station looks great. Rowan feels it's another great complimentary initiative, along with the vegetable gardens that have been created by Grace.

- **Financial report**

There was extremely high site and cabin revenue in September. The accountants are in the process of moving to the accrual-based system. This will be a long process as it is a lot of work.

- **WCSLSC Report (verbal) add Cath Manning to agenda email**

Renovations are underway – the downstairs toilets will be complete soon. Another quiz night is being held to raise funds for the kitchen renovation. Regional council have been out to check on the algae situation at the Cove. Scientist at Regional Council have suggested the possibility of becoming a marine research facility. There would be no cost or financial assistance to begin with. Accommodation could be provided between the camp and surf club. Massey university doesn't have a research facility on the coast so may be interested. They would require a wet and a dry area. This could potentially be provided with a container that could be located by the surf club. Rick feels no progress has been made, regarding the algae research, in the last 7 months. He would like to give the council the go-ahead to approach the university. With the previous suggestion of a PHD student (who would undertake research), there was a query about who would own intellectual property rights to the research when it was complete.

### REPORTS APPROVED – P. Baker/R. Stolwerk

### GENERAL BUSINESS

**MOTION – Rick to approach the Regional Council about the opportunity of initiating a research facility for a university based at Waipu Cove. - E. Cook/R. King/All in Favour.**

- **Surf Waipu Cove (7.15pm)**

Rowan welcomed Ellen and Grae Snelling – owners of Learn 2 Surf Waipu Cove.

Ellen and Grae would like to upgrade the current surf school trailer to a mid-wheel base van. This will mean they can have a self-contained set up and take up less space in the carpark. They will have their own water supply on board enabling them to wash down gear at the end of sessions and they will have signage done on the van by Fankensignz. The current car + trailer is 7m long (taking up 2 spaces), the proposed van will be 5.9m long. Usually they will bring water from home but would like permission to occasionally use the tap. They have offered to have Frankensignz designs approved by the Board and are open to suggestions. Over the summer the lessons are almost full-time so over that period they would like to be able to have the van parked there during their operating hours. The Board approve the van upgrade. Rowan mentioned making sure the wash-down area and grass is maintained. Rick feels it is great to have someone there looking after the area.

Over the past few years there have been 2 other surf schools (from other areas) operating group surf lessons at Waipu Cove. Ellen and Grae feel that this is a safety issue, and have spoken to both operators and explained that permission must be sought by the Board but neither has done so.

Peter pointed out that the reason the Board allows Surf Waipu Cove to operate is because they provide a safe and complimentary service to locals and users of the Reserve. He is unsure whether the Board has the right to ask the other schools not to operate here, whether they would need to ask them to comply to a certain standard etc. Roger pointed out there has always been no commercial activity allowed. The surf school has been the exemption to this. He feels we will need to look at legalities of whether we have the jurisdiction to ask other schools not to operate. Rick pointed out that the whole area is Reserve and managed by the camp so legally someone cannot come and operate without approval from the Board (on DoC's behalf). He feels it would be appropriate to contact the other schools and state that Learn 2 Surf Waipu Cove supports the camp and the community so he would like to support them in return. Lucy pointed out that the surf school is one of the main draws for the school groups that come to stay at the camp. Rogers suggested writing a letter to other surf schools explaining the need for permission to operate at Waipu Cove.

Rowan to draft a letter to the other surf schools advising that commercial activity is by Board permission only and at present no further permission will be granted to any additional surf schools. This will be circulated to the Board members prior to sending. Ellen and Grae will provide contact details.

- **Management Plan**

Rowan has a letter drafted for DoC and has the timeline drawn up. Anton & Lucy have submitted additional future improvements to be included as many of the original 'future improvements' have already been completed. Rowan will approach Willy to discuss financial implications of completing the management plan and to maintain the ongoing good relationship between him and the Board.

- **Smoke free camping ground**

The managers plan to make the entire camp smoke-free for guests and staff by Labour weekend 2021. The majority of other camps in New Zealand are already smoke-free. There is a fire risk created by people smoking in the camp during the dry summer months. If approved, guests will be advised this summer so they will know well in advance. All Board are in favour of this initiative. This will not include vaping. Rick would like to also include the surf club in becoming smoke-free. Peter queried whether there was an app that could be used to provide guests with camp/local information. The camp reservation system has the ability to send bulk texts but it is very costly so isn't often used. There will be bi-lingual signage advising guests that the camp is smoke-free.

**MOTION – to make Camp Waipu Cove entirely smoke free by Labour weekend 2021. Managers to initiate these changes – R. Pullan/R. Stolwerk/All in favour**

- **New cabin plans - approval to proceed to pricing**

The managers spoke to Trevor today. The consent application has been submitted and is being processed. It should be back by the end of week and Trevor should have tender pricing for the Board in approx. 5 weeks. The tender process can be slow.

**MOTION – to proceed to pricing for new cabin plans – R. Stolwerk/R. Pullan/All in favour**

- **Casual camping rates 2021/2022**

All in agreement with managers recommendation. Powered site rates will be increased from \$36 to \$40 per night for winter and shoulder periods and from \$50 to \$52 per night for peak periods. Non-powered site rates will be increased from \$34 to \$36 per night for winter, from \$38 to \$40 per night for shoulder periods and from \$46 to \$48 per night for peak periods (Rates for 2 people). As a DoC site the managers do not like to over-charge. The new rates will still represent very good value and are in line with or lower than other similar camp ground. All cabin rates will be increased by \$10 per night during peak times (Up to 5 people).

**MOTION – to increase powered site fees by \$4 for winter and shoulder and \$2 for peak periods, increase non-powered site fees by \$2 in winter, shoulder and peak. Increase cabin rates by \$10 per night (5 people). – R. Pullan/R. Stolwerk/All in favour**

- **Request to hold wedding on reserve (19<sup>th</sup> December 2020)**

Belinda to reply with approval and advise that this is a popular tourist destination and the area may not be roped off and they will need to be courteous to existing users. .

### 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

**Meeting ended: 8.40pm**

**Next meeting: Tuesday 15<sup>th</sup> December, 7pm (zoom, cabin tenders, algae plan 20/21)**

## **Managers' Report October 2020**

It has been a remarkably busy month, with higher than usual occupancy levels for this time of year. We have been busy with the usual summer preparation tasks, such as employing additional staff, rostering, and the ordering of supplies. Labour Weekend was a full house for the first time ever. The long weekend went smoothly, with the campers enjoying hot, settled weather, with many already re booking for next years Labour weekend. Hopefully, the nice weather continues as we move into peak season!

In the last couple of months, we have seen an overall increase in occupancy when compared with the same time the previous year. This includes both cabins and camp sites. In September, camping site revenue was up 238% and cabin revenue was up 51.60%. Given the affect of COVID 19 on New Zealander's ability to travel internationally, this trend is likely to continue whilst border restrictions remain in place.

We have put together a comprehensive Covid-19 policy which relates specifically to bookings over the peak season and additional precautions that will be taken in the event we move up alert levels during this time. This policy has been added to our website and will be sent out to all peak season bookings, so everyone will have access to all the information they need.

Earlier this month, Anton met with Nick Marshall (Senior Roding Engineer at WDC) and Tim Manning to discuss the possibility of installing a speed camera and pedestrian crossing by the public reserve. This was in response to multiple complaints over the years of cars regularly exceeding the speed limit when driving through the Cove, and the obvious danger this poses to pedestrians. The outcome of the discussion was to put forward a proposal to WDC to put in speed reduction humps at the entry and exit to the cove, as well as a pedestrian crossing adjacent to the Cove Café. If funding is approved by WDC, this work may take place next year. There is currently a petition in circulation created by residents to reduce speed limit though the Cove, so WDC already have pressure on them to sort out this issue.

A bike maintenance and tool station has been installed outside the all-weather room for campers use. This will enable those with bicycles to fix common issues such as tightening parts, fixing punctures etc. Plenty of campers bring their bikes with them and we are often asked to borrow this type of equipment from our tool kits, so this will no doubt be well utilised.

We have had contractor Tony Mayo at the camp to carry out routine spraying of the grounds. He has already completed spraying for Onehunga weed, but is still in the process of spraying glyphosate which will kill general weeds around the camp.

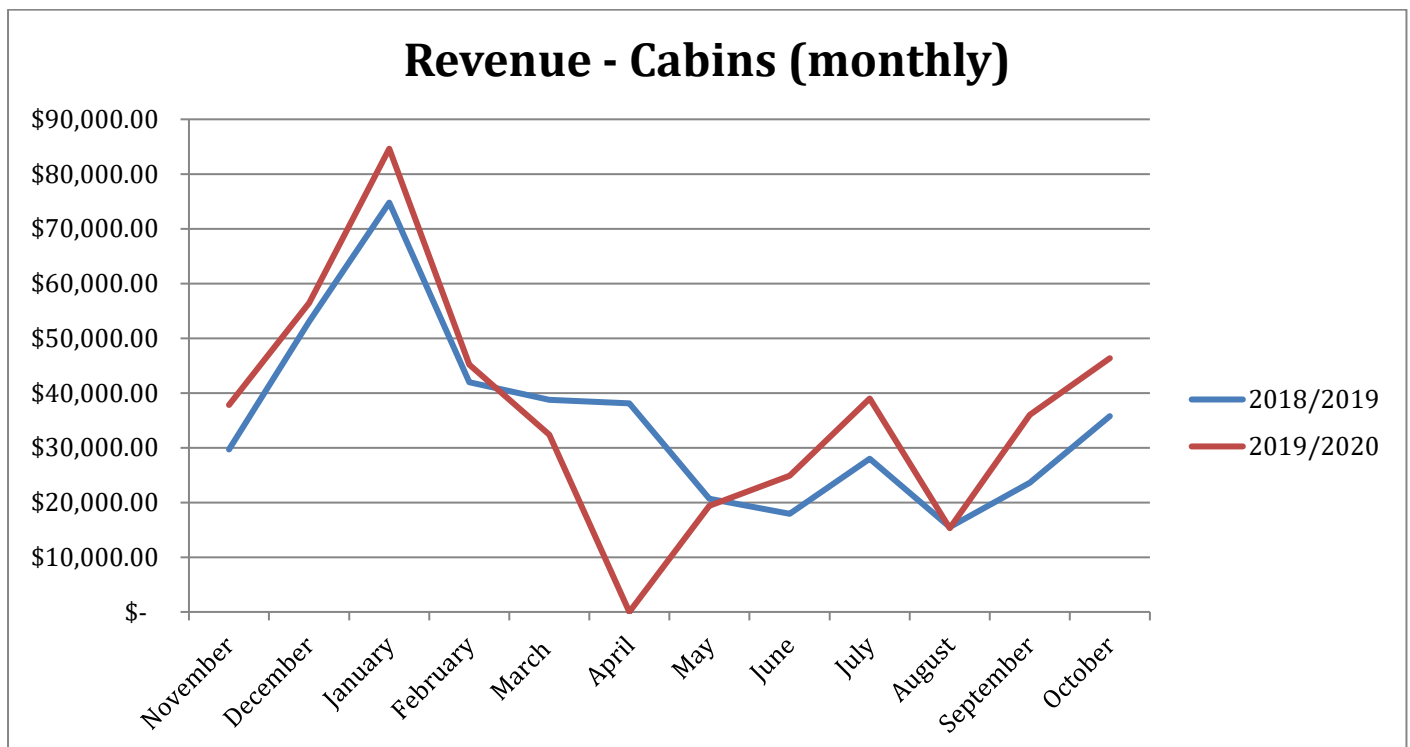
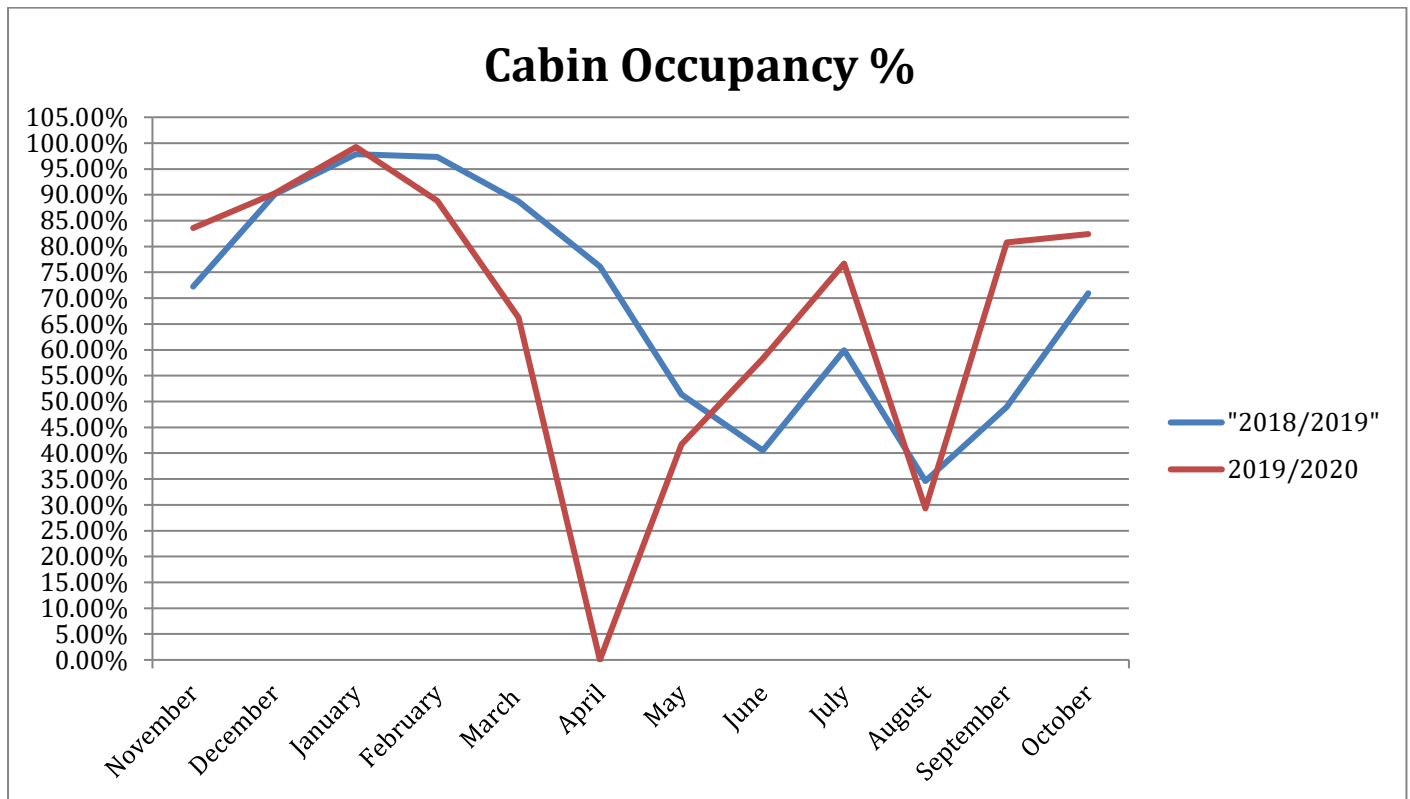
The annual washing of all camp buildings and cleaning of gutters has occurred this month. Everything is looking shiny and clean in time for the summer crowds. This work is also done by a contractor - House Wash NZ.

An update on the laundry upgrade – this is still being worked on. We are currently waiting for confirmation from the supplier that Gooder Equipment will be able to complete the install before peak season, with ample time to try the system and correct any possible issues. We do not want to rush things and have an untested system for the busy summer period. If it cannot be installed prior to Christmas, we will opt to have this work completed straight after peak season.

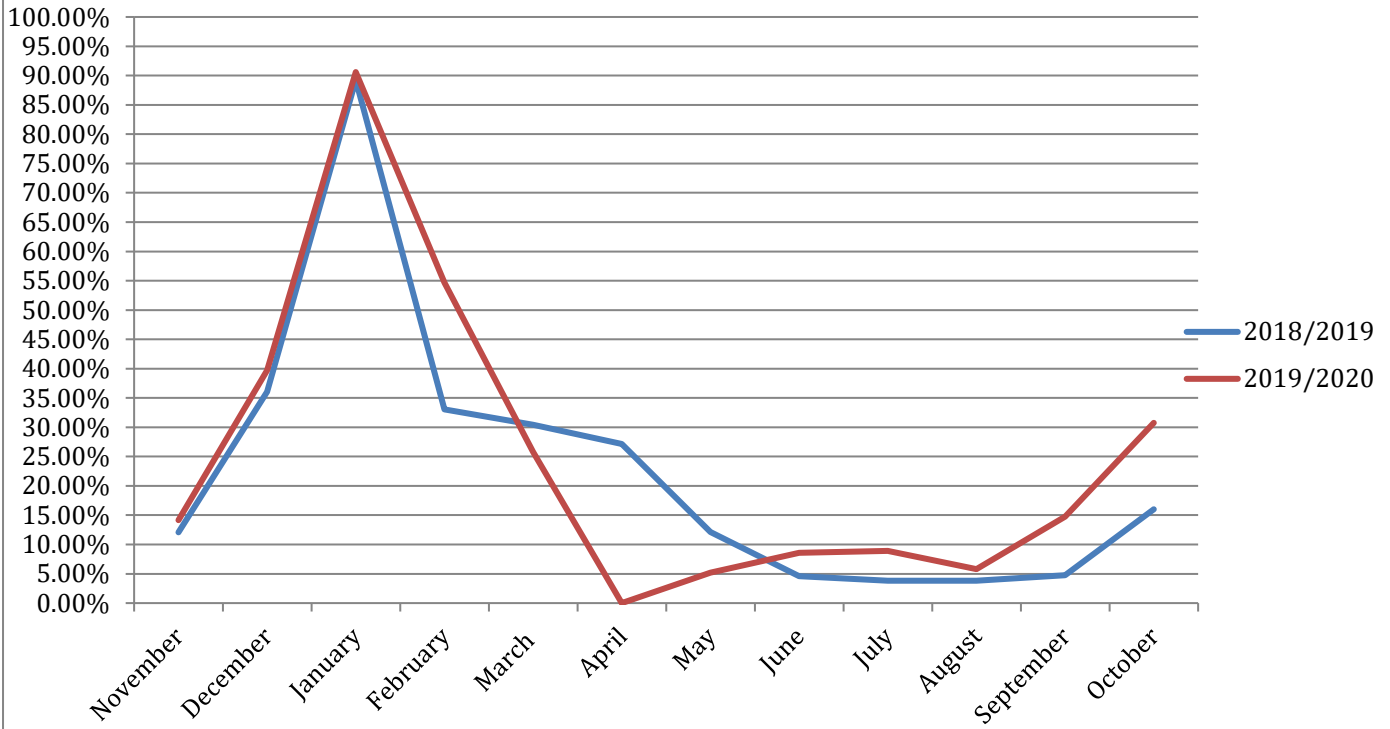
We are looking forward to hosting the Waipu Business Association for their final meeting of 2020. This will take place on the 8<sup>th</sup> of December. It was originally scheduled for March this year but had to be postponed due to lock down. The plan is to take group members for a famil of the camp, with drinks and nibbles afterwards.

Our staff Christmas party has been booked for Monday the 30<sup>th</sup> of November. We are going bowling and lazer tag again (as everyone enjoyed it so much last year) with dinner at The Quay afterwards.

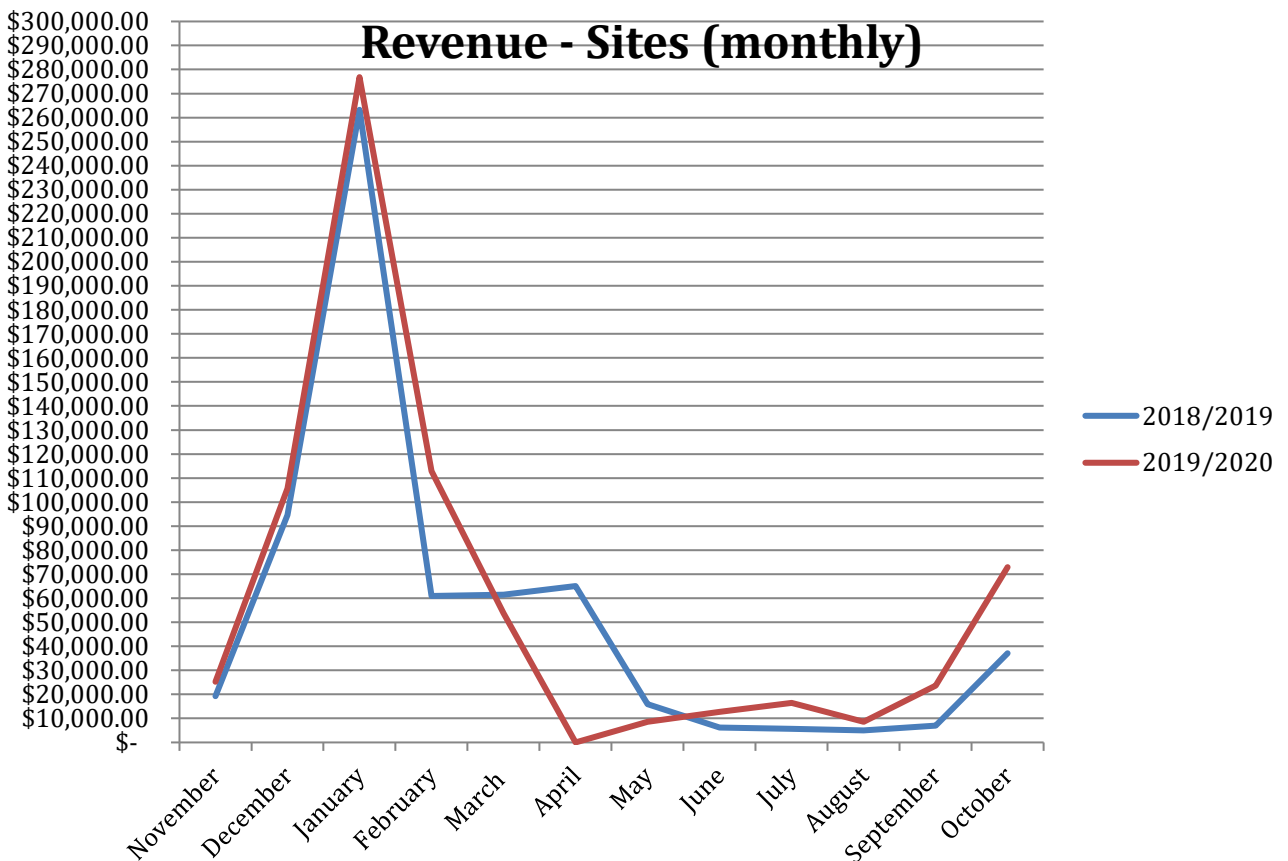
**Occupancy and Revenue – October 2020**



## Site Occupancy %



## Revenue - Sites (monthly)



Huge growth in both cabin and camping revenue and occupancy for September and October.

**September** – Cabins up 31.79% occupancy and \$12,500 revenue

Sites up 10% occupancy and \$16,612 revenue

**October** – Cabins up 11.42% occupancy and \$10,596 revenue

Sites up 14.75% occupancy and \$35,747 revenue

Regards

Anton and Lucy Trist