

WAIPU COVE RESERVE(S) BOARD

Monday 24th January 2021, 6pm
Waipu Cove Surf Lifesaving Club
ALL WELCOME

OPENING KARAKIA

AGENDA (E & OE)

PRESENT: R. Pullan, A. Trist, L. Trist, P. Baker, H. Kereopa, R. King, L. Minhinnick (zoom), B. Hopkins (zoom), E. Cook (zoom)

APOLOGIES: R. Stolwerk

MINUTES OF THE LAST MEETING: Motion to approve - P. Baker/E. Cook/All in favour

CONFLICT OF INTEREST:

CORRESPONDENCE:

Inwards:

03/12/2021 – Surf Waipu Cove – Yearly update with Board

13/12/2021 – C. O’Neil – ASH site

17/01/2022 – WCSLSC - Donation

Outwards:

18/12/2021 – C. O’Neil – ASH site

Motion to approve correspondence – R. King/H. Kereopa/All in favour

REPORTS:

- **Management report**

Peter congratulated Managers on their work over the peak period – things have run very smoothly during a potentially difficult time.

- **Financial report**
-

Motion to approve – All in favour

GENERAL BUSINESS

- **Algae survey**

Cawthorn Institute have created a survey for locals to complete. Camp will share on social media and place ad in Bream Bay News. It would be helpful for as many people as possible to complete.

- **Patuharakeke input for our response to the stream (preparation for algae) – Lisa (postponed from last meeting)**

Discussion regarding current state of stream. Patuharakeke would like to get involved with monitoring stream but haven’t been able to meet to discuss. Will discuss further at next meeting.

- **Vaccine passport discussion**

Discussion regarding current policy – wristband system and vaccine passports.

Motion to extend vaccine policy (wristbands and vaccine passports) until the end of April 2022 – All in favour

CLOSING KARAKIA

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** - Sundays of long weekends (Saturday at Easter) 9-1pm
- **Waipu Antiques and Collectables Fair** – Sunday of Long weekends 9-4pm

Meeting ended: 6.56pm

Next meeting: Monday 28th February 7pm

Managers' Report for January 2022

At the time of writing this report, we are already over halfway through January. Summer is in full swing, and we are grateful to have a busy holiday park once again. We've had great weather so far overall with very few issues cropping up - including very little algae! Let's hope this continues.

The new cabins have been steadily booked since Aucklanders (and the rest of NZ) have been able to travel. We've had positive feedback from guests who've really enjoyed staying in them. The disability access cabin has been booked by several guests in wheelchairs who have provided some useful feedback. As a result, we have made some small tweaks to make them even more usable.

The beach wheel chairs (managed by the Waipu Cove Surf Lifesaving Club) have been well utilised by campers, locals, and visitors alike. In mid-December a concrete path was laid running along the left of the boat ramp, down to the sand. This provides wheelchair (or buggy/pram) access to the beach. This is in addition to the recent concrete pathway that goes from the camp to the reserve and finishes at the boat ramp.

As well as the above paths, this winter we intend to upgrade the public reserve fencing, which is overdue, we will make it rope and post like all other areas around the camp and reserve so it all looks the same. There will also be maintenance work done on multiple beach accessways which were needing a little TLC after weathering the elements over the years.

We have just received our Hazardous Substances compliance certificate from HAZTEC, which is valid for another 12 months. As a condition of this we must get a compliant site plan completed, which we have booked in for February. We have been waiting on a contractor from Auckland to be able to travel north and get this plan completed.

As we mentioned earlier, we have had a busy summer once again so far. Even with the effect of COVID restrictions (hesitancy to travel, Northland being in red traffic light level), we are seeing good occupancy levels. Bookings are looking a little softer from mid Jan than usual, but still better than expected and we look to be up in revenue for January at this stage.

After a thorough risk assessment was conducted a decision was made at the December 2021 Waipu Cove Reserve Board meeting that a valid vaccine pass would be required for entry to the camp from the 15th of December 2021. This decision was made considering our health and safety obligations, consultation with other businesses within our industry, and after speaking with Dr Ankush Mittal (Public Health Medicine Specialist to Northland DHB) for public health advice. This seems to be standard policy for most holiday parks, with all but three holiday parks in Northland adopting the same policy.

Operationally, there have been a few necessary changes this summer, to manage our COVID risk. We have endeavoured to reduce opportunities for groups gathering and crowds of people coming to reception. As a result, we have requested all guests prepay and pre-register prior to arrival to cut down time needing to be spent in our small, cramped reception area. The Cove dairy also expressed interest in taking over our ice freezers to supply ice from now on. Usually, we have a lot of contact with guests in supplying ice. We've also had no group events this summer, such as yoga, face painting and the like. The other major change was implementing wrist bands for all campers and guests. These were introduced to be better able to manage and keep track of who is in the camp. We require all guests and visitors to be registered at the office, with all guests aged 12 years + 3 months and over, to have vaccination passports scanned before entry. This enables staff, security, and campers to easily identify who

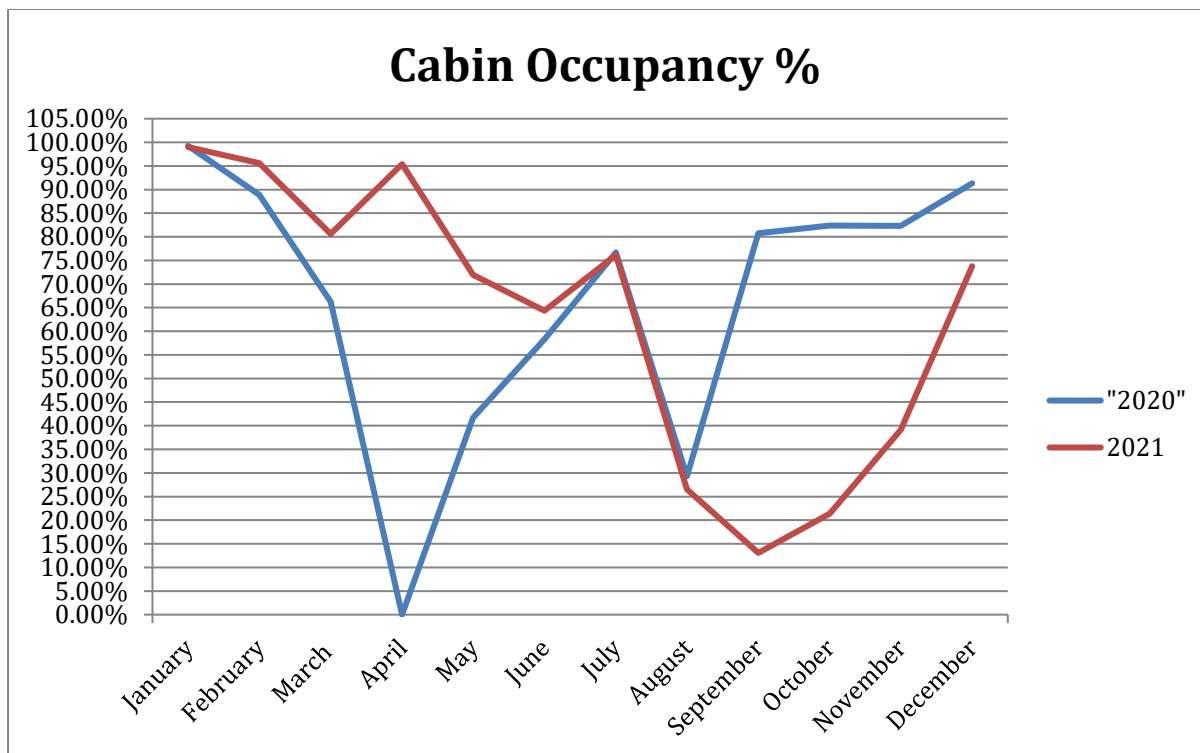
should not be in the camp. We notified all our neighbours notified via way of letter informing them of camp policy so they could come and get wristbands if they wished to walk through the camp, or alternatively use the north end and reserve entrances if they preferred Although some guests and neighbours did not like the idea of wristbands initially, it has worked well with very high compliance overall. We have had feedback from a number of campers requesting we do this next summer also. It is interesting that we have given out more visitor wrist bands which are red than we have campers blue wrist bands, it has been very interesting to see the huge numbers of visitors who come and visit friends/family for the day and use our facilities without any compensation.

Because our ASH have been unable to use their sites for the duration of the Auckland lockdown, the board agreed on a 5% discount to their annual fees for the 2021/2022 contract year, which was deducted off the final January payment.

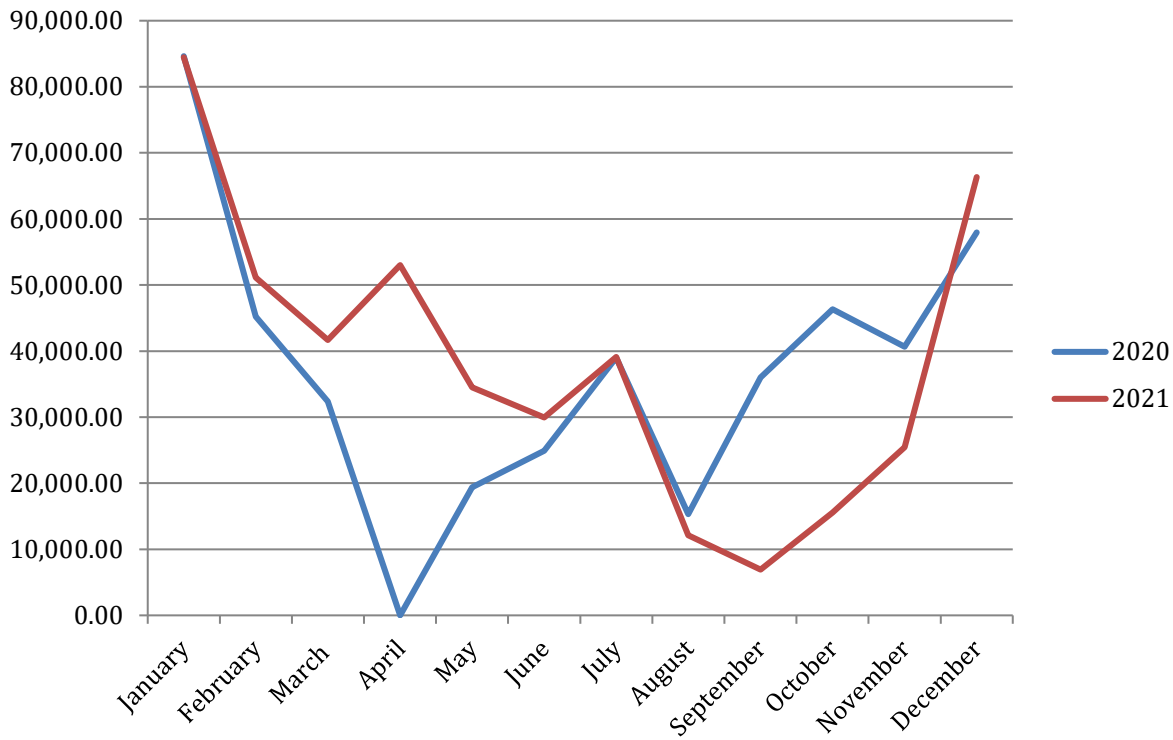
Regards

Anton and Lucy

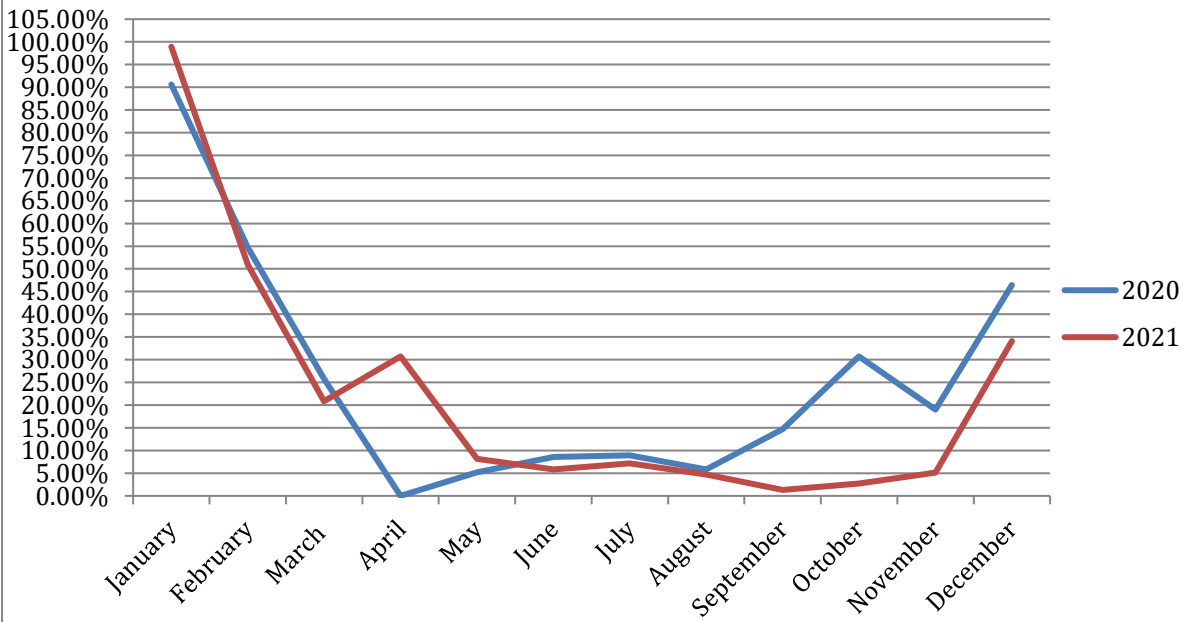
Occupancy and Revenue for December 2021.



Revenue - Cabins (monthly)



Site Occupancy %



Revenue - Sites (monthly)

