



Waipu Cove Reserve Board

c/o 869 Cove Road, Waipu Cove, 0582

www.waipucoverserve.co.nz email: waipucoverserveboard@gmail.com

WAIPŪ COVE RESERVE(S) BOARD Tuesday 27th August 2024, following AGM

Camp Waipu Cove all-weather room.

ALL WELCOME

OPENING KARAKIA

AGENDA (E & OE)

PRESENT R.Pullan, P.Baker, C.Bartlett, E. Cook, R. Stolwerk, L. Minhinnick, H. Kereopa, G. McLean, A. Trist, L. Trist, A. McCulloch

APOLOGIES: R. King

MINUTES OF THE LAST MEETING: Motion to pass as true and correct

R.Stolwerk, seconded H.Kereopa All in favour

CONFLICT OF INTEREST:

Waipu Cycleway: R. Stolwerk to stand down from vote.

Flooding response: E.Cook to stand down from vote.

CORRESPONDENCE:

Inwards:

25/06/2024 – M. Kepa – Reserve Board expression of interest (response via chairperson)

25/06/2024 – D. Barrett – WCRB elections

07/07/2024 – M. Kepa - Community of Arts, Crafts, Gardens, and Conservation Hub

10/07/2024 – MoJ – Disputes tribunal hearing

10/07/2024 – M. Kepa – Board Nomination by the Te Parahwau Hapu

15/07/2024 – S & M Norris – Re. Board Nomination by the Te Parahwau Hapu

21/07/2024 – M. Kepa – Bream Bay Coastal Care Working Bee

22/07/2024 – M. Kepa – Takahiwai Maori Committee Panui 22 July 2024

25/07/2024 – M. Kepa - 2024 Placemaking Waipū plan

27/07/2024 – M. Kepa – Rootless broken dead

27/07/2024 – M. Kepa – Foreshore and seabed

28/07/2024 – M. Kepa – 28 July TMC Korero

31/07/2024 – M. Kepa - PEST STRATEGY: TAKAHIWAI HILLS AND FOREST JULY RPT

02/08/2024 – M. Ackland – Survey outcome

06/08/2024 – M. Ackland - Survey outcome

07/08/2024 – M. Kepa - Notice of Appeal against decision of Northland Regional Council and Whangarei District Council

07/08/2024 – M. Kepa - HIGH PATHOGENIC AVIAN INFLUENZA (HPA) IN AOTEAROA

08/08/2024 – A. Stolwerk –Donation to the Waipu-to-Waipu Cove Cycle/ Walkway

09/08/2024 – M. Kepa – Hobson’s pledge advertisement

10/08/2024 – M. Kepa – Gisborne council keeps Maori wards

12/08/2024 – L. Rooney - Long lunch on the reserve board land in front of the Cove

13/08/2024 – NRC – Invoice for coastal permit

18/08/2024 – M. Kepa - Diver joins calls to address Niagara shipwreck

Outwards:

09/07/2024 – DoC – ASH contracts

06/08/2024 – M. Ackland – Survey outcome



Waipu Cove Reserve Board

c/o 869 Cove Road, Waipu Cove, 0582

www.waipucoverserve.co.nz email: waipucoverserveboard@gmail.com

Board discussion that in future only correspondence directly relevant and pertaining to the Reserve Board will be included in the correspondence.

Motion to Accept- P. Baker, C.Bartlett all in favour

REPORTS:

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

Motion to pass the reports – R. Stolwerk, seconded H. Kereopa All in favour

GENERAL BUSINESS

- **Cove Café lunch on reserve**
Due to the WDC Alcohol Control Bylaw 2018 which prohibits and controls the consumption of alcohol in public places. Drinking alcohol is banned on all beaches and public land within 300m of the coast. We are unable to grant permission as the lunch on the Reserve involves the sale and consumption of alcohol. Rowan to reply to Mike and Lloyd regarding this.
- **Waipu Cycleway**
Request received from Waipu Cycleway group regarding a donation for the final stretch of the cycleway from McLean Road to the Waipu Cemetery before handing over the remaining stretch for completion to the WDC.

Motion: The Reserve Board to make a final \$10,000 donation to the Waipu Cycleway extension to see the completion of the cycleway to the Waipu Cemetery.

Motion to accept R.Pullan / seconded P.Baker, All in favour.

(R. Stolwerk Abstained from vote).

- **Waipu Cove Flooding response WDC/NRC/WCRB**
Following a recent survey of the Waipu Cove open drain (agreed in February 2024) the Reserve Board will begin the process of gaining Resource Consent to clear the drain from the campground entrance back to the pond within the DOC area. This consent will be held by the Reserve Board, however, should consent be granted, the Reserve Board does not commit to the full cost of clearing all required drains.

Motion: That the Waipu Cove Reserve Board apply for a Resource Consent for the Waipu Cove Open drain to be cleared from the campground entrance back to the pond within the DOC wildlife reserve.

Motion to accept R.Pullan / seconded H.Kereopa, All in Favour.

(E.Cook Abstained from vote).

- **Board interviews nomination (in committee)**

IN COMMITTEE: (R. Stolwerk moved into committee 7:24pm)

Exclusion of the public



Waipu Cove Reserve Board

c/o 869 Cove Road, Waipu Cove, 0582

www.waipucoverserve.co.nz email: waipucoverserveboard@gmail.com

That the public be excluded from the following part of the proceedings of this meeting on the following grounds –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: **Board nominations**. 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 (8:31pm)**

CLOSING KARAKIA

Upcoming events on the reserve and local area

- **Waipū Boutique Sunday Market:** 2nd Sunday of the Month, Waipū Coronation Hall 9-1pm
- **Waipū Street Market** – Saturday or Sunday on Long weekends 9-1pm
- **Waipū Antiques and Collectables Fair** – Sunday of Long weekends 9-4pm

Meeting ended:

Next meeting: Tuesday 29th October 2024, 7pm

MANAGER'S REPORT AUGUST 2024

It's been a couple of months since our last report and spring is almost upon us. Overall winter this year has treated us far better, with much less rain and more sunny (albeit chilly) weather. Plenty has been happening over winter to keep us busy, and we are already planning for our busy season, with Labour weekend only 8 weeks away.

In late June, several Reserve Board members attended the Junction magazine awards on our behalf, due to a clash with a pre-arranged staff function. Camp Waipu Cove were lucky enough to be voted the winner of their "Entertainment and Tourism – North" award. This was determined by votes from the public. We were finalists in this award in 2023, so it was nice to win it this year.

We've had a few staff (including us) take some annual leave over this quieter period. We are so busy over the summer months that the bulk of time off always needs be taken in our off season.

Work on the 2022 and 2023 FY audits has continued. We and Elevate CA have been busy with Audit NZ requests, and these are now very close to being finalised. We will commence work on the 2024 FY audit shortly. This will bring us up to date in the audit cycle.

We met with WDC and the drain surveyor in late July to discuss and analyse the survey results and try to determine the best way forward to address community concerns regarding the flooding issues in the Cove. This discussion is ongoing, with WDC looking to provide an update to concerned residents in due course.

The culvert behind the tennis court was cleared out in July and now looks a lot tidier. This, along with the previous digging of a culvert to run behind sites 6 – 15 in June, should make some small difference to our drainage issues.



Waipu Cove Reserve Board

c/o 869 Cove Road, Waipu Cove, 0582

www.waipucovereserve.co.nz email: waipucovereserveboard@gmail.com

Steven Chambers of Stufkins and Chambers Architects came to site in early August and had a walk around the camp. We will be working with him to redesign the layout of the camp post ASH, who will be vacating by the 30th of June 2025. He indicated to us that we can easily add approximately 50 additional sites, which will increase our capacity substantially. We are due to receive his preliminary drawings before the end of August, and he will be able to give us a ballpark figure as to costs for further plans.

This month we undertook our annual health and safety audit with our Employsure H& S advisor. She noted several areas of improvement over the last 12 months and was overall very happy with our systems and processes. We are now working on implementing their Bright Safe on the go H & S app to make our pre-start checks and site inspections a smoother process.

Alan Neale has been painting some of our cabins over the last month, inside and outside. He will be finished by the end of August. He is currently painting the inside of the all-weather room, which was due a touch up.

This August we have begun our annual "Wellness month" with providing wellness packs to the staff. They also have the option of a paid walking break or to try yoga or circuit classes at The Shred on South Road. Everyone is keen to get fit and healthy for the busy season. We have also recently gone onboard with EAP Services, as part of our efforts to support staff wellness.

We recently attended the HAPNZ conference in Wellington, where we were a finalist once again in the industry's premier award the "Spirit of Hospitality". This award scrapes the web for any and all reviews left by customers, and ranks all holiday parks in New Zealand according to these scores. This time we were not the winners, but it was exciting to be a finalist, nonetheless. There was less than a percentage separating the five finalists, so it was a close competition. We were also asked by the Chief Executive of HAPNZ, Fergus Brown, to give a presentation to our industry peers outlining our "strategies for success" and "sustainability initiatives". The presentation went well, and we were approached afterwards by other parks wanting information, especially regarding our sustainability initiatives. It was fantastic exposure for Camp Waipu Cove to present in front of over 200 holiday park owners and manager's from throughout New Zealand.

OCCUPANCY AND REVENUE AUGUST 2024

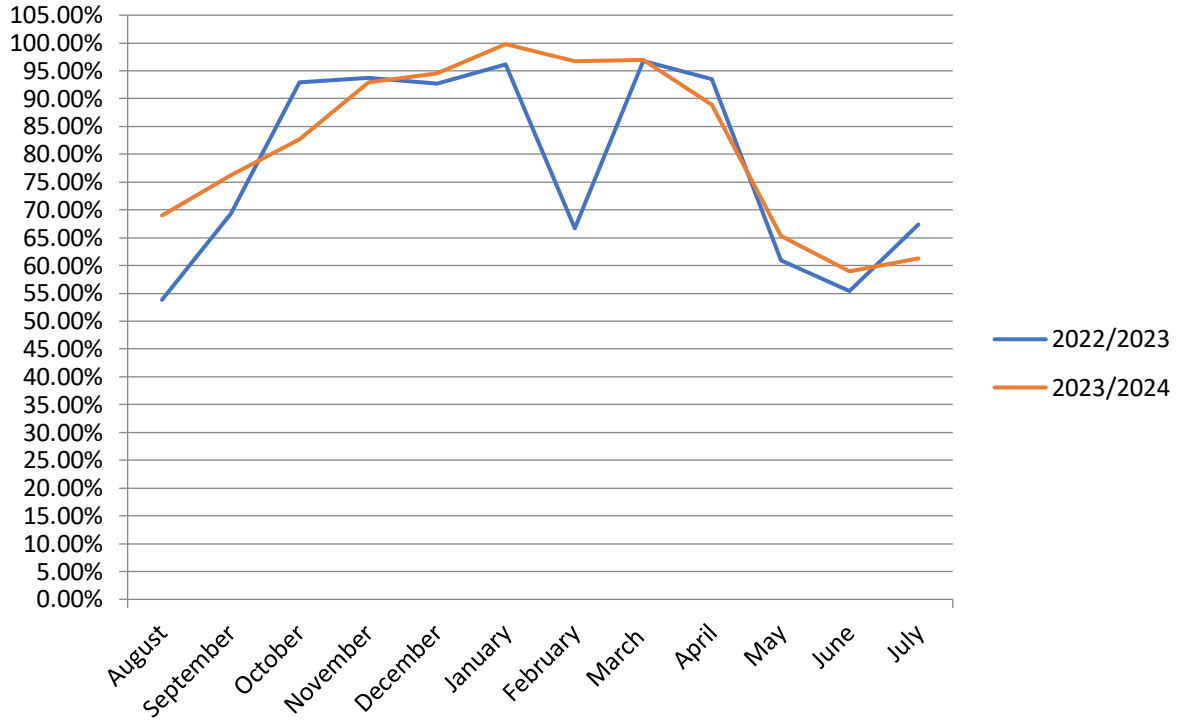


Waipu Cove Reserve Board

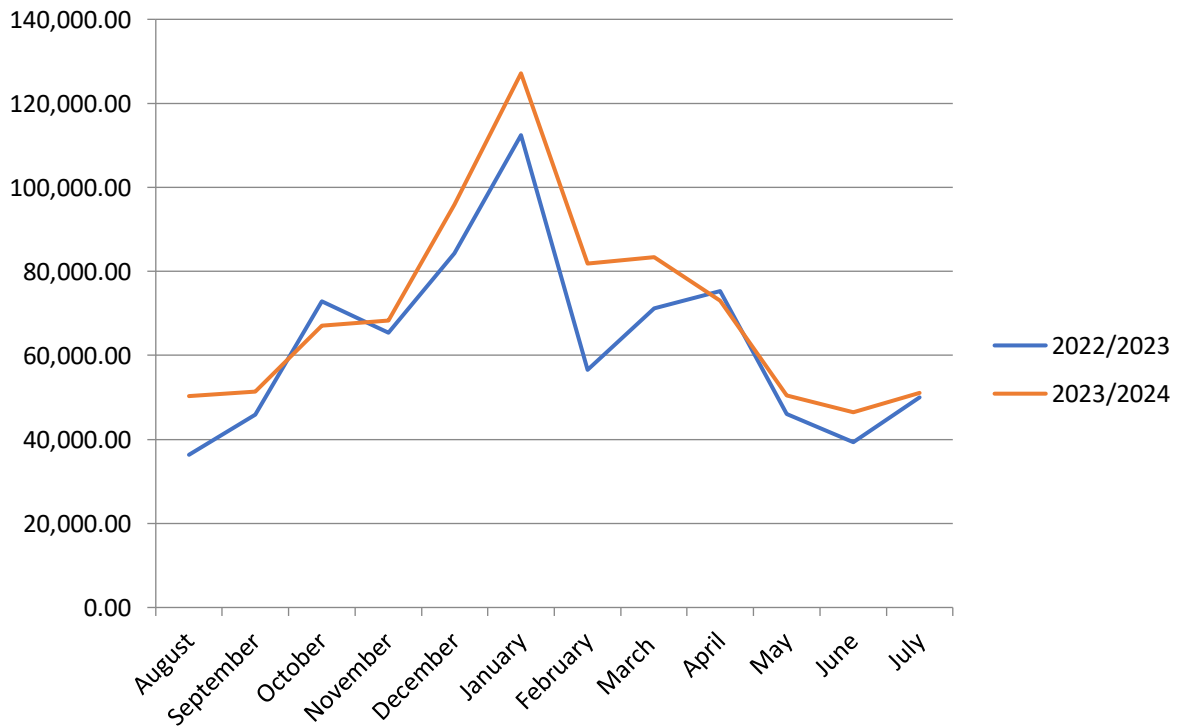
c/o 869 Cove Road, Waipu Cove, 0582

www.waipucoverserve.co.nz email: waipucoverserveboard@gmail.com

Cabin Occupancy %



Revenue - Cabins (monthly)



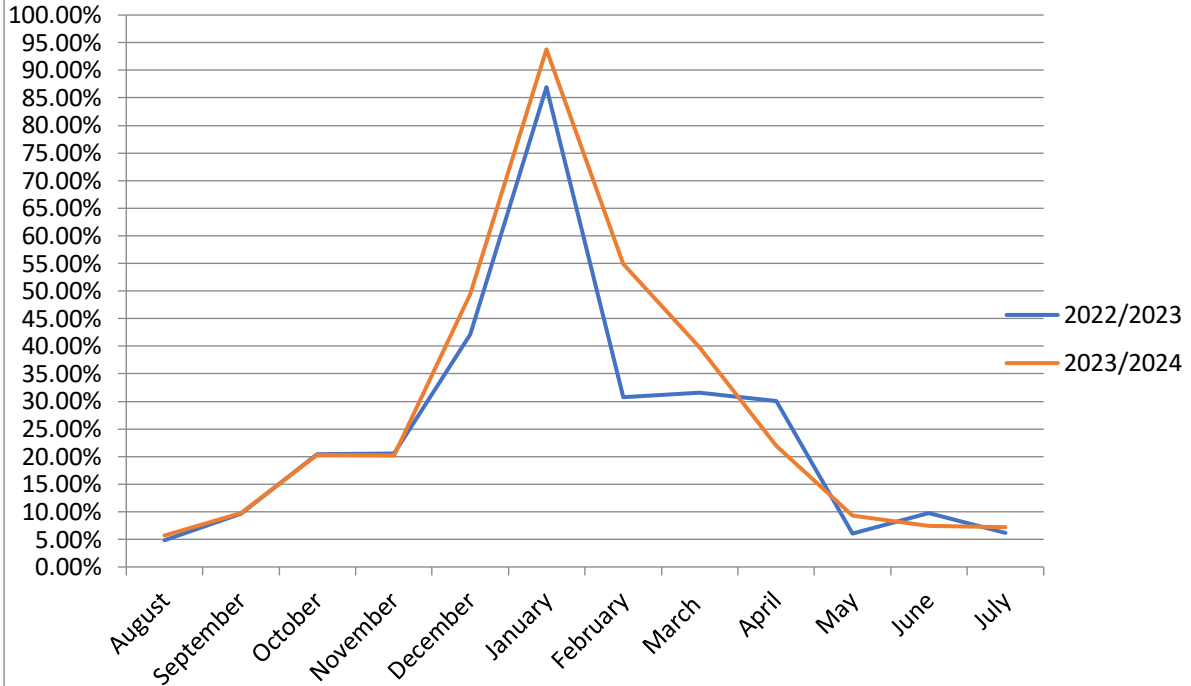


Waipu Cove Reserve Board

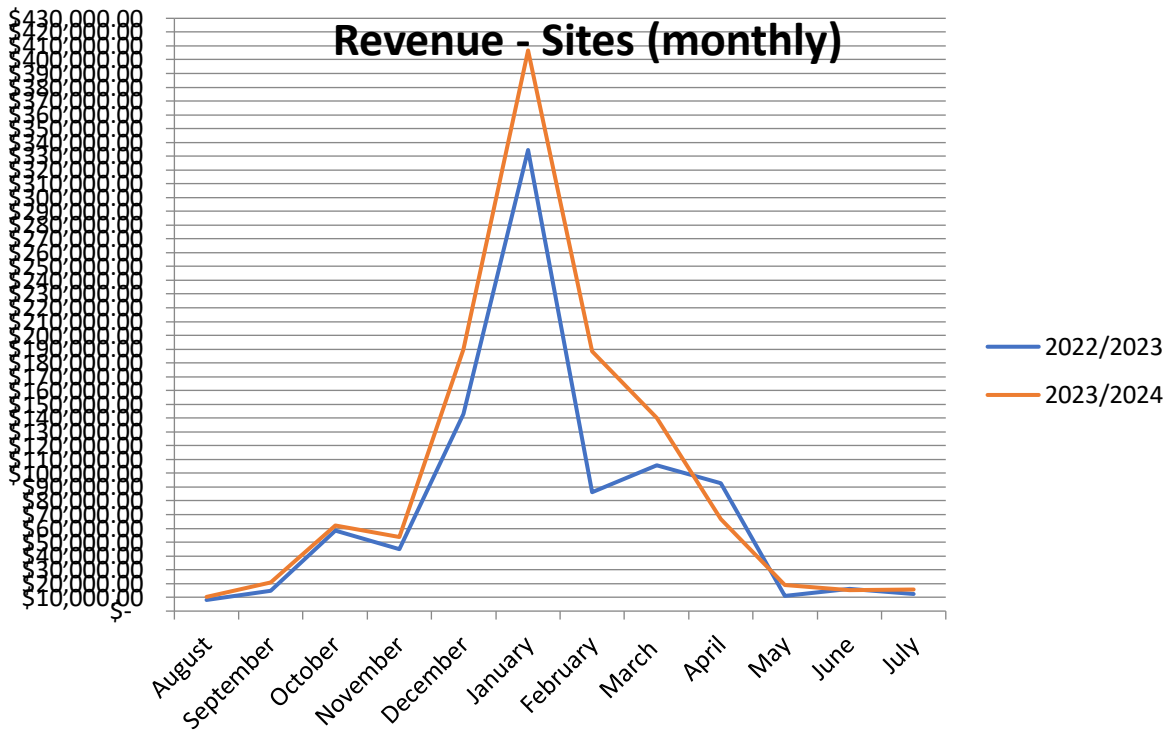
c/o 869 Cove Road, Waipu Cove, 0582

www.waipucoverserve.co.nz email: waipucoverserveboard@gmail.com

Site Occupancy %



Revenue - Sites (monthly)





Waipu Cove Reserve Board

c/o 869 Cove Road, Waipu Cove, 0582

www.waipucoverserve.co.nz email: waipucoverserveboard@gmail.com

June 2024 Financials

	June 2024	June 2023	Comments
Revenue	\$ 56,623	\$ 49,811	Up \$6,812
Payroll	\$ 43,723	\$ 43,733	In-line
Expenses	\$ 102,022	\$ 74,761	Up \$27,351
Surplus/deficit	\$ 1,812	\$ 6,274	Down \$4,462
Other income	\$ 47,212	\$ 31,134	Interest received

Financial report June 2024

Revenue per ASH (35): \$0

Revenue per camp site (191): \$74

Revenue per cabin (16): \$2,555

Actual funds available in all bank accounts 19/08/24 = \$2,005,459.00 which includes \$1,743,226.00 on term deposit @ varying interest rates and terms.

Revenue:

Revenue up for the month \$6,812. YTD our revenue is up \$279,956 on LY. YTD and Net surplus before depreciation \$910,440 which is a fantastic conversion rate.

Expenses

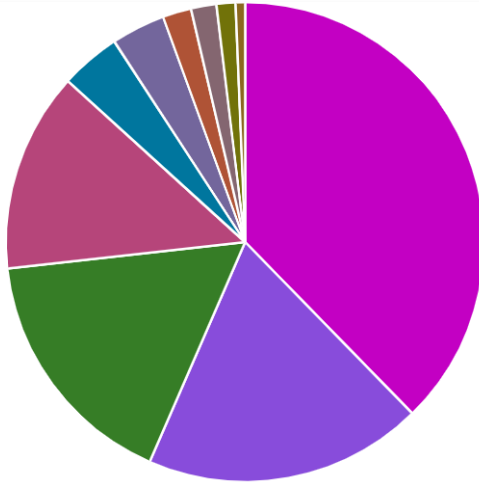
Expenses up \$27,351, leave up \$16,096, Legal fee's up \$7,564, R & M vehicles \$2,940 YTD expenses are up \$158,806.



Waipu Cove Reserve Board

c/o 869 Cove Road, Waipu Cove, 0582

www.waipucoverserve.co.nz email: waipucoverserveboard@gmail.com



- Newbook Online
- 1 Return Guest
- 2 Walk in
- 4 Phone direct to camp ground
- 3 Email direct to camp ground
- Booking.Com
- 8 Manager
- 5 Word of Mouth
- Expedia
- Other