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## Compliance Inspection Report: April to June 2016

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<b>RM File No:</b>	RM980426
<b>Description of Activity:</b>	Land use consent for a nature lodge at Waiorua Bay, Kapiti Island offering overnight accommodation and daytime facilities for an eco-tourism operation
<b>Consent Holder:</b>	John Barrett and Amo Clarke
<b>Inspection Dates:</b>	<u>Site inspection;</u> 4 <sup>th</sup> March

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### The nature lodge closed for the winter 11 June

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#### Compliance Summary

It has been a slow end to the season. As at 11 June there had been a total of 492 visitors in 157 groups in the final summer quarter.

A monitoring visit to the island was held on 4<sup>th</sup> of March after being rescheduled twice. No compliance issues remain.

The consent holders have been engaged in a consent renewal process which has recently been granted.

#### **Action required by consent holder**

- Continuing compliance with consent conditions, Table 1 below summarises the conditions of consent that have a monitoring component.

#### **Action required by Kapiti Coast District Council**

- Present monitoring report at committee meeting
- On-going monthly spot checks (once operation recommences)

**Signed**

**Richard Hopkins**  
**Compliance Officer**  
**Date: 31/07/16**

**Table I – Summary of conditions with monitoring requirements**

Condition #	Operational Requirements	Status
Condition 2:	Annual review clause	Withdrawn 2007
Condition 4:	Various clauses relating to demarcating between the subject site and its neighbours.	Checked on 4 <sup>th</sup> March visit. – signs present.
Condition 5:	Maximum daytime visitors is 20.	Compliant - Largest number of daytime visitors was 20 on 5 April
Condition 6:	Maximum overnight visitors is 16.	Compliant - The maximum number of overnight guests was 16 and this has occurred on 4 separate dates over the reporting period.
Condition 8:	Supervisory staff ratios to overnight visitors is 1:6. For daytime visitors the ratio is 1:14, 2:15-29 or 1:10 (where visitor numbers over 30).	Compliant - Minimum staff at site always 4 (cook, cleaner, guide (or 2) and Amo) During 4th March visit 8 day visitors 10 overnight visitors 5 staff
Condition 9b:	Helicopter use during reporting period	Compliant - Nil activity
Condition 13:	Biosecurity provisions for persons travelling to Kapiti Island.	Checked on 4 <sup>th</sup> March visit - Bags were checked on the mainland and again on the island in the room off the side of the main room of the lodge with doors closed etc.
Condition 14a-i:	Various requirements to protect Kapiti Island from predators and rodents.	
	Clause (d) requires that all provisions are stored in vermin proof sealed containers.	Checked on 4th March visit - Noted yellow bins for transporting bulk foodstuffs are stacked out the back, after they had been unpacked.
	Clause (f) requires that all building materials must to checked for predators and stored in areas where bait stations are located.	Compliant - A schedule is being used to ensure that the area is checked for predators.
Condition 17:	All plantings around buildings to be fire retardant.	Plants were quite mature specimens. No high risk fire species noted
Condition 18a-h:	Various requirements to minimise fire risks.	Checked on 4th March visit <ul style="list-style-type: none"> <li>• Checked stove/solid fuel burner</li> <li>• Fire-fighting equipment present</li> <li>• bunkrooms checked and no heaters present.</li> <li>• Bulk fuel [approx. 40l] present and banded and in separate area from generator.</li> <li>• Only one generator on KINL land.</li> </ul>

	Clause (j, k) requires that all staff undergo regular fire fighting training, and that all fire fighting equipment is monitored and maintained by fire safety specialists.	Compliant - A schedule is being used to track staff fire fighting training, and the monitoring and maintenance of fire fighting equipment.
Condition 25:	Sewage treatment system installed and approved.	Compliant - The daily totals for sewage (calculated as a weekly average) are attached as Appendix I and demonstrate that the septic tank discharge has not exceeded 1300 l/day. Septic tank flows are estimated by Greater Wellington Regional Council to be in the order of 50 l/day/person.
Condition 26:	Potable water supply with storage capacity of 65,000 litres.	Compliant - Bottle water supply replenished as required.
Condition 27:	Insurance documents updated annually	Compliant - Insurance current until 11 May 2017
Condition 30(i):	Each visitor shall be issued with an individually numbered permit, where practicable, at least 24 hours in advance of visit.	Compliant throughout period During 4th March visit 8 day visitors 10 overnight visitors 5 staff Permit numbers audited with records sent to council
	<b>Admin Requirements</b>	<b>Status</b>
Condition 30(c)(ii):	Council to be advised of visitor numbers at least 24 hours prior to visit occurring.	Complying – permit numbers supplied to council via a regular email.
Condition 30(c)(iii):	Information provided to Council to be available electronically to Committee Members.	Complying - Council has maintained an electronic register of visitors to the island, which is available to the public.
Condition 30(c)(iv):	The details of each visitor are recorded in logbook and provided to Council on a weekly basis to assist with reconciliation of visitor numbers.	Complying
Condition 31:	Consent holder to report annually on the conservation activities of the Kaitiaki O Kapiti (Friends of Kapiti Island) Incorporated.	<i>Nil Activity, nothing to report</i>

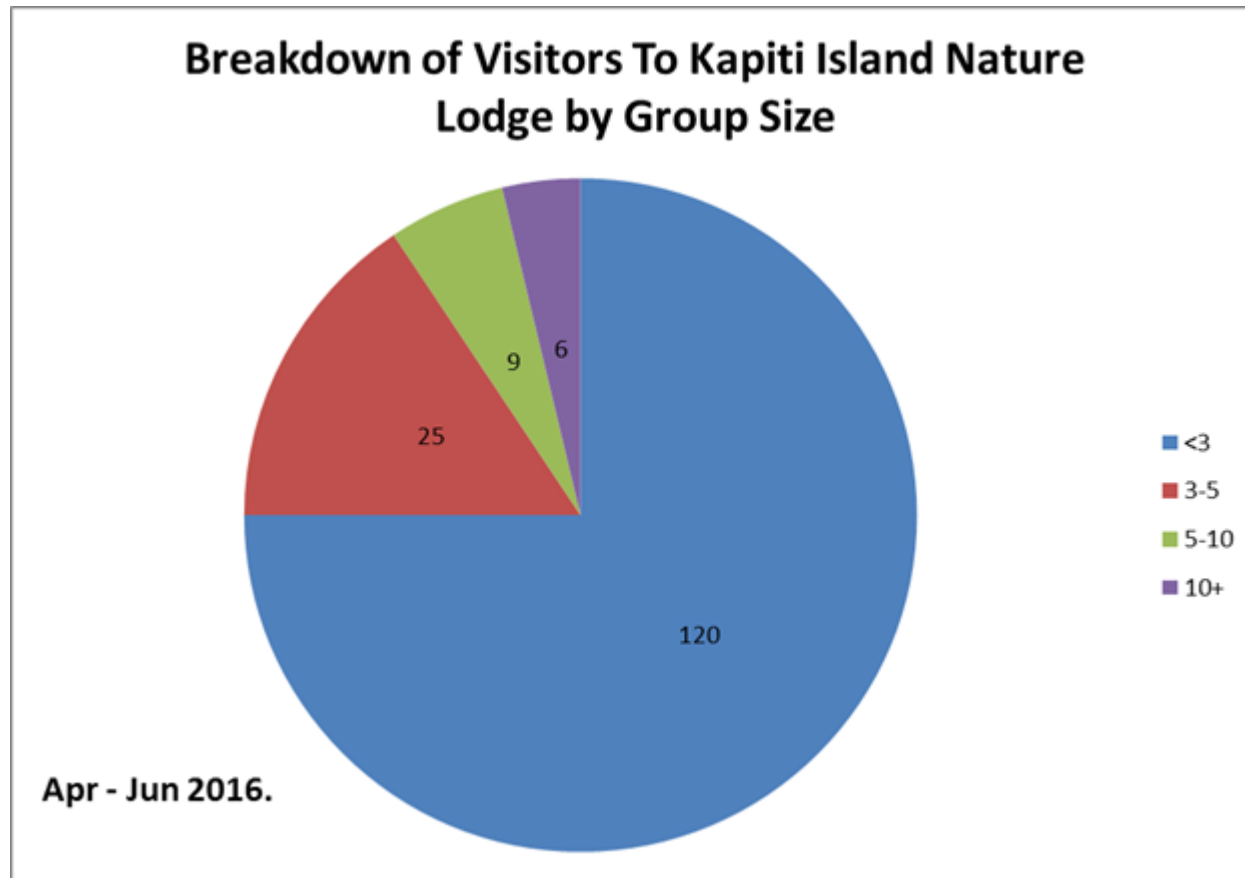
**Appendix I – Table showing septic discharge rates – Maximum daily volume allowed 1300L**

<b>week beginning</b>	<b>day visitors</b>	<b>overnight visitors</b>	<b>staff</b>	<b>total</b>	<b>weekly total (septic)</b>	<b>average daily total (septic)</b>
28/03/2016	12	21	21	54	2700	386
4/04/2016	26	59	21	106	5300	757
11/04/2016	13	65	21	99	4950	707
18/04/2016	21	32	21	74	3700	529
25/04/2016	21	43	21	85	4250	607
2/05/2016	11	15	21	47	2350	336
9/05/2016	7	21	21	49	2450	350
16/05/2016	6	25	21	52	2600	371
23/05/2016	17	32	21	70	3500	500
30/05/2016	23	4	21	48	2400	343
6/06/2016	8	8	21	37	1850	264

## Appendix II: Reconciliation Visitor Numbers April – June 2016

	Sum of Half-day	Sum of Day	Sum of Overnight	Sum of Visitor Numbers	Count of Permit Number	Count of NE	Count of NR/NE	Count of Groups	Sum of Cancelled
1/04/2016		2	5	7	7	1	3	4	
2/04/2016		10	10	20	20	1	6	7	
3/04/2016			6	6	6		3	3	
4/04/2016		2	11	13	13	2	3	5	
5/04/2016		20	5	25	25	1	2	3	
6/04/2016			10	10	10		1	1	
7/04/2016			10	10	10		1	1	
8/04/2016		2	5	7	7	2	2	4	
9/04/2016		2	14	16	16	2	5	7	
10/04/2016			4	4	4	1	1	2	
11/04/2016		8	2	10	10	3		3	
12/04/2016			10	10	10		1	1	
13/04/2016		1	16	17	17	1	1	2	
14/04/2016			9	9	9	1	2	3	
15/04/2016		2	16	18	18	1	1	2	
16/04/2016		2	12	14	14	3	3	6	
18/04/2016		2	2	4	4	1	1	2	
19/04/2016		2		2	2	1		1	
20/04/2016			4	4	4	2	1	3	
21/04/2016			2	2	2		1	1	
22/04/2016		2	6	8	8	3	1	4	
23/04/2016			12	12	12		5	5	
24/04/2016		15	6	21	21	6	1	7	
25/04/2016			8	8	8		4	4	
26/04/2016			2	2	2		1	1	
28/04/2016		1	4	5	5	2		2	
29/04/2016		11	15	26	26	2	1	3	
30/04/2016		2	11	13	13	2	2	4	

1/05/2016		7	3	10	10	4		4	
2/05/2016		6		6	6	1		1	
3/05/2016		1	2	3	3	2		2	
5/05/2016		1		1	1	1		1	
6/05/2016			1	1	1	1		1	
7/05/2016		3	11	14	14	2	1	3	
8/05/2016			1	1	1	1		1	
9/05/2016		2		2	2	1		1	
11/05/2016			2	2	2		1	1	
12/05/2016		2	2	4	4	1	1	2	
14/05/2016		2	15	17	17	1	5	6	
15/05/2016		1	2	3	3	1	1	2	
18/05/2016			16	16	16		1	1	
20/05/2016		2	3	5	5	1	1	2	
21/05/2016			6	6	6		3	3	
22/05/2016		4		4	4	2		2	
23/05/2016			3	3	3	1	1	2	
24/05/2016		4	16	20	20	2	1	3	
25/05/2016			2	2	2	1		1	
26/05/2016			4	4	4	1	1	2	
28/05/2016		7	5	12	12	3	1	4	
29/05/2016		6	2	8	8	4		4	
30/05/2016		2	4	6	6	1	1	2	
4/06/2016		9		9	9	4		4	
5/06/2016		12		12	12	3		3	
11/06/2016		8		8	8	3		3	
18/06/2016		6		6	6	3		3	6
19/06/2016		4		4	4	2		2	4
(blank)									
<b>Grand Total</b>		<b>175</b>	<b>317</b>	<b>492</b>	<b>492</b>	<b>85</b>	<b>72</b>	<b>157</b>	<b>10</b>



**Appendix IV – Full text of conditions requiring monitoring from Resource Consent 980426.**

- Condition 2: Council may review all conditions of consent or where specified conditions are judged inadequate, unworkable or inappropriate, annually.*
- Condition 4: Varies clauses relating to demarcating between the subject site and its neighbours.*
- Condition 5: The number of daytime visitors is not to exceed 24.*
- Condition 6: The number of overnight visitors is not to exceed 16.*
- Condition 8: The ratio of supervisory staff to overnight visitors is 1:6. For daytime visitors the ratio is 1:14, 2:15-29 or 1:10 (where visitor numbers over 30).*
- Condition 9b: Visitor's use of helicopter limited to 10 trips per year, two/day, not between 1 October – 31 March.*
- Condition 13: All persons travelling to the Lodge are required to check all materials for rodents and weed pests in the quarantine rooms both on the mainland and on Kapiti Island.*
- Condition 14a-i: Various requirements to protect Kapiti Island from predators and rodents.*
- Clause (d) requires that all provisions are stored in vermin proof sealed containers.*
- Clause (f) requires that all building materials must to checked for predators and stored in areas where bait stations are located. A schedule is being used to ensure that the area is checked for predators.*
- Condition 17: All plantings around buildings to be fire retardant.*
- Condition 18a-h: Various requirements to minimise fire risks.*
- Clause (j, k) requires that all staff undergo regular fire fighting training, and that all fire fighting equipment is monitored and maintained by fire safety specialists.*
- Condition 25: Sewage treatment system installed and approved.*
- Condition 26: Potable water supply with storage capacity of 65,000 litres.*
- Condition 27: Insurance documents updated annually*



*Condition 30I (i): Each visitor shall be issued with an individually numbered permit, where practicable, at least 24 hours in advance of visit.*

*Condition 30(c)(ii): Council to be advised of visitor numbers at least 24 hours prior to visit occurring.*

*Condition 30(c) (iii): Information provided to Council to be available electronically to Committee Members.*

*Condition 30(c) (iv): The details of each visitor are recorded in logbook and provided to Council on a weekly basis to assist with reconciliation of visitor numbers.*

*Condition 31: Consent holder to report annually on the conservation activities of the Kaitiaki O Kapiti (Friends of Kapiti Island) Incorporated.*