

# Kaipātiki Codes & Conditions

Kaipātiki ki Kaipara

Version 1.0



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## KAIPĀTIKI GENERIC CODES AND CONDITIONS

### 1 GENERIC CODES AND CONDITIONS

#### 1.1 Permit use:

- This permit can only be used for the purpose designated on the permit. It is not able to be used for other activities, or to gain access to sites for other purposes.
- The permit is not transferable to another party or person.

#### 1.2 Group organisers

- Are responsible to ensure all members in their group are informed and aware of all the conditions codes and rules on this permit.

#### 1.3 Vehicle entry/exit to park:

- Main park entrance is accessible 24/7 days, please be mindful of other guests if arriving late at night.

#### 1.4 Animals:

- Dogs, other pets and animals are prohibited at all Te Poari o Kaipātiki ki Kaipara bookable sites and accommodation. The only exception is registered aid dogs. Please advise staff at time of booking if you have a registered aid dog for an exemption

#### 1.5 Respect the rights of other park users.

#### 1.6 Noise:

- Please ensure your activities, e.g. music and ball games etc. are not unduly heard off site and do not disturb other park users or local community residents. Generators and machinery are prohibited unless prior approval is granted.

#### 1.7 Alcohol and drugs:

- Alcohol and drugs are prohibited within the campground. Any form of drugs and alcohol is not allowed on the park. Any consumption will result in you and your group being asked to leave the park and have your booking terminated.

#### 1.8 Vehicle parking:

- Please park vehicles in authorised areas or as instructed by the campground monitors

#### 1.9 Pest control stations:

- May be located around some sites. For your safety and effectiveness of the pest control station please keep children away and do not touch.

#### 1.10 Safety:

- Please instruct your group to care for their own safety. If you are entering a remote area please ensure you are adequately equipped, experienced and aware of potential hazards.
- **Swim Safe:** The Kaipātiki campground is located near the Te Awaroa river. Swimming in the river or harbour is not recommended for young persons or those that are not strong swimmers. Rivers and can have strong currents. Never swim alone. Always swim under supervision. If in doubt stay out. Know your limits. Read and obey the safety instructions. Think about safety first! **ALWAYS SUPERVISE CHILDREN NEAR WATER!**
- **Swim Safe:** Check the [safeswim.org.nz](http://safeswim.org.nz) website for up-to-date and forecasted water quality and beach safety information ahead of your visit or event. If the water quality droplet indicates **red**, the hirer **must inform participants** that there is moderate to high risk of infection from contact with the water and the water quality is considered unsuitable or unsafe for swimming.

### 1.11 Liability:

- The permit holder shall reimburse the Te Poari o Kaipātiki ki Kaipara the full costs, including any associated Te Poari o Kaipātiki ki Kaipara staff time, to remedy, restore or replace any part of the facility and or chattels, resulting from any omission, negligence or act of willful damage by the permit holder.

### 1.12 Rescheduling (Changing) Bookings:

- Notice must be provided at least 2 weeks for SCC sites to reschedule (amend) a booking. Providing a booking is rescheduled (changed) within these timeframes, the **first change will be free of charge**. Notice may be given verbally or in writing.
- Subsequent rescheduling (amendments) will automatically incur a 20% fee, based on the full value of the reservation.
- All bookings rescheduled (amended) inside the two weeks booking period for SCC sites will automatically incur a 20% administration fee (even if it's the first amendment), based on the full value of the reservation (or part thereof). Close off time for rescheduling bookings is at 12pm before the day of the booking.
- Rescheduled (amended) bookings are subject to availability.
- Once the original booking date has passed the booking cannot be rescheduled.

### 1.13 Refunds will only be issued under the following conditions:

- Notice of cancellation has been given and a written refund request received by the Auckland Council Contact Centre **two weeks before** the reservation date.
  - An administration fee of 20% based on the full reservation value will be retained from the value of the booking.
- Cancellation within **two weeks** of the booking value will result in 100% being retained. Education groups are the only exception for weekday (excluding public holidays) reservations.
- Applications for refunds may be approved by authorised staff only.
- Consideration may be given to refund requests that do not meet the above criteria on a case by case basis where the following circumstances exist:
  - Where the park or facility was unavailable, closed or shutdown prior to the booking commencing or during the booking.
  - In cases of demonstrated hardship or illness.
- In such cases, customer/s must lodge request for refund within 5 working days of booking cancellation.
- Refunds will only be issued when no other balances are outstanding. The Auckland Council reserves the right to retain allow part of their fund to offset outstanding balances on that Household.
- Refunds will only be paid to the account holder who made the booking.

## 1. KAIPĀTIKI SCC CAMPGROUND

**Location of the Campground:** The campground is located within the Kaipātiki ki Kaipara Reserve (formerly Parakai Recreation Reserve). From the Reserve entrance, continue on the road to the campground gate entry. Access will be situated on the left hand of the fork. Follow the Kaipātiki Campground sign.

### 1. KAIPĀTIKI CODES AND CONDITIONS

#### PARK GATE OPEN HOURS:

#### CAMPGROUND GATE OPEN HOURS:

- Campground gate is always locked, but operational 24 hours / 7 days per week.

- Gates only accessible by campground users with an access code.

## **1.2 Fires:**

- All open fires are prohibited.

## **1.3 Portable solid fuel barbecues:**

- Cannot be used during a restricted or prohibited fire season.
- The restricted fire season runs each year from 1 December to 31 March.
- Check fire conditions prior to booking date.
- Please provide all fuel for your barbecue.
- Ensure ashes are cold and take them home as part of your rubbish.

## **1.4 Portable gas barbecues:**

- Allowed at all times.

## **2 KAIPĀTIKI SCC CAMPGROUND CODES AND CONDITIONS**

### **2.1 Access through driveway gate:**

- The SCC Campground gate is always locked but is accessible with a combination code at all times.

### **2.2 Visitors:**

- The campground is not to be used as a day use area.
- Day visitors are permitted. For safety and to avoid congestion in the campground, visitor's vehicle must park outside the campground and visitors must walk from the locked gate.

### **2.3 Length of Stay:**

- Maximum of 7 consecutive nights at this campground. These restrictions apply to any group or individual irrespective of booking name.

### **2.4 Combination locks**

- Are provided at the entrance and exit gates to the campground area for your safety and security. Please keep the gate closed and locked at all times.
- You will need to call Auckland Council Contact Centre on 09 366 2000, three to five days prior to your stay to receive access codes to:
  - Gates
  - Rubbish removal area

### **2.5 Departure/Arrival**

- SCC campers may arrive in the campground from 11.00am on day of arrival.
- SCC campers are to vacate their sites and the campground by 11.00am on the day of departure.

### **2.6 Camping Modes**

- Marquees and Tents
- Prohibited at all times

### **2.7 Self-contained vehicles/units (SCC)**

- The following accommodation vehicles can stay on the hard-surface sites:
  - Campervans
  - Caravans with towing vehicle
  - Motorhomes and small buses
  - All accommodation vehicles must be up to 8 meters long.
  - All accommodation vehicles must display a valid NZC5465 Self-Containment Certificate that is issued by an authorised person from Ministry for the Environment.



- o A self-containment certificate ensures the vehicle meets the ablutionary and sanitary needs of occupants and help protect the environment and public health from indiscriminate waste disposal.
- o Person numbers are limited to the registered number for that vehicle/unit, under the NZC5465 certificate. Tents and marquees are not permitted on the site.

## 2.8 Designated SCC sites

- Must camp in a marked designated site.
- Actual sites cannot be booked and campers are able to camp in any available unoccupied site.
- One self-contained vehicle allowed per site (Caravans: both the caravan and towing vehicle must fit on the site, or the towing vehicle must be parked in the carpark outside the campground).
- All sites are 10 metres long.

## 2. KAIPĀTIKI TINY HOMES

### 1. KAIPĀTIKI CODES AND CONDITIONS

#### PARK GATE OPEN HOURS:

#### CAMPGROUND GATE OPEN HOURS:

- Campground gate is always locked, but operational 24 hours, 7 days a week.
- Gates are only accessible by campground users with an access code.

#### 1.1 Fires:

- All open fires are prohibited.

#### 1.2 Portable solid fuel barbecues:

- Cannot be used during a restricted or prohibited fire season.
- The restricted fire season runs each year from 1 December to 31 March.
- Check fire conditions prior to booking date.
- Please provide all fuel for your barbecue.
- Ensure ashes are cold and take them home as part of your rubbish.

#### 1.3 Portable gas barbecues:

- Allowed at all times.

## 2 KAIPĀTIKI TINY HOME CODES AND CONDITIONS

### 2.1 Access – access driveway gate:

- This Tiny home is accessible at all times.

### 2.2 Maximum 4 persons:

- Maximum of 4 persons permitted to stay in the Tiny House. Person numbers are not to exceed the Tiny home capacity.

### 2.3 Amenities

Water	Town supply, potable drinking water.
Number of bedrooms	2
Bedroom configuration	Room 1 - Queen bed sleeps 2 (Upper level) Room 2 – One bunk bed sleeps 2 (Lower Level).
Bathroom	Combined shower, vanity and toilet.
Toilets	One flush toilet in bathroom.
Kitchen facilities	Fridge/freezer, oven, gas hobs, toaster, kettle, cooking utensils, crockery and cutlery provided. (inventory list in information book located in the Tiny home)
Power supply	Standard domestic.

Heating	Electric column heater.
Rubbish	The Tiny home is to be left clean and tidy, in and around the outside of it. Rubbish bin in the house provided. Please dispose of your rubbish and recycling at the rubbish & recycle centre before departure. (Combination code the same as entrance access code)
Parking	One parking space within Tiny home site.
Cleaning	The person/people booking the Tiny home are responsible for leaving it in a clean and tidy condition on check-out. Charges will apply if additional cleaning is required
Entertainment	Private outdoor area Picnic table
Security	A locked access gate is accessible using the access code provided with your campground booking. Gate is locked at all times. Completely fenced Tiny home access code provided with campground access code
Wi-Fi	Not available
Smoking	Allowed. Please do not litter cigarette butts.
Alcohol	Prohibited at all times.
Outdoor fires	Prohibited at all times.
You need to supply	Bed linen, blankets, duvets, sleeping bags, additional pillows, towels, tea towels, food, personal items etc.

#### 2.4 Day Visitors

- Day visitors are permitted. For safety and to avoid congestion in the campground, visitor vehicles must park outside of the campground and visitors must walk from the locked gate.

#### 2.5 Vehicles access rules and conditions:

- Maximum of one vehicle allowed to park at the Tiny home.
- Excess vehicles must park in public car park next to the playground
- Vehicle access into the campground:
  - Keep the access driveway into campground clear at all times.
  - Park in the parking area front of the Tiny home in parking provided
- Only persons with the appropriate full or restricted driving license are permitted to drive vehicles in this area on the access driveway.
- Maximum vehicle speed: 10kms at all times.
- For the safety of children and others please drive with care.
- Shared access driveway within Kaipātiki Campground:
  - The Tiny home access is also the vehicle access within the campground.
  - Approved vehicles are allowed access to the campground as per conditions on their permit. Please be considerate of other guests.
  - Keep the access drive in the campground clear at all times.

#### 2.6 Vehicles are prohibited:

- On or over any picnic area.

- On any reserve grass areas at all times

## **2.7 Tents and camping is prohibited at all times.**

## **3. GENERAL TINY HOME CODES AND CONDITIONS**

### **3.1 General Conditions:**

- The Tiny home operates on a self-clean basis. Please leave it clean on your departure. The Tiny home will be inspected after your visit.
- **Tiny home access, Security gate and Rubbish & Recycle Centre Combination Numbers:**
- ***You will need to call the Auckland Council Contact Centre on 09 366 2000, three to five days prior to your stay to receive ALL access codes to the Tiny Home, Security gates and Rubbish & Recycle centre.***
- Day visitor times are restricted to main park entrance gate opening hours.
- Check-in and Check-out times for the Tiny home:
  - Check-in time – 2.00pm Check-out time – 11.00am
- Maximum length of stay:
  - Seven consecutive nights, or 14 consecutive nights during the months June to September (facilitated bookings only).
  - Campground monitors have the authority to direct Tiny home users to move or remove vehicles, any equipment, stop inappropriate activities and to terminate the permit.

### **3.2 Emergency procedures and contact numbers:**

- Are located on the wall in the Tiny home. Please ensure you locate these procedures.
- Read and understand emergency procedures and contact numbers. In case of medical or fire emergency dial 111
- Also located in the Tiny Home information folder.

### **3.3 Persons under the age of 18:**

- Persons under the age of 18 will not be granted a permit.
- Persons under the age of 18 are not allowed to stay in or use Tiny Homes, SCC sites, bach or designated sites without appropriate supervision.

## **3. KAIPĀTIKI BACH CODES AND CONDITIONS**

### **1. KAIPĀTIKI CODES AND CONDITIONS**

#### **PARK GATE OPEN HOURS:**

#### **CAMPGROUND GATE OPEN HOURS:**

Campground gate is always locked, but operational 24 hours, 7 days a week. Gates are only accessible by campground users with an access code.

#### **1.1 Fires:**

- All open fires are prohibited.

#### **1.2 Gas barbecue:**

- A gas barbecue will be provided for your convenience on site.

### **2. KAIPĀTIKI BACH CODES AND CONDITIONS**

#### **2.1 Maximum 8 persons:**

- Maximum of 8 persons permitted to stay in the bach. Person numbers are not to exceed the bach capacity.



## 2.2 Amenities

Water	Town supply, potable drinking water.
Number of bedrooms	3
Bedroom configuration	Room 1 - Two single beds (can be combined to make a Super King sleeps 2 Room 2 – One Two bunk beds sleeps 4 Room 3 – Queen bed sleeps 2
Bathroom	Combined shower, bath and vanity.
Toilets	One flush toilet in separate room.
Kitchen facilities	Fridge/freezer, oven, gas hobs, toaster, kettle, cooking utensils, crockery and cutlery provided. (inventory list in information book located in the bach)
Power supply	Standard domestic.
Heating	Heat pump in lounge, Kent fireplace with wood supplied in winter
Rubbish	The bach is to be left clean and tidy, all rubbish to be removed from the surrounds of the bach. Please dispose of your rubbish and recycling at the rubbish & recycle centre located within a special enclosure across from the public toilets. (Padlock code the same as entrance access code)
Parking	Two parking spaces within bach site.
Cleaning	The person/people booking the bach are responsible for leaving it in a clean and tidy condition on check-out, ready for your next guest. Charges will apply if additional cleaning is required NB: There is no cleaning service included in your booking fee
Entertainment	Private deck and outdoor area BBQ
Security	A locked access gate is accessible using the access code provided with your campground booking. Gate is locked at all times. Completely fenced Bach access code provided with campground access code
WIFI	Not available
Smoking	No Smoking inside the bach. If smoking outside, please dispose of all cigarette butts responsibly in the outside rubbish bins.
Alcohol	Prohibited at all times.
Outdoor fires	Prohibited at all times.
You need to supply	Bed linen, blankets, duvets, sleeping bags, additional pillows, towels, tea towels, food, personal items etc.

## 2.3 Day visitor numbers:

- Visitor numbers are restricted: Maximum number of persons (booked and visitors) is not to exceed 16 persons, double the maximum permitted sleeping capacity of the bach.

- For safety and to avoid congestion in the campground, visitor vehicles must park outside of the campground and visitors must walk from the locked gate.

#### **2.4 Vehicles access rules and conditions:**

- Maximum of three vehicles allowed to park at the bach.
- Excess vehicles must park in public car park next to the playground
- Vehicle access into the campground:
- Keep the access driveway into campground clear at all times.
- Park in the parking area provided, behind the bach
- Only persons with the appropriate full or restricted driving license are permitted to drive vehicles in this area on the access driveway.
- Maximum vehicle speed: 10kms at all times.
- For the safety of children and others please drive with care.

#### **2.5 Shared access driveway within Kaipātiki Campground:**

- Access to the bis also the vehicle access within the campground.
- Approved vehicles are allowed access to the campground as per conditions on their permit. Please be considerate of other guests.
- Keep the access drive in the campground clear at all times. (No parking)

#### **2.6 Vehicles are prohibited:**

- On or over any picnic area.
- On any reserve grass areas at all times

#### **2.7 Tents and camping is prohibited at all times.**

### **3. GENERAL BACH CODES AND CONDITIONS**

#### **3.1 General Conditions:**

- The bach operates on a self-clean basis: Please leave it clean on your departure. The bach will be inspected after your visit.
- **Bach door access, Alarm code, Campground gate and Rubbish & Recycle Centre Combination Numbers:**
- ***You will need to call the Auckland Council Contact Centre on 09 366 2000, three to five days prior to your stay to receive ALL access codes to the bach, bach alarm, campground gates and Rubbish & Recycle centre (the code is the same as campground gates).***
- Check-in and Check-out times for the bach:
  - Check-in time – 2.00pm Check-out time – 11.00am
- Maximum length of stay:
  - Seven consecutive nights, or 14 consecutive nights during the months June to September (facilitated bookings only).
- Campground monitors have the authority to direct bach users to move or remove vehicles, any equipment, stop inappropriate activities and to terminate the permit.

#### **3.2 Emergency procedures and contact numbers:**

- Are located on the wall in the bach. Please ensure you locate these procedures.
- Read and understand emergency procedures and contact numbers. In case of medical or fire emergency dial 111
- Also located in the bach information folder.

#### **3.3 Persons under the age of 18:**

- Persons under the age of 18 will not be granted a permit.
- Persons under the age of 18 are not allowed to stay in or use Tiny Homes, SCC sites, bach or designated sites without appropriate supervision.

Find out more: **phone 09 301 0101**  
or visit **[aucklandcouncil.govt.nz/](http://aucklandcouncil.govt.nz/)**