

# Holding an All Points Camp / Event

**GUIDELINES September 2021**

All Points Camping NZ members can hold member rallies.



**NOTE: IT IS IMPORTANT THAT EVENT ORGANISERS TAKE ALL STEPS TO LIMIT ANY RISK OR LIABILITY WHICH MAY ARISE. Illegal actions and negligence will affect liability.**

All Points Camping NZ is an inclusive camping organisation and includes members with tents, caravans, motorhomes and campers which may not be self contained.

All Points Camping follows the established practices of 'pack in, pack out' and 'Leave No Trace'. All efforts should be made for events and venues to be open to all levels of campers not just those who are in certified self contained vehicles.

***You do not have to be 'certified self contained' to attend an All Points Rally unless the venue requires this.***

Venues may include and are not limited to:

- Camping Grounds
- Approved regional reserves ( check with the local authority)
- Department of Conservation Land
- Schools and like facilities (e.g. halls, scouting facilities)
- Private land / Park Over Properties
- Fairs, music festivals and other public events.

Many district councils allow access to public land for holding events.

**Rallies must be notified to the Secretary of All Points Camping NZ**

Important: You must notify the secretary of All Points Camping of your intention to hold an All Points Camping rally, as soon as possible and at least 6 weeks prior to the event, providing venue and organiser details.

## **Covid 19 - Health and Safety requirements**

All members of the All Points Camping Club of NZ are expected to follow and adhere to the Safe Practice Health and Safety Guidelines in line with NZ Government directives, including any changes that are made to these guidelines from time to time.

Full details can be found at [www.covid19.govt.nz](http://www.covid19.govt.nz)

***All attendees at any APCNZ camp or Event must sign in and out on the event register stating arrival and exit times and providing 2 forms of contact.***

## Guidelines for All Points member events.

**Ease of Access** – Will all campers vehicles be able to access the facility? Where there is a need for facilities is there easy access to kitchen, toilets, and shower if any. (Being aware of members needs)

**Contact** - With facilities / event management (before and after) should be both verbal and written where practical.

**Power** – If the event is at a venue where power is available members are responsible for ensuring their accommodation has current electrical compliance and that only approved connections are used.

**Waste** – The intention should be that Campers are responsible for taking their waste with them unless another arrangement has been made with the venue and/or the facilities have access to dump liquid waste. In such cases the Grey waste (washing water / dishwater) and black waste (sewerage) can be disposed of directly into the facilities sewerage system, through clearly identified and separate dump points. (sign template)

**Health and Safety** – Where possible the organisers should inspect the venue well prior to the event and before attendees arrive to identify possible risks or hazards, if any. These are to be advised to members on arrival.

**On Leaving Facilities** –Before leaving the facilities and handing back any keys the organisers must ensure that they are cleaned to a standard equal to or better than the condition on arrival.

**Cost of events / rallies** – For a non-commercial event a rule of thumb would be charging between \$5.00 to \$10.00 per person / per night with the proceeds being passed onto the venue less costs.

**Payment** –Payment for facilities / events should be collected from the organiser and paid directly to the facility / event manager *except where an arrangement has been made* 1) for attendees to pay their fees directly or 2) with **All Points Camping NZ** for funds to be deposited into and paid from the All Points Camping bank account.

*Note: Should any member or organiser default on payment All Points Camping NZ will take whatever action is necessary to recover such monies and apply reasonable costs.*

**If a rally or event is held without consultation with the executive of All Points Camping NZ  
it will be considered to be a private rally and any liability cover shall not apply**

An event attendance register must be completed and a copy provided to [secretary@allpointscampingnz.org](mailto:secretary@allpointscampingnz.org)



