

A. Applicant details

Legal status of applicant (tick)	<input type="checkbox"/> Individual (Go to ①)	
	<input type="checkbox"/> Registered company (Go to ②)	<input type="checkbox"/> Trust (Go to ②)
	<input type="checkbox"/> Incorporated society (Go to ②)	<input checked="" type="checkbox"/> Other e.g. Educational institutes (Go to ②)

①	Applicant name (individual)		
	Phone		Mobile phone
	Email		
	Physical address		Postcode
	Postal address (if different from above)		Postcode

②	Applicant name (full name of registered company, trust, incorporated society or other)			INSTITUTE OF GEOLOGICAL AND NUCLEAR SCIENCE (TRADING AS GNS SCIENCE).	
	Trading name (if different from applicant name)			GNS SCIENCE	
	NZBN if applicable (to apply go to: https://www.nzbn.govt.nz)		942 903 898 4655	Company, trust or incorporated society registration number	547568
	Registered office of company or incorporated society (if applicable)			1 FAIRWAY DRIVE, AVALON LOWER HUTT, WELLINGTON	
	Company phone		04 570 1444	Company website	WWW.GNS.CRI.NZ
	Contact person and role				DALE MARTIN - MAINTENANCE MANAGER
	Phone		01 376 0157	Mobile phone	027 518 3734
	Email				d.martin@gns.cri.nz
	Postal address		114 KARETO TO RD. TAUPO	Postcode	3384
	Street address (if different from postal address)			Postcode	

Your application will set up a credit account with DOC. See the checklist at the end of the form for the terms and conditions you need to accept for a DOC credit account.

Will my application be publicly notified?

Your application will be publicly notified if:

- It is a license with a term of more than 10 years.
- It is a lease.
- After having regard to the effects of the activity, DOC considers it appropriate to do so.

Public notification will increase the time and cost of processing of your application.

What does DOC require if my application is approved?

If your application is approved DOC requires:

- **Insurance** to indemnify the Minister of Conservation against any claims or liabilities arising from your actions. The level of insurance cover will depend on the activity.
- A copy of your **safety plan** audited by an external expert (e.g. Health and Safety in Employment (Adventure Activity) Regulations 2011 audit or a DOC listed organisation). See the [Safety Plan](#)⁷ information on the DOC website for further information.

Note: DOC/Minister can vary the concession if the information on which the concession was granted contained material inaccuracies. DOC may also recover any costs incurred.

⁷ <https://www.doc.govt.nz/get-involved/apply-for-permits/managing-your-concession/safety-plans/>

B. Pre-application meeting

Have you had a pre-application meeting or spoken to someone in DOC?

No	<input checked="" type="checkbox"/>
Yes	<input type="checkbox"/>

- If yes record the:

Date of DOC pre-application meeting	
Name of DOC staff member	
Name of person who had the pre-application meeting with DOC	

C. Activity applied for

Tick the **activity application form** applicable to the activity you wish to undertake on public conservation land. Complete the applicant information form and the activity application form and email them with any attachments to permissions@doc.govt.nz

ACTIVITY APPLICATION FORM*	FORM NO.	TICK
Grazing	2a	<input type="checkbox"/>
Land use: Tenanting and/or using existing DOC facility/structure	3a	<input type="checkbox"/>
Land use: Use of public conservation land for private/commercial facility/structure	3b	<input checked="" type="checkbox"/>
Guiding/Tourism/Recreation: Watercraft activities	4b	<input type="checkbox"/>
Filming	5a	<input type="checkbox"/>
Sporting Events	6a	<input type="checkbox"/>
Marine reserves application form: Structure in a marine reserve	11a	<input type="checkbox"/>
Other activities (not covered in the above forms or in the new activity application forms that combine applicant and activity information)	7a	<input type="checkbox"/>

Note: If the activity is not in this list check the activity on the DOC website to find the correct application form or book a pre-application meeting. Application forms that combine applicant and activity information on the DOC website include:

- [Aircraft activities](#)⁸
- [Easements](#)⁹
- [Land based guiding](#)¹⁰

⁸ <https://www.doc.govt.nz/get-involved/apply-for-permits/business-or-activity/aircraft-activities/>

⁹ <https://www.doc.govt.nz/get-involved/apply-for-permits/business-or-activity/access-easements/>

¹⁰ <https://www.doc.govt.nz/get-involved/apply-for-permits/business-or-activity/land-based-guided-activities/>

D. Are you applying for anything else?

Are you submitting any other application forms in relation to this application?

No

Yes

- If yes, state which application forms:

E. Background experience of applicant

Provide relevant information relating to your ability to carry out the proposed activity (e.g. details of previous concessions, membership of professional organisations, and relevant qualifications).

PROFESSIONAL FACILITIES MANAGER WITH EXPERIENCE GAINED FROM PREVIOUS EMPLOYMENT IN PRISONS, ARMY AND AIR FORCE SITES AND RESEARCH INSTITUTES.
A MEMBER OF THE FACILITIES MAINTENANCE ASSOCIATION OF NEW ZEALAND (FMANZ), A QUALIFIED PRINCE II PROJECT MANAGER AND A MEMBER OF THE NEW ZEALAND INSTITUTE OF SAFETY MANAGEMENT (NZISM).

F. Attachments

Attachments should *only* be used if there is:

- Not enough space on the form to finish your answer
- You have additional information that supports your answer
- You wish to make an additional request of DOC regarding the application.

Label each document clearly and complete the table below.

Section of the application form the attachment relates to	Document title	Document format (e.g. Word, PDF, Excel, jpg etc.)	Description of attachment
<u>Correct example</u> ✓ D	Locations	PDF	Trust Deed.
<u>Incorrect example</u> X Table	Doc1	Word	Table

G. Checklist

Application checklist	Tick
I have completed all sections of this applicant information form relevant to my application and understand that the form will be returned to me if it is incomplete.	<input checked="" type="checkbox"/>
I certify that the information provided in this applicant information form, and any attached additional forms is, to the best of my knowledge, true and correct.	<input checked="" type="checkbox"/>
I have completed the activity application form .	<input checked="" type="checkbox"/>
I have appropriately labelled all attachments and completed section F Attachments .	<input checked="" type="checkbox"/>
I will email permissions@doc.govt.nz my: <ul style="list-style-type: none"> • Completed applicant information form • Completed activity application form/s • Any other attachments. 	<input checked="" type="checkbox"/>

H. Terms and conditions for a credit account with the Department of Conservation

Have you held an account with the Department of Conservation before?	Tick
No	<input type="checkbox"/>
Yes	<input checked="" type="checkbox"/>
If 'yes' under what name	GNS SCIENCE

In ticking this checklist and placing your name below you are acknowledging that you have read and agreed to the terms and conditions for an account with the Department of Conservation

Terms and conditions	Tick
I/We agree that the Department of Conservation can provide my/our details to the Department's Credit Checking Agency to enable it to conduct a full credit check.	<input checked="" type="checkbox"/>
I/We agree that any change which affects the trading address, legal entity, structure of management or control of the applicant's company (as detailed in this application) will be notified in writing to the Department of Conservation within 7 days of that change becoming effective.	<input checked="" type="checkbox"/>
I/We agree to notify the Department of Conservation of any disputed charges within 14 days of the date of the invoice.	<input checked="" type="checkbox"/>
I/We agree to fully pay the Department of Conservation for any invoice received on or before the due date.	<input checked="" type="checkbox"/>
I/We agree to pay all costs incurred (including interest, legal costs and debt recovery fees) to recover any money owing on this account.	<input checked="" type="checkbox"/>
I/We agree that the credit account provided by the Department of Conservation may be withdrawn by the Department of Conservation, if any terms and conditions (as above) of the credit account are not met.	<input checked="" type="checkbox"/>
I/We agree that the Department of Conservation can provide my details to the Department's Debt Collection Agency in the event of non-payment of payable fees.	<input checked="" type="checkbox"/>
Typed applicant name/s	DALE MARTIN
Date	31/7/2020

For Departmental use			
Credit check completed			
Comments:			
Signed		Name	
Approved (Tier 4 manager or above)		Name	



The Department recommends that you contact the Department of Conservation Office closest to where the activity is proposed to discuss the application prior to completing the application forms. Please provide all information requested in as much detail as possible. Applicants will be advised if further information is required before this application can be processed by the Department.

This form is to be used when the proposed activity is the building or use of any private or commercial facility or structure on public conservation land managed by the Department of Conservation. Examples may include lease of land to erect an information centre; authorisation to erect a weather station; or construct or lease a private/commercial campground or lodge. This form is to be completed in conjunction with either Applicant Information Form 1a (longer term concession) or Applicant Information Form 1b (one-off concession) as appropriate.

Please complete this application form, attach Form 1a or Form 1b, and any other applicable forms and information and send to permissions@doc.govt.nz. The Department will process the application and issue a concession if it is satisfied that the application meets all the requirements for granting a concession under the Conservation Act 1987.

If you require extra space for answering please attach and label according to the relevant section.

A. Description of Activity

Please describe the proposed activity in detail – where the site is located, please use NZTM GPS coordinates where possible, what you intend to use the building for, whether you intend to make any changes to the infrastructure.

Please include the name and status of the public conservation land, the size of the area for which you are applying and why this area has been chosen.

If necessary, attach further information including a map, a detailed site plan and drawings of proposal and label Attachment 3b:A.

PLEASE SEE SEPERATE SHEET.

B. Alternative sites considered

If your application is to **build, extend or add** to any permanent or temporary structures or facilities on public conservation land, please provide the following details:

- Could this structure or facility be reasonably located outside public conservation land? Provide details of other sites/areas considered.
- Could any potential adverse effects be significantly less (and/or different) in another conservation area or another part of the conservation area to which the application relates? Give details/reasons

PLEASE SEE SEPERATE SHEET.

C. Larger area

Is the size of the area you are applying for **larger** than the structure/facility

YES / **NO**

If **yes**, please detail the size difference in the box below, and answer the following 3 questions, if **no** please go on to the next section:

Is this necessary for safety or security purposes?

YES / NO

Is this necessary as an integral part of the activity?

YES / NO

Is this essential to carrying on the activity?

YES / NO

If the answer to any of the above is yes, please provide details and attach supporting evidence if necessary and label Attachment 3b:C.

D. Exclusive possession

Do you believe you need **exclusive possession** of the public conservation land on which your structure/building is located, ie no one else can use the land during your use of it? **YES** / NO
(Exclusive occupation requires a lease which requires public notification of the application)

If **yes**, please answer the following 3 questions, if no please go to the next section:

Is exclusive possession necessary to protect public safety? **YES** / **NO**

Is exclusive possession necessary to protect physical security of the activity? **YES** / NO

Is exclusive possession necessary for the competent operation of the activity? **YES** / NO

If the answer to any of the above is yes, please provide details and attach supporting evidence if necessary and label Attachment 3b:D.

SEE SEPARATE SHEET

E. Technical Specifications (for telecommunications sites only)

Frequencies on which the equipment is to operate

Power to be used (transmitter output)

Polarisation of the signal

N/A.

Type of antennae

The likely portion of a 24 hour period that transmitting will occur

Heaviest period of use

F. Term

Please detail the length of the term sought (i.e. number of years or months) and why.

Note: An application for a concession for a period over 10 years must be publicly notified, an application for a concession up to 10 years will not be publicly notified unless the adverse effects of the activity are such that it is required, or if an exclusive interest in the land is required.

THE PERIOD SOUGHT IS TEN YEARS.

G. Bulk fuel storage

Under the Hazardous Substances and New Organisms Act 1996 (HSNO Act) 'Bulk fuel storage' is considered to be any single container, stationary or mobile, used or unused, that has a capacity in excess of 250 litres of Class 3 fuel types. This includes petrol, diesel, aviation gasoline, kerosene and Jet A1. For more information on Hazardous Substances, go to:

<http://www.business.govt.nz/worksafe/information-guidance/legal-framework/hsno-act-1996>

Do you intend to store fuel in bulk on the land as part of the activity?

YES / **NO**

If you have answered yes, then please provide full details of how and where you intend to store the fuel, and label any attachments including plans, maps and/or photographs as Attachment 3b:G. If your concession application is approved you will be required to provide a copy of your HSNO compliance certification to the Department before you begin the activity.

N/A

H. Environmental Impact Assessment

This section is one of the most important factors that will determine the Department's decision on the application. Please answer in detail.

In column 1 please list all the locations of your proposal, please use NZTM GPS coordinates where possible. In column 2 list any special features of the environment or the recreation values of that area. Then in column 3 list any effects (positive or adverse) that your activity may have on the values or features in column 2. In column 4 list the ways you intend to mitigate, remedy or avoid any adverse effects noted in column 3. Please add extra information or supporting evidence as necessary and label Attachment 3b:H.

Refer to Steps 1 and 2 in your Guide to Environmental Impact Assessment to help you fill in this section.

Location on public conservation land	Special feature or value	Potential effects of your activity on the feature or value (positive or adverse)	Methods to remedy, mitigate or avoid any adverse effects identified
EG: Taranua Forest Park	Northern rata - threatened species	Damage to the plants by construction	Brief construction and maintenance staff of the location and importance of the species; clearly tape off areas with the species to avoid damage
SEE	SEPARATE	SHEET.	

I. Other

Is there any further information you wish to supply in support of your application? Please attach if necessary and label Attachment 3a:1.

SEE SEPERATE SHEET.

GNS Science - Application to extend the lease at Whakapapa Village.

3b: A. Description of Activity

The building is located at Ngauruhoe Place, Whakapapa Village.

Permission No. TT-207-STR

GPS Coordinates: -39.1985 175.5331

Map reference: BJ34

Altitude: 1140m

This application seeks to extend the existing lease beyond its expiration date of 31st December 2020.

The building in question performs a vitally important function in the GNS/Geonet monitoring network as it houses the monitoring equipment regarding the Eruption Detection System.

This equipment supplies data which is then piggy-backed into the DOC Whakapapa evacuation system and the RAL ski-field evacuation system.

I suggest that the importance of the monitoring system to the immediate area around Whakapapa (and to a lesser degree, the people of NZ), would qualify this as an essential service?

The building is currently in need of renovation and a separate application to improve it or change it will be submitted if an extension to the existing lease agreement is secured.

There is no intention to increase the footprint of the building.

B. Alternate Sites Considered

No alternate sites have been considered due to the logistical and technical challenges involved in disassembling the existing monitoring network (and the potential loss of monitoring capability).

This application introduces no additional adverse effects.

3b: C. Larger Area

This application will not seek to increase the footprint of the existing building.

3b: D. Exclusive Possession

We will continue to require exclusive use of this area:

- i. Is necessary to do so to protect the public? **Yes / No**
- ii. Is it necessary to protect the physical security of the activity? **Yes / No**
- iii. Is it necessary for the competent operation of the activity? **Yes / No**

The monitoring equipment is sensitive and must be kept away from the public or those that might interfere with it. Hence the request to retain exclusive access.

E. Technical Specifications

Not applicable (as this application does not refer to telecommunications installations).

F. Term Required

We seek to retain a lease for 10 years.

G. Bulk Fuel Storage

Do you intend to store fuel in bulk on the land as part of the activity? Yes / **No**

H. Environmental Impact Assessment

Location on public conservation land	Special feature or value	Potential effects of your activity on the feature or value (positive or adverse)	Methods to remedy, mitigate or avoid any adverse effects identified
Ngauruhoe Place, Whakapapa. GPS Coordinates: 39.1985 175.5331 Map reference: BJ34 Altitude: 1140m	Area of outstanding natural beauty	Detraction from the beauty of the natural environment	Continued adoption of the DOC approved colour scheme to ensure that the building blends into its surrounds.

3a: I Other

This lease application will not result in any environmental impacts beyond those already created by the existing building.

Please note that active consideration is being given to the replacement of the existing structure with one that is smaller, less intrusive and less obvious in its surroundings. This will require that the next generation of monitoring equipment being available as this is smaller and requires less space. At this time, it is anticipated that this technology is likely to be two to three years away from practical operational use.

If it were the preference of DOC or Iwi that that the site undergoes some degree of improvement or beautification by the planting of native plants or bushes to soften its impact, GNS is prepared to do so.

If you have any questions, thoughts or concerns, please contact me directly at d.martin@gns.cri.nz or 027 518 3734 to discuss.

