



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 involves using water craft on public conservation land. Examples may include kayaking, boat landings, or use of Department of Conservation wharves. 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.

- If your application involves guiding clients or aircraft transportation on public conservation land please also fill in Form 4a and/or Form 4c as appropriate.
- If your application includes building, extending or adding to any permanent or temporary structures or facilities on public conservation land, please also fill in Form 3b,
- If your application includes tenancy of any DOC managed buildings (other than overnight usage of huts) please also fill in Form 3a.

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. Location(s) and Activity(ies)

List the areas of your operation, please use NZTM GPS coordinates where possible, and attach a map and label Attachment 4a:C. If you are unable to identify the areas or you do not know them, please seek the assistance of Departmental staff.

Name of Conservation Area	Activity	Waterway being used, location and/or name of all landing sites	Size, type, colour and name of all watercraft	Proposed months/season	Max. Party Size (incl. guides)	Frequency of Use (trips/landings)
Fiordland National Park - Milford Sound/ <i>Piopiota</i> hi	Transporting walkers from Sandfly Point, Milford Track to Freshwater Basin, Milford Sound/ <i>Piopiota</i> hi	Milford Sound/ <i>Piopiota</i> hi; and Sandfly Point, Milford Track and; Freshwater Basin and; Moored at Deepwater Basin.	8.5m certified passenger vessel: MSA/MZN number: 136031 Name: Te Namu Colour: Orange	October – April (inclusive)	Up to a max of 25, including guides/staff per trip (from Sandfly Point to Freshwater Basin)	Up to 8 trips per day. * <i>NB – a passenger trip is from Sandfly Point to Freshwater Basin</i>
				May – September (inclusive)	Up to a max of 25, including guides/staff per trip (from Sandfly Point to Freshwater Basin)	Up to 3 trips per day. ** <i>NB – a passenger trip is from Sandfly Point to Freshwater Basin</i>
Fiordland National Park – Lake Te Anau	Transporting materials and resupply resources relating to the multiday guided walk activity, including (but not limited to); fuel, storage containers, food, equipment, maintenance resources/building supplies, fully contained sewage tanks.	Lake Te Anau, from Te Anau Downs to Glade Wharf. Moored at Te Anau Downs.	Barge MSA number: 129499 Name: Milford Track Barge Colour: Green	October – April (inclusive)	Up to 4 staff	1 trip per week (2 landings), no more than 4 trips per month. *** No more than a total of 28 trips <i>NB - a trip is from Te Anau Downs to Glade Wharf and return.</i>

				May – September (inclusive)	Up to 4 staff	No more than 20 trips during this period***.
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* The trips (up to 6) are to transport no more than 90 multiday walkers per day; and no more than permitted by concessionaires operating guided day walks. The number of trips vary depending on the availability of walkers present at Sandfly Point ready to embark and leave for Freshwater Basin.

** The trips (up to 3) are to transport no more than permitted by concessionaires operating guided day walks.

*** When the Applicant proposes alterations, development or major repair and maintenance to structures OR there is a natural event that compromises the track conditions, the number of trips made by the barge may potentially increase per week/month. The Applicant only undertakes any extra trips with the prior approval from the Department.

Maps showing the boat trip operations, mooring and landing points are attached as Document M.

B. 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 4a:B.

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**

Environmental Impact Assessment is provided for the entire concession application (for concession application forms 3b, 3c, 4a, 4b and 4c) and can be found attached as Document G.

C. Term

Please detail the length of the term sought (i.e. number of years or months) and why. If you are applying for a one-off permit please state the specific dates and/or times sought.

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.

A term of 40 years is being applied for the Lease concession activities.

The reason for this term length is the Applicant has injected significant capital into the multiday guided walk activity and will continue to do so to maintain and upgrade the existing facilities and infrastructure, in accordance with operational and development plans and legislative requirements. This investment requires a length of term providing surety and security for continuance of operation, and to enable a reasonable return on such an investment.

The proposed length of term also provides potential visitors to the Milford Track with a sense of security and continuity in the knowledge that the guided multiday opportunities on the Milford Track remains a consistent and quality product.

NB: For completeness sake the Lease and Easement concession application activities will also be proposing a term of 40 years.

D. 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

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 4b:D. 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.

The Applicant proposes to store fuel for uses associated with the multiday guided walk activity. Fuels such as diesel, gas and A1 jet fuel. Various bulk fuel is stored at the three accommodation lodge locations (Glade House, Pompolona and Quintin), and gas is stored at the shelters (Hirere and Boatshed). The supporting documents for each of the accommodation lodge areas and shelters (Documents I – L) identifies the fuel storage sheds, how fuel is contained, and the quantity of fuel stored.

On track, fuel supplies are stored so that it is available when required and is within a lockable shed away from the Applicants visitors and public access. All measures are taken to mitigate any potential adverse effects and to ensure hazardous substances are securely stored away from the public.

The Applicant wishes to note that the fuel supply for refuelling the helicopter used as part of the multiday guided walk resupply operations is stored within a fuel tanker at Deepwater Basin, at the resupply operations base. The tanker can hold up to 1900L of petrol.

All storage, equipment and associated activities are undertaken in accordance with necessary legislative regulations and requirements.

E. Safety Plan

The Department requires that all concessionaires holding concessions for recreation or tourism activities have a safety plan which has been audited by an external expert.

If your activity is covered by the Health and Safety in Employment (Adventure Activity) Regulations 2011 proof of that audit is sufficient. If your activity is **not** covered by the Adventure Activity Regulations, please read the *Guidelines on the Requirements for Concessionaire Safety Plans* on the Department's website. If you are unsure, please go to the WorkSafe website and read their [guidance](#).

If your concession application is approved, you will be required to provide a copy of an independent auditor's approval of your safety plan to the Department before you begin the activity.

F. Other

Is there any further information you wish to supply in support of your application? Please attach if necessary and label Attachment 4b:F.

The use of the watercraft is essential to the overall operation of the Applicants multiday guided walk activity on the Milford Track and water transport (for the transfer of passengers) was provided for within the previous Licence provisions. The Applicant has a concession (permit) for the barge operation, expiring 28th February 2023.

The barge activity enables an effective and efficient resupply service to the on-track facilities and ensures that the aircraft activity for resupply are focused on critical movements, reducing aircraft impacts on the track. The barge permits certain procedures to occur i.e. sewage removal and transporting sewage tank systems (from Glade House), transportation of materials for maintenance and repair to structures, and/or development at lodges or shelters, as and when required.

The barge is moored overnight at Te Anau Downs. However, on occasion mooring at Glade Wharf may occur. This only happens when adverse weather and lake conditions dictate it is hazardous to travel on the lake, or the activity occurring on track (maintenance, repair, development etc) will benefit from the barge being readily available for time efficiency. Consequently, consecutive nights moored at Glade Wharf may be required. Usually it's no more than two nights at a time.

The barge is loaded from the boat ramp at Te Anau Downs by a Hiab truck. The timing of loading and unloading is always considered for impact on the other users of the track, and wharf facilities. To avoid conflict with water taxis and mitigate any disturbance on walkers of the track the Applicant liaises with other operators and coordinates the barge service movements to fit in with water taxis. As a rule, the barge service does not operate within half an hour of Milford Track walkers arriving at the wharf locations.

The barge is unloaded and loaded by a helicopter at Glade Wharf once a week during the walking season as part of the resupply operations. This is completed by a 100ft strop line from the helicopter as the materials and items are unloaded/loaded. Again, the timing of unloading/loading is always considered for impact on the other users of the track and wharf facilities.

There are times when maintenance, repair or development activity is required as part of the activities and the number of times per week the barge is loaded and unloaded at Glade Wharf increases. This predominately occurs outside of the walking season (major repair and maintenance, or development). However, if there is an emergency maintenance (break down) situation this can occur within the walking season. The Applicant has sought prior approval for these situations from the Te Anau District Office and communicated the intention as soon as practically possible. At any time, this extra activity would occur with due consideration for other users of the wharf facilities and users of the track and national park.

All transportation of materials is carried out with safety and security of the items as a priority. Proper containment of all materials is of utmost importance.

The speed of travel by the barge and Te Namu takes consideration of the weather, waterway conditions, passengers, and other users of the waterways.

The use of Te Namu to transfer the Applicants visitors from the Milford Track to Milford Sound/*Piopiota*hi is a critical aspect of the Applicants multiday guided walk operation. This is the final aspect of the activity. The Applicant also transports other users (independent walkers) off the track to Freshwater Basin.

The timing of passenger transfer for the Milford Track walkers is determined by coordinating with other operators (during the Great Walk season) and undertaken to avoid any potential conflict. The disembarking of passengers at Freshwater Basin is permitted with the authority of Milford Sound Tourism Limited.

Te Namu has an authorisation to moor at Deepwater Basin. The operator of the vessel has gain approval to moor at Freshwater Basin during the walking season as this makes more practical operational sense.

The Applicant ensures the vessels are kept clean, are free from pests and weeds while operating in the national park. Any refuelling is carried out with every reasonable caution to avoid spillage and any potential contamination. The carrying of fuels on board vessels is only enough for the safe operation of the vessel.

Further detail on the routes the vessels (Te Namu and the barge) take are attached as Document M.