



Concession Application Form 3a – Tenancing or using existing DOC structure/facility

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 tenancing or use of any existing facility or structure that is managed by the Department of Conservation on public conservation land. Examples may include permanent use of historic building for a business or a community group; leasing a campground or lodge. For overnight stays in DOC huts, please fill in Form 4a. 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.

A. Description of Activity

Please describe the proposed activity in detail – where the site is located, 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 you are applying for 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 3a:A1.

Kiwi Can Do Ltd proposes to lease Otaki Health Camp, including its grounds, in its entirety. Kiwi Can Do is a social enterprise that provides pre-employment training and employment placement for adults. Kiwi Can Do provides courses to 1100 New Zealanders in our training hubs in Auckland and Wellington with trainees from the provinces being hosted in residential accommodation during their course.

Kiwi Can Do proposes to provide training and employment placement for the Horowhenua/Central region based from the Otaki Health Camp including residential accommodation for up to 10 trainees per week. Non- residential trainees numbering up to 20 will also be based from the camp during the day. The maximum number of trainees on site, at any time, will be 30 supported by 5 tutors.

As part of the proposed lease of the Otaki Health Camp Kiwi Can Do will complete planned maintenance on the grounds and building to ensure the site is cared for. This maintenance will include building repairs , painting and care for the lawns and grounds, all completed by on course trainees, directed by their tutors.

The maintenance plan will be detailed in a managed service agreement with the Department of Conservation which is currently being completed.

Kiwi Can Do have commenced discussions with na hapū o Otaki as it is recognized that they are mana whenua and we are seeking a partnership with iwi to ensure Kiwi Can Do supports their aspirations for their rangitahi. Kiwi Can Do believes our discussions with iwi on the kaupapa to be completed at the health camp has been positive with further hui planned.

As part of Kiwi Can Do's programme a kaitiaki will live on site to provide pastoral care for residential trainees and security for the site. It is possible that the kaitiaki will come from na hapū.

Due to the nature of the maintenance that will be completed and the hosting of residential trainees on site Kiwi Can Do proposes to limit public access to the Health Camp to the weekends only.



Ariel Image of the Otaki Health Camp. 29 Health Camp Rd. Otaki.

Do you believe you need to exclude others from the structure or facility? **YES /**
(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**

exclusive possession necessary to protect physical security of the activity? **YES**

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

If the answer to any of the above is yes, then provide details and supporting evidence and label Attachment 3a:A2.

The purpose of the lease is to provide a residential solution for Kiwi Can Do trainees during their courses and to provide a kaitiaki solution for the protection and maintenance of the site

B. 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.

To respect the process that na hapū o Otaki may seek to include the site in a future land treaty claim, Kiwi Can Do would be seeking a 1 year lease with a annual right of renewal to a total period of 5 years.

C. 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 3a:C.

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
<i>EG: Tararua Forest Park</i>	<i>Northern rata - threatened species</i>	<i>Damage to the plants by construction</i>	<i>Brief construction and maintenance staff of the location and importance of the species; clearly tape off areas with the species to avoid damage</i>
Otaki Health Camp	Land and existing buildings	Positive effect by providing kaitiaki to the land and buildings	No negative impacts projected

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?

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 3a: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.

E. Other

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

Kiwi Can Do will manage the maintenance and security of a site that is vulnerable and in decay. Our trainees will mostly be mana whenua of Otaki and Horowhenua, Kiwi Can Do proposes to partner with iwi/hapū in the co-governance of this operation providing hapū the opportunity to lead the cultural component of course delivery