



We recommend that you contact your usual permissions advisor, or the [appropriate Department of Conservation Office](#) to discuss the application prior to completing the application forms - see appendix for contact details.

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 must be completed for all longer term applications (ie not one-off applications), then please fill in and attach the form(s) for the activities you wish to undertake. If extra space is required for answering please attach and label according to the relevant section.

Once you have filled in your application form, please complete this checklist to ensure that all components of your application form are complete. This will help prevent any possible delays in the processing of your application:

- Legal status registration number (if not an individual)
- Written testimonials (if required)
- Written consultations (if applicable)
- All appropriate activity application forms - for concessions we require the applicant information form **and** relevant activity form(s)
- Supporting evidence for Environmental Impact Assessment (if required)
- Supporting information and detail including maps, site plans, building plans as required in activity forms. ****Note some applications require GPS Co-ordinates****
- Supporting evidence for details of activity forms
- Have you read the section regarding the liability of the applicant for payment of fees?
- Have you signed your application?**

All efforts in putting together a detailed application are greatly appreciated and will allow the Department to effectively and efficiently process your application.

A. Applicant Details

Applicant Name (full name of registered company or individual)		St Bathans Area Community Association			
Legal Status of applicant (tick)	<input type="checkbox"/> Individual	<input type="checkbox"/> Registered Company	<input type="checkbox"/> Trust	<input type="checkbox"/> Incorporated Society	<input checked="" type="checkbox"/>
Other (please specify full details)					
Please supply the company, trust or incorporated society registration number: 1576059					
If an individual please supply your date of birth (this is a unique identifier for you):					
Trading Name (if different from Applicant name)					
Postal Address		1281 St Bathans-Downs Road R D 1 Oturehua 9386			
Street Address (if different from Postal Address)					
Registered Office of Company or Incorporated Society (if applicable)		Home Hills Station, Central Otago, Rd 1, Oturehua, 9016, New Zealand			
Phone	03 4473492	Website	www.stbathans.org		
Contact Person and role		Helena Raymond, Secretary			
Phone	03 4473492	Cell Phone			
Email	secretary.sbaca@gmail.com				
Contact Person and role		Nigel Wilson, Chairperson			
Phone		Cell Phone	0274682545		
Email	sxwepen@hotmail.com				

B. Activities applied for

Please fill in all the forms that are applicable in order to cover all the activities the applicant wishes to undertake on public conservation land. Please tick below the forms that have been completed, and attach.

ACTIVITY	FORM	✓
Grazing	2a	
Land use:		
A. Tenanting and/or using existing DOC facility/structure	3a	✓
B. Use of public conservation land for private/commercial facility/structure	3b	
C. Easements across public conservation land including right of way, stock access, convey electricity, drain sewerage, waterpipes etc	3c	
Guiding/Tourism/Recreation:		
A. Walking/Hiking/Tramping/Hunting/Fishing/Horses/4WD activities etc	4a	
B. Watercraft activities	4b	
C. Aircraft activities	4c	
Filming	5a	
Sporting Events	6a	
Other (activities that may not be sufficiently covered in the above forms)	7a	

C. Background Experience of Applicant

Please provide relevant information relating to the applicant's ability to carry out the proposed activity (e.g. details of previous concessions, membership of professional organisations and relevant qualifications). Attach details and label Attachment 1a:C.

Concession 81911-OTH

The St Bathans Area Community Association and DoC have had an amicable relationship for many years.

We have been trialling the use of the ST Bathans Post Office as a community and visitor hub and wish to extend this concession to a 10 year agreement.

We currently have management agreements in place to manage the in St Bathans the following

1. Bathans Hall Historic Reserve
2. St Bathans Recreation Reserve (The Domain)
3. St Bathans Conservation Areas (grazing arrangements)
4. Blue Lake toilet (Blue Lake Recreation Reserve)

We have previously held agreements for amenity cleaning and maintenance of the DoC owned sites such as the St Bathans Hall and public toilets. We are also in negotiations to re-instate this contract. We assist DoC on a regular weekly basis by taking bookings for the Hall, monitoring the public toilets and walking track and having regular meetings with the Area Manager Mike Tubbs.

Has the Applicant or any of the company directors, trustees, partners, or anyone involved with the Application been convicted of any offence? Does the Applicant or any of the company directors, trustees, partners, or anyone involved with the Application have any current criminal charges pending before the court? If yes, please supply details.

N/A

D. Testimonials

Please attach two written testimonials, together with the names, occupations, addresses and phone numbers of two people who will vouch for the proficiency of the applicant in the proposed activity. At least one testimonial should contain information in relation to the financial viability and standing of the applicant. These testimonials are to be labelled Attachment 1a:D.

E. Consultation Undertaken

Most applications require consultation with whanau/hapu/iwi (local Maori), and other interested parties. Please read the information on the DOC website and contact the nearest Department of Conservation office to discuss what is required. Written expert views, advice or opinions concerning your proposal may also be attached to support the application. Attach any proof of consultation to the application and label Attachment 1a:E.

F. Insurance

Concessionaires are required to indemnify the Minister against any claims or liabilities arising from their actions. If this application is approved, the applicant will be required to hold Public Liability, and possibly Statutory Liability and/or vehicle insurance. The level of cover will depend on the nature of the activity. Please contact the nearest Department of Conservation office to discuss what is required.

G. Public Notification

Some activities and/or types of concession applications require public notification if the Department forms an intent to grant the concession. This increases the time and cost of processing the concession. The usual circumstances when public notification is required are thus:

- The Application is for exclusive use of public conservation land (ie a lease);
- The Application is for a licence for a term longer than 10 years;
- Other concessions do not require public notification unless the adverse effects of the activity are such that it is required.

A permissions advisor can advise you as to the type of concession your activity requires and whether or not it needs notification.

H. Fees and costs

Processing Fees:

Section 60B of the Conservation Act contains the statutory provisions regarding processing fees.

The Department recovers all direct and indirect costs to process a concession application from Applicants regardless of whether the application is approved or declined. The cost of processing a concession depends on whether the application needs to be notified or not (see Public Notification section above), and/or whether the application is a standard application or is complicated/complex.

The cost of processing a standard non-notified concession is likely to be between **\$2065 and \$2565 plus GST**. If the application is assessed as complex, covers multiple regions, or includes more than 20 individual locations, this fee is likely to be higher. The Department will send an estimate of costs to the Applicant once the application has been assessed.

The cost of processing a standard notified concession is likely to be between **\$3500 and \$5500 plus GST**. This fee is likely to be higher if the application is assessed as complex, covers multiple regions, or if a hearing is required. The Department will send an estimate of costs to the Applicant once the application has been assessed. The Department will re-estimate the cost and provide this to the Applicant if further costs are likely due to significant public interest during the public notification process.

Applicants are entitled to request an estimate of costs at any point but the Department may impose a charge for preparing such an estimate. Estimates are not binding.

The Department will ordinarily invoice the Applicant for processing fees after a decision has been made on the application but in some cases interim invoices will be issued. If at any stage an application is withdrawn the Department shall invoice the Applicant for the costs incurred by the Department up to that point. Applicants are required to pay the processing fees within 28 days of receiving an invoice. The Director-General is entitled to recover any unpaid fees as a debt.

The Director-General of Conservation has discretion to reduce or waive processing fees. If your application is for landing aircraft for personal recreational use you may be eligible for a reduction of 50% of the processing fee.

The Department may obtain further information either from the applicant or from any other relevant source in order to process the application. The applicant will be advised of any information obtained from other sources. The cost of obtaining such information will be charged to and recovered from the applicant. The applicant will be informed as soon as practicable from receipt of the application if further information is required before this application form can be fully processed by the Department.

Ongoing Fees:

If your application is approved, you will also be required to pay annual fees throughout your concession. These are:

- Annual management fee to cover administration time; and/or
- Monitoring fee (if required) to cover the cost of monitoring the effects of your activity; and/or
- Activity fee per head (if a recreation concession), or a minimum fee per year; and/or
- Annual rental (if a land use concession eg lease)

Please contact the nearest Department of Conservation office to discuss the applicable fee and processing timeframe for the application.

Terms and Conditions for an Account with the Department of Conservation:

Have you held an account with the Department before? (Please tick) Yes No


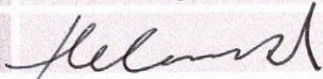
If yes, under what name: St Bathans Area Community Association

1. I/We agree that the Department of Conservation can provide my details to the Department's Credit Checking Agency to enable it to conduct a full credit check.
2. 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.
3. I/We agree to notify the Department of Conservation of any disputed charges within 14 days of the date of the invoice.
4. I/We agree to fully pay the Department of Conservation for any invoice received on or before the due date.
5. I/We agree to pay all costs incurred (including interest, legal costs and debt recovery fees) to recover any money owing on this account.
6. 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 of the credit account are not met.
7. 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.

Declaration

I certify that the information provided on this application form and all attached additional forms and information is to the best of my knowledge true and correct.

Note: The Minister can vary any concession granted if the information given in this application contains inaccuracies.

Signature (Applicant)		Date	5/3/20
Signature (Witness)		Date	5/3/20
Witness Name	Helena Raymond		
Witness Address	1281 St Bathans - Downs Road,		

This application is made pursuant to Sections 17R and 17S of the Conservation Act 1987 [and (where applicable) Section 49 of the National Parks Act 1980/Section 59A of the Reserves Act 1977].

Applicants should familiarise themselves with the relevant provisions of the Conservation Act 1987, the Reserves Act 1977 and the National Parks Act 1980 relating to concessions.

Once the application is complete, the Minister has 20 days within which to advise the applicant whether the application is declined on the grounds that the application does not comply with or is inconsistent with the provisions of the Act or any relevant Conservation Management Strategy or Conservation

Management Plan. If the Minister does not so advise the applicant the application will be processed in accordance with Section 17T of the Conservation Act 1987.

The purpose of collecting this information is to enable the Department to process your application. The Department will not use this information for any reason not related to that purpose.

Applicants should be aware that provisions of the Official Information Act might require that some or all information in this application be publicly released.

For Departmental use

Credit check undertaken			
Comments :			
Signed		Name	
Approved (Tier 4 manager or above)		Name	



Concession Application Form 3a – Tenanting 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 tenanting 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.

Attached

Do you believe you need to exclude others from the structure or facility?

(Exclusive occupation requires a lease which requires public notification of the application)

YES / NO

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, then provide details and supporting evidence and label Attachment 3a:A2.

The building is open to the public, however because there is no fire exits on the second floor, and the storage of heritage artefacts the building needs to be secured and monitored by the applicant. This would mean that the building is not left unattended but still accessible during open hours to the public

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.

10 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 / 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

Attached letters of support, community consultation, conditions of the building, original intent for building from Lands and Survey, outcomes of 3 month trial.



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.

St Bathans Post Office, St Bathans Gold Office 1680
Loop Road St Bathans,
St Bathans Post Office Historic Reserve

Reserves Act 1977

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

N/A

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:

N/A

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.

The activity will require items of heritage value to be stored for viewing and would pose a risk to health and safety to have public access to areas of the building without proper supervision

E. Technical Specifications (for telecommunications sites only)

Frequencies on which the equipment is to operate

Power to be used (transmitter output)

yes

Polarisation of the signal

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.

10 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.

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
<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>
St Bathans Post Office and Gold Office Historic Reserve	Heritage Protected Building	Damage to heritage fabric fixtures, fittings	Management plan developed with DOC and adherence to the conditions listed against the building

I. Other

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

Outcomes of community consultation, letters of support, DOC building conditions, original intentions of the building, monthly report from 3 month trial



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 your activity does not fall into any of the other categories. It 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 on public conservation land eg walking, kayaking, 4WD, hunting, aircraft landings, please fill in Forms 4a, 4b and/or Form 4c as applicable.
- 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.
- If your application is for access across public conservation land please fill in Form 3c.

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(s) in detail.

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.

Please attach maps of the location and any detailed site plan, any drawings of proposal and label Attachment 7a:A.

St Bathans Post Office 1680 Loop Road St Bathans,
St Bathans Post Office Historic Reserve, Reserves Act 1977

The Post Office in St Bathans will be used by the community as a community hub, this will allow the original conditions of the building to be adhered to in allowing the community a space to display its heritage history as a pioneering gold mining village. The primary purpose is to display artifacts significant to the Village and encourage local artists and residents to utilise the space for community activities

B. 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.

10 years

C. 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 7a:C. 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.

D. 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 7a:D.

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 plant during activity</i>	<i>Brief staff of the location and importance of the species; clearly tape off areas with the species to avoid damage</i>
St Bathans Post Office Historic Reserve	Heritage Protected Building	Damage to heritage fabrics, fixtures and fittings	Management plan, developed in conjunction with DOC and adherence to the conditions listed against the building
St Bathans Gold Office	Heritage Protected Building	Damage to heritage fabrics, fixtures and fittings	Management plan, developed in conjunction with DOC and adherence to the conditions listed against the building

E. Other

Is there any further information you wish to supply in support of your application? Please attach if necessary and label Attachment 7a:E.

Outcome of the community consultation, conditions of the building and letters of support and report from 3 month trial attached

It was the lure of GOLD that brought the first settlers to St Bathans in the 1860s's
Small towns in New Zealand come with a fascinating history and St Bathans is no exception.

The St Bathans Community Area Association wishes to utilise the Post of Office and Gold Office in the Village as a museum and community visitor hub.

Whether you just want to find out a bit more about the history of our gold mining town, or want to check out the latest exhibition in our art gallery

This will be a special place where visitors can gain an appreciation of the life and working environment of those early miners who struggled against the harsh and sometimes dangerous conditions

Our area has some unique features. This was the site of the deepest hydraulic mining lift in the world.

Our space will host exhibitions of local and national significance, as well as doubling as a place for meetings and community led initiatives. This could include artistic workshops, displays of items and paintings from local artists who have made St Bathans their home.

We hope to host a Genealogy and Heritage Research Facility with access to a wide range of family history, mining company and archival records.

The St Bathans Association preserves and promotes the history, the people, and the interesting stories of this region - a region which played such a big part in the early development of New Zealand.

Currently the building is under the management from DoC with the St Bathans Association holding the concession to occupy the building for this purpose, as a trial, until the end of March 2020.

We need funding to enable the concession to be extended for 10 years. This will allow the building to be open for research, and to carry out the many tasks which keep The Association running smoothly, we have a large group of volunteers. Without these dedicated people we couldn't do what we do. They play a huge part in all areas of this important undertaking and their contribution is highly valued.

Our Vision is to help people to discover the past in order that they can understand their 'place to stand', their turanga waewae.

We hope that from this place, our community can develop a shared understanding of our collective past and gain a sense of pride from that discovery

Our aim is to plan, promote, secure funding and manage the establishment of a heritage and archival repository, and to oversee its ongoing functions.

We aim to encourage the collection and preservation of all historical material from the St Bathans area

We aim to promote the historical significance of these areas and to provide a facility which will encourage people to visit these areas to research their family history.

We want to increase the store of local knowledge. We value preserving historical records so that future generations can enjoy the stories these records tell.

The St Bathans Association will provide this space as a repository where the history of the area and its people can be kept safe for posterity.

We believe the cultural heritage of all races is respected and valued. Anyone is able to deposit their records, providing the records themselves meet the purpose and we accept documents of historical interest to the region and its people.

We will encourage individuals and organisations to see the importance of keeping original documents safe, by making good copies for their own use, and preserving the originals where they will be kept safe for future generations to use.

Our long term aim is to have a facility equipped with research tools, develop an on-line searchable database, so you can see if we have gathered information on what you are researching, and to make your research quicker. This will require a research officer to manage the facility and to answer enquiries.

We aim to have an oral history group to collect stories from the community. These true stories will not found the history books and newspapers, and show photographs which may never be seen outside of local families

So far we have had a great response from the community in trialling this initiative, we have sourced display cabinetry, historic photographs and artefacts. We have welcomed visits from groups in the local community and further afield and have provided guided tours to explain the local history and gauge interest in this venture.

We have been lucky enough to have the assistance of Internal Affairs Community Operations Advisor Rachael Thomas. She is assisting with the funding and compliance aspects of the project.

She can be contacted via the details below.

Rachael Thomas
Community Advisor (Central Otago/Dunedin)
(03) 479 6516 / Rachael.thomas@dia.govt.nz



Post Office Proposal Summary
Prepared- H Raymond

A feasibility study on the proposal for the use of the St Bathans Post Office was circulated to St Bathans residents and stakeholders in June 2019. The study asked for submissions from the public on suggested use and indications of support. This consultation was advertised over 4 weeks in the Central Otago News, Becks Bulletin, Facebook and on the Village noticeboard.

Contents

- Aim
- Feedback/Submissions Received
- Considerations
- Proposed Outcomes
- Financial Considerations
- Funding Grants
- Next Steps
- Employment Considerations
 - Employment Agreement Considerations
 - Role Description
 - Draft Employment Agreement
- Draft Budget

Our aim

The intention is to use this space for the preservation of heritage artifacts significant to the Village and surrounding areas.

- To improve public access and information about our places, and objects of significance to our history.
- To take a proactive approach to protect our cultural heritage. We need collections that are at risk of being damaged or lost and make these collections available to the community.
- Improve public access and information, particularly for young people to learn about and experience our cultural heritage.
- Conserve and protect moveable cultural property, such as photographs, paintings, furniture and other artefacts.

There are many ways that the Post Office could be used without compromising its historic values.

Suggested opportunities include :

- Museum
- Art Gallery
- Heritage tours linking some of the key sites and places of significance eg. the cemeteries, hall, hotel, post office, gold mining and waterboard aspects of the area, with a link to the Rail Trail.
- A communal space for community meetings.
- An Information hub for:
 - A safe and accessible place for storing historical valuable artifacts, local information, photographs.
 - A place to store information about water rights and waterboard management to SBACA resources.
- A place to display local crafts and artists and to provide workshops.

The Currently situated St Bathans Post Office was built in the early 1900's as a renewal of an earlier building on that site. It was purchased by DOC in the 1980's.

The area downstairs still operated as a Post Office and used as a shop for 13 years by former resident Sharon Hinds until 2008. There have been several businesses that have operated from the site since then, but It has remained closed to the public for a number of years.

St Bathans is a growing community. It needs a space where it can continue to celebrate and showcase its history and heritage, The St Bathans Area Community Association aims for a vibrant space that attracts more people and activity to celebrate our heritage and landscapes, promotes local pride and visitor interest.

We need to breathe new life into the St Bathans Heritage Precinct, so that it's well-known as a visitor destination and celebrated more by locals. We also need to think about the kind of facility the community requires.

The feedback so far from the community has been overwhelmingly positive with donations being received towards the initiative.

The community wholeheartedly support the proposal for the Post Office.

Feedback Received:

"As property owners invested in the well-being of our St Bathans community we whole heartedly support the proposed initiative for the Post office. Alone the Post office is a heritage taonga(treasure). Breathing life into it would enrich the kaupapa (culture) of the village and

provide mohio (knowledge) the surrounding area. Currently the high seasonal demands placed on infrastructure causes pressure on facilities and the community at large. The ability of the community to have a sense of ownership and be able to respond to these demands will result in a stronger community able to support preservation and amenity values."

-Pieter and Sonia VanDeKlundert

"I think this is a great idea. Best of luck getting this going "

-Simon Stephens

"I fully support it."

- Keith Hinds

"This is absolutely brilliant and a great idea for the lovely building to be utilised within the keeping of the village ethic."

"I totally support this move and offer any help you may need from me."

- Alison Fitzgerald

"I think your proposal is a very good idea."

-L Bennett

Submissions received:

"Undertaking of workshops, rag rug, art, spinning, spiritual involving auraograph workshops, colour therapy, meditation, and healing. Quilt making.

I would suggest showcasing peoples art works and could have a 1 month exhibition window

I have quilts, oven cloths, chutneys, cards for sale.

I suggest 20% commission on items sold through the PO and 10% those who help look after it

I could take a weekly healing/meditation or art and crafts group"

-Helen Brook

"The Post Office is central situated to be an information centre for the convenience of visitors and visitors, where such a service is lacking, during the all important season Dec-January. A staff of one would be needed between 10.30-4.30pm. A map of the town with annotated historic sites can be handed out for pedestrian visitation. A full time staff person is required, uniformed and preferably female. A continuous video presentation can be run in the hall.

" This service introduction provides a stepping stone for the interpretation of the historic significance of St Bathans to be portrayed on an altogether higher level, that would mark more widespread appreciation and result in an increase of visitor numbers year by year. Attracting more service providers."

"When this background becomes known, the innocence of quaint cottages, churches, graveyards, mining relics and sometimes bare walls, becomes sacrosanct, inviolable, appreciated and humbling."

"The visitor experience in St Bathans then achieves a connection for a very large number of visitors who in earlier family will relate to such history; in a manner that nationality, age group. Gender, wealth, rave, and religion, . A spiritual belonging."

" To assist the community association with the funding of these proposals, I attach a donation of \$100. I wish those involved every success in their endeavours"

-Brian Jackson

I would be very happy to see the St Bathans Post Office building regain its place as a focal point in the community. It makes no sense to have a landmark building such as this effectively standing idle. Considerable care and expense went into its restoration in the early 1980's. Some years later, Sharon Hinds operated a paper-themed business on the ground floor. This was a sensitive use of the building, celebrating its previous function.

DoC 'renovations' in the early 2000's were not so welcome. Many in the community were appalled by the removal of authentic and original fittings and the installation of stick-on carpet squares, all in order to turn the ground floor into a generic souvenir shop.

Cambrian Village has shown how an unused building can become a focal point for visitors and locals alike: the old Cambrian School houses an impressive store of historical information as well as a community book exchange and also serves as a venue for community events.

I wholeheartedly support this application as a way of returning the St Bathans Post Office to a useful role in the community.

- Leeanne Harley

“ I think this is an appropriate use of the Post Office and think it is a very good idea and do want to be involved with this when this happens. I think the Association is the right group to deal with this, because of their ability to be able to apply for funding, if necessary, I along with others in the community have a decent amount of history that could be displayed. Some of this is already on display at the Billard Rooms. The community centre is also a good idea. All meetings could be held there and it could also become and Information centre with possibly a paid part-time position. There has been discussion about selling stuff to help with the funding. This would work on a small scale. Keep everything simple. A survey was done about 15 years ago which said 10,000 people come to visit St Bathans each year.

- Keith Hinds

Informal Feedback

“ It would be great to see a regular fortnightly or monthly farmers market, for locals to sell their produce or crafts”

“ I would certainly bring tour groups through to visit the post office and its displays”

“Go for it. Hard work though.”

“it is super exciting to see community events happening in St Bathans (such as the dance that you organised). So much more productive having community energies going in to positive collective activities”

Considerations:

Trudy Anderson (DOC) has provided the attached conditions on granting a concession for the PO

- DOC must have submitted any plan, drawings, diagrams and specifications and any other info for approval, they may require changes to comply with any recommendations.
- DOC must grant approval for any commercial operation including sub-letting.
- The concessionaire must comply with all requirements from Heritage NZ and the NZ protected objects act 1975
- The trading year is 1 April- 31st March.
- The parties must meet annually to review progress and compliance including:
 - Building alterations
 - Any approvals required
 - Appropriate restoration and maintenance that may be required
 - The completion date to meet these requirements
- Any alterations to remove heritage fittings or fabrics must be approved and safely secured and stored.
- All damage to heritage fabric and fittings must be reported to DOC and be assessed by them in an appropriate time frame.
- Expenses incurred by the concessionaire for approved maintenance work may at the discretion of DOC be remitted.
- DOC will not be liable for loss of profits due to temporary interference of scheduled maintenance to be performed (not requiring suspension of the concession)
- The concessionaire has use of the chaise and sideboard, and must return these upon completion of the concession with nominal wear and tear.
- Noise emitted from the site must be kept to a minimum after 10pm
- The building shall be returned in the condition it was received prior to commencement of the concession, including any removed fittings.
- A bond of \$10,000 whilst any building conversion work is completed.

- No works on the interior or exterior can be performed for accommodation until resource consent approval is granted.

The view is that the community wish to preserve the PO, there is no need to alter any aspect of it in the proposal. During the last concession the original bath, and lead floor were removed and have been stored in the back sheds.

It is of the opinion that in the event that such opportunities such as guided tours be performed of the upstairs that these be returned to their original position.

All efforts will be made to protect the heritage fabrics and seclude the general public from damaging any fittings.

Proposed Outcomes from Consultation, following a pre-application meeting with DOC

Option 1

The Community Association applies for funding for an approved set budget. This is to cover the concession and any items required to utilize the Post Office as an information visitor centre/hub. This includes cabinetry for collection displays, marketing material such as local information/maps This option can initially be trialled for the period 31st December-31st March with the following costs.

Option 2

Following the trial, A report will be prepared on the outcomes of this trial

The Committee will then decide whether to extend the concession to a 5 year agreement.

The above calculations remain the same except the long term concession fee is \$2065 ex GST, if this activity is deemed to be notifiable The processing fee is likely to be between \$3500 and \$5500 plus GST.

As funding cutoff dates crossover with the projected dates, funding will need to be made with a long term perspective in mind. This allows the Association to secure funding which can not be made retrospectively. Any surplus funds can be returned to the donee in the event of a change in circumstances.

Financial Considerations

- The cost of a 3 month concession is \$130 ex gst
- Annual management fee is \$150-500 ex gst
- Monitoring fee To Be Confirmed
- Revenue activity fee-Base premium ranges from 3.5% to 7.5% of revenue, depending on the extent of the investment made by the concessionaire- *Unique circumstances that are considered when establishing a revenue percentage fee DOC may adjust the revenue percentage fee accordingly.*
- If DOC has developed and/or maintained the local infrastructure that benefits a business, the concessionaire contributes to the cost of the infrastructure through their percentage of revenue activity fee.
- This contribution ranges from 0.5% of revenue for moderate infrastructure investment to 1% of revenue for large infrastructure investment.
- Funding for a part time employee to manage the facility eg maximum of 20 hours per week for 3 month contract (12 weeks)
Days/hours to be negotiated from 10.30-4.30pm excluding public holidays (New Years Day and day aft
- **Next Steps:**

Pre Application meeting with DOC to formulate term of and agreement including negotiate terms/concession expenses with proposed activities.

Apply for funding of between \$10-15k this is to cover the initial setup expenses, operation costs and contingencies for maintenance budget.

Post Office Report
H Raymond
Period 31st Dec-22 February 2020

The 3 month trial concession was granted by DoC on 17th Dec 2019.

The Post Office opened for the Annual Village Fete on the 12th January 2020, 215 visitors were noted through on that day.

The PO has been open as much as volunteers have been available, this has been upto 2-5 hours per day, and has included organised private tours, and community meetings.

Visitor Count

from 12th January- 12th February **338**

Financial

Income

Donations received:	\$59.80
Commission/Sales	<u>\$29.00</u>
	<u>\$88.80</u>

Expenses

Security Lights	\$30.00
Padbolts/Padlocks	\$15.80
Signs	\$ 2.50
Rubbish Removal/Fete	<u>\$ 5.00</u>
	<u>\$53.50</u>

Commission Sales Payable

1x Chutney- H Brook	\$ 6.00
1x Postcard- K Hinds	\$ 2.00
1x Book- T Enright	<u>\$25.00</u>
	<u>\$33.00</u>

Total Profit \$35.30

Security has been an issue, unfortunately a visitor to the Village in mid January decided to Post a video on Youtube on how easy it was to break into both the PO and Gold office, repeated entries have since been noted.

A formal complaint has been made to the Police, who visited the building on 3.2.20.They are following up with the individual to have the video removed and warned about the implications of the act. SBACA can consider issuing a trespass order.

The bottom floor windows have now been nailed shut.

Discussion was had with DoC regarding security options was made and donations have had to be used to purchase solar security lights, padbolts and padlocks for the rear sheds.

I have organised several community ventures to encourage community engagement for the use of building, this includes a weekly sewing circle, pop up shop from local businesswomen Becs Calder and Art workshops. I have loaned several personal copies of St Bathans related information books and donated a printer/scanner for anyone wishing to use the resources

An expression of interest for the workshops was circulated amongst the area and an application to the creative communities grant has been made for \$1050, this covers hosting and organising the workshops . 5 workshops would be run over a total of 7 days in March/April.

The workshops are:

2 day mosaic course, run by Alision Fitzgerald,

A rag rug workshop, run by Helen Brook,

An introduction to stonemasonry with Keith Hinds

Masterclass on etching onto acrylic, with Pauline Bellamy.

Funding has also been sort for local visitor Nick Barry of Wabi Sabi Designs to demonstrate screen printing and produce a limited edition St Bathans T-Shirt.

I have met with Rachel Thomas from Internal Affairs who distributes the Lottery Commission grants. Rachel discussed that the venture would be suitable for the Heritage and Environment grant, however you have to provide a third of the funding your requesting. This fund for 2020 is open for application until 7th March. She invited SBACA to attend a funding clinic held on 11th March at Central Lakes Trust in Cromwell. There is a forum where you are able to speak to all the funders in the area. This may mean that we can seek interim funding to continue the concession, until all the details can be included for the next lotteries commission funding round. Rachel discussed that we need to change how SBACA are currently providing their financial reporting to be inline with the required guidelines, she is able to assist SBACA with this.

As part of the DoC application for a long term concession SBACA requires two written testimonials, together with the names, occupations, addresses and phone numbers of two people who will vouch for the proficiency of the applicant in the proposed activity. At least one testimonial should contain information in relation to the financial viability and standing of the applicant.

Next Steps

It would be best if the Post Office Sub-Committee (Alison Fitzgerald, Helena Raymond, Helen Brook, Keith Hinds.) and Treasurer meet with Rachel Thomas, from Internal Affairs to discuss what changes are needed for SBACA financial reporting and what support they can provide for the DoC application and if the Vincent Board Grant can cover any initial concession costs.

This should also include developing a wishlist with future long term planning and what funding is required.

Hello

We are conducting a visitor survey on St Bathans and we'd like to include your views. The results will be used to improve our exhibitions for our visitors. The results will be confidential - your name will not be recorded.

<p>1. Have you visited this museum before? Yes <input checked="" type="radio"/> No If 'Yes': Approximately how many times? _____</p> <p>2. Who are you visiting with today? <input type="checkbox"/> On my own <input type="checkbox"/> With a group <input type="checkbox"/> With family <input type="checkbox"/> With adults and children <input checked="" type="checkbox"/> With friends <input type="checkbox"/> With adult(s)</p> <p>If visiting with others, how many in the group? <u>6</u></p> <p>3. Will you visit any other attractions today? Yes <input checked="" type="radio"/> No Did you visit anywhere else before you came? Yes <input checked="" type="radio"/> No Will you be visiting anywhere afterwards? Yes <input checked="" type="radio"/> No</p> <p>4. Did you make any purchases here today? Yes <input checked="" type="radio"/> No</p> <p>5. Was there anything in particular you planned to see before you arrived? If so, what was it? <u>Just the town.</u></p> <p>5. What did you enjoy most about your visit today? <u>The History - amazing</u></p> <p>7. Was there anything you did not enjoy? <u>NO.</u></p> <p>8. Was there anything you would like to see changed? <u>Not made modern</u></p> <p>9. Which statement best reflects your plans? <input type="checkbox"/> I will definitely be visiting again within the next 12 months. <input type="checkbox"/> I will probably be visiting again within the next 12 months. <input checked="" type="checkbox"/> I will probably not be visiting again within the next 12 months. <input type="checkbox"/> I will definitely not be visiting again within the next 12 months.</p> <p><u>But in the near future.</u></p>	<p>15. Would you recommend this museum to others? Yes <input checked="" type="radio"/> No If 'Yes', who do you think would enjoy a visit? <u>Yes, anyone who loves history & beauty</u></p> <p>If 'No', is there any particular reason? _____</p> <p>10. How did you hear about us? Recommended by <input type="checkbox"/> Friends/relatives <input checked="" type="checkbox"/> Tourist information centre <input type="checkbox"/> Tourist literature/brochure <input type="checkbox"/> Have always known about it <input type="checkbox"/> Other (Specify)</p> <p>11. Whose idea was it to visit today? <input checked="" type="checkbox"/> My own <input type="checkbox"/> Partner <input type="checkbox"/> Child/children <input type="checkbox"/> Parent <input type="checkbox"/> Part of tour <input type="checkbox"/> Other (Specify)</p> <p>12. Are you a member of our Friends Society? Yes <input checked="" type="radio"/> No If no and you would like to join, please leave your contact email and we will send you some info <u>dulos.nanny@gmail.com</u></p> <p>13. Can you tell me where you live? Your suburb or town? <u>Waipara, Canterbury</u> (If international, include what country)</p> <p>14. Please indicate which age-group you belong to. <input type="checkbox"/> Under 16 <input type="checkbox"/> 41-50 <input type="checkbox"/> 17-21 <input type="checkbox"/> 51-60 <input type="checkbox"/> 22-30 <input type="checkbox"/> 61-70 <input type="checkbox"/> 31-40 <input checked="" type="checkbox"/> 61-70</p> <p>15. Sex <input checked="" type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other <input type="checkbox"/> Prefer not to say</p>
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Just AMAZING · Thank you for your time

Thank you for allowing us your time to show us around today.
Thanks Shirlei

Hello

We are conducting a visitor survey on St Bathans and we'd like to include your views.

The results will be used to improve our exhibitions for our visitors. The results will be confidential – your name will not be recorded.

1. Have you visited this museum before?

Yes ~~No~~

If 'Yes': Approximately how many times? _____

2. Who are you visiting with today?

- On my own
 With family
 With friends
 With a group
 With adults and children
 With adult(s)

If visiting with others, how many in the group? 6

3. Will you visit any other attractions today?

Yes ~~No~~

Did you visit anywhere else before you came?

Yes ~~No~~

Will you be visiting anywhere afterwards?

Yes ~~No~~

4. Did you make any purchases here today?

Yes ~~No~~

5. Was there anything in particular you planned to see before you arrived? If so, what was it?

5. What did you enjoy most about your visit today?

everything

7. Was there anything you did not enjoy?

8. Was there anything you would like to see changed?

keep improving

9. Which statement best reflects your plans?

- I will definitely be visiting again within the next 12 months.
 I will probably be visiting again within the next 12 months.
 I will probably not be visiting again within the next 12 months.
 I will definitely not be visiting again within the next 12 months.

15. Would you recommend this museum to others?

Yes ~~No~~

If 'Yes', who do you think would enjoy a visit?

If 'No', is there any particular reason?

10. How did you hear about us?

Recommended by

- Friends/relatives
 Tourist information centre
 Tourist literature/brochure
 Have always known about it
 Other (Specify)

11. Whose idea was it to visit today?

- My own Partner Child/children
 Parent Part of tour
 Other (Specify)

12. Are you a member of our Friends Society?

Yes ~~No~~

If no and you would like to join, please leave your contact email and we will send you some info

13. Can you tell me where you live?

Your suburb or town?

(If international, include what country)

14. Please indicate which age-group you belong to.

- Under 16
 17-21
 22-30
 31-40
 41-50
 51-60
 61-70
 61-70

15. Sex

- Female
 Male
 Other
 Prefer not to say

Thank you for your time

Hello

We are conducting a visitor survey on St Bathans and we'd like to include your views.

The results will be used to improve our exhibitions for our visitors. The results will be confidential – your name will not be recorded.

1. Have you visited this museum before?

Yes No

If 'Yes': Approximately how many times? _____

2. Who are you visiting with today?

- On my own With a group
 With family With adults and children
 With friends With adult(s)

If visiting with others, how many in the group? _____

3. Will you visit any other attractions today?

Yes No

Did you visit anywhere else before you came?

Yes No

Will you be visiting anywhere afterwards?

Yes No

4. Did you make any purchases here today?

Yes No

5. Was there anything in particular you planned to see before you arrived? If so, what was it?
Blue Lake & P.O.

5. What did you enjoy most about your visit today?

talk of history by lady in P.O.!

7. Was there anything you did not enjoy?

no

8. Was there anything you would like to see changed?

no

9. Which statement best reflects your plans?

- I will definitely be visiting again within the next 12 months.
 I will probably be visiting again within the next 12 months.
 I will probably not be visiting again within the next 12 months.
 I will definitely not be visiting again within the next 12 months.

15. Would you recommend this museum to others?

Yes No

If 'Yes', who do you think would enjoy a visit?

Everyone who appreciates knowledge of the forest

If 'No', is there any particular reason?

10. How did you hear about us?

Recommended by

- Friends/relatives
 Tourist information centre
 Tourist literature/brochure
 Have always known about it
 Other (Specify) _____

11. Whose idea was it to visit today?

- My own Partner Child/children
 Parent Part of tour
 Other (Specify) _____

12. Are you a member of our Friends Society?

Yes No

If no and you would like to join, please leave your contact email and we will send you some info

13. Can you tell me where you live?

Your suburb or town?

Pool, Dorset UK

(If international, include what country)

14. Please indicate which age-group you belong to.

- | | |
|-----------------------------------|---|
| <input type="checkbox"/> Under 16 | <input type="checkbox"/> 41-50 |
| <input type="checkbox"/> 17-21 | <input type="checkbox"/> 51-60 |
| <input type="checkbox"/> 22-30 | <input checked="" type="checkbox"/> 61-70 |
| <input type="checkbox"/> 31-40 | <input type="checkbox"/> 61-70 |

15. Sex

- Female
 Male
 Other
 Prefer not to say

Thank you for your time

DEPARTMENT OF LANDS AND SURVEY

TELEGRAPHIC ADDRESS: 'LANDS'

FOR VERBAL INQUIRIES ^{Mr Stewart}
PLEASE ASK FOR M

TELEPHONE No. 770 650



OUR REFERENCE:

YOUR REFERENCE:

DISTRICT OFFICE,

P.O. BOX 896
DUNEDIN

*Mrs O. J. Pauley,
71 Warrander St,
Dunedin.*

9 OCT 1981

Dear Resident/Landowner

You are aware of my department's interest in St Bathans and the co-operative exercise between the Maniototo County Council, landowners and department to see the character of the township preserved. Quite a number of things have been happening or are proposed in the township as far as this department's involvement is concerned and I feel it is an opportune time to bring you up to date with these so that you are aware of what is going on.

Land Purchases

You may know that the department has successfully negotiated the purchase of the former St Bathans Post Office owned by Mr Tom Duffy. This building is surely one of the most photographed buildings in the township and is most worthy of preservation. The building is to be restored, with the downstairs area to be utilised for public displays.

As part of the negotiations with Mr Duffy it was agreed that he and his wife could have continued use of the upstairs flat for a limited period each year. At other times the flat will be utilised by staff working at St Bathans.

You may know also that the department was successful in purchasing at auction two sections between the Post Office and the hall. It is without doubt that the most remembered and photographed portion of St Bathans is the group of buildings incorporating the Vulcan, Hall, stone building and Post Office. The department was concerned that if the vacant sections were sold to private individuals then a further building may have been erected thus destroying this historic scene. It is intended to tidy the area and at some later date consider restoring the stone building.

I am aware that there is some concern that the department is intent on purchasing all the land that becomes available at St Bathans. I would like to make it quite clear that this is not the case. Certainly the department is interested in controlling some of the prime historic buildings and land so that they can be effectively maintained and in some cases made available for public use, but apart from those already under departmental administration there are only one or two others which the department would be interested in acquiring.

Like some residents I too am concerned about the lack of permanent residents in the township and in a couple of cases where the department is interested in acquisition of other buildings, if we were successful in purchasing it would be the intention to make these available for renting or leasing, with preference to a person wishing to reside permanently in St Bathans.

Signposting/Displays etc

As mentioned earlier it is intended to house a display in the downstairs portion of the Post Office and this is being worked on at the moment. It is proposed that the display include details and early photographs of the township and the Blue Lake. Arrangements for opening the Post Office for visitors are still being considered.

It is also proposed to install somewhere on the lake side of the main road a noticeboard briefly explaining to visitors just what the present St Bathans is all about and the efforts being made to retain its character.

The department is also working on a small pamphlet on St Bathans and this will be available prior to this summer.

Creek Works

Recent visitors to St Bathans will have noted the extensive clearing operation along the lake edge. This has been undertaken to improve the flow of water along the creek between the main street and lake, which on occasions in the past has overflowed causing serious scouring. The department, with assistance from the Maniototo County Council, is in the process of installing fluming in an attempt to resolve this problem.

A local resident Mr Greg Taigel has been engaged by the department to undertake this work and we are extremely satisfied with the results to date. Greg will also be undertaking some other work for the department, when his time and commitments allow.

Fire Fighting System

The system has been installed for some time now and seems to be satisfactory, although one hydrant has been leaking and is to be fixed shortly, hopefully during the period 12/23 October. It is expected that the water supply may have to be turned off for at least one day and it is hoped a number of the individual connections will be put in during that time.

More than sufficient water seems to be available and hopefully the problems of last summer will be avoided. Some major leaks in the top storage dam have been brought to our attention and are being investigated.

Hall

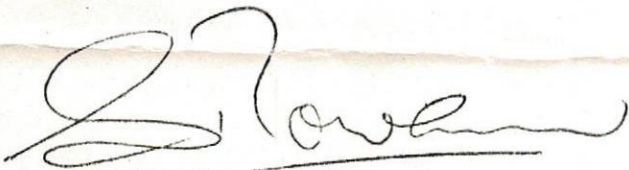
I was concerned to learn about the damage to the hall and it appears that one of the doors has been ripped off its hinges. Consideration may need to be given to setting some rules for the use of this public amenity.

Summer Study

There is a possibility that a Lincoln College student will be working at St Bathans over the peak summer use period to assess both resident and visitor opinions on expectations and aspirations for the area. The study is part of the students university requirements but the information gained will be of benefit in future decision making for the area.

I hope that this letter explains some of the matters going on around St Bathans but if there is any matter you require any further information on, please do not hesitate to contact this office.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'G E Rowan', written in a cursive style. The signature is positioned above the typed name and title.

G E Rowan
Commissioner of Crown Lands

The sluiced faces and pinacles formed by large-scale hydraulic sluicing as represented on this land are a distinctive feature of this district and the track has been designed to take in some of the most impressive features of this landscape. Highlights to be seen by visitors walking the track include the remains of Stewart Town, water-race and tail-race systems, tunnels, examples of ground sluicing and the magnificent scenery found in the canyons and buttes which are a result of sluicing.

GOLDEN PROGRESS MINE, OTUREHUA

The Department has negotiated a 'Protected Private Land' agreement with Mr B A Becker in order to preserve the site of the Golden Progress Mine situated near Oturehua. The area will be managed as a unit of the Otago Goldfields Park.

The evidence of mining operations, which ceased in 1936, on this site is quite unusual for a quartz mine in Otago. There is a poppet head over the mine shaft with two boilers still in place which were used to power the winching gear. Nearby there is another coal-fired boiler which was used to power a 10 stamp battery. This battery was removed from the site some years ago.

The Oturehua quartz reefs were mined from 1868 until 1936 and are in a compact area of several parallel reefs. Evidence of mining is prominent with many shafts, drives and spoil heaps which together with the abandoned mining equipment creates a lot of visitor interest in the area.

Under the 'Protected Private Land' agreement Mr Becker will retain ownership of the land, amounting to approximately 1.8 hectares, but the area will be managed by the Department as part of the Park. The Agreement is in line with the general policy of the Goldfields Park whereby it is not necessary that all sites be in Crown ownership as long as they are managed by agreement with the landowner in accordance with Park policy and objectives.

The Department and the Advisory Committee are very appreciative of the generous support and co-operation they have received from Mr Becker in negotiating this Agreement. The site will hopefully be signposted and access to it defined for public use this summer and visits to the site are included in the summer holiday programme.

ST BATHANS POST OFFICE

The Department has been successful in negotiating the purchase of the former St Bathans Post Office owned by Mr T Duffy. The old two storeyed wooden Post Office which was built in 1909, is one of the most photographed buildings in the township and is considered most worthy of preservation.

The actual Post Office portion of the building takes up most of the ground floor and consists of a public office, a mailroom, a telephone bureau and a telephone exchange. The building is to be restored and the downstairs area is to be used as a visitor centre disseminating information on the Otago Goldfields Park and particularly the history of the St Bathans region. A display is at present being worked on and will include details and early photographs of the township and the Blue Lake.

The Department has approached the Post Office Museum in Wellington for any equipment which would be suitable for helping to return the building to something like its original character. The Post Office is making arrangements for a number of items to be made available to us and the Department is most appreciative of this assistance.

The Department was also successful in purchasing at auction two sections between the Post Office and the hall, one on which is situated an old stone building. It is without doubt that the most remembered and photographed portion of St Bathans is the group of buildings incorporating the Vulcan Hotel, hall, stone building and the Post Office. The department was concerned that if the vacant sections were sold to private individuals then a further building may have been erected thus destroying this historic scene. It is intended to tidy the area and at a later date to restore the stone building.

