

# Applicant Information Form 1a Notified or Non-notified Process



Department of  
Conservation  
*Te Papa Atawhai*

[New Zealand Government](#)

## Is this the right application form for me?

This **Applicant Information Form 1a** – Notified or Non-notified Process must be completed for **the following longer term applications** (i.e. not one-off applications):

- Grazing
- Land use: Tenanted and/or using existing DOC facility/structure
- Land use: Use of public conservation land for private commercial facility/structure
- Guiding/Tourism/Recreation: Watercraft activities
- Filming
- Sports events
- Marine reserves application form 11a: Structure in a marine reserve

For other activities use the specific activity application forms that combine applicant and activity information or book a pre-application meeting.

## How do I complete this applicant information form?

- Complete all sections of this **applicant information form**.
- In addition, you must complete the **activity application form/s** that you wish to undertake.
- DOC encourages electronic applications (e.g. typed Word document), rather than handwritten applications. Electronic applications are easier to read and less likely to be returned to you for clarification.
- If you need extra space, attach or include extra documents and label them according to the relevant section. Record all attachments in the table at the back of the application information form section **F Attachments**.

## How do I submit my application?

Email the following to [permissions@doc.govt.nz](mailto:permissions@doc.govt.nz):

- **Completed applicant information form 1a**
- **Completed activity application form**
- Any other relevant attachments.

## If I need help, where do I get more information?

- Check the [DOC webpage for the activity you are applying](#)<sup>1</sup> for.

---

<sup>1</sup> <https://www.doc.govt.nz/get-involved/apply-for-permits/apply-for-a-permit/>

- Arrange a pre-application meeting (either face to face or over the phone) by contacting the [Department of Conservation Office](#)<sup>2</sup> closest to where the activity is proposed. You can use [DOC maps](#)<sup>3</sup> to identify which District Office you should contact. Or arrange a meeting with any of our [four offices that process concessions](#)<sup>4</sup> – choose the one closest to where the activity is proposed.
- If your application covers multiple districts, contact the office nearest most of the locations you are applying for, or nearest to locations you have a specific question about.

### What happens next?

Once your application forms are received, your application will be assessed by DOC. If your application is complete, DOC will begin processing.

If your application is incomplete it will be returned to you for more information.

### Why does DOC ask for this information?

The questions in this application information form and the activity application form/s are designed to cover the requirements set out in conservation legislation. Your answers allow us to assess:

- Your most up-to-date details so that DOC can contact you about your application.
- Your qualifications, resources, skills and experience to adequately conduct the activity on public conservation land.
- Your creditworthiness will help determine whether DOC should extend credit to you and set up a DOC customer accounts receivable credit account for cost recovery. To make this assessment DOC will supply your information to a credit checking agency.

#### Note:

- Personal information will be managed by DOC confidentially. For further information check [DOC's privacy and security statements](#)<sup>5</sup>.
- Information collected by DOC will be supplied to a debt collection agency in the event of non-payment of payable fees.

### What fees will I pay?

You may be required to pay a **processing fee** for this application regardless of whether your application is granted or not. You may request an estimate of the processing fees for your application. If you request an estimate, DOC may require you to pay the reasonable costs of the estimate prior to it being prepared. DOC will not process your application until the estimate has been provided to you. In addition, if you are granted a guiding concession on public conservation land you may be required to pay annual **activity and management fees**. These fees are listed on the [DOC webpage for the activity you are applying](#)<sup>6</sup> for.

DOC will invoice your processing fees after your application has been considered. If your application is large or complex, DOC may undertake billing at intervals periodically during processing until a decision is made. If you withdraw your application DOC will invoice you for the costs incurred up to the point of your withdrawal.

---

<sup>2</sup> [www.doc.govt.nz/footer-links/contact-us/office-by-name/](http://www.doc.govt.nz/footer-links/contact-us/office-by-name/)

<sup>3</sup> <http://maps.doc.govt.nz/mapviewer/index.html?viewer=docmaps>

<sup>4</sup> <https://www.doc.govt.nz/get-involved/apply-for-permits/contacts>

<sup>5</sup> <https://www.doc.govt.nz/footer-links/privacy-and-security/>

<sup>6</sup> <https://www.doc.govt.nz/get-involved/apply-for-permits/apply-for-a-permit/>

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

### **Will my application be publicly notified?**

Your application will be publicly notified if:

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

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

### **What does DOC require if my application is approved?**

If your application is approved DOC requires:

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

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

---

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

## A. Applicant details

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

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

②	Applicant name (full name of registered company, trust, incorporated society or other)			Rangitoto Island Historic Conservation Trust (RIHCT)
	Trading name (if different from applicant name)			
	NZBN if applicable (to apply go to: <a href="https://www.nzbn.govt.nz">https://www.nzbn.govt.nz</a> )		Company, trust or incorporated society registration number	859370 – “Incorporated Charitable Trust” Charities Commission registered CC28141
	Registered office of company or incorporated society (if applicable)			43A James Evans Drive, Northcote, Auckland, 0627
	Company phone		Company website	<a href="http://www.rangitoto.org">www.rangitoto.org</a>
	Contact person and role			. RIHCT Trust Chair
	Phone		Mobile phone	
	Email			<a href="mailto:hello@rangitoto.org">hello@rangitoto.org</a>
	Postal address	43A James Evans Drive, Northcote, Auckland	Postcode	0627

## B. Pre-application meeting

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

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

- If yes record the:

Date of DOC pre-application meeting	14 September 2022 – By phone
Name of DOC staff member	Laura Chartres
Name of person who had the pre-application meeting with DOC	

## C. Activity applied for

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

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

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

- [Aircraft activities](#)<sup>8</sup>
- [Easements](#)<sup>9</sup>
- [Land based guiding](#)<sup>10</sup>

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

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

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

---

## D. Are you applying for anything else?

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

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

- If yes, state which application forms:

---

## E. Background experience of applicant

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

### RIHCTs Mission Statement

"To conserve and interpret the historic Bach Communities on Rangitoto Island for the benefit of all New Zealanders."

The Rangitoto Island Historic Conservation Trust (RIHCT) was formed in 1997 in response to the impending demolition of a significant number of heritage baches on the island. The Trust advocated for the Rangitoto Bach settlements to be recognised as irreplaceable artefacts of New Zealand's architectural and social history.

Today, the Trust works to retain the original character of the baches and makes them available for members of the public to experience. They work alongside the Department of Conservation and Iwi, to restore, preserve and maintain the Bach communities, manage a museum and provide interpretational material. They also archive information about the Bach settlements and the communities that built them.

### RIHCT Milestones and Achievements to date:

- Trust formed in July 1997.
- Signed a Memorandum of Understanding with the Department of Conservation in August 1999.
- Received Trust of the Year Award from the New Zealand Trustees Association for 2000.
- Professional documentation of the Bach Communities and development of a research archive, including over 50 oral histories and 300 photographs stored in perpetuity at Auckland Council Libraries. Supported by grants from the Lottery Grants Board.
- Public display of research material, articles, books and memorabilia celebrating the Bach Communities at Huia Lodge in May 2001 (Extended viewing due to public interest).
- Restoration of a Bach 38 at Rangitoto Wharf by the Trust using Trust volunteers and donated materials
- Restoration of Bach 114 at Islington Bay
- Restoration and ongoing maintenance of Bach 78 at Islington Bay
- Recipient of Highly Commended Award from the Asia Pacific Cultural Heritage section of UNESCO for the work on Bach 38
- December 2017 – Successfully trialled the use of 2 heritage baches for overnight occupation on Rangitoto Island.
- Publicly notified and applied for the "overnight Rangitoto" concession - June 2018

- On 2 November 2020 the Overnight Rangitoto concession (62350-ACC) was issued
- In 2019 – the trust restored and rented out Bach 52 with support from Heritage NZ and Salmond Reed architects
- A Concession to replace the 1999 memorandum of understanding was requested by DOC in 2021 – The Public notification for this started on 8 July and closed on 5 August 2022.
- 2021/22 received and used Auckland Council heritage funding for the restoration of the generator Tower at Bach 114
- In 2023 a renewed concession for the use of Bach 38 as a museum and visitors centres was granted by DOC (93080-OTH) for five years. Effective from 1 February 2023

## F. Attachments

Attachments should *only* be used if there is:

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

Label each document clearly and complete the table below.

Section of the application form	Document title	Document format	Description of attachment
<u>Correct example</u> ✓ D	<i>Locations</i>	<i>PDF</i>	<i>Trust Deed.</i>
<u>A</u>	<i>1A-F RIHCT_certificate of incorporation</i>	<i>PDF</i>	<i>RIHCT_certificate of incorporation</i>
<u>A</u>	<i>1A-F Testimonials x 4</i>	<i>PDF</i>	<i>2022 Testimonials</i>

## G. Checklist

Application checklist	Tick
I have completed all sections of this applicant information form relevant to my application and understand that the form will be returned to me if it is incomplete.	<input type="checkbox"/>
I certify that the information provided in this applicant information form, and any attached additional forms is, to the best of my knowledge, true and correct.	<input type="checkbox"/>
I have completed the <b>activity application form</b> . Form 3b – Private/commercial facility/structures	<input type="checkbox"/>
I have appropriately labelled all attachments and completed section <b>F Attachments</b> .	<input type="checkbox"/>

I will email [permissions@doc.govt.nz](mailto:permissions@doc.govt.nz) my:

- Completed applicant information form
- Completed activity application form/s
- Any other attachments.



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

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

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

Terms and conditions	Tick		
I/We agree that the Department of Conservation can provide my/our details to the Department's Credit Checking Agency to enable it to conduct a full credit check.	<input checked="" type="checkbox"/>		
I/We agree that any change which affects the trading address, legal entity, structure of management or control of the applicant's company (as detailed in this application) will be notified in writing to the Department of Conservation within 7 days of that change becoming effective.	<input checked="" type="checkbox"/>		
I/We agree to notify the Department of Conservation of any disputed charges within 14 days of the date of the invoice.	<input checked="" type="checkbox"/>		
I/We agree to fully pay the Department of Conservation for any invoice received on or before the due date.	<input checked="" type="checkbox"/>		
I/We agree to pay all costs incurred (including interest, legal costs and debt recovery fees) to recover any money owing on this account.	<input checked="" type="checkbox"/>		
I/We agree that the credit account provided by the Department of Conservation may be withdrawn by the Department of Conservation, if any terms and conditions (as above) of the credit account are not met.	<input checked="" type="checkbox"/>		
I/We agree that the Department of Conservation can provide my details to the Department's Debt Collection Agency in the event of non-payment of payable fees.	<input checked="" type="checkbox"/>		
Typed applicant name/s	<input type="text"/>	Date	30/01/2023

For Departmental use



<b>Credit check completed</b>			
<b>Comments:</b>			
<b>Signed</b>		<b>Name</b>	
<b>Approved (Tier 4 manager or above)</b>		<b>Name</b>	



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](mailto: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.

### Name and status of the public conservation land: Rangitoto Island Scenic Reserve

Asset or feature	Location of asset	Intended use of building	Intention to make changes?
Bach site 78 outhouses & Boat Shed	E1769041 N5928011	Booked accommodation	Nil
Bach site 103	E1769192 N5928398	Booked accommodation and Bach manager accommodation for maximum of 292 days per year	Restoration underway as per heritage architects' recommendations. Exterior painting and finishing touches required.
Bach site 114 & Outhouses	E1769041 N5928154	Booked accommodation	Nil
Bach site 52 & outhouses	E1766099 N5925056	Booked accommodation	Nil
Other heritage Baches which may become available over time	Rangitoto Island Scene Reserve	Booked accommodation	Restoration as specified by Heritage architect and as approved by Heritage NZ

*Please refer to attached maps 3b:A*

### The trusts' charitable purpose

To conserve and interpret the historic Bach Communities on Rangitoto Island for the benefit of all New Zealanders. The Trust works to retain the original character of the baches and makes them available for the public to experience. We have worked alongside the Department of Conservation and Iwi, to provide this unique opportunity to all New Zealanders.

The Trusts aspirations are to restore, market and manage the baches for public to use on Rangitoto Island and to raise funds before the purpose of reinvestment into the Islands historic Bach communities.

### Concession Description

RIHCT will engage the services of a Bach manager/onsite host who will manage overnight accommodation in historic buildings on Rangitoto Island. The Overnight Rangitoto concession will have two main focuses:

1. **Overnight Accommodation** To promote and market up to four specific baches for use as historic overnight accommodation by members of the general public

2. **Onsite Maintenance & Restoration** – Monitor and maintain the heritage fabric of the buildings to ensure longevity of the assets.

The Bach managers will operate on behalf of RIHCT whose mission is “to conserve and interpret the historic Bach Communities on Rangitoto Island for the benefit of all New Zealanders.”

Bach 103, the Flounder Inn, at Gardeners Gap will be restored for overnight use while providing temporary accommodation of 292 days per year for the onsite managers. The onsite managers will endeavour to induct visitors into Island life by meeting and greeting the guests with a verbal overview of the Island and Bach history

**Why RIHCT should be awarded this concession**

The trust has a track record of over 20 years of service to Rangitoto Island and the conservation of the Bach communities. The Trusts intention is to continue to reinvest in the restoration and ongoing maintenance of Rangitoto Island. This will be done by purchasing construction materials for Bach restoration and by providing volunteer labour to assist with routine maintenance tasks. This will enable overnight opportunities for members of the public and return life and vibrancy to heritage fabric on Island.

---

**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

NA

RIHCT do not intend to build, extend, or add to any heritage structures.

---

**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:

NA

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, i.e., 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.

### **Exclusive possession is necessary to protect public safety.**

Overnight guests will get a personalised welcome and induction to the Bach including prior to arrival information on the bio-security requirements of the island. The onsite Bach managers will warn visitors of various health and safety issues. If these historic baches were open to all members of the public there would be concerns around:

- The consumption of untreated drinking water
- Safe use of LPG
- Electrocutation
- Fire & potential loss of historically significant assets
- Vandalism of crown managed baches
- Theft or damage to period correct furnishings• Greater likelihood of baches exceeding human capacity allowances and consequential overuse of infrastructure

### **Exclusive possession is necessary to protect physical security of the heritage asset.**

The three Bach communities on Rangitoto Island are registered as Historic Areas by the Heritage New Zealand Pouhere Taonga. The Bookabach process that RIHCT uses to manage sole use of these facilities ensures that overnight visitors are aware of the building's heritage values. Our guest details are recorded and each visitor takes ownership/responsibility for the building while they are on site.

### **Exclusive possession is necessary for the competent operation of the activity.**

The overnight Bach booking opportunity on Rangitoto will allow sole use of historically significant assets by general members of the public. This exclusive occupation of historic baches will allow visitors the opportunity to step back in time to reminisce about life on Rangitoto in the 1930/50s.

This overnight activity is a form of interactive interpretation which would not be possible if the buildings were left open for all to access

---

## E. Technical Specifications (for telecommunications sites only)

Frequencies on which the equipment is to operate

Power to be used (transmitter output)

Polarisation of the signal

Type of antennae

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

Heaviest period of use

---

## F. Term

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

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

The Rangitoto Island Historic Conservation Trust would like to apply to a term of 5 years starting on the 1<sup>st</sup> of November 2023 with a right of renewal following on from the 31<sup>st</sup> of October 2028.

This time frame has been proposed to align with the wishes of Ngai Tai Ki Tamaki. Five years was proposed by [REDACTED] on the 8 September 2022 at a meeting which included Emma Kearny (Acting Ops Manager) and [REDACTED]

---

## 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
<p><b>Overnight Rangitoto sites</b></p> <p><b>Bach 78 &amp; Boat Shed</b> E1769041 N5928011</p> <p><b>Bach 103 and outhouses</b> E1769192 N5928398</p> <p><b>Bach 114 and outhouses</b> E1769041 N 5928154</p> <p><b>Bach 52 Boatshed &amp; outhouses</b> E1766099 N 5925056</p>	<p>These 4 baches are historically significant:</p> <p>In 1997 The three Bach communities were registered as Historic Areas by New Zealand Historic Places Trust.</p> <p>Because other Bach communities, which were prevalent throughout the country, have virtually disappeared, the Rangitoto Bach settlements are irreplaceable artefacts of New Zealand's architectural, and social history and therefore are important beyond their locality.</p>	<p>Adverse: Overnight visitors may accidentally damage the historic sites or displayed objects.</p> <p>Positive: Earnings from bookings are reinvested into the restoration and conservation of the Bach communities for the benefit of all New Zealanders." The activity allows the restoration of these listed heritage DOC assets at a reduced cost to the crown.</p>	<ul style="list-style-type: none"> <li>• RIHCT will provide guests and staff with knowledge to avoid impacting on historic conservation values.</li> <li>• RIHCT will continue to reinvest in Bach maintenance and restoration with input from the Department of Conservation.</li> <li>• <b>Research and Interpretation:</b> Collect, archive and make accessible to the public, oral histories, photographs, written documents, artefacts and other relevant materials which contribute to the historical record of the Bach's and the Bach Communities.</li> <li>• <b>Membership:</b> Promote general membership and participation in the Trusts activities.</li> </ul>

<p>Overnight Bach facilities as listed above</p>	<p><b>Transport and Access.</b> Access to Bach sites, either by foot, road or by services will utilise existing DOC assets including:</p> <p>Walking and tramping tracks</p> <ul style="list-style-type: none"> <li>• Rangitoto Coastal Track</li> <li>• Islington Bay Track</li> <li>• Trotters Track</li> <li>• Rangitoto Road (Rangitoto wharf to Islington Bay)</li> <li>• Islington Bay Wharf</li> <li>• Rangitoto Wharf</li> </ul>	<p>Positive: Increase recreational opportunities by encouraging more people to experience conservation – i.e., total immersion in natural environment and historic heritage.</p> <p>Increases awareness of recreational opportunities</p> <p>Increases use of commercial ferry &amp; water taxi operators</p> <p>Adverse: Increase use of listed tracks or wharves may speed up deterioration of the asset and have an adverse effect</p>	<p>Remedy:</p> <ul style="list-style-type: none"> <li>• Bach managers will (when requested) assist DOCs inspector to carry out annual &amp; biannual asset inspections of assets that may be affected.</li> <li>• RIHCT may offer volunteer labour were necessary to help rectify any deterioration of fixed assets.</li> </ul>
<p><b>Effluent &amp; Waste Disposal at Overnight Rangitoto sites as listed above</b></p>	<p><b>Effluent/Waste Disposal at</b> Booked Bach surrounds, rugged lava and coastal areas are valued by boaties and visitors for fishing and swimming recreational opportunities</p>	<p>Adverse: Increasing the numbers of visitors to the baches increases the amount of human effluent and potential contamination of a site.</p> <p>Rubbish or debris may be left behind by guests.</p>	<p>RIHCT will enforce a pack in pack out policy – and dispose of any remaining rubbish using the Department Inner Island service run or alternative barge service.</p> <p>On arrival at Bach guests get a welcome induction which outlines toilet operation. Guests are shown where the nearest public toilet is on the Reserve, so they have an alternative loo to use in the event of a breakdown in the Bach toilet system.</p> <p>The Trust have installed a cassette style toilet at Bach site 78. The 17L toilet cassette collects and contains all toilet waste. The tank gets checked daily and emptied into existing septic tank systems on the Island. The Thetford Aqua Kem green chemical used in the waste holding tank is an environmentally conscious fluid which</p>



			<p>is septic tank safe.</p> <p>Alternative option          Baches which are within 100m of the road may have a fully contained sewerage holding tank such as the Norski wilderness loo. Examples of these are located at Bach 52 and 114. This style of toilet will be emptied biannually (or as required) by Burnetts septic sucker truck. All waste from the tanks would get removed from the island and disposed of on the mainland.</p>
<p>Pest free Rangitoto and Motutapu Islands</p>	<p>Rangitoto/Motutapu were declared pest-free in 2011. The pest free status is highly valued for its positive impact on biodiversity and recreational activities.</p> <p>Endangered birds - shore plover, saddleback and whitehead, takahē and kiwi thrive on the islands.</p> <p>Native Lizards - Copper and Suter's skinks, The Moko skink, common gecko and Pacific gecko exist on Rangitoto without the threat of rats and stoats.</p>	<p>Adverse:          The opportunity to stay overnight on Rangitoto may increase existing threats to indigenous ecosystems by accidentally bringing pests and weed species to the island.</p>	<p>RICHT will promote awareness of the special environment, flora, fauna, and geology of the Island and liaise with like-minded groups.</p> <p>The Bookabach booking requires all visitors to use the DOC biosecurity checklist before coming to the island. This ensures a clean boot policy is in place and educates clients on the importance of threats to conservation in NZ.</p> <p>Monitor:          The Bach Managers will monitor DOC 200 and victor mouse traps at each Bach site.</p> <p>Tracking tunnels will be used to detect rodents (mice/rats etc) at all Booked Bach sites. These will be monitored on a routine basis by trained DOC staff. The Trust will help where possible to monitor any infestation or to control pests or weeds if necessary.</p> <p>If required, a volunteer botanist can assess the Bach surrounds on an annual basis to identify any new weeds that may have been brought in by overnight guests.</p>

<p><b>Vegetation clearance</b> Bach access tracks and surrounds will need regular vegetation clearance to maintain the facilities i.e., toilet access, patio, structure edges, view shafts.</p>	<p>Vegetation which surrounds the heritage assets include - 200 species of moss, plants and trees including the largest Pohutukawa forest in the world.</p>	<p>Adverse: Vegetation clearance, to maintain access-ways and views open, may damage indigenous biodiversity.</p> <p>Positive: Vegetation clearance around heritage buildings will prolong the life of the asset and reduce workload of DOCs Island rangers or contractors.</p>	<ul style="list-style-type: none"> <li>• RIHCT will seek out information relating to threatened and endangered plant species which may exist near Bach sites.</li> <li>• Vegetation trimming will only occur where necessary to maintain existing walkways and views.</li> <li>• Any significant vegetation clearance would be discussed and approved in writing by DOC prior to any works commencing.</li> <li>• During the welcome induction Bach visitors will be asked to keep to the formed tracks and patio area. They will also be told that collecting vegetation is not permitted.</li> <li>• A Volunteer botanist can access and photograph vegetation surrounding the Bach sites on an annual basis if required. Effort could be put into identifying the location and health of threatened or rare plants.</li> </ul>
<p><b>Recreation/ enjoyment for all visitors at Bach communities</b></p>	<p><b>Recreation/ enjoyment of Bach communities</b></p> <p>The caretakers of other Baches on Rangitoto value sole occupation of their classic holiday homes.</p>	<p>Positive;</p> <p>This application will open up historic assets which were otherwise closed to public access.</p> <p>Limiting the number of people to each Bach via the booking system will reduce overcrowding.</p>	<ul style="list-style-type: none"> <li>• RIHCT will promote and educate visitors on the overnight facilities available and warn of the risk of island fire. No open flames including candles and charcoal burners will be enforced.</li> <li>• RIHCT will continue to maintain the heritage assets and ensure that guests respect island visitors and leased baches by keeping noise levels to a minimum.</li> </ul>

The proposal is in keeping with the areas existing recreation opportunities and historic setting.

Negative as noted by RIBCA 2017:

-the danger of fire is ever-present on Rangitoto and could affect not only the rented Bach but also neighbouring baches (which are uninsurable) as well as the island's vegetation. The absence of a fire brigade and readily accessible pressurised water heightens this risk. The risk comes from bonfires, candles, fireworks and solid fuel BBQs.

-loud music and noisy parties

-Bach renters should respect the rights of the occupiers of the baches under family guardianship.

- RIHCTs Bach managers will ensure the overnight party size is limited to a maximum number of people – the max number of occupants will be set by the total number of beds present in the Bach. This will be consistent with the recreational setting, and historic use of the facility.
- RIHCT will make the baches available for use by other concessionaires or stakeholders when requested.
- 'RIHCT reserves the right to offer discounted accommodation to descendants of family members of Bach owners and to those who partake in community work on the island for the trust.'

## I. Other - Attachment 3a:l.

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

Consultation overview.

RIHCTs representative – [REDACTED] met with [REDACTED] from Ngai Tai on the 8 September 2022 to discuss the Trusts desire to reapply for the concession to manage four baches as overnight accommodation on Rangitoto. Various aspects of the Trusts restoration and Bach management endeavours were discussed. In brief, [REDACTED] was happy to support RIHCTs 5-year “Overnight Rangitoto” application (November 2023 to November 2028) to rent out Baches 52, 78, 103 and 114 as overnight holiday accommodation.

RIHCT sort engagement and feedback form iwi and various other island stakeholders. Copies of the correspondence can be found attached.

RIHCT currently has one vehicle, a Holden Colorado Ute, on the island. The trust hopes that permission to use this vehicle will be extended If this application is approved.

Processing fee waiver

RIHCT is a community group and not-for-profit organisation who would like to apply for a processing fee waiver

### Attachment List

Section of the application form	Document title	Document format	Description of attachment
<i>A</i>	<i>3B-A site plan - 114,103,78,52</i>	<i>PDF</i>	<i>Bach location plans</i>
<i>H</i>	<i>3A-I RIHCT consultation email</i>	<i>PDF</i>	<i>Copy of RIHCTs email wishing to consult with stakeholders and seek feedback on the proposed overnight concession application</i>
<i>H</i>	<i>3A-I Auckland Sea Kayaks Letter in support</i>	<i>PDF</i>	<i>Stakeholder feedback in support of application</i>
<i>H</i>	<i>3A-I Ngatipaoa receipt of email</i>	<i>PDF</i>	<i>Acknowledgment of communications</i>
<i>H</i>	<i>3A-I RIBCA support</i>	<i>PDF</i>	<i>Email in support of RIHCT</i>
<i>H</i>	<i>3A-I Ross Hamilton consultation email</i>	<i>PDF</i>	<i>Email in support of overnight opportunity</i>
<i>H</i>	<i>3A-I SC 221207 Letter of Support from MOET</i>	<i>PDF</i>	<i>Letter of support</i>

# Site Plans and Photos

Bach 78, 103, 114





