



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.

A: House built in 1992 to accommodate the Manager/Overseer of the Wentworth Valley Campground, along with his/her family – no changes to the building are intended.

This building also contains the office where visitors to the campground are welcomed and can register and pay for their stay, seek information regarding accommodation and activities, obtain assistance if required, and purchase basic items.

B: The garage is onsite to safely and securely house the tools and equipment used to maintain the campground, entry road and driveway, the Wentworth Valley Picnic area, and the house surroundings. This building is where the water pump and filtration system is situated -no changes to the building are intended.

C: Building constructed for office/storage/activities space outside of main home building and Council/Department of Conservation approved in 2009 – no changes to the building are intended.

D: Portacom to accommodate summer staff required over peak periods. This structure is compliant with Thames Coromandel District Council as a Consent Exempt building – no changes to the building are intended.

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

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:

Land size 3.0950ha
House 140sq metres
Single bay garage
Storage/support building 60sq metres
Portacom 15sq metres

Is this necessary for safety or security purposes? **NO**
Is this necessary as an integral part of the activity? **NO**
Is this essential to carrying on the activity? **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.

Although no is answered for the 3 questions above, please note that these are answered in direct relation to the Size of the buildings to the size of the land.
The accessibility of these buildings is an effective asset in managing and maintaining a safe, clean, trouble free environment effortlessly.

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**
(*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? **NO**
Is exclusive possession necessary to protect physical security of the activity? **NO**
Is exclusive possession necessary for the competent operation of the activity? **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.

Although the response to the above 3 questions is technically No, it is not practical to share this space, being the area immediately around the home/garage/storage areas particularly, for the safety and security of everything and everyone.

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.

10 Years please.

This term is sought in support of the application for the same term of the Wentworth Valley Campground Concession. At the pre-application meeting with Karen Ismay, we discussed my passion for my job as Campground Manager and my love of where my kids and I call home.

The challenges of the world over the last couple of years has no doubt affected everybody in many ways and for me it has cemented how very blessed my family and I have been to call the Wentworth home for the past 15 years and the job of managing the campground for me has changed significantly in that time. Firstly, because when we first came here the demands of the campground were quite limited and it was a perfect lifestyle job as it was only busy for three weeks over the summer, still being that hidden little gem. And then finding myself as a single mum, solely supporting my young family whilst juggling a growing business and the fears of doing that alone. It hasn't been an easy road and I'm sad to admit that I didn't always enjoy it. It was hard work, and I was anxious that I couldn't do it by myself along with keeping the family on the right path. But then I found my groove and was suddenly awakened to the amazingness of what I do and where we are. So, when covid hit, I was inspired to reflect on what is important to me. And that is my kids, my job, the campground, the bush and the birds and the people I meet through my job. And of course, my friends and family.

Should I be fortunate in being granted the concession to operate the campground once again, I assure the Department that my enthusiasm for delivering a service to assist in a wonderful and memorable stay for visitors to a Doc Campground will be my priority. Experience shows me that this promotes returning customers, referred new business and increased awareness by visitors of the benefits of being in The Great Outdoors followed by a preserved revenue. I want my life and my job to always be at The Wentworth and I welcome any resources or education that Doc feels will enhance our partnership. In the fifteen years I have lived here I never tire of opening my office doors to welcome the public to this piece of paradise.

Although "opening the office doors to welcome the public" for the Summer of 21/22 was an oxymoron because of the difficulties surrounding Covid. So, to keep the customers and staff a little safer and more relaxed in a busy environment, we moved our office outside. Apart from a few hiccups in the weather, it was a fabulous option, and we may never operate indoors again.

In the role of Campground Management in a busy holiday location, it is practical to be on site to oversee the everyday conduct within the grounds and surroundings that are frequented by the public, whether it is to visit the area for a day trip or accommodate in the campground overnight or longer.

Living comfortably on site allows fluidity between the job and home life of which creates harmony for all involved. Being on hand to assist with the needs of the customers/business when they arise whilst maintaining a supportive/available presence in the home with one's family is a balance that is rarely enjoyed in other industries. My personal experience of living on site and managing the campground has been that this equity between career/personal life has helped to achieve success in both integral areas. It allows me the opportunity to set a strong foundation for my kids to grow their lives by being on hand for them of which in turn has given me great freedom to commit to my job and meet my own expectations regarding the visitors of which is 'leaving the Wentworth with having had a thoroughly enjoyable experience". This couldn't have been accomplished as competently if I was not living on site.

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?

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
Buildings as described in "A" Description of activity	Being surrounded by native bush and animals	Already constructed therefore no effect on surroundings	My family and I take great care not to interfere, modify or disturb any natural features within the environment of which surrounds our home.
		The introduction of animals or non-native flora to our home can have forever damaging effects on our surrounding native bushland and forest.	We are very careful to contain any domestic gardens. Generally, this is the vege patch and is well maintained and monitored along with some potted plants.

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.

Please refer to further info in application 7A