Department of Conservation
Te Papa Atawhai

Concession Application Form 7a - Other

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 Department of Conservation Office closest to where the activity is proposed. 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.

OBHL, who runs and owns the bar & cafe at Otehei Bay is required by NRC to upgrade it's current septic system facility to meet current and future clean water standards and best practice treatment systems. The current system has been in operation for a number of years including the current dispersement field on the NE face of the lease license area. The work on the treatment system is relatively minor with the addition of 1 x 25000 litre tank, to be placed in the same area as currently being used, including upgrading the electrical switchboard plus the repurposing of existing tanks

A new dispersement field is required which will have the final treated effluent pumped to the top of the hill facing east and directly above the current dispersal field (see attached maps). The area required is 3000m2 with an additional 3000m2 to allow for future proofing the system. This has already been discussed with department staff via meetings on site and email correspondence.

By operating the bar & café we will be providing the necessary facilities, including toilets facilities, for the many visitors to Otehei Bay, Urupukapuka Island, over the peak summer season plus the quieter times of winter. Given that Urupukapuka Island is within the Bay of Islands and a gateway under the departments Destination Management Framework, the operation of the café will significantly improve the quality of the experience for those visitors to Otehei Bay

The operation includes the running of the bar & café, hosting educational events including school groups, providing a visitor centre and kayak hire, plus limited staff accommodation.

Site Description – The area under application is part of Urpukapuka Island Recreation Reserve. The café itself is located at Otehei Bay. The application site is relatively flat with the immediate area surrounding the resort predominantly regenerating native bush. The resort site is an area of maintained grass lawn which has a number of individual trees dotted around the existing resort buildings. The topography around the application site is hilly, with the ridgeline and hills extending up from Otehei Bay which is where the dispersement field is to be placed.

In 2012, OBHL applied for a long term concession to run the resort simiiarly to how the resort has been run for many years through private leasehold arrangement. The parent company of OBHL – Explore Limited, currently provides ferry services to the island via the Otehei Bay wharf. During the peak summer season, the ferry trips increase significantly, increasing the opportunity for people to visit Urupukapuka Island and enjoy DOC's network of walking tracks and campsites. Having toilets and refreshments available at the cafe at Otehei Bay significantly improves the overall visitor experience. There are no other toilet facilities at Otehei Bay.

This application is for the permission to use current DOC land for the placement of the dispersal field/drip line. It will be of a size that would allow for additional public toilets that may be added into the system in the future. Talks have already been underway with department staff for the building of an additional toilet block for public use at some stage in the future

B. Term

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

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

To run concurrently with the current lease that OBHL holds

C. Environmental Impact Assessment

This section is one of the most important factors that will determine the Department's decision on the application. Please answer in detail.

In column 1 please list all the locations of your proposal. 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:C.

Refer to Steps 1 and 2 in your Guide to Environmental Impact Assessment to help you fill in this section.

Location on public conservation land	**Special feature or value**	**Potential effects of your activity on the feature or value (positive or adverse)**	**Methods to remedy, mitigate or avoid any adverse effects identified**
EG: Tararua Forest Park	*Northern Rata – threatened species*	*Damage to the plant during activity*	*Brief staff of the location and importance of the species; clearly tape off areas with the species to avoid damage*
Otehei Bay Café & Bar	Functioning Cafe	Maintenance of the facility to meet visitor expectations and health and safety requirements - positive	Only minor maintenance works will be undertaken with no significant structural changes. No known archaeological or environmental values will be affected.
	Toilet facilities	Maintenance of facilities so that they are clean and available for use by visitors to the island. Wastewater system maintained to cater for increased visitor peak loadings Positive	Only minor maintenance works will be undertaken with no significant structural changes. No known archaeological or environmental values will be affected. Major works will need to be carried out on the wastewater system – no adverse effects are anticipated from the system maintenance. The wastewater system will be pumped out daily via normal practice and additional sludge disposed of off the island after the summer season
	Hosting schools	Raising educational awareness - positive	Safety plans and bio security will be closely adhered to at all times.

	Pest free island status	Possible accidental introduction of unwanted organism	Biosecurity plan for Otehei Bay will be closely adhered to

D. Other

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

DOC/OBHL Business Partnership – OBHL and the department currently have a business partnership in the form of a Memorandum of Understanding to provide positive conservation, biosecuurity, and recreation outcomes for Urupukapuka Island. In order for this partnership to be succesful the café and toilet facilities must be of a consented standard and are available for public use.

Visitors – Most of the visitors to Urupukapuka Island arrive at Otehei Bay. OBHL are able to provide and offer visitors refreshements, toilets and information that will enhance the visitor experience.

Biosecurity – OBHL is committed to Project Island Song and ensuring biosecurity controls are followed and to prevent reinvasion of rodents and the introduction of unwanted pests. To this effect, OBHL has a biosecurity plan for it's operation at Otehei Bay (*Plan attached)

Relationships – OBHL through it's parent company Explore Group Limited, have developed positive working relationships with DOC, Project Isand Song and local hapu at Rawhiti. To this effect MOU's have been developed with the hapu and Explore Group have provided employment for a number of local people from Rawhiti and will seek their continued involvement.