Department of Conservation
Te Papa Atawhai

Concession Application Form 4a – Guiding/Tourism/Recreation: Walking, Hiking, Tramping, Hunting, Fishing, Horses, 4WD Activities etc

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 involves landbased guiding of clients on public conservation land. Examples may include hiking, walking, hunting, fishing, horse treks, or 4WD activities. 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.

- If your application involves transportation on public conservation land eg kayaking, boat transfers, aircraft landings, please also fill in Form 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.

Please complete this application form, attach either Form 1a or Form 1b (as appropriate) and any other applicable forms and information and send to Department of Conservation Office closest to where the majority of 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. Location(s) and Activity(ies)

List the areas of your operation and attach a map and label Attachment 4a:A. If you are unable to identify the areas or you do not know them, please seek the assistance of Departmental staff.

Name of Conservation Area and track	Activity	DOC Facilities (eg huts) or informal campsites	Proposed months/season	Max. Party Size (incl. guides)	Frequency of Use (trips)	Duration of Visit: less than 1 hour; 1 – 4 hours; 4 – 24 hours
<u>Tongariro National Park</u> - Tongariro Alpine Crossing (TAC) *(See page 3 for detailed track and location table)* -	- Guided walking / Hiking.	- Tongariro National Park, and Reserves shelters / toilets - Doc "state" campsites	All year	Our normal practise is 1:10 guide client ratio. Up to 10 guest, and up to 2 guides. Per Trip Winter ratios when there is visible snow on track 1:8 Up to 8 guests, And up to 2 guides. Per Trip	**Initially:** Maximum of 1 group / trips per day for - Tongariro Alpine Crossing Our biggest concern is safety, number of people at a time on the trail, environmental concerns of track. All of this will be taken into account when booking trips.	1-24 hours, and up to 6 days.

Name of area	Name of track facility	Transport Start	Finish
	TONGARIRO NATIONAL PARK . Tongariro Alpine Crossing (TAC)	. Mangatepopo Rd Carpark	. Ketetahi Carpark

Please note

- the tracks can be walked in the reversed - starting & ending location
- If bad weather or in an emergency the starting and finishing point may be the same – if we need to turn a trip back for some reason.

B. 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 4a: B.

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
Tongariro National Park	Ecological - Birds / insects - Fauna / Plants / forest / vegetation / historic Resources and natural features - Volcanic crater lakes and hot springs	Damage to camping / walking (adverse) Increase knowledge of native species, fauna, plant etc.- through guiding interpretation (positive)	- Ensure clients stay on paths - Ensure guides / clients treat the area with care and utmost respect as what can be found here (ecologically) can be unique, rear and fragile - Must not cut down or damage; vegetation, natural feature and historic resources - At campsites - Camp stoves / fires. Must follow fire restrictions and regulations specific to the location. Use permanent fire facilities / plate where provided at location. Ensure these are fully extinguished after use and when leaving site. - No soil, mosses to be intentionally disturbed. - No foreign plants, vegetation, soil and rocks to be brought into reserves - Adhere to "leave no trace" principles at all times (www.leavenotrace.org.nz) …rubbish / camping etc. - If we come across any damage to track, we will report damage to DOC. - Remedy any damage to location as and where it occurs at reasonable cost, if performed by any of our clients or staff. Any damage must be reported to TKA by DOC within 24 hours. If our staff are aware – we will report damage to DOC immediately. - Must not bury: (a) any toilet waste within 50 meters of a water source on

			the land; or (b)any animal or fish or any part thereof within 50 meters of any water body, water source or public road or track
	Culture / (Maori)	Area, spiritual and historical significance (positive)	- Treat these places with consideration and respect, treat these areas as Tapu (sacred or special)
	Other people	Enjoy the natural environment (positive)	- Be considerate to other visitors who also have a right to enjoy the natural environment, and activity they are undertaking - Use formal toilets provided on track. If none close by, where appropriate go inland of any water source or track, but within practical safe limits. Customers will be briefed on toilet location, and will be informed about cultural sensitivity about toileting on the mountain.
	Manaakitanga, Kaitiakitanga and Environmental code	Our trips will educate and will bring a sense of -Manaakitanga (hospitality) that makes our tours special. It is in the heart of everything we do. -Kaitiakitanga (Guardianship). A sense of guardianship or protection of an area and taonga. Everyone on our tour will be kaitiakis or guardians, as we have a responsibility of making sure our environment are treasured, conserved, protected for generations to	

		come. By operating our tours to our Environmental Care Code, with the least environmental impact as possible. (positive)	

C. 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.

5 years

E. Safety Plan

The Department requires that all concessionaires holding long term recreation concessions have a safety plan which has been audited by an external expert. Details of the requirements for safety plans as contained in *Guidelines on the Requirements for Concessionaire Safety Plans* are available on the Department's website.

If your concession application is for a long-term concession and is approved, you will be required to provide a copy of an independent auditor's approval of your safety plan to the Department before you begin the activity.

F. Other

Is there any further information you wish to supply in support of your application? Please attach if necessary and label Attachment 4a: f.

Attachment – 4 (a): A - Map

<u>Tongariro Crossing Map</u>