



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 [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.

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## A. Location(s) and Activity(ies)

List the areas of your operation, please use NZTM GPS coordinates where possible, 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
EG: <i>Matiu/Somes Scientific Reserve: Matiu Circuit Track</i> Denniston Underground Mine Experience E1499790 N5378790 NZGD2000	<i>Guided walk and nature interpretation</i> Guided tour of the Banbury Mine	n/a Site at the Denniston Incline Carpark for an office and tour member changing facility (the site is existing and a portacabin structure was in place with the previous operator). Banbury Mine and railway approach	October - April All year round	6 pax 20	6 trips per week Saturdays and Sundays October – April 3 trips per day April – September On demand	1 – 4 hours 1-4 hours

## 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, 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 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
EG: Matiu/Somes Island Matiu Circuit Track	Endemic geckos, skinks, tuatara	Damage to habitat when walking (adverse) Increase knowledge of native species through guiding interpretation (positive)	Ensure all clients stay on paths
E1499790 N5378790 NZGD2000	Historic site	Damage to paths and walkways due to foot traffic	Walkways and paths are clearly delineated by DOC and instruction and supervision will be provided by our guides, advising people to remain on paths.
Denniston Carpark		Theft of historic relics	Instruction and supervision will be provided on the protected status of the historic place and artefacts.
		Damage to historic relics	Information and instruction will be provided to tour members on the legal protected status of the site and the consequences of theft/wilful damage. Clients will be in supervised groups while on the tours.
		Damage to interpretation boards and information	Our physical presence throughout high visitor season is likely to reduce the risk of wilful damage and vandalism to the site in general.
		Reduction in the risk of damage to the site	

E1499790 N5378790  
NZGD2000  
Banbury Mine and approaches

Historic site

Damage to paths and  
walkways due to foot traffic

Walkways and paths are clearly delineated and instruction and supervision will be provided to tour members including walking in the centre of the rail line to reduce subsidence of ballast.

Theft and damage of historic  
relics

Tour groups will be escorted at all times on the walk to the mine portal and within the mine.

Tour members will be given information, instruction and mine induction, including safety information and instruction on not touching any structures or equipment.

Information and instruction will be provided to tour members on the legal protected status of the site and the consequences of theft/wilful damage



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## C. 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

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## 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 4a: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.

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## E. Safety Plan

The Department requires that all concessionaires holding concessions for recreation or tourism activities have a safety plan which has been audited by an external expert.

If your activity is covered by the Health and Safety in Employment (Adventure Activity) Regulations 2011 proof of that audit is sufficient. If your activity is **not** covered by the Adventure Activity Regulations, please read the *Guidelines on the Requirements for Concessionaire Safety Plans* on the Department's website. If you are unsure please go to the WorkSafe website and read their [guidance](#).

If your concession application 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.

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## 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.

Geotech Ltd is working closely with the previous concession holder in preparation and anticipation of taking over the Denniston Experience.

Geotech Ltd is a Telarc accredited organisation. We have achieved the following standards:

ISO 9001:2008 Quality Management

GEOTECH are Telarc registered as conforming to ISO 9001:2008. Our application to be Telarc registered was approved on 12 May 2015. The scope of our registration is:

*Contract services for demolition, drilling and blasting, rock fall mitigation and stabilisation, earthworks, transport, tunneling, ground and slope stabilisation, mining and quarrying, and site remediation from Westport and project sites.*

#### **AS/NZS 4801:2001 Health and Safety**

GEOTECH are Telarc registered as conforming to AS/NZS 4801:2001. Our application to be Telarc registered was approved on 11 May 2018. The scope of registration is:

*Contract services for demolition, drilling and blasting, rock fall mitigation and stabilisation, earthworks, transport, tunneling, ground and slope stabilisation, mining and quarrying, and site remediation from Westport and project sites.*

#### **ISO 14001:2015 Environmental Management**

GEOTECH are Telarc registered as conforming to ISO14001:2014. Our application to be Telarc registered was approved on 11 May 2018. The scope of registration is:

*Contract services for demolition, drilling and blasting, rock fall mitigation and stabilisation, earthworks, transport, tunneling, ground and slope stabilisation, mining and quarrying, and site remediation from Westport and project sites.*





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)

Geotech Limited

**Legal Status of applicant (tick)**

Individual

**Registered Company**

X

Trust

**Incorporated Society**

**Other (please specify full details)**

Please supply the company, trust or incorporated society registration number: **1045663**

If an individual please supply your date of birth (this is a unique identifier for you):

**Trading Name**  
(if different from Applicant name)

c/o Marshall Heaphy

**Postal Address**

PO Box 193

Greymouth

7805

**Street Address (if different from Postal Address)**

State Highway 6

Charleston

**Registered Office of Company or Incorporated Society (if applicable)**

Marshall Heaphy

64 High St

Greymouth

7805

**Phone** 03 2808603

**Website** Geotech.net.nz

**Contact Person and role** Robyn Abbey – Quality Manager

**Phone** 03 280 8603

**Cell Phone** 021 246 3804

**Email** [robyn.abbey@geotech.net.nz](mailto:robyn.abbey@geotech.net.nz)

**Contact Person and role** Ant Black – Managing Director

**Phone** 03 280 8603

**Cell Phone** 021565 972

**Email** [ant.black@geotech.net.nz](mailto:ant.black@geotech.net.nz)

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## 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	

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## 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.

Geotech Ltd wish to apply for a concession to operate the Denniston Experience Underground Mine, based at the Banbury mine, on the Denniston Plateau.

Geotech Ltd is a privately owned, West Coast based company. The business has developed from a solid base of mining, utilising specialised tunnelling and quarrying, mining, earthworks and land stabilisation. Geotech Ltd is Telarc accredited and holds the following certifications:

### ISO 9001:2008 Quality Management

GEOTECH are Telarc registered as conforming to ISO 9001:2008. Our application to be Telarc registered was approved on 12 May 2015. The scope of our registration is:

*Contract services for demolition, drilling and blasting, rock fall mitigation and stabilisation, earthworks, transport, tunneling, ground and slope stabilisation, mining and quarrying, and site remediation from Westport and project sites.*

### AS/NZS 4801:2001 Health and Safety

GEOTECH are Telarc registered as conforming to AS/NZS 4801:2001. Our application to be Telarc registered was approved on 11 May 2018. The scope of registration is:

*Contract services for demolition, drilling and blasting, rock fall mitigation and stabilisation, earthworks, transport, tunneling, ground and slope stabilisation, mining and quarrying, and site remediation from Westport and project sites.*

## **ISO 14001:2015 Environmental Management**

GEOTECH are Telarc registered as conforming to ISO14001:2014. Our application to be Telarc registered was approved on 11 May 2018. The scope of registration is:

*Contract services for demolition, drilling and blasting, rock fall mitigation and stabilisation, earthworks, transport, tunneling, ground and slope stabilisation, mining and quarrying, and site remediation from Westport and project sites.*

Our workforce is made up of skilled operators, experienced managers and technical staff, and we pride ourselves on working alongside clients for the best possible outcomes, developing honest, long-term working relationships with our clients. We have a number of current and former employees with significant underground mining experience who have the technical and practical skills to work safely underground, as well as a wealth of "real world" experience and storytelling, to lend an authentic voice to the underground mining experience.

Ant Black, company owner and Managing Director has worked primarily in conventional geochemistry and geology in the mining industry in Australia, Papua New Guinea and New Zealand. He was introduced to environmental problems associated with mining (such as acid mine drainage, water control and post mining landform development) and developed a keen interest in establishing work practices that improved environmental outcomes. Ant has been involved in a range of projects, including acting as Project Principal for a number of specialised and technically difficult jobs, such as:

- Construction of the Amethyst hydro tunnel
- Tunnel stabilisation works for Department of Conservation historic Banbury Mine site
- Remediation work on Westport water tunnels
- Port Hills rock hazard mitigation
- Underground works at Spring Creek
- Underground works at Terrace Mine, Reefton
- Historic mine fire management and containment at several sites
- Vegetation Direct Transfer (VDT) and post-mining landform development
- Development of water clarification systems and mine water management
- The deconstruction of Mt Augustus (Stockton ridgeline mining project)

### **Qualifications and training**

- Completing SSE (awaiting viva voce examination)
- BSc (Hons) Geology and Geochemistry (Victoria University), 1981
- A-Grade Coal Mine Manager
- A-Grade Quarry Manager
- A-Grade Tunnel Manager
- Shot firer qualifications (AH 1, 2 and 6), licensed to handle, load, carry, store and fire, including at night time
- Unrestricted blast ticket
- Certified gas tester
- First aid

### **Areas of expertise**

Ant is an extremely skilled and experienced manager with a strong focus on health and safety and looking after his staff. Ant brings his formal qualifications, extensive practical experience and knowledge to all projects. His work with protection and mitigation work on, or adjacent to, conservation lands and historic sites has resulted in the development of environmental practices that exceed the standards for many urban environments. Ant leads a company that has a proven track record in New Zealand's most challenging geological and environmental conditions, with experience working with all ground conditions likely to be encountered in New Zealand, from hard rock to water sensitive mudstones.

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.

No

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## 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.

Robert Dickson – Operations Manager, Department of Conservation, Westport

- Phone 03 788 8010

Wayne Merriman – Consultant Project

- Phone 021942266

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## 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.

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## 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.

**Geotech Ltd have comprehensive insurances for Combined Liability (Directors and Company Liability, General Liability, Employment Disputes, Crime, Internet Liability, Criminal Defence legal, Liability Consequential loss, Professional Indemnity), Material Damage, and Motor Vehicle.**

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## 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.

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## 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:     

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)

*AMBLed*

Date

09-11-18

Signature (Witness)

Date

Witness Name

Witness Address

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.

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**For Departmental use**

**Credit check undertaken**

**Comments :**

**Signed**

**Name**

**Approved (Tier 4 manager  
or above)**

**Name**





## Appendix 1: Who to contact?

**If you have a query relating to a permit or concession the offices below specialise in the following topics. For queries relating to topics not listed below contact the office closest to where you are based.**

### Hamilton

Contact our Hamilton office for:

- agriculture, beehive, vehicle, ski field and grazing concessions

Permissions Team

Private Bag 3072

Hamilton 3240

Ph +64 27 200 9648

Email: [permissionshamilton@doc.govt.nz](mailto:permissionshamilton@doc.govt.nz)

### Christchurch

Contact our Christchurch office for:

- Retail, ski field, access/easements, Wild Animal Recovery Operations (WARO) and helihunting concessions
- Sounds Foreshore authorisations and all permits relating to Marine Mammals

Permissions Advisor (Support)

Private Bag 4715

Christchurch Mail Centre

Christchurch 8140

Ph +64 3 371 3700

Email: [permissionschristchurch@doc.govt.nz](mailto:permissionschristchurch@doc.govt.nz)

### Hokitika

Contact our Hokitika office for:

- Events, vehicle, boating, access/easements, grazing and extraction of materials concessions
- Mining and access arrangements.

Permissions Advisor (Support)

Private Bag 701

Hokitika 7842

Ph +64 3 756 9117

Email: [permissionshokitika@doc.govt.nz](mailto:permissionshokitika@doc.govt.nz)

### Dunedin

Contact our Dunedin office for:

- Aircraft (other than helihunting and WARO), boating, ski field, access/easement and grazing concessions.

Permissions Advisor (Support)

PO Box 5244

Dunedin 9058

Ph +64 3 477 0677

Email: [permissionsdunedin@doc.govt.nz](mailto:permissionsdunedin@doc.govt.nz)

