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# Westland Tai Poutini Allocation Application Form

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## Context

The Department of Conservation (the Department) is implementing a new open allocation process for the limited supply of aircraft landing opportunities within Westland Tai Poutini National Park. This process requires businesses who wish to operate in these areas to hold a concession (or equivalent) and allocation. More details on the concession and allocation process are in the accompanying Westland Tai Poutini Allocation Assessment Process Information Sheet.

This form is required for the allocations process. It will be used by an Assessment Panel to assess your application against five criteria (operator experience, impact on and benefits to conservation, recognising Treaty rights and interests, offerings to visitors, and benefits to the local area). The Assessment Panel is responsible for assessing applications and making recommendations to the Department on which applications best support the values and outcomes sought for Westland Tai Poutini National Park. The Director -General or their delegate is the final decision maker.

## How to use this form

Please answer all questions in this form. In addition to written answers, we encourage you to submit evidence demonstrating how you meet the criteria. Supporting documentation will be limited to five pages per criterion – these support pages should not be further written explanation but documents/photos that show evidence of what you have discussed. Please ensure you clearly reference the relevant sections uploaded in your written response. Any material that exceeds five pages or is not clearly referenced may not be considered in the application.

*This application form is not your application for a concession.*

When submitting this form, please also include your completed [concession application form](#). Both this application and your concession application are mandatory for this process. Receiving an allocation does not guarantee that you will be awarded a concession. Your concession application must be granted before you can utilise any allocation granted.

Please email all the completed forms to [westland-allocationprocess@doc.govt.nz](mailto:westland-allocationprocess@doc.govt.nz).

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## A. Applicant Details

Legal Name of Applicant

*(company/individual in full)*

Contact Person/Role

Postal Address

Existing Concession Number  
(if applicable)

Phone

Cell Phone

Email



Department of  
Conservation  
*Te Papa Atawhai*

**Te Kāwanatanga  
o Aotearoa**  
New Zealand Government

## B. Details of proposed activity

Please complete the table below detailing the total number of landings you wish to apply for, as well as the details of any current concession you may hold.

Activity <i>(eg scenic snow landing or positioning recreationalists)</i>	Total landings sought across all sites per year	List landing sites, or state all if applicable	Current concession landing allocation (if applicable)

## C. Selection criteria

Applications will be evaluated against the following criteria:

- Operator experience
- Impact on and benefits to conservation
- Recognising Treaty rights and interests
- Offerings to visitors
- Benefits to the local area

Please use each box provided to describe how you and your operation meet the criteria. Appendix 1 in the accompanying information sheet holds a non-exhaustive list of examples for each criterion.

### Operator experience

Provide evidence of past performance and experience in this or related operations that support your ability to comply with all necessary regulatory requirements.

Examples:

- Operator can demonstrate compliance with conditions of their concession, including concessions held in other areas of New Zealand.
- The operator has worked constructively with the Department, including resolution of any compliance issues and areas of improvement identified.
- The operator provides timely notification of incidents to the Department.
- The operator demonstrates their familiarity with mountainous terrain and local conditions, as well as adequate facilities, aircraft, and staff to undertake aircraft operations in the Park.
- For operators new to the area, operator demonstrates how experience in other locations can be applied to this location, and how they would adapt/set-up for operating in the area.

## Impact on and benefits to conservation

Demonstrate contribution to achieving conservation outcomes, including processes to mitigate visitor impacts and preserve the historic and natural values of the area.

Example:

- In-kind returns to conservation.
- Contribution to conservation, scientific, and mātauranga research.
- How the operator mitigates the impacts of visitors, including use of flight paths and other noise mitigation measures that minimise disruption to the valley floors.
- Use of shorter flight paths
- Use of more efficient or larger aircraft
- Adoption of sustainable aviation fuels
- Local indigenous vegetation carbon offsetting

## Recognising Treaty rights and interests

Demonstrate how you raise visitors' awareness, knowledge, and understanding of mana whenua connection to and aspirations for the area.

Example:

- A description of the operator's cultural capability and understanding of mana whenua's connection to and aspirations for the area
- Any educational material provided to visitors and evidence of any input from mana whenua during development
- Evidence of an active and positive relationship with mana whenua
- Importance of taonga (resource or land) to the activity
- Utilises and enhances kaitiakitanga, connection to whenua, and customary practices (may include modern technology)
- Promotes general awareness of tikanga and mātauranga Māori

## Offerings to visitors

Describe your offerings to visitors, including how they align with the vision and outcomes outlined in the Westland Tai Poutini National Park Management Plan.

Example:

- Quality of experience offered to customers
- Readiness of the applicant to begin their operation
- How the operation meets the vision and outcomes for the place as outlined in the relevant Management Plan (e.g. Westland Tai Poutini National Park)
- Information provided to visitors about the national park and reserves including the rules in place to manage these areas

## Benefits to the local area

Describe the benefits that you bring to the local area, including economic, social, cultural and educational benefits.

Example:

- Employment or training opportunities provided
- Investment within the local area
- Support for cultural, historic or conservation narratives at place
- Relationships with mana whenua and communities

### D. Declaration

- I have supplied all requested information
- I have filled out this Application truthfully and to the best of my knowledge
- I note this application form is not my concession application and does not guarantee I will be granted a concession

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date:    \_/\_/\_\_\_\_