



Applicant Information Form 1a Notified or Non-notified Process

Is this the right application form for me?

This **Applicant Information Form 1a** – Notified or Non-notified Process must be completed for **the following longer term applications** (i.e. not one-off applications):

- Grazing
- Land use: Tenancing and/or using existing DOC facility/structure
- Land use: Use of public conservation land for private commercial facility/structure
- Guiding/Tourism/Recreation: Watercraft activities
- Filming
- Sports events
- Marine reserves application form 11a: Structure in a marine reserve

For other activities use the specific activity application forms that combine applicant and activity information or book a pre-application meeting.

How do I complete this applicant information form?

- Complete all sections of this **applicant information form**.
- In addition, you must complete the **activity application form/s** that you wish to undertake.
- DOC encourages electronic applications (e.g. typed Word document), rather than handwritten applications. Electronic applications are easier to read and less likely to be returned to you for clarification.
- If you need extra space, attach or include extra documents and label them according to the relevant section. Record all attachments in the table at the back of the application information form section **F Attachments**.

How do I submit my application?

Email the following to permissions@doc.govt.nz:

- **Completed applicant information form 1a**
- **Completed activity application form**
- Any other relevant attachments.

If I need help, where do I get more information?

- Check the [DOC webpage for the activity you are applying](https://www.doc.govt.nz/get-involved/apply-for-permits/apply-for-a-permit/)¹ for.

¹ <https://www.doc.govt.nz/get-involved/apply-for-permits/apply-for-a-permit/>

- Arrange a pre-application meeting (either face to face or over the phone) by contacting the [Department of Conservation Office](#)² closest to where the activity is proposed. You can use [DOC maps](#)³ to identify which District Office you should contact. Or arrange a meeting with any of our [four offices that process concessions](#)⁴ – choose the one closest to where the activity is proposed.
- If your application covers multiple districts, contact the office nearest most of the locations you are applying for, or nearest to locations you have a specific question about.

What happens next?

Once your application forms are received, your application will be assessed by DOC. If your application is complete, DOC will begin processing.

If your application is incomplete it will be returned to you for more information.

Why does DOC ask for this information?

The questions in this application information form and the activity application form/s are designed to cover the requirements set out in conservation legislation. Your answers allow us to assess:

- Your most up-to-date details so that DOC can contact you about your application.
- Your qualifications, resources, skills and experience to adequately conduct the activity on public conservation land.
- Your creditworthiness will help determine whether DOC should extend credit to you and set up a DOC customer accounts receivable credit account for cost recovery. To make this assessment DOC will supply your information to a credit checking agency.

Note:

- Personal information will be managed by DOC confidentially. For further information check [DOC's privacy and security statements](#)⁵.
- Information collected by DOC will be supplied to a debt collection agency in the event of non-payment of payable fees.

What fees will I pay?

You may be required to pay a **processing fee** for this application regardless of whether your application is granted or not. You may request an estimate of the processing fees for your application. If you request an estimate, DOC may require you to pay the reasonable costs of the estimate prior to it being prepared. DOC will not process your application until the estimate has been provided to you. In addition, if you are granted a guiding concession on public conservation land you may be required to pay annual **activity and management fees**. These fees are listed on the [DOC webpage for the activity you are applying](#)⁶ for.

DOC will invoice your processing fees after your application has been considered. If your application is large or complex, DOC may undertake billing at intervals periodically during processing until a decision is made. If you withdraw your application DOC will invoice you for the costs incurred up to the point of your withdrawal.

² www.doc.govt.nz/footer-links/contact-us/office-by-name/

³ <http://maps.doc.govt.nz/mapviewer/index.html?viewer=docmaps>

⁴ <https://www.doc.govt.nz/get-involved/apply-for-permits/contacts>

⁵ <https://www.doc.govt.nz/footer-links/privacy-and-security/>

⁶ <https://www.doc.govt.nz/get-involved/apply-for-permits/apply-for-a-permit/>

Your application will set up a credit account with DOC. See the checklist at the end of the form for the terms and conditions you need to accept for a DOC credit account.

Will my application be publicly notified?

Your application will be publicly notified if:

- It is a license with a term of more than 10 years.
- It is a lease.
- After having regard to the effects of the activity, DOC considers it appropriate to do so.

Public notification will increase the time and cost of processing of your application.

What does DOC require if my application is approved?

If your application is approved DOC requires:

- **Insurance** to indemnify the Minister of Conservation against any claims or liabilities arising from your actions. The level of insurance cover will depend on the activity.
- A copy of your **safety plan** audited by an external expert (e.g. Health and Safety in Employment (Adventure Activity) Regulations 2011 audit or a DOC listed organisation). See the [Safety Plan](#)⁷ information on the DOC website for further information.

Note: DOC/Minister can vary the concession if the information on which the concession was granted contained material inaccuracies. DOC may also recover any costs incurred.

⁷ <https://www.doc.govt.nz/get-involved/apply-for-permits/managing-your-concession/safety-plans/>

A. Applicant details

Legal status of applicant (tick)	<input checked="" type="checkbox"/> Individual (Go to ①)	
	<input type="checkbox"/> Registered company (Go to ②)	<input type="checkbox"/> Trust (Go to ②)
	<input type="checkbox"/> Incorporated society (Go to ②)	<input type="checkbox"/> Other e.g. Educational institutes (Go to ②)

①	Applicant name (individual)	Carol Evans Robin Evans Rhonda Dunbavan Michelle Mathews Clifton Todd		
	Phone		Mobile phone	
	Email	(and personal:) on behalf of the individuals applying		
	Physical address		Postcode	9010
	Postal address (if different from above)		Postcode	

②	Applicant name (full name of registered company, trust, incorporated society or other)			
	Trading name (if different from applicant name)			
	NZBN if applicable (to apply go to: https://www.nzbn.govt.nz)	Company, trust or incorporated society registration number		
	Registered office of company or incorporated society (if applicable)			
	Company phone		Company website	
	Contact person and role			
	Phone		Mobile phone	

Email			
Postal address		Postcode	
Street address (if different from postal address)		Postcode	

B. Pre-application meeting

Have you had a pre-application meeting or spoken to someone in DOC?

No	<input type="checkbox"/>
Yes	<input checked="" type="checkbox"/>

- If yes record the:

Date of DOC pre-application meeting	27 th March 2025
Name of DOC staff member	Kelvin Brown (Dunedin), Kate Hamilton (Queenstown)
Name of person who had the pre-application meeting with DOC	Carol Evans, Rhonda Dunbavan, Robin Evans, Michelle Mathews

C. Activity applied for

Tick the **activity application form** applicable to the activity you wish to undertake on public conservation land. Complete the applicant information form and the activity application form and email them with any attachments to permissions@doc.govt.nz

ACTIVITY APPLICATION FORM*	FORM NO.	TICK
Grazing	2a	<input type="checkbox"/>
Land use: Tenanting and/or using existing DOC facility/structure	3a	<input type="checkbox"/>
Land use: Use of public conservation land for private/commercial facility/structure	3b	<input checked="" type="checkbox"/>
Guiding/Tourism/Recreation: Watercraft activities	4b	<input type="checkbox"/>
Filming	5a	<input type="checkbox"/>
Sporting Events	6a	<input type="checkbox"/>
Marine reserves application form: Structure in a marine reserve	11a	<input type="checkbox"/>
Other activities (not covered in the above forms or in the new activity application forms that combine applicant and activity information)	7a	<input type="checkbox"/>

Note: If the activity is not in this list check the activity on the DOC website to find the correct application form or book a pre-application meeting. Application forms that combine applicant and activity information on the DOC website include:

- [Aircraft activities](#)⁸
- [Easements](#)⁹
- [Land based guiding](#)¹⁰

⁸ <https://www.doc.govt.nz/get-involved/apply-for-permits/business-or-activity/aircraft-activities/>

⁹ <https://www.doc.govt.nz/get-involved/apply-for-permits/business-or-activity/access-easements/>

¹⁰ <https://www.doc.govt.nz/get-involved/apply-for-permits/business-or-activity/land-based-guided-activities/>

D. Are you applying for anything else?

Are you submitting any other application forms in relation to this application?

No



Yes



- If yes, state which application forms:

NA

E. Background experience of applicant

Provide relevant information relating to your ability to carry out the proposed activity (e.g. details of previous concessions, membership of professional organisations, and relevant qualifications).

Some members of our family have had close working relationship with Department of Conservation, the most notably listed below.

Mark Todd, who passed away in 2024, dedicated a lot of his working time, under John Henderson (Builder Glenorchy) to support the Department of Conservation in plumbing, basic building, and track maintenance in the following locations. Mark was a qualified Plumber.

1. Routeburn/Greenstone and Caples tracks/huts
2. Alabaster
3. Haast Visitors Centre
4. Dusky Sound
5. Anchor Island
6. Welcome Flat Coupland Track
7. Milford
8. Stuart Island

Mark is the grandson of Roy Elliot, our grandfather who moved/built the crib. He spent much of his time in the Upper Wakatipu area, and utilised the crib with his family and friends, as all our previous generations have since the crib was established in 1938.

Clifton Todd (son of Mark Todd) has spent several years working on sites with Mark for John Henderson (Builder from Glenorchy) to support the Department of Conservation in plumbing, basic building and track maintenance including the Lagoon Walk at Glenorchy when it was being built.

Michelle Mathews (nee Todd & daughter of Mark Todd) is part of Education Outdoors New Zealand (EONZ). Michelle also teaches at a Dunedin High School using DOC guidelines and resources made available on the DOC website. Michelle and her school classes also visit many visitor centres they come across as part of their Outdoor

Education Classes. They also use DOC camping sites and tracks a lot over the years and continues to work hard to install strong conservation values for all students she interacts with in the outdoors. As part of this education of young adults in conservation, the school also follow the 'Leave No Trace NZ principles.

Michelle and her own family (including three children) were members of the Kiwi Conservation Club in the past but now have one child who is a member of Forest & Bird Youth.

Carol Evans, (granddaughter of Roy Elliott, our grandfather who moved/built the crib), as part of her Post Graduate Diploma (1992) and Master of Arts Degree at the University of Otago carried out two research projects. The first was titled "Tourism Growth in the Upper Wakatipu; Implications for the future, which touched on the history of the area, including the historical overview of the settlement areas, physical landscapes and early human impacts, through to how tourism impacted on both the physical and human environments, the natural environment and outdoor recreational activities. Implications of increasing tourist numbers in the area were discussed, supported by a survey of tourists and close discussions with notable people living and working in the area over the years including Harry Bryant, Tommy and Reta Thomson, Russell Hamilton, QLDC and Owen Graham from DOC.

As part of the Masters Degree, a thesis was prepared titled "Heritage Tourism and Conservation in the Otago Goldfields Park, submitted in the later part of 1993. This work was completed with the close assistance and guidance from the Department of Conservation including provision of accommodation in St Bathans while researching in the Otago Goldfields Park.

Extended family of Roy Elliott

We would like to ensure you are aware of the dedication and commitment to the Upper Wakatipu area that all the family (descendants of Roy and Helen Elliott) have felt and grown up with since our Grandad established the crib in its current location in 1938. The bonds to the area were obviously established well before this when Roy's father settled in the area, along with Helen's family, both branches of the family farming and living in the area. For the whole family, this area has become a second home to us, not only with us spending a lot of time at the crib, but involvement in the community over many years has continued, even with the passing of our grandparents, and our family before them. This connection is discussed in the 'Todd & Evans Crib Family History Concession Application' document.

Other information

We would appreciate it if you would read the 'Todd & Evans Crib Family History Concession Application' (representing all family members associated with this lease application and their extended families) in conjunction with this application, in addition to a letter that has been written by Michelle Mathews to the Department of Conversation.

F. Attachments

Attachments should *only* be used if there is:

- Not enough space on the form to finish your answer
- You have additional information that supports your answer
- You wish to make an additional request of DOC regarding the application.

Label each document clearly and complete the table below.

Section of the application form the attachment relates to	Document title	Document format (e.g. Word, PDF, Excel, jpg etc.)	Description of attachment
<u>E Background Experience</u>	Todd & Evans Crib Family History Concession Application'	PDF	<i>This is a summary and introduction to our family who have come before us, and who currently are associated with the 'crib' and application for new lease. The intent in providing this is to present our story.</i>
<u>E Background Experience</u>	Letter from Michelle Mathews to DOC	PDF	<i>Letter from Michelle Mathews expressing her thoughts regarding the crib and its relevant new lease we are applying for.</i>
<u>C Activity Applied for</u>	Application 3b FINAL	PDF	<i>Concession Application Form 3b – Private/commercial facility/structures</i>

G. Checklist

Application checklist	Tick
I have completed all sections of this applicant information form relevant to my application and understand that the form will be returned to me if it is incomplete.	<input checked="" type="checkbox"/>
I certify that the information provided in this applicant information form, and any attached additional forms is, to the best of my knowledge, true and correct.	<input checked="" type="checkbox"/>
I have completed the activity application form .	<input checked="" type="checkbox"/>
I have appropriately labelled all attachments and completed section F Attachments .	<input checked="" type="checkbox"/>
I will email permissions@doc.govt.nz my: <ul style="list-style-type: none"> • Completed applicant information form • Completed activity application form/s • Any other attachments. 	<input checked="" type="checkbox"/>

H. Terms and conditions for a credit account with the Department of Conservation

Have you held an account with the Department of Conservation before?	Tick
No	<input checked="" type="checkbox"/>
Yes	<input type="checkbox"/>
If 'yes' under what name	NA
Does your organisation require a purchase order number for invoicing purposes?	<input type="checkbox"/>
If yes, please provide the number here:	NA

All invoices related to this Permission will be coded to this purchase order number unless otherwise advised. It is the applicant's responsibility to advise the Department if the purchase order needs to change through the lifetime of the Permission.

In ticking this checklist and placing your name below you are acknowledging that you have read and agreed to the terms and conditions for an account with the Department of Conservation

Terms and conditions	Tick
I/We agree that the Department of Conservation can provide my/our details to the Department's Credit Checking Agency to enable it to conduct a full credit check.	<input checked="" type="checkbox"/>
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.	<input checked="" type="checkbox"/>
I/We agree to notify the Department of Conservation of any disputed charges within 14 days of the date of the invoice.	<input checked="" type="checkbox"/>
I/We agree to fully pay the Department of Conservation for any invoice received on or before the due date.	<input checked="" type="checkbox"/>
I/We agree to pay all costs incurred (including interest, legal costs and debt recovery fees) to recover any money owing on this account.	<input checked="" type="checkbox"/>
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 (as above) of the credit account are not met.	<input checked="" type="checkbox"/>
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.	<input checked="" type="checkbox"/>
Typed applicant name/s	<div>Carol Evans</div> <div>Robin Evans</div> <div>Rhonda Dunbavan</div>
Date	29 th August 2025

	Michelle Mathews		
	Clifton Todd		

For Departmental use			
Credit check completed			
Comments:			
Signed		Name	
Approved (Tier 4 manager or above)		Name	



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.

Concession Number OT-17793-ACC

Todd/Evans Kinloch Crib (referred to as Crib in this document)

Site is located at GPS map location:

-44.85318: 168.34978

-44.85318: 168.3497

We intend to use the building for private accommodation under a lease for exclusive possession of the land.

No changes will be made to the current infrastructure which is a stand-alone building approx. 75m² (8.3x8.5), one water tank (1.4x1.4x1.4), and generator (2.6x 2). These are the structures that are currently in place.

We currently lease 100m² – this is what was deemed as the size of the structures by Department of Conservation. The main building structure is 70m², the tank is 1.96m² and the generator is 5.2m² giving us a total of 77.16m². Additionally, there is a septic tank that is close to the edge of the main building (crib) structure. We assume, as it was installed many years ago, that it would be smaller in nature. With some simple research, it is assumed that tanks installed before the 1970s, might have been smaller, potentially 1,000 gallons or even 500 gallons only in size.

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

The building could not be moved (in several parts) from its current location. It was first placed on this site in 1938 and would not be able to be relocated due to its age. Potential adverse effects are not significant in its current location. Moving the structure to another conservation area is not an option and would cause greater adverse effects.

C. Larger area

Is the size of the area you are applying for **larger** than the structure/facility

YES / NO

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:

Is this necessary for safety or security purposes?

YES / NO

Is this necessary as an integral part of the activity?

YES / NO

Is this essential to carrying on the activity?

YES / 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.

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 / NO

(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?

YES / NO

Is exclusive possession necessary to protect physical security of the activity?

YES / NO

Is exclusive possession necessary for the competent operation of the activity?

YES / 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.

Physical security means we can't open crib (main structure) up for everyone – and if we did, we couldn't guarantee security of the crib.

Competent operation is required for the generator and coal range – therefore we don't want just anyone using it. To ensure others, unfamiliar with the equipment, are fully competent in use, would be challenging.

The family is concerned about people unfamiliar with using a large open fire and the potential risk a fire in the crib and surrounding native bush. This will need to be considered carefully by the family if the crib was to be made more publicly available. [note: the open fire provides the only form of heating to the crib] There is also reference to some of this in the Todd & Evans family document.

We have made comment in Todd & Evans Crib Family History Concession Application regarding

E. Technical Specifications (for telecommunications sites only)

Frequencies on which the equipment is to operate

NA

Power to be used (transmitter output)

NA

Polarisation of the signal

NA

Type of antennae

NA

The likely portion of a 24 hour period that transmitting will occur

NA

Heaviest period of use

NA

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.

We apply for a 30-year term.

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?

~~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 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.

NA

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
GPS coordinates -44.85318: 168.34978	General area around crib	Positive effects: removal of gorse in the vicinity of the crib	Protect the native forest from encroaching non-native weeds. Gorse is removed manually with handheld scrub cutting gear.
GPS coordinates -44.85318: 168.34978	Historical value	Positive effect: Design and Colour System. The crib is maintained in its original state, exactly as it was built in 1938 – same colour and exterior structure. No additions have been made to the building itself. It appears that it belongs in the area as part of the local history (refer photo).	Continue to maintain crib in its original state and authenticity.
GPS coordinates -44.85318: 168.34978	Access to site	Will remain by foot therefore no road or other vehicle access is required.	Continue to access crib via foot.

GPS coordinates -44.85318: 168.34978	Native birds including the NZ Fantail, Tomtit and Kererū	Positive effect: regularly trap (to kill) to control rats and mice in/around the crib structure. This is carried out continuously throughout the year. Continues to support bird life in the area that seems to be thriving.	Continue to trap and kill rodents.
GPS coordinates -44.85318: 168.34978	Waste/Rubbish removal	During visits to the crib we continue to clean up debris, either washed up from high lake levels/heavy rain, or left by visitors to the beach	Continuing to ensure the conservation land is maintained in as pristine state as possible.

I. Other

Is there any further information you wish to supply in support of your application? Please attach if necessary and label Attachment 3a:I.

Todd & Evans Crib Family History information attached separately

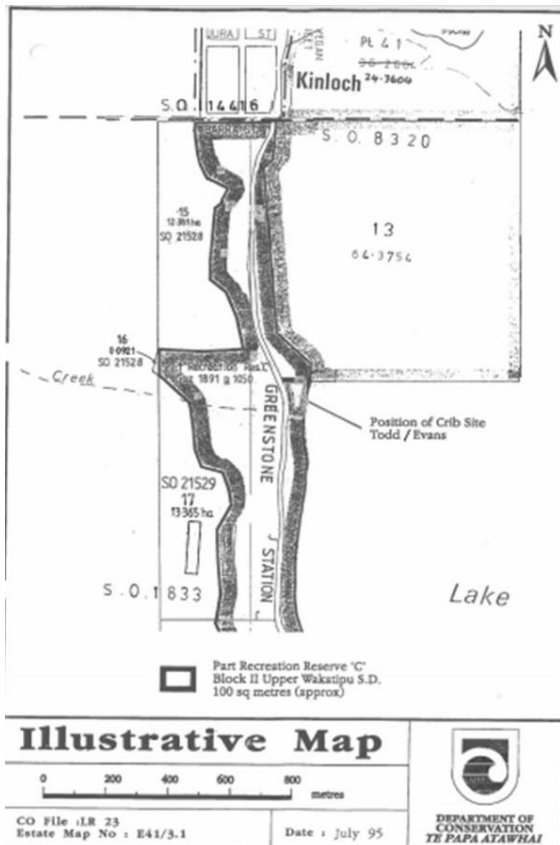
Letter provided by Michelle Mathews to DOC

Todd & Evans Crib Concession application 1a Final

Concession Number: OT-17793-ACC

To be included with Concession Application for Todd/Evans Kinloch Crib

Includes Family History and reference to the Conservation General Policy (CGP) and the Otago Conservation Management Strategy (OCMS) 2016 in the latter part of the document.



NZ Topo Map depicting Todd/Evans crib (marked by circle) and photo above of Todd/Evans Crib

Prepared by descendants of Roy Joseph Elliot:

- Carol Evans
- Rhonda Dunbavan (nee Evans)
- Robin Evans
- Michelle Mathews (nee Todd)
- Clifton Todd

Note:

- Between 1938 and 1996 the Elliott/Groves & direct descendant families Evans/Todd, paid property rates for the crib directly to Queenstown Lakes District Council
- The original lease (signed 1 March 1996) was under the names (original lessees) with Mark Trevor Todd , Gary Arthur Todd, and Clarice Isabella Evans (nee Elliott) now all deceased while Carol Ann Evans currently resides in Dunedin, NZ.
- The family subsequently applied for a Deed of Renewal of Concession Lease with this being agreed on the 14th of December 2005.
- The family then applied for a Deed of Renewal of Concession Lease, and this was agreed on the 28th of April 2015.

Early History of Todd/Evans Crib

This has been written to describe the family's close ties to the crib down the lake from Kinloch and the Upper Wakatipu area for many decades.

(when we reference the 'crib' we are referring to the building relevant to the concession application)

Our Family

Roy Elliott (Grandfather & Great-Grandfather of family members applying for a Concession) built the crib in 1938 after a long history of him and his family living and working in the Upper Wakatipu area. Roy married **Helen Elliott (nee Groves)** who lived with her parents on the island in the Dart River (just south of the current Dart Bridge), where they had a small dairy farm. The photo (right) shows the remains today of the house built on the Dart Island with Roy and Helen's daughter, Clarice, and Granddaughter.

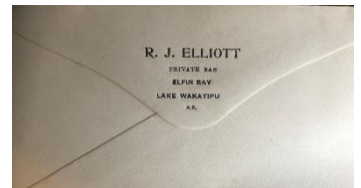


Dart Island, house remains

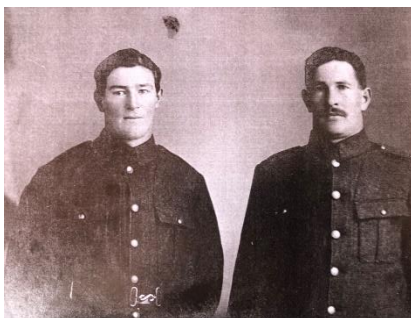
Alexander Elliott



Roy's father, **Alexander Elliott** (born Scotland) managed 'Mavora Station' before moving to **Elfin Bay (Lake Wakatipu)** in 1897/8 where he built the original farm homestead and farmed. Alexander retired approx. 1914. Roy was a small child when he moved to Elfin Bay in approx. 1895. Roy farmed Elfin Bay station until he moved to farm the Routeburn Station with the Groves brothers. Roy did enrol in the NZ Expeditionary Force Reserves, but remained working on the sheep station, while his brothers went to war.



Roy's brothers (Private Henry Field Elliott and Private Alexander (Alex) William Elliott) were both working on the Elfin Bay farm until they went to War (WWI). Alex became sick while in the NZ Expeditionary Forces and died in Queenstown. Henry was killed in action in France. Both men are remembered on the Glenorchy War memorial. Henry ran the Routeburn Pastoral run from 1912-1917 prior to going off to war.



Henry & Alex Elliott, WW1



Glenorchy War Memorial



Our family connections to the Kinloch & Glenorchy area are deep. Below is a summary of who they were and their connection with the Upper Wakatipu area.

Alfred Groves (and wife Helen Groves)

- Helen Groves' father (daughter of Alfred & Helen)
- Owned Mt Earnslaw Hotel (Glenorchy) – referred to as Groves Hall

Helen Groves:

- attended Rees Valley School
- lived on Dart Island
- married Roy Elliott

Private Godfrey Groves (Helen's brother)

- fought and died in WWI.
- Remembered on the Glenorchy War Memorial

Alfred Lewis Groves (Helen's brother)

- Farmed Routeburn Pastoral run (Routeburn Station) (approx. 1928)
- Lewis Groves had two children (Reta Thomson (nee Groves) and Betty Watson (nee Groves))
- Reta Groves married Tommy Thomson, both of whom were extremely influential community members in the Upper Wakatipu region, with Tommy (Tommy Thomson Drive leaving Glenorchy is now named after) a driving force in the region with some of his notable achievements:
 - Tommy Thomson served on the Lakes County Council for 33 years
 - Surveyor for scheelite in the region during both World Wars
 - Farmed Mt Earnslaw Station
 - Major force behind the establishment of the road between Queenstown and Glenorchy

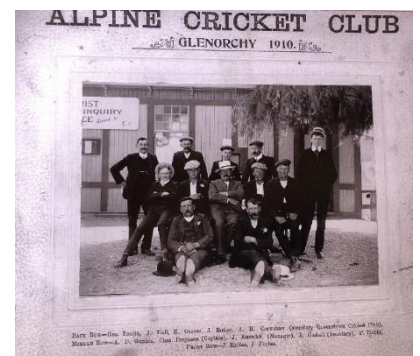
Huntly Groves (Helen's brother):

- Farmed Routeburn Pastoral run from 1917 with Roy Elliott
- Farmed Woodbine Pastoral run from approx. 1928
- Father of Norrie Groves (Scheelite Miner), Shirley and Dorothy Groves
- Image above shows Huntley Groves (back row centre) as part of the Glenorchy Alpine Cricket Club
- Shirley Groves married Darrell McGregor who was pivotal in building the Queenstown-Glenorchy Road (just one of his many achievements), remembered by Darrell's Bluff (located on the same road).

Members of the Groves & Elliott family



Helen (nee Groves) & Roy Elliott (seated centre & right) with family, waiting for the TSS Earnslaw to travel to Kinloch



Huntley Groves as part of Glenorchy Cricket Team, 1910



Huntley Groves and family at Woodbine

Roy Elliott is shown here with one of his Grandchildren on the jetty that was built in front of the crib to allow easy access to the crib in the early years, as there was no road connecting Glenorchy to Kinloch, until the Dart bridge was opened in 1974. Access to the crib for the family was either by the TSS Earnslaw to Glenorchy or to Kinloch, and then via a boat trip, or often a bush walk down to the crib from Kinloch using the original bridal track Roy and his family rode on down to Elfin Bay or Greenstone. There are many parts of this bridal track that remain either side of the crib with some parts still being used.

More Recent History

Roy Elliott began paying rates on the 'crib' property to what is now known as Queenstown Lakes District Council and the family continued to do so until 1995 when all payments were transferred to the Department of Conservation (DOC). The crib property does not (and has never) received any property services such as waste collection, water reticulation or electricity, or any other council provided services.

The crib is shared between family members who are third, fourth and fifth generation descendants of Roy and Helen Elliott – namely the



Roy Elliott & Grandchild at the 'crib'

Evans and Todd families. The family has maintained the property in its original condition and have kept clean and tidy the area around the crib itself. We have followed all restrictions on the lease such as those preventing us from using the crib full time for accommodation.

The family has continued to look after the area immediately around the crib and this includes collecting rubbish and waste left by others using the beach, in addition to removing gorse growing at the edge of the lake. This is something that Roy Elliott started when he visited the crib to stay.

Our Family (Extended Family of Roy Elliott)

We would like to ensure you are aware of the dedication and commitment to the Upper Wakatipu area that all the family (descendants of Roy and Helen Elliott) have felt and grown up with since our Grandad established the crib in its current location in 1938. The bonds to the area were obviously established well before this when Roy's father settled in the area, along with Helen's family, both branches of the family farming and living in the area. For the whole family, this area has become a second home to us, not only with us spending a lot of time at the crib, but involvement in the community over many years has continued, even with the passing of our grandparents, and our family before them, and others since.

The direct descendants of Roy and Helen Elliott, Clarice, and Gay Elliott both ensured their own families were able to share the Upper Wakatipu area, especially our crib, through to their deaths. Following on from them, their own children all ensured that the grandchildren and great grandchildren of Roy and Helen understood the family connections to the area, appreciated and respected the environment and looked after and maintained the essence of the 'crib' to ensure it remained essentially as it was for their previous generations.

Location of the Crib

As the family understand, with Huntley Groves owning and farming Woodbine Station, grazing rights for Woodbine Station extended to the land the Crib is on situated on. With this connection to the site, and the Groves and Elliotts being connected families, Roy Elliott chose the location to place the crib.

Interest from Far & Wide

The crib has been identified by several international film crews over the years and used most recently in the filming (in 2024) of a movie with Brad Pitt as a lead actor. The interior of the crib has also just recently featured in an Instagram ad for GQ, with Brad Pitt also involved.

Additionally, many times over the years, the crib has been a focal point for weddings and tours (without permission from the current family members who visit and maintain the crib) with photographers seen to be taking wedding photos on the porch of the crib, and groups of visitors to the region being taken to the crib with early history being highlighted. Entry to the crib has not occurred for these events.

Our Connection to Conservation

Some members of our family have had close working relationship with Department of Conservation, the most notably listed below.

Mark Todd, who passed away in 2024, dedicated a lot of his working time, under John Henderson (Builder from Glenorchy) to support the Department of Conservation in plumbing, basic building, and track maintenance in the following locations. Mark was a qualified Plumber.

1. Routeburn/Greenstone and Caples tracks/huts
2. Alabaster
3. Haast Visitors Centre
4. Dusky Sound
5. Anchor Island
6. Welcome Flat Coupland Track
7. Milford
8. Stuart Island

Mark is the grandson of Roy Elliot, our grandfather who moved/built the crib. He spent much of his time in the Upper Wakatipu area, and utilised the crib with his family and friends, as all our previous generations have since the crib was established in 1938.

Clifton Todd (son of Mark Todd) has spent several years working on sites with Mark for John Henderson (Builder from Glenorchy) to support the Department of Conservation in plumbing, basic building and track maintenance including the Lagoon Walk at Glenorchy when it was being built.

Michelle Mathews (nee Todd & daughter of Mark Todd) is part of Education Outdoors New Zealand (EONZ). Michelle also teaches at a Dunedin High School using DOC guidelines and resources made available on the DOC website. Michelle and her school classes also visit many visitor centres they come across as part of their Outdoor Education Classes. They also use DOC camping sites and tracks a lot over the years and continues to work hard to install strong conservation values for all students

she interacts with in the outdoors. As part of this education of young adults in conservation, the school also follow the 'Leave No Trace NZ principles.

Michelle and her own family (including three children) were members of the Kiwi Conservation Club in the past but now have one child who is a member of Forest & Bird Youth.

Carol Evans, (granddaughter of Roy Elliott, our grandfather who moved/built the crib), as part of her Post Graduate Diploma (1992) and Master of Arts Degree at the University of Otago carried out two research projects. The first was titled "Tourism Growth in the Upper Wakatipu; Implications for the future, which touched on the history of the area, including the historical overview of the settlement areas, physical landscapes and early human impacts, through to how tourism impacted on both the physical and human environments, the natural environment and outdoor recreational activities. Implications of increasing tourist numbers in the area were discussed, supported by a survey of tourists and close discussions with notable people living and working in the area over the years including Harry Bryant, Tommy and Reta Thomson, Russell Hamilton, QLDC and Owen Graham from DOC.

As part of the Master's Degree, a thesis was prepared titled "Heritage Tourism and Conservation in the Otago Goldfields Park, submitted in the later part of 1993. This work was completed with the close assistance and guidance from the Department of Conservation including provision of accommodation in St Bathans while researching in the Otago Goldfields Park.

Our Generations of Connection

The link to the 'crib' and the Upper Wakatipu area extends from when Alexander Elliott and Alfred Groves first settled in the area, taking us back six generations. The current generations continue to love and cherish the 'crib' and the history of the area.

Conservation General Policy (CGP) and the Otago Conservation Management Strategy (OCMS) 2016

As part of our pre-application meeting, DOC discussed various policy and strategy documents that they suggested we should become familiar with and understand them in relation to our application. The family members applying for the lease have read both documents and have noted below our comments:

From 5. Historical and Cultural Heritage (CGP):

In relation to 5.d:

- 5.e.i and 5.e.ii - The crib has remained unchanged from the time it was established on its current site, providing a view of simple accommodation that was used and lived in the 1930's and beyond in the area by early settlers. Additionally, the exterior also remains the same colour as it was when it was first established.
- 5.e.iii - Many have used the exterior of the crib for backdrops to photos and events such as weddings, photo shoots, destination for tour groups and other functions.

From 10. Accommodation and Related Facilities (CGP):

- With the crib being moved to its current location in 1938 (determined by the Groves/Elliott families and their connection to Woodbine Station which grazed stock to the lake shore at

the crib), this occurred prior to current conservation plans and policies being put in place. We are aware that DOC are charged with implementing its current policies/plans but would appreciate consideration of the historical (greater than 87 years of history in the area) connection of the building and family to the area prior to the policies/plans being overlaid and prior to the legislative expectations detailed in section 17U(4) of the Conservation Act 1987.

- 10.d.i - the crib is not able to be relocated due to its age and permanence on the site without detrimental impact on the building itself or the natural environment.

Additionally, from the OCMS 2016:

- 3.10.1.c – the crib is unable to be moved outside of public conservation land.
- 3.10.1.e – the family do not believe that the crib located in its current position adversely affects conservation or recreational values of the area.
- 3.10.1.f – the family are willing to consider how in the future we could make the crib more ‘readily available for public use.’
- 3.10.1.h – as mentioned above in realising that the crib is 87 years old, we understand this may not meet the definition of ‘historical’ significance, however, from a family perspective, we believe the crib remaining in its current position does support historical value related to early settlers in the area.
- 3.11 Private accommodation and related facilities:
 - 3.11.2.a – as mentioned above in 3.10.1.f, the family are willing to consider how in the future we could make the crib more ‘readily available for public use’ or ‘phase in public use of the building’ if the lease renewal is granted.
 - 3.11.4.c - the style and character of all buildings are to remain unmodified, and this is the case with the crib.
 - 3.11.5.d - the floor area and footprint of all building(s) are not to increase beyond that existing at the time of CMS approval which again is the case with the crib.

This document should be read in conjunction with the Application Information Form 1a and the Concession Application Form 3b – Private /commercial/facility/structures.

Michelle Matthews



28/06/2025

Department of Conservation
PO Box 10420
Wellington 6143
New Zealand

Dear Sir/Madam,

Re: Impact on Family Legacy Due to Proposed Removal of Family Crib

I am writing to express my profound concern regarding the Department of Conservation's (DOC) proposed decision to discontinue our lease for our family crib, a place that has held deep sentimental and historical value for our family for five generations. The crib was first brought and owned by my great-grandfather, Roy Joseph Elliott, one of three brothers who lived and worked on the farm stations in the area. Roy's brothers both served in World War One, with one tragically losing his life in combat, while the other returned home severely injured. Both brothers are memorialized on the war memorial in Glenorchy, the closest town to the crib.

While his brothers were away, Roy continued to work on farms in the area. He lost his final family farm in Lawrence during the Great Depression and then tragically lost his only son in World War Two, in Italy. The crib became a lasting connection to his upbringing in the Whakatipu region, as Roy's parents had lived and farmed at Elfin Bay and on the Dart River. For Roy and future generations of our family, the crib has served as a vital link to our ancestors' history and to the land that they lived on, farmed, and cherished.

Our family has always respected the DOC's values of **stewardship, partnership, and respect for nature**, but it is incredibly difficult for us to comprehend how removing this crib, which connects us to our heritage and the land, aligns with these principles. Our ancestors worked the land and helped shape the history of this region, and the crib is the only remaining tangible link to this legacy. To lose it would be to lose a direct connection to our family's history, to the sacrifices made by those who came before us, and to the land that we have all so deeply cherished.

As a family, we continue to talk about and honour these stories, and the crib plays an integral role in ensuring these memories live on. It is heartbreaking to think that without this crib, these stories might not be preserved in the same way. It is not just a structure to us, but a living connection to the past that has been passed down through generations. The crib has become a symbol of resilience, of sacrifice, and of the enduring bond our family shares with this land.

We also live by the principles of **Kaitiakitanga**—guardianship of the land and its natural resources. We have always been active in maintaining the ecological health of the area, including efforts such as trapping and controlling rats and mice, and removing gorse. These are actions we take during our visits to ensure that the environment is preserved for future generations. Additionally, we actively encourage freedom campers to move to locations with public toilets, as we understand this is a growing issue in the area. We have consistently worked to mitigate the environmental impact of human activity, and we would continue these efforts, as part of our commitment to sustainable land management, if we are able to retain the crib.

As a humble family, many of us have long regarded the crib as our primary holiday destination. We do not own other holiday properties, and the crib has always been a place where we can reconnect as a family. For us, it is not just a place we love, but the only feasible option for our family holidays. The cost of going elsewhere would place a significant financial strain on many of us, as we simply do not have the means to own or rent other holiday properties. The crib is a sanctuary for us, one that is deeply woven into our family's fabric, and it has provided a space for our memories and traditions for generations.

While we understand and respect DOC's mission to preserve New Zealand's natural heritage, we also believe that **human connections to the land** must be recognized as an important part of this mission. The DOC's values of "**working with people and communities to achieve positive outcomes for both people and nature**" should also reflect the understanding that preserving heritage and honouring history is equally important. We are more than willing to work alongside DOC to find a solution that protects both the land and the cultural significance of the crib, ensuring that both the natural environment and our family's history are respected.

We humbly ask that DOC reconsider this proposal, taking into account the deep emotional and historical connection our family has to the crib. It is not just a structure; it is a place where we connect with our ancestors and where future generations will continue to do the same. We are hopeful that a respectful solution can be found that preserves both the land and the legacy of our family.

Thank you for your time and consideration. I look forward to discussing this matter further with you and am hopeful that a mutually respectful solution can be reached.

Yours sincerely,
Michelle Matthews