

Low Impact Collecting and Research Permit Application Form

Important Note: This form should not be used if the activity involves commercial use of the material, collection of DNA samples (except for exotic species and/or purely taxonomic classification purposes), genetic modification, material being removed from New Zealand, rare or endangered species, significant adverse effects on a species or its habitat, any other invasive collection methods or any other significant effect. In any of these cases please use the High Impact Application Form.

Office Use Only

Application received on ___/___/___

A. Applicant

Legal Name of Applicant
(company/individual in full)

Contact Person

Postal Address

Phone

Cell Phone

E-mail

B. Area and Details of Proposed Activity

Please, identify the Park or Forest. Describe the areas of your operation in detail (eg track names) and attach map. If you are unable to identify the areas or you do not know them, please seek the assistance of council staff.

What is the proposed activity? Include details of the reason for the collecting or research to be undertaken. (Attach a copy of the research outline if available)

Purpose of collecting/research

Research

Educational

Other

Type/species of material to be collected/researched

Quantity of material to be collected/researched

How many people are involved

Proposed dates

To

Alternative dates

Please describe the method of collection/research and any equipment to be used

Method of transportation to the area

Are any Council resources/facilities required?

D. Potential Effects of the Proposed Activity

Please describe the actual and potential effects that your proposal will have on the following environmental values. All activities have effects. Failure to complete this section may mean your application is declined. Where you identify actual or possible adverse effects in your description, please also describe the actions you propose to take to avoid, remedy or mitigate those effects. Example: Weeds may be introduced on sampling equipment. Proposed action to avoid this: washing of sampling equipment before arriving in sampling area. If you need more room, please attach a separate piece of paper

Effect(s) on the species or its habitat

Effect(s) on natural waterways including streams, rivers, lakes, wetlands or coastal waters

Effects on native vegetation

Effects on soils or any other natural features either during the initial start-up phase or on an ongoing basis

Effects on wildlife either within or near the site(s) where you want to operate

Effects on historic or archaeological sites

Effects on other users of the sites(s)

What aspects of your activity will be visible from within or adjoining the areas where you want to conduct your activity (please explain)?

Is it possible that your activity will introduce weeds, including lake weeds, or seeds of weeds into the area (please explain)?

What is the risk of fire from your activity (please explain)?



What noise will be caused by your activity (please explain)?

Is there any aspect of your activity that will effect current or future public access to the area (please explain)?

Have you consulted Maori? What effects will your activity have on plants, animals or sites of traditional importance to Maori?

Will your activity have any positive effects on natural or historic values (please explain)?

Will your activity contribute to the management plan's objectives for the area (please explain)?

Thank you for your application. Please ensure you have attached any maps, plans and additional information relevant to your application.

If you have any queries on the application process, please contact the Parks and Forests Environmental Ranger or Environmental Technician at the Upper Hutt Depot on 04-526 4133.

I certify that the information provided on this application form and attached additional information is to the best of my knowledge true and correct:

Signature of Applicant

Dated:

Signature of Witness

Dated:

Address of Witness

Applicants should be aware that provisions of the Official Information Act may require that some or all information in this application be publicly released if so requested.

Low Impact Collecting Permit

Greater Wellington (the Council) GRANTS the Applicant a Permit for the purpose of _____
_____ (the "Activity") on the site(s) specified in Schedule 1 of this Permit.

1. This permit is valid for the period from ___ / ___ / ___ to ___ / ___ / ___.
 2. This permit does not confer on the Applicant any interest in the Site(s), nor does it derogate in any way from the rights of the public to use and enjoy the whole or any part of the site(s).
 3. The Applicant shall not transfer, sublet, assign or otherwise dispose of the interest granted by this permit.
 4. The Applicant shall comply with the collection provisions on the attached schedule at all times.
 5. Where obligations bind more than one person, those obligations shall bind those persons jointly and separately.
 6. The Council may terminate this Agreement if the Applicant breaches any of the terms of this document or if the activity causes any unforeseen or unacceptable effects to the Council.
 7. The Council does not warrant the suitability or availability of the site(s) for use by the Applicant. If due to, but not limited to, any fire, storm, earthquake, emergency or disaster, whether man-made or not, or for any other unforeseen reason, the site(s) is not available, the Council's liability under this contract is limited to refunding the bond.
 8. The Applicant shall undertake the authorised activity in a safe and reliable manner and shall comply with all statutes, bylaws and regulations, and all notices and requisitions of any competent authority relating to the conduct of the collecting activity.
 9. The Council accepts no responsibility for the safety of the Permit holder.
 10. The Applicant shall indemnify the Council against all claims by any person in respect of any injury, loss or damage (including fire damage) caused by or arising out of any act or omission of the Applicant, its servants, agents, or contractors, or otherwise caused as a consequence of its use of the Site or as a result of the conduct of the collection activity.
 11. The Applicant shall not, unless authorised in writing by the Council, interfere with, remove, damage, or endanger the natural features, animals, plants or historic resources in any area administered by the Council, or bring any plants or animals to the site(s), or deposit debris, rubbish, or other dangerous or unsightly matter, or contaminate any body of water. The Applicant shall ensure that its servants, agents or contractors do not carry out any acts prohibited under this clause.
 12. The Applicant may not alter the nature of the site(s) without the prior agreement and consent of the Council and in accordance with that agreement. Property within the site(s) that has been altered or modified during the carrying out of the activity must be returned to an acceptable state before the Applicant vacates the site(s), unless the terms of the Council's consent state otherwise.
 13. The Applicant shall contact the local Park Ranger prior to collecting in an area, in particular to ascertain any "no-go" areas. Permission to cross private land shall be obtained from the landowner prior to the access and does not form any part of this agreement.
 14. The Applicant shall comply with all reasonable notices and directions of the Council concerning the activities conducted by the Applicant on land administered by the Council. **While conducting this activity, the Applicant shall carry this Permit with them at all times.**
 15. Use of aircraft in support of the authorised activity is subject to separate approval. Vehicles shall only be operated on formed roads and vehicle tracks.
-

-
16. The Applicant shall take all waste and rubbish out of the site(s) and dispose of it in an environmentally sound manner away from public parks and forests lands. The Applicant must adhere to the attached Environmental Care Code while conducting the activity.
 17. The Applicant shall not restrict access to any road or track at any time.
 18. The extent and location of any fire discovered is to be reported immediately to the Council and any uncontrolled fire is to be reported immediately to the Fire Service.
 19. Samples are to be collected away from tracks, picnic areas or areas of high public use and as far as practicable, out of sight of the public. Wherever practicable, the Applicant shall use access routes to the collection areas that avoid damage to natural features. The Applicant shall erect signs, cones and barricades if necessary.
 20. The Applicant shall not collect samples from biologically sensitive areas, or in such quantities that the taking would unduly deplete the population or damage any other ecological associations.
 21. The Applicant shall maintain and provide to the Council records of collection sites and materials collected, e.g. Maps of site(s) used and lists of materials taken from each.
 22. The Applicant shall pay the Fee (GST Inclusive) of \$_____ for estimated costs incurred directly related to the Applicant's collecting/research activities.
 23. If the Council is required to enforce any rights, remedies or powers under this agreement against the Applicant, the Applicant will pay any reasonable legal or debt collection costs incurred. Likewise, if the Applicant is required to enforce any rights, remedies or powers under this agreement, the Council will pay any reasonable legal costs incurred if the Applicant's case is proven.
 24. Should the Applicant require the services of a Council Ranger which goes beyond reasonable park management responsibilities, or the services of any other Council employee, the Council will charge the Applicant at the rate of \$50 per hour (GST inclusive) per person, or \$80 per hour (GST inclusive) if a Council vehicle is required.
 25. Any taxon found, which is new to science, shall have type specimens and a voucher specimen lodged with a registered New Zealand herbarium, recognised national invertebrate collection or equivalent appropriate collection. The Applicant shall notify forthwith the Council and local tangata whenua of any such finds.
 26. If requested, the Applicant shall keep the Council and tangata whenua informed on the progress of this activity. Upon completion of the activity, the Applicant shall forward a copy of the research findings, reports and publications to the Council's office from where this permit was issued. The Applicant acknowledges that the Council may provide copies of these findings to tangata whenua.
 27. No material collected pursuant to this Agreement may be used for patenting or for registration of intellectual property rights on any derivatives.
 28. The Applicant shall not sell or otherwise transfer to any third party any material, including any genetic material, or any material propagated or cloned from such material, collected under this Agreement, or any information obtained as a result of research done on such material or undertake any other activity with the sample not expressly approved herein. Notwithstanding the preceding constraint, the Applicant may publish the results arising from the authorised activity.
-

SIGNED by	<input type="text"/>	SIGNED by	<input type="text"/>
Dated	<input type="text"/>	Dated	<input type="text"/>
ENVIRONMENTAL RANGER/TECHNICIAN, GREATER WELLINGTON ("The Council")		APPLICANT	
In the presence of	<input type="text"/>	In the presence of	<input type="text"/>
Witness Signature	<input type="text"/>	Witness Signature	<input type="text"/>
Occupation	<input type="text"/>	Occupation	<input type="text"/>
Address	<input type="text"/>	Address	<input type="text"/>

Schedule One

(1) Approved Site(s)

(2) Approved Date(s)

Environmental Care Code

Protect Plants and Animals

Treat New Zealand's natural environment, plants and animals with care and respect. They are unique and often rare.

Remove Rubbish

Litter is unattractive, harmful to wildlife and can increase vermin and disease. Plan your visits to reduce rubbish, and carry out what you carry in.

Bury Toilet Waste

In areas without toilet facilities, bury your toilet waste in a shallow hole well away from waterways, tracks, campsites and huts.

Stay on Established Tracks and Use Existing Facilities

By using existing facilities, where these are provided, you run less chance of disturbing wildlife and damaging riverbanks and foreshores.

Respect Our Cultural Heritage

Many places in the Wellington Region have a spiritual and historical significance. Treat these places with consideration and respect.

Enjoy Your Visit

Enjoy your outdoor experience. Take a last look before leaving an area; will the next visitor know that you have been there?

Take Care of Your Gear

Careless use of equipment can harm wildlife and other users.

Consider Other People

Respect other visitors ... everyone has the right to enjoy the environment in safety.

Protect the environment for your own sake, for the sake of those who come after you, and for the environment itself.