From:	Karen Rainbow
То:	Damian Coutts; Stacey Wrenn; Stephanie Bowman
Cc:	Anita Murrell; Anna Atchley
Subject:	RE: Whakapapa
Date:	Thursday, 30 May 2024 10:32:00 am
Attachments:	image001.png

Anna is Out of Scope

, so unfortunately we

won't have that resource. Fiona is probably the other one that is over this, so would probably be useful to pull together a Teams meeting with the PA, myself, Fiona, George and/or Mike and Stacey or Stef or both to have a discussion about the Turoa concession document. We have a hui with PTL on Friday this week and may have some learnings from that as well.

Do we have a 'team lead' driving this yet – is that you Stacey?? Ngā mihi Karen

From: Damian Coutts <@..>
Sent: Thursday, May 30, 2024 8:38 AM
To: Stacey Wrenn <@..>; Stephanie Bowman <@..nz>
Cc: Anita Murrell <@..>; Karen Rainbow <@..nz>; Anna
Atchley <@..>
Subject: RE: Whakapapa

Would also be good in advance to debrief with the Tongariro team and Karen what we have found in the doc thatwe would change if we had our time again now we are starting to operationalise it. Karen and Anna prob have the best insight on this

 From: Stacey Wrenn <@..</td>
 >

 Sent: Wednesday, May 29, 2024 7:27 PM

 To: Stephanie Bowman <@..</td>
 >

 Cc: Anita Murrell <@..</td>
 >; Damian Coutts <@..</td>
 >

 Subject: Whakapapa

Hi Stef,

We are going to need to start talking about a potential Whakapapa concession – while this won't be for a while, we need to consider:

- Engagement (I am sending a letter this week to iwi this week to initiate engagement, plus Ministers are engaging 20 June and 9 July)
- What we require in a concession application
- Pre-application support with any likely applicant
- Realistic timeframes
- Potentially a s17ZG(2) memo if required

So my question is ... will Lynette be the Permissions Advisor?

At the earliest, we may receive a concession application in July, but there will be work prior to this.

I will also need some support for memos etc for Ministers for engagement, so I'm hoping Lynette (or another Permissions Advisor) can help draft these?

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Cheers, Stacey

Stacey Wrenn (she/her)

Director, Regulatory Authorisations Whare Kaupapa Atawhai | Conservation House Phone: Sec 9(2)(a) www.doc.govt.nz



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Hi Lynette

Have you looked at the old concession's guidance document <u>DOCDM-596529</u>.

I checked the list of Permissions template documents, and didn't find a template for any process.

You could also try this DRAFT Concession Allocation in Limited Supply Situations - guideline document <u>DOCDM-340476</u>, I don't think there is much in there to help either.

I think you are right that there is likely no real guidance, draft up something for the website, treat it as a 17ZG(2) would be, notify SPT so they don't accept any applications.

See below for comments in red.

Ngai mihi Vicki Crosbie National Permissions Advisor | kaitohutohu whakaaetanga a motu Department of Conservation | Te Papa Atawhai Sec 9(2)(a)

From: Lynette Trewavas <ltrewavas@doc.govt.nz> Sent: Monday, June 17, 2024 1:31 PM To: Vicki Crosbie <vcrosbie@doc.govt.nz> Subject: section 17ZG(2) memo - Whakapapa

Hi Vicki

I have been asked to create a section 17ZG(2) memo for the Whakapapa ski field while the MBIE EOI process is being undertaken.

Generally, these are tasked through SPT and task assignments.

Do you know if there is any process/guidance about the actual 17ZG(2) process, not the tendering/limited supply process. I couldn't find anything in Promapp.

Also, I have vague recollections about a conversation that this should have been done for Turoa but wasn't? Don't recall off the top of my head, could ask Stacey or Steve B, or Tara. Do you remember anything about this?

Is the correct process that I just need to draft a memo, probably checked by legal then get it signed by someone who has delegations? Ask Legal if it is covered by 17SG(2)(a), carry out other actions that may encourage specific applications (MGIE doing it) DDG (Ruth), DO (Damian). My pick would be Ruth.

Potentially we should also advertise it on our website – but not sure where, as it is different to a standard 17ZG process? Consultations Page ?

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Any advice is appreciated.

Regards Lynette

Lynette Trewavas Senior Permissions Advisor Kirikiriroa / Hamilton Office Department of Conservation I Te Papa Atawhai

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Phone: Sec 9(2)(a)

www.doc.govt.nz

Kia ora Lynette,

I've just had a chat to Stef about the anticipated Whakapapa concession and coordinatinh the best way to organise and communicate with those involved.

She mentioned she'd like me to set up a Teams Board and MS Planner platform to input timeframes and actions required so we can best prepare – I've gone ahead and set up a channel with just you and I (which you should now see in Teams).

It's empty at the moment - I was thinking I could get started and prepare this platform with you, so we can visualise the process using a GANTT chart. We could then add all people involved (including Ops) so everyone has a clear picture on expectations.

Perhaps you and I could have a chat about the specific actions and dates that we need to input from the concession, and we start building the MS Planner board?

Ngā mihi,

31025

Lauren Bollu (She/Her) Statutory Support Officer/Project Coordinator Te Whanganui-a-Tara | Wellington Policy & Regulatory Services Phone: Sec 9(2)(a)

From:	Lynette Trewavas
To:	Stacey Wrenn; Karen Rainbow; Anna Atchley; Gavin Smith (Tauranga); Michael Christie; Stephanie
	Bowman; Fiona Wilson
Cc:	George Taylor
Subject:	Draft Indicative timeline for Whakapapa skifield
Date:	Tuesday, 13 August 2024 4:40:21 pm
Attachments:	image001.png

Hi Team

Following today's meeting, I have made found and amended my draft of a timeline for the Whakapapa application Draft indicative timeline.docx, I have also linked it to the Teams channel under files.

Let me know if you have any comments or suggestions, this is a first draft, I have made 2 October as the application received date (as this fitted the working days nicely) but can amend.

Regards Lynette

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Timeline Whakapapa Concession

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		months		

From:	Michael Christie
То:	Karen Rainbow; Stephanie Bowman; Lynette Trewavas; Anna Atchley
Subject:	RE: Whakapapa Ski field pre application hui
Date:	Wednesday, 14 August 2024 11:02:42 am
Attachments:	image001.png

Sounds good Karen, Anna is working on the notes now, they will be ready before our next catchup. Anna will attend for the Tongariro District as she is the District Lead, I will accompany her for my own context.

I will hold off talking to George re lwi engagement until we know what the vibe is from the lwi hui next week.

Cheers, Mike

From: Karen Rainbow <@..>

Sent: Wednesday, August 14, 2024 10:11 AM
To: Stephanie Bowman <@...>; Lynette Trewavas <|trewavas@doc.govt.nz>
Anna Atchley <@...>; Michael Christie <@.t.nz>
Subject: FW: Whakapapa Ski field pre application hui

Just checked my diary and I won't be able to make next weeks hui as I have a hui with Ngāti Rangi at that time. I will leave it with you guys however to get this sorted and update me afterwards if that's OK.

Cheers Karen

Morena

Had a quick chat with Damian re $\frac{860 \cdot 9(2)}{000}$ yesterday afternoon and where they are at in terms of a concession application. They would really like to understand further what we may require when it comes to the application as they are anticipating from the time they get a decision and sign a sale and purchase agreement, they will need the application in to us within 2 weeks. So I think we really should reach out to them now to try and set up a pre application meeting to talk this through so if they submit an application we are ready, they have included everything we need and we can quickly assess and get out for notification. We may be able to cover everything in this meeting, if they are clear what they are applying for and we have already done the homework on what we are going to need. I understand they have both the RAL concession and the Pure Turoa Concession and have been advised to look through and let us know how their application may differ to either of those, or not.

Therefore, next steps – Anna once you have completed the notes from our workshop let's regroup and make a plan to set up a pre application meeting – we should be able to do this in next Tuesday's catch up. I'm relaxed on who attends this, but think we need at least one from the District and one from Permissions. I'm happy to sit in as well if this is worthwhile.

How does this sound to everyone?

eleased under the

Ngā mihi



Karen Rainbow / Statutory Manager – Central North Island Department of Conservation Te Papa Atawhai Taupo Office | Central North Island Region 37 Motutaiko Street, Taupo Ph. Sec 9(2)(a) Email: krainbow@doc.govt.nz | www.doc.govt.nz tion

From:	Karen Rainbow
То:	Anna Atchley
Cc:	Stephanie Bowman; Lynette Trewavas; Michael Christie
Subject:	RE: Whakapapa Ski field pre application hui
Date:	Thursday, 15 August 2024 9:47:38 am
Attachments:	image001.png

Thanks Anna

Just another couple of things to go in your table below to take into consideration:

- Ensure maps and license area take into consideration the entire carpark area (double check the aerial maps are up to date)
- Maps and license ski area should also take into consideration anchor points for the snow cats, which may be outside the standard ski area.

Thank Anna Karen

From: Anna Atchley <@..>
Sent: Wednesday, August 14, 2024 6:02 PM
To: Karen Rainbow <@..>; Stephanie Bowman <@.t.nz>;
Lynette Trewavas <@..>; Michael Christie <mchristie@doc.govt.nz>
Subject: RE: Whakapapa Ski field pre application hui

Hi all,

I have added the PTL learnings into the Whakapapa 2024' Team files but here is the link Learnings from the PTL process.docx

These are learnings in relation to the Concession Document as well as our delivery of it. The District did not touch on what we learnt out of the application/processing of the Concession. If there is interest in producing something in relation to the process happy to help facilitate

I was wondering I could start on the District Contributions (e.g. <u>https://doccm.doc.govt.nz/cwxv4/wcc/faces/wccdoc?dDocName=DOC-7591742</u>) but maybe a little pre-emptive when we don't even know what they have applied for.

What I do have is a Document with Ski Area License issues I created for both ski areas over a year ago. I can refresh the WKP section if that's helpful. Currently this is what it includes:

40011-SKI - Whakapapa

Issue	Description						
Schedule 1 Clause 1 /	Мар						
Schedule 4 Maps	 New maps that clearly show ski area boundaries and if 						
	possible all infrastructure on the Maunga						
	 Especially since lifts listed include National, Waterfall 						

	etc.	
Schedule 1 Clause 5	Concession Fee	
	 Review of fee structure to include a community 	
	contribution charge that could be utilised directly	
	back in TNP for cultural wananga/environmental	
	protection	X
Schedule 2 Clause 7	To include	
	Variation April 2019	
Schedule 3 Clause	Concession Activity	
1.1	Clarity on summer use in line with TNMP	
Schedule 3 Clause		
	Not to change anything but to Note for new operator:	
4.1	Services provided by the concessionaire	
	 Currently written: Cafeteria/shelter/toilet for public safety 	
	 Reality: They manage and clean the public shelter up 	
	there as agreed between DOC and previous ski area	
	operator	
NEW – Redundant	To include	
Infrastructure	 Specific Special Condition or add to Schedule 2 	
	Clause 8	
	 As structures become redundant they are to be 	
	removed	
NEW – Avalanche	To include	
Control	 Can extend beyond the ski area boundaries in the 	
	name of public safety	
NEW –	Not to change anything but to Note for new operator	
Accommodation	• Any accommodation in the village will require a	
	separate lease with the Department	
	 If you were to include with the Ski area licence then 	
X	they technically wouldn't have exclusive use and the	
	right to exclude the public	

Cheers, Anna

 From: Karen Rainbow <@..</td>
 >

 Sent: Wednesday, August 14, 2024 7:54 AM
 >

 To: Stephanie Bowman <@..</td>
 >; Lynette Trewavas <@..</td>
 >;

 Anna Atchley <@..</td>
 >; Michael Christie <@..</td>
 >

 Subject: Whakapapa Ski field pre application hui
 >
 >

Morena

Had a quick chat with Damian re $_{9(2)(a)}^{Sec}$ yesterday afternoon and where they are at in terms of a concession application. They would really like to understand further what we may require when it comes to the application as they are anticipating from the time they get a decision and sign a sale and purchase agreement, they will need the application in to us within 2 weeks. So I think we really should reach out to them now to try and set up a pre application meeting to talk this through so if they submit an application we are ready, they have included everything we need and we can quickly assess and get out for notification. We may be able to cover everything in this meeting, if they are clear what they are applying for and we have already done the homework on what we are going to need. I understand they have both the RAL concession and the Pure Turoa Concession and have been advised to look through and let us know how their application may differ to either of those, or not.

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from the District and one from Permissions. I'm happy to sit in as well if this is worthwhile.

How does this sound to everyone?

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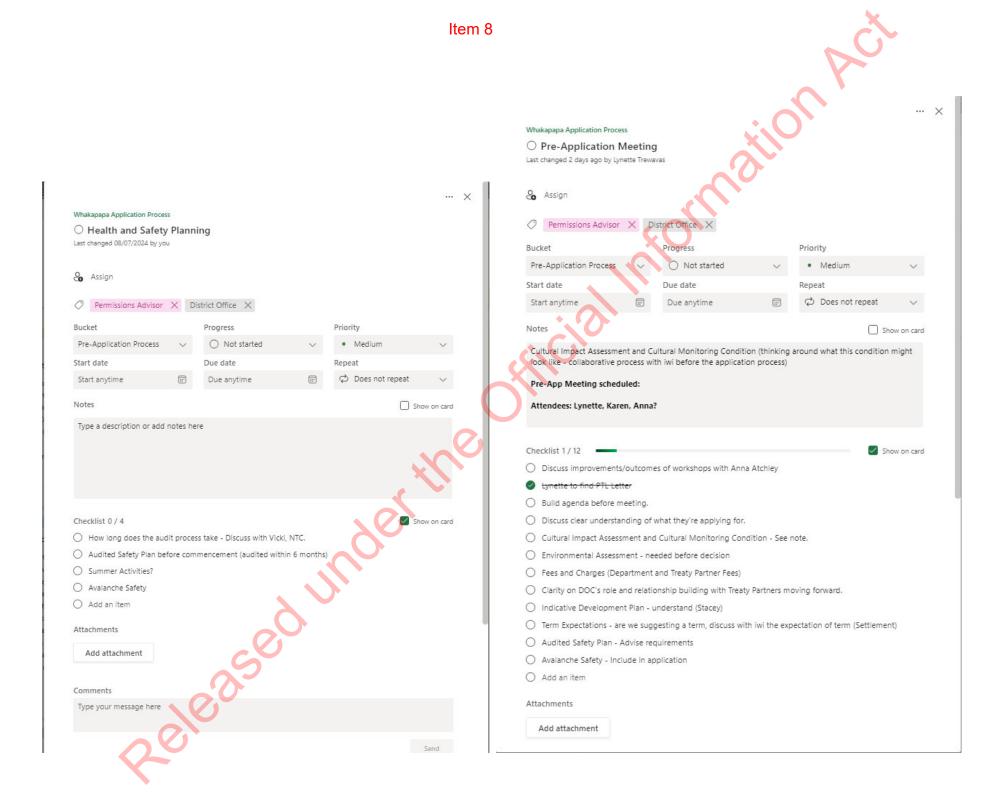
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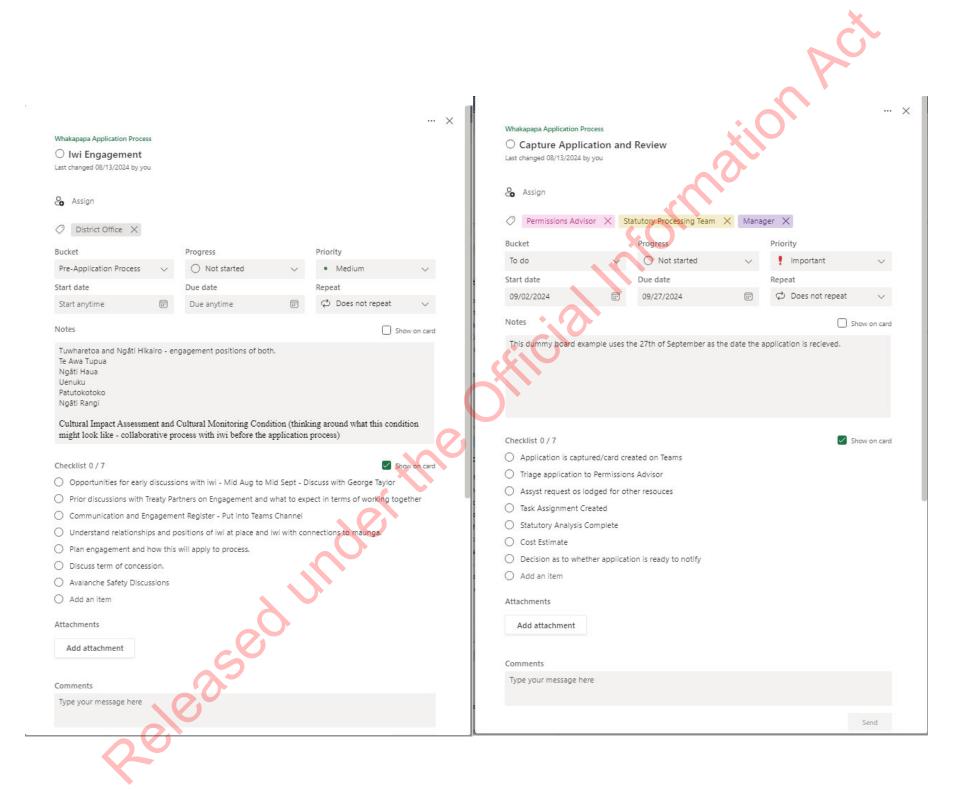


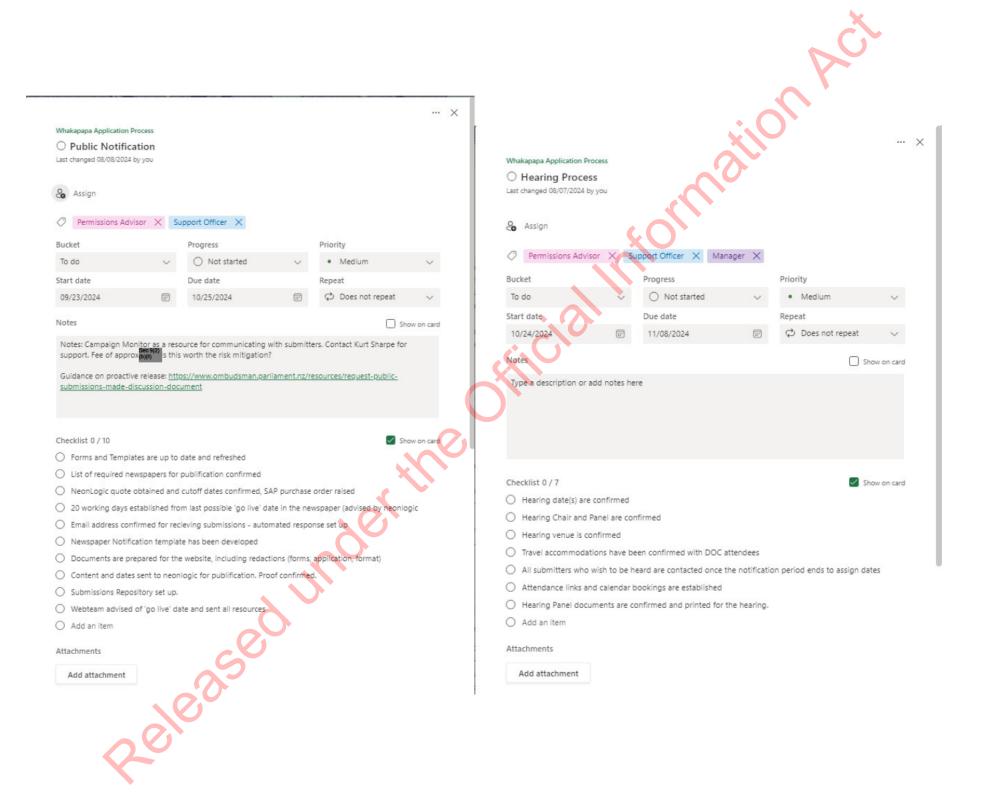
Karen Rainbow / Statutory Manager – Central North Island Department of Conservation *Te Papa Atawhai* Taupo Office | Central North Island Region 37 Motutaiko Street, Taupo Ph. Sec 9(2)(a) Email: krainbow@doc.govt.nz | www.doc.govt.nz

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Whakapapa Application Process

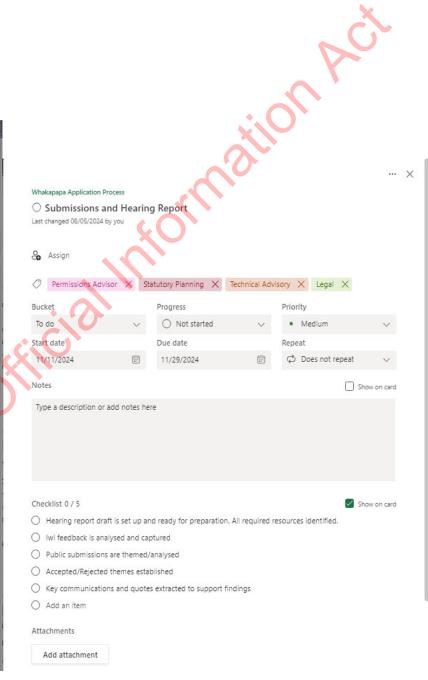
O Decision Support Document Last changed 08/05/2024 by you

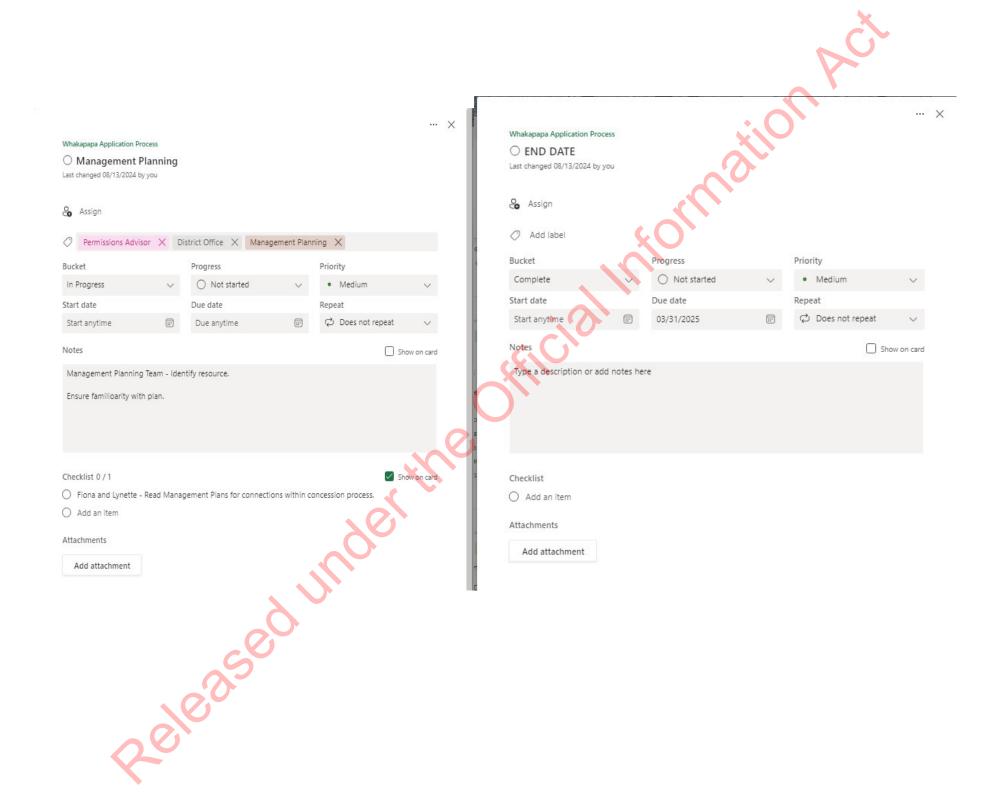
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Permissions Advisor X Legal X Policy X

Bucket		Progress		Priority	
To do	\sim	 Not started 	\sim	Medium	~
Start date		Due date		Repeat	1
11/25/2024		12/13/2024		් Does not repeat	~ .
Notes				Sho	ow on card
Type a description or a	add notes he	re			
Checklist 0 / 6				🗹 sh	w on card
 Decision Support D 					
 Content for Docum 	nent Identifie	d			
Consulted with Trea	aty Partners				
 Consulted with app 	plicant				
Reviewed by Legal					
 Draft finalised - rea 	ady for sendir	ng to Decision-Maker			
Add an item					
Attachments					
Add attachment					
		5			
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Task ID	Task Name	Bucket Name	Progress	Priority Assign	ned To Created By	Created Date Start date	Due date	Is Recurrin Late	Completed Da Completed By	Complet	ecChecklist Items	Labels	Description
kJiOP0WoPUqCiAE3tRg9FMgACG6Y	END DATE	Complete	Not started	Medium	Lauren Bollu	08/13/2024	03/31/2025	false false					
bwqWSwtThEG6PV3A_avHoMgAJmgl	Health and Safety Planning	Pre-Application Proce	s Not started	Medium	Lauren Bollu	08/06/2024		false false		0/4	Avalanche Safety ;Audited Saf	ety Plan b Permissions Advisor; District Office	
WUtTj8CCjEWxBkoOfCXXYcgAFjMZ	Management Planning	In Progress	Not started	Medium	Lauren Bollu	08/06/2024		false false		0/1	Fiona and Lynette - Read Man	agement FPermissions Advisor;District Office;M	lan: Management Planning Team - Identify resource. Ensure familioarity with plan.
ON4UIMGyYk-RCuUrZg98A8gABRUO	Pre-Application Meeting	Pre-Application Proce	s Not started	Medium	Lauren Bollu	08/06/2024		false false		1/12	Audited Safety Plan - Advise n	equiremen Permissions Advisor; District Office	Cultural Impact Assessment and Cultural Monitoring Condition (thinking around what this condition might look like - collaborative process with iwi before
hKPmKAT1ekyJAdYqMvPxVMgABiJ	Iwi Engagement	Pre-Application Proce	s Not started	Medium	Lauren Bollu	08/06/2024		false false		0/7	Communication and Engagem	ent Regist District Office	Tuwharetoa and Ngāti Hikairo - engagement positions of both. Te Awa Tupua Ngāti HauaUenukuPatutokotokoNgāti RangiCultural Impact Assessment ar
CebRpliNZEqReSU8Yz1U5sgAEhce	Decision Support Document	To do	Not started	Medium	Lauren Bollu	08/05/2024 11/25/202	4 12/13/2024	false false		0/6	Consulted with applicant;Con:	sulted with Permissions Advisor;Legal ;Policy	
DQNoKt2xN0WOsFRo8o6s4sgAP831	Submissions and Hearing Rep	To do	Not started	Medium	Lauren Bollu	08/05/2024 11/11/202	4 11/29/2024	false false		0/5	Iwi feedback is analysed and c	aptured ; Permissions Advisor; Statutory Planni	ng;Technical Advisory;Legal
Y_0Cl5hcc0WKtQ34D9J9pMgAL9Wo	Hearing Process	To do	Not started	Medium	Lauren Bollu	08/05/2024 10/24/202	4 11/08/2024	false false		0/7	Travel accommodations have	been conf Permissions Advisor;Support Officer;I	Manager Soc
NlwWAU3WyE-pliJUcVobAsgAFHsQ	Public Notification	To do	Not started	Medium	Lauren Bollu	08/05/2024 09/23/202	4 10/25/2024	false false		0/10	NeonLogic quote obtained an	d cutoff da Permissions Advisor;Support Officer	Notes: Campaign Monitor as a resource for communicating with submitters. Contact Kurt Sharpe for support. Fee of approx
71bTzOBHEUS2c1pBckgbFsgAG-Aj	Capture Application and Revie	To do	Not started	Important	Lauren Bollu	08/05/2024 09/02/202	4 09/27/2024	false false		0/7	Triage application to Permissi	ons Adviso Permissions Advisor; Statutory Proces	ssin This dummy board example uses the 27th of September as the date the application is recieved.

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