



## CONCESSIONS GUIDELINES FOR GREATER WELLINGTON'S REGIONAL PARKS AND FOREST AREAS

JUNE 2008

# Public Consultation Document

### Concessions guidelines ready for consultation

The concessions guidelines is a non-statutory document that sets out how Greater Wellington Regional Council (GWRC) will manage the public, groups, organisations or businesses that wish to use the Region's regional parks and forests. GWRC's objective is to manage these activities and charge fees when it is appropriate to do so.

These lands include Belmont Regional Park, East Harbour Regional Park, Kaitoke Regional Park, Queen Elizabeth Park, Battle Hill Farm Forest Park, Pakuratahi Forest, Akatarawa Forest and the Wainuiomata Recreation Area.

A map of these lands that GWRC manages is supplied as attachment 1 to this newsletter.

### Why is there a concessions review?

The concessions guidelines have not been reviewed since they were first adopted in 2001. This review is to keep abreast of any changes that may have occurred in the range of uses, services or facilities available in the parks or forests. It is also to recoup GWRC costs from the usage of any of the parks or forests lands.

### How will the concessions guidelines affect me?

These guidelines may affect you if you are looking to do anything on a regional park or forest that is more than just normal casual use, for example, if you are a trail bike commercial operator, a seasoned film producer, a harriers' club event organiser, or have a large group for a picnic. If you are one of these, there are proposed changes to the fees and to how we process concessions/permits.

### Where can I get a copy of the concessions guidelines?

This newsletter is a summary of the concessions guidelines. The actual document is available on the GWRC web site at [www.gw.govt.nz/parks](http://www.gw.govt.nz/parks) if you wish to read it in full. Otherwise, a copy can be requested from:

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## What are the proposed changes for the Concessions guidelines?

The previous *Policy on Recreation and Tourism* was based on issuing concessions and charging fees for all activities within the parks that were over and above general casual use.

GWRC is now proposing that the policy stance be based on the following:

- If any activity is to **operate a business and/or obtain profit or gain** utilising GWRC's parks and forests, this is deemed a **commercial activity** and will be charged fees.
- If an operator **does not generate profit or gain** from the use of GWRC's parks and forests, it is deemed a **non-commercial activity**. In this case, they will not be charged fees.

In summary, the main changes proposed to the concessions guidelines are:

- **Not to charge non-commercial activities** with less than 150 participants, provided they have been assessed as having a low impact on parks and forests, i.e., trampers doing a day hike would have a low impact.
- **Commercial activities will be charged** with no exceptions. A \$175 application fee will apply.
- **Non-commercial activities** (over 150 participants) will have a \$50 application fee apply.
- **Revised fee waiver criteria** for school/college students, or for those <19 years old, providing that the concession application is applied by the school or college.
- **Standardised flat rates** for certain commercial activities/events and non-commercial events (>150 participants) requiring concession (\$5 per person for a full day or \$2.50 for half day).
- **Motorised recreation** – Fee increase in the commercial event charge (from \$30 to \$40 for full day and from \$20 to \$25 for half day) per vehicle. Non-commercial 4WD bikes/trail bikes will increase from \$10 a day to \$15 per day per bike.
- **Picnic sites/to erect a marquee** – increase in flat weekend rates from \$200 to \$500.
- **Wedding ceremony with a function** – increase in rates from \$200 to \$500
- **Feature films** – For filming that is longer than 10 days then the rate is negotiated at the discretion of the Manager, Parks as according to their impacts.
- **Advertising commercial films** – increased fees from \$500 to \$750 per day.

## The way forward for the concessions guidelines

Once approved, the concessions guidelines will be compressed into a public brochure entitled *Stepping up – Beyond Council use of the regional parks*. This brochure is designed for use primarily by park users.

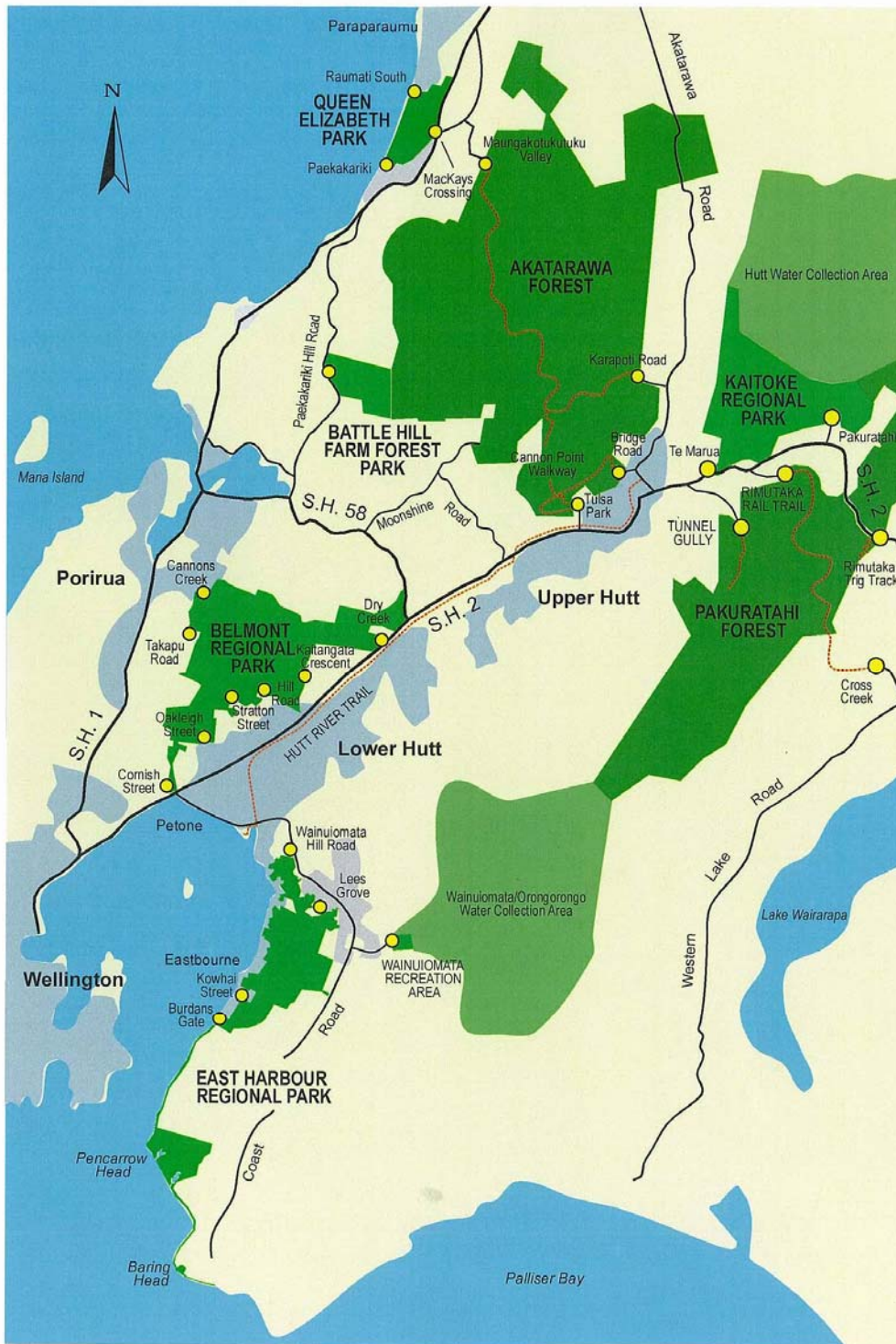
## Your feedback on the concessions guidelines

Attached to this newsletter is:

- A map of GWRC's park and forest areas
- A copy of the proposed fees schedule
- A feedback form for you to complete

Can you please have the feedback form to Greater Wellington Regional Council, PO Box 11646, Wellington 6142, marked for the attention of Sonia Chisholm, **by 11 August 2008**.

The feedback form is also available on the GWRC web site if you wish to fill it in electronically.



Map of Greater Wellington Regional Council's park and forests lands [excludes Hutt River Trail]

**NB:** Please note that the current water collection areas, as annotated on the map above, are subject to water operation requirements and thereby public access is restricted.

## Concession and permit fee structure

Activity	Fees (all inclusive of GST)
<b>Concessions application fees</b> Commercial new applications  Non-commercial and over 150 participants (refer to definitions section) NB: To ensure that these non-commercial activities remain non-commercial, GWRC will require them to demonstrate evidence of this and to sign a disclaimer. Renewal applications  Urgent applications  Film activities undertaken by students for educational purposes	\$175 non-refundable application fee for new applications.  \$50 non-refundable application fee for new applications.  \$50 non-refundable application fee for renewal applications.  \$250 for urgent applications (received less than 15 working days before event/activity take place)  Nil
<b>Bonds</b> Non-commercial activities/events (greater than 30 participants) All commercial activities/events	At discretion of Ranger, dependent on level of impact and displacement to other users  Minimum \$200 and up to \$2,000, dependent on level of impact and displacement to other users
<b>Ranger assistance costs</b> [above normal duties] - at the discretion of the Ranger	\$50/hour for Ranger time \$80/hour for Ranger and vehicle
<b>Fee waiver</b>	For any events/activities exclusively associated with school or college aged children (<19 years of age) that are directly applied for by schools or colleges.
<b>Commercial activities (to include running, orienteering, mountain-biking, guided tours etc)</b>	\$5 per participant – full day \$2.50 per participant – half day
<b>Non-commercial activities/tours over 150 participants</b>	\$5 per participant – full day \$2.50 per participant – half day
<b>Festivals/Events</b>	10 percent of gross receipts of the festival/event and any associated mobile traders;  Or \$2 per person charge, for whichever is appropriate to the event or festival
<b>Commercial passenger vehicle conveyance</b>	\$2 per person
<b>Horse riding</b> - events and trekking (greater than 30 horses and people)	Events \$5 per person Rally/practice \$3 per person
<b>Motor and trail bike permit (Commercial)</b>	\$15/bike full day \$10/bike half day
<b>Motor and trail bike permit (Non-commercial)</b>	\$20 for a 6 month permit
<b>4WDs/Motorised vehicles</b>	
All commercial events	\$40/vehicle full day \$25/vehicle half day
Non-commercial club events	\$15/vehicle full day
<b>Picnic areas</b> or space reservations for groups	\$20 per group minimum, up to 20 people \$1 per person for groups >20 \$500 weekend flat rate (Fri-Sun) for marquees NB: No booking fee but you must reserve a space with the Ranger
<b>Weddings</b> Ceremony only Ceremony and function	\$200  \$500 (plus bond at discretion of Ranger)

Activity	Fees (all inclusive of GST)
<b>Filming/Photography</b> Advertising commercials Feature films  Television filming (other than news/current affairs) Conservation/educational/recreation promotion  News/current affairs Commercial still photography Preparation and cleanup costs	\$750/day \$500/day Greater than 10 days, rates negotiated at discretion of Manager, Parks and according to impacts. \$500/day Nil if for non-commercial purposes (must demonstrate this with evidence) Nil \$300/day Negotiated, depending on size and nature of filming. All actual costs are to be met by the concessionaire.
<b>Schools</b>	School groups have free access with ranger time for first 2 hours and then Ranger time at \$30/hour after that.
	Vehicle costs (if needed) to apply after first 2 hours.
	For school/college related events refer to fee waiver activities.
<b>Special Interest Groups</b> , e.g. Forest and Bird, historic societies, conservation groups, botany clubs, universities (this does not apply to formal research programmes, e.g., scientific and archaeological research)	Free access. First 2 hours free with Ranger. \$50/hour Ranger time after first 2 hours. Vehicle costs may apply.
<b>Park facilities</b> Ken Gray Education Centre Stratton Street barn	\$50 booking fee Bond may be required
<b>Mobile traders, i.e. coffee cart, hot dog stand, bike shop stand etc.</b>	A one-off will have a per session charge of \$10. Casual, or occupation less than a 12 month period according to the operational period, is to be negotiated at discretion of Manager, Parks. For a 12 month period or more – Minimum \$100 to \$500, which is to be negotiated at discretion of Manager, Parks.
<b>High impact collecting and research permit</b>	\$100 deposit
<b>Camping permit</b>	\$5/adult/night \$2/child/night under 16 years of age (if unsupervised, particularly 14-16 years old, adult rates apply)
<b>Firewood permit</b>	\$25 (per light vehicle)
<b>Hunting permit</b>	Nil
<b>Independent groups</b>	Free access \$50/hour Ranger interpretation (if requested)

## What you think about the Concessions Guidelines?

**Greater Wellington Regional Council would appreciate your feedback on the following:**

1. Commercial activities will be charged with no exceptions.

Do you agree with this?      Yes       No

If not, please give details in the space provided below:

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2. We have increased charges for some activities (for both commercial and non-commercial activities) as enclosed in appendix A to keep up with the pace of the market.

Do you agree with this?      Yes       No

If not, why? Please give details in the space provided below:

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3. Do you think mobile traders, i.e., coffee carts, ice cream vendors etc should have the ability to trade within the Greater Wellington parks and forests?

Yes       No

If not, why? Please give details in the space provided below:

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4. Currently we are proposing a fee waiver for school/college students, or for those <19 years old, providing that the concession be applied by the school or college.

Do you agree with this?      Yes       No

Are there other organisations or individuals which should not be charged to encourage more use of the Greater Wellington Regional parks and forests?

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5. Is there anything else (i.e., other park activities) that has not been addressed within our Concessions guidelines? If so, please give details.

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6. Is there anything else in the Concessions guidelines that you challenge or don't agree with? If so, please give details.

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Please return the form to Greater Wellington Regional Council, 142 Wakefield Street, PO Box 11646, Wellington, marked for the attention of Sonia Chisholm by 11 August 2008. Alternatively, email your submission to [sonia.chisholm@gw.govt.nz](mailto:sonia.chisholm@gw.govt.nz).