

## Information required for all activities in Ruatihi o Paeroa Scenic Reserve

Please ensure you have taken time to look at the restrictions on activities in the reserve on the webpage before sending in your pre approval information regarding your activity requirements. Once you have completed answering this list of questions please email this information to michelle@tahu-whaoa.com.

From the information you provide we will assess if we can progress/accommodate your application. Please note that once the above information is received we will respond to you within **10 working days** to indicate if we can progress your request.

If your application is accepted, we will outline relevant costs and requirements upon acceptance. You will then be required to enter an authorisation agreement with the Runanga, provide evidence of relevant insurance and also provide information on Health and Safety processes for your work. . This will take up to **a minimum of 20 working days**.

Payment of any applicable fees for your application and to undertake your activity within the reserve will be required prior to your activity commencing.

To ensure your request conforms with the values of the Scenic Reserve please provide initial information regarding the following:

- Full name and legal entity of your company
- Key contact for this work
- Project brief (including purpose of work, use and distribution of information)
- If your work is scientific, please outline the benefits expected to be gained particularly from a management point of view
- Please outline how you are going to share this information with the landowner and the public in general
- Range of dates you wish to undertake your activity (please allow for changes in timetable and bad weather) as well as specific filming dates in this date range
- Number of days you wish to be at the site
- Size of group who will be at site
- What equipment will be used (if any) – please note that there are some limitations at the site so be sure to include all aspects for the work you are wanting to undertake)
- If your project is scientific/sampling – please outline your biosecurity procedures and provide specific information on your sampling techniques and what samples you wish to collect
- Do you know where specifically within the reserve you wish to work?
- If you wish to undertake filming/photography - who is the audience for your production
- When and where will the show/advertisement air?
- Do you have a Maori cultural component to your project? Maori cultural information refers to the following:
  - Interpretation of Ngati Tahu-Ngati Whaoa or any general maori history associated with the scenic reserve (oral or photographic or any other media)
  - Provision of Ngati Tahu-Ngati Whaoa information on previous use of the site, waahi tapu or significance of areas within the Scenic Reserve
  - Relationship of Ngati Tahu-Ngati Whaoa with the site (current or historical)

Any information outlined above must be discussed with the Runanga prior to being incorporated in any activities at the Reserve. The decision on whether to provide this information sits solely with the Runanga. If you do have have a cultural component please provide details