

TAUPO WATERS FILMING & PHOTOGRAPHY APPLICATION FORM



TŪWHARETOA
MĀORI TRUST BOARD

INSTRUCTIONS FOR APPLICANT

Please read these instructions before completing this application form

The applicant must complete all relevant sections of this application form. An answer of 'N/A' should be included in sections that are not relevant to the application. **DO NOT** leave any section blank or incomplete.

For more information about the application process and operation of the concession framework please refer to the 'Policy and Guideline for Filming and Photography on Taupō Waters'.

All completed forms and applications should be emailed to events@tuwharetoa.co.nz

A

SECTION A APPLICANT DETAILS

Organisation or Company Name	
Name of Contact Person	
Postal Address	
Physical Address (if different)	
City	

Land Line Number		Cell Phone Number	
Email Address		Website Address	

B

SECTION B CONTACT DETAILS DURING ACTIVITY

Contact Name	
Organisation or Company Name	
Cell Phone Number	



C**SECTION C BACKGROUND DISCLOSURE OF APPLICANT**

Has the applicant or any of the company directors, trustees, partners, or anyone involved with the application been convicted of any offence against the Resource Management Act 1991, the Conservation Act 1987, the National Parks Act 1980, the Reserves Act 1977, Health and Safety in Employment Act 1992, Civil Aviation Act 1990 or the Wildlife Act 1953? If yes, please supply details:

--

D**SECTION D FILMING / PHOTOGRAPHY INFORMATION**

Please note the purpose of the filming activity (advertisement, movie, documentary etc), and describe in detail the proposed filming activity:

--

ACTIVITY start date and time	
-------------------------------------	--

ACTIVITY finish date and time	
--------------------------------------	--

ASSEMBLY date and time	
-------------------------------	--

DISASSEMBLY date and time	
----------------------------------	--

DETAILS of assembly and disassembly arrangements

--

Is there any planned use of any Ngāti Tūwharetoa spiritual, cultural, historical or traditional resource ("intellectual property") in the production or subject matter? If so, please describe:	YES	NO
--	------------	-----------

--	--	--

Are there any other special effects that may be used? If so, please describe in detail how these will be used, including how they will be created and managed:	YES	NO
---	------------	-----------

--	--	--



Are animals involved with the filming? If so, please provide details:	YES	NO
Are vehicles involved with the filming? If so, please provide details:	YES	NO
Number of activity staff:		
Estimated number of participants:		
Will additional moorings, marker buoys be required?	YES	NO
Will additional toilet facilities be required?	YES	NO
Does the activity require a re-fuelling area for vehicles or vessels?	YES	NO
Will any part of the activity make use of amplified sound equipment?	YES	NO
Will any part of the activity use hazardous substances or materials?	YES	NO

E

SECTION E AIRCRAFT / BOATS

If aircraft/boats are proposed to be used please provide details of the purpose and a description of size/type:

F

SECTION F OTHER REGULATORY COMPLIANCE

In addition to the Tūwharetoa Māori Trust Board granting a Concession:

Does the activity require approval of the Harbourmaster?	YES	NO
--	-----	----



Copy of approval from Harbourmaster attached?	YES	NO
Does any part of the activity require resource consent?	YES	NO
Copy of resource consent from District or Regional Council attached:	YES	NO
Does any part of the activity require building consent?	YES	NO
Does any part of the activity require any other type of statutory approval, concession or regulatory licence?	YES	NO
Copy of any other type of statutory approval, concession or regulatory licence attached:	YES	NO

G

SECTION G HEALTH AND SAFETY PLAN

Does the activity have a Health and Safety Plan compliant with the Health and Safety Act 1992?	YES	NO
Copy of the activity Health and Safety Plan attached?	YES	NO

H

SECTION H PUBLIC LIABILITY INSURANCE

Copy of activity public liability insurance attached?	YES	NO
---	-----	----

I

SECTION I ENVIRONMENTAL + RECREATIONAL IMPACT ASSESSMENT

In column 1 please list all the locations of your proposal. 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.

1. Location on Taupō Waters	2. Special feature or value	3. Potential effects of your activity on the feature or value (positive or adverse)	4. Methods to remedy, mitigate or avoid any adverse effects identified



1. Location on Taupō Waters	2. Special feature or value	3. Potential effects of your activity on the feature or value (positive or adverse)	4. Methods to remedy, mitigate or avoid any adverse effects identified

J

SECTION J APPLICANT DECLARATION

Declaration:

The applicant declares the information contained within this application is complete and accurate.

The applicant understands if any information contained within this application is incomplete or inaccurate, the processing of the application may be delayed, or could be rejected. If the application is delayed, further information may be requested at the expense of the applicant. The applicant accepts delays in processing may arise out of any inadequacies in the information provided in support of the application.

The applicant acknowledges the Tūwharetoa Māori Trust Board has the discretion to withdraw approval for any activity if the information provided in this application is found to be deliberately misleading.

The applicant understands an application fee is payable and a usage fee may also apply (see schedule of fees). The fees will be determined after the application is assessed and an invoice issued to the applicant.

Signature

Name

Date



CHECKLIST PLEASE ENSURE YOU HAVE:

Completed Section A through L	YES	NO
Attached a copy of any approval from the Harbourmaster (if required)	YES	NO
Attached a copy of any resource consent (if required)	YES	NO
Attached a copy of any building consent (if required)	YES	NO
Attached a copy of any relevant licence/concession (if required)	YES	NO
Attached a copy of the Health and Safety Plan for the activity	YES	NO
Attached a copy of Public Liability Insurance for the activity	YES	NO
Signed Section J	YES	NO

APPENDIX ONE: DEFINITION OF TERMS

Commercial Activity

A Commercial activity is any which is undertaken by any entity or individual, on Taupō Waters, which produces or supports the production of, any product, or any service, for which charges or fees are imposed, on any private individual or body, or any public body, for the gain or reward of that entity or individual.

Charitable organisation

A charitable organisation is any establishment, institution or association that was formed and is operated to advance or promote a charitable purpose. An organisation's purposes can be found in its governing document/s and from its activities, history and control.

Taupō Waters

Taupō Water is legally described as:

- Computer Freehold Register 191117, South Auckland Land Registration District being an estate in Māori Freehold Land of 61400.0000 hectares more or less and described as Taupō Nui-a-Tia Block and shown on ML 22226 (South Auckland) and ML 5568 (Wellington) subject to section 11 Crown Minerals Act 1991.
- Computer Freehold Register 191120, South Auckland land Registration District being an estate in Māori Freehold Land of 52.6600 hectares more or less and described as Te Awa o Waikato Ki Te Toka o Tia Block and shown on ML 22225 subject to section 11 of the Crown Minerals Act 1991.
- Computer Interest Register (provisional) 339795, South Auckland Land Registration District being an Amalgamation Order under Section 307 Te Ture Whenua Māori Act 1993 and described as Te Hokinga mai o te papa o ngā awa ki te Poari hei Kaitiaki o ngā hapū o Ngāti Tūwharetoa.

The geographical extent of Taupō Waters is defined as:

- the bed of Lake Taupō, the bed of the Waikato River extending from Lake Taupō to and inclusive of the Huka Falls (excluding the site of the Taupō Control Gates) and the beds of certain rivers and streams flowing into Lake Taupō):
 - the bed of the Tongariro River shown on Plan ML 5604 and all the various adjoining portions of land shown as A - S inclusive on Plan ML 5611;
 - those portions of the beds of the Waihora, Waihaha, Whanganui, Whareroa, Kuratau, Poutu, Waimarino, Tauranga-Taupō, Waipēhi, Waiotaka, Hinemaiaia and Waitahanui Rivers or Streams, and their tributaries falling within the boundaries of the lands comprised in SO Plans 61281 - 61289 (South Auckland Land District) and SO Plans 38164 –

38177 (Wellington Land District); and

- those portions of such beds as have roads crossing them that are under the control of Transit New Zealand shown on SO Plans 61281 to 61287 inclusive (South Auckland Land District) and Sections 2, 3, 4 and 7 SO 61431 (South Auckland Land District).

Taupō Waters Trust

The Taupō Waters Trust is a newly established Trust set up by the Tūwharetoa Māori Trust Board, and holds title to:

- Taupō-Nui-a-Tia Block;
- Te Awa o Waikato ki te Toka o Tia Block; and
- Te Hokinga mai o te papa o ngā awa ki te Poari hei Kaitiaki o ngā Hapū o Ngāti Tūwharetoa Block.

These titles are collectively known as "Taupō Waters" and have been vested in the Taupō Waters Trust by the Māori Land Court as Māori freehold land.

The primary responsibility of the Taupō Waters Trust is to administer the assets listed above with specific regard to best practice asset management and to license: (i) commercial activities and events; (ii) new private and Crown owned structures; and the extension of existing private and Crown owned structures. The Tūwharetoa Māori Trust Board is the trustee of the Taupō Waters Trust, as authorised by s24C of the Maori Trust Boards Act 1955.

Tūwharetoa Māori Trust Board

The Tūwharetoa Māori Trust Board is a Māori Trust Board established under section 10 of the Māori Trust Boards Act 1955 representing its beneficiaries, Ngāti Tūwharetoa tangata whenua o te papa o Taupō Nui-a-Tia.

Vessel

For the purpose of this Management Plan a vessel has the same definition as the Lake Taupō Navigation Safety Bylaw 2010 and means:

- every description of boat or craft used to carry goods or persons over or under water, whether or not it has any means of propulsion; and
- includes personal watercraft; but
- excludes inflatable toys, body boards, and other items that would be considered to be children's toys.

POLICY & GUIDELINES FOR FILMING AND PHOTOGRAPHY ON TAUPŌ WATERS



TŪWHARETOA
MĀORI TRUST BOARD

CONTENTS

Purpose.....	1
Ngāti Tūwharetoa and Taupō Waters.....	1
Guiding Principles.....	1
Rationale.....	1
Matters for Consideration.....	1
General.....	1
Intellectual Property.....	2
Location.....	2
Biosecurity.....	2
Insurance.....	2
Vehicle Management.....	2
Crew Management.....	2
Other Visitors.....	2
Temporary Structures.....	2
Vegetation/Landscape Management.....	2
Animals.....	2
Special Effects.....	2
Monitoring/ Tūwharetoa Liaison.....	3
Other conditions.....	3
Consultation and Application.....	3
Appendix One: Fees.....	3
Appendix Two: Application Process.....	4
Appendix Three: Taupō Waters Location.....	4

Purpose

These guidelines have been prepared to:

- » address concerns raised by the Tūwharetoa Māori Trust Board over filming of and upon Taupō Waters; and
- » assist production company and commercial photographers with the requirements and procedures associated for carrying out these activities on Taupō Waters.

Ngāti Tūwharetoa and Taupō Waters

Ngāti Tūwharetoa are the tangata whenua and kaitiaki (stewards) of the Taupo region. The Tūwharetoa Māori Trust Board hold fee-simple title to the beds of Lake Taupō, including a number of tributaries flowing into Lake Taupō including Waihora, Waihaha, Whanganui, Whareroa, Kuratau, Poutu, Waimarino, Tauranga-Taupō, Tongariro, Waiepehi, Waiotaka, Hinemaiaia and Waitahanui Rivers and the Waikato River from the outlet of Lake Taupō to the Rock of Tia, which are collectively known as the 'Taupo Waters' (as shown on map in appendix one).

Guiding Principles

The Guiding Principles are as follows:

- » The Taupō Waters are of significant cultural value to Ngāti Tūwharetoa. Filming and photography requests and associated activities must respect, recognise and must not adversely affect, that cultural value or integrity of Ngāti Tūwharetoa.
- » The Taupō Waters are private property and, subject to the provisions of the 2007 Deed between the Crown and the Tūwharetoa Māori Trust Board. The Board as owners of the Taupō Waters enjoy all associated rights and privileges.
- » The Taupō Waters are of local, national and international significance.
- » Filming and commercial photography activities of and upon Taupō Waters require the consent of the Tūwharetoa Māori Trust Board as owners of the Taupō Waters.
- » As owners of the Taupō Waters, the Tūwharetoa Māori Trust Board is entitled to charge fees for filming and commercial photography activities. The Tūwharetoa Māori Trust Board will charge fees that are appropriate in the circumstances.
- » The Tūwharetoa Māori Trust Board reserves the right to approve and decline applications for filming of and upon Taupō Waters.

Rationale

The fundamental rationale of these guidelines is to promote mutual respect, understanding of Ngāti Tūwharetoa and to provide production companies and commercial photographers with information which allows them to understand issues of importance to Ngāti Tūwharetoa and to plan effectively.

There has been an increasing demand for access to Taupō Waters for filming and photographic activities over recent years. This has necessitated the Tūwharetoa Māori Trust Board taking a stronger role in

coordination and approvals for these activities and productions.

- The concerns of the Tūwharetoa Māori Trust Board, which will require prior thought by production companies and commercial photographers include amongst other things:
- » Use of indigenous Ngāti Tūwharetoa knowledge without consultation with the owners of that knowledge. The inappropriate use of images of specific places can cause negative impacts for the iwi (tribe). Depicting activities that are not permitted or encouraged in certain places can, for example, create an erroneous impression in the minds of the public that such activities are acceptable. Serious offence to the iwi can also be caused by inappropriate use of images of places or things of significant cultural value.
 - » misuse or misappropriation of iwi history/stories/legends i.e. Shooting a script that contains reference to Ngāti Tūwharetoa without consulting with the Tūwharetoa Māori Trust Board as to whether the script is factual.
 - » Perceived inappropriate use of culturally significant images e.g. Taupō Moana (Lake Taupo), Te Awa o Waikato (Waikato River) and Huka Falls.
 - » Significant adverse effects on the environment, including indigenous species, caused by the event. The Tūwharetoa Māori Trust Board want to be made aware of measures taken to reduce the impact on the environment.
 - » Resourcing for iwi liaison when the activity requires spending a considerable time close to sites of special importance to Ngāti Tūwharetoa. This is particularly the case if the event requires ground disturbance or is located very close to ancient urupa or wahi tapu (cemetery/sacred ground) or local settlements.

Matters for Consideration General

- » The mountain peaks of the central North Island mountains, Tongariro, Ngauruhoe and Ruapehu are sacred to Ngāti Tūwharetoa iwi and neighbouring tribes. Production companies wishing to film in the images of the Mountains in conjunction with Lake Taupō are urged to refer to the Department of Conservation "Guidelines for Managing Commercial Filming on Public Conservation Lands" (available at <http://www.doc.govt.nz/About-DOC/Concessions/Commercial-Filming-On-Public-Conservation-Lands>)
- » Film crews should also be very mindful of the potential to cause offence to iwi through the inappropriate use of images of places and things that are culturally significant to iwi. Crews should always ask the advice and permission of the Ngāti Tūwharetoa liaison officer, Trust secretary or Trust Film and Television consultant before using any iwi spiritual, cultural, historical or traditional intellectual property.
- » The Nga Aho Whakaari – Maori in Film & Video Inc. "General Guidelines and Protocols for Filming within Iwi (Tribal) Boundaries" should be obtained, understood and followed for operations in the rohe of other tribal authorities. A copy is available on the Film NZ website, <http://www.filmnz.com/pguide/shooting/permissions/index.html#Maori>
- » Use of indigenous knowledge without consultation with the owners of that knowledge. For example, a production depicting the story of the arrival of Ngatoroirangi and Tia.
- » Misuse or misappropriation of iwi history/stories/Ancesters/legends i.e. Shooting a script that contains reference to Ngāti Tūwharetoa without consulting with the Tūwharetoa Māori Trust Board as to whether the script is factual.
- » Perceived inappropriate use of culturally significant images e.g. Taupō Moana (Lake Taupo), Te Awa o Waikato (Waikato River) and Huka Falls, for example where these images are represented to a fictitious setting or place but are clearly recognizable as Lake Taupō or Ngāti Tūwharetoa Landmarks.
- » The subject of the filming may be of concern if it is for toilet paper, tobacco, alcohol or other relevant culturally inappropriate material.
- » Significant adverse effects on the environment, including indigenous species, caused by the production. An example is when there is high impact on the environment such as a whole crew moving to and fro between set and base. The Tūwharetoa Māori Trust Board want to be made aware of measures taken to reduce the impact on the environment.
- » Resourcing for significant time spent on helping the production company get the required consents.
- » Resourcing for Tūwharetoa liaison when the filming involves spending a considerable time close to sites of special importance to Ngāti Tūwharetoa. This is particularly the case if the filming involves ground disturbance or is located very close to ancient urupa or wahi tapu (cemetery/sacred ground).
- » For land administered by the Department of Conservation, there is a requirement on the Department to consult with Ngāti Tūwharetoa over filming in or around significant tribal properties. In addition, it is expected that consultation will occur over any major film occurring on land administered by the Department of Conservation and over filming applications where the Department has significant concerns over effects. Prior consultation with Ngāti Tūwharetoa before seeking a Department of Conservation

concession can be useful so production companies can plan their concession application effectively.

- » For lands not administered by the Department of Conservation production companies will need to consult over filming in Statutory Acknowledgment areas. It would also be a courtesy to notify the Tūwharetoa Māori Trust Board.
- » Conditions sought may include an iwi representative being on site for filming in sensitive sites to ensure the correct protocols are followed. This would involve a contract of service.
- » Responsible and positive behaviours by film crews on Tūwharetoa Tribal Lands and related lands administered by the Department of Conservation will help to retain access for the film industry to those locations and to public conservation lands in general. Film crews should be aware that they are filming in areas that have been protected for their particular values and attributes, and that access to those areas can be validly withdrawn if damage occurs.

Intellectual Property

There should be no use of Ngāti Tūwharetoa spiritual, cultural, historical or traditional association ("intellectual property") in the production or its subject matter without first obtaining the permission of the Tūwharetoa Māori Trust Board.

Conditions that may be sought when there is use of Ngāti Tūwharetoa intellectual property in the production may include any or all of the following:

- » Agreed designated uses of footage
- » Acknowledgement by the production company of the rights of the Tūwharetoa Māori Trust Board to its intellectual property
- » Acknowledgement by the Tūwharetoa Māori Trust Board of the rights of the production company to its intellectual property
- » Appropriate consultation with Tūwharetoa Māori Trust Board pertaining to intellectual property and cultural values prior to and during film/video production
- » Where negotiated, a copy of the field footage and or viewing of the rough cut.

Location

These are dictated by the size of the production, length of time on location, possible cultural effects and possible environmental effects.

Conditions can consist of the following:

- » Keeping well clear of waahi tapu and sites of cultural significance that must be treated with respect at all times.
- » Abiding by all relevant legislation such as those navigational safety issues administered by the Harbourmaster
- » Alcohol and illicit drugs are to be prohibited at all times on any of the above locations.
- » Ensuring that the environmental effects are kept to a minimum by taking active steps to reduce these effects (i.e. Ground protection)
- » Avoiding any ground disturbance e.g. digging into the ground to build a camera track or driving a stake into the ground without consultation prior to the shoot day.
- » Removing all props and rubbish from the site on completion of photography. A 'Zero Waste' approach is encouraged at all sites.
- » A Production Company Health and Safety Policy that meets current NZ Health and Safety Act Obligations and Guidelines.
- » The Production Company will be expected to display and meet the standard production guidelines as set out by FilmNZ
- » Provision of a location agreement and a copy of your public liability cover.

Biosecurity

As Kaitiaki (stewards) of Lake Taupō, Ngāti Tūwharetoa are deeply concerned with the preservation of our pristine waterways. Didymo and other biosecurity threats pose a serious threat to our waterways.

All items entering or near waterways need to be cleaned for at least one minute with a 5 per cent solution of dishwashing liquid or nappy cleaner, dried to the touch and left for another 48 hours before use in another waterway.

The application method is important, as water absorbent materials such as felt-soled waders and boots require longer soaking times to allow thorough saturation.

Felt-soled waders require soaking for at least 40 minutes in hot water kept above 45degC or soaking for 30 minutes in hot water kept above 45degC containing 5 per cent dishwashing detergent or nappy cleaner. Anglers may wish to use rubber-soled footwear instead, which are easier to clean and dry.

If cleaning an item was not practical, it should be allowed to dry. Once touch dry, it should be left dry for another 48 hours. Freezing any item until solid will also kill didymo. If cleaning or drying is not practical, restrict equipment to a single waterway.

Insurance

For the "one off" crews, insurance requirements will be specified as "a policy of insurance with an insurer approved by the Grantor against any liability that may arise out of Applicant's operation of the concession. The policy must include fire suppression insurance. The policy shall be for a sum of not less than \$1,000,000."

For all other productions Insurance will be specified in the contract at the following rates:

- » Public Liability General Indemnity Cover: NZ\$10,000,000
- » Public Liability Forest & Rural Fire Extension: NZ\$1,000,000
- » Statutory Liability: NZ\$100,000

With regards to the Lakeshore and tribal lands surrounding Tūwharetoa waterways and tributaries, please refer to the following Location Management Guidelines.

Vehicle Management

Generally vehicles should only be operated on formed roads within the Tūwharetoa Tribal lands. Parking areas and turning areas should be clearly defined and taped off. Where permission is granted to drive or place vehicles off-road, all efforts should be taken to minimise the effects of that activity, and, to prevent encouraging other vehicle owners trying to access the same places, all trace of the activity should be removed.

Production companies should include in their applications for filming permits whether the production intends to use Helicopters or Boats on Tūwharetoa lands and waterways.

Crew Management

There are a number of simple ways in which the physical impact of people on the locations can be minimised. Production Companies can be proactive about minimising damage by ensuring on-site mechanisms are put in place voluntarily. Examples include:

- » Identifying 'soft' surface areas where damage is likely and keeping traffic off those surfaces using techniques such as boardwalks, taping-off, and carpets.
- » Providing rubbish receptacles at the location, especially for cigarette butts.
- » Clearly defining (with tape if necessary) the perimeter of the location and ensuring crew do not venture outside that perimeter
- » Thinking about the introduction of weed sources to the location, and how to prevent this (eg cleaning vehicles)

Other Visitors

The presence of film crews may involve interaction with other users of the locations. If location security is important to your crew, then this should be included in the permit application. In some circumstances it is appropriate to restrict public access due to safety requirements. Please inform the trust board representative if this will be necessary.

Temporary Structures

The introduction of temporary structures such as shelters, port-a-loos, sets and props is normally acceptable at most locations. Crews should remember that many of the locations are subject to extremes of weather, and props and other temporary structures should be built and secured so that they don't end up blowing away or disintegrating. Rock and foam structures must be made off site. Obviously all trace of the structures must be removed at the end of shooting.

Care should be taken to locate shelters and other heavily used structures in areas where foot traffic will not result in damage to the area.

Vegetation/Landscape Management

Tying-back of vegetation and other non-destructive management is normally acceptable, but cutting of vegetation is not. Introduction of foreign plants will, in most circumstances, not be permitted. Likewise digging of earth or shifting of earth or rocks will, in most circumstances, not be permitted. Please notify your trust board representative if any alteration to the location is required.

Animals

Proposals to use animals such as dogs, horses etc on location should be raised with Tūwharetoa Māori Trust Board as early as possible in the location planning process. In some cases, for example national parks, no animals may be introduced.

Special Effects

Types of special effects commonly required during screen production:

- » Simulated Snow/Ice effects
- » Simulated Fire/Smoke effects
- » Simulated Explosions/Pyrotechnic effects
- » Specialized "Rigging"/Wirework

Below is a guideline to the safe and ecologically friendly options available.

Simulated snow/ice effects

With the growing use of CGI (computer generated images), the need to cover vast areas of land/forest with various products has been greatly reduced. Most shots now call for a smaller area where there is actual interaction with the surroundings. The environment can be completely protected from any harmful effects, if the correct products are used in the right situation.

Production companies must explain the shots, angles, area affected and the steps they have put in place to assure the containment and cleanup/removal of all product, during shooting and when shooting has ceased. The weather and wind conditions should also be a factor when designing and executing these effects.

For acceptable snow effects production companies must:

- » Stay clear of especially sensitive areas.
- » Cover the minimum amount of area possible.
- » Use a biodegradable (cellulose/starch based) non toxic product where possible (these products are edible). Use only products where a Material Safety Data Sheet (MSDS) can be produced. Products must be approved by the Department of Conservation and the Tūwharetoa Māori Trust Board.
- » Contain all product while shooting.
- » Remove all product when shooting has ceased. (Even the starch based products should be removed to minimise the advantage given to one species over another if consumed or broken down in the soil).
- » When a "Close Up" shot may require an alternative product be used, these products (magnesium sulphate, biodegradable paper, plastic, foam etc) should be contained and used on a liner to prevent any leeching into soil or possible plant burn. Using a liner also improves the quality and efficiency of clean up.
- » When possible select a test area (in consultation with the Tūwharetoa liaison person) and carry out a trial effect. This only needs to be a small area using the chosen products and explaining the application, containment, cleanup and contingency plans in place.
- » Ensure the stored product is contained in an area that is protected from the weather and wildlife.
- » Have experienced local (New Zealand) supervision.

Simulated fire/smoke effects

For acceptable fire/smoke effects production companies must:

- » Ensure that the Tūwharetoa Māori Trust Board, the NZ Fire Service and where applicable, the Department of Conservation and local authorities are all informed and the Production Company has a fire permit.
- » In fulfilling the above consents and subsequent permits, most of the requirements will be covered.
- » Production must supply a safety and procedure plan including all the various characteristics particular to the location, ensuring enough water is at hand and the fire fighting capabilities are of a standard to quickly deal with the fire if it gets out of hand. Most local fire services will, for a small donation or fee, supply some appliances and personnel to assist the Special Effects Team with fire protection. An experienced Special Effects Supervisor/co-coordinator should be engaged for any fire effects and will liaise closely with the local fire service.
- » It is advisable to research and make contact with the local helicopter operators and keep them informed of the schedule of events. A compatible "monsoon bucket" or the equivalent can be pre arranged and site to water source flight times factored into the plan. The immediate "set" area must be well supplied with both water and Co2 type fire extinguishers and monitored by the Safety Officer.
- » Wherever possible fire effects should be executed using plumbed propane systems, allowing the fire to be controlled and turned on and off at will. When larger liquid fuel effects are required the system should be engineered in such a way as to not allow spillage or unburnt fuel to leech into the surrounding area. This can be attained by having spillage capabilities matching or in excess of the fuel storage containers. The fuel supply system must be pressure tested to ensure no leakage. The mains supply lines need to be easily, quickly and safely turned off in any situation. Fuel storage on site should be within the approved guidelines and may require OSH permitting.
- » Production must agree to reinstate any area harmed by fuel contamination.
- » Smoke effects using electric and gas powered machines (where the gas flame is enclosed) and fans must be designed so that they do not pose any problem to the surrounding environment. The local fire services must be advised of the days, times, and location where smoke effects will be executed to reduce the chance of false alarms.

Simulated explosion/pyrotechnic effects

For acceptable explosion/pyrotechnic effects production companies must:

- » Ensure the Tūwharetoa Māori Trust Board is informed and the company has the appropriate fire permits.
- » Ensure the Special Effects Supervisor/coordinator is experienced and a holder of an OSH approved "Safe Handlers Ticket".
- » If flame type explosion effects are required proceed as with fire type effects planning and coverage.
- » All explosive charges must be stored as per the OSH guidelines and the minimum explosive required should only be carried to and within the site.
- » A site plan showing safety distances, escape routes, camera positions etc. must be prepared and may be required to gain an OSH permit.
- » Any products used as debris/dust should be environmentally inert and if possible be sourced (with Iwi consultation) from the natural surroundings. All debris etc. must be cleaned up when filming is completed.

Note: Special Effects type explosions differ from standard explosions in the way they are executed. A special effects type explosion utilises a "Mortar Pot" or "Tray" to place the explosive charge into, this ensures that only the debris/dust placed in the "Mortar pot" is blasted out leaving the surrounding area untouched. This is a safety requirement, as dangerous projectiles could be launched if charges were simply placed in the ground. This also enables re takes to be easily and quickly reset.

Specialised rigging/wire work

This is a very specialized requirement and is totally dependent on the particular location involved. Sometimes in film making the need arises for the Special Effects, Safety, Stunt, Camera, Art, or Lighting Departments, to "Rig" or attach equipment in difficult locations, requiring the need to temporarily fix to some part of the natural environment.

When this is necessary, it is important to meet with all involved and explore the alternatives and truly determine if the requirement can be fulfilled with another method. If it is decided that the fixing has to take place it should be done with consultation of the iwi or trust board representative, keeping the impact on the environment to a minimum. This can be as simple as blanketing a tree root system or padding its trunk/branches from ropes, slings and straps – to drilling a hole in a rock and using a removable anchor point.

Monitoring/ Tūwharetoa Liaison

On most shoots the Tūwharetoa Trust Board will require some level of monitoring of the activities and effects of the film crew. The role of the Tūwharetoa liaison is an important one, not only so the values of the location can be protected, but also to assist with any cultural advice that is required with regards to the location.

Film crews should make all efforts to assist the Tūwharetoa liaison person in their job, and to follow any directions given.

Other conditions

The Tūwharetoa Māori Trust Board reserves the right to impose specific conditions as they see fit.

Consultation and Application

For Productions proposing to film close to, next to and above Taupō Waters, it is always advised that the applicants make contact with the Tūwharetoa Māori Trust Board early.

If you think that the subject matter or location may be of concern to Ngāti Tūwharetoa and the Tūwharetoa Māori Trust Board, then this process should start as soon as possible.

If an application is required, please make sure that you have a copy of the script and or story boards plus a detailed description of how you plan to film the scene including a rough site map of camera positions and scene location.

This application can be found on the Tūwharetoa Māori Trust Board website and should be completed and scanned/emailed through to events@tuwharetoa.co.nz.

Please allow at least four working weeks for proposals to be addressed by the Tūwharetoa Māori Trust Board.

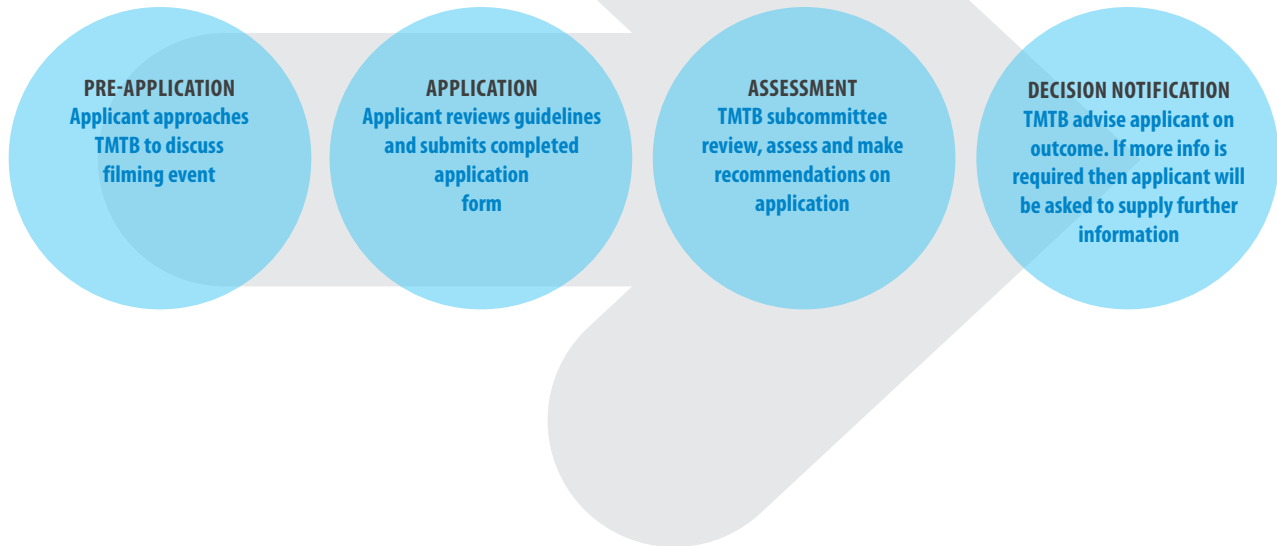
APPENDIX ONE: FEES

The daily charge for filming on Taupō Waters is shown below.

Filming on Taupō Waters

TYPE	LENGTH	FEE
Student production or Charity TV News & Current Affairs Tūwharetoa in-house Funded Productions		Free or Koha
Minor NZ Short Film and Documentary Commercial Stills Photography	½ day	\$150
	full day	\$300
Medium (or NZ Prod) Commercial Sports NZ Drama Series NZ Low Budget Feature Film (Under NZ \$8m)	½ day	\$300
	full day	\$600
Major Commercials & International Feature Film Production	½ day	\$600
	full day	\$1200
Application processing fee		\$250
Consultation + liaison fee / site visit fee		\$150/hour

APPENDIX TWO: APPLICATION PROCESS



APPENDIX THREE: TAUPŌ WATERS LOCATION

