



New Zealand Historic Places Trust Pouhere Taonga

Historic Places Act 1993

Application for an Archaeological Authority

An archaeological site is defined in the *Historic Places Act 1993* (the HPA) as any place associated with pre-1900 human activity, including shipwrecks, where there is evidence relating to the history of New Zealand that can be investigated using archaeological methods.

If you wish to do any work that may affect an archaeological site you must obtain an authority from the New Zealand Historic Places Trust (NZHPT) before you begin. This work could include, amongst other things:

- earthworks for forestry tracks, planting and harvesting
- earthworks for residential developments, including building platforms, topsoil stripping and accessways
- earthworks for stock races or farm tracks, fencing or landscaping,
- trenching for telephone, power, and waste disposal
- road construction
- quarrying
- building demolition or removal.

It is an offence to do work that may affect an archaeological site without a written authority from the NZHPT.

Please complete the following application form in full, and send **two** printed copies of both the authority application and the supporting documentation to:

The Senior Archaeologist

National Office, NZ Historic Places Trust Pouhere Taonga
63 Boulcott Street
PO Box 2629
Wellington

Telephone: (04) 472 4341 / Fax: (04) 499 0669

E-mail: archaeologist@historic.org.nz

Please note that this application form has been specifically designed to incorporate the required information within the spaces provided, and does not allow for creation of additional pages or for insertion of graphics into the document. Additional information such as photos or plans must be attached to the application form as part of the supporting documentation.

A summary of the archaeological provisions of the *Historic Places Act 1993* and an electronic copy of this form is available from the Senior Archaeologist or from our website, www.historic.org.nz.

You will require the services of an archaeologist. Please visit the NZ Archaeological Association's website www.nzarchaeology.org for available consultants. Please indicate on the form the archaeologist who has been contracted to undertake any work that may be required for this authority. The NZHPT must give approval for the chosen archaeologist to carry out the work, and some types of work (e.g. built heritage) may require specialist skills – ensure your consultant has the right skills.

You will be informed in writing of the NZHPT's decision to grant or decline your application within three months. Please note that all granted authorities are subject to a fifteen working day appeal period, during which time they cannot be exercised.

For more information about the role and work of NZHPT in archaeology, please visit www.nzhptarchaeology.org.nz.



New Zealand Historic Places Trust Pouhere Taonga

Historic Places Act 1993

Application for an Archaeological Authority

NZHPT use only:	Date received:	Application no:
	Archaeologist:	

SECTION A: CONTACT DETAILS

Contact Details of Applicant (the authority will be issued in this name)

Name:	
Address:	Daytime phone:
	Fax:
	Mobile:
City, town or district:	Postcode:
Email:	

Contact Details of Project Manager/Planning Consultant (if appropriate)

Name: N/A	
Address:	Daytime phone:
	Fax:
	Mobile:
City, town or district:	Postcode:
Email:	

Contact Details of Archaeologist (contracted to carry out any archaeological work required)

Name: Dr Matthew Campbell - please change these details if a different archaeologist is chosen	
Address: CFG Heritage Ltd P O Box 10 015 Dominion Road AUCKLAND	Daytime phone: 96386624
	Fax: 96386629
	Mobile: 21437555
City, town or district: AUCKLAND	Postcode: 1024
Email: mat.c@cfgheritage.com	

Who should the NZHPT contact for further information if required?

applicant/archaeologist

Application Form

SECTION B: PROJECT DETAILS

Is this application for a particular site(s)? (section 11 HPA): No	Select from drop list
Or for all sites (recorded or not) within a specified area of land, e.g. forestry block, subdivision? (section 12 HPA): Yes	Select from drop list
The site(s) will be: damaged/modified <input type="checkbox"/> destroyed <input type="checkbox"/>	Check appropriate box

For section 12 applications, why was it not possible to identify all the sites in the specified area?

The residence has been identified as lying within an area where there is reasonable cause to suspect that archaeological material may be present. This is one of several such areas identified as a result of earlier monitoring for installation of the Oakura Sewer infrastructure.

Please describe the area of land under application and show on a map (including the regional context).

Oakura Township - (see attached plan in archaeological assessment)

Have any other authorities been issued for this property in the past? Please provide authority numbers and date of issue (the NZHPT can assist you if necessary).

Installation of reticulated sewer scheme by Whangarei District Council - 2008/211

Description of the Proposed Work

Please describe the proposed work that will affect the archaeological site(s). Plans, drawings, engineering specifications and/or photographs must accompany the applications, and plans must show the proposed works in relation to the archaeological site, or part of the site, that is to be affected.

Connection of individual residence to the newly installed reticulated sewer.

Are any other consents required (eg building or resource consent)? What is their current status (e.g. under application, granted)?

(please fill in here the current status of your Building Consent application)

Will the activity affect the whole or part of the archaeological site(s)?

Unknown

Is it possible to protect/avoid the archaeological site(s)? If not, what mitigation, if any, has been considered?

The sewer connection will need to take the shortest route between the building/existing sewer arrangements and the sewer main.

What are your project timelines?

(please fill this in according to your current information)

SECTION C: ARCHAEOLOGICAL ASSESSMENT

The archaeological assessment must contain NZAA Site Record Form(s), maps marking positions of archaeological sites and aerial photographs if available; and a detailed description of the site including any previous modifications, an assessment of archaeological values and the effects of the proposed work on those values, in line with accepted best practice. This assessment should address the following: condition, rarity, contextual value, information potential, amenity value (e.g. educational, visual), cultural associations (e.g. Maori, European, Chinese etc), and be provided by a qualified archaeologist. If an assessment has already been prepared for a resource consent application, it may be able to be reused, but must show boundaries, building platforms, and proposed roads. For further information on archaeological assessments, please contact your local NZHPT office. Please attach Site Record Forms. These can be obtained from the NZAA Filekeeper for your region. Contact details for the Filekeepers are available on the NZAA website, www.nzarchaeology.org, or from the NZHPT.

For a list of consulting archaeologists, visit the NZ Archaeological Association’s website www.nzarchaeology.org. Please note that any archaeological work required as a condition of an authority must be undertaken by an archaeologist who has been approved by the NZHPT under section 17 of the HPA, and not all consultants may have the skills needed for your project. If in doubt, ask the NZHPT.

Please complete this section in full – do not write “Refer to the Archaeological Assessment”.

Site Information

<p>NZ Archaeological Association Site Record Number(s)</p>	<p>n/a</p>
<p>Site name (if known)</p>	<p>n/a</p>
<p>Site type</p>	<p>n/a</p>
<p>Street address (if applicable)</p>	<p>please complete with your street address</p>
<p>Location</p>	<p>Oakura township</p>
<p>Legal description of area of land under application</p>	<p>please complete</p>
<p>District/City Council</p>	<p>Whangarei District Council</p>
<p>Grid reference</p>	<p>please complete</p>
<p>Any other information (e.g. NZHPT Register number, heritage covenant, District Plan Schedule)</p>	<p>n/a</p>

Research Strategy

If an archaeological investigation pursuant to section 15 is recommended by the archaeologist in the archaeological assessment, then a research strategy (which includes cost estimates for the field work, analysis and report preparation, based on current knowledge) must be included with this authority application. Note: any application where the cost of the archaeological programme will be over \$100,000 requires the approval of the NZHPT Board.

Dependent on the site encountered:-

1. All earthworks will be monitored by iwi, and a qualified archaeologist alerted if archaeological evidence is encountered
2. All archaeological features encountered will be photographed and drawn in profile
3. Where appropriate, samples of shell or charcoal should be taken for analysis or radiocarbon dating

SECTION D: ARCHAEOLOGICAL MATERIAL

If any archaeological material (e.g. artefacts, faunal samples etc) is recovered during the exercise of this authority, the final repository of the material will be as set out below. This notification is partially determined by the requirements of the *Protected Objects Act 1975*; whereby Maori artefacts are prima facie the property of the Crown and must be deposited in regional museums, and historic/European artefacts are the property of the landowner, if they wish to retain them.

[please indicate proposed action]

Left in/on site (please advise where and provide details of the repository's security).

Deposited in local museum (please advise details of museum).

Deposited in regional museum or collection (please provide name, and details of arrangement).

Other action (please advise).

Ngatiwai Trust Board request that all archaeological material is held by them until custody is finalised.

SECTION E: CONSULTATION WITH TANGATA WHENUA AND ASSESSMENT OF MAORI VALUES

If your application is for work that has the potential to affect a site with Maori cultural associations, you will need to consult with the relevant Maori authority.

Consultation is the responsibility of the applicant and must be carried out with an individual or group who is mandated to speak for tangata whenua. Your regional or local Council can provide contact information. Consultation should be undertaken with the Maori people who are directly connected with the land where the archaeological site(s) is(are) located.

You need to provide written evidence of the consultation. If the required information has already been obtained for a resource consent application, it may also be able to be used for this application. Note, however that the NZHPT requires consultation about the effects on the archaeological site, rather than about the general activity.

You must attach a letter or other such notification from tangata whenua relating specifically to this application.

Please contact the NZHPT if you require assistance with Maori consultation.

Contact Details of Authorised Person(s)/Organisation(s) consulted with:

Name: Clive Stone	
Iwi/Hapu: Ngatiwai Trust Board	
Address: 171 Lower Dent Street P O Box 1332	Daytime phone: 994300939
	Fax:
	Mobile: 272287163
City, town or district: WHANGAREI	Postcode: 0140
Email: NGATIWAI.RMU@XTRA.CO.NZ	

Signature:

Name:	
Iwi/Hapu:	
Address:	Daytime phone:
	Fax:
	Mobile:
City, town or district:	Postcode:
Email:	

Signature:

Consultation Details

Does the land lie within a statutory acknowledgement area?

Select from drop list

If yes, how has this been addressed during consultation?

Provide description of Maori values and the likely effects of the proposal on these values.

See Ngatiwai Cultural Impact Assessment

If consultation was not undertaken, please explain why.

SECTION F: AFFECTED PARTIES AND OTHER VALUES

Will the proposed activity affect any other values (for example, historical, architectural, or social values)? Please summarise and/or attach an assessment. Again, if this assessment has been prepared for a resource consent application, it may be able to be reused.

n/a

Are any other people directly affected by your application? Have you consulted with them? If so, please provide their contact details.

Name: n/a	
Organisation:	
Address:	Daytime phone:
	Fax:
	Mobile:
City, town or district:	Postcode:
Email:	

Signature:

What were their views?

Further Information

Is there any other relevant information you wish to provide with your application?

SECTION G: CONSENT OF LANDOWNER

If you (the applicant) do not own the land the archaeological site(s) is (are) located on, you must provide evidence of the landowner's consent to the proposed work.

Name: fill in and sign this section

Signature:

Date:

SECTION H: DECLARATION

I declare that all the information provided with this application is true and correct to the best of my knowledge, and that I am authorised to file this application. I will inform the NZHPT about any changes to the proposed activity or activities while the application is being considered.

Name: fill in and sign this section

Signature:

Date:

Checklist

Now that you have completed the application form, please ensure that you have attached copies of all the required documents, as follows:

- Location map
- Description of activity (including plans, drawings, photographs etc of proposed work and area of activity as appropriate)
- Archaeological assessment (include NZAA Site Record Form(s), maps marking positions of archaeological sites and aerial photographs if available)
- Evidence of Maori consultation and assessment of Maori values
- Any other relevant information, e.g. previous authorities, heritage covenant details, or consultation with any other directly affected parties
- Consent of the landowner if not the applicant
- Applicant's signature

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The Senior Archaeologist

National Office, NZ Historic Places Trust Pouhere Taonga
63 Boulcott Street
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An application cannot be lodged for consideration until all the required information, as set out above, has been provided. The NZHPT will contact you if further information is required.

The following is a summary of the relevant sections of the *Historic Places Act 1993*. For further details please consult a copy of the HPA, or seek legal advice.

Granting of an authority

The NZHPT may, under Section 14 of the *Historic Places Act 1993*:

- a) Grant an authority in whole or in part, subject to such conditions as it sees fit.
- b) Decline to grant an authority in whole or in part.
- c) Exercise all or any of the powers specified in any of sections 5 (Heritage Orders), 15 (Conditions), 16 (Review of Conditions), 17 (Rights and Duties), 18 (Investigation of Archaeological Sites) and 21 (Rights of Entry) of the HPA.

An application for an authority must include the information specified under section 11(2) of the HPA. An application cannot be lodged and a decision made until this information is supplied.

Under section 11(3) of the HPA, the NZHPT, by written notice to the applicant, may require that the applicant provide further information.

The NZHPT shall make its decision within **three months** of the date the application has been lodged, unless further information is required, whereupon the NZHPT may take a further period of up to three months (section 14). The provision of all relevant information will help avoid delays.

An archaeologist **approved by the NZHPT under section 17** must undertake any archaeological work that may be required as a condition of the authority.

Any person who is directly affected by any decision, condition, or review of a condition made under sections 14, 15, 16, 17 and 18 may appeal against that decision or condition to the Environment Court, within 15 working days of the decision being received.

An authority expires five years from the date of issue (Section 14(10)), unless there is a condition explicitly detailing a different period. An authority is not transferable.