



HERITAGE NEW ZEALAND
POUHERE TAONGA

Form B

Application for an exploratory archaeological authority under section 56 of the Heritage New Zealand Pouhere Taonga Act 2014

Documents needed to complete (and accompany) this application:

- ☐ NZAA site record forms for any recorded site that will be affected by your proposed works
- ☐ All consultation documentation and contact details for iwi/hapū, landowners, and others if relevant
- ☐ Plans, drawings, engineering specifications, or photographs relating to your proposed works
- ☐ Form E completed and signed.

Form B application

Use Guide B to complete this form.

Submit your application online at www.heritage.org.nz/archaeology/archaeological-authorities. Please do not email it.

Talk to your local Heritage New Zealand Pouhere Taonga Office before you submit, using the office numbers below

Northland: 09 407 0470 – archaeologistNA@heritage.org.nz

Auckland, Hauraki, Thames/Coromandel: 09 307 9920 – archaeologistMN@heritage.org.nz

Bay of Plenty, Waikato, Gisborne: 07 577 4530 – archaeologistLN@heritage.org.nz

Taranaki, Manawatū-Whanganui, Tasman, Nelson, Marlborough: 04 494 8320 – application1CR@heritage.org.nz

Chatham Islands, Hawke's Bay, Wellington: 04 494 8320 – application2CR@heritage.org.nz

West Coast, Canterbury: 03 363 1880 – archaeologistSR@heritage.org.nz

Otago, Southland: 03 477 9871 – archaeologistOS@heritage.org.nz

Please note that all decisions will be emailed.

Form B

Application for an exploratory archaeological authority

A red box indicates a mandatory field

SECTION 1: APPLICATION DETAILS

1.1. Applicant's contact details

The authority will be issued in this name:

Applicant:

Contact person: Role in project:

Postal address:

Phone:

Email: Postcode:

1.2. If another person is acting as the authorised agent for the applicant, please provide their details

Name:

Relationship to landowner:

Email:

Phone number:

1.3. First point of contact details (if different from above)

Name:

Address:

Role in project:

Phone:

Email: Postcode:

1.4 Location details

Address/location of the site to be affected

Legal description (e.g. Lot, DP numbers). List here
or provide as a separate document

Local authority for land affected
(e.g. Dunedin City Council)

SECTION 2: ARCHAEOLOGICAL DETAILS

2.1 Details of recorded archaeological sites to be affected

Is there a chance that your proposed works will affect one or more sites that are recorded?

☐ No ☐ Yes – *please provide details below*

NZAA archaeological site numbers

Archaeological site names (if known)

Archaeological site types

Provide as a separate document if more space is needed

A New Zealand Archaeological Association site record form must be included where identified sites are involved.

2.2 Purpose of proposed activity (*tick all that apply*)

- ☐ Determine the presence/absence of an archaeological site
- ☐ Determine the nature of an archaeological site
- ☐ Determine the extent of an archaeological site
- ☐ Other (please state below)

2.3 Description of proposed activity

Please provide an exact description of the proposed activity, including a list of all earthworks or ground-disturbing activities for your project. Attach final plans, drawings, engineering specifications and/or photographs that relate. Plans need to show the activity in relation to the location and extent (if known) of the archaeological sites to be affected. **Note: the authority will be granted for the activity described in this box.**

☐ Please tick this box to confirm that the site or locality will be returned as closely as possible to its original state once investigations are complete (as required under section 56(6)(b) of the Act), unless otherwise agreed with the owner/occupier.

2.4 Have any authorities been granted for this location in the past?

☐ No ☐ Yes

If yes, please list authority numbers (please call the relevant HNZPT office for help with this)

2.5 Does the land lie within a

Statutory acknowledgement area? ☐ No ☐ Yes

Customary marine title? ☐ No ☐ Yes

If yes, please attach details. See our [Guide B](#) for more information.

2.6 Do any of the following relate to this area? If yes, provide details below

- | | |
|---|---|
| <input type="checkbox"/> Reserve status | <input type="checkbox"/> Heritage or QEII Covenant or Heritage Order |
| <input type="checkbox"/> Inclusion in district plan schedules | <input type="checkbox"/> New Zealand Heritage List/Rārangī Kōrero entry |
| <input type="checkbox"/> Other (<i>please state below</i>) | |

SECTION 3: CONSULTATION

3.1 Have you consulted with the following parties?

- | | | | |
|--|-----------------------------|------------------------------|------------------------------|
| Tangata whenua or Māori | <input type="checkbox"/> No | <input type="checkbox"/> Yes | |
| Any other person likely to be affected | <input type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |

If you have selected no to any of these, provide an explanation below

3.2 Consultation with tangata whenua or Māori

Contact details

Iwi/Hapū:

Contact Name:

Address:

Phone:

Email:

Postcode:

Provide in the box below a description of the consultation undertaken with tangata whenua or Moriori, including dates of when consultation occurred and the views expressed. Reference can be made to relevant documents (e.g. email correspondence) supplied with your application.

Consultation should include the provision of all documentation, a discussion of the proposed works, the effects on iwi hapū values, establishing tikanga, the availability of cultural support for the archaeologist nominated in Form E, and the production of a publicly available final report. This information can be provided below or attached as separate documents to this application.

3.3 Consultation with any other person likely to be directly affected (where relevant)

Please refer to [Guide B](#) for more information about directly affected parties.

| | | | |
|---------------|----------------------|-----------|----------------------|
| Contact name: | <input type="text"/> | | |
| Address: | <input type="text"/> | Phone: | <input type="text"/> |
| Email: | <input type="text"/> | Postcode: | <input type="text"/> |

Provide details of the consultation undertaken (including dates of when consultation occurred) and the views expressed. This information can be provided below or attached as separate documents to this application.

SECTION 4: LANDOWNER: CONSULTATION AND CONSENT

☐ If the landowner is the applicant, please tick this box and skip 4.1 - 4.3.

It is a legal requirement to provide landowner consultation and consent to Heritage New Zealand Pouhere Taonga before your proposed works can begin. If there are many landowners, please use the table provided in [Guide B](#).

4.1 If another person is acting as the authorised agent for the applicant, please provide their details

Name:

Relationship to landowner:

Email:

Phone number:

4.2 Landowner contact details

Name:

Address:

Phone:

Email:

Postcode:

If multiple landowners will be affected, provide the legal description of the land owned by each affected owner

4.3 Consultation with landowner

Please provide details of the consultation undertaken (including dates of when consultation occurred) and the views expressed.

[illegible]

4.4 Consent of landowner or authorised agent/occupier

Consent from the occupier must be obtained when the person occupying the land is different from the landowner (e.g. rental tenants).

I (please print name) as landowner acknowledge:

I (please print name) as occupier acknowledge:

- 1) that I have read and understood the description of proposed activity included in this application and I acknowledge and accept any implications the activity may have on me and my land
- 2) that I have been consulted regarding the proposed activity and give my consent to the activity being carried out
- 3) that I have read and understood the information on legal responsibilities concerning archaeological material provided in [Guide B](#).

Signature of landowner or
authorised agent:

Date:

Signature of occupier/tenant
or authorised agent:

Date:

SECTION 5: APPLICANT'S DECLARATION

I (please print name) acknowledge:

- 1) that all the information provided with this application is true and correct to the best of my knowledge
- 2) that I have read and understood the description of proposed activity included in this application and I will inform Heritage New Zealand Pouhere Taonga about any changes to the proposed activity while the application is being considered
- 3) that any reports produced as a result of this (and any related) authority application will be made publicly available via the Heritage New Zealand Pouhere Taonga Digital Library.
- 4) I accept responsibility for compliance with all the conditions of the authority resulting from this application and any monetary cost this will entail, including the cost of any analysis of the archaeological material recovered and the preparation of the report.

☐ Please tick this box if the **archaeological work** associated with the proposed activity is likely to exceed \$100,000.

Signature of applicant:

Date:

Form E

Application for approval (or change) of a person to undertake an activity under an archaeological authority

SECTION 1: DETAILS OF NOMINATED PERSON TO UNDERTAKE ARCHAEOLOGICAL WORK

Name:

Email: Phone:

Postal address:

Authority Number:
(if authority granted)

SECTION 2: DECLARATION OF NOMINATED PERSON TO UNDERTAKE ARCHAEOLOGICAL WORK

I (please print name) acknowledge:

- 1) that I agree to conform to accepted archaeological practice in undertaking the archaeological work required by the conditions of any authority granted as a result of this application
- 2) that I meet the criteria required to be an approved person to undertake an activity under the authority under section 45(2)(a) of the Heritage New Zealand Pouhere Taonga Act 2014
- 3) that for a site of interest to Māori or Moriori:
 - a that I can provide evidence of my skill and competency in relation to recognising and respecting Māori or Moriori values; and
 - b that I can provide evidence of cultural support from Māori or Moriori for the work that will be undertaken for this authority.

Signature of
nominated person: Date:

SECTION 3: APPLICANT'S DECLARATION

I (please print name) acknowledge:

- 1) that all the information provided with this application is true to the best of my knowledge
- 2) that I have ensured all information relevant to the proposed activity has been made available to the nominated person
- 3) if this application is for a change of person to undertake an activity under the authority, that the person being replaced has been advised of the proposed change and has provided access to the necessary resources to undertake this authority.

Signature of applicant: Date:

QUESTIONS and SUBMISSION OF APPLICATION

If you have questions or need some advice about your authority application, please get in touch with your nearest Heritage New Zealand Pouhere Taonga office.

All authority applications are uploaded via our website as described below. Please do not email your application.

| Region | Use the following contact details for general correspondence: | Submitting your application Please do not email it |
|--|---|---|
| Northland | 09 407 0470 ArchaeologistNA@heritage.org.nz | Submit your application and any related documents via our website: <ul style="list-style-type: none">• Go to www.heritage.org.nz• Go to the archaeological authorities page• In the yellow section, select the kind of application you are making• Click <i>Submit application</i>• Complete the popup form, and load your application and any accompanying documents when prompted• Check the Privacy box and click <i>Next</i>• An email will confirm submission including the authority application number. |
| Auckland, Hauraki, Thames-Coromandel | 09 307 9920 ArchaeologistMN@heritage.org.nz | |
| Bay of Plenty, Waikato, Gisborne | 07 577 4535 ArchaeologistLN@heritage.org.nz | |
| Taranaki, Manawatū-Wanganui, Tasman, Nelson, Marlborough | 04 494 8323 Archaeologist1CR@heritage.org.nz | |
| Chatham Islands, Hawke's Bay, Wellington | 04 494 8324 Archaeologist2CR@heritage.org.nz | |
| West Coast, Canterbury | 03 363 1884 ArchaeologistCW@heritage.org.nz | |
| Otago, Southland | 03 470 2364 ArchaeologistOS@heritage.org.nz | |