

# Information about Filming/Photography in the Tokorangi & Whakarewarewa Forests

## What are the requirements to undertake filming/photography in the Tokorangi and Whakarewarewa Forests?

Any commercial or non-commercial organised filming or photography in the Tokorangi and Whakarewarewa Forests requires a permit under the Recreational Use of the Tokorangi and Whakarewarewa Forests Policy. This includes activities such as event photography, making a documentary, movie or advertisement.

If you would like to undertake filming in the forests on an ongoing basis you may be eligible to apply for a concession where your filming activity is considered low impact. The limits and criteria for low impact and high impact filming along with the level of risk management documentation required is set out in the table below:

Activity Type	Limits and Criteria	Permit Type	Risk Management Requirements
<b>Low Impact Filming</b>	<ul style="list-style-type: none"> <li>• &lt;10pax crew incl. talent.</li> <li>• Maximum of one Class 1 vehicles (permit required).</li> <li>• Disruption to regular forest users is minimal (similar to general use, user access is not restricted).</li> <li>• Minor equipment required (hand held cameras, hand held reflectors and lighting).</li> <li>• No structures are required.</li> <li>• Drones permitted providing NZ CAA regulations are complied with and current. Timberlands permission is required for every flight.</li> </ul>	One-off Event/Activity Permit; or  Concession	Current Hazard Identification Assessment  Risk Management Plan appropriate to the activity being undertaken
<b>High Impact Filming</b>	<ul style="list-style-type: none"> <li>• &gt;10pax crew incl. talent.</li> <li>• More than one Class 1 Vehicles (permits required).</li> <li>• Disruption to regular forest users is likely to be significant (significant area or track use required, user access partially restricted).</li> <li>• Equipment required is large or significant (mobile units, port a loos, large filming equipment, generators etc).</li> <li>• Possible build of non-permanent structures or alteration to existing assets.</li> <li>• Drones permitted providing NZ CAA regulations are complied with and current. Timberlands permission is required for every flight.</li> </ul>	One-off Event/Activity Permit Only	Current Hazard Identification Assessment  Risk Management Plan which has been developed or audited by an independent health and safety consultant or someone who is NZQA qualified in H&S within the last 3 years

## **What is the process to apply for a Permit or Concession?**

The following outlines the general process for obtaining a permit or a concession for filming/photography in the forest:

1. Organise initial consultation with RLC staff should this be required.
2. Submit your completed Application Form along with the required supporting information and the appropriate (non-refundable) application fee.
3. The application will be assessed by a group representing iwi and land managers. Further information may be required from the applicant to assist in making a decision.
4. You will be formally notified as to whether you have been granted a Filming/Photography Permit or Concession. Additional fees may be required to be paid at this point.

## **What information do I need to provide with my application?**

The information required to be submitted with your application is outlined in the Application Form and is dependent on the type and scale of your activity. At a minimum, a completed application form and a risk management plan relevant to your activity and evidence that you hold the minimum level of public liability and indemnity insurance will be required.

Please note that applications lacking the necessary information will not be processed and will be returned to you.

## **When do I need to submit my application?**

Applications must be submitted at least one month before you are wanting to film or undertake a photography shoot.

## **How much will it cost?**

Fees support the maintenance of the recreational tracks facilities, recover the costs and resources required to administer recreational and risk management and coordination of activities and provide income for the owners of the land. The Fees and Charges are dependent on the type and scale of the activity and are set out in the Fees and Charges Schedule below:

Permit Type	Activity	Type	Application Administration fee per event/activity	Late fee (additional)	Permission fee per event/activity
One-off event permit	Filming and photography including drones (low impact - criteria and limits on group size and activity apply)	Commercial filming/photography	\$150	\$150	\$250 per day
		News or current affairs/school students or accredited for a special event (where there is no personal gain)	\$0	\$0	\$0
	Filming and photography including drones (high impact - criteria and limits on group size and activity apply)	Commercial filming/photography	\$150	\$150	Minimum \$500 per day base fee Further fees may apply depending on scale/impact of activity
Concession	Filming and photography including drones (low impact - criteria and limits on group size and activity apply)	Commercial filming/photography for potential gain – low impact (criteria and limits on group size and activity apply)	\$300 application fee \$150 Year 2 onwards	\$150	\$500 per annum

## Can I use a drone or Remotely Piloted Aerial Systems (RPAS) while filming in the Tokorangi and Whakarewarewa Forests?

The Whakarewarewa Forest is both a working commercial forest and is within four kilometres and on the flight path for both the Rotorua Airport and the Rotorua Hospital Heliport. The use of a Drone (UAV) or Remotely Piloted Aerial Systems (RPAS) in the Forests requires an additional Permit from Timberlands Limited (on behalf of Kaingaroa Timberlands Limited) who hold the Crown Forest Licence for the Whakarewarewa Forest.

A Drone or RPAS Permit can be obtained as part of the Filming/Photography Permit or Concession process. The following information will need to be provided in addition to the information set out in the Application Form:

- Copy of Part 61 Pilot Licence or CAA approved RPAS/UAV Pilot Certification
- Copy of CAA Part 102 Certification
- Evidence of specific insurance cover for Drone/UAV operation
- Make and model of aircraft
- Emergency procedure (for runaway aircraft, battery fire)
- Map of the area where the UAV or RPA will be operated