# Permitted Activity Notice

## Passage of Fish Affected by Structures

Written notice to undertake permitted activities relating to passage of fish affected by structures as defined in Part 3, Subpart 3 of the Resource Management (National Environmental Standards for Freshwater) Regulations 2020 (NES-F).

**FOR OFFICE USE ONLY**
Date received: _____

PA No.: _____

The person(s) responsible for undertaking the activity must, **within 20 working days of completing the activity**, provide Auckland Council with the following information contained within Section A and within Sections B-G as applicable. It is important to complete this form and provide all necessary information as required for the notification to be accepted.

If more than one activity is being carried out, please complete one form/section for each activity.

Key definitions are provided in Appendix 3 of this application form. Please refer to the National Environmental Standards for Freshwater, the National Policy Statement for Freshwater 2020 and the Resource Management Act for additional definitions.

Please email the completed form and any associated documents to: monitoring@aucklandcouncil.govt.nz

## SECTION A

**Regulation 62 - Requirement for all activities:**
**Information about Structures and Passage of Fish**

### 1.0 TYPE OF STRUCTURE(S)

Select the structure type(s) that apply:

| | |
|---|---|
| ☐ Culvert(s) | Complete Sections A & B |
| ☐ Weir(s) | Complete Sections A & C |
| ☐ Flap gate(s) (passive/non-passive) | Complete Sections A & D |
| ☐ Dam(s) | Complete Sections A & E |
| ☐ Ford(s) | Complete Sections A & F |
| ☐ Apron(s) & Ramp(s) | Complete Sections A & G |

Date of completion of physical works:

## 2.0 DETAILS OF PERSON / COMPANY GIVING NOTICE

| | |
|---|---|
| First & Middle Name(s): | |
| Last Name / Company: | |
| Contact Person: *(if company/organisation)* | |

**Postal Address**

| | |
|---|---|
| Number/Street Name: | |
| Suburb: | |
| City: | |
| PO Box: | |
| City: | |
| Telephone No: | |
| Email address: | |

## 3.0 DETAILS OF AGENT (CONSULTANT) IF APPLICABLE

| | |
|---|---|
| Company Name: | |
| Contact number: | |
| Contact Person: *(if company/organisation)* | |

| | |
|---|---|
| Number/Street Name: | |
| Suburb: | |
| City: | |
| Email address: | |

## 4.0 DECLARATION OF PERMITTED ACTIVITY NOTIFIER

I/We, the undersigned, acknowledge that the permitted activity is to be held in my/our name, as described above, and undertake to comply with all conditions of the permitted activity and accept liability for all charges associated with the monitoring of this permitted activity.

| | |
|---|---|
| Name: | |
| Signature: | |
| Date: | |

## 5.0 THE GEOGRAPHICAL CO-ORDINATES OF THE STRUCTURE (NZTM):

Easting (E):

Northing (N):

## 6.0 RIVER NUMBER OR NAME

Provide the river number or name (if known):

## 7.0 RIVER FLOW OR CONNECTED AREA

Provide information on the river flow or connected area:

☐ No flow ☐ High
☐ Low ☐ Unknown
☐ Normal

## 8.0 TIDAL INFORMATION

Is the water tidal at the structure's location?

☐ Yes ☐ Unknown
☐ No

## 9.0 AT THE STRUCTURE'S LOACTION;

Width of the river or connected area at the water's surface (wetted width) (m):

Width of the bed of the river or connected area (m):

Bankfull width of the river or connected area (the width of the channel at the bankfull* elevation) (m):

**Bankfull elevation is the river level just before water overtops the banks on to the flood plain.*

## 10.0 PROTECTION OF SPECIES

Does the structure protect native species/ habitats?

☐ Yes ☐ No ☐ Unknown

*Does structure provide protection to a key species or ecosystem area or prevent access for exotic species?*

## 11.0 IMPROVEMENT PRESENT

Is there fish passage improvement present?

- ☐ None observed
- ☐ Backwatering
- ☐ Rock Ramp
- ☐ Artificial ramp
- ☐ Spat ropes
- ☐ Weir baffles
- ☐ Spoiler baffles
- ☐ Fish passage
- ☐ Fish friendly flap gate
- ☐ Trap and transfer
- ☐ Removed
- ☐ Other: _____

Date of fish passage improvement (if present):

Fish passage improvement effectiveness (if present):

- ☐ High (highly likely to notably improve passage for most fish species)
- ☐ Moderate (moderate change of some improvement to passage for some fish species)
- ☐ Low (low likelihood of notable improved passage for most fish species)
- ☐ Not assessed

## 12.0 RISK TO FISH PASSAGE

- ☐ Very low risk *(movements are unimpeded for most or all fish species and life stages for most or all of the time)*
- ☐ Low risk *(some chance that movements of weaker swimming species are restricted some of the time)*
- ☐ Medium risk *(moderate chance that movements of some fish species and life stages are commonly restricted)*
- ☐ High risk *(high chance that the movements of many fish species and life stages will be restricted for much of the time)*
- ☐ Very high risk *(very high chance that most or all fish species will be blocked most or all of the time)*
- ☐ Not assessed *(if you are not confident or do not have the right knowledge to determine the likely risk)*

## 13.0 VISUAL EVIDENCE

Attach photographs showing both ends of the structure, viewed upstream and downstream.

| | **Photograph Reference** (file name, time, etc.) |
|---|---|
| ☐ Upstream side of structure | |
| ☐ Downstream end of structure | |

# SECTION B

**Regulations 63 - Requirement for Culvert Activities: Information About Culverts**

**1.0**

Date of information collection: _____

Time of information collection: _____

## 2.0 ASSET ID

Asset ID (if known): _____

## 3.0 ASSET OWNER

Asset owner:

- ☐ DOC
- ☐ KiwiRail
- ☐ NZTA
- ☐ Territorial Authority
- ☐ Regional Council
- ☐ Privately owned
- ☐ Unknown
- ☐ Other: _____

## 4.0 BARRELS

*If there is more than one barrel, complete a separate form for each barrel.*

Specify the number of barrels that make up the culvert: _____

## 5.0 SHAPE

Specify the culvert's shape:

- ☐ Pipe
- ☐ Box
- ☐ Arch
- ☐ Other: _____

## 6.0 DIMENSIONS

Culvert length (m): _____

*Measured from inlet to outlet*

Culvert width/ diameter (m): _____

*Measured at its widest point*

Culvert height (m): _____

*Measured from the stream bed to the highest point at the outlet*

Culvert drop (m): _____

*From the bottom of the culvert bed to the downstream water surface level*

Culvert undercut (m): _____

*Measured from the lip of the culvert back to the furthest point*

Average water depth (m):

*Measured inside the culvert*

Average water velocity through the culvert (m/s):

*Culvert length (m) divided by time through culvert (seconds)*

Culvert material:

- ☐ Concrete
- ☐ Plastic
- ☐ Metal
- ☐ Other: _____
- ☐ Wood

## 7.0 LOW VELOCITY ZONES

Are there any low-velocity reticulation zones down-stream of the culvert outlet:

- ☐ Yes
- ☐ Unknown
- ☐ No

## 8.0 BED SUBSTRATE

Specify the type of bed-substrate that is in most of the culvert:

- ☐ Bare
- ☐ Weir Baffles
- ☐ Sand/silt
- ☐ Spoiler baffles
- ☐ Gravel
- ☐ Spat rope
- ☐ Cobbles
- ☐ Corrugated
- ☐ Boulders
- ☐ Not observed
- ☐ Bedrock
- ☐ Other: _____

## 9.0 EXISTING REMEDIATION FEATURES

Are there any remediation features (e.g. baffles or spat rope) in the culvert?

- ☐ Yes
- ☐ No

## 10.0 MARGINS

Does the culvert have wetted margins?

- ☐ Yes
- ☐ Unknown
- ☐ No

## 11.0 SLOPE

Culvert slope:

- ☐ Steeper than stream
- ☐ Less than stream
- ☐ Same as stream

## 12.0 ALIGNMENT

Culvert alignment:

- ☐ Straight in, straight out
- ☐ Curved in, straight out
- ☐ Straight in, curved out
- ☐ Curved in, curved out

## 13.0 ADD-ONS

Specify the structure add-ons:

| Upstream Add-on | Downstream Add-on |
|---|---|
| ☐ None | ☐ None |
| ☐ Apron Complete Section G | ☐ Apron Complete Section G |
| ☐ Headwall | ☐ Headwall |
| ☐ Wingwall | ☐ Ramp Complete Section G |
| ☐ Screen | ☐ Screen |
| ☐ Other: _____ | ☐ Wingwall |
| | ☐ Other: _____ |

## 14.0 REGULATION 70(2)

Does the culvert comply with the specific conditions outlined in regulation 70(2) of the NES-F 2020? *(Refer to the conditions provided on p16 below).*

☐ Yes ☐ No

# SECTION C

**Regulation 64 - Requirement for Weir Activities: Information About Weirs**

## 1.0

Date of information collection: _____

Time of information collection: _____

## 2.0 ASSET ID

Asset ID (if known): _____

## 3.0 ASSET OWNER

Asset owner:

- ☐ DOC
- ☐ KiwiRail
- ☐ NZTA
- ☐ Territorial Authority
- ☐ Regional Council
- ☐ Privately owned
- ☐ Unknown
- ☐ Other: _____

## 4.0 DETAILS

Weir type:

- ☐ Broad crested
- ☐ V-notch
- ☐ Crump
- ☐ Stepped
- ☐ Sharp crested
- ☐ Other: _____

Weir crest shape:

- ☐ Sharp / angular
- ☐ Rounded/smooth
- ☐ Overhanging
- ☐ Other: _____

Weir height (m): _____

Weir width (m): _____

Specify the slope of the weir (°): _____

Weir material:

- ☐ Plastic
- ☐ Concrete
- ☐ Wood
- ☐ Metal
- ☐ Other: _____

Weir bed-substrate type present across most of the weir?

- ☐ Bare
- ☐ Sand/silt
- ☐ Gravel
- ☐ Cobbles
- ☐ Boulders
- ☐ Bedrock
- ☐ Spat rope
- ☐ Weir baffles
- ☐ Spoiler baffles
- ☐ Not observed
- ☐ Other: _____

| | |
|---|---|
| Are there any remediation features (e.g. baffles or spat rope) in the weir? | |

## 5.0 MARGINS

Does the weir have wetted margins?

☐ Yes ☐ No ☐ Unknown

*Are there wetted margins suitable for climbing fish on the weir?*

## 6.0 BACKWATER

What is the backwater distance from the weir?

☐ < 10m ☐ 10 – 50m ☐ > 50m

*The distance further upstream where the water level is influenced by the weir.*

## 7.0 ADD-ONS

Specify the structure add-ons:

| Upstream Add-on | Downstream Add-on |
|---|---|
| ☐ None | ☐ None |
| ☐ Apron Complete Section G | ☐ Apron Complete Section G |
| ☐ Headwall | ☐ Headwall |
| ☐ Wingwall | ☐ Ramp Complete Section G |
| ☐ Screen | ☐ Screen |
| ☐ Other: _____ | ☐ Wingwall |
| | ☐ Other: _____ |

## 8.0 REGULATION 72(2)

Does the weir comply with the specific conditions outlined in regulation 72(2) of the NES-F 2020? *(Refer to the conditions provided on p17 below).*

☐ Yes ☐ No

# SECTION D

**Regulation 65 - Requirement for Flap Gate Activities: Information About Flap Gates**

## 1.0

Date of information collection: _____

Time of information collection: _____

## 2.0 ASSET ID

Asset ID (if known): _____

## 3.0 ASSET OWNER

Asset owner:

- ☐ DOC
- ☐ KiwiRail
- ☐ NZTA
- ☐ Territorial Authority
- ☐ Regional Council
- ☐ Privately owned
- ☐ Unknown
- ☐ Other: _____

## 4.0 DETAILS

Gate type:

- ☐ Top hung
- ☐ Side hung
- ☐ Automatic
- ☐ Sluice
- ☐ Other: _____

Gate height (m): _____

*Measured from the bottom to the top of the gate*

Gate width (m): _____

Gate material:

- ☐ Concrete
- ☐ Metal
- ☐ Wood
- ☐ Plastic
- ☐ Other: _____

## 5.0 ADD-ONS

Specify the structure add-ons:

**Upstream Add-on**

- ☐ None
- ☐ Apron Complete Section G
- ☐ Headwall
- ☐ Wingwall
- ☐ Screen
- ☐ Other: _____

**Downstream Add-on**

- ☐ None
- ☐ Apron Complete Section G
- ☐ Headwall
- ☐ Ramp Complete Section G
- ☐ Screen
- ☐ Wingwall
- ☐ Other: _____

# SECTION E

**Regulation 66: Requirement for Dam Activities: Information About Dams**

## 1.0

| | |
|---|---|
| Date of information collected: | |
| Time of information collected: | |

## 2.0 ASSET ID

| | |
|---|---|
| Asset ID (if known): | |

## 3.0 ASSET OWNER

Asset owner:

| | |
|---|---|
| ☐ DOC | ☐ Regional Council |
| ☐ KiwiRail | ☐ Privately owned |
| ☐ NZTA | ☐ Unknown |
| ☐ Territorial Authority | ☐ Other: _____ |

## 4.0 DAM HEIGHT

| | |
|---|---|
| Specify the dam height (m): | |

## 5.0 SPILLWAY

Does the dam have a spillway? ☐ Yes ☐ No ☐ Unknown

*A spillway is structure used to control the release of flows from the dam into a downstream area.*

## 6.0 ADD-ONS

Specify the structure add-ons:

| **Upstream Add-on** | **Downstream Add-on** |
|---|---|
| ☐ None | ☐ None |
| ☐ Apron Complete Section G | ☐ Apron Complete Section G |
| ☐ Headwall | ☐ Headwall |
| ☐ Wingwall | ☐ Ramp Complete Section G |
| ☐ Screen | ☐ Screen |
| ☐ Other: _____ | ☐ Wingwall |
| | ☐ Other: _____ |

# SECTION F

**Regulation 67 - Requirement for Ford Activities: Information About Fords**

## 1.0

Date of information collected:

Time of information collected:

## 2.0 ASSET ID

Asset ID (if known):

## 3.0 ASSET OWNER

Asset owner:

- ☐ DOC
- ☐ KiwiRail
- ☐ NZTA
- ☐ Territorial Authority
- ☐ Regional Council
- ☐ Privately owned
- ☐ Unknown
- ☐ Other: _____

## 4.0 DETAILS

Ford length (m):

*Measured from the upstream side to the downstream side*

Ford width (m):

*Measured from one side of the stream to the other, perpendicular to the flow*

For drop height (m):

*Measured from the surface of the ford to the downstream end*

Ford material:

- ☐ Concrete
- ☐ Wood
- ☐ Other: _____
- ☐ Metal
- ☐ Plastic

Ford substrate:

- ☐ Bare
- ☐ Boulders
- ☐ Spat rope
- ☐ Sand/silt
- ☐ Bedrock
- ☐ Not observed
- ☐ Gravel
- ☐ Weir baffles
- ☐ Other: _____
- ☐ Cobbles
- ☐ Spoiler baffles

## 5.0 ADD-ONS

Specify the structure add-ons:

| Upstream Add-on | Downstream Add-on |
|---|---|
| ☐ None | ☐ None |
| ☐ Apron Complete Section G | ☐ Apron Complete Section G |
| ☐ Headwall | ☐ Headwall |
| ☐ Wingwall | ☐ Ramp Complete Section G |
| ☐ Screen | ☐ Screen |
| ☐ Other: _____ | ☐ Wingwall |
| | ☐ Other: _____ |

# SECTION G

**Regulations 68 - Requirement for Certain Structure Activities: Information About Aprons and Ramps**

## 1.0 APRON

Apron length (m):

Apron drop height (m):

*Measured from the surface of the apron to the downstream end*

Apron water depth (m):

Apron average water velocity (m/s):

Apron material:

☐ Plastic ☐ Wood ☐ Other: _____
☐ Concrete ☐ Metal

Apron substrate:

☐ Bare ☐ Boulders ☐ Spoiler baffles
☐ Silt/sand ☐ Bedrock ☐ Corrugated
☐ Gravel ☐ Spat rope ☐ Not observed
☐ Cobbles ☐ Weir baffles ☐ Other: _____

## 2.0 RAMP

Ramp length (m):

*Measured from the top of the ramp to the water's surface*

Ramp slope (°):

Ramp surface:

☐ Bare ☐ Rock ☐ Other: _____
☐ Brush ☐ Gravel
☐ Miradrain ☐ Sand

Does the ramp have wetted margins?

☐ Yes ☐ No ☐ Unknown

# APPENDIX 1

## Conditions for culverts under Regulation 70(1) of the NES-F 2020

(1) The placement, use, alteration, extension, or reconstruction of a culvert in, on, over, or under the bed of any river or connected area is a permitted activity if it complies with the conditions.

**Conditions**

(2) The conditions are that—

(a) the culvert must provide for the same passage of fish upstream and downstream as would exist without the culvert, except as required to carry out the works to place, alter, extend, or reconstruct the culvert; and

(b) the culvert must be laid parallel to the slope of the bed of the river or connected area; and

(c) the mean cross-sectional water velocity in the culvert must be no greater than that in all immediately adjoining river reaches; and

(d) the culvert's width where it intersects with the bed of the river or connected area (s) and the width of the bed at that location (w), both measured in metres, must compare as follows:

(i) where $w \leq 3$, $s \geq 1.3 \times w$:

(ii) where $w > 3$, $s \geq (1.2 \times w) + 0.6$; and

(e) the culvert must be open-bottomed or its invert must be placed so that at least 25% of the culvert's diameter is below the level of the bed; and

(f) the bed substrate must be present over the full length of the culvert and stable at the flow rate at or below which the water flows for 80% of the time; and

(g) the culvert provides for continuity of geomorphic processes (such as the movement of sediment and debris).

# APPENDIX 2

## Conditions for weirs under Regulation 72(1) of the NES-F 2020

(1) The placement, use, alteration, extension, or reconstruction of a weir in, on, over, or under the bed of any river or connected area is a permitted activity if it complies with the conditions.

**Conditions**

(2) The conditions are that—

(a) the weir must provide for the same passage of fish upstream and downstream as would exist without the weir, except as required to carry out the works to place, alter, extend, or reconstruct the weir; and

(b) the fall height of the weir must be no more than 0.5 m; and

(c) the slope of the weir must be no steeper than 1:30; and

(d) the face of the weir must have roughness elements that are mixed grade rocks of 150 to 200 mm diameter and irregularly spaced no more than 90 mm apart to create a hydraulically diverse flow structure across the weir (including any wetted margins); and

(e) the weir's lateral profile must be V-shaped, sloping up at the banks, and with a low-flow channel in the centre, with the lateral cross-section slope between 5° to 10°.

# APPENDIX 3

## Key definitions as described in Regulation (3) 'Interpretation' of the NES-F 2020

For further definitions please refer to Regulation (3) "Interpretation" within the National Environmental Standards for Freshwater) Regulations 2020.

**Apron**

Apron means a hard (generally concrete) surface layer constructed at the entrance or outlet of a structure to protect the structure from erosion.

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**Culvert**

Culvert means a pipe, box structure, or covered or arched channel that has an inlet and outlet that is in, and that connects the water or bed of, the same river or connected area.

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**Dam**

Dam in subpart 3 of Part 3 (passage of fish affected by structures), means a structure—

(a) whose purpose is to impound water behind a wall across the full width of any river or connected area; and

(b) that is not a weir.

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**Flap Gate**

Flap gate means a hinged gate that controls fluctuations in tidal or flood water, such as a tide gate or flood gate.

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**Ford**

Ford means a structure that—

(a) is artificial, shallow, and designed for crossing any river or connected area; and

(b) is in contact with most of the width of the bed of the river or connected area.

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**Non-Passive Flap Gate**

Non-passive flap gate means a flap gate whose opening and closing is controlled by an automated and

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**Passive Flap Gate**

Passive Flap Gate means a flap gate whose opening or closing—

(a) is caused by a positive head differential on the upstream or downstream side, respectively; and

(b) is not controlled by an automated and powered system (for example, electric or hydraulic) when the water reaches certain levels.

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**Weir**

Weir means an open-topped structure across the full width of any river or connected area that—

(a) alters the water level and the flow characteristics of the water; and

(b) allows water to flow passively through or over the top.

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