

STARTING UP A CAMPING GROUND

A guide to the procedures for establishing a new camping ground

CONSENTS REQUIRED

TYPE OF CONSENT	CONTACT	WHEN NEEDED
Camping Ground Registration	Environmental Health Officer	For the operation of a camping ground
Resource Consent	Resource Management Planner	The District Plan requires certain activities to obtain resource consent. Issues involved with a resource consent include car parking, noise, and hours of operation.
Building Consent	Building Control Officer	Generally for construction, change of use of building, or alteration of building. Also can advise on building Warrant of Fitness.
Hazardous Substances Test Certificate	Hazardous Substances Officer	The storage and use of hazardous substances over certain quantities, for example diesel or LPG.

ABOUT REGISTRATION

Camping grounds are required to be registered by the Council under the Camping Ground Regulations 1985 (to view go to: www.legislation.govt.nz). To be registered the camping ground must comply with the requirements of these Regulations.

Environmental Health Officers determine compliance with the Regulations. It is recommended that applicants obtain a written report from an Environmental Health Officer listing the specific requirements for registration as they relate to the particular site.

BEYOND REGISTRATION

Once the premises is registered, Environmental Health Officers will inspect your premises at least once a year to ensure that the Camping Ground Regulations 1985 are being complied with. Your registration must be renewed every year.

REGISTRATION FEES AND CHARGES

Annual Registration Fee	\$247.50
Change of Ownership of Premises Fee	\$50.00
Special inspection and report requested by the owner or intended purchaser at any premises subject to registration	\$99.00/hour and \$0.52c/km

OTHER CONTACTS

AGENCY	ADDRESS	PHONE	INFORMATION ON:
Department of Labour	70 Victoria Avenue, Invercargill	03 218 2126	Health and safety
Venture Southland	143 Spey Street, Invercargill	03 211 1400	Enterprise information