

# Regulatory Impact Statement: Reducing waste in the publication of conservation management planning documents

## Coversheet

Purpose of Document	
Decision sought:	<i>Analysis produced for the purpose of informing final Cabinet decisions on policy</i>
Advising agencies:	<i>Department of Conservation</i>
Proposing Ministers:	<i>Minister of Conservation</i>
Date finalised:	<i>11/11/2022</i>
Problem Definition	
<p>The advent of the internet has changed the way the public accesses documents since the Conservation Act 1987 and National Parks Act 1980 were written. Most people now access both draft and approved conservation management planning documents online.</p> <p>Changing public preferences have created a situation where there is an outdated statutory requirement for hard copies of planning documents to be provided. The requirement is outdated as 80-90% of them go unused. In addition to unnecessary waste, the cost of printing and distributing unused hard copies is estimated to be in the range of \$2,000 to \$9,000 per publication.</p>	
Executive Summary	
<p>DOC is required to develop statutory documents that guide conservation management of, and decisions on the use of, Public Conservation Land and Waters (PCL&amp;W), as well as management of species off PCL&amp;W. These documents include conservation management strategies, conservation management plans, and national park management plans (hereafter referred to as planning documents).</p> <p>DOC has a statutory requirement to ensure that documents are made available for public inspection in places likely to encourage public participation. This statutory requirement is interpreted as DOC being required to provide hard copies of planning documents at DOC offices so that the public has access on demand.</p> <p>The advent of the internet means the public increasingly access planning documents online. This has reduced the demand for access to hard copies and so many of the hard copies go unused. Printing hard copies that go unused is an ineffective use of DOC resources and creates waste. DOC has estimated that 80 to 90% of printed copies go unused.</p> <p>The preferred option is to make planning documents “digital by default”. DOC will be required to publish draft and approved planning documents electronically, with a hard copy available upon request.</p>	

It is estimated that no longer printing hard copies by default would save DOC \$2,000 to \$9,000 per publication. This is based on the cost of printing and distributing hard copies that go unused.

The costs associated with the proposal are negligible and amount to staff time communicating the change. This will be done via the DOC website and concessionaire newsletter.

There is a risk that making documents digital by default will exclude people without the means or ability to access the internet. This risk has been mitigated by including the provision for hard copies to be available on request.

The alternative option considered was retaining the status quo.

Consultation on the proposal was carried out as part of wider consultation on conservation management and processes over eight weeks from May-July 2022. 45 of 47 submitters supported the proposal.

The two submitters opposed to the change proposal wanted hard copies to be retained. DOC considers this concern is mitigated by hard copies being available on request.

## **Limitations and Constraints on Analysis**

### Constraints and limitations from timeframes and scope

The key constraints and limitations on analysis are prior decisions by Cabinet, which have set a direction of agreement in principle to legislative options that can be implemented in the near-term, while a wider programme of work to address systemic problems within the conservation system is underway.

In September 2021, Cabinet agreed to the previous Minister of Conservation's proposal to initiate a phased approach to reforming conservation legislation (CAB-21-MIN-0402 refers). In the interim, Cabinet agreed to progress amendments to conservation management planning and concessions legislation.

DOC was directed to identify statutory provisions that are erroneous, inconsistent, or outdated. Options to address inefficient provisions should not be complex. They should be achievable with minor and technical amendments to conservation legislation.

On this direction, the purpose of publishing planning documents, the points in the process where documents are published, and the content/format of planning documents are beyond the scope of this review. Furthermore, the scope set by Cabinet has limited analysis to the publication of planning documents and so does not include other statutory documents that DOC is required to make available.

### Constraints and limitations from engagement

Engagement on this issue was conducted as part of a wider Conservation Management and Processes Bill. The primary method for gathering public feedback on this proposal was the Conservation Management and Processes discussion document.

The discussion document was released in early May 2022 and was open for submissions until 30 June 2022. The discussion document was made available on DOC's website and announced via a media release that gained some non-substantial media attention.

To encourage tangata whenua and stakeholder feedback, a range of engagement hui were held online, with one being held in-person. For tangata whenua, a regional approach to holding online hui was used meaning that multiple whānau, hapū, iwi, and PSGE groups

from a specific region were invited to the same hui. For stakeholders, a group-based approach was used, where stakeholders from the same sector were invited to the same meeting.

The limitations with this approach regarding timing are:

- Eight weeks were made available for engagement. Some respondents, or would be respondents, may not have been aware of the discussion document at the time or had sufficient time to prepare an informed response.
- There was a significant amount of public engagement on wider Government policy change underway at the time. This may have put pressure on individual and organisational resource capacity to engage with the discussion document
- The technical legal character of the proposed amendment may have limited ability of some groups to engage.

Furthermore, online publication of the discussion document may have limited feedback from those who do not have ready or regular access to the internet. This group is the group most likely to be affected by the proposed amendment. Wider media coverage of the discussion document may have mitigated this somewhat, but not to a sufficient extent.

#### Constraints and limitations of evidence

DOC does not precisely record the number of people who access hard copies of planning documents and how often a hard copy is used. The estimate that 80 to 90% of printed hard copies go unused is based on feedback from DOC staff.

Although these estimates have been informed by DOC staff with years of experience in the management planning system, there is low evidence certainty that the estimated 80 to 90% is applicable in all cases where a planning document is published. Furthermore, the overall slow progress of plan development means there have not been many planning documents printed recently so there are few recent data points to estimate cost.

**Responsible Manager(s) (completed by relevant manager)**

*Kayla Kingdon-Bebb*  
*Policy Director*  
*Department of Conservation*



11/11/2022

**Quality Assurance (completed by QA panel)**

Reviewing Agency: Department of Conservation

Panel Assessment & Comment: The Department of Conservation's Regulatory Impact Assessment Panel has reviewed the Regulatory Impact Statement on reducing waste in the publication of conservation management planning documents (Appendix 4). The Panel considers that the Regulatory Impact Statement partially meets the Quality Assurance criteria. The Regulatory Impact Statement clearly identifies the scope of the problem and describes the key features of the existing legislation. The requirement for monitoring, evaluation and review was not fully met, as it does not clearly describe how the necessary data will be collected. The impact analysis is constrained by the fact that there is little evidence to demonstrate the scale of the problem and therefore it is unclear whether the proposed changes are optimal. The panel recommends that future work seeks to improve the information base to provide better evidence for policy decisions.

# Section 1: Diagnosing the policy problem

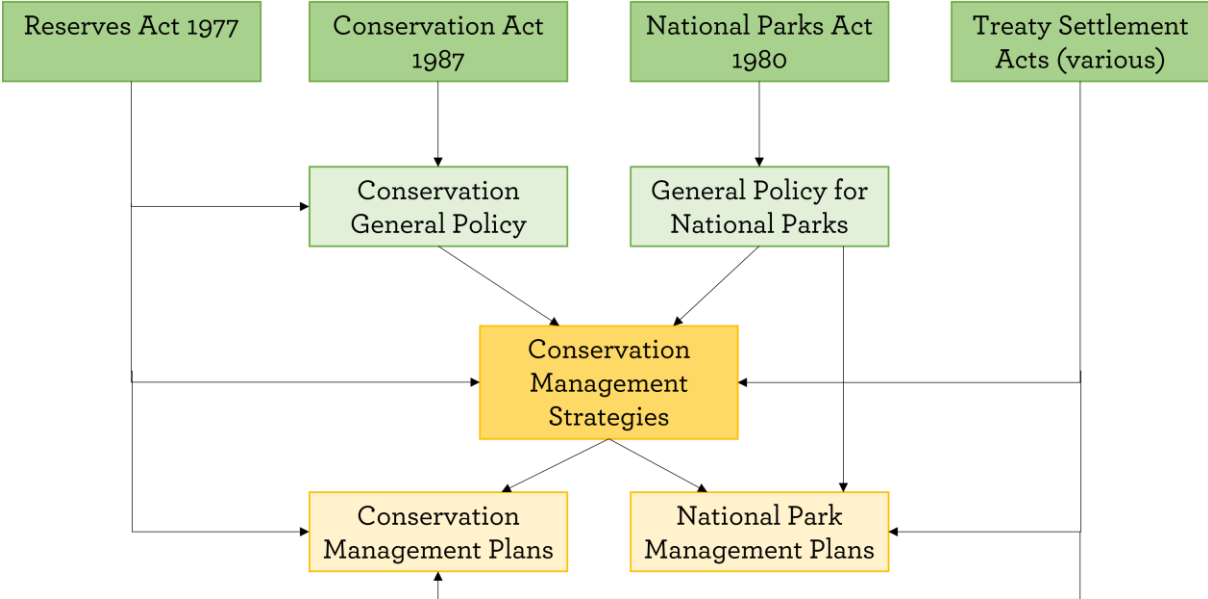
What is the context behind the policy problem and how is the status quo expected to develop?

What are conservation management planning documents?

DOC is required to develop statutory documents that guide conservation on public conservation land and waters (PCL&W). Legislation prescribes a hierarchical statutory framework to guide the management of PCL&W. This hierarchy consists of:

- the Conservation Act 1987 and other conservation legislation, including the National Parks Act 1980, the Reserves Act 1977 and various Treaty settlement Acts
- the Conservation General Policy (CGP) and General Policy for National Parks (GPNP)
- place-based statutory planning documents (collectively referred to as planning documents), including:
  - conservation management strategies (CMSs)
  - conservation management plans (CMPs)
  - national park management plans (NPMPs).

Figure 1: Statutory framework for conservation management planning



The purpose of planning documents is to guide the management of, and decisions on the use of, PCL&W, as well as management of species off PCL&W.

They identify what DOC intends to manage in a particular place and why, and include outcomes, objectives, policies and milestones for places and criteria for making decisions about DOC management activities or activities requiring authorisation (e.g. concessions). They may also reflect co-management objectives with tangata whenua and give effect to Treaty settlement responsibilities. DOC is accountable for delivering the outcomes and milestones described.

The Conservation Act sets out the requirements and processes for developing and reviewing CMSs and CMPs, while the National Parks Act sets out the requirements and processes for developing and reviewing NPMPs. The CGP and GPNP provide further direction on how planning documents should be developed, what they should contain and how to address various management actions or issues.

Under this legislative framework, the Director-General of DOC is responsible for developing and reviewing planning documents, in consultation with conservation boards, tangata whenua and others. The New Zealand Conservation Authority / Te Pou Atawhai Taiao O Aotearoa (NZCA) and the Minister of Conservation also have a role in determining the final contents of planning documents. In some cases, planning documents are developed and reviewed in conjunction with other parties.

Appendix 1 sets out diagrams that summarise the processes for developing or reviewing CMSs, CMPs and NPMPs for the purpose of facilitating an understanding of the issues presented in this regulatory impact statement.

### **What do the public use planning documents for and when are they published?**

DOC must publish planning documents at two stages during the plan development process; when a draft plan is notified for consultation and when the final version of the document is published.

The purpose of public access to a draft notified planning document is to allow the public to provide feedback on the content of the plan. After reviewing the draft, anyone can provide feedback by making a submission. Submissions can be made in an individual capacity or on behalf of an organisation or group.

Draft planning documents have a limited shelf life. The statutory minimum period for submissions is 40 working days. Once the submission period closes, they have served their purpose and are typically thrown away/recycled.

The public require access to the final versions of planning documents so they can understand how DOC is managing PCL&W. This may be of particular relevance to groups such as potential concessionaires considering a concession application, local conservation organisations or recreational users of PCL&W.

### **The Government's Strategy for a Digital Public Service**

The Government's Strategy for a Digital Public Service provides direction for the public sector to "embed digital mindsets, skillsets, data and technology into the public service, making government responsive and relevant to all New Zealanders"<sup>1</sup>. In line with the strategy DOC publishes planning documents online. This supports desired behaviours set out in the strategy including striving for an open, accountable public service and prioritising value for money.

Online access provides a range of benefits compared to accessing hard copies at physical locations:

- It allows access at any time of day rather than only within office hours.
- It allows access from any location meaning people do not have to travel to a DOC office, this is both more convenient and more environmentally friendly.
- It mitigates the risk of someone referencing an approved copy that they have on hand that has become out of date due to a subsequent amendment or partial review.
- Online access has the environmental benefit of not printing out hard copies.
- Planning documents include maps which are easier to view online because of additional functionality such as zooming in.

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<sup>1</sup> [Strategy for a Digital Public Service | NZ Digital government](#)

## Status quo

### Current statutory requirements

The Conservation Act 1987 and National Parks Act 1980 specify that the draft of any planning document should be made available for public inspection:

- *“the draft shall be made available by the Director-General for public inspection during normal office hours, in such places and quantities as are likely to encourage public participation in the development of the proposal”*  
– s 17F(e), Conservation Act 1987
- *“give public notice of the approval, specifying the offices or places at which the strategy or plan, or reviewed or amended strategy or plan, can be inspected”*  
– s 17N(6), Conservation Act 1987
- *“make the draft management plan available for public inspection, free of charge, during ordinary office hours at places decided by the Director-General, and at the office of the Director-General at Wellington”*  
– s 47(2), National Parks Act 1980
- *“Every approved management plan shall be available for public inspection during ordinary office hours, free of charge, at places decided by the Board, and at the office of the Director-General at Wellington” -*  
– s 48(4), National Parks Act 1980

The legislation is highly prescriptive in regard to the process for developing and reviewing planning document, this includes the provisions above regarding making documents available for public inspection. Furthermore, the publication provisions are prescriptive in that they envisage publication taking place in a context that clearly predates the change in societal preferences to primarily accessing information online. The most prominent example of this is the Conservation Act 1987 prescribing that sufficient ‘quantities’ be made available.

### Current publication of planning documents

These provisions are interpreted by DOC to mean that hard copies must be made available in DOC offices. It would be reasonable for someone, having read the provision, to presume that a copy of the draft or approved planning document is available for them to view at their local DOC office. To meet these requirements, DOC prints hard copies of planning documents and distributes them to local DOC offices, where they can be inspected by the public.

DOC currently makes draft and approved planning documents publicly accessible in two ways:

- hard copies are published and made available for the public to access at DOC offices during office hours (based on the direction above); and
- planning documents are published online on DOC’s website (based on enabling access and the Government’s digital strategy).

Since the Acts were passed, the advent of the internet has changed the way people access information. Most people have internet access at home and/or work or can access the internet in public spaces such as libraries. Generally, people who have the option prefer to access information online rather than travel to their local DOC office.

The consequence of this change in how most people access information is that the majority of hard copies of planning documents are never used. It is estimated by DOC staff that 80 to 90% of hard copies of planning documents go unused. The costs of publication are

estimated to be in the range of \$2,000 to \$9,000 per application. Costs vary based on the size of the document and the printing requirements.

### **How is the status quo expected to evolve?**

Over time, it is expected that the number of people with limited access and/or capability to access the internet will decrease over time. This will further reduce the number of people who wish to access hard copies of planning documents each time they are published.

There is currently a significant backlog of planning documents requiring review, as well as new planning documents being developed. Given the backlog of documents requiring review or replacement, it is expected that the number of planning documents being reviewed or developed each year will increase across the next decade. Therefore, the frequency of hard copies being printed and going unused is expected to increase.

### **What is the policy problem or opportunity?**

Under the current statutory requirements, DOC is required to print hard copies of planning documents and make them available to the public in DOC offices. Changing public preferences have created a situation where the majority of these go unused. Unused documents are a waste of DOC resources and an environmental waste.

There is an opportunity to update the legislation to remove the outdated prescriptive requirement for hard copies to be printed while continuing to ensure that planning documents are publicly accessible. This would reduce waste and save DOC money each time a planning document is reviewed or approved.

Amendments are also an opportunity to align the wording of the requirements for publication in the Conservation Act and the National Parks Act, as well as publication requirements for draft and approved planning documents. Aligning these requirements and how they are prescribed in legislation would improve clarity and consistency.



## What objectives are sought in relation to the policy problem?

Through this review we are seeking to meet the following objectives:

- **Public accessibility:**  
To ensure the public has access to planning documents. Access to drafts to allow engagement in the plan development process and access to finalised planning documents to understand how DOC is managing PCL&W.
- **Future proofing:**  
To ensure DOC's practice can evolve, embrace new opportunities, and meet the needs of people in the modern world as per the Strategy for a Digital Public Service.
- **Cost effectiveness:**  
To reduce the costs involved for DOC in conservation management processes.

### Hierarchy of objectives

Public accessibility is the primary objective, followed by future proofing. Delivering cost effectiveness should not compromise the other objectives. This hierarchy has been chosen because attaching too high a priority to cost effectiveness could undermine public accessibility.

## What criteria will be used to compare options to the status quo?

Options for change will be evaluated against the status quo using the following criteria. The criteria directly relate to the objectives identified in the previous section, to provide an assessment of how well changes give effect to the purposes of the review.

### **Documents accessibility (objective: public accessibility)**

Assessment of each option's ability to ensure the public has access to planning documents.

### **Adaptability (objective: future proofing)**

Assessment of each option's ability to allow for adaptation in implementation, taking advantage of new technologies and methods as they arise.

### **Efficiency (objective: cost effectiveness)**

Assessment of each option's ability to reduce the costs and waste involved in publishing planning documents. This is measured by the extent to which documents would go unused in under each option.

# Section 2: Deciding upon an option to address the policy problem

## What scope will options be considered within?

Scope is limited to the publication methods for making planning documents publicly available. Another part of the process which could be considered for moving to digital-by-default is public notification. At present notification must be done via newspaper.

Amending public notification methods has been ruled out of scope because of the difficulty in mitigating the risk that people who don't use the internet would miss the notification. This risk can be mitigated in relation to the availability of planning documents by making hard copies available on request. No equivalent mitigation is available for the notification process.

Scope is limited to legislative changes. DOC has already implemented the non-legislative solution of publishing planning documents online, in addition to making hard copies available. The only option to address the printing of hard copies which go unused, is to remove the legislative requirement.

More significant changes which impact the intent of management planning processes are out of scope. There are many other opportunities for improvements within the management planning system. However, there are more fundamental issues and questions about the roles of the Minister of Conservation, NZCA, conservation boards and tangata whenua in decision making on PCL&W that require a level of analysis and engagement that cannot be achieved within the timeframes allowed for this work. The drivers of these problems are systemic and complex, requiring extensive analysis within the context of the wider conservation system. Addressing these issues can be more appropriately achieved through the reviews of the CGP and GPNP and through longer-term work on conservation legislative reform.

Part 3A of the Conservation Act 1987 also contains provisions for developing freshwater fisheries management plans (section 17K) and sports fish and game management plans (section 17M). These sections are out of scope for this RIS as DOC was directed by cabinet to focus on CMS, CMP and NPMP.

## What options are being considered?

The requirements for publishing draft or approved planning documents do not reflect modern preferences for accessing information	
Option 1	Amend the Conservation Act 1987 and National Parks Act 1980 to modernise the publication requirements for planning documents
Option 2	Retain the status quo

### Option One – Modernise the publication requirements for planning documents

This option seeks to enable a 'digital-by-default' approach. This option would require that all draft and approved planning documents be made publicly available electronically. Access would also be available at local DOC offices on request.

Documents published online would be available at all times, free of charge, on the DOC website for those with access to a device and an internet connection. Those without their own personal device or internet connection may be able to access via devices at a local library.

If a member of the public wishes to access a copy but does not have access to an appropriate device or internet, they could request a hard copy at a local DOC office. The DOC office would print a copy for them to view on site. The office would retain the copy in case of further requests to view it. This is in line with current practise where members of the public must view the hard copies onsite at the DOC office.

### Option Two – Retain the status quo

Hard copies of draft and approved planning documents would continue to be printed and distributed to DOC offices. DOC would continue to publish planning documents electronically on the DOC website.

### Feedback from Public Consultation

Public consultation on the proposed change was part of wider consultation on conservation management and planning processes undertaken over eight weeks in May-July 2022. The primary means of seeking tangata whenua, stakeholder, and public input was through a Conservation Management and Processes discussion document. The discussion document was hosted on DOC’s website and accompanied by short accessible summaries, an overview video, and instructions on how to make a submission.

To encourage tangata whenua and stakeholder feedback, a range of engagement hui were held online, with one being held in-person. For tangata whenua, a regional approach to holding online hui was used meaning that multiple whānau, hapū, iwi, and PSGE groups from a specific region were invited to the same hui. For stakeholders, a group-based approach was used to invite stakeholders from the same sector to the same meeting.

It should be noted there is a potential bias in favour of online access due to submissions being electronic and the majority of hui being held online.

The two options outlined in the discussion documents were the same as the two options outlined above. A summary of submitter responses is provided in Table 1 below.

**Table 1: Summary of submission responses**

Submitter group	Support change	Retain status quo
Councils	4	0
ENGO	2	0
Individual	7	1
NGO	5	1
Non-Research Concessionaire	7	0
Other Stakeholder	10	0
Research Concessionaire	2	0
Statutory Body	4	0
Tangata Whenua	4	0
<b>Total</b>	<b>45</b>	<b>2</b>

45 of 47 submitters supported the change proposal (Option 1), with only 2 submissions (one individual, one NGO) preferring the status quo (Option 2).

However, although most submissions supported Option 1 in principle, there were differing views about the requirement to provide hard copies of proposed changes.

Some submitters (including some NGOs and statutory bodies) felt that, even if Option 1 is implemented, it should still be compulsory for DOC to make hard copies available. Other submitters (including councils) were comfortable for hard copies to be available on request,

or to remain an operational decision rather than specified in statute. A number of submitters highlighted that those in rural areas or from older generations can struggle to access the internet, making it important for hard copies to be available.

Of the two submitters opposed to the change proposal (one individual, one NGO) one did not provide comment and one just stated that hard copies should continue to be available at DOC offices.

**Multi-Criteria Analysis: How do the options compare to the status quo?**

Criteria	Option 1: Amend the Conservation Act 1987 and National Parks Act 1980 to modernise the publication requirements for planning documents	Option 2: Retain the status quo
<b>Document accessibility</b>	0	0
<b>Adaptability</b>	++	0
<b>Efficiency</b>	++	0

**Key for qualitative judgements:**

- ++ much better than doing nothing/the status quo
- + better than doing nothing/the status quo
- 0 about the same as doing nothing/the status quo
- worse than doing nothing/the status quo
- - much worse than doing nothing/the status quo

**Option 1: Amend the Conservation Act 1987 and National Parks Act 1980 to modernise the publication requirements for planning documents**

*Document accessibility (0)*

Given documents are already published online, there will be little difference in accessibility to the status quo. This option still provides access to hard copies for those without access to the internet at home or through a public library. However, there will be a slight delay as hard copies would be printed upon request rather than documents being printed and placed in DOC offices in advance.

This option also provides certainty and clarity to the public that planning documents will be available online, in line with current expectations and preferences for information accessibility.

*Adaptability (++)*

By removing the requirement for hard copies this option allows a more flexible approach. Requiring electronic publications enables the use of new technologies as they become available. This option allows for flexibility in operational delivery by removing prescription at the legislative level. Hard copies would continue to be available on request.

### *Efficiency (++)*

This option would provide cost savings for DOC by removing the requirement to print hard copies. It also avoids the unnecessary waste of hard copies being printed and never or rarely used.

The costs for printing and distribution vary between documents based on requirements and number of pages. For example, the Draft Aoraki/Mount Cook NPMP and Draft Westland Tai Poutini NPMP both printed in 2018 cost \$2,471 and \$2,312 respectively. This cost paid for 100 copies to be printed and distributed to eight locations. Whereas the Draft Bay of Plenty CMS printed in 2020 cost \$8,335.

### **Option 2: Retain the legislative status quo**

#### *Document accessibility (0)*

Under the status quo, planning documents are accessible online and in hard copy at the local DOC office. People can expect that a hard copy readily available to access at their local DOC office (i.e., upon demand). This differs from Option 1 where there might be a wait time as DOC readies a hard copy for access.

This option provides faster access for the limited number of people who have trouble accessing large volumes of material online.

Although DOC publishes planning documents online currently, this is not a statutory requirement prescribed by the Acts. It does not provide clarity that documents will be accessible online in line with current expectations for accessing information online.

#### *Adaptability (0)*

The prescriptive nature of the current legislation does not allow DOC to adapt its approach in response to a change in people's information access preferences.

#### *Efficiency (0)*

Publishing large documents as hard copies that then go unused is costly to DOC and creates unnecessary waste. Anecdotal feedback from operational staff indicates 80 to 90% of draft documents end up being recycled without being used.

### **Conclusion**

Option 1 is the preferred option, as it ensures planning documents continue to be widely and freely available, but at a lower cost to DOC and with less waste. It provides a baseline of accessibility through online access with hard copies available on request while allowing for flexibility in approach if needed.

There is strong public support for the amendment. 45 of 47 submitters (96%) supported Option 1. All tangata whenua submissions on these options (four submissions) supported Option 1. Tangata whenua noted that accessing documents online is now commonplace and from a practical and sustainability perspective, a 'digital by default' approach should be adopted where appropriate. The availability of documents on request mitigates concerns raised around limiting the access of those that rely on traditional methods for accessing information.

## What are the marginal costs and benefits of the preferred option?

Affected groups	Comment	Impact	Evidence Certainty
Additional costs of the preferred option compared to taking no action			
<b>DOC</b>	Additional costs to communicate changes to the public, update processes and guidance. Very minor.	Low	Low
<b>Others (Tangata whenua, the public, community groups, local government, NGOs, industry bodies, concession holders etc.)</b>	Time cost of waiting for a hard copy once requested rather than having one immediately available.	Low	Low
Total monetised costs	Minor one-off implementation costs	Low	Low
Non-monetised costs	Time cost of waiting for hard copy	Low	Low
Additional benefits of the preferred option compared to taking no action			
<b>DOC</b>	Cost saving of between \$2,000 and \$9,000 per publication	Low	Low <sup>2</sup>
<b>Others (Tangata whenua, the public, community groups, local government, NGOs, industry bodies, concession holders etc.)</b>	None	n/a	n/a
Total monetised benefits	\$2,000 to \$9,000 per publication	Low	Low
Non-monetised benefits	None	n/a	n/a

<sup>2</sup> This estimate is based on most recently available printing costs and on DOC staff estimates of the share of documents that do unused (80 to 90%).

## Section 3: Delivering an option

### How will the new arrangements be implemented?

DOC will continue to publish draft, revised draft, and approved planning documents online. DOC will assess the needs of each plan development process and decide whether to publish online only or to also produce hard copies. While it will not be a legislative requirement, DOC will retain the flexibility to use hard copies if they best suit the needs of the public or staff.

Members of the public will be able to request a hard copy at DOC offices. The office will print a copy, to be viewed on site (in line with current practise). The office will retain the copy in case of future requests.

DOC will communicate the changes on its website and through its concessionaire newsletter.

There is a risk that some members of the public will not be able to access documents online. This will be mitigated by highlighting in the communications that hard copies are still available on request.

### How will the new arrangements be monitored, evaluated, and reviewed?

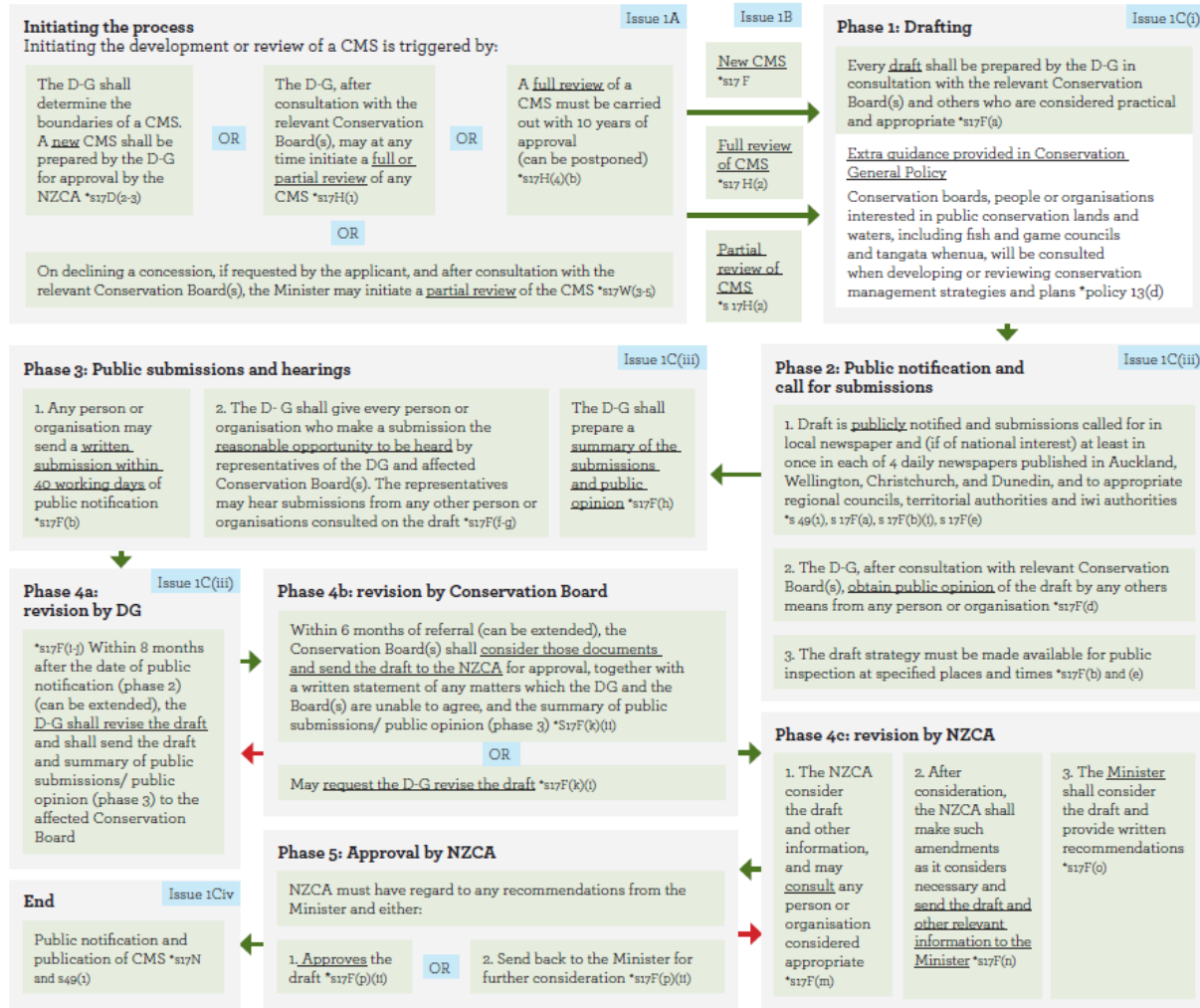
Local offices will inform the Management Planning Team of requests to view hard copies of planning documents. The Management Planning Team will keep a record of these requests to monitor demand for hard copies and estimate the associated costs of printing. Local offices will also provide qualitative feedback to the Management Planning Team about if members of the public are satisfied with having to request hard copies or if any complaints are made.

Provided the number of hard copies printed is less than the number that would have been printed under the previous process then the change can be considered successful from a cost saving perspective. Number of copies currently printed varies from process to process but 100 can be used as a benchmark (based on Aoraki/Mount Cook and Westland Tai Poutini draft NPMP).

# Appendix 1: Process diagrams for developing and reviewing conservation management strategies, conservation management plans and national park management plans

**Diagram 1: Legislative requirements for developing or reviewing a conservation management strategy (CMS)**

The Conservation Act 1987 requires the Director-General (D-G) of DOC to prepare conservation management strategies. This diagram provides a summary of the legislative requirements for developing or reviewing a CMS. This is a process summary for the purpose of facilitating an understanding of the issues in this discussion document. Please refer to the full legislation for completeness.



**Giving effect to the principles of te Tiriti o Waitangi in developing or reviewing a conservation management strategy (CMS)**

- Under s 4 of the Conservation Act 1987, DOC is required to give effect to the principles of te Tiriti when implementing its legislated responsibilities. The operational approach to this will differ depending on the nature and location of the CMS being developed or reviewed.
- Many Treaty Settlement Acts have bespoke requirements that set out a different or amended process for developing or reviewing a conservation management strategy. These requirements are specific to each Treaty settlement.

**Legislative requirements for amending an existing CMS**  
If amendments are **limited to updating information**:

The D-G may amend a CMS, in consultation with conservation board/s, so that the information identifying and describing protected areas remains accurate. **Public notification, submissions, hearings, revision and approvals are not required.** The D-G must promptly notify affected Conservation Board/s \*s17l(1A)

If amendments **will not** materially affect objectives or policies in the CMS, or the public interest:

The D-G, after consultation with the Conservation Boards affected, may at any time initiate the amendment of any conservation management strategy \*s 17l(i)

**Public notification, submissions and hearings process is not required.** The DG shall send the proposal to the Conservation Boards affected and it follows the same revision and approvals process as a review (phases 4b, 4c and 5) \*s17l(4)(a)

If amendments **will** materially affect objectives or policies in the CMS, or the public interest:

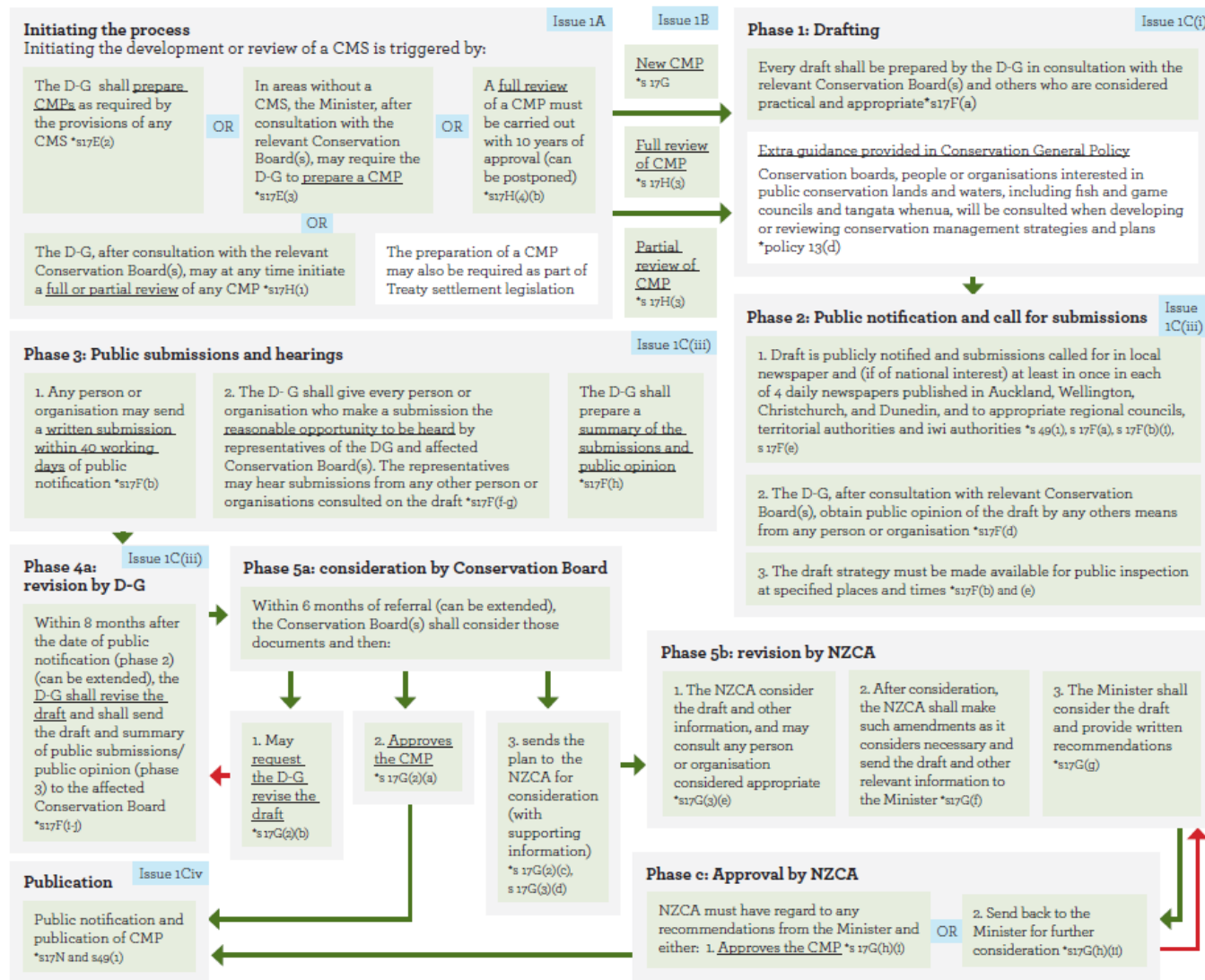
The D-G, after consultation with the Conservation Boards affected, may at any time initiate the amendment of any conservation management strategy \*s 17l(i)

The amendment follows the same **full process** as a review (phases 1, 2, 3, 4a 4b, 4c and 5) \*s 17l(g)



**Diagram 2: Legislative requirements for developing or reviewing a conservation management plan (CMP)**

This diagram provides a summary of the legislative requirements for developing or reviewing a CMP under the Conservation Act 1987. This is a process summary for the purpose of facilitating an understanding of the issues in this discussion document. Please refer to the full legislation for completeness.



**Giving effect to the principles of te Tiriti o Waitangi in developing or reviewing a conservation management strategy (CMP)**

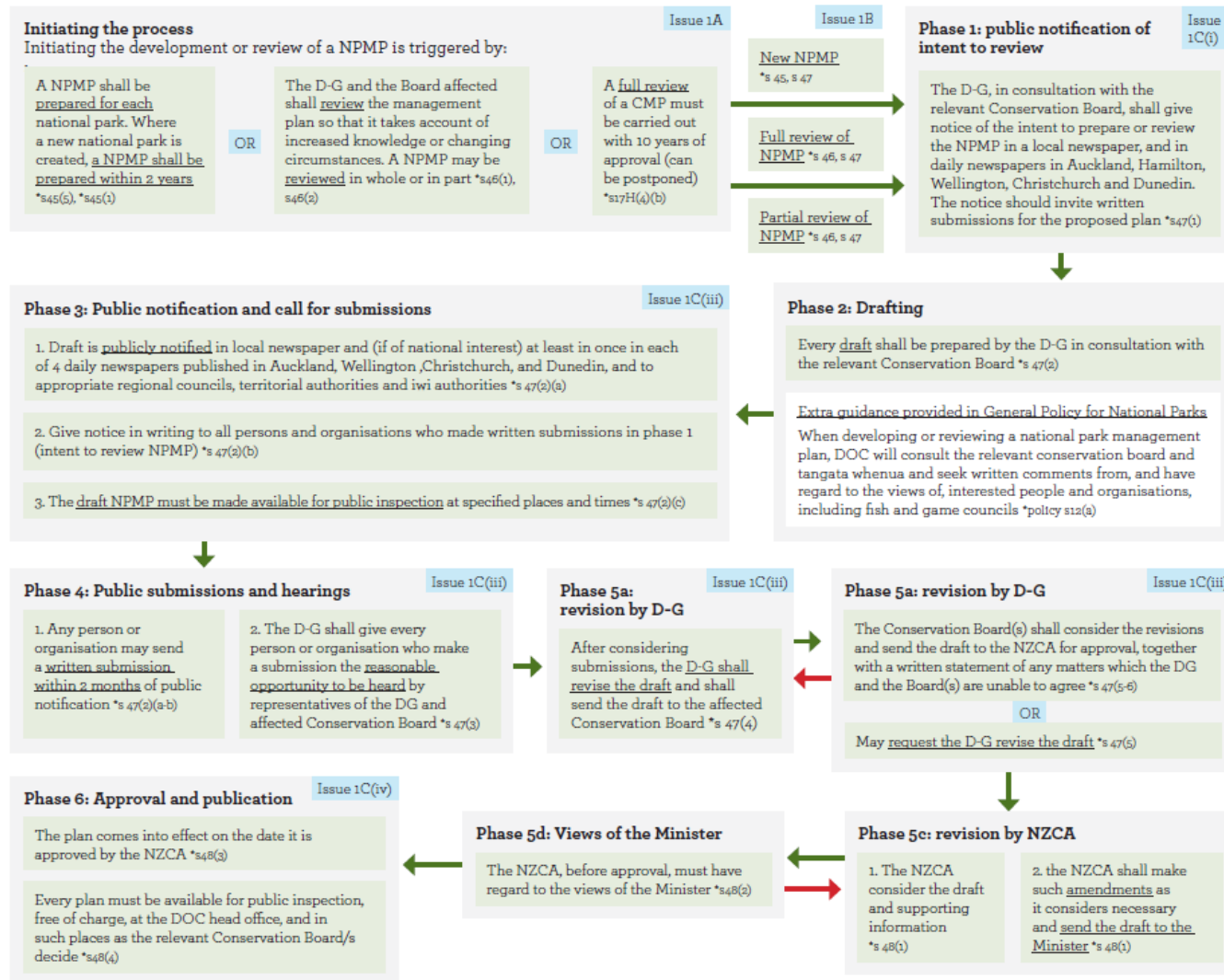
- Under s 4 of the Conservation Act 1987, DOC is required to give effect to the principles of te Tiriti when implementing its legislated responsibilities. The operational approach to this will differ depending on the nature and location of the CMP being developed or reviewed.
- Many Treaty Settlement Acts have bespoke requirements that set out a different or amended process for developing or reviewing a conservation management plan. These requirements are specific to each Treaty settlement.

**Legislative requirements for amending an existing CMS**

- If amendments will materially affect objectives or policies in the CMS, or the public interest:
  - The D-G, after consultation with the Conservation Boards affected, may at any time initiate the amendment of any CMP\*s 17I(1)
  - Public notification, submissions and hearings process is not required. The DG shall send the proposal to the Conservation Boards affected and it follows the same revision and approvals process as a review (phases 4b, 4c and 5) \*s17I(4)(b)
- If amendments will not materially affect objectives or policies in the CMP, or the public interest:
  - The D-G, after consultation with the Conservation Boards affected, may at any time initiate the amendment of any CMP\*s 17I(1)
  - The amendment follows the same full process as a review (phases 1, 2, 3, 4a, 4b, 4c and 5) \*s 17I(3)

**Diagram 3: Legislative requirements for developing or reviewing a national park management plan (NPMP)**

NPMPs are required for each national park. This diagram provides a summary of the legislative requirements for developing or reviewing a NPMP under the National Parks Act 1980. This is a process summary for the purpose of facilitating an understanding of the issues in this discussion document. Please refer to the full legislation for completeness.



**Giving effect to the principles of te Tiriti o Waitangi in developing or reviewing a conservation management strategy (CMP)**

- Under s 4 of the Conservation Act 1987, DOC is required to give effect to the principles of te Tiriti when implementing its legislative responsibilities. The operational approach to this will differ depending on the nature and location of the NPMP being developed or reviewed.
- Some Treaty Settlement Acts have bespoke requirements that set out a different or amended process for developing or reviewing a national park management plan. These requirements are specific to each Treaty settlement.

**Legislative requirements for amending an existing NPMP**

**If amendments will not materially affect objectives or policies in the NPMP, or the public interest:**

D-G shall send the proposal to the Conservation Boards affected and it shall follow the same revision and approvals process as a review (phases 5b, 5c and d). Public notification, submissions, and hearings are not required \*s 46(5)

**If amendments will materially affect objectives or policies in the NPMP, or the public interest:**

The amendment follows the same process as that of a review, including full public notification, submissions, hearings (phases 1, 2, 3, 4, 5a, 5b, 5c, 5d e) \*s 46(4)