



Management Plan Scope

(Guide for Planning Team or Author)

Please note that as long as the fundamental aspects are included, administering bodies have flexibility and scope to be creative with the presentation and format of the management plan.

A management plan is a community's document – it should be logical, readable and easily understood.

Format

Because it is a public document, which will need to be distributed, a reserve management plan should be regarded as a publication, and, accordingly, is part of a Council's public relations. Fostering a good image can encourage a helpful attitude in dealings by staff with the public. Because of the enduring nature of a publication, it should be pleasingly presented as well as absolutely factual. It must also be easy to use in day-to-day management and decision-making by Councillors and staff.

Contents

A basic plan consists of five elements: (a) Introduction; (b) Classification; (c) Objectives; (d) Policies; and (e) Implementation. It may also include: (i) Management concept; (ii) Development proposals; (iii) Planning proposals; and (iv) Development programme. Alternatively, a development programme can be part of a separate process or may be unnecessary. The main parts are described below.

Introduction

This part of a plan should include information about a reserve or reserves and its/their locality. As an introduction to the reader it should show that objectives and policies are well founded. It should help the reader to understand the reasoning behind the provisions of the plan. There should be adequate discussion of district plan provisions and of management issues which are difficult, controversial, or otherwise of special interest to the public.



This information can be provided under a number of headings. Details should not be included just for information's sake but to assist communication with the public about the particular reserve or reserves.

Classification

This section should state the classification of the reserve or reserves (s.16) and outline the statutory function and management prescriptions (eg refer to s.17 for recreation reserves). This is the principal guide to the objectives of management (see pages 6/2 and 6/3 in this Chapter and Chapter 8).

Objectives

- Indicated by the classification and will conform with the statutory requirements.
- Succinct statements on the principal aims of management. These generally cover aspects such as preservation, conservation, function, character, use, development and integrity.
- Can be listed in some order of priority.
- Do not necessarily need to be mutually compatible.

Policies

- Statements of how it is intended to regulate decisions on specific topics to ensure they will lead towards the selected objectives (eg leasing).⁵
- Must not fetter the discretions given to decision makers (eg cannot be a list of prohibitions or directives).
- May include considerations that will be weighed in decisions on particular management actions, taking into account the effects of activities.
- The basis for policies on many subjects is likely to exist already, consistent with the level of previous management.
- The effectiveness of policies can be judged by comparison with objectives and the problems applied to the policies.
- The management plan will achieve its purpose if all future developments and decisions are measured against the framework of policies.
- Policies should be grouped in a logical way such as based on significance (see objectives).
- Explanations sufficient to support or justify policies can be included in this section (ie factors considered in arriving at the policy, or an indication of what immediate implementation action is required).



5 Leasing proposals will have to be specifically provided for in the management plan to meet the statutory requirement of the lease being "in conformity with and contemplated by" the plan.



- It is necessary to check and review policies to ensure that they remain relevant to contemporary situations and are therefore effective. The method of adjustment to meet changing circumstances and trends should be built into the management planning process.

Implementation

Outcome statements in this part should demonstrate the effectiveness of provisions made in the plan to ensure, as appropriate, the matters required by s.41(3) Reserves Act relevant to the reserve(s) (see pages 6/4 and 6/5 of this Chapter).

