



### INTERIM PROCEDURES FOR REVIEW AND AMENDMENT OF MaPP MARINE PLANS AND/OR REGIONAL ACTION FRAMEWORK

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#### Context

A significant amount of resources have been invested into the development of the MaPP marine plans and the Regional Action Framework (RAF), which have produced a wide range of benefits. An important facet of planning is ensuring that these plans and frameworks are kept current to reflect management, policy and legislation changes, and new critical information such as changes in First Nations' interests and values and major environmental changes. An approved amendment process is a normal approach to facilitating changes to approved plans, such as the MaPP sub-regional plans and RAF so that they continue to reflect significant past investment and remain relevant and supported.

#### Plan Review and Amendment Categories<sup>1</sup>

**Category 1:** Amendments required due to **discoveries** made during implementation of the marine plans. Examples include:

- Errors and omissions that come to light through administration of Crown Land policies and procedures (e.g., absence of management direction for commercial harvest of marine plants);
- Plan performance monitoring (e.g., missing conditional statements found through tenure analysis reporting);
- Advice and input from advisory committees (e.g., need for improved Level 1 and 2 dock interpretation).

**Category 2:** Formal, **comprehensive review process** in accordance with a plan commitment or best practice. Examples include:

- Statements in approved plans that commit to a formal, comprehensive plan review within or by a specified time period (e.g., NVI Plan commits to plan review at Year 3 of implementation, Haida Gwaii and North Coast Plans at Year 5, and Central Coast between Years 3-5);
- Changes over the implementation period in plan partners, roles, and responsibilities, etc. that alter the ability to implement previously approved spatial and aspatial direction.

#### Amendment Process for Category 1 (Discoveries)

**Step 1: Classify Amendments** – Classify the amendment as **minor or major** (see **Attachment 2** for examples).

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<sup>1</sup> See Attachment 1 for a glossary of key terms.

**A. Minor Amendments:**

- Limited to specific components of a plan, as opposed to an entire plan;
- Do not affect or necessitate content changes in other MaPP plans and RAF;
- Can be made to correct grammatical errors, correct references, add missing / incomplete statements, or update references to legislation and policy, all of which improve documentation and readability.
- Can be made to change the spatial or aspatial recommendations for one or several parts of the plan or RAF;
- Reflect decisions made at senior levels and in related processes that affect management direction and or zoning for the specific plan or RAF (e.g., approved zoning of areas left un-zoned during planning phase, approved PMZ management plan);
- Can be made at any time with support of the relevant sub-region or region technical co-leads, with approval of appropriate Working Group members;
- Written notification of amendment to the relevant stakeholder committee(s) is recommended.

**B. Major Amendments:**

- Limited to specific components of a plan, as opposed to an entire plan;
- Are changes to a specific plan or RAF that will affect and necessitate content changes in other MaPP plans or the RAF (such as RUA table amendment, new definitions of uses and activities, new management direction for commercial harvest of aquatic plants);
- May reflect decisions made at senior levels and in related processes that affect management direction and or zoning for the specific plan or RAF (e.g., approved zoning of areas left un-zoned during planning phase, approved PMZ management plan, approved outcome of MPA Network process);
- Can be proposed at any time with support of the relevant sub-region or region co-leads, but require MITT discussion and full Working Group approval of an implementation plan;
- Final amendment decision made by Working Group on the basis of recommendations made from execution of amendment implementation plan.

\*Note that for major amendments, proposed changes will require stakeholder, public, and/or non-participating First Nation input due to higher profile and potential or perceived effects. Written notification of amendment to the relevant stakeholder committee is recommended.

**Step 2: Develop Amendment Proposal** – Sub-regional co-leads should develop an amendment proposal prior to initiating any amendments to a sub-regional marine plan. The Regional Projects Coordinator should develop an amendment proposal prior to initiating any amendments to the RAF. An amendment proposal may be limited to a single issue or a suite of issues that require attention. Proposals could include the following:

The **Minor Amendment** proposal should include:

- Descriptions of the proposed amendment(s);
- Rationale for amendment(s);
- Brief description of significance and implication;
- Suggested text for proposed amendment(s);

- Maps with proposed amendment(s);
- Estimated resources required to complete amendment(s);
- Method of notification;
- Proposed timelines for approval, amendment, notification;
- Approval signature block for co-leads and (as required) Working Group members.

The **Major Amendment** proposal should also include (in addition to the above) an amendment implementation plan that:

- Identifies the potentially affected public, stakeholder and/or non-participating First Nations that should be engaged in the amendment proposal(s); and
- Outlines the approach, timelines and estimated resources required for required engagement with public, stakeholder and/or non-participating First Nations.

**Step 3: Amend Plans** – Sub-regional co-leads will lead the plan amendment in a manner consistent with approved amendment proposals. Amendments to the RAF will require participation from all MITT members and will be coordinated by the MaPP Regional Projects Coordinator. Costs associated with implementation of minor and major amendment proposals must be approved in annual work plans and budgets. All plan or RAF amendments should be consistent with formatting styles developed and agreed to during the MaPP planning phase (e.g., headers and footers, use of logos, RUA tables, maps).

**Step 4: Publish Amendments and Provide Notification** – Approved amendments should be posted on the MaPP website, as well as MaPP Partners’ websites, as appropriate. It will be important to maintain a history or archive of all amendments for each marine plan and the RAF. Minor amendments should be summarized as an addendum for separate download to supplement hard-copies of marine plans and the RAF. In addition, amendments should be made directly to the plan or RAF, and a new PDF version uploaded. It should be made clear to viewers that the marine plan or RAF has been revised.

One or more major amendments should not necessitate issuance of a new plan or RAF. If the changes are too extensive to include as supplements (e.g., minor and major revisions are made to almost all sections of the plan or RAF), it may make more sense to issue a new plan or RAF, while maintaining online access to the current plan or RAF.

It will be up to sub-regional and regional MITT members to decide whether to re-print and re-distribute amended marine plans or the RAF. Costs for printing and distribution must be approved in annual work plans and budgets.

Any changes to zoning will require updates to SeaSketch, for which there will be an associated cost.

Stakeholders and local governments should be notified of published amendments via email. BC will notify non-signatory First Nations, as appropriate.

### **Amendment Process for Category 2 (Formal Review)**

**Step 1: Confirm Scope of Review** – This step involves interpreting and confirming the scope of the intended plan review by the affected plan or RAF partners. This will usually have been laid out in the specific plan document, and will assist in determining if the review is intended to address all spatial and aspatial components of the document, or is specifically targeted in intent.

If the MaPP partners do not believe that a review at the specific time interval is warranted, MaPP should provide stakeholders and the public with information on the rationale for not carrying out the review.

Ideally, the scope of plan and RAF review is informed by the results of any performance (or implementation) effectiveness and/or EBM monitoring that has been carried out within the sub-regions and region. However, there must be sufficient monitoring results available to adapt the RAF or marine plans in response to what MaPP has accomplished and learned. The availability of monitoring information may therefore constrain the scope of plan review.

**Step 2: Develop and Approve Plan Review Proposal** – A Plan or RAF Review Proposal should be developed by the sub-region or RAF co-leads for ratification by the appropriate Working Group members. The proposal must include budget and resourcing requirements to ensure the effects of the review on annual implementation budgeting is understood.

The Review Proposal should include the following:

- The intended scope of the Review;
- Rationale (factors) affecting determination of scope;
- Estimated resources required to complete the review;
- Work plan steps and timelines for plan review and revision process;
- A consultation and engagement strategy to address need for public, stakeholder and/or non-participating First Nations engagement;
- Approval signature block for co-leads and Working Group members.

Due to the potential implications to MaPP, the MITT and the Marine Working Group should be advised of the proposal.

The relevant stakeholder advisory committee should be notified of the review and members invited to participate in the review process in accordance with the approved consultation and engagement strategy.

**Step 3: Undertake Plan Review** – Undertake the review in accordance with approved Plan or RAF Review Proposal. Possible factors to be taken into account in assessing plan changes include:

- Major ecological change (e.g., collapse of major salmon populations);
- Changes in legislation and policy;
- Emerging land and resource use conflicts due to population growth, increased natural resource demand, new technology or new use of resources;

- Outcome of any First Nations treaty settlement or agreements;
- New research results or observed trends related to resource use and management, including trends observed in MaPP EBM monitoring programs and in performance/effectiveness monitoring;
- Changes identified as a result of more detailed site level operational planning (e.g., PMZ management plans); and
- Concerns or proposals raised by other agencies/ministries/organizations, governments, stakeholders.

The plan review may not be able to respond to all the triggers at the same time, possibly requiring more frequent Category 1 amendments.

**Step 4: Review and Approve Revised Plan or RAF** – It is anticipated that a Category 2 amendment process (formal review) will result in a sufficient number of spatial and aspatial changes that a replacement plan or RAF is required. It is assumed the revised document will require formal signatures, notification and distribution through print and online tools, including the MaPP website and the Seasketch portal.

## **Attachment 1: Glossary of Key Terms**

**Amendment:** Changes (minor or major) required to a plan or framework, based on a review.

**Ecosystem Based Monitoring:** Monitoring that identifies any changes and/or trends in the state of ecological and human wellbeing systems in a particular area over time.

**Effectiveness monitoring:** Monitoring that assesses whether implementation of a plan or framework's strategies or actions are effective at achieving the goals and objectives of the plan or framework. In other words, this type of monitoring addresses: *Is implementation achieving the desired goals and objectives?*

**Evaluation:** A thorough assessment of plan or framework implementation, including *how well the plan or framework has been implemented* and *whether implementation is achieving desired goals and objectives*. Evaluations are based on monitoring results.

**Performance monitoring:** Also referred to as implementation monitoring. Monitoring that tracks progress towards implementation of a plan or framework and assesses whether the strategies and actions are being implemented, for example, via the development and initiation of projects and programs. In other words, this type of monitoring addresses: *How well has the plan or framework been implemented?* Can be carried out annually, for example, or after a specified number of years (e.g., as part of a 5-year evaluation).

**Review:** A step-wise determination of whether amendments (targeted or comprehensive) are needed to a plan or framework, based on a number of triggers, and the classification of any necessary amendments into administrative, minor or major.