

Reconsiderations

The Minister of Conservation has the discretion to reconsider decisions on concessions under section 17ZJ of the Conservation Act 1987 (the Act). These powers have been delegated to decision-makers within the Department of Conservation (DOC).

Summary Statement

A reconsideration occurs when an applicant requests the Minister (or delegate) review a concession decision to ensure all relevant material and analysis was considered in reaching the decision. A reconsideration is not limited to the matters requested by an applicant, but all factors that informed the decision. A reconsideration may also result in an unfavourable outcome for an applicant, including a decline of the concession.

A reconsideration cannot be carried out where a concession has been signed by the applicant, the concession has been cancelled under section 17ZD of the Act, or the request relates to a variation of an existing concession.

DOC (as the Minister's delegate) is likely to decline to undertake a reconsideration where:

- a reconsideration has already been carried out (including a previous reconsideration of fees).
- the request is not submitted within 20 working days of the concession decision being notified to the applicant.
- the original application was declined on the basis that the effects are uncertain or unknown, and the reconsideration request does not address that information gap.
- the request relates to a [standard activity fee](#), or relates to a standard condition included in a [standard concession document](#) published on the DOC website.
- the scope of the application is amended in a material way (e.g., changes the location or type of activity originally applied for).

If these criteria do not apply DOC will likely proceed to a substantive reconsideration process.

Legal/ Statutory context

Section 17ZJ of the Conservation Act provides for applicants to apply to have their concession decisions reconsidered. This is a discretionary power exercised by the Minister or their delegate. This position statement outlines DOC's general approach to the handling of such requests.

Relevant regulatory processes

This position statement applies to the concession regime in Part 3B of the Conservation Act 1987. It also applies to activities in reserves and national parks, that are authorised as Concessions under those Acts.

Reconsideration requests should be lodged using the [reconsideration request form](#). This ensures that the Minister (or delegate) has the appropriate information to reconsider a concession decision.

The reconsideration process is founded on the principle that a reconsideration is a re-assessment of the concession decision, rather than a repeated consideration of the application from scratch, as if it were a new application.

Costs incurred in processing reconsideration requests will be recovered by DOC as per Section 60B of the Conservation Act. This is in addition to any processing fee related to the processing of the original application. There will be a flat minimum processing fee for all reconsideration requests regardless of whether the request is accepted for substantial reconsideration. For those requests that DOC does undertake a substantial reconsideration, DOC will charge out on time and attendance basis.

DOC may pause work on a reconsideration request until such time as the applicant has paid the flat minimum processing fee, and the processing fee of the original application (or a payment plan is in place).

Relation to DOC outcomes

DOC's work is guided by our strategy, which outlines [our purpose and outcomes](#).

This position statement is aligned with the DOC outcome: "Improved performance of the conservation regulatory system".

Approval and review

This Position Statement was approved by Siobhan Quayle, Director Regulatory Systems Performance on 7 November 2025 and will be reviewed every 3 years.