

Pages 1 through 5 redacted for the following reasons:

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s.13, s.14

# **MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS**

## **INFORMATION NOTE**

Date: January 27, 2014  
(revised)  
CLIFF/tracking #: 200757

**PREPARED FOR: Deputy Minister, Tim Sheldan**

**ISSUE:** Minister's mandate opportunity to streamline permitting: The Transition of Fish, Wildlife and Parks Permitting from the Permit and Authorization Service Bureau to FrontCounter BC

### **BACKGROUND:**

In 2004, FLNR's Permit and Authorization Service Bureau (PASB) was established with the intent of providing a centralized, one-window permitting service for both fish and wildlife and BC Parks clients. Prior to its establishment, permits were processed in regional offices. PASB has a staff of 16: 10 staff administer fish and wildlife permits and 6 staff administer parks permits (please see Appendix 1). The Bureau is led by a Fish, Wildlife and Habitat Management (FWHM) Branch Manager and two Unit Heads. In 2012 and 2013, PASB experienced significant permit backlogs, due to staff vacancies, turn-over and delayed hiring.

Since the creation of FLNR, there has been continued work on integrating natural resource sector services and improving citizens' access to government services. In the Minister's Mandate letter, commitments number 6 and 12 speak to streamlining permitting, decreasing turnaround times, and eliminating red tape while meeting rigorous permit requirements. Ministry Executive has identified that a means of contributing to the achievement of these commitments is to transfer the fish, wildlife and parks permitting services from PASB in Victoria to Regional offices within FrontCounter BC. This would provide an integrated, streamlined "one window" regional approach to processing fish, wildlife and parks permits, improve client service and to help prevent a permit backlog from occurring in subsequent years.

With 29 offices across the province, FrontCounter BC is very accessible to citizens and well-positioned to process fish, wildlife and parks permits. As FrontCounter BC staff are already assisting clients and are processing a number of natural resource applications, adding the fish, wildlife and parks applications to staff responsibilities is well within the scope of FrontCounter BC services. FrontCounter BC staff providing this service will help to ease the backlog of permit applications and create a faster, streamlined permit service for stakeholders.

### **DISCUSSION:**

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**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS**  
**DECISION NOTE**

Date: September 10, 2013  
CLIFF #: 200799

**PREPARED FOR:** Dave Peterson, Acting Deputy Minister, Ministry of Forests, Lands and Natural Resource Operations

**ISSUE:** Decision Required on Staffing Options to Address Authorizations Backlog after September 30, 2013

**BACKGROUND:**

In June 2011, an initiative to reduce the backlog of natural resource authorizations (Crown lands, water licensing and mining) was launched as part of the BC Jobs Plan. The initiative has been successful, with significant backlog reductions being achieved in all three programs as follows:

- Crown land applications – 53% reduction (1483 authorizations)
- Water licence applications – 54% reduction (2097 authorizations)
- Mine (Notice of Work) applications – turnaround times reduced from 110 days down to 63 days.

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**DISCUSSION:**

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