

Appraisal Report

Extension to an Existing Disposal Authority

Ministry of Justice

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Disposal Authority Number	DA564
Existing expiry date	19/02/2025
New expiry date	19/02/2030

Background
<p>DA564 is the main Disposal Authority covering records of court proceedings and case files relating to the Supreme Court, Court of Appeal, High Court, District Court, Family Court, Youth Court, Disputes Tribunal and Tenancy Tribunal. It also covers records no longer current, and records created by predecessors of the current courts.</p> <p>DA564 is due to expire on 19 February 2025, which is less than 12 months away.</p> <p>Work has begun to scope replacement work for this DA, to seek funding from the Ministry Investment Committee, and to seek approval from the judiciary to complete the work. This scoping work is looking at the court and Tribunal DAs that expire in the next 3-4 years and is looking to consolidate DAs and classes where possible.</p> <p>Consultation will need to take place with staff in the registries of the Supreme Court, Court of Appeal, High Court, District Court, Family Court, Youth Court, and any other courts or Tribunals included in scope. Relevant members of the judiciary and their associates would also need to be consulted.</p> <p>Additionally, the Ministry is in the process of developing Te Au Reka -a new digital case management system that will help to transform the administration of justice in New Zealand. It is a joint initiative of the Ministry of Justice and the judiciary, respecting our joint and separate responsibilities.</p> <p>Te Au Reka will make a profound difference to all those who access and participate in our courts and tribunals, by establishing trusted, modern, and responsive digital case and court management capability. It will move</p>

courts and tribunals away from manually intensive, paper-based processes to a modern and proactive digital case management system. This will reduce the potential for harm, improve the effectiveness of the court, and support access to justice. Because of this we would not want to review and replace DA564 without having more understanding of any changes to the creation and management of information in the courts.

We will implement Te Au Reka in three phases, starting with the Family Court in 2025/2026. The project is expected to run for several years.

Justification

DA564 is currently relevant and can be applied to court case files, and the 2023 amendment to cover all formats means all components of a case file are covered.

We believe extending the DA while work is completed to review and replace it, alongside a transition to digital workflow and information management in courts, is justified.

Due to the extensive consultation that would be required to review and replace this DA, the project would be a significant piece of work spanning several calendar years; there is not enough time to scope and complete this work before the DA expires.

Because of the time required to review and replace such a complex DA, and current project relating to the future of court information management, we seek an extension of five years so DA564 can continue to be applied until the Ministry can replace it.