

Attachments

September

2022

Attachments

Minutes

Ordinary Meeting of Council –August 2022

Great Eastern Country Zone -August 2022

Central East Accommodation and Care Alliance-August 2022

Agenda Attachments

- 9.1.1 Strategic Community Plan 2020-2030
- 9.1.2 Council Policy Manual
 - Staff Policy Manual
- 9.1.3 GECZ Endorsed MOU-Resource Sharing in Emergencies
- 9.1.4 WALGA 2022 AGM Agenda
- 9.1.6 South West Native Title Settlement-Map
- 9.2.1 Financial Statements
- 9.2.2 Accounts for Payment
- 9.4.1 Covalent Lithium
- 9.4.2 Yilgarn Iron Ore



Minutes

Ordinary Meeting of Council

18 August 2022

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Cr Wayne Della Bosca declared the meeting open at 4pm

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

3. ATTENDANCE

Members	Cr W Della Bosca Cr J Cobden Cr L Granich Cr G Guerini Cr P Nolan Cr L Rose	
Council Officers	N Warren C Watson G Brigg S Chambers B Forbes L Della Bosca	Chief Executive Officer Executive Manager Corporate Services Executive Manager Infrastructure Executive Manager Regulatory Services Finance Manager Minute Taker
Apologies:	Nil	
Observers:	Mrs. Kaye Crafter and Mrs. Jacque Drzymulski	
Leave of Absence:	Cr B Close	

4. DECLARATION OF INTEREST

Nil

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.1. PUBLIC QUESTION TIME

Mrs. Kaye Crafter attended Public Question Time and posed the following question:

Question *The island separating the Great Eastern Highway from the forecourt of Caltex is in a terrible state of disrepair, the island has disintegrated due to heavy vehicle traffic constantly running over the island. The broken concrete and bricks that*

makes up the island is then left as a hazard for all other road users. This issue has been brought to the Shires attention before who fixed the problem temporarily while waiting for Mainroads to remedy permanently. Can the Shire follow up and find a permanent solution?

Answer The Shire President referred the question to the CEO for comment. The CEO confirmed the matter had been raised with Main Roads previously, however had not been permanently addressed. The matter will again be brought to Main Roads attention, with Shire staff to attend to the loose materials in the interim.

Mrs. Jacquie Drzymulski attended Public Question Time and posed the following questions:

Question *Can the Shire provide an update on the upgrades for the female toilets at the Sport Complex, they are not compliant with access requirements, and are not suitable for disabled users.*

Answer The Shire President referred the question onto the CEO for comment. The CEO advised that whilst the ablution facilities do not meet current standards, they complied at the time of construction. However, through the Local Roads and Community Infrastructure Program, funding has been allocated to the upgrade of the sports complex, which will see the ablution facilities upgraded to current code requirements. Staff will also look at interim measures, until upgrades are completed.

Question *Can the Shire provide an update on a previously lodged complaint relating to a “derelict” property at 48 Spica Street, as I have lodged a complaint but have not had an update. The premises contains asbestos cladding.*

There are also a number of untidy houses along Antares Street.

Answer The Shire President referred the question onto the CEO, who referred to the EMRS for comment. The EMRS stated he had visited the premises and found that there was some deterioration, and whilst it was assumed to be asbestos containing material, it was not friable and did not pose a significant public health risk. The EMRS also stated ownership of the premises was changing, making it difficult to serve a notice, however letters would be sent to relevant parties. The CEO advised the Shire had been dealing with the owners of untidy premises along Antares Street, and would again follow up.

6. CONFIRMATION OF MINUTES

6.1 Ordinary Meeting of Council, Thursday, 21 July 2022

208/2022

Moved Cr Granich/Seconded Cr Rose

That the minutes from the Ordinary Council Meeting held on the 21 July 2022 be confirmed as a true record of proceedings.

CARRIED (6/0)

6.2 Special Meeting of Council, Thursday, 7 July 2022

209/2022

Moved Cr Guerini/Seconded Cr Cobden

That the minutes from the Special Council Meeting held on the 7 July 2022 be confirmed as a true record of proceedings.

CARRIED (6/0)

6.3 Audit Committee Meeting, Thursday 21 July 2022

210/2022

Moved Cr Cobden/Seconded Cr Guerini

That the minutes from the Audit Committee Meeting held on the 21 July 2022 be confirmed as a true record of proceedings.

CARRIED (6/0)

7. PRESENTATIONS, PETITIONS, DEPUTATIONS

Nil

8. DELEGATES' REPORTS

Cr Cobden announced the following;

- Attended the Yilgarn Community Sporting Group Awards on the 11 August 2022

9.1 Officers Report – Chief Executive Officer

9.1.1 Local Government Professionals Australia (WA) - Annual State Conference

File Reference	1.6.13.2
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

To seek the approval of Council for the CEO and Executive Manager Corporate Services to attend the Local Government Professionals Australia (WA) Division Annual State Conference.

Background

The CEO's Contract of Employment supports Professional Development which is detailed below:-

6.6 Attendance at conference and further studies

1. In this clause, 'conference' include workshop, forum of similar event.
2. The Local Government –
 - a. Supports, as part of Your performance of the functions, the membership of professional bodies and attendance at conferences.
 - b. Must pay the costs associated with Your membership of professional bodies and attendances at conferences relevant to Your performance of the functions, as approved by Council.
3. In addition, where the Council (or, if the Council so resolves, the President) believes that it is in the interests of the Local Government, the Local Government may also pay the costs of other conference attendances by You for professional development purposes relevant to the Functions. This will also apply to further studies You might want to undertake which are relevant to the role. As approved by Council.

Council's Employee Training and Development Policy 7.17 states, "to ensure that the Shire has appropriate levels of skills, experience and competencies to provide services, all employees at the Shire are required to undergo learning and development activities." Attendance at conferences and seminars is supported by the Policy.

Comment

The 2022 LG Professionals conference is to be held on the 2-3 November 2022 at Crown Perth, with this year's theme being Re-connect.

Whilst the program is yet to be released, the conference is touted as "the key professional development event in the calendar of local government professionals each year. A great component of this popular event is our diverse trade display, which provides the ideal

opportunity for delegates to talk with representatives from various companies who supply goods and services to the Local Government sector.”

This proves a great opportunity for the CEO and EMCS to network, listen to profession relevant speakers and keep up to date with services and supplies available for Local Governments.

The EMCS did not attend the last Finance Professionals conference, and as such, this provides a good opportunity for networking with peers and catch up on relevant issues.

A CEO Connections forum is due to be held on the 4 November 2022 after the state conference, which provides another great opportunity for the CEO to network with peers, with the event described as “a commitment to providing a space for Local Government CEOs to come together and share their experiences and insights.”.

Statutory Environment

CEO contract of employment.

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 – Civic Leadership – A trustworthy and cohesive Council that functions efficiently and effectively to meet the needs of our community.

Policy Implications

Employee Training and Development Policy 7.17.

Financial Implications

Provision for Conference attendance included in 2022/2023 budget.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Ensure Professional development opportunities are afforded to staff	High (10)	Annual Budget allowance for ongoing Professional Development
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

211/2022

Moved Cr Guerini/Seconded Cr Rose

That Council grants approval for the Chief Executive Officer and Executive Manager Corporate Services to attend the Local Government Professionals Australia (WA Division) Annual State Conference to be held in Perth on Wednesday, 2 and Thursday, 3 November 2022 and pays all associated costs with such attendance.

And

That Council grants approval for the CEO to attend the Local Government Professionals Australia (WA Division) CEO Connections Forum to be held in Perth on Friday 4 November 2022 and pays all associated costs with such attendance.

CARRIED (6/0)

9.1 Officers Report – Chief Executive Officer

9.1.2 Clontarf Foundation Mandurah – Waiver of Fees and Charges – Sports Complex

File Reference	8.2.6.27
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

To submit to Council a request to waive the fees associated with the hire of the Southern Cross Sports Complex for the Clontarf Foundation Mandurah.

Background

The CEO has been contacted by the Clontarf Foundation Mandurah, seeking use of the Southern Cross Sports Complex changeroom and courts by the visiting Clontarf Students on the night of the 15th September 2022.

The organisers of the trip have advised the students will undertake a number of activities in the Yilgarn district, train with the Southern Cross Bombers football team, then stay overnight, utilising the complex facilities.

The Clontarf Foundation, in their own words, *“uses a unique, innovative and highly successful approach to target one of the most at risk groups in contemporary Australian society – young Aboriginal and Torres Strait Islander men.*

Using the existing passion that these boys have for sport allows Clontarf to initially attract them to school, and then keep them coming. It is however, not a sporting programme – it’s about developing the values, skills and abilities that will assist the boys to transition into meaningful employment and achieve better life outcomes.

The Foundation partners with schools and communities to create ‘Clontarf academies’ which are embedded within the school grounds and education programme.

Hire costs equate to \$105.

Comment

Council’s Delegation No. LGA14 only allows the CEO to waive hire fees to community groups based in the Shire of Yilgarn. As the Clontarf Foundation is not based in the Yilgarn, the CEO is not delegated to approve the waiver.

As such, Council are asked to consider the waiver.

Statutory Environment

Delegation Register

LGA14 Donations and Waiver of Hire Fees

Date Adopted:	17 March 2016
Date Last Reviewed:	21 April 2022
Policy Reference:	
Delegate:	CEO
Sub-Delegated:	No
Chief Executive Instruction/Procedure:	N/A
History:	Previously LGA30

Legal (Parent):

- Local Government Act 1995 (As Amended) – Section 5.42

Legal (Subsidiary):

- Local Government Act 1995, Sections 6.12

Extent of Delegation:

Council delegates its authority and power to the Chief Executive Officer to consider requests for Donations and Waiver of Hire Fees,

Subject to-

- a) The donation and/or waiver of hire fees request is:
 - a. less than \$500
 - b. for a non-profit group that is located in the Shire of Yilgarn
 - c. for an event that will be held within the Shire and is a general community benefit
- b) All Donations and Waiver of Hire Fees to be recorded in the Annual Report each year.

Conditions Imposed:

Nil

Legislation:

Local Government Act 1995

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or

- (b) *waive or grant concessions in relation to any amount of money; or*
- (c) *write off any amount of money, which is owed to the local government.*
- * *Absolute majority required.*
- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 – Social – Maintain/increase percentage of residents engaged in recreation, cultural and leisure activities for all demographics in the Shire.

Policy Implications

Nil.

Financial Implications

Requested Donation/Waiving of Hire Fees to the value of \$105.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Awareness of Clontarf Foundation within the Yilgarn community	Low (4)	Waiver of fees assists the Clontarf Foundation to visit the Yilgarn.
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

212/2022

Moved Cr Nolan/Seconded Cr Guerini

That Council waives the fees, being \$105, for the hire of the Southern Cross Sports Complex Changerooms and Courts, for Clontarf Foundation Mandurah for their stay on the 15 September 2022.

Council are to note the hire bond will still be payable.

CARRIED (6/0)

9.1 Officers Report – Chief Executive Officer

9.1.3 Designated Area Migration Agreement – Regional Development Australia

File Reference	1.6.26.5
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

For Council to endorse the response provided to Regional Development Australia – Wheatbelt WA in relation to an Expression of Interest regarding involvement in a Wheatbelt Designated Area Migration Agreement (DAMA).

Background

DESIGNATES AREA MIGRATION AGREEMENTS

A Designated Area Migration Agreement (DAMA) is a formal agreement between the Australian Government and a Designated Area Representative (DAR) to fill recognised labour shortages in a specified area. DAMAs enable regions to respond to their unique economic and labour market conditions by gaining access to experienced skilled or semi-skilled overseas workers under the terms of their individually negotiated agreement.

A designated area may be a state, territory or regional area, and a DAR may be a state or territory authority, regional authority or local government. The Wheatbelt Business Network is an ideal DAR candidate and have offered to provide this administrative role if it is funded and resourced.

WHEATBELT DAMA

RDA Wheatbelt is providing a facilitation role to bring business, industry and local government together to prepare and make a DAMA application. The first step in this process is to determine the geographic extent of the DAMA region. This requires an understanding of which Wheatbelt local governments are motivated to contribute to and participate in the agreement.

Benefits of participating in the DAMA include:

- Addressing skilled workforce issues that other visa tools cannot address, such as access to occupations not included in skilled occupation lists.
- Increased productivity of regional businesses.
- Opening a pathway for permanent residency in Australia for visa holders.
- Creating an opportunity for economic and community development through an increased regional workforce size (eg. Increased home ownership, school enrolments, population growth).

- Providing regional businesses with workforce security and confidence to expand operations.
- Creating opportunities for supply chains to regional businesses to enter contracts for goods and services delivery.

If approved, the DAMA is delivered by the DAR, who will enter a 5-year agreement with the Australian Government. These agreements are only able to be varied on the 12-month anniversary of the agreement being signed. This means those local governments that opt out of this expression of interest will not have the ability to use the DAMA. Businesses within the shires that opt out will not have the ability to pay the DAR to secure visa holder skilled workers.

The RDA advised:

- A cap of approximately 200 workers per year is the general guide for DAMAs however this is negotiable during the application and agreement signing phase.
- Indications from DARs in other regions suggest the minimum resource requirement is a part time DAMA Coordinator and a vehicle.
- Given the size of the Wheatbelt, this could be a full-time role with part time administration support.
- A sliding scale of capacity to pay should be examined to enable equitable participation of all Wheatbelt local governments.

Businesses that utilise the DAMA service will pay registration and processing fees to the DAR which is how end user benefit is realised over the duration of the agreement. RDA Wheatbelt and some industry partners are considering a contribution to the business case preparation and application submission.

YILGARN DAMA NEEDS

The Shire was approached in 2021 by a Southern Cross business, seeking Council's consideration of establishing a DAMA as they were struggling to find suitable employees.

Investigations at the time determined establishing a DAMA was too large a task to undertake as a sole Local Government. As such, at the Wheatbelt East Regional Organisation of Councils (WEROC) meeting on the 22 November 2021, the Shire of Yilgarn raised the possibility of WEROC establishing a DAMA.

The Committee endorsed WEROC to undertake initial groundwork to determine whether a DAMA would be feasible. Work in this space, including requests for support to RDA and WBN have led to the a request for Expressions of Interest, to see what level of interest there is from Local Governments within the Wheatbelt to be involved in the DAMA.

Comment

At this stage, RDA are unable to provide an estimate of costs for either the business case or ongoing operation of the DAMA. This is due to a number of variables, including the number of member LG's, amount of business and community interest, external funding and staffing requirements.

However, RDA have sought local governments to advise their preference on one of the following three options:

1. Yes we are interested in participating in the DAMA and acknowledge that in doing so a contribution to the business case, application and ongoing operation of the DAR will be required.
2. No we are not interested in participating in the DAMA and acknowledge that businesses within our Shire will not be eligible to access visa holders through the DAMA arrangement.
3. We are prepared to make a monetary contribution to the business case and annual operating costs of the DAR.

A response was required by the 8th August 2022, in order to fit in with agency meeting dates, as such, Councillor feedback was sought by the CEO out of session, with the intention of providing a response based on the majority preference, and Council to endorse the response at a later date.

Councillor feedback determined that Option 1 was the preferred response, this is based on the initial need for a DAMA arising from the Yilgarn area and a current and predicted demand for skilled and semi-skilled workers, both in the local business community and Local Government workforce.

As such, the CEO provided the RDA with a response indicating the Shire is interested in participating in the DAMA and acknowledge that in doing so a contribution to the business case, application and ongoing operation of the DAR will be required.

Statutory Environment

Nil

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 - Outcome 2.2 - Businesses in the Shire remain competitive and viable. 2.2.2 - Support the local business community and promote further investment in the district, including opportunities for industry growth and development

Policy Implications

Nil.

Financial Implications

Should the undertaking of a business case and establishment of a DAMA eventuate, then a funding contribution may be applicable.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Businesses unable to find skilled or semiskilled workers	Moderate (8)	DAMA will provide an avenue for access to overseas workforce.
Financial Impact	Local Business unable to operate to full potential due to workforce shortage	Moderate (8)	DAMA will provide an avenue for access to overseas workforce, of which will assist with business operations.
Service Interruption	Local Business forced to close due to workforce shortages.	High (12)	DAMA will provide an avenue for access to overseas workforce, assisting with continuing services
Compliance	Nil	Nil	Nil
Reputational	Shire of Yilgarn seen not to assist where possible with local business workforce shortages.	Low (3)	Inclusion in DAMA will provide support to local businesses.
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

213/2022

Moved Cr Guerini/Seconded Cr Cobden

That Council endorse the response provided to Regional Development Australia Wheatbelt WA, regarding the expression of interest for involvement in the establishment of a Designated Area Migration Agreement, with the response being: the Shire is interested in participating in the DAMA and acknowledge that in doing so a contribution to the business case, application and ongoing operation of the DAR will be required.

CARRIED (6/0)

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.1 Financial Reports

File Reference	8.2.3.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Financial Reports

Purpose of Report

To consider the Financial Reports

Background

Enclosed for Council's information are various financial reports that illustrate the progressive position of Council financially on a month-by-month basis.

The following reports are attached and have been prepared as at the 31 July 2022

- Rates Receipt Statement
- Statement of Investments
- Monthly Statement of Financial Activity
- Own Source Revenue Ratio

Councillors will be aware that it is normal practice for all financial reports to be indicative of Council's current Financial Position as at the end of each month.

Comment

At the request of Councillors, the financial statements now include an additional note for Local Roads and Community Infrastructure (LRCI) projects.

The new note details the following for each LRCI project:

- the allocated LRCI funds
- costs incurred, in total and for the financial year-to-date
- overall under/over spending
- grant funds receivable (if any).

Statutory Environment

Local Government (Financial Management) Regulations 1996

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Monthly snapshot of Councils financial position	Moderate (6)	Ongoing review of Councils operations
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

214/2022

Moved Cr Rose/Seconded Cr Cobden

That Council endorse the various Financial Reports as presented for the period ending 31 July 2022.

CARRIED (6/0)

Unconfirmed

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.2 Accounts for Payment

File Reference	8.2.1.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Accounts for Payment

Purpose of Report

To consider the Accounts Paid under delegated authority.

Background

- Municipal Fund – Cheques 41142 to 41151 totalling \$5,823.50
- Municipal Fund - EFT 12858 to 13000 totalling \$1,142,329.04
- Municipal Fund – Cheques 1968 to 1987 totalling \$260,793.82
- Municipal Fund Direct Debit Numbers:
 - 16951.1 to 16951.11 totalling \$17,507.35
 - 16952.1 to 16952.11 totalling \$7,649.36
 - 16995.1 to 16995.11 totalling \$26,274.81
- Trust Fund - Cheques 402635 to 402636 totalling \$535.95

The above are presented for endorsement as per the submitted list.

Comment

Nil

Statutory Environment

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* Absolute majority required.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Local Government (Financial Management) Regulations 1996

12. Payments from municipal fund or trust fund, restrictions on making

- (1) A payment may only be made from the municipal fund or the trust fund —
- (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
- (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
- (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Strategic Implications

Nil

Policy Implications

Council Policy 3.11 – Timely Payment of Suppliers

Financial Implications

Drawdown of Bank funds

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Transactions require two senior managers to approve.	Moderate (8)	Transactions require two senior managers to sign cheques or approve bank transfers.
Financial Impact	Reduction in available cash.	Moderate (5)	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
Reputational	Non or late payment of outstanding invoices and/or commitments	Moderate (9)	Adherence to Timely Payment of Suppliers Policy
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

215/2022

Moved Cr Granich/Seconded Cr Nolan

- *Municipal Fund – Cheques 41142 to 41151 totalling \$5,823.50*
- *Municipal Fund - EFT 12858 to 13000 totalling \$1,142,329.04*
- *Municipal Fund – Cheques 1968 to 1987 totalling \$260,793.82*
- *Municipal Fund Direct Debit Numbers:*
 - *16951.1 to 16951.11 totalling \$17,507.35*
 - *16952.1 to 16952.11 totalling \$7,649.36*
 - *16995.1 to 16995.11 totalling \$26,274.81*
- *Trust Fund - Cheques 402635 to 402636 totalling \$535.95*

The above are presented for endorsement as per the submitted list.

CARRIED (6/0)

9.4 Reporting Officer– Executive Manager Regulatory Services

9.4.1 Barto Gold Mining Pty Ltd – Application to Clear Native Vegetation under the *Environmental Protection Act 1986*

File Reference	3.2.1.30 & 7.2.1.21
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Maps provided by DMIRS; Native Clearing Report

Purpose of Report

To consider a response to the Department of Mines, Industry, Regulation and Safety (DMIRS), regarding a proposal from Barto Gold Mining Pty Ltd to clear native vegetation on existing mining leases within the Shire of Yilgarn.

Background

The Shire is in receipt of correspondence from the DMIRS, relating to a submission from Barto Gold Pty Ltd, seeking a permit to clear 48.6 hectares of native vegetation under the *Environmental Protection Act 1986*.

Comment

The site is currently subject to mining leases Mining Leases 77/133, 77/159, 77/224, 77/721, 77/722 and Miscellaneous Licence 77/114 held by Barto Gold Mining Pty Ltd. The clearing is consistent with mining activities in the region and DMIRS are the responsible agencies for managing native clearing permits in the mining sector throughout Western Australia.

The Shire has received email correspondence from DMIRS which states:

In accordance with sub-section 51E(4) of the Act, I consider that you may have a direct interest in the subject matter of the application and wish to provide you with the opportunity to comment on the proposal should you consider it appropriate. I will then, after having taken into account any comments received and subject to sections 51O and 51P, either grant a clearing permit (including any specified conditions) or refuse to grant a permit.

Statutory Environment

Environmental Protection Act 1986

Strategic Implications

Goal	A prosperous future for our community.
Outcome	Businesses in the Shire remain competitive and viable.
Strategy	Continue to provide an efficient and effective approval process.

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with relative environmental and mining legislation.	Low (1)	DMIRS Assessment and Approval Processes
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Environmental impacts from mining activities.	Low (1)	DMIRS Assessment and Approval Processes

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation

Council endorse the following response to the Department of Mines, Industry Regulation and Safety:

With regards to the application from Barto Gold Mining Pty Ltd to clear 48.6 hectares of native vegetation under the Environmental Protection Act 1986, the Shire of Yilgarn has no comment on the proposal.

Council Decision

216/2022

Moved Nolan/Seconded Cr Cobden

Council endorse the following response to the Department of Mines, Industry Regulation and Safety:

With regards to the application from Barto Gold Mining Pty Ltd to clear 48.6 hectares of native vegetation under the Environmental Protection Act 1986, the Shire of Yilgarn would consider supporting the proposal, on the provision Barto Gold Pty Ltd provide an update on rehabilitation works relating to existing disturbances.

Reason for the Council Decision being different to the Officer Recommendation

Council considers rehabilitation within the Yilgarn area by various mining entities as being below the standard expected by the community, and as such, withholds support of new clearing until such time as an update on rehabilitation of existing clearings is provided.

10 APPLICATIONS FOR LEAVE OF ABSENCE

217/2022

Moved Cr Cobden/Seconded Cr Guerini

That Cr Rose be granted Leave of Absence from the September 2022 and October 2022 Ordinary Meeting of Council

CARRIED (6/0)

11 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

218/2022

Move Cr Guerini/Seconded Cr Granich

That the business of an urgent nature be accepted for considered by Council

CARRIED (6/0)

Cr Nolan tabled a motion in relation the Environmental Protection Authority's pending assessment of the Parker Range Mount Caudan Iron Ore Haul Road Proposal.

219/2022

Moved Cr Nolan/Seconded Cr Cobden

That Council:

- 1. Provide a submission to the Environmental Protection Authority, in relation to the Parker Range Mount Caudan Iron Ore Haul Road Proposal (Assessment No 2297), stating:***

The Shire of Yilgarn opposes exclusive use by the proponent or its contractors, of the proposed road north of the Great Eastern Highway.

The Shire of Yilgarn seeks a provision that the road would be made available, on fair commercial terms, to third party commercial users.

The Shire of Yilgarn is concerned that the benefit arising from additional clearing is not justifiable, given the limited term proposed, and that other options, not requiring clearing, exist.

And

- 2. That the Shire of Yilgarn provide a written statement to the Department of Planning Lands and Heritage.***

Note: The Department of Planning Lands and Heritage are the responsible agency for the land upon which the proposed haul road will be constructed, outside of the Shire of Yilgarn managed portion.

CARRIED (6/0)

Unconfirmed

12 Late Item – Chief Executive Officer

12.1 Ramelius Resources – Die Hardy Project

File Reference	3.2.1.28
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

For Council to consider the upgrade and use of the Bullfinch Evanston Road by Marda Operations Pty Ltd, providing access to the Die Hardy Mine site from the current Marda Operations.

Background

Marda Operations Pty Ltd (Marda Operations) or locally known as Ramelius Resources are currently undertaking mining activities at Marda Gold Mine, located approximately 130km North of Southern Cross. The ore extracted from Marda Gold Mine is hauled to the Edna May mine site in Westonia for processing.

The current haulage route on Shire of Yilgarn roads, sees vehicles travel on Bullfinch Evanston Road, Manmax Road and the Bullfinch-Koorda Road.

Council endorsed the upgrade and maintenance of the Bullfinch Evanston Road SLK 0 – 101 by Marda Operations in 2019, as well as use of the Bullfinch Koorda Road, with an ongoing contribution based on tonnes hauled only for the Bullfinch Koorda Rd.

The relevant Council resolutions are as follows, noting the original approval was based on use of Bullfinch Road, Three Boys Road and Great Eastern Highway, however the route was altered to utilise the Bullfinch Koorda Road from Bullfinch Evanston Road, of which was already suited for the required vehicle category, and with Shire staff applying the Heavy Vehicle Contribution policy. As the agreement was tabled with Council confidentially, this document will be provided separately to Councillors, to ensure the agenda item can remain non-confidential.

Ordinary Council Meeting 21 February 2019:

Moved Cr Pasini/Seconded Cr Della Bosca

That Council grants approval for Ramelius Resources to utilise the following Council Controlled Roads associated with its haulage of ore from their Marda Mine Site subject to the following conditions:-

- 1. That the use of salt water be approved on the unformed section (flat bladed track)section of the Bullfinch-Evanston Road (22.02 - 103.77 SLK) provided that the TDS of the water utilised is $\leq 30,000\text{mg/L}$;***
- 2. That the use of salt water be prohibited on the formed gravel section of the Bullfinch-Evanston Road (0.92 – 22.2SLK) however, the use of polymers and/or***

- a two coat primer seal be approved subject to Ramelius Resources liaising with Council's Executive Manager Infrastructure on intended sealing works and/or polymers to be utilised;*
- 3. That the sealed section of the Bullfinch-Evanston Road (0.0 – 0.92SLK) be reconstructed and sealed;*
 - 4. That the sealed section of Manxman Road in the Bullfinch Town Site (0.0 – 0.93SLK) be reconstructed and sealed;*
 - 5. That a financial contribution for future maintenance costs be applied to Ramelius Resources in accordance with Council Policy 5.2 on the sealed section of the Southern Cross CBH Bin Road (0.0 – 0.52 SLK);*
 - 6. That a financial contribution for future maintenance costs be applied to Ramelius Resources in accordance with Council Policy 5.2 on the sealed section of the Three Boys Road (0.0 – 2.91 SLK);*
 - 7. That a 50 metre Asphalt seal be prepared and laid on the Three Boys Road approach to the Great Eastern Highway to protect the road surface from heavy vehicles turning right onto the Highway;*
 - 8. That Ramelius Resources liaises with Main Roads WA regarding improvements to the Great Eastern Highway and Three Boys Road intersection to accommodate truck configurations entering and exiting the Highway; and*
 - 9. That a formal agreement relating to the above approvals and conditions be prepared for signing by Ramelius Resources and Council with the added condition that haulage operations do not commence until the upgrading and treatment works have been completed to the satisfaction of Council's Chief Executive Officer and Executive Manager Infrastructure and necessary MRWA and Shire of Yilgarn approvals for RAV Access being provided.*

CARRIED (6/0)

Ordinary Council Meeting 17 October 2019 – Confidential Item:

183/2019

Moved Cr Guerini/Seconded Cr Close

That Council approves of the negotiations undertaken by Council's Executive team in respect to use of Shire of Yilgarn controlled roads for Marda Operations Pty Ltd's Gold Mine Project north of Bullfinch and that Council approves of the conditions imposed in the Letter of Agreement for such usage.

CARRIED (7/0)

Comment

Marda Operations have approached the Shire, seeking to either amend the current agreement, or sign a new agreement, permitting the upgrade and use of the Bullfinch Evanston Road from SLK 101 (Marda Gold Mine) to SLK 135 (Die Hardy open pit).

Marda Operations have sought to:

1. Upgrade the current road formation and gravel surface to a MRWA TD5.3 - Tri drive Network 10 AMMS 3 specification (up to 53.5m quad tri-drive road trains and 23.5t loading per axle set);
2. Haul ore from the Die Hardy open pit (SLK 135) to the Marda Gold Mine (SLK 101) utilising up to TD5.3 rated roadtrains;
3. Conduct road maintenance and dust suppression activities during the period of haulage (described below) utilising graders, rollers and water carts;

Marda Operations have advised that the Die Hardy open pit involves the mining and haulage of an estimated 750,000 tonnes of gold bearing ore. Marda Operations Pty Ltd proposes to haul the Die Hardy open pit ore from Die Hardy to the Marda Gold Mine ore pads using contracted road-legal road trains up to TD5.3 specifications.

Ore is planned to be side tipped at the existing Marda Gold Mine ore stockpiles. The Die Hardy ore will then be re-loaded and hauled from these stockpiles utilising existing PBS triple road trains (TD4.3 PBS) to the Edna May processing plant in Westonia under the terms and conditions of the Existing Agreement. The remaining Marda Gold Mine ore presently on stockpiles, combined with the additional estimated 750,000 tonnes of Die Hardy ore equates to total haulage of approximately 22 months of haulage at an average of 53,000 tonnes per month through to June 2024.

The existing arrangement with Marda Operations for Bullfinch Evanston Road SLK 0 – 101, has worked well for both parties, with the sealed sections receiving a re-seal in 2022 and the gravel sections maintained without issue.

It is envisaged that a new agreement for use of Bullfinch Evanston Road SLK 101 to 135 is suitable, with the following resolution proposed:

That Council grants conditional approval for Marda Operations Pty Ltd to utilise Bullfinch Evanston Road, from SLK 101 to 135, for haulage of ore from Die Hardy open pit to Marda Gold Mine, to a Network 10, AMMS 3 specification, on the following conditions:

- 1. Marda Operations Pty Ltd will be required to upgrade Bullfinch Evanston Road SLK 101 to 135 to a RAV 10 AMMS 3 standard, as per Main Roads WA guidelines, at Marda Operations Pty Ltd cost;***
- 2. Marda Operations Pty Ltd are to produce a road design for the upgrade of Bullfinch Evanston Road SLK 101 to 135, that meets the Main Roads WA guidelines for RAV 10 AMMS 3, for approval by Council;***
- 3. Upon submission of a suitable road design, a road use agreement for Bullfinch Evanston Road, from SLK 101 to 135 will be provided for Council approval, based on the terms and conditions of the current agreement.***

4. *Marda Operations Pty Ltd will be required to maintain Bullfinch Evanston Road SLK 101 to 135 at their own cost, however the Shire will not charge a heavy vehicle road use contribution for use of this section of road;*
5. *The use of salt water will be approved provided that the TDS of the water utilised is \leq 30,000mg/L.*
6. *The new agreement will not affect the existing agreement with Marda Operations Pty Ltd for Bullfinch Evanston Road SLK 0 to 101.*
7. *Haulage on Bullfinch Evanston Road SLK 0 to 101 is not permitted until such time as Main Roads WA have issued the relevant restricted access vehicle permits and Council have approved the road use agreement.*
8. *Upon cessation of haulage, the road is to be left in a suitable condition, to the satisfaction of the Executive Manager Infrastructure.*

Statutory Environment

Formal Letter of Agreement with Marda Operations Pty Ltd.

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 – Civic Leadership – A trustworthy and cohesive Council that functions efficiently and effectively to meet the needs of our community.

Policy Implications

Council Policy 5.2 – Heavy Haulage on Local Roads.

Financial Implications

Marda Operations Pty Ltd, if approved, will be contributing financially to road upgrades and maintenance.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Financial impact of additional use of section of road.	Moderate (8)	Agreement sees Marda Operations responsible for maintain road at their own cost.
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil

Property	Damage to road asset due to additional use	Moderate (8)	Agreement sees Marda Operations responsible for maintain road at their own cost.
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

220/2022

Moved Cr Granich/Seconded Cr Nolan

That Council grants conditional approval for Marda Operations Pty Ltd to utilise Bullfinch Evanston Road, from SLK 101 to 135, for haulage of ore from Die Hardy open pit to Marda Gold Mine, to a Network 10, AMMS 3 specification, on the following conditions:

- 1. Marda Operations Pty Ltd will be required to upgrade Bullfinch Evanston Road SLK 101 to 135 to a RAV 10 AMMS 3 standard, as per Main Roads WA guidelines, at Marda Operations Pty Ltd cost;*
- 2. Marda Operations Pty Ltd are to produce a road design for the upgrade of Bullfinch Evanston Road SLK 101 to 135, that meets the Main Roads WA guidelines for RAV 10 AMMS 3, for approval by Council;*
- 3. Upon submission of a suitable road design, a road use agreement for Bullfinch Evanston Road, from SLK 101 to 135 will be provided for Council approval, based on the terms and conditions of the current agreement with Marda Operations Pty Ltd.*

- 4. Marda Operations Pty Ltd will be required to maintain Bullfinch Evanston Road SLK 101 to 135 at their own cost, however the Shire will not charge a heavy vehicle road use contribution for use of this section of road;***
- 5. The use of salt water will be approved provided that the TDS of the water utilised is $\leq 30,000\text{mg/L}$.***
- 6. The new agreement will not affect the existing agreement with Marda Operations Pty Ltd for Bullfinch Evanston Road SLK 0 to 101.***
- 7. Haulage on Bullfinch Evanston Road SLK 101 to 135 is not permitted until such time as Main Roads WA have issued the relevant restricted access vehicle permits and Council have approved the road use agreement.***
- 8. Upon cessation of haulage, the road is to be left in a suitable condition, to the satisfaction of the Executive Manager Infrastructure.***

CARRIED (6/0)

12 Reporting Officer– Executive Manager Infrastructure

12.2 RAV Route Determination Cameron Road

File Reference	6.1.1.154
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

For Council to consider a request to amend the Restricted Access Vehicle (RAV) rating for Cameron Road.

Background

Main Roads Heavy Vehicle Services are in receipt of an application, seeking the Shire of Yilgarn's support to inspect Cameron Road for a Route Determination for PBS 2B.3 Level 3 of the Accredited Mass Management Scheme (AMMS). Cameron Road is currently approved up to RAV Network 7.1 (Level 1 of the Accredited Mass Management Scheme).

Comment

The requested Network table supplied by Heavy Vehicle Services is seeking a Route Determination for a RAV Network PBS Tandem Drive 2B.3 Level 3 of the Accredited Mass Management for Cameron Road which is currently Network 7.1 level one of the AMMS

Dimension Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
6110154	Cameron Rd	Koolyanobbing - Southern Cross Rd (0.00)	Bullfinch Rd (2.16)	Tandem Drive Network 7	PBS Tandem Drive Network 2B
Mass Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Mass Level	Requested Mass Level
6110154	Cameron Rd	Koolyanobbing - Southern Cross Rd (0.00)	Bullfinch Rd (2.16)	AMMS Level 1	AMMS Level 3

The turning radius would need to be re-assessed when turning left from Cameron Road onto the Southern Cross Bullfinch Road. Even though the road is already approved for N7.1 (36.5m). This intersection exceeds 70 to 90% deflection angle and may not meet current standards.

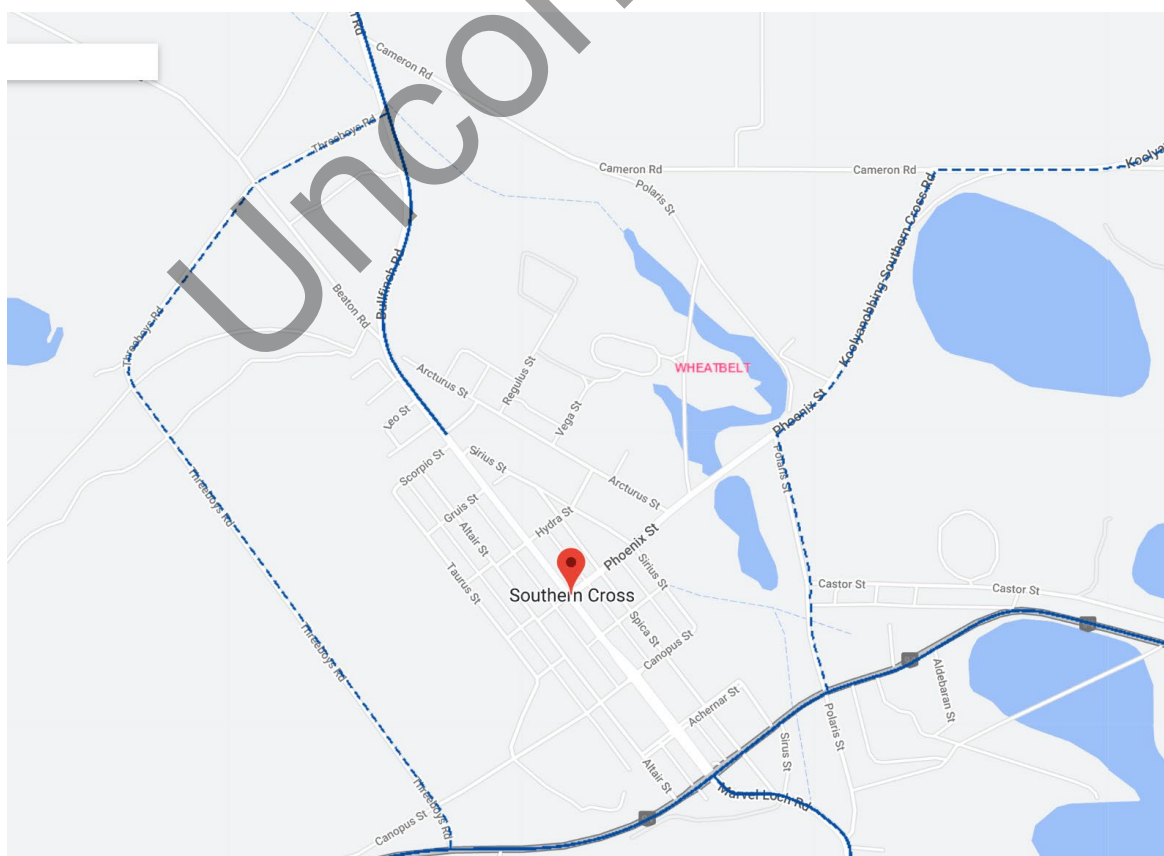
Performance Based Standards (PBS) offers the potential for heavy vehicle operators to achieve higher productivity and safety through innovative vehicle design.

Rather than assessing a vehicle based on prescriptive limits, PBS focuses on how well a vehicle behaves on the road, through a set of safety and infrastructure protection standards. We are committed to supporting the use of innovative PBS vehicle combinations delivering safer, higher productivity vehicles on WA roads.

Before making any decision on an application for RAV access, HVS may deem it necessary to do any or all of the following:

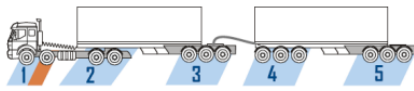
- Perform a further assessment of the route;
- Assess the suitability of the road pavement;
- Assess the suitability of all structures on the proposed route to accommodate the specific vehicle;
- Specify conditions of access, such as speed limits restrictions; Obtain local government agreement for the proposed RAV access;
- Recommend road improvements as condition of approval;
- Conduct a Performance Based Standards (PBS) Scheme assessment to assess the proposed vehicle's safety performance. When assessing a road, all connection points to existing RAV networks must be assessed for suitability and a holistic approach should be taken to ensure overall RAV network connectivity in the area.

In the past Council has requested heavy vehicles bypass town when accessing Koolyanobbing Road. Council's preferred route for heavy vehicles when accessing Koolyanobbing Road is Three Boys Road turning onto Bullfinch Road (MRD controlled) then onto Cameron Road. This route has no connectivity due to differing Accredited Mass Management levels. Currently any trucking companies approved for Accredited Mass Management Scheme need to use Polaris Street when turning off the Great Eastern Highway as this is the only route available which is approved for level 3 of the Accredited Mass Management Scheme. The biggest volume of heavy traffic accessing Koolyanobbing Road with level 3 of the AMMS is MGM Transport.



Three Boys Road	Accredited Mass Management	Level 3
Cameron Road	Accredited Mass Management	Level 1
Koolyanobbing Road	Accredited Mass Management	Level 3
Polaris Street	Accredited Mass Management	Level 3

PBS 2B.3 RAV configuration

Level 2		≤30.0 m	93.5t	Level 1	PBS 2B.1
			96.5t	Level 2	PBS 2B.2
			100.0t	Level 3	PBS 2B.3

Staff carried out a pavement assessment as part of the RAV access guidelines for Three Boys Road and Cameron Road. Three Boys Road is part of the Wheatbelt Secondary Freight Network and a Traffic Speed Deflection testing was carried out in 2020.

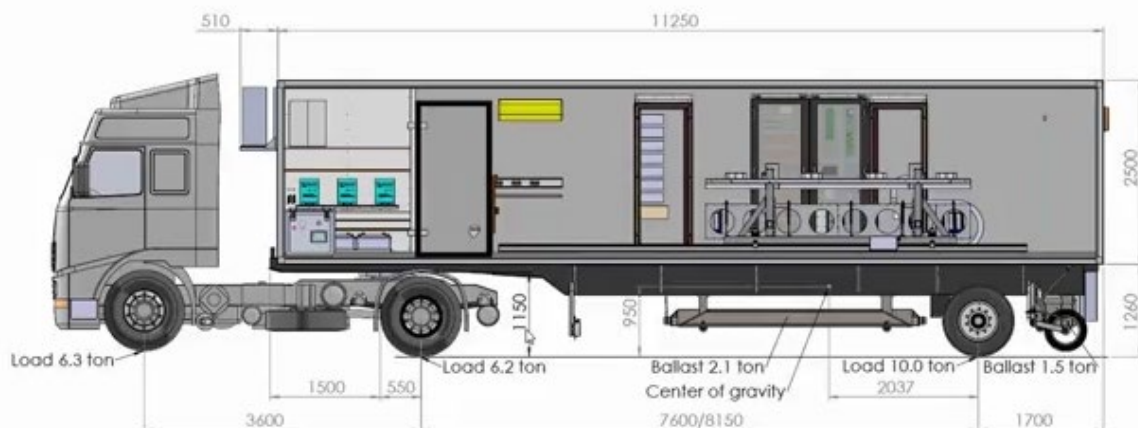
Wheatbelt Secondary Freight Network

This project aims at upgrading Local Government roads to form a secondary network capable of carrying heavy vehicles across the region. The overall project is a collaboration between the 42 local governments in the Wheatbelt and the State and Commonwealth Governments to deliver over 4,400km of upgraded and new roads which connect the regions to the state and national highway network.

Traffic Speed Deflectometer

The ARRB Traffic Speed Deflectometer (TSD) uses seven Doppler lasers to monitor the response of a pavement to the application of a mass at highway speeds.

The data collected provides continuous pavement deflection profiles, from which bearing capacity indices can be derived and pavement fatigue can be estimated. The high accuracy and resolution of the TSD enables engineers to pin point areas where the pavement may be subject to failure.



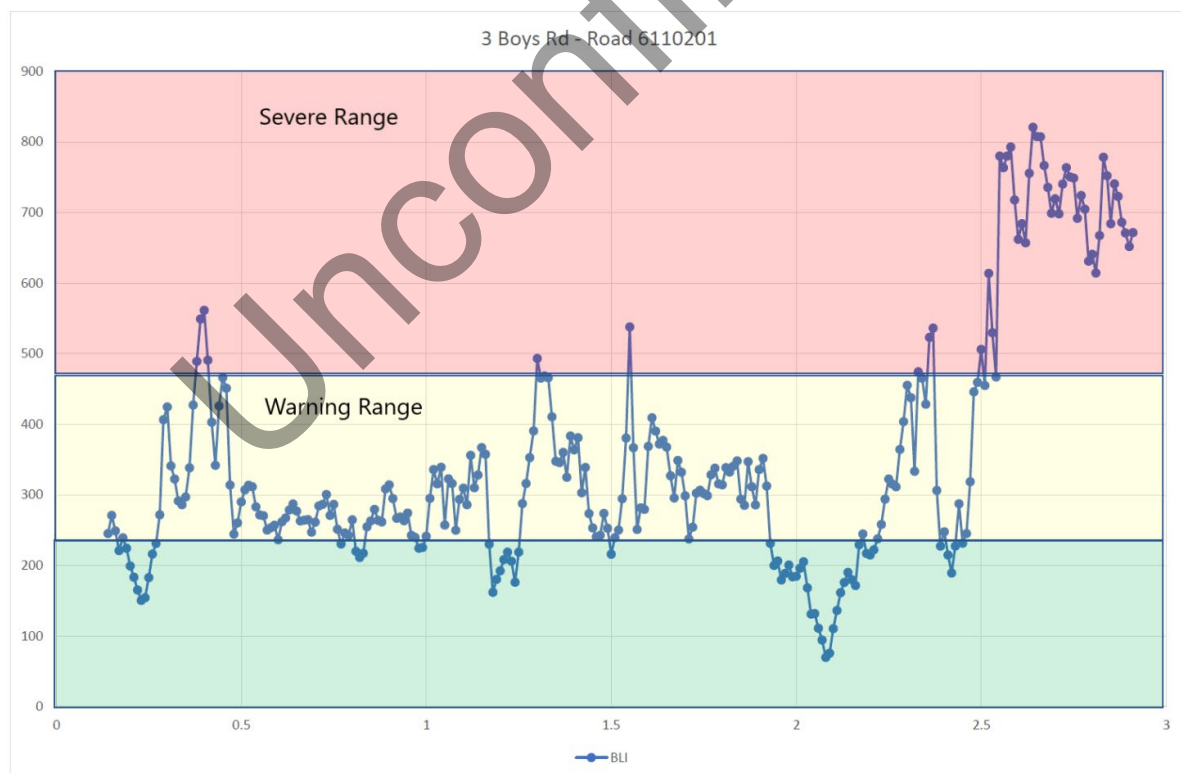
Wheatbelt Secondary Freight Network Multi Criteria Analyst Scoring

Additional to Pavement Condition Data, it is proposed that TSD or FWD data is used to determine pavement condition. These data sets can be obtained through undertaking tests on all 80 of the identified routes. This data provides an indication of the nature and status of the existing road pavement, including an indication of the relative residual life of the pavement in terms of equivalent standard axles (ESAs). The life of a pavement is always measured in ESAs and it is possible to determine the relative residual life of a pavement in terms of ESAs.

When combined with Average Daily Traffic (ADT) predictions, a residual pavement life in terms of years can be ascertained. These surveys can be commissioned by the project through existing Main Roads contracts and data provided to Shires for all 80 routes.

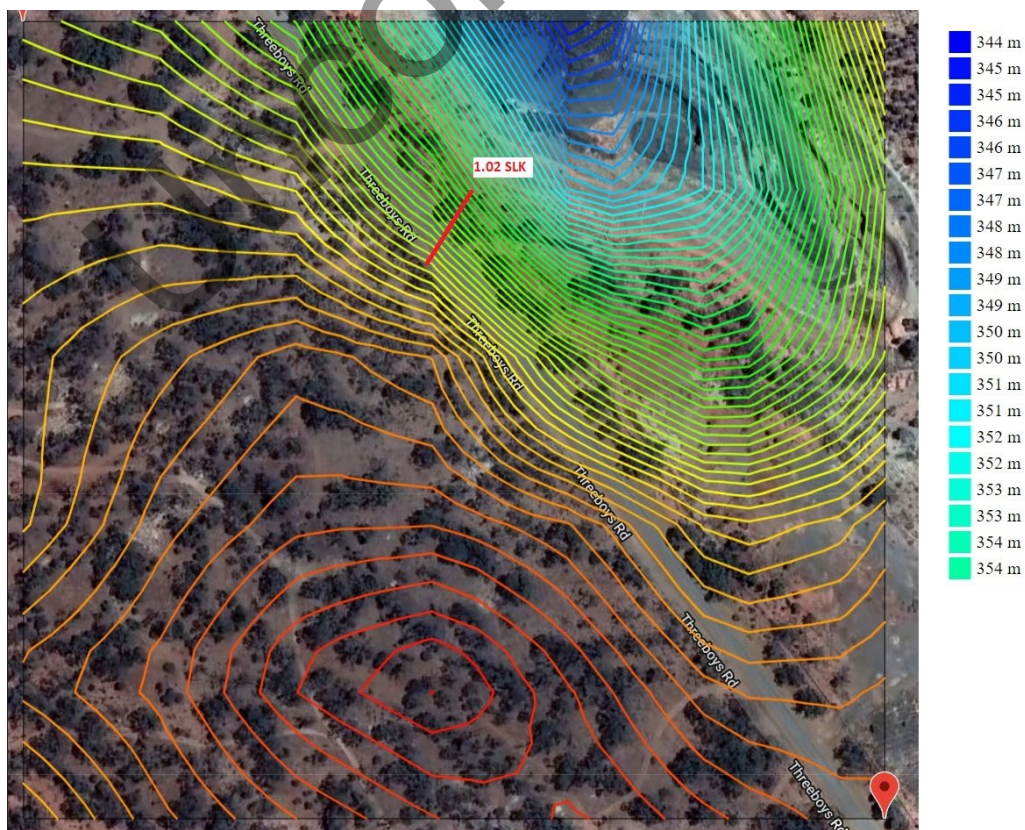
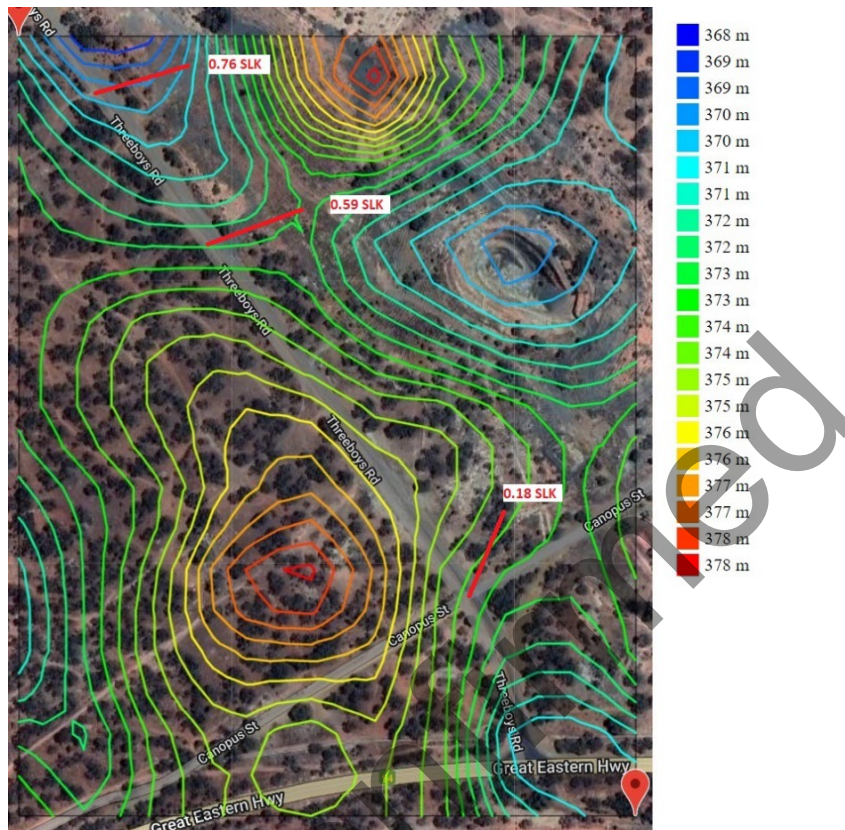
The objective of the Multi Criteria Assessment (MCA) is therefore to accurately reflect the relative need for upgrade works for each route across the network. To achieve this, the MCA must be based on clear and justifiable scoring system that uses good-quality and verifiable data.

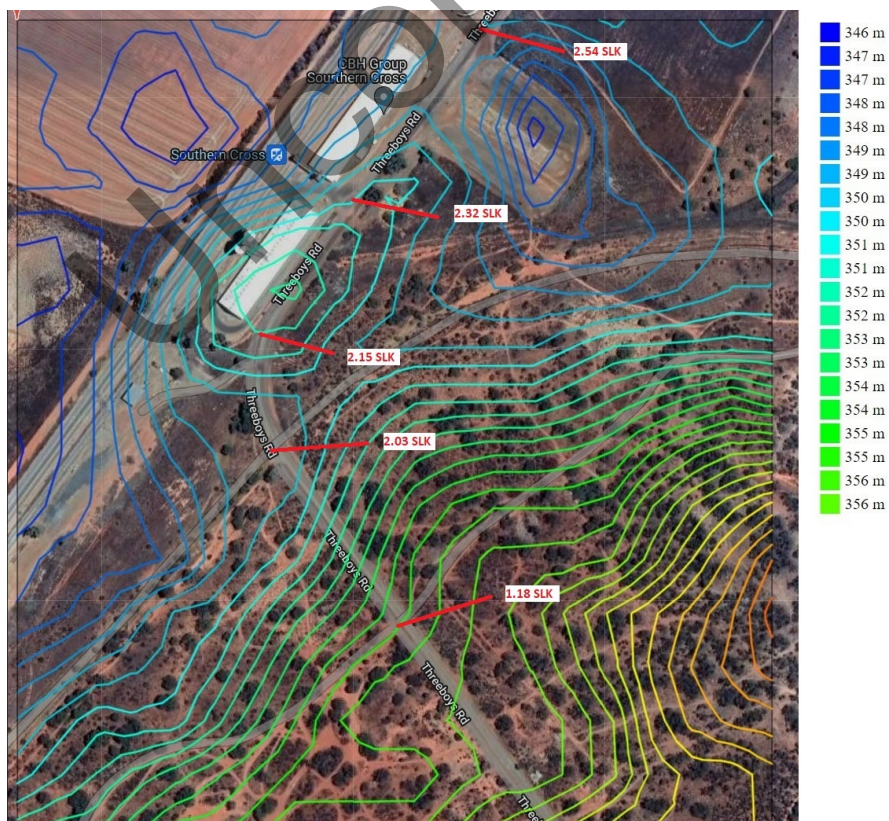
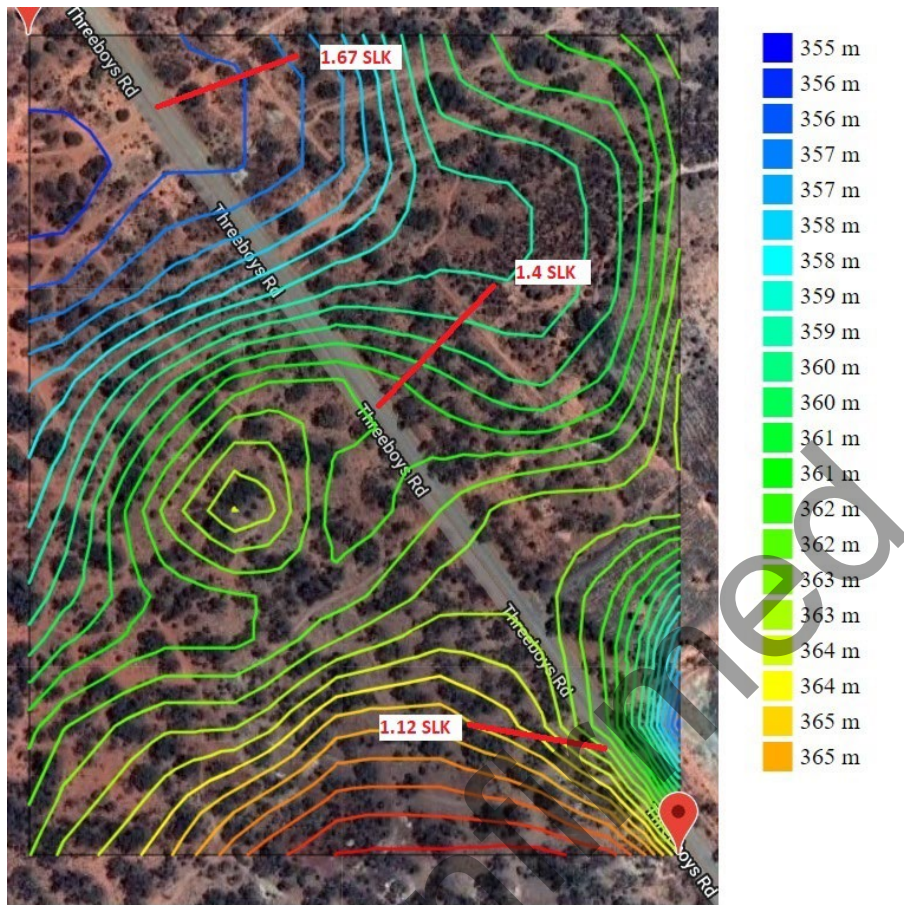
Staff have converted the raw TSD data for Three Boys Road. When comparing this data with the contour mapping it shows a correlation with areas of sub moisture and poor subgrade material.



The TSD data shows most of the Three Boys Road within the warning range.

The 2022/23 budget makes provision to upgrade Three Boys Road from SLK 2.2 to 3.5 which is already in the severe range for deflections.





Staff carried out a manual pavement assessment on Cameron Road. Inspection included digging test holes to assess the gravel pavement thickness and soaked CBR testing to assess the strength of the subgrade.

Shire's asset data software is inconsistent with testing carried out by staff. Test holes show the gravel pavement thickness is 320mm. Cameron Road SLK 0.00 to 2.37 is already 19 years old, 50% of its useful life when calculated at 40 years.

Layer ID	Road ID	Road	Start	End	Length	Width	Offset	Thickness	Layer or Subgrade	Layer Material	Reconstructed	Layer Date
1629	154	CAMERON ROAD	0	280	280	12.5	0	0	Subgrade		Undisturbed	1/01/2003
1630	154	CAMERON ROAD	0	280	280	9	0	500	Pavement Layer	Unknown	Undisturbed	1/01/2003
1631	154	CAMERON ROAD	280	1490	1,210	12.5	0	0	Subgrade		Undisturbed	1/01/2003
1632	154	CAMERON ROAD	280	1490	1,210	9	0	500	Pavement Layer	Unknown	Undisturbed	1/01/2003
1633	154	CAMERON ROAD	1490	1760	270	12.5	0	0	Subgrade		Undisturbed	1/01/2003
1634	154	CAMERON ROAD	1490	1760	270	9	0	500	Pavement Layer	Unknown	Undisturbed	1/01/2003
1635	154	CAMERON ROAD	1760	2370	610	12.5	0	0	Subgrade		Undisturbed	1/01/2003
1636	154	CAMERON ROAD	1760	2370	610	9	0	500	Pavement Layer	Unknown	Undisturbed	1/01/2003
1637	154	CAMERON ROAD	2370	2380	10	12	0	0	Subgrade		Undisturbed	1/01/2006
1638	154	CAMERON ROAD	2370	2380	10	10	0	500	Pavement Layer	Unknown	Undisturbed	1/01/2006
1639	154	CAMERON ROAD	2380	2400	20	12	0	0	Subgrade		Undisturbed	1/01/2006
1640	154	CAMERON ROAD	2380	2400	20	10	0	500	Pavement Layer	Unknown	Undisturbed	1/01/2006
1641	154	CAMERON ROAD	2400	2440	40	12	0	0	Subgrade		Undisturbed	1/01/2006
1642	154	CAMERON ROAD	2400	2440	40	10	0	500	Pavement Layer	Unknown	Undisturbed	1/01/2006

Soaked Californian Bearing Ratio testing on subgrade material on Cameron Road shows a maximum CBR of 4 and two of the soaked CBR tests show a CBR of 2. This is consistent with the road running near a salt lake.

Design factors using Equivalent Standard Axle (ESA) and the Standard Axle Repetition (SAR) is the Austrroads method in determining a standardised wheel load and a correlation for different wheel load configurations using the material damage exponent theorem.

The new NAASRA code uses "stress equivalents" to rate various combinations of axles. The weightings are based on actual traffic classifier data, that groups the vehicles into their NAASRA class and applies an average ESA weighting for that class. When you know the configuration as in the case of MGM Transport, you can calculate the actual ESAs, otherwise you need to rely on vehicle by vehicle classification conversions or "weightings".

When calculating concessional axle loading (AMMS level 3) each (1) concessional axle loading has the same impact of approximately 3.2 Equivalent Standard Axles, when the weightings are applied on unknown axle groupings.

MGM trucks running full AMMS 3 are generating 13.42 ESAs per trip	
11 x week days	
6 x weekends	
Per year - assuming 50 weeks of operation:	
Total trips per week	61
Total ESA per week	818.62
Average for 7 day week	116.9457
Total ESAs per year	40931

Design for Pavement thickness using Equivalent Standard Axles (ESAs)

MGM only traffic x 40yrs, subgrade CBR of 2 All traffic x 40 years, subgrade CBR of 2

Design Traffic in ESA (DESA):*

1600000

Subgrade CBR:*

2

Thickness of Granular Material (mm):

663.04

Design Traffic in ESA (DESA):*

2500000

Subgrade CBR:*

2

Thickness of Granular Material (mm):

694.19

The California Bearing Ratio (CBR) is a measure of the strength of the subgrade of a road or other paved area, and of the materials used in its construction. The ratio is measured using a standardized penetration test first developed by the California Division of Highways for highway engineering.

Staff reversed engineered the current pavement thickness of 320mm on a subgrade CBR of 2. If all heavy traffic was diverted via Three Boys and Cameron Roads, the road will deteriorate rapidly and would be at the end of life within 3 years.

Average cost of reconstruction for Three Boys and Cameron Road, designed to meet AMMS level 3 would be approximately \$350,000 per km. 4.4km of this route would need reconstruction within 3 years at an estimated cost of \$1,540,000

The 2022/23 budget makes provision to utilise \$631,000 of RRG funding to upgrade the first 2 kilometres Koolyanobbing Road from the Southern Cross Townsite to the intersection of Cameron Road. The pavement design will meet the specifications required for Accredited Mass Management level 3.

Polaris Street shows signs of deterioration from heavy vehicle use. The section from the Great Eastern Highway to Koolyanobbing Road intersection is 900m in length. Estimated cost to reconstruct this section of Polaris Street is \$350,000.

Based on the above, Cameron Road, and by association, Three Boys Road are not suitable for AMMS 3, as such, it is proposed that Council should advise Main Roads that it does not support inspection of Cameron Road for a Route Determination of PBS Tandem Drive 2B.3 (level 3 of the Accredited Mass Management Scheme).

However, Council may support PBS Tandem Drive N2B.3 (level 3 of the Accredited Mass Management Scheme) if the applicant accepts responsibility to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV network level requested.

Statutory Environment

The Road Traffic Act 1974 and the Road Traffic (Vehicle) Regulations 2014 govern the use of heavy vehicles on roads within Western Australia and define items such as compliance notices, exemptions, permits and notices for heavy restricted access vehicles. These regulations also

contain provisions for mass and loading, load restraints, vehicle modifications and vehicle maintenance.

The Land Administration Act 1997 Section 55 and Local Government Act 1995 Section 3.53(2) gives the Shire of Yilgarn management responsibility for roads within its boundaries.

Strategic Implications

Strategic Community Plan

Policy Implications

There is no current policy for Restricted Access Vehicle (RAV) or Accredited Mass Management Scheme (AMMS).

Financial Implications

There are no immediate financial implications, however a change in RAV Network Rating for all or part of the road has the potential to reduce the life of the road and increase the maintenance requirements of the road.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Road will be subject to increased deterioration if not fit for purpose	(12)	Applicant accepts responsibility to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV network level requested.
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

221/2022

Moved Cr Nolan Seconded Cr Cobden

- That, by Simple Majority pursuant to the Road Traffic Act 1974 and Section 3.53 (2) of the Local Government Act 1995, Council does not support Main Roads Western Australia Heavy Vehicle Services to inspect Cameron Road for a Route Determination of PBS Tandem Drive 2B.3 (level 3 of the Accredited Mass Management Scheme)*
- Depending on the need for access, Council may support PBS Tandem Drive N2B.3 (level 3 of the Accredited Mass Management Scheme) if the applicant accepts responsibility to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV network level requested.*

CARRIED (6/0)

The Executive Manager Infrastructure provided Councillors with a brief information session on Heavy Haulage and related road deterioration.

*Executive Manager Regulatory Services, Shane Chambers left the meeting at 4.38pm

*Minute Taker Laura Della Bosca left the meeting at 4.40pm

13 MEETING CLOSED TO THE PUBLIC-CONFIDENTIAL ITEMS

Nil

14 CLOSURE

As there was no further business to discuss, the Shire President declared the meeting closed at 5:00pm

I, Wayne Della Bosca confirm the above Minutes of the Meeting held on Thursday, 18 August 2022, are confirmed on Thursday, 15 September 2022 as a true and correct record of the August 2022 Ordinary Meeting of Council.

Cr Wayne Della Bosca
SHIRE PRESIDENT

Unconfirmed

**MINUTES OF CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC (CEACA)
MANAGEMENT COMMITTEE MEETING HELD AT 10.30AM ON WEDNESDAY, 31 AUGUST 2022
AT THE MERREDIN REGIONAL COMMUNITY & LEISURE CENTRE, BATES STREET, MERREDIN**

1. OPENING & INTRODUCTION

The Chairperson opened the meeting at 10.35am and welcomed everyone present, including Brendon Waight (attending in lieu of Stephen Strange) from the Shire of Bruce Rock and John Merrick (attending in lieu of Bill Price) from the Shire of Westonia, who were joining the meeting for the first time.

The Chairperson spoke of the *Ageing and Health Services in the Wheatbelt Information Session* organised by CEACA Inc and held in Merredin on 18 August 2022 and thanked all of those involved for organising the event, which was a great success not only for CEACA but for those who attended and the organisations who were on hand to provide information. CEACA have received a number of letters of appreciation for hosting this event.

Since the previous meeting, the Chairperson and EO have met with the Shire of Merredin to discuss the CEACA Executive Summary and answer any queries the Councillors had and the meeting went very well. Further meetings were held with the CEOs of Tammin, Quairading and Narembeen to brief them on CEACA and discuss the possibilities of those shires joining CEACA. The Shires of Moora and Gingin have also shown interest in CEACA, however they are not a priority at this time.

A meeting will be held with DPIRD on 6th September 2022 to discuss what will be possible for funding of future accommodation options for the member shires. This could be a mix of aged, affordable and workers accommodation.

2. PRESENTATION

There were no presentations.

3. MEETING MATTERS

3.1 Record of Attendance and Apologies

Attendance

Terry Waldron (Chairperson), Richard Marshall - CEACA Executive Officer (EO), Jo Trachy - CEACA Operations Manager (OM), Darren Mollenoyux - Shire of Bruce Rock, Brendon Waight - Shire of Bruce Rock, Raymond Griffiths - Shire of Kellerberrin, Rodney Forsyth - Shire of Kellerberrin, John Nuttall - Shire of Mt Marshall, , Lisa Clack - Shire of Merredin, Mark McKenzie - Shire of Merredin, Gary Shadbolt - Shire of Mukinbudin, Dirk Sellenger - Shire of Mukinbudin, Louis Geier - Shire of Westonia, John Merrick - Shire of Westonia, Nic Warren - Shire of Yilgarn, Wayne Della Bosca - Shire of Yilgarn

Apologies

Stephen Strange – Shire of Bruce Rock, Tony Sachse – Shire of Mt Marshall, Bill Price – Shire of Westonia
Quentin Davies – Shire of Wyalkatchem, Peter Klein – Shire of Wyalkatchem

3.2 Declaration of Quorum

The Chairperson advised a quorum is present (7 of 8 member shires present).

3.3 Conflicts of Interest

There were no declarations of conflicts of interest.

3.4 Minutes of the Management Committee Meeting – 30 May 2022

The Member for Shire of Kellerberrin noted the following changes to be made to the Minutes:

- Item 4.1 “The Member for Kellerberrin apologised for not being able to meet with CEACA....” to be changed to “The Shire of Kellerberrin apologised for not being able to meet with CEACA...”
- Item 4.1 “The shire could provide land for up to 13 units for this purpose” should read “the Shire of Kellerberrin could accommodate 13 units for this purpose on existing land owned by CEACA”.
- Item 4.3 Nungarin Land “The Member for Kellerberrin spoke on behalf of the Shire of Kellerberrin CEO and advised that in his opinion...” should read “The Member for Kellerberrin advised that in his opinion.....”

RESOLUTION

It was resolved that subject to the agreed changes noted above, the Minutes of the Management Committee meeting held on 30th May 2022 be accepted as a true and accurate record of proceedings.

CARRIED

3.5 Matters Arising and Action Items

The CEACA Action Items were distributed to the Committee prior to the meeting and noted by all. All items actioned.

4. MATTERS FOR DECISION

Background

An Executive Committee meeting was held on 13 June 2022 to consider:

- Response to Shire of Nungarin in relation to its request for CEACA to transfer the vacant land back to the Shire.
- The draft budget including proposed CEACA membership for FY23.
- The draft market appraisal of CEACA units provided by Elders.
- The current weekly rent amounts of \$160pw and \$215pw and whether these amounts should be reviewed.

A report to the Management Committee with the recommendations from the Executive Committee was provided on 27th June 2022 and a copy of this report was sent to Management Committee members ahead of today’s meeting.

4.1 Shire of Nungarin Request Transfer of Land

RESOLUTION

After discussion, it was resolved:

- 1. To advise the Shire of Nungarin that CEACA wishes to retain the Nungarin land for at least the next 12 months.**
- 2. CEACA management will develop a draft policy in relation to the retention of the land gifted to CEACA.**

CARRIED

4.2 Proposed Rent Increases

The Executive Committee agreed that rents should be reviewed with a view to a modest increase, with some differentiation between shires as appropriate. Following management’s review of rents and input from Elders, the following rents were recommended:

- Group A – Merredin, Kellerberrin and Yilgarn, Market Rent \$230, CEACA discounted to \$170.
- Group B – Bruce Rock, Mukinbudin, Wyalkatchem, Market Rent \$225, CEACA discounted to \$167.
- Group C – Mt Marshall, Koorda, Nungarin, Trayning, Westonia, Market Rent \$220, CEACA discounted to \$164.

The Executive Committee referred the matter to the Management Committee and recommended that the rents be increased to the new figures as and when individual leases expire. The shires who were not present at the Executive Committee meeting held in June 2022 were consulted. Yilgarn and Westonia Shires agreed to the increase and the Member for Shire of Merredin had reservations due to the current increases in the cost of living.

The Shire of Merredin CEO asked if the drainage issues in front of the units in Merredin were going to be resolved as this would be an item that the Shire would want to see actioned prior to any increases in rent being approved.

The CEACA OM confirmed that discussions were held with a local Plumber who conducted a check and clean of two bubble pits in Yilgarn prior to submitting a quotation to clean the remaining 69 pits. The quotation has been approved

and all pits will be cleaned by September/October. Initial clean would be considered 'defect rectification' as there is a plastic fitting in each pit preventing proper flushing. Future cleans would be classed as preventative maintenance and would either be done annually or bi-annually (will be monitored).

RESOLUTION

It was resolved to accept the proposed rent increases.

CARRIED

ACTION ITEMS

CEACA Management to arrange for a briefing paper or a speaker to update the Members on rental assistance available to tenants.

4.3 FY23 Annual Membership Levy

- CEACA Members have been paying \$20k per annum membership fee regardless of unit numbers in their shire.
- CEACA has seen a strong cashflow this year and therefore agreed to reduce the fee to \$15k on the condition that 9 Members remained. The Shire of Koorda resigned as Members after the draft budget was approved.
- Having examined the figures, the EO is comfortable that we can keep the fee at \$15k.
- Items such as consultancy allowance have been adjusted to compensate.

With regards to membership in general and the ability for members to come and go, it was agreed that this subject would need to be discussed at length and an option could be to enter a multi-level MOU with the Members to ensure that they are committed to the membership and would not pull out at short notice. Shires are unable to commit to agreements for more than 12 months at a time, however an MOU will be an understanding that they need to give notice prior to departing and would give CEACA more notice of their intentions.

ACTION ITEM

CEACA Executive Manager to investigate options for Membership and MOU.

RESOLUTION

Following discussion, it was resolved that the CEACA membership fee would remain \$15k pa.

CARRIED

4.4 FY23 Budget

A draft budget for FY23 was approved by the Executive Committee on 13 June 2022. After that meeting the draft budget has been updated to incorporate the reduced annual membership fees (\$15k) arising from the Shire of Koorda's resignation, a reduction in consultancy expenses and 3% allowance for salary increases (Annexure C).

The EO advised that the OM had recently completed a performance review and was awarded a 3% rise. This was awarded in consultation with the Chairperson and in accordance with the *Delegations of Authority*.

The EO and OM left the meeting whilst performance and salaries were being discussed.

The Chairperson advised the meeting of his views about the performance of the EO and the OM and recommended that the Committee approve a 3% pay rise for the EO.

RESOLUTION

The Management Committee endorsed the pay rise of 3% for the EO, subject to a formal performance review being conducted and documented.

CARRIED

RESOLUTION

After further discussion, it was resolved to adopt the FY23 Budget as tabled.

CARRIED

4.5 ANNUAL GENERAL MEETING DATE

The AGM will be held at 10.00am on Wednesday, 9th November 2022 in Kellerberrin.

5. MATTERS FOR DECISION

5.1 Potential New Members

The Chairman advised that CEACA Management had met with Tammin, Quairading and Narembeen and all expressed an interest in joining CEACA, especially if CEACA are to pursue accommodation options for workers. CEACA Management will keep in touch with them and provide feedback on the meeting with DPIRD on Tuesday. If the shires decide to proceed with membership, they may be asked to commit to a 3-year term, depending on the terms of the new membership policy to be drafted.

The EO advised that Narembeen have existing units managed by volunteers, which could possibly be managed by CEACA subject to an acceptable management model being developed and agreed.

The Member for Bruce Rock advised that he had completed a significant amount of work on a model and how it would work and would be happy to discuss the information with CEACA management.

ACTION ITEM

CEACA Chairman and Executive Manager to arrange a meeting with the Shire of Bruce Rock and Shire of Merredin, to discuss how CEACA could assist to manage existing shire owned accommodation.

5.2 Need for Additional Accommodation

The OM has gathered information for all Member shires to present to DPIRD. The *Wheatbelt Accommodation Summary* will be presented at the meeting with DPIRD to give those present an idea of current needs in the region (e.g. workers accommodation). Discussion will involve both ILU's and workers accommodation. The Shire of Merredin suggested they discuss their accommodation needs offline with the EO.

Member for Mt Marshall advised that NEWROC have conducted a recent study in relation to all types of accommodation in the region and would be happy to share the study report with CEACA.

ACTION ITEMS

1. CEACA Executive Manager to discuss shire accommodation with the Shire of Merredin.
2. CEACA Management to obtain a copy of the NEWROC report.

5.3 EO Report

The EO spoke to the EO Report and made the following additional comments:

Audit

Audit is underway on financial statements which will need approval in September or October via Zoom or similar. Confident that the numbers discussed today will be final numbers.

ACTION ITEM

EO to set up a meeting to consider and approve the Financial Statements when audit is complete.

Land Transfer - Nungarin

There may be circumstances where CEACA may agree to transfer vacant land back to shires. This may be an option to raise capital to build accommodation elsewhere. CEACA would need to be cautious as the market value would have to be balanced against the cost of developing units at another site.

The EO suggested that if CEACA were to transfer land, it would need a Special Resolution of 75% of members in agreement. A policy will be developed and will include options to transfer vacant land or a whole parcel of land, including buildings to investor(s).

ACTION ITEM

Executive Manager to draft a policy relating to transfer of land. Investigate possible changes to the Constitution.

5.4 Operations Report

The OM made the following additional comments to the Operations Report tabled:

- Information Session held on the 18 August 2022 was very well received and as a result, Catholic Homes and the other organisations who attended have received new enquiries.
- Catholic Homes and Therapy Focus are interested in attending a further session in March/April 2023. These sessions could be held in Wyalkatchem, Bruce Rock or any other Member shire.
- An increasing number of enquiries are coming through to CEACA in relation to home care, disability, mobility aids, social care etc and CEACA are now developing into an 'information hub' for many.
- Round 2 of Defect Rectification begins on 29th August and will be complete by 2nd September.
- Round 3 will commence when the OM returns from leave (approx. Oct/Nov 2022).
- Other defect rectification work is underway (eg. flooring, blinds) and these are being completed separately.
- Mick Sippe (Builder) has identified issues with one of the units in Nungarin (eg. warped fencing, multiple cracks, separation of tiles to floor) and referred CEACA to Allan Ramsay (Engineer, Shire of Mukinbudin). Allan reviewed original plans and referred the matter to Dan Turner (Structural Engineer). Dan will visit the site soon and produce a report. Both engineers have advised that the unit is safe to occupy.
- Occupancy – One vacancy coming up in Koorda in September and one in Beacon.
- The OM will be on annual leave from 8-30th September 2022. During this time, Elders will manage the day-to-day operations and will refer urgent matters or approvals to the CEACA EO.

Questions/Comments

The CEO, Shire of Merredin suggested that the OM investigate the possibility of CEACA applying to become a CHSP Service Provider. If considered viable and approved, CEACA would be able to claim funding for the time spent on assisting people with home care services information.

ACTION ITEM

OM to investigate options for CHSP Service Provider funding.

GENERAL BUSINESS

The Member for Kellerberrin asked when the Elders agreement was due to expire and whether CEACA would be approaching other agencies for proposals. The EO advised that he had previously approached an agency in Northam and would consider speaking with the again, however, in his opinion Elders are doing a very good job and did not see any need to change at this point.

6.0 MEETING CLOSURE

The Chairperson thanked everyone for attending and there being no further business, the meeting closed at 12.25pm.

NEXT MEETING

The next meeting will be held immediately prior to the AGM at 10.00am on Wednesday, 9 November 2022 in Kellerberrin.

DECLARATION

These Minutes were confirmed by the Central East Accommodation & Care Alliance Inc at the Management Committee Meeting held on _____.

Signed _____

Person presiding at the meeting at which these minutes were confirmed.

Great Eastern Country Zone

Minutes

Monday, 29 August 2022

Shire of Kellerberrin
Recreation & Leisure Centre
110 Massingham Street, Kellerberrin

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Great Eastern Country Zone

Hosted by Shire of Kellerberrin
Recreation & Leisure Centre
110 Massingham Street, Kellerberrin

Meeting commenced at 9.32am on Monday, 29 August 2022

Minutes

1. OPENING AND WELCOME

2. ATTENDANCE AND APOLOGIES

Attendance

Shire of Bruce Rock	President Cr Stephen Strange (via MS Teams) Deputy President Cr Tony Crooks Mr Darren Mollenoyux, Chief Executive Officer, non-voting delegate
Shire of Cunderdin	Deputy President Cr Tony Smith
Shire of Dowerin	Ms Rebecca McCall, Chief Executive Officer, non-voting delegate
Shire of Kellerberrin	Deputy President Cr Emily Ryan
Shire of Kondinin	President Kent Mouritz Mr David Burton, Chief Executive Officer, non-voting delegate
Shire of Koorda	Mr Darren Simmons, Chief Executive Officer, Shire of Koorda
Shire of Merredin	President Cr Mark McKenzie Ms Chloe Townsend, A/Deputy Chief executive Officer, non-voting delegate
Shire of Mount Marshall	President Cr Tony Sachse (Chair) Mr John Nuttall, Chief Executive Officer, non-voting delegate
Shire of Narembeen	Deputy President Cr Scott Stirrat Mr David Blurton, Chief Executive Officer, non-voting delegate
Shire of Nungarin	President Cr Pippa de Lacy Deputy President Cr Gary Coumbe Mr Leonard Long, Chief Executive Officer, non-voting delegate
Shire of Tammin	President Cr Glenice Batchelor Ms Joanne Soderlund, Chief Executive Officer, non-voting delegate
Shire of Trayning	Deputy President Cr Geoff Waters Ms Leanne Parola, Chief Executive Officer, non-voting delegate
Shire of Westonia	President Cr Karin Day Deputy President Cr Mark Crees, Shire of Westonia

Shire of Wyalkatchem	Mr Peter Klein, Chief Executive Officer, non-voting delegate
Shire of Yilgarn	President Cr Wayne Della Bosca Mr Nic Warren, Chief Executive Officer, non-voting delegate
Guests	Mandy Walker, Director Regional Development, RDA Michael Roberts, Regional Manager, Goldfields & Agriculture Region Water Corporation Mohammad Siddiqui, Regional Manager Wheatbelt, Main Roads Kirsty Martin, Director, Policy, and Legislation, DLGSC Melissa Spark, Melissa Spark, Regional Manager, WA Primary Health Alliance Richard Burnell, Executive Director Corporate Services, DFES Annette Balmer, Recovery Support Officer, National Recovery & Resilience Agency Samantha Cornwaithe, Regional Manager Wheatbelt, DLGSC
WALGA	Cr Karen Chappel, WALGA President Nick Sloan, Chief Executive Officer Tony Brown, Executive Director, Member Services James McGovern, Manager Governance & Procurement Janine Neugebauer, Governance & Organisational Services Officer Cliff Simpson, Road Safety Advisor, WALGA
<u>Apologies</u>	Hon Steve Martin MLC, Member for Agricultural Region Hon Mia Davies MLA, Member for Central Wheatbelt (Leader of the Opposition) Rick Wilson MP, Federal Member for O'Connor Hon Peter Rundle MLA, Member for Roe Hon Martin Aldridge MLC, Member for Agricultural Region Hon Shelley Payne MLC, Member for Agricultural Region Hon Darren West MLC, Member for Agricultural Region Hon Colin de Grussa MLC, Member for Agricultural Region Hon Sandra Carr MLC, Member for Agricultural Region Kathleen Brown, Electorate Officer, Office of Hon Mia Davies MLA Rob Cossart, Chief Executive Officer, Wheatbelt Development Commission Renee Manning, Wheatbelt Development Commission - Principal Regional Development Officer
Shire of Mukinbudin	President Cr Gary Shadbolt, Deputy President Romina Nicoletti Mr Dirk Sellenger, Chief Executive Officer, non-voting delegate
Shire of Cunderdin	President Cr Alison Harris Mr Stuart Hobley, Chief Executive Officer, non-voting delegate
Shire of Dowerin	President Cr Robert Trepp Cr Darrel Hudson
Shire of Kellerberrin	President Cr Scott O' Neill Mr Raymond Griffiths, Chief Executive Officer, non-voting delegate
Shire of Kondinin	Deputy President Cr Beverley Gangell
Shire of Koorda	President Cr Jannah Stratford Deputy President Cr Buster Cooper

Shire of Merredin	Cr Donna Crook Ms Lisa Clack, Chief Executive Officer, non-voting delegate
Shire of Mount Marshall	Deputy President Cr Nick Gillett
Shire of Narembeen	President Cr Kellie Mortimore
Shire of Tammin	Deputy President Cr Tanya Nicholls
Shire of Trayning	President Cr Melanie Brown
Shire of Westonia	Mr Bill Price, Chief Executive Officer, non-voting delegate
Shire of Wyalkatchem	President Cr Quentin Davies Deputy President Cr Owen Garner
Shire of Yilgarn	Deputy President Cr Bryan Close

Attachments

The following are provided as attachments:

1. Item No. 4.1 Wheatbelt Health and Wellbeing Plan
2. Item No. 6.3 Main Roads Report, August 2022
3. Item No. 6.5 Water Corporation Report, August 2022

State Council Agenda – via link: [State Council Agenda - 9 September 2022](#)

3. DECLARATIONS OF INTEREST

Nil.

4. GUEST SPEAKERS / DEPUTATIONS

4.1 Melissa Spark, Regional Manager, WA Primary Health Alliance

Melissa Spark presented on the proposed Wheatbelt Health & Wellbeing Plan: Towards 2035.
(Attachment 1)

4.2 Richard Burnell, Executive Director Corporate Services, DFES

Richard presented to the Zone on the updates to the Regional Telecommunications Resilience Improvements works.

4.3 Annette Balmer, Recovery Support Officer, National Recovery & Resilience Agency

Annette Balmer presented to the Zone on the NRRRA's role with current focus on recovery following a natural disaster and building community resilience.

4.4 WALGA Update

WALGA's President, Cr Karen Chappel and Chief Executive Officer, Nick Sloan provided an update on WALGA's activities. The WALGA President's report was attached to the Agenda.

RESOLUTION

Moved: Shire of Yilgarn
Seconded: Shire of Merredin

That the WALGA President Report be received.

CARRIED

5. MEMBERS OF PARLIAMENT

NIL

6. AGENCY REPORTS

6.1 Department of Local Government, Sport, and Cultural Industries

Kirsty Martin Director, Policy & Legislation provided an update to the Zone.

Cr Sachse enquired regarding the Local Roads and Community Infrastructure Program and requested information on the status of the funding and believed they were up to Round 3A.

Kirsty advised that she would follow-up on this item.

Noted

6.2 Wheatbelt Development Commission

Rob Cossart, CEO, Wheatbelt Development Commission, was an apology.

Noted

6.3 Main Roads Western Australia

Mohammad Siddiqui, Regional Manager Wheatbelt, Main Roads, provided an update to the Zone. The report is attached. **(Attachment 2)**

Noted

6.4 Wheatbelt RDA

Mandy Walker, Director Regional Development RDA Wheatbelt, provided an update to the Zone. The report was attached to the Agenda.

Noted

6.5 Water Corporation

Michael Roberts, Regional Manager Goldfields & Agriculture Region, provided an update to the Zone. The Report is attached. **(Attachment 3)**

Noted

The meeting adjourned for a morning tea break at 11.10 am and resumed at 11.20 am.

7. MINUTES

7.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held on Monday, 27 June 2022

The Minutes of the Great Eastern Country Zone meeting held on Monday, 27 June 2022 have previously been circulated to Member Councils and were attached to the Agenda.

RESOLUTION

Moved: Shire of Westonia

Seconded: Shire of Nungarin

That the Minutes of the Great Eastern Country Zone meeting held on Monday, 27 June 2022 be confirmed as a true and accurate record of the proceedings.

CARRIED

7.2 Business Arising from the Minutes from the Great Eastern Country Zone Meeting held on Monday, 27 June 2022

7.2.1 Emergency Management – Shared Resources

At the June meeting the Zone resolved as follows

That the Great Eastern Country Zone request the Executive Officer to prepare a Zone MOU for resource sharing in emergencies and present to the Zone at the next meeting.

The draft Great Eastern Country Zone Memorandum of Understanding for resource sharing in emergencies was attached to the agenda.

RESOLUTION

Moved: Shire of Tammin

Seconded: Shire of Trayning

That the Zone endorse the Memorandum of Understanding for the provision of mutual aid during emergencies and post incident recovery.

CARRIED

Note: Executive Officer to attach a table on the machinery/equipment from each Local Government to the MOU.

7.3 Minutes of the Great Eastern Country Executive Committee Meeting held on Thursday, 18 August 2022

The Minutes of the Great Eastern Country Zone Executive Committee meeting held on Thursday, 18 August 2022 were attached to the agenda.

RESOLUTION

Moved: Shire of Yilgarn

Seconded: Shire of Merredin

That the Minutes of the Great Eastern Country Zone Executive Committee Meeting held on Thursday, 18 August 2022 be endorsed.

CARRIED

7.3.1 Zone Conference

At the June meeting of the Zone, the following was resolved:

1. *That the Great Eastern Country Zone look to hold a 1-day conference in 2023.*
2. *Request the Executive Officer to prepare a draft program for the next Zone meeting.*

The Executive Committee have considered a draft program and provide the following suggestions:

Draft Project Plan

Date: 2nd week in March (Tuesday, 7th or Wednesday, 8th March 2023)

Time: 10am to 4.30pm, followed by Drinks and Tappas

Venue: Merredin Regional Community & Leisure Centre or Cummins Theatre, Tivoli Room

Potential Guest Speakers:

Justin Longmuir, Fremantle Football Coach – Leadership & Resilience

(Liaise with football clubs to incorporate junior training)

Rob Cossart, CEO, Wheatbelt Development Commission – Emergency Management

Tuck Waldron / Richard Marshall, CEACA – Working Regionally

Conference Issues

- Education
- Health
- Local Government Act Reform
- Emergency Management / Telecommunications
- Transport
- Engagement

Training: Look to arrange staff training courses on the same day or the next day of the Conference.

Target Audience: All Elected Members and Senior Officers in the Great Eastern Country Zone.

Following the Executive Committee meeting, advice has been provided that the Annual Roads Forum and Field Days will be held on 7 and 8 March 2023. A new date will need to be recommended.

RESOLUTION

Moved: Shire of Tammin

Seconded: Shire of Nungarin

That the Great Eastern Country Zone proceed with a 1 day conference in March or April 2023.

CARRIED

8. ZONE BUSINESS

8.1 Review of the Biosecurity and Agriculture Management Act 2007: Consideration of WALGA Discussion Paper

By Rebecca Brown, Manager Environment and Waste

Background

The first 10-year [statutory review](#) of the [Biosecurity and Agriculture Management Act 2007](#) (BAM Act) is currently underway; this is a key opportunity for Local Government to influence the how post-border biosecurity is managed in Western Australia.

The [Independent Panel](#) undertaking the review, is using a three-stage engagement process:

- Stage 1 (closed) - open submissions and a survey to identify major themes and issues
- Stage 2 - stage 1 will 'provide the foundation for participatory processes to further explore themes and issues'
- Stage 3 - broader engagement to get feedback on the findings and potential solutions, expected to take place in late 2022/early 2023.

The Independent Panel is required to make its report, including any recommended amendments to the Act, to the Minister for Agriculture and Food by March 2023.

WALGA prepared a [Discussion Paper](#) to inform comment on the Review, which includes 11 key biosecurity themes and related recommendations reflecting issues raised by Local Government, and those identified in the [Auditor General's 2013 and 2020 Reports](#).

Policy Implications

WALGA's current Policy Position on Biosecurity, was endorsed in 2017 and is available in the [Advocacy Positions Manual](#) (Section 4.5).

Comment

WALGA is seeking Zones' consideration of the recommendations included in the Discussion Paper to inform its submission to the Review on behalf of the sector and the development of an updated Biosecurity Advocacy Position. WALGA intends to put an updated Policy Position to the December State Council meeting. Local Governments are also strongly encouraged to make their own submissions to the review as appropriate in Stage 2 and 3.

The Zone amended the officer recommendation at item 9 as underlined.

RESOLUTION

Moved: Shire of Tammin
Seconded: Shire of Kellerberrin

That the Zone endorse the following recommendations:

- 1. Strategic direction and regional priorities:** The State Government develop a strategic framework that enables the prioritisation of biosecurity threats in geographically defined regions and sets targets for declared pest management.
- 2. Agency responsibilities:** The roles and responsibilities of each State Government department responsible for biosecurity management need to be a clearly defined and communicated, a formalised structure for different agencies to work together established, and increased investment made in declared pest management on State Government managed land.
- 3. Declared Pest Rate and Recognised Biosecurity Groups:** If the Declared Pest Rate and Recognised Biosecurity Groups (RBGs) are to continue to be key mechanisms for the management of widespread and established declared pests, changes are required to improve their operation and effectiveness to better support the concept of shared responsibility.

4. **Environmental biosecurity:** A more balanced view of biosecurity that has a greater focus on environmental biosecurity is required, through increased recognition and management of pest species that have significant ecological impacts.
5. **Responses to incursions:** Increased and more equitable distribution of funding is required to ensure each step of the biosecurity continuum is adequately resourced for all stakeholders, including Local Government.
6. **Management of declared pests in urban areas:** Declared pest management in all urban areas requires support through an appropriate funding mechanism.
7. **Problematic non-declared pests:** The process for the listing of declared pests needs to be timely and transparent to ensure that land managers, including Local Government, are not resourcing the control of an increasing number of problematic non-declared pest species.
8. **Sustainable funding model:** A sustainable and equitable funding model is required to manage the increasing biosecurity management threat.
9. **Compliance and enforcement:** The Department of Primary Industries and Regional Developments responsibility for compliance and enforcement needs to be adequately resourced and enacted with a focus on educational behaviour rather than punitive action.
10. **Monitoring, research, and innovation:** Strategic monitoring, use of new technologies and the establishment of data management systems are required to inform biosecurity investment decisions and support adaptive management.
11. **Community education and involvement:** A stronger focus on community education to increase understanding and awareness will improve engagement with biosecurity management programs and assist with timely incursion responses.

CARRIED

8.2 Local Emergency Management Arrangements (LEMA) Review project

By Susie Moir, Policy Manager, Resilient Communities

WALGA and the State Emergency Management Committee (SEMC) Business Unit are working in partnership with key stakeholders to identify options to improve LEMA processes. WALGA has received AWARE funding to undertake the Local Government consultation for the LEMA Review.

WALGA will be delivering a series of workshops with Local Government to contribute to the design of a more streamlined, scalable, and fit-for-purpose LEMA model. The outcomes of the workshops will inform a LEMA Improvement Plan that will be prepared by the SEMC Business Unit.

Interactive workshops are being held in several locations with complimentary refreshments provided.

Target Audience: Chief Executive Officers, Emergency Management staff and Elected Members.

Workshop details below:

- Geraldton 7 September – Geraldton Multipurpose Centre 10.30am–2:00pm
- Stirling 12 September – City of Stirling Civic Centre, Stirling Room 9:00am–12:00pm
- Katanning 13 September – Katanning Leisure Centre 10.30am–2:00pm
- Bunbury 14 September – City of Bunbury Administration, Function Room 10.30am–2:00pm
- Northam 15 September – Bilya Koort Boodja Centre 10.30am–2:00pm
- Victoria Park 16 September – Town of Victoria Park Administration Building 9:00am-12:00pm
- Online workshops – date

Registration

To register for a free LEMA Review workshop, [click here](#) and choose your relevant date and location.

Read more in the [WALGA LEMA Review Issues Paper](#). Local Governments are also encouraged to provide written feedback by COB Friday 15 October 2022.

For further information please email [Simone Ruane](#), WALGA's LEMA Review Project Lead, or call 9213 2049.

Noted

Action: The Executive Officer will distribute the online dates and request other locations in this Zone be added.

8.3 WALGA Best Practice Governance Review Principles – AGM Item

By Tony Brown, Zone Executive Officer

Background

In March 2022, State Council commissioned the WALGA Best Practice Governance Review (BPGR) with the aim of ensuring WALGA's governance model is contemporary, agile and maximises engagement with members. The BPGR, overseen by a Steering Committee appointed by State Council, is now well underway.

The BPGR Steering Committee have formulated a set of governance principles to guide the development of potential governance models.

At a special meeting on 22 August, State Council endorsed the principles, along with an AGM Agenda item which seeks endorsement of the principles by members at the 2022 Annual General Meeting on 3 October.

The purpose of the AGM item is to gauge member support for progressing the BPGR to the development of potential models.

Following consideration of the principles at the 2022 AGM, an extensive consultation and engagement process will be undertaken with members on these potential governance models. This will occur during October, November, and December, with the intention of using the member feedback to inform a final report. This report will then be considered at Zone meetings in February 2023 and subsequently the March 2023 State Council meeting.

Once the final report is endorsed, Constitutional amendments will be prepared for consideration by State Council, followed by the broader membership at the 2023 AGM. As per WALGA's Constitution, amendments to the Constitution require endorsement by a 75 percent majority at both State Council and a general meeting of members.

The AGM Item and the Principles document were attached to the agenda.

Comment

The AGM Agenda is due to be distributed in late August, ahead of the AGM on Monday, 3 October at Crown Perth.

It is recommended that once the AGM Agenda is distributed, members consider the item and governance principles and inform their registered Voting Delegates on how to vote.

Noted

9. ZONE REPORTS

9.1 Zone President Report

Zone President Tony Sachse provided a report to the Zone. The report was attached to the agenda.

RESOLUTION

Moved: Shire of Mount Marshall

Seconded: Shire of Westonia

That the Zone President's Report be received.

CARRIED

9.2 Local Government Agricultural Freight Group

President Tony Sachse provided a report to the Zone on the Local Government Agricultural Freight Groups activities. The report was attached to the agenda.

RESOLUTION

Moved: Shire of Mount Marshall

Seconded: Shire of Nungarin

That the Local Government Agricultural Freight Groups Report be received.

CARRIED

Note: The Executive Officer will write to the Local Government Agricultural Freight Group and advise that the Great Eastern Country Zone has had CBH present on this item.

9.3 Wheatbelt District Emergency Management Committee

President Tony Sachse

The last Wheatbelt DEMC met in Northam on 16th June 2022. The unconfirmed minutes of this meeting were attached to the agenda, as well as the draft Western Australia Earthquake Preparedness Guide, and the draft Western Australia Earthquake Preparedness Guide – Goldfield Midlands Region. There was also an attached letter to the Wheatbelt DEMC from the DFES Deputy Commissioner Craig Waters AFSM regarding the Shackleton Fire Complex – Terms of Reference.

The Wheatbelt Operational Area Support Group (OASG) last met on 18th August 2022. The minutes of this meeting not yet available. A discussion around meetings determined that the group would continue to meet every 2-3 months for the time being. Wendy Hooper from the Regional Emergency Operations Centre (REOC) spoke about patient transport. Comment from the GECZ was that routine non-emergency patient transport can mean a high workload for some St John Ambulance volunteers. Other topics included the Home Monitoring Program and Agency Reports.

The Wheatbelt Human Services Managers Forum met on Thursday, 30th June 2022. The unconfirmed minutes of this meeting were attached to the agenda.

RESOLUTION

Moved: Shire of Mount Marshall

Seconded: Shire of Trayning

That the Wheatbelt District Emergency Management Committee Report be received.

CARRIED

9.4 Regional Health Advocacy Group

The Zones representative on the Regional Health Advocacy Group, Cr Alison Harris has requested the Zone discuss the future of the Regional Health Advocacy group.

WALGA's Community Resilience Team, works in the Regional Health policy space at a sector level across the state and has incorporated a range of advocacy into the team's work including;

- The WA State Budget Submission 2023 around the regional health workforce and provision of GPs and primary health services.
- Currently working with the Community Industry Reference Group (CIRG) mapping priorities and issues around mental health
- Ongoing participation in the Rural Health Agency Reference Group with representatives from WACHS, WAPHA, Rural Health West and other key stakeholders in regional health

If there are other priorities that the Wheatbelt Advocacy Group members would like to see captured, please let WALGA's Community Resilience Team know, and they will consider how to incorporate as part of their work.

Cr Batchelor advised that there needs to be a focus at Zone level. The Zone could consider recommending that the group cease.

RESOLVED

That the Great Eastern Country Zone write to the WA Country Health Service (WACHS) requesting an update on the review of the Pilot Sites and request the Great Eastern Country Zone Executive Committee to consider the future of the Regional Health Advocacy Group and report back to the next Zone meeting.

9.5 WALGA RoadWise

Cliff Simpson, Road Safety Advisor (Wheatbelt North), Infrastructure, provided a report to the Zone. The report was attached to the Agenda.

RESOLUTION

Moved: Shire of Kondinin
Seconded: Shire of Merredin

That the WALGA RoadWise Report be received.

CARRIED

10. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS

10.1 State Councillor Report

Cr Stephen Strange

The third ordinary meeting of State Council for 2022 was held on Wednesday, 6 July. It was the first State Council meeting of the year to be held in person at the WALGA offices.

July 2022 Strategic Forum

At the July Strategic Forum, State Councillors received engaging and important presentations from a variety of speakers:

- The Minister for Local Government, Hon John Carey MLA, gave an update on the Minister's **Local Government legislative reforms**.
- The Deputy Commissioner Operations Command, Craig Waters AFSM, and Manager Consolidated Legislation, Lauren Townsend, from the Department of Fire and Emergency Services, provided an update on the development of the **Consolidated Emergency Services Act**.
- State Library of WA CEO and State Librarian, Catherine Clark, presented on the work of the State Library and the **State Library Strategy**.
- WALGA CEO, Nick Sloan, Executive Director Member Services, Tony Brown, and Manager Association and Corporate Governance, Tim Lane, delivered a presentation on the **WALGA Best Practice Governance Review**. The presentation included information about the governance models of other Local Government Associations in Australia and New Zealand, and comparable advocacy organisations in WA.
- WALGA Manager Commercial Development, Andrew Blitz, provided an overview of a proposal to explore the concept of an **investment vehicle** managed by WALGA.

July 2022 State Council Meeting

WALGA 2022-23 Budget

The main item on the State Council Agenda was WALGA's 2022-23 Budget, which contains funding for important strategic, capital, and operational projects and improvements. The budget was unanimously endorsed by State Council.

Emergency Management Policy Positions

Two key items were considered by State Council to endorse revised policy positions in the emergency management space in advance of significant work happening across the emergency management policy portfolio. Three emergency services Acts (*Fire Brigades Act*, *Bush Fires Act*, and *Fire and Emergency Services Act*) will be consolidated into the Consolidated Emergency Services Act, and significant consultation will be undertaken on the legislation in the medium term.

WA Public Libraries Strategy

State Council endorsed the draft WA Public Libraries Strategy 2022-2026.

Other decisions as per the [*Full Minutes*](#).

RESOLUTION

Moved: **Shire of Nungarin**
Seconded: **Shire of Tammin**

That the State Councillor Report be received.

CARRIED

10.2 WALGA Status Report

By Tony Brown, Executive Officer

BACKGROUND

Presenting the Status Report for August 2022 which contains WALGA's responses to the resolutions of previous Zone Meetings.

GREAT EASTERN COUNTRY ZONE STATUS REPORT August 2022

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Grt Eastern C T Brown J Neugebauer	2022, 27 June Zone Agenda Item 7.2.1 Roadworks During a Total Fire Ban	That the Great Eastern Country Zone request WALGA to advocate for modifications to the current exemptions, to provide for a harvest and movement ban, not a total fire ban.	WALGA is currently in discussion with DFES on this matter and will update the Zone when a response is received.	August 2022	Nicole Matthews Executive Manager Policy nmatthews@walga.asn.au 9213 2039
Grt Eastern C T Brown J Neugebauer	2022, 27 June Zone Agenda Item 8.4 Office of Auditor General	That the Great Eastern Country Zone request WALGA to advocate to the Office of the Auditor General (OAG) that: 1. The OAG should be responsible for any additional costs incurred and not the individual Local Governments when a contract auditor cannot complete their contract. 2. The OAG should consider removing the duplicity in the current audit process and look to provide a more efficient service.	Correspondence has been sent to the OAG as per the resolution. An update will be provided to the Zone when a response has been received from the OAG.	August 2022	Tony Brown Executive Director, Member Services tbrown@walga.asn.au 9213 2051

The Zone noted the additional information on the Roadworks during a Total Fire Ban item as follows:

Roadworks During a Total Fire Ban

WALGA has raised this issue with DFES and has received the following information;

Thank you for your query in relation to road work (grading and bituminising) during a total fire ban and/or a harvest vehicle movement ban.

The road work fact sheet (attached) cannot be amended to relate only to harvest vehicle movement bans, the fact sheet explains the legal requirements which must be complied with to carry out road work during a total fire ban (TFB).

Grading and bituminising are not impacted by a HVMB issued during a TFB, as the activity is not being carried out on land which contains vegetation however, I understand there are different components to road work including clearing land in preparation for roads, and this would fall under off-road activity, which is impacted by a HVMB issued during a TFB. I also understand the 5m radius of inflammable material from equipment condition during a TFB does impact road work such as grading of the road verges from my discussions with other local governments, the local governments I have engaged with advised they do not carry out this activity during a TFB because they do consider it carries a high risk of starting a fire, however, would value the feedback from your stakeholders in relation to the impacts in their regions.

As discussed, the Regulation and Compliance Team have provided information sessions and presentations to a number of stakeholders including Main Roads and their contractors, and to different local government areas, and we would love the opportunity to come and present to your Zones on these topics and provide the opportunity for your stakeholders to raise any concerns or ask questions in relation to their work practices.

Happy to discuss further and please let us know if you would like us to attend the next Zone meeting, either in person or via MS Teams.

RESOLUTION

Moved: Shire of Westonia
Seconded: Shire of Merredin

- 1. That the Great Eastern Country Zone, WALGA Status Report for August 2022, be noted.**
- 2. The Great Eastern Country Zone invite Tanya Ramponi from Main Roads to the November Zone meeting to discuss this item.**

CARRIED

10.3 Review of WALGA State Council Agenda's – Matters for Decision

10.3.1 State Council Agenda Items - 9 September 2022

Background

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The full State Council Agenda can be found via link: [State Council Agenda - 9 September 2022](#)

The Zone is able to provide comment or submit an alternative recommendation that is then presented to the State Council for consideration.

Matters for Decision

5.1 2023-24 State Budget Submission

Executive Summary

- Each year, WALGA prepares a submission to the State Government outlining the sector's priorities for the upcoming budget.
- The identified priorities will help to deliver a number of important objectives for the future of the State, including:
 1. Supporting industry and diversifying our economy
 2. Taking action on climate change
 3. Supporting the wellbeing of all Western Australians
 4. Delivering a legislative environment that meets the needs of our modern economy and society
- The proposed approach to the 2023-24 Submission and priorities were endorsed by State Council in July via [Flying Minute](#).

RESOLUTION

Moved: Shire of Kellerberrin

Seconded: Shire of Trayning

That the 2023-24 State Budget Submission be endorsed.

CARRIED

5.2 Proposed Advocacy Position on Management of Bush Fire Brigades

Executive Summary

- Under the Bush Fires Act 1954, Local Governments have responsibility for the establishment and management of volunteer Bush Fire Brigades (BFBs).
- It is timely for the sector to consider its position on the most appropriate future management arrangements for BFBs as:
 - the State Government is currently preparing the Consolidated Emergency Services Act, which is expected to be released for consultation in early 2023; and
 - the *Work Health and Safety Act 2020* (WHS Act), enacted in March 2022, has raised the sector's concerns regarding risk and liability in the management of BFBs.
- WALGA consulted the sector on this issue from 24 May to 29 July 2022 through a paper, *Arrangements for management of Bush Fire Brigades: Proposed Advocacy Position (the Paper)*.
- A total of 89 submissions were received from Local Governments, representing 64% of the Local Government sector and 77% of Local Governments that manage BFBs.
- Based on the feedback received, a revised Advocacy Position on Management of BFBs is proposed for State Council consideration.

The Zone provided an amendment to item 3 c) as underlined below.

RESOLUTION

Moved: Shire of Bruce Rock

Seconded: Shire of Yilgarn

That the following Advocacy Position on Management of Bush Fire Brigades be endorsed.

Management of Bush Fire Brigades

1. ***Bush Fire Brigade volunteers play a critical role in helping to protect their local communities. Local knowledge and skills are integral to bushfire management in Western Australia.***
2. ***Future management and funding of volunteer Bush Fire Brigades must:***
 - a) ***Recognise the changing risk environment, including work health and safety requirements, and the increasing intensity and frequency of bushfires;***
 - b) ***Take account of the differing circumstances of Bush Fire Brigade units and regional variations in bush firefighting approaches; and***
 - c) ***Be adequately and equitably resourced through the Emergency Services Levy.***
3. ***The State Government, through the Consolidated Emergency Services Act and/or other mechanism's must:***
 - a) ***establish a clear framework to enable transfer of Bush Fire Brigades to the State Government if a Local Government decides to do so;***
 - b) ***Consult on the process, timeline, and implications for transfer of responsibility for Bush Fire Brigades in accordance with 3(a) through the establishment of a working group comprising representatives of Local Government, Bush Fire Brigades, the Department of Local Government, Sport, and Cultural Industries (DLGSC) and the Department of Fire and Emergency Services (DFES);***
 - c) ***Provide for mandatory and minimum training requirements and recognition of competency and prior learning for Bush Fire Brigade volunteers, supported by locally delivered fit-for-purpose and universally accessible training program, designed in consultation with Bush Fire Brigade representatives, Local Government and LGIS, and managed by DFES; and***
 - d) ***Develop a co-designed suite of relevant management guidelines and materials to assist in the management of Bush Fire Brigades.***
4. ***The State Government to consider the most appropriate operational model for State Government management of Bush Fire Brigades, which may include the establishment of an independent Rural Fire Service, as recommended in the 2016 Ferguson Report.***

Matters for Noting / Information

- 6.1 Local Government Homelessness Knowledge Hub
- 6.2 State Road Funds to Local Government Agreement 2023/24
- 6.3 Paid Family and Domestic Violence Leave Entitlements Update
- 6.4 Proposed State Industrial Relations Transition
- 6.5 2023-24 State Budget Submission Approach

RESOLUTION

Moved: Shire of Bruce Rock
Seconded: Shire of Yilgarn

That the Great Eastern Country Zone

1. **Supports Matters for Decision, item 5.1 and 5.2 as amended above in the September 2022 State Council Agendas, and**
2. **Notes all Matters for Noting and Organisational Reports as listed in the September 2022 State Council Agenda.**

CARRIED

11. EMERGING ISSUES

NIL

12. DATE, TIME, AND PLACE OF NEXT MEETINGS

The next Executive Committee meeting will be held on Thursday, 17 November 2022 via Teleconference.

The next Great Eastern Country Zone meeting will be held on Monday, 28 November 2022, commencing at 9.30am. This meeting will be hosted by the Shire of Merredin.

13. CLOSURE

There being no further business the Chair declared the meeting closed at **1pm**.



Government of Western Australia
WA Country Health Service

Attachment 1.



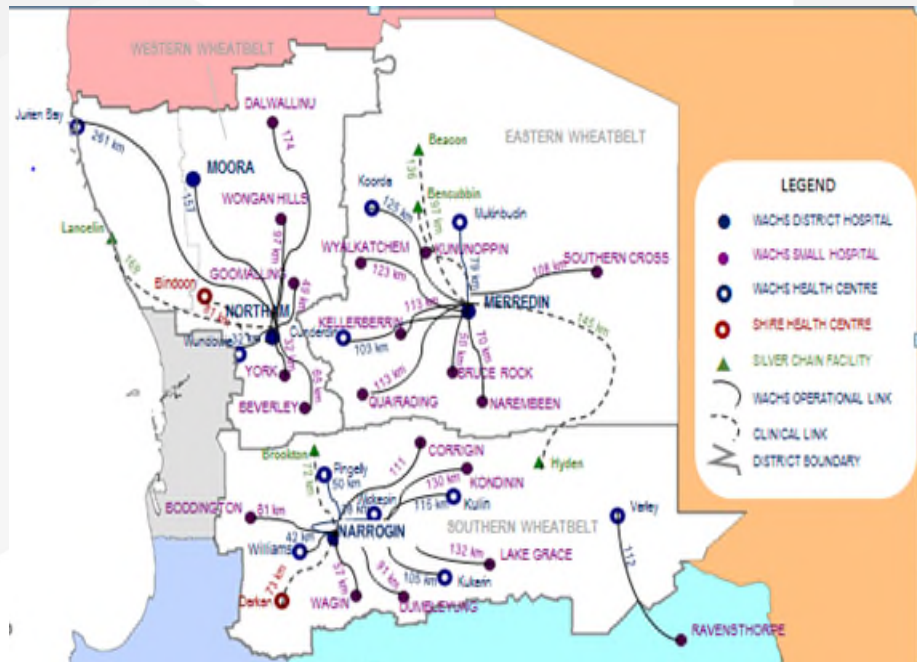
Proposal for an interagency Wheatbelt Health & Wellbeing Plan: Towards 2035

Presented by: Nancy Bineham
WA Country Health Service-Wheatbelt
Director Strategy, Change & Service
Development



OUR WHEATBELT

- 75,455 people (30/6/2020)
- 43 Shires WACHS; 42 Shires WALGA





HEALTH OF OUR WHEATBELT POPULATION

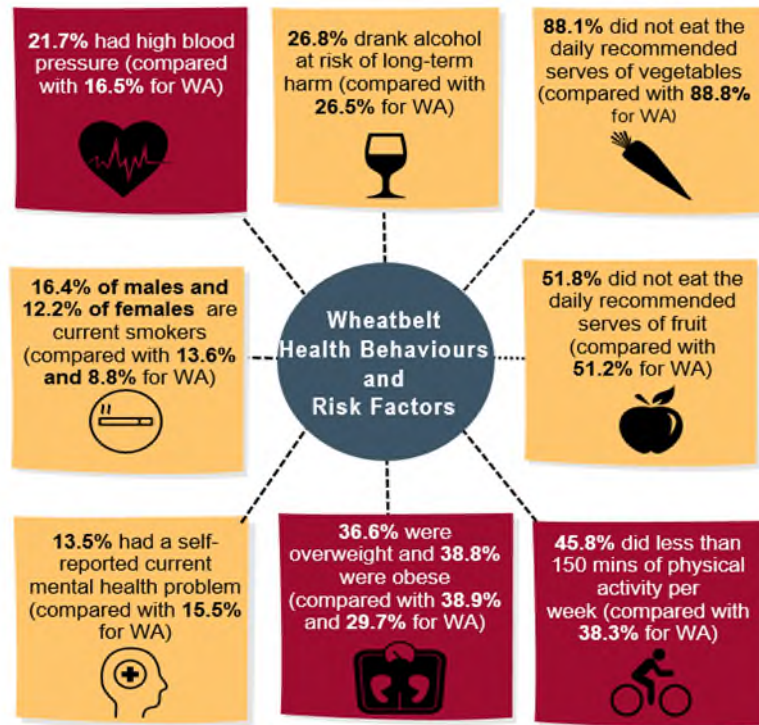
- 5.5% Aboriginal (4176) (Pingelly 16%, Brookton 15%, Moora, 14%, Tammin 12.6%, Quairading, 10%, Merredin & Kellerberrin 8.4%, Northam & Wongan 7.5%)
- Av age 44 (higher than metro – 36 yrs)
- ~20% 0-15yrs ; 22% aged 65+
- Life expectancy at birth ~ 79 males & 84 females (~2 years less than metro)
- Top 5 reasons for physical health hospitalisations – cancer, dialysis, eye, joint and bowel diseases
- Top 5 reasons for mental health hospitalisations – stress, schizophrenia, mood disorders (depression/anxiety), kids emotional disorders, personality disorders



HEALTH OF OUR WHEATBELT POPULATION

- 9950 years lost (premature deaths) to often preventable ill health, 2015
- 7944 productive years lost due to disability, 2015
- Highest disease burden:
 - Cancer
 - Injuries (including suicide, self inflicted and road accidents),
 - Heart and respiratory diseases
 - Mental ill health
 - Obesity

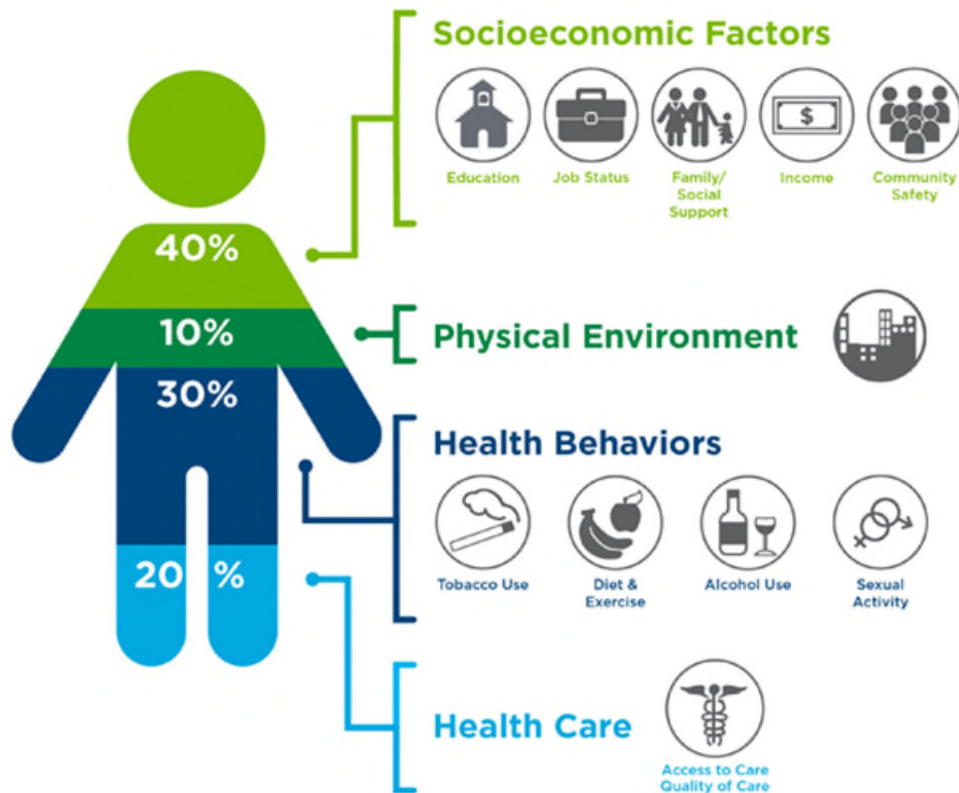
[Department of Health Burden of Disease report, 2015](#)



Adults aged 16+, 2015-2019.



What Goes Into Your Health?





RISK & PROTECTIVE FACTORS IMPACTING HEALTH

Protective factors:

- having a healthy and balanced diet
- an environment that enables physical activity
- good educational attainment
- being in stable employment with a good income
- living in good quality housing
- having networks of support including friends and family



Risk factors:

- smoking
- adverse childhood experiences
- crime and violence
- drug and alcohol misuse
- poor educational attainment
- poor mental health





WHAT INFLUENCES OUR HEALTH & WELLBEING?





Government of Western Australia
WA Country Health Service



What does a healthy community look like?



Healthy Community

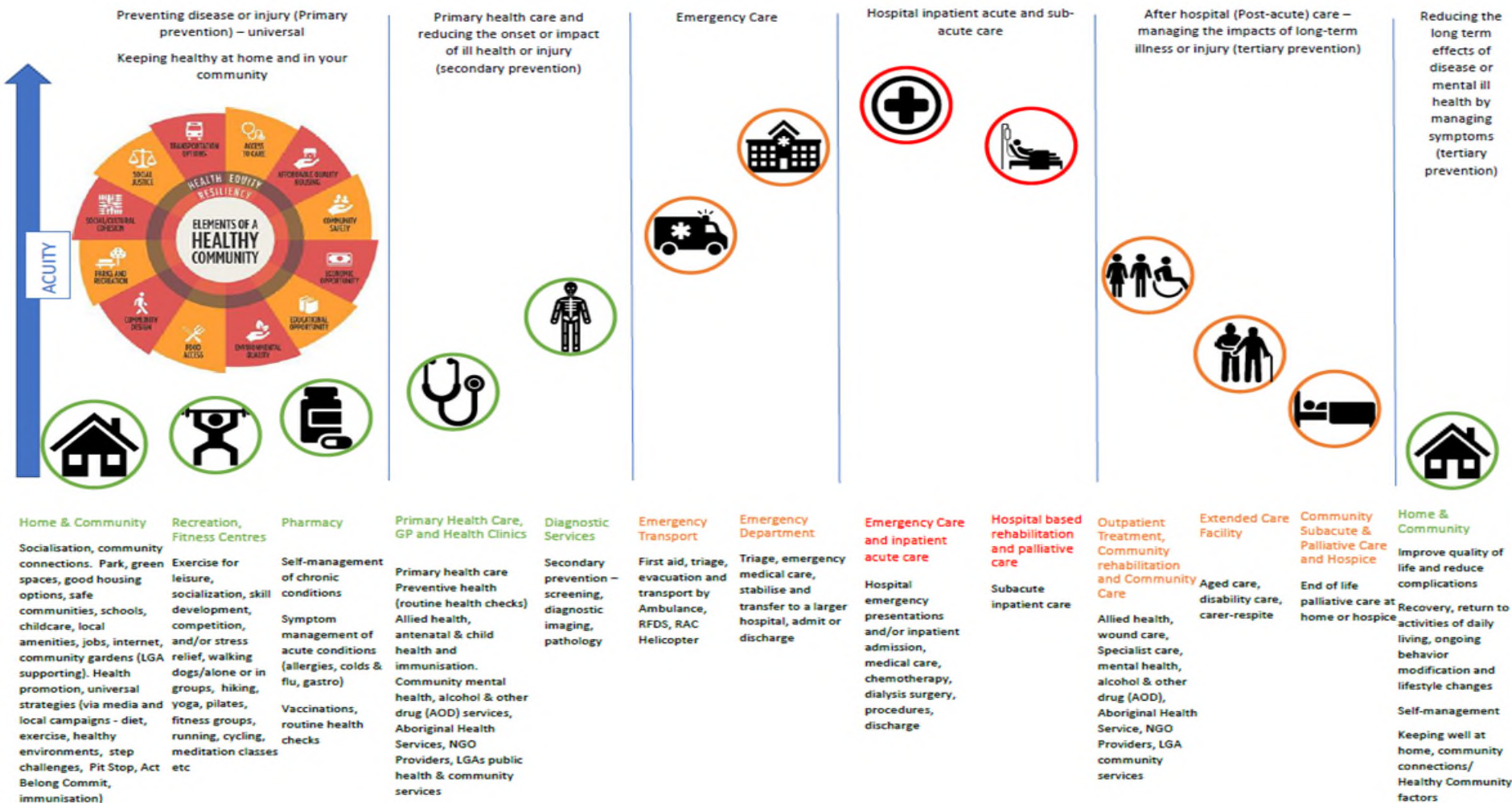




Government of Western Australia
WA Country Health Service

**What does the spectrum of
health & care services look
like?**

THE CONTINUUM OF COMMUNITY & SERVICES IMPROVING HEALTH & WELLBEING





A HEALTHIER WHEATBELT

WHEATBELT HEALTH & WELLBEING PLAN: TOWARDS 2035

- Human Services, NGOs & LGAs all serving the same population
- All contribute to health & wellbeing
- WACHS can't do this alone – we need to be in this together to impact health, wellbeing & life outcomes
- Place Based Partnership – Agency leaders have shared plans, priorities and goals for a healthier Wheatbelt
- More Integrated Care models throughout the life course, esp. for people experiencing multiple disadvantage/issues



Understanding and working with communities

1. Developing an in-depth understanding of local needs
2. Connecting with communities



Joining up and co-ordinating services around people's needs

3. Jointly planning and co-ordinating services
4. Driving service transformation



Addressing social and economic factors that influence health and wellbeing

5. Collectively focusing on the wider determinants of health
6. Mobilising local communities and building community leadership
7. Harnessing the local economic influence of health and care organisations



Supporting quality and sustainability of local services

8. Making best use of financial resources
9. Supporting local workforce development and deployment
10. Driving improvement through local oversight of quality and performance

PLACE BASED PARTNERSHIP APPROACH TO PLANNING, SERVICE DELIVERY & INTEGRATED CARE



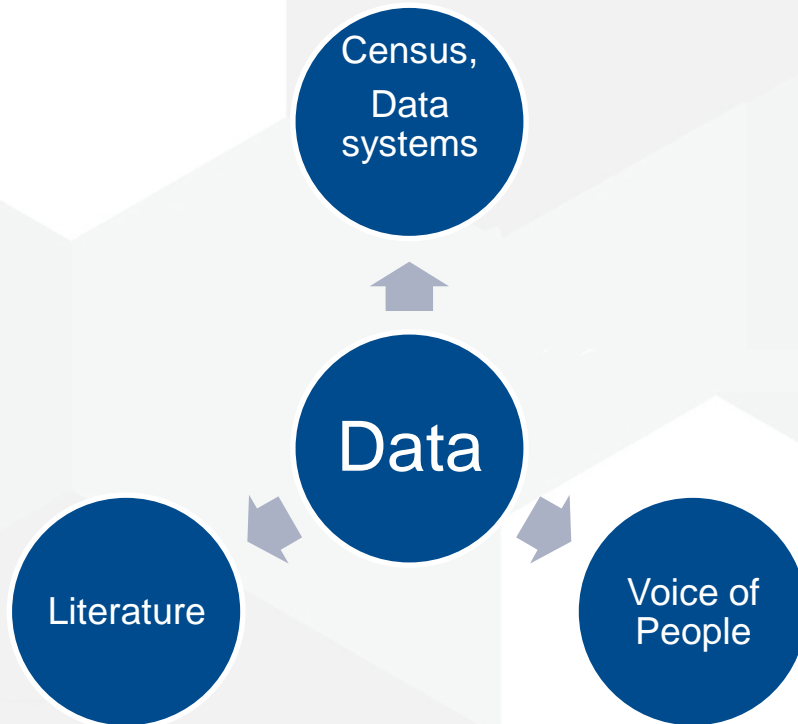
HEALTH & WELLBEING PLANS: COMMON THEMES

- Leadership across agencies - shared vision and plan
- Place based partnerships – multiple agencies
- Joined up services esp. for people with multiple, complex social and health issues
- Refocus on preventative health approaches – the health determinants really matter
- Addressing & targeting health inequalities within communities
- All ages - life course
- Mental health
- Access to local services & hospitals
- Listening to communities matters – avoiding assumptions
- Cultural safety
- Empowering communities to build resilience and look after their own health & wellbeing
- Building on local communities' assets, connecting people to their communities



WHEATBELT HEALTH & WELLBEING PLAN: TOWARDS 2035

Informed through variety of data and information

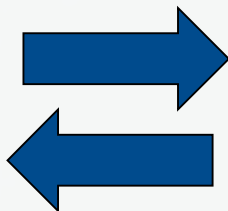




SHIRES PUBLIC HEALTH PLANS

[Shire of Northam Health & Wellbeing Plan 2016 – 2019](#)

[PHP_final.pdf \(narrogin.wa.gov.au\)](#)



[Public health planning for local government](#)

WHEATBELT HEALTH & WELLBEING PLAN: TOWARDS 2035

- Collectively ‘owned’ & endorsed by Wheatbelt DLG, key NGOs and LGAs
- Shared, agreed vision, outcomes and priorities:
 - Healthier communities & individuals
 - Address the socio-economic determinants of health
 - Address health inequities around:
 - Service access
 - Our most vulnerable – those experiencing multiple, complex social & health issues
 - Inconsistent experience of health & care system & cultural safety
- Sustainable resources/workforce



FOR MORE INFORMATION:

www.wacountry.wa.gov.au

Nancy Bineham,
Director Strategy, Change & Service Development
Phone: 0407011504
Email: Nancy.Bineham@health.wa.gov.au



Australian Government



mainroads
WESTERN AUSTRALIA

BUILDING OUR FUTURE

Main Roads Report Great Eastern Country Zone

August 2022

- Maintenance and some capital works returning to Main Roads
 - We are on target for a change over date of 25 October 2022 including plant, resources, materials and suppliers/contractors.
 - Several capital projects will still be delivered by Service Stream in 22/23 on a project arrangement only.
 - The majority of positions at Main Roads have been filled by staff transferring over from Service Stream. Job offers have been made and we don't believe this will have an impact on the Shire's workforce.
- Great Eastern Highway
 - There are pavement repairs, reseal works and capital works planned for 2022/23.
 - We have completed 14km of works between Walgoolan and Southern Cross, working on a further 4 KMs including bridge works and the remaining sections will be completed in the next 3 to 4 years.
 - There has been media coverage regarding the condition of Great Eastern Highway
 - Great Eastern Highway largely consists of an ageing pavement that is subject to rapidly developing potholes when wet.
 - Recent above average wet weather in July and August 2022 has severely affected the road condition.
 - Main Roads activated an additional 3 crews to maintain the road and in August 1,326 potholes were fixed.
 - Road inspections have been increased to 3 days a week with scheduling daily.
 - Once the moisture dries out, permanent repairs will be carried out.
- Question from Cr Mark McKenzie, Shire of Merredin regarding quality issues at Cunderdin, Kellerberrin and Hines Hill
 - The defect at Cunderdin was due to a water pipe burst and it took Water Corp some time to fix. The road has now been fixed.
 - We are monitoring all defects and repairs will be carried out once the moisture dries out.
- Question from Darren Mollenoyux, Shire of Bruce Rock regarding failures on York Merredin Rd
 - Works planned for the York Merredin Rd include:
 - Bridge 597 – Yoting.
 - Hot spot pavement repairs – various locations.
 - Shoulder grading – 1.5km outside of York and Penny St to Mawson.
 - Shoulder Sealing – Loudon St to Yoting South Rd (west of Quairading).
 - 3km road rehabilitation – between Kelly Rd and Solomon Rd.
 - Culvert replacement at Solomon Rd.

Great Eastern Country Zone of WALGA

Agenda Report Template

Agenda item title	Water Corporation Regional Update (GECZ Districts)
Name of Council	Various
Name of Author	Michael Roberts
Zone meeting date	August 2022

1. Working safely near Water Corporation assets
2. Update on Farmlands Projects
3. Small Dams Transfer Program
4. WaterSmart Farms and Trial Sites
5. Update on Major Projects Underway

Working Near Water Corporation Assets

Water Corporation is aiming to transform the way we engage with those working near our assets to ensure our processes make it easy to undertake work in a safe manner.

We have responded to feedback from our partners that it takes too long to get Water Corporation Approvals to Work; one of the process changes we are now providing is automatic approvals for some low risk activities. This will reduce your waiting time and allow us to direct our efforts to activities that present a high-risk to your workers and the community.

A new Public Safety Officer role has been created as a single point of contact for enquires about working near our assets. Shane Wray is available for training and support to assist with safely working around high-risk Water Corporation assets and to consult early in the project design phase.

Enquiries: Shane Wray via P: 13 13 95 E: POS_enquiries@watercorporation.com.au

Farmlands Project

Having already invested over \$35 million, Water Corporation plans to continue to invest in the Farmlands area of our Goldfields and Agricultural and Mid-West Regions to improve water supply services.

Various stages of work have been undertaken since 2015 through to 2022 onwards to reduce the rate of leaks and breaks on 7,800 kilometres of the farmlands water supply network. We have replaced more than 73 kilometres of pipeline covering over 100 sites and installed over 20,000 bands on leaks and pipeline joints.

The first seven stages of work for Farmland pipe replacements have been completed with the 8th stage already half complete. Stage 9 will start this financial year. \$7.1M was invested in the program in the 2021/22 financial year and \$5M has been dedicated to the 2022/23 financial year.

A further two stages have been proposed to be delivered by 2025, with Stage 10 scheduled to be completed by June 2025.

A number of stages have been completed;

- 5 Packages in Stage 7 - \$3 M
- 4 Packages in Stage 8 - \$5.4M | 18 Sites with a total of 10.5km in Kellerberrin, Bencubbin, Narembreen, Perenjori/Bowgada
- 2 packages in Stage 9 \$2M - 5 Sites Totalling 5km in Northam and Trayning

In the 2021/22 financial year two packages were completed by Aboriginal contractors and the current financial year will see another two packages completed by Aboriginal contractors.

The current delivery model of bundling of sites in close proximity to each other has paid off with more completed for the same cost. On average, 4,500 bands have been installed per year since 2015 to repair the pipeline. Additionally, to reduce external corrosion of the pipeline, over 30 kilometres of pipeline is scheduled to be painted this calendar year.

We plan to continue to invest in improving the water supply services in the Goldfields and Agricultural Region with more stages of work in the years to come in planning.

Enquiries:

Christine Lowther

M: 0477 324 779

Projects Manager, Assets Delivery

Senior Advisor Customers and Stakeholders

E: christine.lowther@watercorporation.com.au

Small Dams Transfer Program

Water Corporation's Property Business Unit is progressively approaching individual Shires, to explore if they would like to take control of surplus small dams (and the associated land) within their district. Given volume & resourcing, a targeted disposal strategy based on Shires with the most dams and/or a known interest in taking control is already underway.

Where small dams are located on Crown Reserves (majority), the land will be transferred via the Department of Lands, rather than being sold. No Shire can be forced to accept a transfer.

155 of the 197 small dams on the Small Dams Register are available.
47 transfers have already been completed, and a further 42 are with DLPH
25 of 155 have been referred to Shires and awaiting comments; and
29 of 155 are confirmed no have Agency interested.

DWER (Separate Agency) grant money is available in some Shires of the GECZ. Water Corporation are working with the Shires and DWER to ensure this occurs as efficiently and safely as possible. Some transfer requests must work through important Native Title Settlement matters, with DPLH working to ensure proper consideration and to address respective interests.

GECZ Shires Current Activity: Mostly in Mt Marshall, Mukinbudin, and a few in Koorda & Bruce Rock.

Enquiries:

David Morgan

P: 9420 2640

Senior Planner Property Portfolio

E: David.Morgan@watercorporation.com.au

WaterSmart Farms and Trial Sites

A State Government initiative that aims to develop fit for purpose water supply options through advances in technology in dryland agricultural areas to mitigate the impacts of reduced rainfall and take advantage of excess saline groundwater. The project has three components: desalination, smart dams, groundwater.

Desalination, led by Water Corporation, will evaluate and demonstrate desalination technology through a range of trial units. The program will enhance the quality and availability of the information for innovative on-farm and non-potable community water supply development, contributing to state-wide efforts to secure water supplies for the State's future.

Following an expression of interest process, three sites have been selected for trial reverse osmosis (RO) units, including the Shire of Merredin, with a fourth site under investigation. The Merredin unit will be installed this Spring and will produce water for public benefit while enabling researchers to study the economic, environmental, and technical viability of on-farm and non-potable community brackish water desalination.

WaterSmart farms approved the Shire of Merredin proposal to progress towards an agreement to deliver desalinated brackish water at the demonstration site within the Shire of Merredin. The brackish water desalination unit will utilize existing bores within the town to produce approximately 70-100kL/day of desalinated water. The trial will run for two years, and it is proposed the reject water will be disposed of in existing evaporated basins.

Enquiries:

Anthony Bodycoat

P: 6330 6438

Principal - Regulation & Research

E: Anthony.Bodycoat@watercorporation.com.au

Water Corporation Major Projects Underway

Shire of Merredin:

New Merredin Water Storage Tank

- A new 42 million litre water storage tank along Great Eastern Highway, near Crooks Road has been constructed with completion on site anticipated in Spring 2022.
- Construction of the tank is complete and tank filling and water tests have been completed successfully.
- Remaining works onsite include:
 - testing of chemical treatment equipment
 - installation and testing of electrical and communication controls
 - asphaltting and general site reinstatement
 - final water treatment plant, testing and commissioning

Enquiries: Brad Taylor - Senior Project Manager – Assets Delivery

E: Brad.Taylor@watercorporation.com.au

Golden Pipeline Upgrades

- Water Corporation is nearing completion to upgrade a section of water pipeline along Hughes Road in Merredin. The pipeline being upgraded is approximately 3.6km in length and is located within the Hughes Road reserve in Merredin.
- All outages associated with the works are now complete as tie in works were undertaken last week.
- Remaining works include reinstatements, removal of excess spoil material and construction of a new access road. Works are on track to be completed in September.

Shire of Yilgarn:

Ghooli

- Water Corporation is planning asbestos remediation works at the old Ghooli Heritage Pump Station Building, near Ghooli North Road and Great Eastern Highway in Ghooli.

- Ghooli North Road will require temporary closures to facilitate this work which is due to take place in 2023. We have undertaken preliminary engagement with nearby properties and will continue to engage with them and the Shire as more details are known.
- Main Roads will be undertaking road widening in the area this year and will be relocating some minor quantities of asbestos material which the project will remediate as part of the works in 2023.

Enquiries: Simon Napier

P : 9420 3589

E : simon.napier@watercorporation.com.au

Marvel Loch

- Water Corporation are planning to replace the existing 200,000 litre (200kL) Elevated Water Tank at Marvel Loch. The project is in the planning development phase.
- This project will improve the reliability of water supply to customers of Marvel Loch Town Supply Scheme
- A new 200kL will be required on a refurbished tank stand. A 400kL GL tank with permanent genset will also be part of the scope to help improve the scheme reliability.
- The next stage of the project is to obtain approvals and undertake detailed design works.
- Construction is likely to commence in 2024/25

Enquiries: Lee Tin Lim

P : 9420 3171

E : lee tin.lim@watercorporation.com.au

Shire of Wyalkatchem: Water Resource Recovery Facility

- Water Corporation authorised contractor, Trility, are continuing final commissioning work on the new Water Resource Recovery Facility in Wyalkatchem, next to the existing Shire Storage Dam.
- This upgrade will help disinfect wastewater and storm water in the town of Wyalkatchem, to be used at the Wyalkatchem sports oval.
- This work will involve constructing a new pump station, water pipes and services, storage tanks, chlorination facility, fencing and a gravel access road to the site (next to the Shire Storage Dam), from Ferries Street.
- The project is expected to be completed by September 2022.

Enquiries:

Rob Pekaar Project Manager

E: Rob.Pekaar@watercorporation.com.au

T: (08) 9420 2835

Shire of Kellerberrin: Water Resource Recovery Facility

- Water Corporation authorised contractor, Trility are continuing final commissioning work on the new Water Resource Recovery Facility and associated pipework in Kellerberrin.
- The new facility will disinfect treated wastewater and stormwater in the town of Kellerberrin to be used on the ovals at the Kellerberrin sports ground
- This work involves constructing a new pump station, water pipes and services, storage tanks, a chlorination facility, fencing, and a gravel access road to the site from Scaddan Street.
- The project is expected to be completed by November 2022.

Enquiries:

Rob Pekaar Project Manager

E: Rob.Pekaar@watercorporation.com.au

T: (08) 9420 2835

Attachment 9.1.1



Strategic Community Plan

2020-2030

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MESSAGE FROM THE SHIRE PRESIDENT

Welcome to the Shire of Yilgarn Strategic Community Plan 2020 – 2030, the guiding document for the Shire of Yilgarn over the next 10 years.

It is the responsibility of all Local Governments in Western Australia to demonstrate through their strategic plan, on-going planning for the social, environmental and economic future for the whole of the Shire.

This Plan is our road map to a secure future and will provide guidance to our Council as we make important decisions on behalf of the community over the next 10 years. It incorporates our vision and our aspirations for the future and will allow the Council to prioritise service delivery and projects that have been identified as important to community members.

This Plan outlines the long-term vision and values of the community of the Shire of Yilgarn whilst also acknowledging the requirements and resourcing capabilities of the Shire. It is part of our fulfilment of the Integrated Planning and Reporting (IPR) Framework. Whilst the Strategic Community Plan is a ten- year plan, it is not fixed for ten years as it would be long out of date by then. Rather, it is a “rolling” plan which is reviewed every two years. The two-yearly reviews alternate between a minor review (updating as needed) and a major review (going through all the community consultation steps again).

The Plan could not have been produced without the involvement of the local Yilgarn community and I am very grateful to those members of the community who became involved and took the time to provide input for the plan. Your responses gave Council valuable insight towards the priorities and visions for the future of the Shire of Yilgarn.

Our Council is committed to delivering the vision outlined in this Plan and we look forward to working with the community to bring it to fruition.

The Strategic Community Plan was adopted by Council on 18 June 2020.

Cr Wayne Della Bosca
Shire President

INTRODUCTION

What is the Strategic Community Plan

The Strategy Community Plan is the highest level planning document in the Integrated Planning and reporting process. This Plan is designed to be a “living” document that guides the development of the Shire of Yilgarn community for the next ten (10) years.

One of the key features of the Strategic Community Planning process is community engagement and the part it plays in influencing the Shire’s strategic direction as it seeks to achieve the community’s long term vision and aspirations.

Strategic planning is a recurring process, requiring constant refinement and review. Every second year a desktop review of this Plan is scheduled to occur which will alternate with a comprehensive review every four (4) years to ensure the Plan remains in line with the community’s vision, aspirations and objectives.

Structure of the Plan

Based on community engagement, the Plan sets out the vision for the Shire’s future and captures the community’s aspirations and values. A strategic objective has been developed for each of four key themes of community interest, being:

- Environment: Protecting, utilising and enhancing our beautiful natural heritage
- Social: An inclusive, secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term;
- Economic: A prosperous future for our community; and
- Civic Leadership: Dynamic and visionary leadership guiding our community into the future.

Desired outcomes for each objective have been determined and strategies to meet the objectives established. In undertaking the review, the Shire had regard for the community’s feedback, current and future resources, strategic performance indicators and demographic trends.

How the Plan will be Used

The Plan outlines how the Shire, will over the long term, works towards a brighter future for the Shire of Yilgarn community as it seeks to achieve its vision inspired by the community’s aspirations for the future.

Looking to the future, the Strategic Community Plan will influence how the Shire uses its resources to deliver services to the community. The Plan forms the primary driver for all other planning undertaken by the Shire.

Integrated Planning and Reporting Framework

The Integrated Planning and Reporting Framework is shown in the diagram below. The idea behind the framework is to ensure that the Council's decisions take the community's aspirations into account and deliver the best results possible with the available resources.

The Strategic Community Plan sets the scene for the whole framework – it expresses the community's vision and priorities for the future and shows how the Council and community intend to make progress over a ten year period.

Detailed implementation for the next four years is covered in the Corporate Business Plan. The "Informing Strategies" – particularly the Long Term Financial Plan, Asset Management Plans and Workforce Plan – show how the Plan will be managed and resourced.

The Annual Budget relates to that year's "slice" of the Corporate Business Plan, with any necessary adjustments made through the Annual Budget process



Shire Profile

The Shire of Yilgarn is located in Western Australia's Eastern Wheatbelt and covers a vast area of 30,720 square kilometres. Southern Cross, the main administrative centre of the Shire is located on the Great Eastern Highway, 370 kms east from the Perth metropolitan area.

The Shire has a population of approximately 1,173 (2021 ABS data) people, however it serves well over that figure due to the resources industry in the Shire and the fly in fly out / drive in drive out nature of work. The Shire is well known as the Gateway between the Wheatbelt and the Goldfields.

The name 'Yilgarn' is aboriginal for 'white stone' or "Quartz".

As stated above, the town of Southern Cross is the main centre, and houses the administration of the Shire, however, there are numerous other smaller townsites throughout the Shire, including, Bodallin, Bullfinch, Ghooli, Koolyanobbing, Marvel Loch, Moorine Rock, Mt Hampton and Yellowdine.

In 1891, the Yilgarn Road Board was gazetted, and in 1918, it merged with the Municipality of Southern Cross. In 1961 it became the Shire of Yilgarn following the introduction of the Local Government Act 1960.

The Shire provides roads, recreational facilities, funding for medical services, parks and gardens, street lighting, and waste collection amongst other community services and infrastructure. Our elected members advocate for the interests of the community and make decisions about where and how development can occur.

Agricultural production and mining activities (gold, iron ore, lithium, and salt) are the main industries in the Shire of Yilgarn

President

Cr Wayne Della Bosca

Deputy President

Cr Bryan Close

Councillors

Cr Jodie Cobden

Cr Gary Guerini

Cr Phil Nolan

Cr Linda Rose

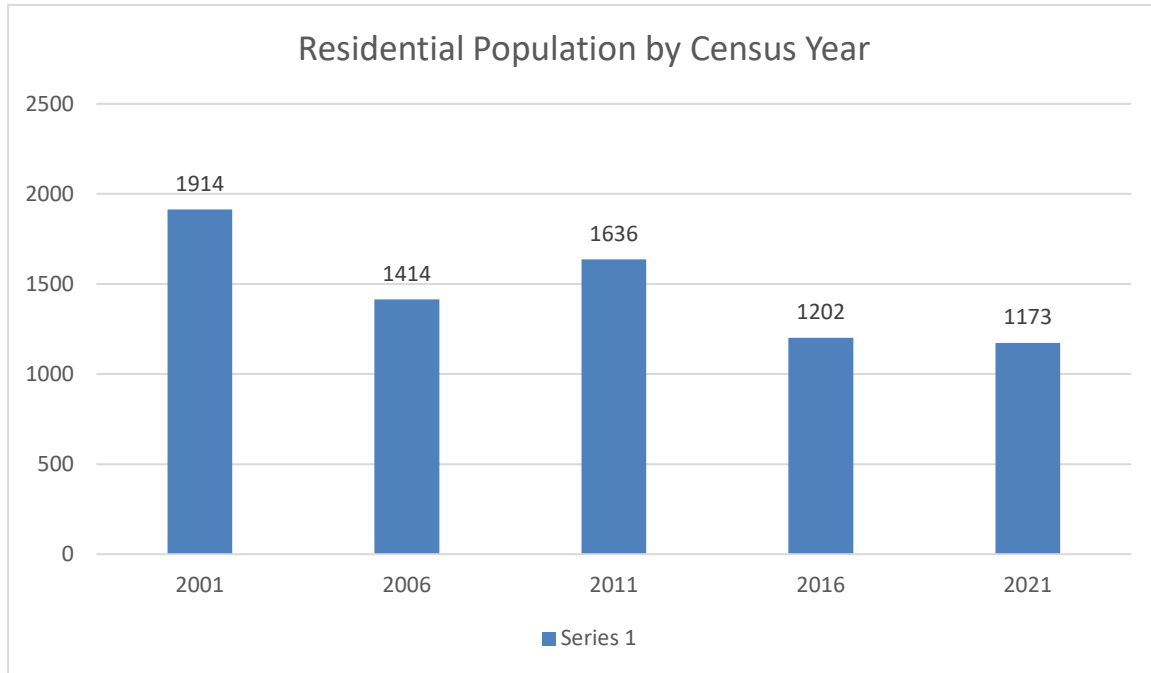
Cr Lisa Granich

Shire Snapshot 21/22

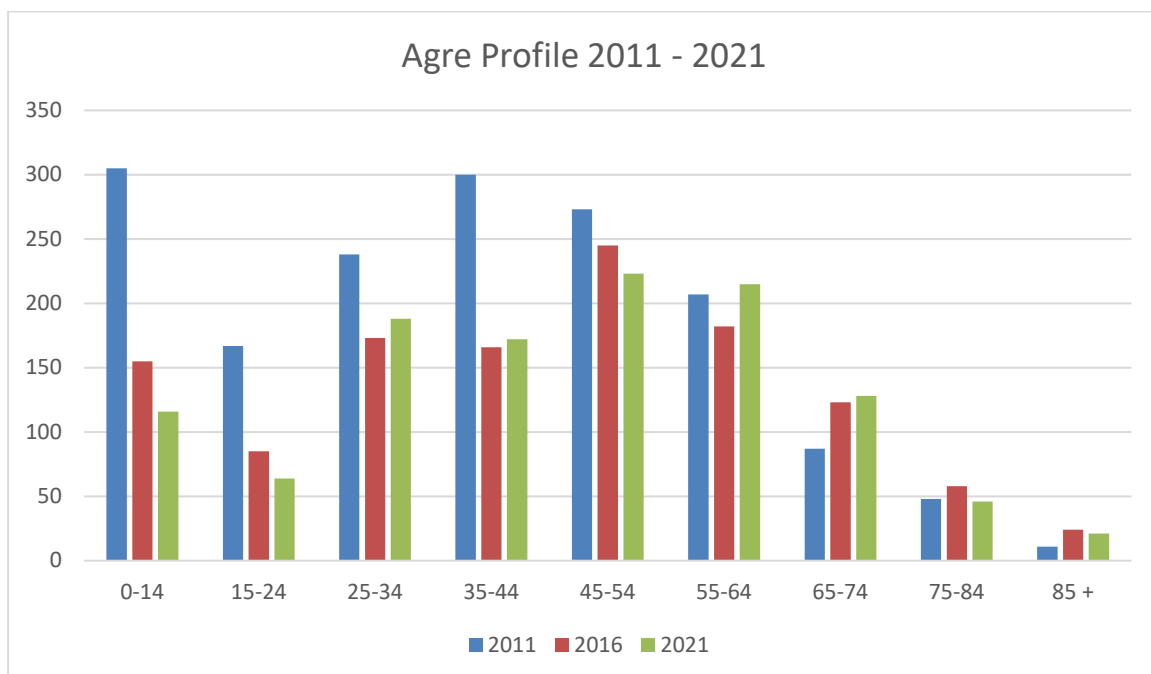
Total Area	30,720km ²
Sealed Roads	338km
Unsealed Roads	2445km
Number of Employees	47
Number of Electors	653
Rates	\$4.16m
Budget	\$4.07m
Financial Assistance Grants	
General	\$2.10m
Roads	\$1.55m
Other Grants	\$2.95m
Capital Expenditure	\$5.07m
Operating Expenditure	\$11.3m
Excluding Depreciation	\$7.31m
Depreciation	\$3.97m
Value of Assets	\$260m

Community Profile¹

The Shire of Yilgarn community has experienced steady decline in population over the past several years. Currently, the population is at 1,173 with around 62% male and 38% female.



The age profile of the Shire of Yilgarn from 2001-2021 is as follows:



The median age of the Shire of Yilgarn population in 2021 was 47.

The Shire of Yilgarn population has an unemployment rate of 6.6% compared to the Australian unemployment rate of 6.9% (2016 ABS data). The primary employment sectors in the Yilgarn are mining, agriculture and construction.

¹Australian Bureau of Statistics 2021, Yilgarn (Local Government Area), Basic Community Profile

Other Agency strategies and plans

The Shire of Yilgarn does not exist in isolation and is part of the Wheatbelt Region and the broader State of Western Australia. This section provides an overview of some of the key strategies and plans that influence the Shire's operating environment.

Wheatbelt Development Commission

Wheatbelt Blueprint

The Wheatbelt Blueprint was developed by the Wheatbelt Development Commission, and reviewed in 2015, as a road map to guide and assist the Region to deliver its potential. The Blueprint is based on a strong analysis of existing infrastructure and services across the Region.

The Vision for the Region outlined in the Blueprint is: "The Wheatbelt is a key contributor to Western Australia's prosperity. The Region's prime location, diverse economy, clever people, vibrant communities and unique natural environment offer a high quality of life and will attract global innovators and investors."

The Blueprint is structured around the four pillars of diverse economy, clever people, vibrant communities and unique natural environment. Each pillar has a suite of aspirations & targets, outcomes, focus areas and priority actions.



Central East Sub-Regional Economic Strategy

The Central East Sub Regional Economic Strategy (2012) was commissioned by the Wheatbelt Development Commission and establishes a framework for the promotion and facilitation of economic and population growth across all towns in the sub-region.

The Strategy identifies economic opportunities for the Shire of Yilgarn in the areas of:

- Broadacre Agriculture
- Mining and Support Services
- Population Services

It also identifies a number of actions that the Shire of Yilgarn should undertake to effectively leverage these economic opportunities.

Regional Development Australia - Wheatbelt

Wheatbelt Youth Strategy

The *Wheatbelt Youth Strategy* was developed by Regional Development Australia, Wheatbelt. The framework aims to ensure that key youth stakeholders in the region have a common focus for implementing initiatives that will contribute to improving opportunities and the wellbeing of youth.

The vision guiding the framework is: “All Wheatbelt young people matter – to themselves, to the community – now and into future”.

The framework is structured around four priority areas with objectives, strategies, actions and stakeholders being detailed for each of these areas:

- responsible behaviour
- education, training and employment
- community, parenting and families
- health and wellbeing

Regional Development Australia Wheatbelt – Other Relevant Strategies/Plans

- The Need for Reform – Aged Care in the Wheatbelt Region
- Wheatbelt Digital Action Plan
- Entrepreneurial Innovation in the Wheatbelt
- Wheatbelt Regional Children’s Services Plan
- Youth Connections Program Legacy Document
- Y20 Wheatbelt Summit Report

Shires Role

Local governments operate under Statute but also with some discretion. The four primary roles the Council has are:

Delivery of facilities and services

This role includes services like parks and gardens, roads, footpaths, drainage, recreation and cultural facilities, and events.

Most services are based on infrastructure like parks and playgrounds, roads and buildings. Maintenance and renewal of these infrastructure assets is a vital part of Council's service delivery role.

Some services are non-asset based, such as events and community information.

Regulation

Local governments have specific regulatory responsibilities that are vital for community wellbeing. For example, they have a regulatory and enforcement role in public health (e.g. licensing and monitoring food premises), the appropriateness and safety of new buildings, and the use of land. These areas are subject to regulation because they have the potential to impose costs or adverse effects on others (e.g. food poisoning, injuries or hazardous activities too close to population). In many cases the rights of those wishing to operate and the rights of those who may be affected or consider themselves to be affected is a delicate balancing act.

Civic Leadership

Council has a role as civic leader in the community. With strong leadership and community support, the Council can achieve much more than just through its own direct service delivery.

Influence

Influencing the decisions of others who do or can contribute to positive community outcomes in the Shire of Yilgarn is an important role. Advocacy to State government for recognition, funding, favourable policies or other forms of support is a good example of this role.



Creating our Strategic Community Plan

Community Engagement

The Strategic Community Plan process commenced in August/September 2019 and focused on obtaining feedback from the community via a survey and key business stakeholder interviews.



The campaign was advertised in the local newspaper, the Shire of Yilgarn website and Community Resource



400 paper surveys were printed and delivered by mail in the form of - "To the Householder".



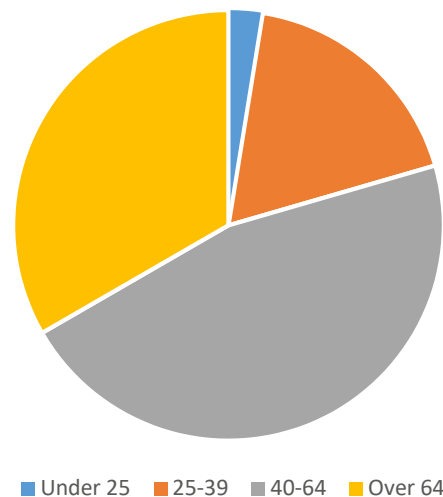
The survey was also available online using SurveyMonkey, linked from the Shires website.

Responses

The Shire of Yilgarn received 40 written responses;

- 27 Mailed Survey Responses
- 13 SurveyMonkey Responses
- 11 One-on-one Key Stakeholder Interviews

The community response surveys were from a range of ages as below



Following the closing date for the community survey responses a Strategic Community Plan Workshop was held in February 2020.

13 community residents attended the workshop.

Key priorities arising from the community survey were identified.

Included in the community workshop was review of the Shire of Yilgarn vision, prior to the workshop residents were encouraged to view alternative visions or provide wording.

Strategic Direction

Our Vision

We are a proud agricultural and mining based economy, providing opportunities for our residents that will build an inclusive and prosperous community in the future. We are a resilient community best described by our moto “Good Country for Hardy People”.

Our Mission

“The Shire of Yilgarn will deliver quality services, facilities and representation in order to achieve our Vision”.

Key points of the plan

The Council have engaged the community in setting a vision for the coming decade. This plan sees existing services and facilities continue highlighting the priorities that Council will focus on over the coming ten years to achieve the vision:

- Embracing Technology
- Supporting Tourism
- Supporting Local Businesses
- Community Involvement
- Advocacy for essential Services

The detailed implementation of this plan for the next four years will be presented in the Corporate Business Plan.

Strategic issues facing the community

The following issues were identified as particularly significant challenges for the community in the coming years. The participants in the community engagement process highlighted these issues and they have been taken into account in preparing this Plan:

- maintaining our population
- economic development and diversity
- “ageing in place”
- high community expectations
- reduction in essential services
- climate change
- local employment opportunities
- maintaining and renewing our community assets within our own financial resources

Our Values

We will promote and enhance the following values in all our relationships with our community:

Honesty in our dealings
Integrity in our actions
Consistency in decision making
Teamwork in our operations
Respect to others and their decisions
Caring for people in our community
Commitment to decisions and roles
Responsive to the needs of others
Effective Communication with all



Key Issues Raised at Community Engagement Workshop

- Improve Entrance Statements to Southern Cross – Incorporating integration of farming and mining and to include smaller versions for surrounding townsites
- Signage at Shire to be improved and incorporate Tourism identification
- Continue development of Constellation Park
- Investigate Solar Powered de-salinators to improve water security and supply
- Investigate options for the development of Light/Heavy Industrial land for major industries
- Develop and enhance Lake Polaris for tourism potential

Social Objectives

An inclusive, secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term.

Outcome 1.1 Maintain / increase percentage of residents engaged in recreation, cultural and leisure activities for all demographics in the Shire

1.1.1	Continue to implement and support community programs
1.1.2	Provide and maintain high quality community infrastructure (recreation centre, oval, bowls, swimming pool, library, community centre, halls)
1.1.3	Support the provision of child care facilities within the community
1.1.4	Explore opportunities for youth programs
1.1.5	Provide support to local sport, recreation and community groups

Outcome 1.2 Retention and upgrade of the current health and education services and infrastructure (Shire and State responsibility)

1.2.1	Value and promote educational opportunities to retain families and youth in the Shire
1.2.2	Maintain quality infrastructure for health providers (medical centre, housing)
1.2.3	Lobby state and federal government for improved health infrastructure
1.2.4	Support continued incentive funding for a GP in the Shire
1.2.5	Continue to provide free use of facilities for use by service providers (Chiropractor, Physiotherapist, Veterinarian)

Outcome 1.3 High Quality and well maintained Ages Care facilities

- | | |
|-------|--|
| 1.3.1 | Continue to manage, refurbish and maintain the Homes for the Aged |
| 1.3.2 | Support the Central East Aged Care Alliance (CEACA) Independent Living Unit's precinct in Southern Cross |
| 1.3.3 | Manage and maintain the Southern Cross Senior Citizens Centre |

Outcome 1.4 Maintain a liveable, safe and secure community

- | | |
|-------|---|
| 1.4.1 | Retain a strong focus on community safety and crime prevention |
| 1.4.2 | Advocate and actively support emergency management and services in the district |



Economic Objectives

A prosperous future for our community

Outcome 2.1 Improved telecommunications infrastructure

- | | |
|-------|---|
| 2.1.1 | Continue to lobby for improved telecommunications infrastructure to eliminate blackspots in the Shire |
| 2.1.2 | Continue to re-broadcast FM Radio & TV channels for the Southern Cross community |

Outcome 2.2 Businesses in the Shire remain competitive and viable

- | | |
|-------|--|
| 2.2.1 | Continue to provide an efficient and effective approval processes |
| 2.2.2 | Support the local business community and promote further investment in the district, including opportunities for industry growth and development |
| 2.2.3 | Continue to support and manage the Community Resource Centre |

Outcome 2.3 Quality and affordable housing is available

- | | |
|-------|--|
| 2.3.1 | Continue to invest in housing to attract professionals to the region to attract and retain professionals and young people in the Shire |
|-------|--|

Outcome 2.4 Tourism opportunities are maximised

- | | |
|-------|---|
| 2.4.1 | Continue to manage and promote the Southern Cross Caravan Park |
| 2.4.2 | Continue to support the Southern Cross Museum |
| 2.4.3 | Re-establish a Yilgarn Tourism Committee to advise/recommend to Council on actions to promote tourism in the district |
| 2.4.4 | Improve Visitor information services |

Outcome 2.5 Safety and quality of transport networks are maintained and improved

- | | |
|-------|---|
| 2.5.1 | Continue to maintain and upgrade our road network |
| 2.5.2 | Continue to maintain the Southern Cross Airstrip and facilities |

Environmental Objectives

Protecting, utilising and enhancing our beautiful natural heritage

Outcome 3.1 Satisfaction with waste management services and recycling processes

- | | |
|-------|--|
| 3.1.1 | Establish and maintain environmentally sound regional waste facilities to cater for the Shires long term waste disposal requirements |
| 3.1.2 | Continue to provide & promote recycling services, including fortnightly household pick up and e-waste collection |

Outcome 3.2 A valuable natural environment where community members in all industries and government invest in landcare initiative

- | | |
|-------|---|
| 3.2.1 | Lobby for continued investment in landcare and conservation |
|-------|---|

Outcome 3.3 Satisfaction with sewerage services

- | | |
|-------|---|
| 3.3.1 | Continue to maintain current sewerage systems in accordance with licensing requirements and asset management plan |
| 3.3.2 | Continue to use recycled water for use at the Southern Cross Oval and Constellation Park |

Outcome 3.4 Increase investment in renewable energy (private and/or public)

- | | |
|-------|---|
| 3.4.1 | Investigate the feasibility of renewable energy projects to cater for the long term energy needs of the community |
|-------|---|

Civic Leadership Objectives

Dynamic and visionary leadership guiding our community into the future

Outcome 4.1 A trustworthy and cohesive Council that functions efficiently and effectively

- | | |
|--------------|---|
| 4.1.1 | Ensure compliance whilst embracing innovation and best practice principles. |
| 4.1.2 | Maintain a high level of corporate governance, responsibility and accountability. |

Outcome 4.2 A community that respects and values Council staff and elected members

- | | |
|--------------|--|
| 4.2.1 | Ensure adequate training programs for elected members and staff. |
| 4.2.2 | Provide leadership to the community, staff and wider region |

Outcome 4.3 Positive and productive regional partnerships

- | | |
|--------------|---|
| 4.3.1 | Actively participate in regional forums including Great Eastern Country Zone WALGA, Wheatbelt East Regional Organisation of Councils, Wheatbelt Communities and CEACA |
|--------------|---|

Monitoring and Reporting

The Shire of Yilgarn will conduct a Strategic review every two years alternating between minor and major strategic review

Services and facilities provided by the Shire have been linked to the relevant strategies in the Strategic Community Plan in the following table. The table provides a connection between the services and facilities and the desired outcomes and community vision for the Shire of Yilgarn.

Social	Economic	Environmental	Civic leadership
An Inclusive, Secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term	A prosperous future for our community	Protecting, utilising and enhancing our beautiful natural heritage	Dynamic and visionary leadership guiding our community into the future
<ul style="list-style-type: none"> • Medical Services (Doctor) • Community Resource Centre • Child Care Centre & Playgroup • Senior Citizens Centre • Aged Housing • Community Bus • Swimming Pool; • Sport and Recreation • Library • Community Development • FM Radio Re-Broadcasting 	<ul style="list-style-type: none"> • Museum • Tourism& Visitor Services • Area Promotion • Caravan Park and Motel • Road maintenance & construction • Standpipes 	<ul style="list-style-type: none"> • Animal Control • Fire Prevention & Control • Pest Control (mosquitos) • Refuse Collection & Sites • Sewerage • Town Planning • Cemetery • Public Toilets • Street lighting • Footpaths & verges • Townscapes • Building control • Biosecurity 	<ul style="list-style-type: none"> • Emergency Management • Public Health • Police Licencing • Governance • Local Laws

Document Owner **CHIEF EXECUTIVE OFFICER**

Adopted:	JUNE 2020
Last Review:	SEPTEMBER 2022
Date for next Review:	JUNE 2024



Shire of Yilgarn

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Document Owner **CHIEF EXECUTIVE OFFICER**

First Adopted:	SEPT 2011
Last Review Date:	SEPT 2022
Next Review	SEPT 2023



1 Members of Council

1.1 Deputations to Council

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Deputations wishing to meet with Council are firstly to meet with staff to consider deputations request and resolve any problems where possible.

Should staff consider it necessary for the deputation to meet with Council, then this be referred to the Shire President for consideration.

This policy is reinforced by Council's Standing orders.



1.2 Delegates Moving Motions at Association Conferences

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That delegates representing Council at WALGA Conferences shall vote and move motions as they see fit and as they believe reflect the views of Council.

This authority is granted subject to the delegates reporting back to Council the proceedings of the Conferences at the next Ordinary Meeting.



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1.3 WALGA – Nominations to Boards & Committees

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Where the Western Australian Local Government Association (WALGA) seeks nominations from Council for various Boards and Committees and the turnaround period for nominations does not coincide with Council meetings, Council supports the nomination of Council members or serving officers without such approval having to advance through the normal Council meeting process.



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1.4 Use of Council's Common Seal

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVE:

The policy sets out the wording to apply to the use of the Common Seal.

POLICY:

The President and CEO have delegated authority to execute and affix the Common Seal to documents (Delegation LGA13)

PROCESS:

1. For official documents which require the common seal of the Shire to be affixed, the seal shall be accompanied by the following wording:-

"The Common Seal of the Shire of Yilgarn was hereto affixed by authority of Council."

Shire President

Chief Executive Officer

(Noting that the Deputy Shire President and Executive Manager Corporate Services can proxy in the absence of the respective principal person)

2. For use on ceremonial occasions (i.e.: Certificates of Appreciation, etc.) or where there is no legal requirement to affix the seal to a document, the Shire President and Chief Executive Officer are authorised to decide how best to affix the seal and (if need be) sign the document on the Shire's behalf.

1.5 Elected Members Entitlements

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

The Shire will provide equipment and other entitlements to elected members to assist them in the performance of their public office. In doing so, the Shire recognises that it may be unreasonable to expect absolute separation of their activities as an elected member from their private, business and public activities. However, any private or business use of equipment is to be incidental to its main purpose of assisting elected members in discharging their public duties.

PURPOSE:

To determine the scope and extent of expenses that may be claimed by, and equipment and facilities provided to Councillors so that these may be reasonable and appropriate within the provisions of the Local Government Act, 1995.

LEGAL REQUIREMENTS:

- Compliance with guidelines issued by the Department of Local Government Number 15 concerning the payment of expenses and the provision of facilities to Elected Members.
- Compliance with Sections 5.98-102 of the Local Government Act.

POLICY PROVISIONS:

1. Business of Council

For the purpose of this policy "business of Council" is defined as:

- a) Council meetings;
- b) Committee meetings where all members are Councillors;
- c) Meetings where attendance is authorised by the Council, Shire President or the Chief Executive Officer;
- d) Inspections where attendance is authorised by the Council, Shire President or the Chief Executive Officer;
- e) Conferences, seminars or workshops where attendance is authorised by the Council, Shire President or Chief Executive Officer.

2. Expenses

Information Technology (IT) Refer to Council Policy 1.9

Accommodation and Meal Expenses

Where the business of Council requires the need for Councillors to obtain overnight accommodation and purchase meals, those expenses shall be reimbursed on an actual cost basis.

Travelling - Within Council's Area

Where Councillors are required to use their own vehicle to travel to meetings of the Council, Committees or other authorised meetings, then reimbursement for travel expenses shall be based on the kilometre rate as prescribed in the Public Service Award.

Travelling - Outside Council's Area

- a) The Shire President and the Chief Executive Officer are authorised to determine the best mode of travel for authorised travel outside of the Council area having regard to economy, time and safety factors.
- b) Where there is a Council delegation requiring members to travel to any part of the State, Shire vehicles may be provided and no mileage paid to members who travel in other vehicles, unless:
 - i. A Council vehicle is not available; or
 - ii. There is insufficient room to convey all members of the deputation; or
 - iii. Council has agreed by resolution to pay travel allowance; or
 - iv. Unless there are special circumstances which have been authorised by the Chief Executive Officer or Shire President.

3. Payment of Expenses for Spouses, Partners or Accompanying Persons

- a) There are limited instances where certain costs incurred by the councillor on behalf of their spouse, partner, or accompanying person are properly those of the councillor in the performance of his or her functions (hence they are properly incurred by, and reimbursable to the councillor).
- b) Accordingly, Council will meet the reasonable costs of spouses and partners or an accompanying person for attendance at official Council functions that are of a formal and ceremonial nature. Examples include, but are not limited to, Australia Day ceremonies, Civic receptions, and charitable functions for charities formally supported by Council.
- c) Council will also reimburse registration fees and the cost of attendance at official dinners and partners programs whilst accompanying the Councillor at conferences and functions such as the Local Government Week, Conference etc.

4. Provision of Facilities

- a) Council also provides meals and refreshments associated with Council and committee meetings, official dinners and working party meetings.
- b) Council provides an office for use by the Shire President. Council may, subject to the regulations, decide to provide other facilities.

5. Provision of Insurance

- a) Council shall take out public liability and professional indemnity insurance cover which shall extend to actions taken against councillors in relation to the exercise of their duties as Councillors.
- b) Council shall take out liability insurance cover on behalf of councillors to provide indemnity in claims arising from acts whilst performing their Council duties in circumstances where the claims are not covered under Council's public liability and professional indemnity policies and as far as insurance can be legally obtained.
- c) Council shall provide insurance to cover personal injury whilst on Council business and travel insurance for approved interstate or overseas travel on Council business.

6. Care and Related Expenses

In accordance with the principles of participation, access and equity Council will reimburse the reasonable cost of carer arrangements, including childcare expenses and the care of the elderly, disabled or sick immediate family members of councillors, to allow councillors to undertake their council business obligations.

7 Attendance at Conferences and Training Courses

7.1 Objective

To enable Elected Members to develop and maintain skills and knowledge relevant to their role as a representative of the Shire of Yilgarn.

7.2 Statement

Elected Members are encouraged to attend appropriate conferences and training to enable them to be more informed and better able to fulfil their duties of office.

7.3 Annual Conference and Training Expense Allocation

An annual conference and training expense allocation shall be made available to Elected Members in the Budget

7.4 Definition

In this part, "Conferences and Training" means conferences, seminars, forums, workshops, courses, meetings, deputations, information and training sessions and events related to the industry of local government and held within Australia.

7.5 Approval

- a) approval by the Council through a resolution passed at a Council Meeting; or
- b) approval by the CEO and Shire President in advance of attendance

7.6 Conferences and Training that may be attended

The conferences and training to which this policy applies shall generally be limited to:

- a) West Australian Local Government Association (WALGA) conferences
- b) Special "one off" conferences called or sponsored by or for the WALGA on important issues
- c) Councillor Induction Program
- d) WALGA Elected Member Training and Development;
- e) Other local government specific training courses, workshops and forums, relating to such things as understanding roles/responsibilities of Elected Members, meeting procedures, etc.

7.7 Payment of Conference and Training Costs

- a) *Payment from Conference and Training Allocation;*

The Shire will pay Conference or Training costs where the Elected Member has been authorised to attend and there is sufficient funds remaining within the Elected Member's Annual Conference and Training Expense Allocation.

- b) *Booking Arrangements;*

Registration, travel and accommodation for Elected Members will be arranged through the Chief Executive Officer. In general, all costs including registration fees and accommodation will be paid direct by the Shire.

- c) *Registration;*

The Shire will pay all normal registration costs for Elected Members/delegates that are charged by organisers, including those costs relating to official luncheons, dinners and tours/inspections that are relevant to the interests of the Council.

- d) *Accommodation;*

The Shire will pay reasonable accommodation costs for Elected Members including the night before and/or after the conference and training event where this is necessary because of travel and/or the conference and training event timetables which make it impossible to arrive at or return home in normal working hours.

- e) *Conference and Training Travel;*

Where travel is involved, the travel is to be undertaken with all due expedition, by the shortest most practical route, to and from the Conference and Training venue. All reasonable travel costs for Elected Members/ delegates to and from the venue/accommodation will be met by the Shire.

If accommodation is at the Conference or Training venue or in close proximity, taxis should be used for reasonable travel requirements. Costs of taxi fares and

parking when own vehicle or Council vehicle is used which are incurred in attending Conferences and Training, will be reimbursed by the Shire.

f) *Reimbursement of out of pocket expenses;*

An Elected Member attending a Conference and Training event is entitled to be reimbursed for 'normally accepted' out of pocket expenses or incidental expenses while travelling.

- Council will reimburse the reasonable out of pocket or incidental expenses associated with attending conferences, seminars or training courses that councillors incur upon the presentation of official receipts and the completion of any necessary claim forms.
- Incidental expenses could reasonably include, refreshments, internet charges, taxi fares, and parking fees. Also the reasonable cost of meals not included in the conference/seminar/meeting fees may also be reimbursed on production of tax receipts.
- The administrative arrangements for managing reimbursement of out of pocket expenses will be the responsibility of the Chief Executive Officer.

1.6 Media Policy

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

PURPOSE:

To provide a framework for Councillors, staff, delegates and advisers to:

- Ensure all communication with the media is consistent, balanced, well-informed, timely, professional and appropriate.
- Clearly indicate Council's authorised spokespersons.
- Improve communication with customers and enhance Council's public image.
- Limit the possibility of miscommunication and to maximise the effectiveness of staff by ensuring comments to the media relating to Council are made only through authorised people.

INTRODUCTION:

Council recognises that a well-run, competent, ethical and reputable organisation is the best way to promote a favourable image and that any public relations program is only as good as the organisation behind it.

Council will take advantage of interest from the media to further its reputation and inform the public about Council's activities. Council will also distribute information to the media to communicate information about Council's activities and decisions. In dealing with the media, Councillors and Council officers must be careful to communicate accurate information.

Council welcomes enquiries from the media. All media representatives are to be treated in the same manner as any other customer of Council. That is, Council will attend to media requests promptly and with courtesy, honesty and respect. Council believes that a good relationship based on trust, familiarity and confidence is important between Council and the media.

DEALING WITH MEDIA ENQUIRIES:

The Shire President and Chief Executive Officer are Council's official spokespersons on all matters. The Chief Executive or Shire President may nominate other staff or Councillors to act as spokespeople for the Council in relation to particular issues.

Journalists may on occasions contact a senior officer or staff member directly. No staff member, other than those authorised above are to handle an enquiry from the media without prior approval from one of the above.

Information given to the media of a controversial, legal or ethical nature requires the approval of the Shire President and/or the Chief Executive Officer.

All staff are required to pass on important information to the Chief Executive Officer which could be used as the basis for a press release or internal communication. The Chief Executive Officer will decide if the information warrants a media release and/or photo or other treatment.

Information that Council officers wish to communicate to the media is to be sent to the Chief Executive Officer for editing, photographic support and policy proofing before it is publicly issued.

SPEAKING TO THE MEDIA:

Councillors and Council staff are encouraged to co-operate at all times with media outlets subject to the guidelines provided in this policy and to be proactive, as opposed to reactive, in their use of the media.

Every Councillor has a right to express a private opinion on any issue, whether or not that opinion reflects Council's official position but Councillors must carefully identify the role in which they speak.

All media enquiries to staff should be directed to the Chief Executive Officer.

Council staff must not speak to the media about matters related to Council unless authorised to do so by the Chief Executive Officer or Shire President.

Council employees and Councillors may not provide any comment or information to the media with the intention of contesting or undermining Council policy or casting Council, Councillors or Council staff in a negative light.

Council employees may speak to the media or write Letters to the Editor as private individuals with the following restrictions:

- They do not comment on Council business or policy;
- They are not identified as Council employees;
- Their comments are not perceived as representing official Council position or policy.

From time to time it may be necessary for a Letter to the Editor to be written as an official Council communication to inform the community about a particular matter. Such letters must be issued through the Shire President or Chief executive Officer.

When appropriate a Councillor or a member of Council staff should become the sole spokesperson on a specific issue, event or initiative within their operational portfolio to ensure consistency of message.

Councillors and Council staff should treat all media outlets equally and should avoid giving one outlet preferential treatment. Media releases should be distributed to all media outlets at the same time.

When a media organisation or representative requests information on a specific topic, the response must be provided exclusively to that organisation or representative. When there are requests from multiple organisations, the Chief Executive Officer will determine the method of response.

Councillors and Council staff should avoid providing information “off the record” during media interviews. It is best to assume that everything said to any media representative may appear in a news story.

Contractors or service providers employed by Council must refer all media enquiries relating to Council to the Chief Executive Officer.

All new employees are to be given Council's Media Policy as a part of the induction process.

INTERNET AND WEB PAGE COMMUNICATIONS:

The internet is a powerful tool for communicating to a broad audience in number of electronic forms. Council has a web page which provides a modern face for the organisation and the role of the Chief Executive Officer is to ensure that the information is current and relevant.

The web page is both a business communication tool as well as a community information source and therefore the method and manner of communication should be appropriate to the audience and the context.

The web is used to provide public notices, Council minutes, job advertisements, services directory, tourism information and travel guides. Council may also make available pages for community events where the source of the information is not a Council minute or document.

The Chief Executive Officer must ensure that information on the web page is not likely to bring the Council, Councillors or the Officers into disrepute or lead to potential litigation.

SOCIAL MEDIA

The Shire of Yilgarn has a number of social media accounts, including “Shire of Yilgarn”, “Southern Cross CRC” and “Visit Yilgarn”.

Social media can be a powerful tool in reaching the community with information related to Shire business.

However, social media can be a source of negativity, and as such, the use of social media is to be undertaken as follows:

- Only persons approved by the CEO are permitted to utilise the Shire’s social media accounts;
- Those permitted to access Shire of Yilgarn social media accounts are to ensure posts are related to Shire business and operations only (such as road closures, shire events, public notices approved by the CEO);
- Language is to be non-offensive and a-political;

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- Posts are not to mention members of the public, unless approved by the mentioned person or CEO;
- Should offensive comments be placed by community members, the posts are to be removed and/or all comments removed and ability to comments removed from post;
- Under no circumstances should the Shire accounts respond to comments on Shire posts, unless approved by the CEO.

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COMMUNITY NEWSLETTER:

Council through the Community Resource Centre supports the production and sale of a community newsletter the purpose of which is to provide the community with a forum for communications and stories about local people and events.

Whilst Council, through management of the Community Resource Centre has indirect editorial control over the production of the newsletter it is important that the publication maintains a level of independence appropriate for a community newsletter.

The Community Resource Centre Coordinator is responsible for layout and content of the newsletter and must ensure that the information contained within the newsletter is not likely to bring the Council, Councillors or the Officers into disrepute or lead to potential litigation.

The newsletter should carry a disclaimer in the following terms:

"Disclaimer: The Shire supports the production of this community newsletter the content of which will include articles or comments from advertisers and contributors. The Shire does not accept responsibility for the content or accuracy of any of the information supplied by advertisers or contributors."

EMERGENCY COMMUNICATION:

Council recognises that ill-considered and uninformed comments can cause dire consequences and have legal implications in the event of an emergency, disaster, crisis or other sensitive issue.

In the event of an emergency in the Council area involving serious injury to and/or death of residents, the Shire President/Councillors or Council staff, or involving significant damage to Council assets or private property, or involving significant law enforcement activity on Council property, the following procedures will apply to all:

- The Chief Executive Officer and/or Shire President must be notified immediately of details of the incident.
- Details of the incident must not be discussed with any media representatives by any staff unless approved in advance by the Chief Executive Officer and/or Shire President.
- Requests by the media to film, photograph or interview Council staff or council assets involved in the emergency situation must be referred to the Chief Executive Officer and/or Shire President.

1.7 Disruptive Behaviour at Council Meetings

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

The Local Government Act 1995 seeks to promote participation of the community in Council meetings through public question time and observation of the decision making process which should be conducted in an open and transparent way.

It is important that Council meetings be conducted in an atmosphere of inclusiveness and openness to foster productive relationships with the community. The general conduct of a Council meeting, particularly during public question time depends upon mutual respect and good faith between elected members and the public.

Disruptive behaviour makes the conduct of Council meetings more difficult and stressful, reducing the efficiency and effectiveness of the meeting. Disruptive behaviour also denies other members of the public the opportunity to participate in and observe Council proceedings.

OBJECTIVE:

The objective of this policy is to establish examples of behaviour which is considered disruptive or unacceptable, and to provide guidance for how such situations shall be handled by the presiding person and Council staff.

POLICY STATEMENT:

The following are examples of disruptive behaviour:

- Constant interjection, particularly when the presiding member or Councillors present at the meeting are speaking
- Members of the public calling for points of order
- Booming individual members or the Council
- Contemptuous laughter or derisive comments at decisions or during debate
- Refusal to give up the floor to allow other members of the public to ask questions or demanding to ask questions before others in contradiction of an order from the presiding person
- Refusal to accede to a presiding members instruction, particularly when asked to desist from disruptive behavior.
- Use of abusive and/or inflammatory language when addressing Council with a question or making a statement

- Unnecessarily repetitive questioning
- Aggressive/threatening behaviour towards Councillors, Council employees or members of the public.

The following procedure shall be implemented when dealing with behaviour considered by the presiding member to be disruptive:

- The presiding member will attempt to ignore the interjection and move on with the business of the day.
- If the disruptive behaviour continues the presiding member shall ask the offending party(s) to cease.
- If the disruptive behaviour does not cease, the presiding member shall adjourn the meeting for a specific time. (During this adjournment the Chief Executive Officer (CEO) should discuss the situation with the offending party(s) and ask them to behave appropriately in a place of government).
- Upon resumption of the meeting, the presiding member shall issue a warning that further continuation of the disruptive behaviour will lead to stronger action.
- If after the resumption of the meeting the disruptive behaviour continues, the presiding member shall again adjourn the meeting and instruct the CEO to ask the offending person or persons to leave the premises. The CEO would advise the person(s) that they are requested to leave the premises and that if they remain, they will be committing the offence of trespass under Section 70A of the Criminal Code and could be prosecuted.
- Should the person refuse to leave, the CEO shall advise the offending party(s) that the Police will be called to apprehend them and the Council will instigate legal proceedings.
- At all stages of adjournment, the presiding member and elected members should retain the dignity of their office by not interacting with the offending party(s).
- Nothing in this policy removes the right of the presiding member, having regard to the nature and intensity of the disruptive behaviour to issue additional warnings before asking the CEO to request the person(s) to leave or the Police being called.

1.8 Councillor iPad/Tablet Policy

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVE:

To provide guidelines for access to and usage of tablet electronic devices (iPads/Tablets). iPads/Tablets are the preferred mechanism for delivery of the Council's Minutes and Agenda and other Council related documents.

1. Privately owned iPads/Tablets

- 1.1 Councillors who own and operate their own personal iPad/Tablet will be provided with the appropriate applications required to view the Council's Minutes and Agendas and other Council related documents.
- 1.2 Councillors will be provided with an annual ICT allowance which includes an amount for the upgrade/replacement of the device and a component which is intended to provide internet access for a period of 12 months. Where the Councillor exceeds the capacity provided via the annual ICT Allowance, the Councillor shall be liable for full cost of any additional download amount.
- 1.3 Councillors who use their own Private iPad/Tablet for Council and private use are encouraged to have this item included under their own private property insurance.

2. Council Issued iPads/Tablets

- 2.1 First term Councillors will be, where required, issued with an iPad/Tablet suitable for undertaking their duties as Councillor.
- 2.2 *Acceptable Usage*
 - The iPad/tablet is provided primarily for use with respect to Councillors, in performing their civic duties as a Councillor.
 - Upon issue, the iPad/tablet will be loaded with applicable business-related applications.
 - Councillors will be provided with an annual ICT Allowance, which is intended to provide for the future replacement/upgrade of the device and to provide internet access for a period of 12 months.
Where the Councillor exceeds the capacity provided via the annual ICT Allowance, the Councillor shall be liable for full cost of any additional download amount.

2.3 *Conditions of Use*

- Councillors and staff are required to ensure iPads/tablets are maintained in an operative condition.
- Councillors issued with an iPad/tablet are expected to exercise the same care in respect of the security and upkeep of the iPad/tablet as if it were the councillor's own property. In particular, it is the councillor's responsibility to ensure their allocated iPad/tablet is securely locked away at night, whether at work or at home. Similar care must be taken when leaving the iPad in a meeting room or any off-site venue and whilst travelling. iPads must not be left unattended in motor vehicles at any time.
- Lending of the iPad/tablet is strictly prohibited.
- The iPad/tablet is to remain with the designated person and not swapped with other employees/councillors.
- Passwords to access the iPad/tablet and various applications are provided by the Administration team on issue of each iPad/tablet and are to remain as set by the Administration team.
- "Find My iPad" Location Services are to remain on at all times.
- All lost or stolen iPads/tablets should be reported as soon as practicable.
- An iPad/tablet must never be checked-in as baggage on an aircraft and must always be taken on board as hand luggage.

2.4 *User requirements*

- If a user suspects that unauthorised access to Council data has taken place via an iPad/tablet device, the user must report the incident as soon as practicable.
- Devices must not be "jailbroken", that is, the removing of limitations imposed by the manufacturer, or have any software/firmware installed which is designed to gain access to functionality not intended to be exposed to the user.
- Users must not load pirated software or illegal content onto their devices.
- Devices must be kept up to date with manufacturer or network provider patches. As a minimum, users should check for patches weekly and apply at least once a month.
- Council reserves the right to monitor the data usage on the devices.

- The Council reserves the right to cap or change the data plan to comply with Council's data requirements.

2.5 *Training and Reporting of Issues/Faults*

- Councillors are to seek training, report any issues or faults with the iPads/tablets or make any enquiries directly to the Administration Staff.

2.6 *Term Completion*

- On completion of a term of office as a Councillor or at the cessation of civic duties and where requested, Councillors are required to return the iPad/tablet and all accessories to the Administration Office as soon as practicable, but within 28 days.

2.7 *Purchase of IPAD/TABLET*

- Councillors who complete their four- year term with Council can keep their allocated iPad/tablet free of charge; Councillors that have not served a full four- year term have the opportunity to purchase their iPads/tablets at a nominal fee.

2.8 *Agreement*

- Upon commencement with Council, Councillors are required to read the iPad/Tablet Policy and declare that they will observe and abide by the terms and condition outlined in this Policy.

1.9 Related Parties Disclosures

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

The Related Party Disclosure Policy aims to assist Council in complying with disclosure requirements concerning key management personnel, their close family members and entities controlled or jointly controlled by any of them stipulated under the *Australian Accounting Standard AASB 124 Related Party Disclosures*

PURPOSE:

The scope of AASB 124 *Related Party Disclosures* was extended in July 2015 to include application by not-for-profit entities, including local governments. The operative date for Local Government is 1 July 2016, with the first disclosures to be made in the Financial Statements for year ended 30 June 2017. This policy outlines required mechanisms to meet the disclosure requirements of AASB 124.

BACKGROUND:

The objective of the standard is to ensure that an entity's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and transactions.

The disclosure requirements apply to the existence of relationships regardless of whether a transaction has occurred or not. For each financial year, the Shire must make an informed judgement as to who is considered to be a related party and what transactions need to be considered, when determining if disclosure is required.

The purpose of this procedure is to stipulate the information to be requested from related parties to enable an informed judgement to be made.

IDENTIFICATION OF RELATED PARTIES:

AASB 124 provides that the Shire will be required to disclose in its Annual Financial reports, related party relationships, transactions and outstanding balances. Related parties includes a person who has significant influence over the reporting entity, a member of the key management personnel (KMP) of the entity, or a close family member of that person who may be expected to influence that person.

KMP are defined as persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly. For the purposes of

determining the application of the standard, the Shire has identified the following persons as meeting the definition of *Related Party*:

- An elected Council member.
- Key management personnel being a person employed under section 5.36 of the Local Government Act 1995 in the capacity of:
 - Chief Executive Officer
 - Executive Manager Corporate Services
 - Executive Manager Infrastructure
 - Executive Manager Regulatory Services
- Close members of the family of any person listed above, including that person's child, spouse or domestic partner, children of a spouse or domestic partner, dependents of that person or person's spouse or domestic partner.
- Entities that are controlled or jointly controlled by a Council member, KMP or their close family members. (Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs).

The Shire will therefore be required to assess all transactions made with these persons or entities.

IDENTIFICATION OF RELATED PARTY TRANSACTIONS:

A related party transaction is a transfer of resources, services or obligations between the Shire (reporting entity) and the related party, regardless of whether a price is charged.

For the purposes of determining whether a related party transaction has occurred, the following transactions or provision of services have been identified as meeting these criteria:

- Paying rates.
- Fines.
- Use of Shire owned facilities such as Recreation Centre, Civic Centre, library, parks, ovals and other public open spaces (whether charged a fee or not).
- Attending council functions that are open to the public.
- Employee compensation whether it is for KMP or close family members of KMP.
- Application fees paid to the Shire for licences, approvals or permits.
- Lease agreements for housing rental (whether for a Shire owned property or property sub-leased by the Shire through a Real Estate Agent).
- Lease agreements for commercial properties.
- Monetary and non-monetary transactions between the Shire and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire (trading arrangement).
- Sale or purchase of any property owned by the Shire, to a person or party identified above.
- Sale or purchase of any property owned by a person or party identified above, to the Shire.
- Loan Arrangements.
- Contracts and agreements for construction, consultancy or services.

Some of the transactions listed above, occur on terms and conditions no different to those applying to the general public and have been provided in the course of delivering public service objectives. These transactions are those that an ordinary citizen would

undertake with council and are referred to as an Ordinary Citizen Transaction (OCT). Where the Shire can determine that an OCT was provided at arm's length, and

in similar terms and conditions to other members of the public and, that the nature of the transaction is immaterial, no disclosure in the annual financial report will be required.

DISCLOSURE REQUIREMENTS:

For the purposes of determining relevant transactions, elected Council members and key management personnel as identified above, will be required to complete a *Related Party Disclosures - Declaration* form.

1. Ordinary Citizen Transactions (OCTs)

Management will put forward a draft resolution to Council annually, declaring that in its opinion, based on the facts and circumstances, the following OCT that are provided on terms and conditions no different to those applying to the general public and which have been provided in the course of delivering public service objectives, are unlikely to influence the decisions that users of the Council's financial statements make. As such no disclosure in the *Related Party Disclosures - Declaration* form will be required.

- Paying rates.
- Transactions relating to the registration and control of domesticated animals as defined in the Dog Act 1976 and Cat Act 2011.
- Transactions whereby a Fee or Charge is incurred and that are included as part of Councils endorsed Schedule of Fees and Charges.
- Fines.
- Use of Shire owned facilities such as Recreation Centre, Civic Centre, library, parks, ovals and other public open spaces (whether charged a fee or not).
- Attending council functions that are open to the public.

Where these services were not provided at arm's length and under the same terms and conditions applying to the general public, elected Council members and KMP will be required to make a declaration in the *Related Party Disclosures - Declaration* form about the nature of any discount or special terms received.

2. All other transactions

For all other transactions identified as Related Party transactions above, elected Council members and KMP will be required to make a declaration in the *Related Party Disclosures - Declaration* form.

3. Frequency of disclosures

- Elected Council members and KMP will be required to complete a *Related Party Disclosures - Declaration* form annually.
- Disclosures must be made by all Councillors immediately prior to any ordinary or extraordinary election.
- Disclosures must be made immediately prior to the termination of employment of/by a KMP.

4. Confidentiality

All information contained in a disclosure return, will be treated in confidence. Generally, related party disclosures in the annual financial reports are reported in aggregate and as such, individuals are not specifically identified. Notwithstanding,

management is required to exercise judgement in determining the level of detail to be disclosed based on the nature of a transaction or collective transactions and materiality. Individuals may be specifically identified, if the disclosure requirements of AASB 124 so demands.

5. Materiality

Management will apply professional judgement to assess the materiality of transactions disclosed by related parties and their subsequent inclusion in the financial statements.

In assessing materiality, management will consider both the size and nature of the transaction, individually and collectively.

1.10 Council Forum /Briefing Session

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That a Council Forum/Briefing Session be held every month, except January, prior to the Ordinary Meeting of Council commencing at 3.00pm.

The following Forum Procedure Applies Forum Procedure

- Forum to be held each month prior to the Ordinary Meeting.
- Forums to be attended by Councillors, Chief Executive Officer and Executive Managers. Consultants may participate by invitation from the Chief Executive Officer in consultation with the Shire President.
- Forums shall include discussion on items included on the next Ordinary Council Meeting Agenda, issues that may result in Agenda items for future Ordinary Council Meetings concept items and questions/discussions on the Councillors Information Bulletin/Status Report.
- The CEO will ensure timely written notice and the Agenda for each forum is provided at all members.
- Forum papers should be distributed to members at least three days prior to the meeting.
- The President is to be the presiding member at all forums.
- Elected members, employees, consultants and other participants shall disclose their financial and conflicts of Interest in matters to be discussed.
- Interests are to be disclosed in accordance with the provisions of the Act as they apply to Ordinary Council Meetings. Persons disclosing an interest will not participate in that part of the Forum relating to their interest and leave the meeting room.
- There is to be no opportunity for a person with an interest to request that they continue in the forum.
- A record should be kept of all forums. As no decisions will be made, the record need only be a general record of items covered but should record disclosures of interest with appropriate departures/returns.



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1.11 Induction for Councillors

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVES:

To set out guidelines for the induction of newly Elected Members of the Shire of Yilgarn.

POLICY STATEMENT:

Introduction

It is essential to the effective operation of Council decision-making and Council business that Elected Members are provided with a clear understanding of their roles and responsibilities when first elected to Council. It is also important that they understand key processes and deliverables required by statute, especially as with each new Council there will be a requirement to review strategic direction and key long term planning documents.

It is also important that returning Members have their understanding refreshed and they are aware of any changes to statutory requirements, organisational direction and issues arising. It is equally important that new and returning Members are provided with the same information.

Key to this is the induction process which should be provided for each new Council and/or Councillors, elected or appointed to fill extraordinary vacancies when they arise.

PRINCIPLES:

- (a) An accessible, informative induction program is essential to Councillors being able to understand their roles and being able to move quickly and easily into their governance responsibilities after being elected to Council.
- (b) Sitting Councillors will support newly elected Councillors by participating in the induction process.

PROVISIONS:

- 1.1 The Chief Executive Officer (CEO) will prepare an induction program for Councillors which will commence immediately after and election and will be completed no later than 3 months after the election date.
- 1.2 The CEO will consult with the Shire President in the preparation of the program.

1.12 Continuing Professional Development of Council Members

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

1 General Purpose and Principles

- A. The Shire of Yilgarn is committed to the ongoing professional development of its Councillors through the process of ongoing professional development, education and improvement, with a view to enhancing Council performance and effectiveness for the benefit of the Shire of Yilgarn and its constituents.
- B. The aspirations of this policy is to support Councillors to be equipped with the knowledge, skills and understanding they need to discharge their responsibilities effectively having regard to sound local authority governance standards and regulatory requirements.
- C. In particular this policy, and its adoption is intended to respond to requirements of s.5.128 of the Local Government Act 1995 as amended ("Act").

2 Induction and Regulatory Prescribed Training

- A. The Shire of Yilgarn will implement induction procedures designed to allow new Council appointees to gain knowledge about the Shire of Yilgarn and the principles of Local Government so they may participate fully and actively in Council Meetings and decision making at the earliest opportunity following their appointment.
- B. Such induction procedures may relate to and assist Councillors to gain a better understanding of:
 - The Shire of Yilgarn's financial, strategic, operational, and risk management position;
 - Their rights, duties and responsibilities as Councillors;
 - The role of Councils committees;
 - The Shire of Yilgarn's culture and values;
 - Council and Committee meeting arrangements; and
 - Good practice protocols and constraints concerning interactions with other Councillors, the CEO, officers, staff, constituents and stakeholders.
- C. Without limiting the generality of 2(a) and (b) of this Policy, each Council member must also complete training in accordance with regulations prescribed under s.5.126 of the Act.
- D. In compliance with s.5.127 of the Act:
 - i. The Shire of Yilgarn must prepare a report for each financial year on the training completed by Council members in compliance with

s.5.126 of the Act in the financial year; and

- ii. The CEO must publish the report on the Shire of Yilgarn's official website within 1 month after the end of the financial year to which the report relates.

3 Evaluation/Review

The overall skills, knowledge and attributes of the Council as a whole (in the context of each member's Councillor responsibilities) should be periodically evaluated and reviewed to determine the curriculum, nature and form of ongoing professional development opportunities for Council members which are most likely to enhance Council performance and effectiveness and deliver value for money for the Shire of Yilgarn.

4 Professional Development

- A. Councillors should ~~commit~~ to undertaking continuing professional development to update and enhance their knowledge, skills and understandings to assist them in more effectively discharging their responsibilities as Councillors for the benefit of the Shire of Yilgarn as a whole.
- B. The professional development to be undertake by Councillors should be such that is most relevant to each Councillor individually have regard for their own existing level of knowledge, skills, experience, understanding and qualifications. However, due regard should be had by Councillors in the outcome of the periodic evaluation and review mentioned in paragraph 3 of this Policy, in deciding the professional development opportunities, which are most relevant to their needs, that they should undertake.
- C. The nature of the professional development to be undertake might relate to the matters referred to in paragraph 2(b) of this Policy including key developments and issues impacting the Shire of Yilgarn, local governments generally and the environment within which the local government operates, as well as developments in the regulatory environment and in governance practices.
- D. The Shire of Yilgarn commits to developing a regime by which Shire of Yilgarn funded opportunities for the professional development of its Councillors can be identified and made available to its Councillors. The Shire of Yilgarn should provide reasonable allowance in its budget for this purpose.
- E. Nothing in paragraph (d) implies that Councillors should not undertake relevant professional training at their own expense, or by way of co- contribution with the Shire of Yilgarn, as appropriate.

5 Oversight Committee

The Council may establish a Councillor Professional Development Committee with such terms of reference, member composition (which should include the President and at least 2 other Councillors) and procedures as may be determined by Council at the time of establishment, for the purposes of making recommendations to Council concerning:

- This Policy;
- Its review and amendments from time to time;
- The process and outcome of the evaluation and review mentioned in paragraph 3 of this Policy;
- Appropriate professional development, education and training opportunities for consideration by Councillors;
- Professional development, education and training opportunities to be funded by and/or made available to Councillors by the Shire of Yilgarn;
- Reporting in the terms of this Policy.

6 Councillor Disclosure of Professional Development undertaken

- A. The Shire of Yilgarn will keep a progressive record of all professional development, education and training undertaken by Councillors as may be reported to the CEO by Councillors.
- B. Councillors should promptly report in writing to the CEO any relevant professional development, education and training in terms of this Policy undertaken by them including:
 - The substance, nature and learning outcomes from the same;
 - When, or the period over which, the same was undertaken;
 - In the case of any such professional development, education and training not fully funded by the Shire of Yilgarn, a statement to that effect,

And should ensure that all such reports for professional development, education and training undertaken by a Councillor during the financial year are provided to the CEO by the end of the relevant financial year.

7 Reporting by the Shire of Yilgarn

- A. In compliance with s.5.128 (4) the CEO must from time to time publish on the Shire of Yilgarn's official website the most recent version of this policy.
- B. Subject to prudential discretions vested in the Council on account of commercially or personally sensitive information, the Shire of Yilgarn should disclose on its website:
 - When an evaluation and review under paragraph 3 of this Policy was last undertaken;
 - A high-level description of the outcome of the most recent such evaluation and review;
 - The amount allowed in the Shire of Yilgarn's annual budget for the purpose of this Policy and the amount actual expended therefor in the relevant financial year to which the budget relates;
 - A summary of the regime developed by the Shire of Yilgarn in terms of

paragraph 4(d) of this Policy;

- A summary of the professional development, education and training undertaken by each Councillor as reported to the CEO in the terms of paragraph 6(b) section of this Policy;
- The composition and terms of reference of any committee established under paragraph 5 of this Policy.

8 Policy Review/Amendment

- A. This policy is to be reviewed and amended from time to time by the Council, including on recommendations of any committee established under paragraph 5 of this Policy (as applicable), including:
 - to ensure compliance with any regulations made under s.5.128(3) of the Act;
 - after each ordinary election so as to comply with s.5.128(5) of the Act.
- B. To the extent to which this Policy may not strictly comply with any regulations made under s.5.128(3) of the Act, this Policy is deemed to be amended and read and constructed to the extent necessary so as to be in compliance with any such regulations.

1.13 Attendance at Events and Functions

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Introduction

Section 5.90A of the *Local Government Act 1995* provides that a Local Government must prepare and adopt an Attendance at Events Policy.

This Policy addresses attendance at any events, including concerts, functions or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the Local Government.

The purpose of the Policy is to provide transparency about the attendance at events by Councillors, the Chief Executive Officer (CEO) and other employees.

Nothing in this Policy shall be construed as diminishing the role of the CEO in approving attendance at activities or events by other employees that in the opinion of the CEO are appropriate, relevant and beneficial to the Shire of Yilgarn.

Legislation

Section 5.90A of the Local Government Act 1995 for attendance at events:-

- (1) In this section —
event includes the following —
 - (a) a concert;
 - (b) a conference;
 - (c) a function;
 - (d) a sporting event;
 - (e) an occasion of a kind prescribed for the purposes of this definition.
- (2) A local government must prepare and adopt* a policy that deals with matters relating to the attendance of council members and the CEO at events, including —
 - (a) the provision of tickets to events; and
 - (b) payments in respect of attendance; and
 - (c) approval of attendance by the local government and criteria for approval; and
 - (d) any prescribed matter.

* *Absolute majority required.*

- (3) A local government may amend* the policy.

* *Absolute majority required.*

- (4) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (5) The CEO must publish an up-to-date version of the policy on the local government's official website.

Gift Disclosure Requirements

Attendance at an event in accordance with this Policy will exclude the gift holder from the requirement to disclose a potential conflict of interest if the ticket is above \$300 (inclusive of GST) and the donor has a matter before Council. Any gift received that is \$300 or less (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest.

Guidance is provided below:-

1. If a Councillor receives a ticket in their name, in their role as Councillor, of \$300 or greater value, they are still required to comply with normal gift disclosure requirements.
2. Whilst the law permits greater than \$300 to be accepted by the CEO (but not other employees), in their role with the Shire, the CEO and all other employees are prohibited from accepting any gift greater than \$300, unless from the Shire as the organizer of the event or as a gift pursuant to Section 5.50 of the *Local Government Act 1995* (gratuity on termination)
3. If the CEO or an employee receives a ticket in their name, in their role as an employee, of between \$50 and \$300, they are required to comply with normal gift disclosure requirements and the Code of Conduct as per notifiable and prohibited gifts.
4. Note this Policy does not apply to prizes won by 'games of chance' such as lottery, raffle, business card draws or contest.

Pre-approved Events

In order to meet the Policy requirements, tickets and invitations must be received by the Shire (as opposed to in the individual person's name).

Under this Policy, Council approves attendance at the following events by Councillors, the CEO and employees of the Shire:-

- Advocacy, lobbying and Ministerial briefings;
- Meetings of clubs or organisations with the Shire of Yilgarn;
- Any free event within the Shire of Yilgarn;
- Australian of Western Australian local government events;

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- Events hosted by local clubs and Not for Profit organisations within the Shire of Yilgarn to which the Shire President, Councillor(s), CEO or employee(s) have received an official invite related to their position;
- Shire hosted ceremonies and functions;
- Shire run events;
- Shire sponsored functions or events;
- Cultural events/festivals within the Shire of Yilgarn or Wheatbelt Region;
- Events run by a Local, State or Federal Government;
- Events run by schools with the Shire of Yilgarn;
- Major professional bodies associated with local government at a local, State or Federal level;
- Opening or launch of an event or facility within the Shire of Yilgarn or Wheatbelt Region;
- Recognition of service events;
- An event run by an organization of the which the Shire of Yilgarn is a member e.g., Wheatbelt Agcare, WA Tourism Association;
- Where the Shire President, Councillor(s), the CEO or employee(s) have been formally requested to attend;
- If the event is free to attend.

If there are more tickets than prospective attendees, the Shire President and CEO will liaise to determine allocations.

Approval process for Events not Pre-approved

Where an invitation is received to an event that is not pre-approved, it may be submitted for approval prior to the event for approval as follows:-

- Events for the Shire President may be approved by the Deputy Shire President;
- Events for the deputy Shire President may be approved by the Shire President;
- Events for Councillors may be approved by the Shire President;
- Events for the CEO may be approved by the Shire President;
- Events for employees may be approved by the CEO.

Consideration upon granting approval include:-

- The benefit to the Shire of the person attending;
- Alignment to the Shire Strategic Objectives;
- The number of Shire representatives already approved to attend;
- Any justification provided by the applicant when the event is submitted for approval.

Where a Councillor has an event approved through this process and there is a fee associated with the event, then the cost of the event, is to be paid by the local government.

Where the CEO or employee has an event approved through this process and there is a fee associated with the event, then the cost of the event is to be paid for by the local government.

Where partners of an authorised local government representative attend an event, any tickets for that person, if paid for by the Shire, must be reimbursed by the representative unless expressly authorised by the Council.

Approval Process for Events Not Pre-approved

Any event that is pre-approved or approval is not submitted through an approval process, or is received personally is considered a non-approved event:

- If the event is free then no approval is required;
- If the event is ticketed and the attendee pays the full ticketed price and is not seeking reimbursement from the Shire, then no approval is required;
- If the event is ticketed and the Councillor, CEO or employee pays a discounted rate, or is provided with a free ticket(s), then the recipient must disclose receipt of the tickets (and any other associated hospitality) within 10 days.

Organisations that desire attendance at an event by a particular person(s), such as the Shire President, Deputy Shire President, CEO or particular employee of the Shire, should clearly indicate that on the offer, together what is expected of that individual, should they be available, and whether the invite/ticket is transferrable to another Shire representative.

Tickets that are provided to the Shire without denotation as to who they are for, will be provided to the CEO and attendance determined by the CEO in liaison with the Shire President, based on relative benefit to the organization in attending the event, the overall cost in attending the event inclusive of travel or accommodation, availability of representatives, and the expected role of the relevant Councillor or employee.

Disputes

Any disputes regarding the approval of attendance at events are to be resolved by the Shire President in relation to Councillors and by the CEO in relation to employees.

1.14 Risk Management Policy

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

POLICY OBJECTIVES

The objective of this Policy is to state the Shire of Yilgarn's ('Shire's') intention to identify potential risks before they occur so that impacts can be minimised or opportunities realised; ensuring that the Shire achieves its Strategic and Corporate objectives efficiently, effectively and within good corporate governance principles.

POLICY STATEMENT

It is the Shire's Policy to achieve best practice (aligned with AS/NZS ISO 31000:2018 Risk management – Guidelines), in the management of all risks that may affect the Shire meeting its objectives.

Risk management functions will be resourced appropriately to match the size and scale of the Shire's operations, and will form part of the Strategic, Operational, and Project responsibilities and be incorporated within the Shire's Integrated Planning Framework.

This policy applies to Council Members, Executive Management and all employees and contractors involved in any Shire operations.

POLICY STATEMENT

The following points provide detail on the objective specifics:

1. Optimises the achievement of the Shire's values, strategies, goals and objectives.
2. Aligns with and assists the implementation of Shire Policies.
3. Provides transparent and formal oversight of the risk and control environment enabling effective decision-making.
4. Reflects risk versus return considerations within the Shire's risk appetite.
5. Embeds appropriate and effective controls to mitigate risk.
6. Achieves effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.
7. Enhances organisational resilience.
8. Identifies and provides for the continuity of critical operations.

KEY POLICY DEFINITIONS

Risk: Effect of uncertainty on objectives.

Note 1: An effect is a deviation from the expected – positive or negative.

Note 2: Objectives can have different aspects (such as financial, health and safety and environmental goals) and can apply at different levels (such as strategic, organisation-wide, project, product or process).

Risk Management: Coordinated activities to direct and control an organisation with regard to risk.

Risk Management Process: Systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.

ROLES & RESPONSIBILITIES

The CEO is responsible for the:

- Implementation of this Policy.
- Measurement and reporting on the performance of risk management.
- Review and improvement of this Policy and the Shire's Risk Management Framework at least triennially, or in response to a material event or change in circumstances.

The Shire's Risk Management Framework outlines in detail all roles and responsibilities under CEO delegation associated with managing risks within the Shire.

RISK ASSESSMENT AND ACCEPTANCE CRITERIA

The Shire has quantified its broad risk appetite through the Shire's Risk Assessment and Acceptance Criteria. The criteria are included within the Risk Management Framework and as a component of this policy.

All organisational risks are to be assessed according to the Shire's Risk Assessment and Acceptance Criteria to allow consistency and informed decision-making. For operational requirements such as projects or to satisfy external stakeholder requirements, alternative risk assessment criteria may be utilised, however these cannot exceed the organisation's appetite and are to be noted within the individual risk assessment.

MONITOR & REVIEW

The Shire will implement and integrate a monitor and review process to report on the achievement of the risk management objectives, the management of individual risks and the ongoing identification of issues and trends.

This Policy will be kept under review by the Shire's Management Team. It will be formally reviewed triennially.

RISK ASSESSMENT AND ACCEPTANCE CRITERIA

Shire of Yilgarn Measures of Consequence									
Rating (Level)	Health / People	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment	Project TIME	Project COST
Insignificant (1)	Near miss. Minor first aid injuries	Less than \$25,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential damage.	Contained, reversible impact managed by on site response	Exceeds deadline by 10% of project timeline	Exceeds project budget by 10%
Minor (2)	Medical type injuries	\$25,001 - \$250,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response	Exceeds deadline by 15% of project timeline	Exceeds project budget by 15%
Moderate (3)	Lost time injury <30 days	\$250,001 - \$750,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies	Exceeds deadline by 20% of project timeline	Exceeds project budget by 20%
Major (4)	Lost time injury >30 days	\$750, 000 - \$1Mil	Prolonged interruption of services –	Non-compliance results in	Substantiated, public embarrassment,	Significant damage requiring	Uncontained, reversible impact	Exceeds deadline by 25% of	Exceeds project budget

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Shire of Yilgarn Measures of Consequence									
Rating (Level)	Health / People	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment	Project TIME	Project COST
			additional resources; performance affected < 1 month	termination of services or imposed penalties	high impact, high news profile, third party actions	internal & external resources to rectify	managed by a coordinated response from external agencies	project timeline	by 25%
Catastrophic (5)	Fatality, permanent disability	More than \$1Mil	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact	Exceeds deadline by 30% of project timeline	Exceeds project budget by 30%

Measures of Likelihood			
Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances (>90% chance)	More than once per year
4	Likely	The event will probably occur in most circumstances(>50% chance)	At least once per year
3	Possible	The event should occur at some time(20% chance)	At least once in 3 years

Measures of Likelihood			
Level	Rating	Description	Frequency
2	Unlikely	The event could occur at some time(<10% chance)	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances(<5% chance)	Less than once in 15 years

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Supervisor / Team Leader
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Service Manager
HIGH	Urgent Attention Required	Risk acceptable with effective controls, managed by senior management / executive and subject to monthly monitoring	Executive Leadership Team
EXTREME	Unacceptable	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO & Council

Existing Control Ratings		
Rating	Foreseeable	Description
Effective	There is <u>little</u> scope for improvement.	Processes (Controls) operating as intended and aligned to Policies / Procedures. Subject to ongoing monitoring. Reviewed and tested regularly.
Adequate	There is <u>some</u> scope for improvement.	Processes (Controls) generally operating as intended, however inadequacies exist. Limited monitoring. Reviewed and tested, but not regularly.
Inadequate	There is a <u>need</u> for improvement or action.	Processes (Controls) not operating as intended. Processes (Controls) do not exist, or are not being complied with. Have not been reviewed or tested for some time.



2 BUSHFIRE

2.1 Use of Council Equipment

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That Council plant and equipment which can be used for firefighting purposes be made available for firefighting and protective burning as required, subject to consultation with Council's senior management staff and the Chief Bush Fire Control Officer or a person acting in this position.

The operation of this equipment is to be conducted either by a Council employee, or in the case where a Council employee is not available, an operator who has been approved at the time of an incident by Council's Chief Executive Officer, Executive Manager Infrastructure, Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer

2.2 Harvest and Vehicle Movement Bans

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That the Chief Bushfire Control Officer and Deputy Chief Bushfire Control Officer, be authorised to impose a Total Movement Ban including the movement of vehicles in paddocks, except vehicles carrying water to stock or inspecting water supplies to stock, within the Shire.

The decision to initiate a Harvest and Vehicle Movement Ban is to be determined by not less than three (3) individual Fire Weather Readings from within the Shire.

In the event that the Fire Danger Index reaches 32 or more, based on an average of three or more weather readings representative of three distinct areas of the Shire, a Harvest and Vehicle Movement Ban will be automatically issued over the whole of the Shire.

Harvesting is not permitted on Christmas Day or New Year's Day. Harvesting is permitted on all Sundays and Public Holidays except where a Harvest and Vehicle Movement Ban has been imposed.

Once issued, a Harvest and Vehicle Movement Ban will remain in force until such time as is originally indicated.

In the event of inclement weather conditions prevailing, a Harvest and Vehicle Movement Ban may be extended beyond the original time indicated.

For the purpose of 'Press Releases' relating to the issue of Harvest and Vehicle Movement Bans, the following wording will be utilised at all times:

"A Harvest and Vehicle Movement Ban is in effect over the whole of the Shire until the designated hour, and may be extended if necessary"

Under no circumstances will the words 'to be reviewed at' be utilised when issuing notice of these Bans.

Community members can contact the Emergency Information Hotline by phoning 9487 8777 for up to date information on Harvest Bans and Road closures.



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2.3 Brigade Membership Forms

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Each brigade is to be encouraged to maintain an up-to-date list of brigade members and urge all eligible persons in the brigade area to complete a membership form, which is to be kept at the Shire Office.



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2.4 Bush Fire Advisory Committee Policy

LAST REVIEW DATE: SEPTEMBER 2021 DUE FOR

REVISION: SEPTEMBER 2022

OBJECTIVE:

To set guidelines for the operation of the Shire of Yilgarn Bush Fire Advisory Committee.

OPERATIONAL GUIDELINES

Name

Shire of Yilgarn Bush Fire Advisory Committee.

Governing Legislation

The committee is established under Section 67 of the Bush Fires Act 1954.

Membership

Membership consist of:

VOTING MEMBERS:

Chief Bush Fire Control Officer;
Deputy Chief Bush Fire Control Officer (x2); Fire Control Officers; and
Councillor Representatives.

If dual positions, only one vote per individual.

NON-VOTING MEMBERS:

General Brigade Members;
Shire Administration attendees; and DFES District Officer.

Vision

To ensure the Shire of Yilgarn is a safe community by managing the fire risks within the district.

Terms of Reference

- Continue to review current fire-fighting practices to improve operational effectiveness.
- Ensure that all fire-fighting appliances are in a state of operational readiness.
- Improve communication and co-ordination in fire-fighting activities.
- Promote fire safety to the community through public education and involvement.
- Continue to review and upgrade plans and other key documents.

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- Continue to improve the command and control of incidents.
- Continue to support and encourage volunteer participation.
- Continue to work in partnership with other organisations.
- Support and promote the safety and health of volunteers.
- Develop and implement training structures, systems and procedures in conjunction with DFES to support the community.
- Provide support and guidance to Bush Fire Brigades in the Shire of Yilgarn.

Meetings

ANNUAL GENERAL MEETING

The Annual general Meeting is to be held in April.

Elections for nomination to Council of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers and Fire Control Officer are to be held at the AGM.

Note: The chairperson shall be the CBFCO

COMMITTEE MEETINGS

The committee shall meet as often as its chairperson and/or the Council decides, but no less than two times per year, once in September and once in April.

QUORUM

There must be a minimum of three (3) voting committee members in attendance to reach a quorum where a vote is required.

VOTING

Shall be in accordance with the Local Government Act, Section 5.21 with all voting members of the Committee entitled and required to vote (subject to interest provisions of the LGA).

MINUTES

Shall be in accordance with the Local Government Act, Section 5.22.

MEETINGS

Meetings shall be generally open to the public.

MEMBERS INTEREST TO BE DISCLOSED

Members of the Committee are bound by the provisions of the Local Government Act, Section 5.65 with respect to disclosure of financial, impartiality or proximity interests.

SECRETARIAT

A Shire Staff Officer appointed by the CEO will fulfil the role of non-voting secretary who will



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also be responsible for preparation and distribution of agendas and minutes.

CHAIRPERSON

The Chairperson and Deputy Chairperson are to be the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer.

MEETING ATTENDANCE FEES

Nil

DELEGATED AUTHORITY

Nil



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2.5 Management of Bush Fire Volunteers

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVE

This policy is designed to give guidance in managing the Shire's valuable bushfire volunteers in relation to their competency in fighting fires and the Shire's expectations and requirements when attending a bushfire.

POLICY STATEMENT

The Work Health and Safety Act 2020 (the Act) impacts on the Shire's bushfire volunteers through the new Industrial Manslaughter provisions. The legislation states that all registered bushfire volunteers are deemed to be employees of the Shire of Yilgarn, to whom the Shire has a duty of care with respect to safety, training, performance and compliance.

The Act requires the Shire to adopt a more structured approach to managing its registered bushfire volunteers.

The Shire is liable for the safety of volunteers as well as any employee attending a fire.

Shire of Yilgarn is adopting a protocol that recognises and addresses the issue of training. Recognition of Prior Learning (RPL), that is extensive on-ground experience in fire situations, will be recognised and registered as a competency level.

Inexperienced volunteers will need undertake a basic introduction to fire safety and procedure training to be eligible to receive a Shire Bushfire Competency Certificate.

All volunteers are encouraged to expand their knowledge through ongoing training.

The Shire of Yilgarn deems that the Chief Bush Fire Control Officer in conjunction with either a Deputy Chief Bush Fire Control Officer or Fire Control Officer are competent to assess a volunteer's recognition of prior learning status and to approve and sign a Shire of Yilgarn Bushfire Competency Certificate.

Volunteers who attend bushfires are expected to have knowledge of, and agree to, the following:

- Follow orders of a Fire Control Officer (FCO)
- Wear appropriate firefighting PPE (minimum of long sleeves and pants, boots, gloves)
- Understand and use the correct communication methods
- Notify when arriving and leaving a fire ground
- Ensure firefighting plant and equipment they use is operational and they are either trained in its use, or have been directed to and are operating it under the instructions of someone trained in its use;

3 Finance

3.1 Asset Capitalisation and Depreciation

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVE:

To provide a framework to ensure the Shire's financial information is reported to Council with consistent application of Australian Accounting Standards and in compliance with statutory requirements under the Local Government Act 1995 (the "Act") and Local Government (Financial Management) Regulations 1996 (the "Regulations").

POLICY STATEMENT:

This policy will provide guidance in the development and presentation of the following:

- Management Reports
- Annual Financial Report
- Annual Budget
- Long Term Financial Plan (LTFP)

The correct recognition of capital expenditure and the subsequent capitalisation, depreciation and revaluation of assets has a direct impact on the operating financial position of the Shire.

AASB 116 provides the criteria as to the correct recognition of non-current assets. Expenditure for non-current assets must meet the following criteria:

- It must have a physical substance other than for an intangible asset;
- The Shire has control over the asset;
- It is probable that future economic benefits or service potential associated with the item will flow to the Shire;
- The item is not held for sale and it is expected to be used by the Shire for greater than 12 months;
- The cost of the item can be measured reliably; and
- Its value exceeds the Shire's capitalisation threshold.

Capitalisation Threshold

The capitalisation threshold value is greater than or equal to that imposed under regulation 17A (5) of the Local Government (Financial Management) Regulations 1996. This is applicable to all asset classes.

Subsequent Measurement

Expenditure on a capitalised asset subsequent to initial acquisition (i.e. expenditure on an existing asset) is to be either expensed as operating expenditure (maintenance) or capitalised to the asset as capital expenditure.

If the following criteria (1) is met and one of either criteria (2) or (3) applies then it will be considered capital expenditure;

- 1) The value of the works exceeds the capitalisation threshold (unless the works were assumed maintenance in determining the remaining life at initial acquisition);
- 2) The work extends the life of the asset, by a period of greater than 12 months beyond the current useful life;
- 3) The works provide material additional economic benefit or service potential for the asset.

If either the above criteria (1) is not met, or where the above criteria (1) is met but not criteria (2) or (3), then it will be maintenance and considered operating expenditure.

Portable and Attractive Assets

Assets under the statutory limit do not meet the criteria to be capitalised but are defined as portable and attractive and are to be properly recorded and monitored. This will include the following:

- Appropriate records for assets should include information to enable identification, management and maintenance of assets;
- Annual process to prevent theft or loss of non-consumable assets that are susceptible to theft or loss due to their portable nature and attractiveness for personal use or resale; and
- Reporting on any discrepancies from the annual process.

Asset Classification - Renewal, Upgrade or New

Expenditure on assets requires a classification of renewal, upgrade or new. These categories impact the financial ratios, LTFP and sustainability measures.

Capital expenditure is classified as renewal when the expenditure is over the capitalisation threshold and is expected to increase the remaining useful life of the original asset.

Capital expenditure is classified as an upgrade when it is expected to increase the economic benefit or service potential of the asset.

A new asset is an asset that has not previously been recognised.

Note: If expenditure relates to replacing a part of an existing asset and the useful life does not increase or there is not an increase in economic benefit or service potential, then the expenditure is classified as maintenance in nature.

Measurement Basis

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All assets that qualify for recognition are to be initially measured at cost. However, where an asset is acquired at below or no cost (such as contributed assets), the cost is its fair value at the date of acquisition. If there is no readily available market for the asset then the cost is its current replacement cost.

Where an asset was acquired in a prior financial year and has yet to be recorded in the accounts, the asset is to be brought to account at current replacement cost at the date of recognition. This can be:

- By market value, if there is a readily available market; or
- Using depreciated replacement cost, if there is no readily available market.

Infrastructure Assets:

All expenditure relating to Construction and Improvement Works relating to Infrastructure Assets will be capitalised, and detailed in the following categories:

- Roads, Footpaths & Laneways
- Aerodromes
- Urban Stormwater Drainage including Dams
- Parks and Ovals
- Refuse Disposal Sites
- Sewerage Systems
- Townscape
- Digital Equipment
- Other

All Other Assets (Greater than Statutory value)

Any material item purchased that is not deemed consumable or disposable, over the statutory value per item will be capitalised, and detailed in the following categories:

- Land and Buildings
- Plant and Equipment
- Furniture and Equipment

Depreciation:

Depreciation will commence from the date of acquisition or in respect of internally constructed assets, when the asset is first brought into use or held ready for use. Depreciation is recognised on a straight-line basis, using rates which are reviewed each year.

An addition or extension, which becomes an integral part of an existing asset, should be depreciated over the remaining useful life of that asset. An addition or extension, which remains a separate identity and will be capable of being used after the existing asset is disposed of, should be capitalised and depreciated independently.

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Assets will be depreciated in accordance with the following schedule of useful lives:

ASSET CLASS	COMPONENTS	USEFUL LIFE
Land		Not Depreciated
Infrastructure	Roads	15 – 120 Years
	Footpaths	10 – 80 Years
	Laneways	20 – 80 Years
	Aerodromes	10 – 30 Years
	Urban Stormwater Drainage inc Dams	5 – 80 years
	Parks & Ovals	10 – 40 Years
	Refuse Sites	Not Depreciated
	Sewerage	60 – 100 Years
	Townscape	20 – 35 Years
	Digital Equipment	3 – 8 Years
	Other	10 – 80 Years
Buildings	Specialised	30 – 75 Years
	Non Specialised	30 – 75 Years
Furniture & Equipment		4 – 20 Years
Plant & Equipment	Major Plant	15 – 30 Years
	Minor Plant	5 – 20 Years

Asset Revaluation at Fair Value:

Fair value is considered to be the best estimate of the price reasonably obtainable in the market at the date of the valuation. It is the most advantageous price reasonably obtainable by the seller and the most advantageous price reasonably obtainable by the buyer.

The use of fair value in local government general purpose financial statements is considered essential to provide a more accurate measure of the value of community assets and liabilities than “historical cost” (the original monetary value of an economic item).

It is also essential to good asset management practices and robust long-term financial planning for a local government to report the value of assets and their associated maintenance, renewal or replacement costs at fair value so that the long-term sustainability of that local government can be addressed.

In September 2011, the Australian Accounting Standards Board issued accounting standard AASB 13 Fair Value Measurement, which sets out a framework for measuring fair value. The standard applies to annual reporting periods beginning on or after 1 January 2013 but may be applied to earlier reporting periods.

AASB 116 provides significant commentary and guidance on how to deal with an increase or decrease in an asset's carrying amount and depreciation of an asset on revaluation as well as how these should be treated in accounting records and financial reports.

3.1A Disposal of Assets

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVE:

The objective of the policy is to provide a consistent methodology and outline the principles applied for the disposal of surplus assets.

POLICY STATEMENT:

The Shire is committed to the responsible management of its assets and to deliver services that meets community expectations of time, quality, and value for money.

The Shire of Yilgarn's infrastructure and assets are utilised to deliver a variety of services in line with the Strategic Community Plan and within agreed levels of service desired by the community. Continued optimisation of Shire assets will contribute to the long-term financial sustainability of the organisation and ensure that community expectation and demand is achieved in the most cost-effective manner.

The Council will make these decisions through the annual planning and budget process.

The Shire's assets include land and buildings, furniture and equipment, plant and equipment, roads, footpaths, drainage, aerodrome and other such infrastructure which represents a substantial investment in supporting the local economy, community well-being and environmental management.

Methods of disposal of assets

The principal methods of disposal of assets are:

- (a) public auction (for items of significant value a reserve price will be agreed to between the relevant officer and the auctioneer prior to the auction) or by public tender.
- (b) dumping – assets of no or little value only
- (c) donation to a registered charity or community organisation.

Sale to staff/Councillors

As a general principle, sale of assets to staff is NOT to occur outside of a public process.

The Independent Commission against Corruption (ICAC) recommends that invitations to bid for the purchase of any surplus Council assets should not be limited to staff or to elected officials. Members of the public must also be allowed to compete for the purchase.

However, it is recognised that there will be individual instances where sale to a staff member may be the most practical or fair and reasonable manner of disposal. In these instances, authority for disposal will rest with the Chief Executive Officer. All decisions and the reasons

for the decisions must be documented.

Donations to Community Groups/Charities

(Note: this method of disposal may not be used for asset with an estimated value of more than \$5,000).

Scrap materials salvaged from works e.g. pavers etc. which are unsuitable for new Council projects may be "donated" to charities/sporting bodies with the authority of the Chief Executive Officer.

Donations of other old assets may only be made with the authority of the Chief Executive Officer and only after exploring all avenues for recouping a fair value for the Council.

Council staff should only consider donations in response to a formal written request. In considering any request, staff should keep in mind the following:

- Community groups should receive equitable treatment to avoid possible claims of bias.
- A check should be made to ensure the group is not a disguised business operation providing funds or remuneration to the principals.
- A check should be made to ensure the group is non-profit and that the intended use of the asset is non-commercial (i.e. non-profit).
- Where the donation is seen as appropriate but there is a potential claim of bias, the matter should be referred to the Chief Executive Officer.
- The charity/community group must remove the asset themselves and at no cost to the Council.

Destruction of assets classified as beyond economical repair

Where an asset is classified as beyond economical repair the asset must be destroyed, with the destruction being witnessed by another responsible officer nominated by the Chief Executive Officer.

Sale of Information Technology (IT)/computer equipment

All internal hardware with any information relating to the Shire of Yilgarn will be reformatted utilizing a method whereby all information is overwritten and is no longer recoverable.

All external asset tags and labels connecting a machine to Shire of Yilgarn are to be removed.

Sale of motor vehicles

Motor vehicles are to be sold either via auction, tender or electronic tender or traded when purchasing a new vehicle.

Sale of office furniture

The Executive Manager ~~Regulatory Services~~ is responsible for the disposal of all office furniture. The furniture is to be either sold by private sale in line with Shire delegation, public auction or tender.



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Sale of major assets

Where assets of significant value (being more than \$150,000) are to be sold, the sale is to be by either public auction or tender.

3.2 Surplus Funds Investment

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

POLICY:

In accordance with the Local Government Act s6.14 (2) the Chief Executive Officer and/or Executive Manager Corporate Services is authorised to invest surplus Council funds to the best advantage of Council, within a recognised Financial Institution, provided that local banking institutions are also given the opportunity to negotiate with a view to achieving the best possible interest rates.

Council will invest in only authorised institutions in accordance with FM Reg 19 (1) (2)

Council recognises the following Financial Institutions as being authorised for the investment of Council's Funds:

- Westpac Banking Corporation
- ANZ Banking Corporation
- Commonwealth Bank
- National Australia Bank
- Bankwest
- Bendigo Bank

When investing money Council may not do any of the following —

- (a) Deposit with an institution except an authorised institution;
- (b) Deposit for a fixed term of more than 3 years;
- (c) Invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;
- (d) Invest in bonds with a term to maturity of more than 3 years;
- (e) Invest in a foreign currency.

PROCESS:

A monthly statement be presented to Council giving details of all current investments showing;

- | | |
|------------------------|---------------------------|
| a) place of investment | c) interest rate |
| b) term of investment | d) name of funds invested |

3.3 Resourcing Employee Entitlements

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Council maintains a Long Service Leave Reserve to provide a mechanism to fully cash-back employee entitlements at the 30th June each year.

The value of this Reserve must mirror the value of:

- Current Long Service Leave recognised at year end, anticipated to be taken by the employee during the next reporting period; and;
- Non-Current Long Service Leave

Council acknowledges that funds will be withdrawn from time to time as employees utilise their Long Service entitlements identified within annual budgets. In the event that additional funds are required to meet obligations beyond the budgeted allocation, approval from Council will be sought to fund the shortfall from the Reserve Fund.

3.4 Reserve Portfolio Rationale

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Council maintains several Reserves for a myriad of purposes. This policy serves to explain the rationale behind Reserve purposes, and the basis of their existence. Essentially, Reserves are categorised by at least one of the following categories:

- **Growth**
A Growth Reserve has been set aside for a specific circumstance or event, which has or is reaching it's floor level, continuing to grow primarily as a result of interest re-investment.
- **Special Purpose**
A Special Purpose Reserve is created via the Community Strategic Plan and Corporate Business Plan, where a project or facility requires financial resources to be accumulated over an appropriate period of time. This type of Reserve endeavours to fully cash-back a project prior to it commencing.
- **Transactional**
A Transactional Reserve is developed to act as a financial conduit for a specific operation of Council. A Transactional Reserve can either operate as a 'Income Only' Reserve, whereby income from a facility is exclusively transferred to the Reserve or it can be 'Fully Operational', where the income is transferred to the Reserve and Expenditure obligations (both operating and non-operating) are sourced from this Reserve.
- **Unforeseen Circumstance Levels**
Some Reserves will maintain a floor level which is earmarked to provide Council with flexibility to meet unforeseen obligations within its operations.



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3.5 Purchasing and Tendering

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

1. PURCHASING

The Shire of Yilgarn (the “**Shire**”) is committed to delivering the objectives, principles and practices outlined in this Policy, when purchasing goods, services or works to achieve the Shire strategic and operational objectives.

This policy complies with the Local Government (Functions and General) Regulations 1996 (The Regulations).

1.1 OBJECTIVES

The Shire’s purchasing activities will achieve:

- The attainment of best value for money;
- Sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment;
- Consistent, efficient and accountable processes and decision-making;
- Fair and equitable competitive processes that engage potential suppliers impartially, honestly and consistently;
- Probity and integrity, including the avoidance of bias and of perceived and actual conflicts of interest;
- Compliance with the Local Government Act 1995, Local Government (Functions and General) Regulations 1996, as well as any relevant legislation, Codes of Practice, Standards and the Shire’s Policies and procedures;
- Risks identified and managed within the Shire’s Risk Management framework;
- Records created and maintained to evidence purchasing activities in accordance with the State Records Act and the Shire’s Record Keeping Plan;
- Confidentiality protocols that protect commercial-in-confidence information and only release information where appropriately approved.

1.2 ETHICS & INTEGRITY

The Shire’s Code of Conduct applies when undertaking purchasing activities and decision making. Elected Members and employees must observe the highest standards of ethics and integrity and act in an honest and professional manner at all times.

1.3 VALUE FOR MONEY

Value for money is achieved through the critical assessment of price, risk, timeliness, environmental, social, economic and qualitative factors to determine the most advantageous supply outcome that contributes to the Shire achieving its strategic and operational objectives.

The Shire will apply value for money principles when assessing purchasing decisions and acknowledges that the lowest price may not always be the most advantage.

1.3.1 Assessing Value for Money

Assessment of value for money will consider:

- All relevant Total Costs of Ownership (TCO) and benefits including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, training, maintenance and disposal;
- The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality. This includes but is not limited to an assessment of compliances, tenderers resources available, capacity and capability, value-adds offered, warranties, guarantees, repair and replacement policies, ease of inspection, ease of after sales service, ease of communications etc.
- Financial viability and capacity to supply without the risk of default (competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- A strong element of competition by obtaining a sufficient number of competitive quotations wherever practicable and consistent with this Policy;
- The safety requirements and standards associated with both the product design and the specification offered by suppliers and the evaluation of risk arising from the supply, operation and maintenance;
- The environmental, economic and social benefits arising from the goods, services or works required, including consideration of these benefits in regard to the supplier's operations, in accordance with this Policy and any other relevant Shire Policy; and
- Providing opportunities for businesses within the Shire's boundaries to quote wherever possible.

1.4 PURCHASING THRESHOLDS AND PRACTICES

The Shire must comply with all requirements, including purchasing thresholds and processes, as prescribed within the Regulations, this Policy and associated purchasing procedures in effect at the Shire.

1.4.1 Policy Purchasing Value Definition

Purchasing value for a specified category of goods, services or works is to be determined upon the following considerations:

- Exclusive of Goods and Services Tax (GST); and
- Where a contract is in place, the actual or expected value of expenditure over the full contract period, including all options to extend specific to a particular category of goods, services or works. OR
- Where there is no existing contract arrangement, the Purchasing Value will be the estimated total expenditure for a category of goods, services or works over a minimum three-year period. This period may be extended to a maximum of 5 years only where the supply category has a high risk of change i.e. to technology, specification, availability or the Shire's requirements (Regulation 12).

The calculated estimated Purchasing Value will be used to determine the applicable threshold and purchasing practice to be undertaken.

1.4.2. Purchasing from Existing Contracts

The Shire will ensure that any goods, services or works required that are within the scope of an existing contract will be purchased under that contract.

1.4.3. Table of Purchasing Thresholds and Practices

This table prescribes Purchasing Value Thresholds and the applicable purchasing practices which apply to the Shire's purchasing activities:

Purchase Value Threshold (exc GST)	Purchasing Practice Required
Up to \$10, 000 (exc GST)	Direct purchase, evidence of pricing to be recorded as an attachment to the Purchase Order
From \$10, 001 up to \$50, 000 (exc GST)	<p>Seek at least one (1) written quotation from a suitable supplier.</p> <p>Where the Shire has an established Panel of Pre-Qualified Suppliers relevant to the required purchasing category, seek quotations in accordance with the contract requirements.</p> <p>If no Panel of Pre-Qualified Suppliers exists for the required purchasing category, then a quote must be sought from either:</p> <ul style="list-style-type: none"> • a supplier included in the relevant WALGA Preferred Supplier Arrangement; or • other suppliers that are accessible under another tender exempt arrangement; or • the open market.

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Purchase Value Threshold (exc GST)	Purchasing Practice Required
	<p>The purchasing decision is to be based upon assessment of the supplier's response to:</p> <ul style="list-style-type: none"> • a brief outline of the specific requirements for the goods, services or works required; and • value for money criteria, not necessarily the lowest price. <p>The procurement decision is to be represented using the Brief Evaluation Report Template.</p>
From \$50,001 up to \$100,000 (exc GST)	<p>Seek at least two (2) written quotations, if practical, from suitable suppliers.</p> <p>Where the Shire has an established Panel of Pre-Qualified Suppliers relevant to the required purchasing category, seek quotations in accordance with the contract requirements.</p> <p>If no Panel of Pre-Qualified Suppliers exists for the required purchasing category, then a quote must be sought from either:</p> <ul style="list-style-type: none"> • a supplier included in the relevant WALGA Preferred Supplier Arrangement; or • other suppliers that are accessible under another tender exempt arrangement; or • the open market. <p>If quotes are not being sought from a WALGA Preferred Supplier Arrangement, at least one (1) quotation is to be sought, where a suitable supplier is available, from:</p> <ul style="list-style-type: none"> • a WA Disability Enterprise; and / or • an Aboriginal Owned Business; and / or • a Local Supplier. <p>The purchasing decision is to be based upon assessment of the suppliers response to:</p> <ul style="list-style-type: none"> • a brief outline of the specified requirement for the goods; services or works required; and • value for money criteria, not necessarily the lowest price. The procurement decision is to be represented using the Brief Evaluation Report Template.

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Purchase Value Threshold (exc GST)	Purchasing Practice Required
From \$100,001 up to \$249,999 (exc GST)	<p>Seek at least three (3) written quotations from suppliers by invitation under a formal Request for Quotation.</p> <p>Where the Shire has an established Panel of Pre-Qualified Suppliers relevant to the required purchasing category, seek quotations in accordance with the contract requirements.</p> <p>If no Panel of Pre-Qualified Suppliers exists for the required purchasing category, then a quote must be sought from either:</p> <ul style="list-style-type: none"> • a supplier included in the relevant WALGA Preferred Supplier Arrangement; or • other suppliers that are accessible under another tender exempt arrangement; or • the open market. <p>If quotes are not being sought from a WALGA Preferred Supplier Arrangement, at least one (1) quotation of the three (3) quotations is to be sought, where a suitable supplier is available, from either:</p> <ul style="list-style-type: none"> • a WA Disability Enterprise; and /or • an Aboriginal Owned Business; and /or • a Local Supplier. <p>The purchasing decision is to be based upon assessment of the suppliers response to:</p> <ul style="list-style-type: none"> • a detailed written specification for the goods, services or works required and • pre-determined evaluation criteria that assesses all best and sustainable value considerations. <p>The procurement decision is to be represented using the Evaluation Report template.</p>
Over \$250,000 (exc GST)	<p>Where the Shire has an established Panel of Pre-Qualified Suppliers relevant to the required purchasing category, seek quotations in accordance with the contract requirements.</p> <p>If no Panel of Pre-Qualified Suppliers exists for the required purchasing category, then either:</p> <ul style="list-style-type: none"> • Seek at least three (3) written quotations from a supplier included in the relevant WALGA Preferred Supplier Arrangement and / or another tender exempt arrangement; OR

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Purchase Value Threshold (exc GST)	Purchasing Practice Required
	<ul style="list-style-type: none"> Conduct a Public Request for Tender process in accordance with the Local Government Act 1995 and relevant Shire Policy requirements. <p>The purchasing decision is to be based upon the suppliers response to:</p> <ul style="list-style-type: none"> a specification of the goods, services or works (for a tender exempt process including the WALGA Preferred Supplier Arrangement); or a detailed specification for the open tender process; and pre-determined evaluation criteria that assesses all best and sustainable value considerations. <p>The procurement decision is to be represented using the Evaluation Report template.</p>
Emergency Purchases (<i>Within Budget</i>)	Must be approved by the President or by the Chief Executive Officer under delegation and reported to the next available Council Meeting.
Emergency Purchases (<i>Not Included in Budget</i>)	<p>Only applicable where, authorised in advance by the President in accordance with s.6.8 of the <i>Local Government Act 1995</i> and reported to the next available Council Meeting.</p> <p>Where the Shire has an established Panel of Pre-Qualified Suppliers relevant to the required purchasing category, the emergency supply must be obtained from the Panel suppliers.</p> <p>If however, no member of the Panel of Pre-qualified Suppliers or a suitable supplier from WALGA Preferred Supplier Arrangement is available, then the supply may be obtained from any supplier capable of providing the emergency purchasing requirement, and to the extent that it is reasonable in context of the emergency requirements, with due consideration of best and sustainable consideration.</p>

1.4.4 Exemptions

An exemption from the requirement to publically invite tenders may apply when the purchase is:

- obtained from a pre-qualified supplier under the WALGA Preferred Supplier Arrangement or other suppliers that are accessible under another tender exempt arrangement.
- from a pre-qualified supplier under a Panel established by the Shire;
- from a Regional Local Government or another Local Government;
- acquired from a person/organisation registered on the WA Aboriginal Business Directory, as published by the Small Business Development Corporation, where the consideration under contract is worth \$250,000 or less (exc GST) and represents value for money;
- acquired from an Australian Disability Enterprise and represents value for money;
- the purchase is authorised under auction by Council under delegated authority;
- within 6 months of no tender being accepted;
- where the contract is for petrol, oil, or other liquid or gas used for internal combustion engines; or
- the purchase is covered by any of the other exclusions under Regulation 11 of the Regulations.

1.4.5 Inviting Tenders Under the Tender Threshold

The Shire may determine to invite Public Tenders, despite the estimated Purchase Value being less than the \$250,000 threshold.

This decision will be made after considering:

- Whether the purchasing requirement can be met through the WALGA Preferred Supplier Program or any other tender exemption arrangement; and
- Any value for money benefits, timeliness, risks; and
- Compliance requirements.

A decision to invite Tenders, though not required to do so, may occur where an assessment has been undertaken and it is considered that there is benefit from conducting a publicly accountable and more rigorous process. In such cases, the Shire's tendering procedures must be followed in full.

1.4.6 Other Procurement Processes

1.4.6.1 Expressions of Interest

Expressions of Interest (EOI) are typically considered in situations where the project is of a significant value, or contains significant complexity of project delivery that may solicit responses from a considerable range of industry providers.

In these cases, the Shire may consider conducting an EOI process, preliminary to any

Request for Tender process, where the purchasing requirement is:

- Unable to be sufficiently scoped or specified;
- Open to multiple options for how the purchasing requirement may be obtained, specified, created or delivered;
- Subject to a creative element; or
- To establish a procurement methodology that allows for an assessment of a significant number of tenderers leading to a shortlisting process based on non-price assessment.

All EOI processes are conducted as a public process and similar rules to a Request for Tender apply. However, the EOI should not seek price information from respondents, seeking qualitative and other non-price information only. All EOI processes should be subsequently followed by a Request for Tender through an invited process of those shortlisted under the EOI.

1.4.6.2 Request for Proposal

As an alternative to a Request for Tender, the Shire may consider conducting a Request for Proposal where the requirements are less known, or less prescriptive and detailed. In this situation, the Request For Proposal would still be conducted under the same rules as for a Request For Tender but would seek responses from the market that are outcomes based or that outline solutions to meet the requirements of the Shire.

1.4.7 Emergency Purchases

An emergency purchase is defined as an unanticipated purchase which is required in response to an emergency situation as provided for in the Act and including natural disasters such as fire and flood. In such instances, quotes and tenders are not required to be obtained prior to the purchase being undertaken.

Time constraints are not a justification for an emergency purchase. Every effort must be made to anticipate purchases in advance and to allow sufficient time to obtain quotes and tenders, whichever may apply.

1.4.8 Sole Source of Supply

A sole source of supply arrangement may only be approved where the:

- Purchasing value is estimated to be over \$10,000; and
- purchasing requirement has been documented in a detailed specification; and
- specification has been extensively market tested and only one potential supplier has been identified as being capable of meeting the specified purchase requirement; and
- market testing process and outcomes of supplier assessments have been documented, inclusive of a rationale for why the supply is determined as unique and cannot be sourced through more than one supplier.

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A sole source of supply arrangement will only be approved for a period not exceeding three (3) years. For any continuing purchasing requirement, the approval must be re-assessed before expiry to evidence that a Sole Source of Supply still genuinely exists.

1.4.9 Anti-Avoidance

The Shire will not conduct multiple purchasing activities with the intent (inadvertent or otherwise) of "splitting" the purchase value or the contract value, avoiding a particular purchasing threshold or the need to call a Public Tender. This includes the creation of two or more contracts or creating multiple purchase order transactions of a similar nature.

Utilising rolling contract extensions at the end of a contract term without properly testing the market or using a Tender exempt arrangement, will not be adopted as this would place this Local Government in breach of the Regulations (Regulation 12).

The Shire administration will conduct regular periodic analysis of purchasing activities within supply categories and aggregating expenditure values in order to identify purchasing activities which can be more appropriately undertaken within the Purchasing Threshold practices detailed in clause 1.4.3 above.

2. SUSTAINABLE PROCUREMENT

2.1 LOCAL ECONOMIC BENEFIT

The Shire encourages the development of competitive local businesses within its boundary first, and second within its broader region. As much as practicable, the Shire will:

- where appropriate, consider buying practices, procedures and specifications that do not unfairly disadvantage local businesses;
- consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support);
- ensure that procurement plans address local business capability and local content;
- explore the capability of local businesses to meet requirements and ensure that Requests for Quotation and Tenders are designed to accommodate the capabilities of local businesses;
- avoid bias in the design and specifications for Requests for Quotation and Tenders – all Requests must be structured to encourage local businesses to bid; and
- provide adequate and consistent information to local suppliers.

To this extent, a qualitative weighting will be included in the evaluation criteria for quotes and Tenders where suppliers are located within the boundaries of the Shire, or substantially demonstrate a benefit or contribution to the local economy. This criteria will relate to local economic benefits that result from Tender processes.

2.2 PURCHASING FROM DISABILITY ENTERPRISES

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An Australian Disability Enterprise may be contracted directly without the need to comply with the Threshold and Purchasing Practices requirements of this Policy, where a value for money assessment demonstrates benefits for the Shire's achievement of its strategic and operational objectives.

A qualitative weighting will be used in the evaluation of quotes and Tenders to provide advantages to Australian Disability Enterprises, in instances where not directly contracted.

2.3 PURCHASING FROM ABORIGINAL BUSINESSES

A business registered in the current Aboriginal Business Directory WA (produced by the Small Business Development Corporation) may be contracted directly without the need to comply with the Threshold and Purchasing Practices requirements of this Policy, only where:

- the contract value is or is worth \$250,000 or less, and
- a best and sustainable value assessment demonstrates benefits for the Shire's achievement of its strategic and operational objectives.

A qualitative weighting will be used in the evaluation of quotes and tenders to provide advantages to businesses registered in the current Aboriginal Business Directory WA, in instances where not directly contracted.

2.4 PURCHASING FROM ENVIRONMENTALLY SUSTAINABLE BUSINESSES

The Shire will support the purchasing of recycled and environmentally sustainable products whenever a value for money assessment demonstrates benefits for the Shire's achievement of its strategic and operational objectives.

A qualitative weighting will be used in the evaluation of quotes and tenders to provide advantages to suppliers which:

- demonstrate policies and practices that have been implemented by the business as part of its operations;
- generate less waste material by reviewing how supplies, materials and equipment are manufactured, purchased, packaged, delivered, used, and disposed; and
- encourage waste prevention, recycling, market development and use of recycled/recyclable materials.

3. PANELS OF PRE-QUALIFIED SUPPLIERS

3.1 OBJECTIVES

The Shire will consider creating a Panel of Pre-qualified Suppliers ("Panel") when a range of similar goods and services are required to be purchased on a continuing and regular basis.

Part of the consideration of establishing a panel includes:

- there are numerous potential suppliers in the local and regional procurement related market sector(s) that satisfy the test of 'value for money';
- the purchasing activity under the intended Panel is assessed as being of a low to medium risk;
- the Panel will streamline and will improve procurement processes; and
- the Shire has the capability to establish a Panel, and manage the risks and achieve the benefits expected of the proposed Panel through a Contract Management Plan.

3.2 ESTABLISHING AND MANAGING A PANEL

If the Shire decides that a Panel is to be created, it will establish the panel in accordance with the Regulations.

Panels will be established for one supply requirement, or a number of similar supply requirements under defined categories. This will be undertaken through an invitation procurement process advertised via a state-wide notice.

Panels may be established for a maximum of three (3) years. The length of time of a Local Panel is decided with the approval of the CEO.

Evaluation criteria will be determined and communicated in the application process by which applications will be assessed and accepted.

In each invitation to apply to become a pre-qualified supplier, the Shire will state the expected number of suppliers it intends to put on the panel.

If a Panel member leaves the Panel, the Shire will consider replacing that organisation with the next ranked supplier that meets/exceeds the requirements in the value for money assessment – subject to that supplier agreeing. The Shire will disclose this approach in the detailed information when establishing the Panel.

A Panel contract arrangement needs to be managed to ensure that the performance of the Panel Contract and the Panel members under the contract are monitored and managed. This will ensure that risks are managed and expected benefits are achieved. A Contract Management Plan should be established that outlines the requirements for the Panel Contract and how it will be managed.

3.3 DISTRIBUTING WORK AMONGST PANEL MEMBERS

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel will prescribe one of the following as to whether the Shire intends to:

- obtain quotations from each pre-qualified supplier on the Panel with respect to all discreet purchases; or
- purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or
- develop a ranking system for selection to the Panel, with work awarded in accordance with the Regulations.



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In considering the distribution of work among Panel members, the detailed information will also prescribe whether:

- each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in every instance; or

- work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Regulation 24AD(5)(f) when establishing the Panel. The Shire will invite the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be undertaken. Should the offer be declined, an invitation to the next ranked Panel member is to be made and so forth until a Panel member accepts a Contract. Should the list of Panel members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, the Shire may then invite suppliers that are not pre-qualified under the Panel, in accordance with the Purchasing Thresholds stated in section 1.4.3 of this Policy. When a ranking system is established, the Panel will not operate for a period exceeding 12 months.

In every instance, a contract must not be formed with a pre-qualified supplier for an item of work beyond 12 months, which includes options to extend the contract.

3.4 PURCHASING FROM THE PANEL

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited to every Panel member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

Each quotation process, including the invitation to quote, communications with Panel members, quotations received, evaluation of quotes and notification of award communications can be made through eQuotes (or other nominated electronic quotation facility).

Each quotation process, including the invitation to quote, communications with Panel members, quotations received, evaluation of quotes and notification of award communications must all be captured on the Shire's electronic records system. A separate file is to be maintained for each quotation process made under each Panel that captures all communications between the Shire and Panel members.

4. PURCHASING POLICY NON-COMPLIANCE

Purchasing Activities are subject to financial and performance audits, which review compliance with legislative requirements and also compliance with the Shire's policies and procedures.

A failure to comply with the requirements of this policy will be subject to investigation, with findings to be considered in context of the responsible person's training, experience, seniority and reasonable expectations for performance of their role.

Where a breach is substantiated it may be treated as:

- an opportunity for additional training to be provided;
- a disciplinary matter, which may or may not be subject to reporting requirements under the Public Sector Management Act 1994;
- misconduct in accordance with the Corruption, Crime and Misconduct Act 2003.

5. RECORD KEEPING

All purchasing activity, communications and transactions must be evidenced and retained as local government records in accordance with the State Records Act 2000 and the Shire of Yilgarn's Record Keeping Plan. This includes those with organisations involved in a tender or quotation process, including suppliers.



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3.5(A) Regional Price Preference

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVES

- To support local and regional businesses as much as possible
- To achieve value for money when purchasing goods and services

POLICY

The following price preference will be applied to regional tenders and is the percentage by which the regional price bid will be reduced for purpose of assessing the tender.

Goods and Services - up to a maximum price reduction of \$50,000 unless a lesser amount is stipulated in the tender document.

Stipulated Area

10%	to all suppliers located within the Shire of Yilgarn
5%	to all suppliers located within the Wheatbelt region
2.5%	to all suppliers located within the Goldfield region

Construction (building) Services - up to a maximum price reduction of \$ 50,000 unless a lesser amount is stipulated in the tender document.

Stipulated Area

10%	to all suppliers located within the Shire of Yilgarn
5%	to all suppliers located within the Wheatbelt region
2.5%	to all suppliers located within the Goldfields region

Goods and services, including Construction (Building) Services tendered for the first time where Council previously supplies the Good or Services - Up to a maximum price reduction of \$50,000 unless a lesser amount is stipulated in the tender document.

Stipulated Area

10%	to all suppliers located within the Shire of Yilgarn
5%	to all suppliers located within the Wheatbelt region
2.5%	to all suppliers located within the Goldfields region



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Regional Price Preference will only be given to suppliers located within the stipulated areas for more than 6 months prior to the advertising date of the tender.

Located within the area stipulated -is defined as having a supplier having a physical presence in the way of a shop, depot, outlet, headquarters or other premises where the goods and services specifically being provided are supplied from. This does not exclude suppliers whose registered business is located outside the stipulated area but undertake the business from premises within the stipulated area.

Only those goods and services identified in the tender, as being from a source located within the stipulated area will have the price preference applied when assessing the tender.

It should be noted that price is only one factor that council considers when evaluating a tender. Council does not have to accept the lowest tender based on price.



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3.6 Signing of Cheques

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Further to Council Delegation LGA28, in accordance with Sections 5.42 and 5.44 of the Local Government Act 1995 and Local Government (Financial Management) Regulations 12 and 13, Council delegates authority to the Chief Executive Officer to make payments from the Shire Municipal, Trust or other Fund.

These payments, made either by cheque or Direct Debit, are to be signed or electronically authorised by any two of the following authorised persons:

- Chief Executive Officer
- Executive Manager Corporate Services
- Executive Manager Infrastructure
- Executive Manager Regulatory Services
- Manager Finance

provided that at least one of the authorised persons is either the Chief Executive Officer, Executive Manager Corporate Services, Executive Manager Infrastructure and Executive Manager Regulatory Services.

Payments may not be processed via BPAY unless all other payment methods have been assessed and determined by the Chief Executive Officer to either be impractical or unsuitable. All payments made via BPAY must be authorized by the Chief Executive Officer.

List Pay Document (Payroll Deposits)

Council utilises a 'List Pay' document to authorise the deposit of fortnightly net-pay amounts for Council's staff into individual employees' personal bank accounts.

This 'List Pay' document can be signed by any one of the above authorised persons listed above.

In support of this 'List Pay' document, a Manual Cheque Voucher is to be prepared, and that voucher must be signed by any two of the authorised signatories.

3.7 Recovery of Fines and Costs from Sundry Debtors

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Where fines and costs have been awarded by the Courts, or via Council's designated Recovery Agents from time to time, Solicitors shall continue to act on behalf of Council until satisfaction has been obtained.

All costs associated with the debt recovery effort shall be a charge against the defaulting debtor account.

Recovery Actions include:

- Referral of Fines to the Fines Enforcement Registry if unpaid after the due date,
- Summons for any account with an outstanding balance greater than \$200.00,
- In the event that a Summons remains unsatisfied, a Judgement Summons or Warrant of Execution will be applied to the Debtor,
- In the event that legal action is exhausted, with the debtor being unable to satisfy the Warrant of Execution (i.e. the Bailiff cannot seize goods to dispose of, to meet the value of the debt), then the account will be referred back to Council for consideration.

3.8 Use of Council Credit Card

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

PURPOSE:

Corporate credit cards can deliver significant administrative benefits to the organisation and are regarded as a normal business operation and preferable to using cash for purchasing where Council orders are not accepted or for one off supplies.

The role of the CEO is to ensure that Council has in place proper accounting and reporting mechanisms for the use of Council issued credit cards.

POLICY PROVISIONS:

A credit card shall only be issued by the Shire where there is a clear business case to support the use of the credit card in specified circumstances.

A business case to support the issue of a Council credit card shall be made in writing to the Chief Executive Officer who may approve or not approve this at his or her discretion.

The limit to be assigned shall be determined by the Chief Executive Officer at the time of the approval being given and will vary dependent upon business needs in each case.

Upon approval by the Chief Executive Officer an application form issued by the relevant financial institution shall be completed and forwarded for advice to the Bank.

Council issued credit cards shall not be used to obtain cash advances.

Council issued credit cards may only be used for Council purposes. These purposes relate to business related transactions only. Council issued credit cards shall not be used for personal purchases. A tax invoice must be obtained for all business related transactions.

The Finance Section shall undertake monthly reconciliations and reviews of credit card purchases.

RESPONSIBILITIES:

These responsibilities should be read in conjunction with the policy provisions detailed above.

1. Holders of Council issued credit cards shall ensure a tax invoice is obtained for all transactions. This tax invoice must clearly state the goods and services obtained.
2. Council's Manager of Finance shall provide a copy of credit card statements to the relevant cardholder on a monthly basis.
3. Holders of Council issued credit cards shall retain relevant tax invoices to be matched and reconciled against the monthly statement and returned to the Creditor Officer, for authorisation within five working days of being issued with the credit card statement.
4. Council's Creditor Officer shall undertake a monthly review and reconciliation of all credit card accounts. Any anomaly in these shall be notified to the Chief Executive Officer in writing immediately upon he or she becoming aware of such anomaly.



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5. In the event of a Council issued credit card being lost or stolen the cardholder shall immediately notify the bank and the Chief Executive Officer.
6. The Chief Executive Officer shall maintain a list of credit card holders and credit card limits, which shall be reviewed on an annual basis.
7. Credit card holders shall return the Council issued credit card and relevant tax invoices to the Chief Executive Officer immediately upon cessation of employment or relevant position with Council.
8. Credit Card Holders shall not use for personal gain the benefits of any reward scheme (i.e Fly Buys) that is attached to the Council issued credit card.
9. If a credit card holder fails to comply with the requirements of this policy then the credit card may be withdrawn and further disciplinary action may follow.
10. Employees issued with a Council credit card shall sign a copy of this policy as acknowledgement of their agreement with this policy.

PROCEDURE FOR AUTHORISATION OF PURCHASES:

The holder of a Council credit card shall reconcile the charges raised to the tax invoices held, provide a brief explanation as to the nature of the charges incurred and the appropriate cost allocation for such charge and then sign a statement to confirm that the charges raised were for business purposes. The completed and reconciled statement and tax invoices are to be returned to the Creditor Officer within five working days.

The Creditor Officer shall, in the case of staff other than the CEO, submit the completed and reconciled statement to the CEO for review and authorisation.

In the case of the credit card retained by the CEO, the completed and reconciled statement is to be submitted to the Shire President for review and authorisation.

The amount charged to credit cards is to be listed on the monthly list of accounts for submission to the Council and the original statement together with the tax invoices and signed copy of statements is to be filed and available for inspection by any Councillor and retained in Council's accounting records for audit purposes.

FORM FOR ACCEPTANCE OF CREDIT CARD CONDITIONS OF USE

I declare that I have read and have accepted the Council policy and procedures concerning the use of a Council credit card.

.....
Credit Card Holders Name

.....
Credit Card Holders Signature

Date

3.9 Rates and Charges Recovery Policy (Including Sewerage Rates Financial Hardship Policy)

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVE:

To collect all rates, charges, fees and debts due to Council in an efficient and effective manner.

STATEMENT:

Rates and Charges should be levied on or before 1st August in each year and are payable either in full within 35 days or by four equal instalments on the due dates as determined by Council in accordance with the regulation.

Any instalment not paid by the due date falls into arrears and is subject to interest charges. Council can take recovery action against all ratepayers with overdue rates and charges.

There will be no general distinction made for pensioners or any class of ratepayer, with each case being individually dealt with according to the circumstances. Council is aware that at different times ratepayers may experience genuine hardship in meeting rate payments and upon application suitable arrangements for the payment of rates will be considered.

PROCEDURE:

- All owners are issued with a Rates and Charges Notice under section 6.41 of the Local Government Act 1995 and where required with a Rate Instalment Notice section 6.45.
- Where rates remain outstanding 14 days after the due date shown on the Rate Notice, and the ratepayer has NOT elected to pay by the 4-Instalment option, a Final Notice shall be issued requesting full payment within 7 days.
- Rates remaining unpaid after the expiry date shown on the Final Notice will be examined for the purpose of issuing a Notice of Intention to Summons.
- Where payment still remains outstanding despite the issue of a Notice of Summons, and the ratepayer has not entered into a payment arrangement a claim will be issued for recovery.
- Where a claim has been issued and remains unsatisfied, action will be taken to pursue that Claim by whatever means, through Council's solicitors or collection agency as the case may be, to secure payment of the debt.
- Following the issue of a Claim and addition of legal costs, a reasonable offer to discharge a rate account will not be refused.
- Where the owner is resident at the property in a domestic situation, that instalment arrangement will be calculated so that the minimum repaid over a full year will equal 150% of annual levies.
- Where the owner is non-resident or a company (i.e. the property is an investment) the maximum period over which repayment will be permitted will be three months.
- Legal proceeding will continue until payment of rates imposed is secured. This includes

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the issue of a Property Seizure and Sale Order against goods AND land if necessary.

- If a Property Seizure and Sale Order against land is proposed to collect outstanding rates due on a property where the owner resides, approval of Council shall be obtained before the PSSO is lodged.
- PSSO's against land will be used to collect outstanding amounts in respect to investment properties without a requirement that these be referred to Council.
- In cases where the owner of a leased or rented property on which rates are outstanding cannot be located, or refuses to settle rates owed, notice will be served on the lessee under the provisions of section 6.60 of the Local Government Act 1995, requiring the lessee to pay to Council the rent due under the lease/tenancy agreement as it becomes due, until the amount in arrears has been fully paid.

At all stages in this process from the issue of the Final Notice the opportunity to make a satisfactory payment arrangement with Council is offered prior to the commencement of legal action.

Sewerage Rates & Hardship Policy

Rate payers have the right to request a review of their rates bill to ensure that they are not being undercharged or overcharged for their sewerage rates. If the customer is dissatisfied with the review, he/she can request to speak to the CEO about the matter. The customer is to be informed of the outcome of a review within 15 days of the request. If the customer is still not satisfied with the review then staff should direct them to contact the Energy & Water Ombudsman.

If a ratepayer advises the Shire that they are unable to pay or has difficulties in paying the sewer rates on their property, staff are to refer to the Shire of Yilgarn Financial Hardship Policy for Water Services March 2014 to assist the ratepayer. If a satisfactory result cannot be agreed on then the ratepayer is to be advised they can refer the matter to the Water Ombudsman.



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3.10 Use of Shire Facilities by Service Providers

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

To encourage service providers such as Chiropractors, Podiatrists, Physiotherapists and Veterinarians to provide a service in the Shire of Yilgarn, Shire buildings required for the delivery of such services will be made available free of charge.



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3.11 Timely Payment of Suppliers

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVES

The primary objective is to ensure the timely payment of suppliers to assist with the continued viability of businesses in Western Australia and to help small businesses in particular to manage cash flow and administrative costs.

DEFINITIONS

The following are definitions that may be used as part of this policy: "Local Supplier" means a supplier located within the Shire of Yilgarn. "Shire" means the Shire of Yilgarn.

POLICY

The Shire will ensure that all duly authorised supplier invoices will be paid on the following basis:

1. Supplier payments will be made on a fortnightly basis primarily on the Friday of the week prior to the Shire's Payroll payments.
2. All duly authorised and processed supplier invoices will be paid in the next supplier payment run, irrespective of the terms of trade of the supplier.
3. Special and/or ad-hoc supplier payment run's may be carried out to ensure the payment of supplier invoices within supplier terms of trade.
4. In the event of periods of restricted cash flows or low availability of cash, the payment of local suppliers will take precedent over suppliers not based within the Shire, however all efforts are to be made to pay all suppliers within their individual terms of trade.
5. Supplier invoice authorising procedures are to inform this policy.



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3.12 Covid-19 Financial Hardship

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

POLICY OBJECTIVE

To give effect to our commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, the Shire of Yilgarn recognises that these challenges will result in financial hardship for our ratepayers.

This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time.

POLICY SCOPE

This policy applies to:

1. Outstanding rates and service charges as at the date of adoption of this policy; and
2. Rates and service charges levied for the 2020/21 financial year.

It is a reasonable community expectation, as we deal with the effects of the pandemic that those with the capacity to pay rates will continue to do so. For this reason the Policy is not intended to provide rate relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

POLICY STATEMENT

1 Payment difficulties, hardship and vulnerability¹

Payment difficulties, or short-term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The Shire of Yilgarn recognises the likelihood that COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.

¹ Adapted from the Ombudsman Western Australia publication, **Local government collection of overdue rates for people in situations of vulnerability: Good Practice Guidance:** <http://www.ombudsman.wa.gov.au/>

2. Anticipated Financial Hardship due to COVID19

We recognise that many ratepayers are already experiencing financial hardship due to COVID-19. We respect and anticipate the probability that additional financial difficulties will arise when their rates are received.

We will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this policy and encourage eligible ratepayers to apply for hardship consideration. Where possible and appropriate, we will also provide contact information for a recognised financial counsellor and/or other relevant support services.

3. Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying our statutory responsibilities.

4. Payment Arrangements

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer has made genuine effort to meet rate and service charge obligations in the past;
- The payment arrangement will establish a known end date that is realistic and achievable;
- The ratepayer will be responsible for informing the Shire of Yilgarn of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, we reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

5. Interest Charges

A ratepayer that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case

by case basis.

6. Deferment of Rates

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

7. Debt recovery

We will suspend our debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us and makes an alternative plan before defaulting on the 3rd due payment, then we will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates and Service Charge debts that remain outstanding on 1 July 2021, we will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of the 2021/2022 financial year.

Rates and service charge debts that remain outstanding at the end of the 2021/22 financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

8. Review

We will establish a mechanism for review of decisions made under this policy, and advise the applicant of their right to seek review and the procedure to be followed.

9. Communication and Confidentiality

We will maintain confidential communications at all times and we undertake to communicate with a nominated support person or other third party at your request.

We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

We recognise that applicants for hardship consideration are experiencing additional stressors, and may have complex needs. We will provide additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.



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3.13 Discretionary Capital Expenditure – Business Case

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That any Discretionary Capital Expenditure items exceeding \$100,000 listed in annual Budgets (excluding road construction and maintenance expenditure) must be accompanied by an adequate Business Case to assist Council in determining the relevance of the expenditure.

The requirement of a documented Business Case will ensure that Councillors are making sound judgements on expenditure in excess of the \$100K amount.



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3.14 Supplier Onboarding

LAST REVIEW DATE: Adopted SEPTEMBER 2022

DUE FOR REVISION: SEPTEMBER 2023

OBJECTIVES

The primary objective of this policy is to ensure that new suppliers are properly vetted prior to any purchase orders being issued in order to effectively safeguard Council against the risk of fraudulent transactions.

STATEMENT

This supplier onboarding policy has been designed to work with Council's current software's capabilities, whilst giving staff with purchasing authority sufficient flexibility to operate as normal without being constrained by onerous compliance requirements.

POLICY

The Shire will action requests for new suppliers before entering the supplier to the Shire's accounting software and generating any purchase orders, as follows:

1. Acquire a quote for the work required in accordance with Council's Policy no 3.5, Purchasing and Tendering
2. Upon acceptance of the quote, obtain a signed 'new supplier' form from the proposed supplier, which at a minimum must contain:
 - a. the entities' legal name
 - b. the entities' basic contact information
 - c. the name and number of a specific contact person
 - d. the entities' banking details
3. Have administration staff independently verify the details provided on the new supplier form
4. The completed new supplier form and all documentation in relation to the sought quote is to be reviewed and signed off for authenticity by:

<u>Staff member initiating new supplier onboarding</u>	<u>Requisite authorization</u>
<u>Any staff not designated as senior employees**</u>	<u>A senior employee or the CEO</u>
<u>Senior employees</u>	<u>CEO</u>
<u>CEO</u>	<u>The relevant senior employee, based on the nature of the purchase</u>

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Following a new supplier being vetted, and a purchase order being issued, the Shire will not make any EFT payment to a new supplier until:

1. The supplier confirms their bank information, as noted on the new supplier form, with the Shire's third-party payee verification software provider
2. All documentation, and all relevant details that have been input into the Shire's accounting system in order to process the proposed payment, have been reviewed and signed off on by a manager unassociated with the purchase.

If a supplier is unable or unwilling to verify their banking details with the Shire's third-party verification software provider, they may be paid only by cheque.

**the Shire's senior employees are defined in *Council's Staff Policy Manual policy no. 1.5* as being:

- o **Executive Manager Corporate Services**
- o **Executive Manager Infrastructure**
- o **Executive Manager Regulatory Services.**

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4 Town Planning & Building

4.1 Development of Heritage Precincts

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That development proposals on Heritage Buildings as specified in the Shire Municipal Inventory List (places of Heritage value) shall ensure that the heritage qualities are given due consideration prior to planning approval.



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4.2 Building on Residential Townsite Lots

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Planning consent will not be granted by the Council to applicants wishing to construct more than one (1) residential building on a residential lot within the townsite of the Shire unless;

- a) setbacks and uses of the proposed buildings meet the requirements of the Shire of Yilgarn Town Planning Scheme (as amended from time to time), the National Building Code of Australia, and any other relevant Town Planning, Building or Health regulations;
- b) the residential buildings are constructed in a similar manner in terms of style, finish, appearance and method of construction as determined by the Council. Applicants are required to present such details including plans and photographs of proposed and existing buildings for Council assessment.

4.3 Advertising & Directional Signs

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

The erection of any signs, whether on public or private land, requires the approval of Council, under clause 5.2 Control of Advertisements of Yilgarn's Town Planning Scheme No. 2 (or as amended) and Main Roads WA Advertising Sign Guidelines.

Applicants are to submit an application for development approval to the Council detailing the reason for the sign, where it is proposed to be located, what it is made of and the design/wording/colour scheme on the sign. Signs are to be professionally made and painted. They are to be erected in accordance with best practice, the Building Code of Australia, or as directed by the Shire.

Sponsor's Signs:

When an organisation or business wishes to erect sponsor signs, the following conditions apply in addition to general requirements above:

- The organisation is responsible for the placing and removal of the signs;
- The organisation is responsible for maintaining the signs in good order at all times;
- Signs at the Oval may be placed on the boundary fence, the fence around the netball/basketball courts/skate park, and the tubular fencing around the oval – care needs to be taken to ensure that the signs are adequately supported and that the signs do not damage the fencing material;
- The signs are only to be erected for the duration of the event being sponsored, or at the discretion of the Executive Manager Regulatory Services; and
- The Shire takes no responsibility for the ongoing maintenance of the signs, even though they are on Council property.
- The Shire may force the removal of signs that are unmaintained or deemed dangerous at the relevant organisations expense.

Roadside Advertising Signs:

Advertising signs located on the state road reserves and beyond the boundaries of, but visible from, state road reserves, require Main Roads WA approval.

State road reserves include the Great Eastern Highway, Bullfinch Road from Bullfinch townsite to Southern Cross townsite and Southern Cross Marvel Loch Road from Southern Cross townsite to Marvel Loch townsite.

Advertising Signs outside of Main Roads WA jurisdiction must be less than 4.5 square meters in area and advertise a business or service in the local community or town, unless approved otherwise by council.

The advertising of certain premises such as places of worship or public utilities should

be done at the place site, not through this type of advertising sign.

The following criteria apply to advertising signs within the Shire

For **Southern Cross townsites**, roadside advertising signs are to be restricted to the following criteria, unless otherwise approved by Council;

- to be located on the Great Eastern Highway (both east and west), Bullfinch Road, Koolyanobbing Road, and Marvel Loch Road approaches to town;
- within 3km of the townsite boundary on the relevant roadway.
- the location of the advertising sign is dependent on the ground terrain, the nature of the road (straight, curved, road intersection, etc.), required cautionary or regulatory road signs, roadside installation such as verge guide posts, culvert ends, roadside stormwater drainage, etc., and the applicant's preferred location;
- each business or service provider is entitled to erect one advertising sign on each of the abovementioned approaches to town;
- "Main Roads-Roadside Advertising Guidelines-2015"; and
- are not to be offensive, degrading, immoral, sexist, or racist through the use of depictions, language or the use of swear words. As English is the national language of Australia all words are to be in English only.

For **all other townsites**, roadside advertising signs are to be restricted to the following criteria, unless otherwise approved by Council;

- to be located on the two main approach roads into the particular town;
- to be located from the town boundary line to a maximum distance of 2000 metres;
- the location of the advertising sign is dependent on the ground terrain, the nature of the road (straight, curved, road intersection, etc.), required cautionary or regulatory road signs, roadside installation such as verge guide posts, culvert ends, roadside stormwater drainage, etc., and the applicant's preferred location;
- each local business or service provider located within the town or general area is entitled to erect one advertising sign on each of the abovementioned approach roads to town;
- "Main Roads-Roadside advertising Guidelines-2015"; and
- are not to be offensive, degrading, immoral, sexist or racist through the use of depictions, language or the use of swear words. As English is the national language of Australia all words are to be in English only.

Roadside advertising signs **along rural roads**, for businesses or services, located outside a townsites are to be restricted to the following criteria, unless otherwise approved by Council;

- are to advertise a business or service that visitors/clients need to visit on a regular basis but do not include visitors such as fuel or other transport vehicles, business advisers or agents, etc. An exception to this may be a sign to advertise a field day or a farm clearing sale;
- to be located on the two main approach roads into the nearest town;

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- to be located on the business property, ideally at or near the access road onto the property; and
- in all other respects are to comply with the criteria for these signs in Southern Cross town-site or for all other town-sites as stated above.

Construction and Installation

Applicants upon receiving approval for the advertising sign are;

- to arrange and pay for the production of the sign by a professional sign writer or sign manufacturer,
- will give the sign to the Shire for installation with the cost of installation to be paid by the applicant,
- will ensure that the sign is covered by the applicant's public liability insurance cover, and
- will be responsible for the ongoing maintenance of the sign.

Owners of advertising signs that are not maintained will be required to either remove the sign, replace or repair it.

If advertising signs are not adequately maintained by the owner, they may be removed by Main Roads or the Shire, with associated costs charged to the owner.

Directional Signs:

A directional sign is defined as a sign erected in a street or public place to indicate the direction to another place. They are commonly known as "finger" signs as they normally have one side shaped in the form of an arrow head to point the direction to travel to get to the particular place.

Directional signs are to be restricted to the following criteria, unless otherwise approved by Council;

- may be located at intersections on main approach roads/streets in the townsite to indicate the most direct route to the place;
- may be located at intersections on lesser roads/streets within the townsite to indicate the most direct route to the place;
- may be located at intersections on rural roads outside a townsite to indicate the most direct route to the place;
- a directional sign must not impede any other signs, especially any cautionary or regulatory road sign, and must not impede the line of sight for drivers at or approaching the intersection;
- within reason, each business within a townsite that is a distance off the main approach roads/streets may have multiple number of directional signs, however, there is not to be a directional sign on each intersection between the main approach road turn-off and the place. The specific number of directional signs is to be at the discretion of the Chief Executive Officer, but shall be no more than 6 signs within a townsite;
- Within reason, each business outside a town-site that is a distance off the main approach roads may have a multiple number of directional signs, with the specific number to be at the discretion of the Chief Executive Officer, but shall be no more than 10 signs;
- directional signs are to state the name of the place, and may also state the distance to the



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place;

- The applicant is to nominate the wording to be on the sign, and will be responsible for the costs of purchasing the sign and erecting it; however, the Shire will order and erect the sign to ensure compliance with the Australian Standards for road signs, uniformity of size, colour, and wordfont.

Where several businesses wish to have a directional sign for the one area, Council may require that a “stacked” slat sign is used on the one street corner or intersection. This will ensure that each sign will state the same information, be uniform in design/colour/letter/heights etc., and there may be room for other businesses to have a sign included on this sign in the future. Who pays for the sign slats and the installation will be determined at the time of the application.



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4.4 Maintenance of Buildings Under Council Control

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That structural and major works to any building under direct Council control be the responsibility of Council, whilst minor maintenance to the internal fittings and fixtures be the direct responsibility of the occupier or principal user of the building *except* where the occupier or principal user has entered into a lease or other arrangement with Council which defines such responsibility otherwise.

Maintenance of Council Buildings will be in accordance with Council's Asset Management Policy and Asset Management Plan.

4.5 Swimming Pool Usage

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVE:

To ensure that Council, staff and patrons of the Southern Cross Swimming Pool are familiar with the pool opening hours and general operational usage.

SWIMMING POOL SEASON:

The Swimming Pool Season will commence in the first week of October and close in the last week of April of each year. These dates can be adjusted by the Executive Manager Regulatory Services, in consultation with the CEO, to suit seasonal conditions.

The Swimming Pool Manager will commence work four weeks prior to the official opening of the pool to have the pool and grounds ready for use.

Normal Hours of Operation:

Normal hours of operation are from 11.00am to 6.00pm throughout the season.

The Swimming Pool Manager may keep the premises open until 8.00pm if the weather is warm and the pool is well patronised.

In the event of inclement weather, the Swimming Pool Manager has the discretion to close the pool for safety reasons.

If the weather is not favourable for swimming, being cold and/or raining, and there have been few or no patrons during the day, then in consultation with the Executive Manager Regulatory Services, the Swimming Pool Manager may close the facility earlier than 6.00pm. A sign is to be placed at the gate advising patrons that the facility is closed and the reason for the closure.

Other users:

Paid service providers or volunteers:

The Shire of Yilgarn allows private facilitators and volunteers to provide services such as swimming lessons, water gymnastic and similar to be held at the pool.

The following conditions apply:

- All activities need to be approved by the Executive Manager Regulatory Services, in consultation with the Swimming Pool Manager.
- All activities are held during normal pool hours.
- Activities outside normal pool hours will require the private hire of the pool and approval from the Swimming Pool Manager and Executive Manager Regulatory Services
- Attendees to these activities need to either hold a valid season pass or pay a daily admission fee.
- The registration fee paid by each attendee is the property of the facilitator.
- Should the pool be booked for other functions the activity will have to be postponed.
- The activity does not interfere with other patrons of the pool and does not give sole use of the pool, unless a lane / lane have been hired.

Early Morning Swimming:

In the event that there is sufficient interest (minimum of 4 regular swimmers), the Swimming Pool Manager can open the pool between 6.00am and 7.00am on nominated days, for early morning swimming.

VAC Swim Lessons:

For two weeks (not including weekends) after school has finished for the year, VAC Swim Lessons will be held at the pool. The exact dates are determined each year by VAC Swim in Perth and the Shire and Swimming Pool Manager are advised of these dates. Lessons commence generally at 9.00am and conclude generally at 1.00pm. During this period the pool is not open to the public, and this is advertised in Crosswords to advise patrons. People attending VAC Swim Lessons must make registration payments directly to VAC Swim WA, however, attendees (including parents watching their children) will still need to purchase a day ticket to enter the Pool facility or hold a valid season ticket.

School Swimming Lessons:

In November and February each year, for two weeks each month, there are swimming lessons held at the pool conducted through the local Schools and the Department of Education WA. Lessons commence generally at 9.00am and conclude at 2.30 pm. During this period the pool is open to the public although patrons need to be mindful of the lessons in progress, and this is advertised in Crosswords to advise patrons.

ADMISSION TICKETS:

The fees and charges for admission to the swimming pool are reviewed annually as part of the Council's Fees and Charges Schedule. These charges are to be advertised separately in Crosswords prior to the commencement of the new swimming season each year.

The following outlines the difference between the daily admission ticket and the season admission ticket.

Daily Admission Tickets:

Entry to the pool during operating hours without limitation for one day.

Season Admission Tickets:

A season ticket will admit unlimited entries into the facility during the whole season.

A Family season ticket is valid for 2 adults and up to 3 children or dependents under the age of 16 years, who are all members of the immediate family, residing at the same address.

Season tickets are non-transferrable (can only be used by the original owner)

GENERAL USE:General Rules and Warnings of the Swimming Pool Facility

- Pool patrons are required to conduct themselves in an appropriate manner and to comply with the general rules and warning signs that are placed around the facility and obey directions of the Swimming Pool Manager.

Children Under 10 Years of Age

- All children under 10 years of age attending the Pool for any activity must be accompanied

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by a responsible adult otherwise they will not be allowed entry. A responsible adult is considered a person 16 years old or older who is either related to the child or has been designated by the child's parents or guardian for this purpose. The pool manager may request some form of age identification.

This requirement is a statutory requirement introduced by the WA State Government in 2008 with the adoption of the *Code of Practice for the Design, Construction, Operation, Management & Maintenance of Aquatic Facilities*, which is administered by the Shire.

Child Supervision

- While the Swimming Pool Manager is responsible for looking out for all swimmers at the facility, they are not responsible for watching young children in and around the water as this takes their attention off other swimmers.
- Parents who bring very young children to the pool must attend to and be in arms reach of their child/children at all times. Parents must take notice of any directions given to them by the Swimming Pool Manager to watch or control their child/children when in or near the water.
- If these directions are ignored then the Swimming Pool Manager can prohibit parents and children from entry to the Pool Facility.

Resolution of Disputes:

The Swimming Pool Manager will run and manage the Swimming Pool Facility in accordance with the Health (Aquatic Facilities) Regulations 2007, the Code of Practice for the Design, Construction, Operation, Management & Maintenance of Aquatic Facilities December 2015 and this Council Policy.

In the case of a pool patron or a group that uses the Pool facility having a dispute with the Swimming Pool Manager, the following procedures should be taken:

- 1) The patron or executive representative of the group should speak to the Swimming Pool Manager regarding their dispute and try to resolve the matter to the agreement of both parties.
- 2) If a resolution cannot be achieved following the actions as stated in item 1) above, then the patron or executive representative of the group should discuss the matter with the Executive Manager Regulatory Services.
- 3) If the patron or group are not satisfied with the decision from the Executive Manager Regulatory Services, then they are to put their grievance in writing addressed to the Chief Executive Officer who will respond to the author accordingly stating his/her decision on the matter.

4.6 Outbuildings in Residential and Townsite Zoned Areas

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVES

The primary objectives are to:

- (a) To provide guidelines for the size, placement, use, and construction of outbuildings in “Residential” and “Townsite” zoned areas or on land used for or developed for Residential purposes.
- (b) Council has experienced demand for outbuildings greater in proportions to that listed in the R Codes ‘Deeded to Comply’ provisions. Council considers it reasonable to put in place a policy in order to properly consider the development of larger outbuildings.

DEFINITIONS

The following are definitions that may be used as part of this policy in addition to the definitions in the Shire of Yilgarn Town Planning Scheme No 2.

“Council” means the elected members of the Shire.

“Dwelling” means a building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six persons who do not comprise a single family.

“Open Space” generally means that area of a lot not occupied by any building.

“Outbuilding” means an enclosed non-habitable structure that is detached from any dwelling, and is NOT one of the below if attached and part of the main roofed area of the dwelling –

- 1) “Garage” – is any roofed structure, other than a carport, designed to accommodate one or more vehicles and attached to the dwelling.
- 2) “Gazebo” – is an unenclosed open-framed structure covered in a water permeable material or unroofed or may have an impermeable roof, which may or may not be attached to a dwelling.
- 3) “Patio” – is generally an unenclosed structure with an impermeable roof, but may have light weight walls that can be rolled up or down to provide more weather protection, and may or may not be attached to a dwelling.
- 4) “Pergola” – is an unenclosed open-framed structure covered in a water permeable material or unroofed, which may or may not be attached to a dwelling.
- 5) “Porch” – is a roofed open platform attached to the front or rear of a dwelling – generally a small covered area at the entrance to the dwelling.
- 6) “Verandah” – is a roofed open platform attached to a dwelling – generally covering at least half the length of the dwelling.

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“Residential Design Codes” or “R Codes” means State Planning Policy 3.1 issued by the Department of Planning, which are subject to amendment from time to time.

“Setback” means the distance from boundaries as defined in the Shire of Yilgarn Town Planning Scheme No 2 or the Residential Design Codes.

“Shire” means the Shire of Yilgarn.

BACKGROUND

Residential and Townsite zoned lots within the townsite of Southern Cross, Bullfinch, Bodallin, Moorine Rock, Marvel Loch, Koolyanobbing, and Yellowdine in the main are 1012m² in area but some of the newer developed areas within Southern Cross have lots of around 730m² in area. Land owners often have development potential and desire to build outbuildings greater in size than those land owners in metropolitan areas. Currently the State Planning Policy 3.1 Residential Design Codes commonly referred to as the “R Codes” permits in “Residential” zoned areas to have an aggregate of outbuilding size not to exceed 60m² in area or 10 per cent in aggregate of the site area, whichever is the lesser, and which have a wall height not exceeding 2.4m and a ridge height not exceeding 4.2m, and are to comply with the other requirements of part 5 of the R Codes.

This Policy will enable the development of outbuildings larger than the R Codes ‘deemed to comply’ dimensions.

POLICY

Outbuildings that satisfy the following development criteria are regarded as satisfying the Design Principles of the Residential Design Codes 2013 (as amended) and may be approved by the Building Surveyor without referral to Council.

Applications not meeting the policy development criteria and/or are of a contentious nature will be referred to Council in the form of a written development application (available at the Shire Office) for determination. Where an application is to be referred to Council for consideration, comments from adjoining and/or affected owners are to be obtained and confirmed in writing.

Outbuildings applications that comply with this Policy are:-

- 1) Those that comply with the R Codes (as amended) Deemed-to-Comply requirements, as outlined in the Background information above;
- 2) Comply with the Building Code of Australia (as amended);
- 3) Are constructed of new materials. Where second-hand materials are proposed, the Building Surveyor may require a certification from a practicing
- 4) Structural Engineer as to the structural adequacy of the design and/or materials. The Building Surveyor may also require the cladding of the proposed second-hand outbuilding to be painted in an approved colour or renewed;
- 5) Are not attached to a dwelling;
- 6) Are not for human habitation;
- 7) Are not situated within the primary street or secondary street setback area;
- 8) Do not reduce the amount of open space required by the R Codes to less than the prescribed amount;
- 9) Are setback in accordance with the R Code requirements;

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- 10) Do not adversely impact on neighbouring properties and buildings. Generally this require that the outbuilding is either set in away from the lot boundaries or near the rear boundary;
- 11) Are of size, or comprise an aggregate size of outbuildings on one lot, that does not exceed the specifications contained in Table 1 below.

Table 1

LOT AREA (m ²)	LOT DENSITY RATING	MAXIMUM SINGLE OUTBUILDIN G (m ²)	TOTAL OUTBUILDING S (m ²)	MAXIMUM WALL HEIGHT (metres)	MAXIMUM RIDGE HEIGHT (metres)
260 - 450	R30	25	43 - 55	2.4	3.0
451 - 699	R17.5/R15	40	55 - 70	2.4	3.0
700 - 874	R12.5	60	85	3.0	3.6
901 - 1500	R10	90	125	3.0	3.6
1501 - 2000	R10	115	160	3.5	4.0
2001 - 3500	R5	145	265	3.5	4.2
3501 - 5000	R2.5	160	375	3.5	4.5

Note: The sizes specified in Table 1 above are a guide only. Until all factors are considered, a final maximum outbuilding size cannot be provided.

In order for a full assessment of the application to be made to determine the maximum size of the outbuilding or the total aggregate area of outbuildings on the lot, the applicant must provide the necessary information to the Building Surveyor so that this assessment can be made. This means in addition to the standard information to be provided, the applicant or owner will also need to provide information on existing outbuildings and state what the total area of open space on the lot or developed area on the lot is (not including the proposed building). Failure to provide this information will mean that the application may be rejected.

MEASURES TO ENSURE COMPLIANCE WITH PLANNING CONSENT

When an application for planning consent for an outbuilding is considered by Council or the Building Surveyor, that Consent may be granted subject to conditions requiring the applicant or owner to:-

- Specify matters which require attention and the manner in which work is required to be completed in order to satisfy standards acceptable to the Council; and
- Apply and have granted a building permit for the proposed outbuilding.



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4.7 Sea Container and Other Similar Storage Structures

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVES

The primary objectives are to:

- (c) To provide guidelines for the placement, use, size, and construction of sea containers or other similar storage structures.
- (d) To maintain a high level of visual amenity in the areas in which the sea containers will be located.

DEFINITIONS

The following are definitions that may be used as part of this policy in addition to the definitions in the Shire of Yilgarn Town Planning Scheme No 2.

“Council” means the elected members of the Shire.

“Dwelling” means a building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six persons who do not comprise a single family.

“Donga” means a transportable building typically utilised as workers’ accommodation throughout the mining industry and/or utilised as site offices and/or has the general appearance of mine site accommodation.

“Other similar storage structure” means a prefabricated structure with a flat roof, regular in shape and is capable of being readily transported (including a donga and a railway carriage).

“Residential Design Codes” or “R Codes” means State Planning Policy 3.1 issued by the Department of Planning.

“Sea Container” means a large metal container originally manufactured to carry goods on a sea vessel, and now used to transport or carry goods by rail and roads as well.

“Setback” means the distance from boundaries as defined in the Shire of Yilgarn Town Planning Scheme No 2 or the Residential Design Codes.

“Shire” means the Shire of Yilgarn.

POLICY STATEMENTS

The location of sea containers and other similar structures within the Shire is regarded as development and will require planning approval.

All applicants will also be required to obtain both Planning Approval and a Building Permit for the sea container or structure.

For the purpose of assessment and approval, the local government will classify a sea container or other similar relocatable storage units as an outbuilding ancillary to the approved use of the land.

No sea container or other similar structure is permitted to be used for human habitation.

EXISTING SEA CONTAINER OR OTHER SIMILAR STRUCTURES

At the time of endorsing this Policy in December 2014 Council is aware of several existing sea containers situated on "Residential" zoned land within the Shire District as well as on "Commercial" and "Industrial" zoned land.

Council has agreed to allow these pre-existing sea containers to remain on-site on these blocks on the following conditions:-

1. That the owner of an existing sea container must apply for Planning Approval for each sea container, if not previously obtained.
2. That the owner of an existing sea container must apply for a Building Permit for the structure to remain on the property as a storage shed or outbuilding, if not previously obtained.
3. The sea containers are able to be used for the current purpose until they are no longer required for this purpose.
4. If a current owner wishes to keep the sea container on the property and use it for another quite different purpose, then the owner will need to apply to Council for permission to keep the sea container for the new purpose(s).
5. Plus all existing sea containers must also comply with the conditions set-out below for proposed sea containers or other similar structures.

PROPOSED SEA CONTAINER OR OTHER SIMILAR STRUCTURES

On "Residential" Zoned Land:-

Council will consider the approval of such a structure on "Residential" zoned land based on the following conditions:-

- a) That the owner wishing to install a sea container on his/her property must apply for and obtain Planning Approval for each sea container prior to it being installed on the property.
- b) That the owner wishing to install a sea container on his/her property must apply for and obtain a Building Permit for the sea container or structure prior to it being installed on the property.
- c) The structure is only to be used for the secure storage of household items including vehicles, collectables and the like, but is not to be for the carrying out of a commercial

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activity on the property, unless approved by Council.

- d) The sea container or other similar structure is to be located in the rear yard of the property (that is behind the dwelling on the property) so that it will not readily be seen from the main access road or thoroughfare. If the property is a corner block then the sea container or other similar structure needs to be setback from the secondary street frontage to meet this same condition for the secondary street, or may need to be screened to the satisfaction of Council.
- e) The sea container is to be setback from the rear and side boundaries at least 1.0 metre or greater, with the doors opening into the residential yard.
- f) The sea container or similar structure shall not be located over or within 3.0 metres of any wastewater drains, deep sewer connection points, septic tanks or leach drains.
- g) The structure is to be in good condition and well maintained, painted one uniform colour to match the dwelling or nearby buildings on the property, professionally painted, and is to be treated to control rust.
- h) That if the sea container or other similar structure falls into disrepair and/or becomes unsightly, the Shire will require its removal by the owner.

The only exception to the above is a structure for temporary storage during the conduct of building works which will be exempt from this requirement, provided that the following criteria are achieved:-

- 1. The structure is only being used for the secure storage of materials, plant, machinery, or building equipment on a building site.
- 2. The building site has a current building permit, and when necessary, planning approval.
- 3. Construction works are actively being undertaken on the site and do not lapse for any period greater than 30 days.
- 4. The structure does not impact on pedestrian or vehicle movements in any way or obstruct vehicle sight lines.
- 5. The structure may not be permitted on the building site for a period longer than 6 months, unless specific approval from the Shire is obtained.
- 6. The structure is removed from the building site at the completion of the building works.

On Other Zoned Land:-

Such structures may be permitted on land zoned "Commercial" on the following conditions:-

- i) That the structure is only being used for the secure storage of items or materials used or sold as part of the commercial activity carried out on the property.
- ii) The structure is located at the rear of the property, generally out of sight of the main access road or thoroughfare.
- iii) The sea container or similar structure shall not be located over or within 3.0 metres of any wastewater drains, deep sewer connection points, septic tanks or leach drains.
- iv) The structure is in good condition and is well maintained so that is one uniform colour to match the main building or adjoining buildings on the property, and is treated to control rust.



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- v) That if the sea container or other similar structure falls into disrepair and/or becomes unsightly, the Shire will require its removal by the owner.

Sea containers or other similar structures are permitted on "Industrial" zoned land within or outside a gazetted townsite but the owner will still need to seek planning approval from Council and a building permit needs to be obtained from the Shire prior to the structure being placed on-site.

This Policy does not pertain to structures situated on "Rural/Mining" zoned land outside of a gazetted townsite.

No sea container or other similar structure is permitted on Council roads /footpaths or Reserve land unless approved by Council.



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4.8 Mining Tenements

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

The Shire receives advice from the Department of Mines, Industry Regulation and Safety regarding Mining Tenements within the Shire and requests any objections the Shire may hold. Historically these have been put to Council for consideration.

The Department of Water and Environment Regulation and Department of Mines, Industry Regulation and Safety have very strict conditions placed on the licences of all tenements and so the majority hold negligible risk to the Shire and its residents.

The exception to this can be when tenements approach or include town-sites or private land. In these instances, the matter will be put to Council for their consideration.

Those tenements falling outside of the above scope will still be assessed by the Manager of Regulatory Services, and if deemed contentious can be referred to Council.



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4.9 Transportable Dwellings and Additional Rural/Mining Dwellings Policy

LAST REVIEW DATE:	SEPTEMBER 2021
DUE FOR REVISION:	SEPTEMBER 2022

Transportable Dwellings

Notwithstanding Section 5.3.1 of the Shire of Yilgarn Town Planning Scheme 2, where a new factory built transportable dwelling is proposed to be transported to and placed on a lot in the district, which complies with all other relevant planning requirements, it is exempt from the requirement to obtain Council approval.

Building and health approvals, where applicable, are still required to be sought and gained prior to development commencing.

Where a second hand or used transportable dwelling is proposed to be transported and placed on a lot in the district, it is still required to seek and obtain Council approval.

Additional Rural/Mining Dwellings

Where multiple residential dwellings are proposed on a single Rural/Mining lot within the district, Council approval is not required; on the provision, the dwellings are located in such a manner that they each have a minimum area allocation of one (1) hectare, in keeping with the Department of Planning Development Control Policy 3.4 – Subdivision of Rural Land.

Health approvals, where applicable, are still required to be sought and gained prior to development commencing.

5 Engineering

5.1 Crossovers

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Council will subsidise one standard crossover per lot to the landowner who applies in writing and will pay the subsidy as listed or 50% of the cost of the standard crossover, whichever is the lower. This subsidy shall be applied only if the crossover is constructed in accordance with these specifications and is based on being 50% of the cost of a crossover to the minimum dimensions. Additional work (width, length, material) shall be at the sole expense of the landowner.

Payment of the subsidy shall be as per the following table and be reviewed annually.

<u>Crossover type</u>	<u>Subsidy</u> (GST exc)
Urban Residential - sealed surface to sealed road – no culvert	\$900
Urban Residential - sealed surface to sealed road – culvert	\$1,400
Urban Commercial/Industrial – no culvert	\$1,000
Urban Commercial/Industrial – culvert	\$2,000
Rural - Gravel surface to gravel road – no culvert	50 % of actual cost, estimated by the Executive Manager Infrastructure
Rural - Gravel surface to gravel road – culvert	50 % of actual cost, estimated by the Executive Manager Infrastructure

Note: A sealed surface may consist of sprayed bitumen, asphalt, concrete or brick paving.

Payments

Payments shall be made after completion of all works and inspection by a Council officer, confirming compliance with Council's requirements.

MAJOR UPGRADES:

When major footpath upgrades are carried out, one standard crossover of that same material shall be installed at no cost to the residential landowner.

5.2 Heavy Haulage on Local Roads

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

The CEO may approve the operation of Extra Mass Vehicles and Road Trains on the following conditions:

Minimum Road Requirements

Road Pavement (running surface) width :	10.00 metres (includes roadside shoulders)
Road Pavement Thickness :	150 mm (imported/in-situ)
Crossfall :	4.0 %
Radii at junctions/intersections :	20 m

Administration

The approval from Main Roads WA shall be carried within the vehicle at all times and is to be made available to any authorised Council officer on request.

Council may withdraw its approval/support if excessive wear or damage occurs on the approved route.

Heavy Vehicle Cost Recovery

If any party plans to run a defined vehicle freight task that is deemed an extraordinary load that is likely to cause damage resulting in extraordinary expenses to the Shire, the Shire may negotiate a relevant charge in accordance with the Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads or enter into an Agreement (if unsealed) in accordance with the Road Traffic (Administration) Act.

Vehicle Specifications

The vehicle shall comply with all laws, regulations and limits imposed by relevant authorities.



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5.3 Private Works

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

The Shire will carry out private works on the proviso that:

- The person requesting such works has demonstrated that they have been unsuccessful in endeavoring to source a private contractor to undertake such works

5.4 Road Building Material - Gravel

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

LEGISLATION:

Section 3.27 of the Local Government Act 1995 states (in part):-

Particular things Local Governments can do on land that is not Local Government property-

1. *A Local Government may, in performing its general function, do any of the things prescribed in Schedule 3.2 even though the land on which it is done is not Local Government property and the Local Government does not have consent to do it.*
2. *Schedule 3.2 may be amended by regulations.*
3. *If Schedule 3.2 expressly states that this subsection applies, subsection (1) does not authorise anything to be done on land that is being used as the site or curtilage of a building or has been developed in any other way, or is cultivated.*

Schedule 3.2:-

Take from land any native growing or dead timber, earth, stone, sand, or gravel that, in its opinion, the Local Government requires for making or repairing a thoroughfare, bridge, culvert, fence, or gate.

Section 3.36 applies.

Deposit and leave on land adjoining a thoroughfare any timber, earth, stone, sand, gravel, and other material that persons engaged in making or repairing a thoroughfare, bridge, culvert, fence, or gate do not, in the local government's opinion, require.

COMPENSATION:

Section 3.22 of the Local Government Act 1995 states (in part):-

(1) If a person who is –

- a) *the owner or occupier of land granted in fee simple; or*
- b) *the occupier of land held under lease or on conditional terms of purchase from the Crown, except for pastoral or timber purposes, sustains damage through the performance by a Local Government of its functions under this Act, the Local Government is to compensate the person if the person requests compensation unless it is otherwise expressly stated in subsection (5) or in Schedule 3.1 or Schedule 3.2.*

POLICY STATEMENT:

This policy is for use in obtaining Road Building Materials from freehold land. It does not apply to other land tenures such as crown land, CALM land or Pastoral Leases.

Initial Approach to Landholders

Where Road Building Materials are required the CEO or his Representative is to approach the landowner concerned at least one (1) month prior to the commencement of work with a request for the material.

A plan showing the block location of the material to be sourced is to be provided to the

landholder.

No other forms of compensation are available.

A notice of intended entry is not required under the Act, however some form of written acknowledgement should be provided as per the example at the Appendix to this Policy.

Damages

The Shire will reinstate any fencing and access tracks damaged during the course of works.

Excavation

Existing access tracks where possible are to be utilised and will be maintained by the Shire for the duration of works and on completion.

Topsoil to a depth of approximately 80-100mm is to be removed and stockpiled.

Borrow pit to be a minimum distance of 15metres from any boundary fence. (This will provide access to fences and where applicable will provide a bush buffer zone from road reserves)

Gravel may be extracted to a maximum depth of one (1) metre, unless otherwise negotiated.

Rehabilitation

Council will allocate sufficient funds in its Annual Budget for the rehabilitation of gravel pits in keeping with recognised Natural Resource Management best practice standards.

Rehabilitation will commence within one (1) month of the end of the financial year on exhausted pits. Suitable spoil from Roadworks may be used to backfill the borrow pit. Borrow pit floor is to be ripped.

Top Soil and other overburden is to be pushed back over the borrow pit. Inclines on sides of borrow pit are to be reduced to a suitable back slope. Other requirements are to be negotiated with the landholder in writing before commencement of works.

Compensation

Compensation will be made to the landowner at the following rate:-

- One dollar (\$1) per bank cubic metre of Gravel
- Calculation of gravel requirements will be based upon the physical dimensions of the excavation required (ie. 100m x 100m x 1m = 10,000 bank m³).

5.5 Traffic Intersection Management Plan (Private Haul Roads Intersecting With Roads Under Council Control)

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

The following provisions may apply in respect to applications, however all applications are to be treated on their merits–

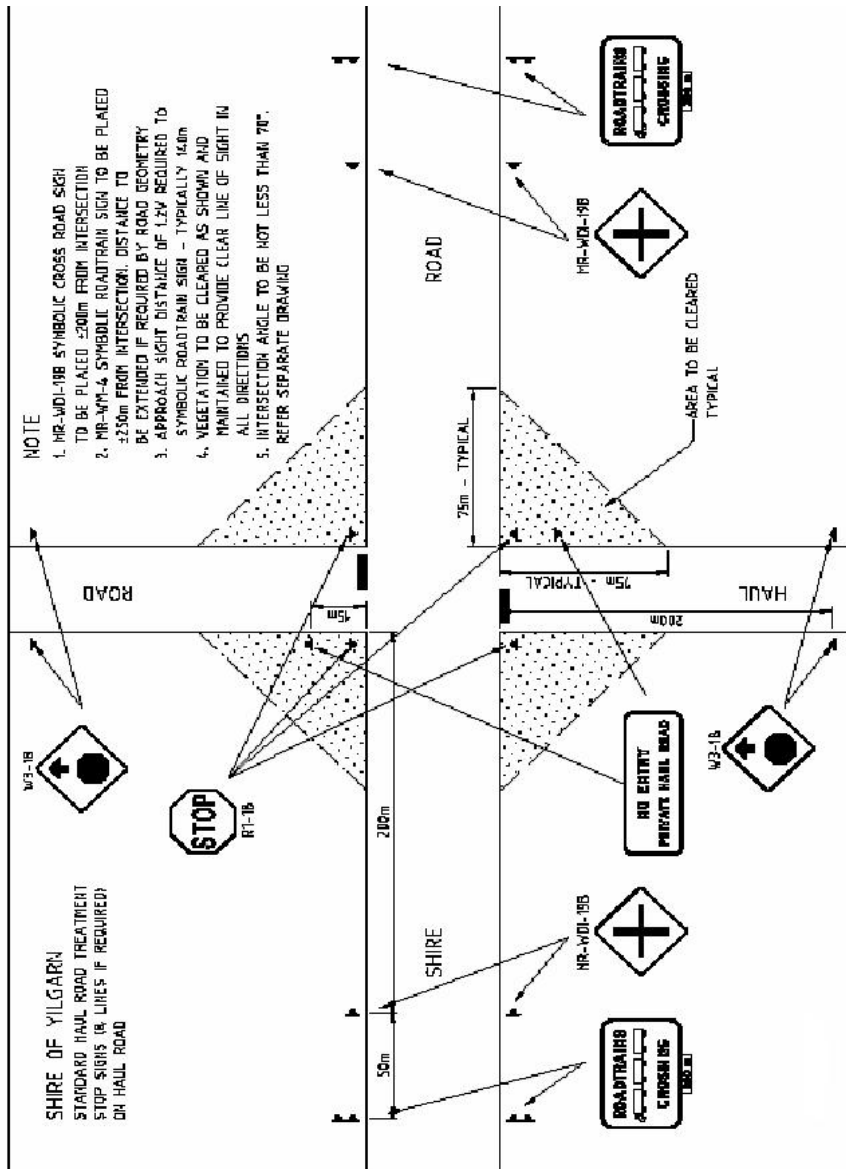
1. The applicant will require that all vehicles and operators of such vehicles routinely using the haul-road will be licensed in accordance with Department for Transport requirements. The applicant may infrequently seek to pass unlicensed vehicles across the intersection, but will only do so after obtaining any necessary permits, and will comply with all conditions imposed.
2. The intersection signage, geometry, and sight distance criteria will be maintained continuously.
3. The intersection will be inspected daily by the applicant and/or approved contractor personnel. The inspection will be documented and records of the inspection maintained. The inspection will identify any non-conformances against the criteria outlined in (2) above. Records will be forwarded to the Shire on a monthly basis.
4. The applicant, through its haulage contractors, will maintain to a high standard the intersection road surfaces and associated drains and signage at its cost. The standard maintained will allow safe passage of traffic which complies with signage on both affected roads. The applicant will liaise with Shire staff in relation to maintenance of all Council controlled roads approaching haul road intersections, and will, subject to on-going approval of the Shire, maintain the approaches for 250 metres from the commencement of the signage either side of the haul road.
5. The applicant will liaise regularly with the Shire to discuss and resolve any issues arising from the use of the roads.
6. The applicant will monitor dust generation 250 metres each side of the haul road and undertake watering if required. Saline water is prohibited on Council controlled roads.
7. The applicant, generally through its haulage contractor, will ensure that all haul road users are properly inducted, and receive specific instruction in relation to the haul road intersections.
8. Council in consultation with the applicant has the right to withdraw approval of haul roads crossing public roads under Council control if the above conditions are not adhered to.



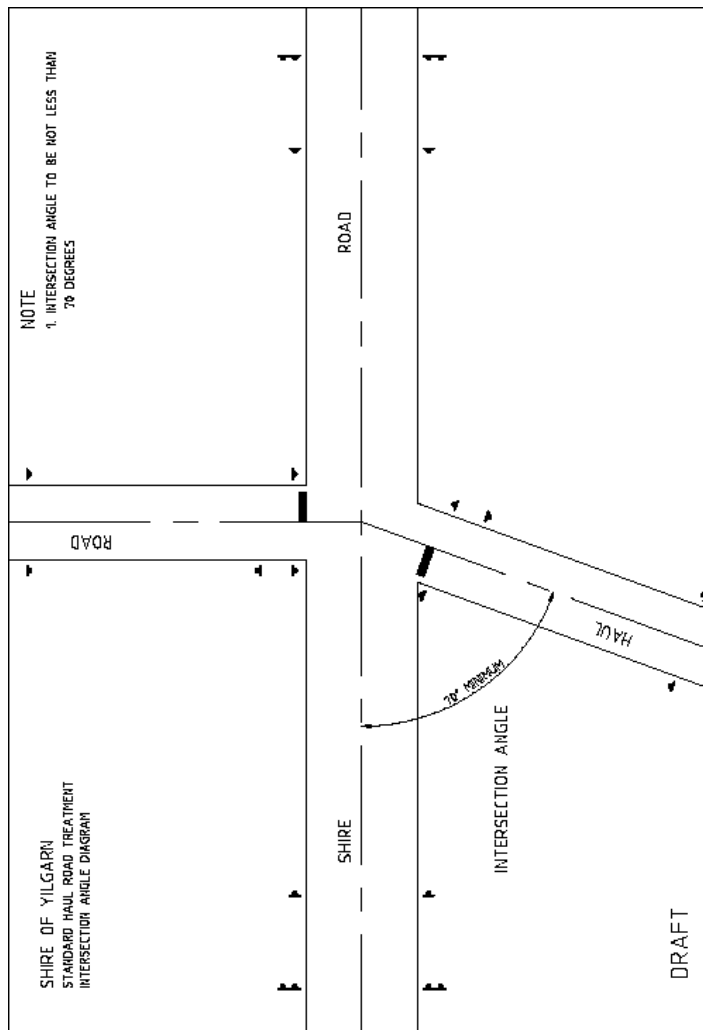
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9. Where appropriate, on haul roads crossing a Council road reserve, the provision of adequate lighting towers for night time operation be placed as an additional condition upon the applicant.

Attachment 1 – Sign description and layout



Attachment 2 – Intersection Angles





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5.6 Roadside Memorials

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That Council adopts Main Roads Western Australia's "Roadside Memorials Policy and Guidelines" as its Policy when receiving applications for the erection of memorials on Council controlled roads, subject to –

- Removal of any obligation on Council to provide or subsidise the materials, plants etc., used in any memorial; and
- The removal of the memorial after a period of 5 years.

5.7 Stock on Council Road Reserves

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

The Shire will provide guidance on reasonable precautions that should be taken when driving stock across or along a local road reserve and will also permit, in accordance to Main Roads Western Australia specifications, stock underpasses under local roads when traffic exceeds 500 vehicles per day.

These guidelines do not address the issue of straying stock in unfenced pastoral areas.

1. DEFINITIONS

Unless otherwise indicated in the text of this Guideline:

AS	means Australian Standards.
Local road	means a road under the control of a Local Government.
MRWA	means Main Roads of Western Australia.
RTC 2000	means The Road Traffic Code 2000.
State road	means a road under the control of Main Roads Western Australia
Traffic signs	means a sign as recognised in the Australian Standards or Main Roads Signs Index.

2. APPLICATION & APPROVAL GUIDELINES

2.1 Background

The purpose of this Policy is to provide reasonable precautions that should be taken when moving stock on local roads, and to outline Council's requirements for provision of stock underpasses on local roads exceeding 500 vehicles per day.

The person in charge of moving stock across or along a road does not need formal permission from Council except for the following statutory requirements:

- For roads with declared Control of Access the consent of MRWA is required. (**MRWA Act 1930, Section 28A (4)**), and
- For roads within a town the permission of the Director General is required. (**RTC 2000 Regulation 277**).

A person driving stock on roads shall;

- not leave stock unattended (**RTC 2000 Regulation 275**), and
- Provide reasonable warning and not cause unreasonable delay to approaching traffic (**RTC 2000 Regulations 276**).

The RTC 2000 allows the person in charge of moving stock on a road to install temporary road warning signs (**Regulations 297 & 276**), and to display an orange flashing warning light on a vehicle (**Regulation 289**).

3. PRECAUTIONS FOR TAKING STOCK ONTO A LOCAL ROAD RESERVE

3.1 *General*

The RTC 2000 requires the person in charge of stock on a road to:

- Take all reasonable precautions to warn approaching traffic of the presence of the stock, and
- Arrange the moving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the passage of other traffic.

3.2 *Reasonable Warning*

Reasonable precautions to warn approaching traffic with warning signs and devices is provided in the **Technical Guideline of this Policy (Section 5)**.

3.3 *Costs*

The person in charge of the stock is responsible of the supply, installation and removal of the road traffic signs and devices associated with the stock movement on a road.

4. STOCK UNDERPASS ON ROADS WITH HIGH TRAFFIC VOLUMES

Where a road's annual average daily traffic volume exceeds more than 500 vehicles per day, a stock underpass maybe considered as the preferred method of moving stock across the road.

4.1 *General*

A stockowner may install an underpass under a local road subject to compliance with the requirements of these guidelines. There are conditions on the design, construction, and maintenance.

4.2 *Costs*

There is no fee for Council to process an application. The applicant shall be responsible for all costs associated with the design, construction and maintenance of the underpass structure.

4.3 *Design and Construction*

For sections of the underpass that are within and at the boundary of the road reserve, the design shall be approved by Council and the construction shall be undertaken by Council or Council approved consultants and or contractors.

4.4 *Maintenance*

The applicant shall maintain the underpass. The maintenance of the underpass by the applicant includes removal of built up material and repair of any damage to the road infrastructure within the road reserve.

4.5 *Applications*

A person wishing to install a stock underpass must submit an application to Council.

4.6 *Approval*

Approval of an application shall include a condition that a Stock Underpass Agreement be signed by both the applicant and Council before commencement

of any work in the road reserve and shall indicate the extent, if any, of Council's contribution to funding the underpass.

4.7 Specifications

Stock underpasses generally consist of reinforced concrete box culverts of a size suitable to allow safe passage of the stock and the farmer. Sizes for these structures may, for example, be:

- 1200 x 1200 mm Sheep movements,
- 1500 x 1500 mm Sheep movements where the stock owner may access the underpass, or
- 1800 x 1800 mm Cattle movements and where the stock owner may utilise a vehicle in the underpass.

5. TECHNICAL GUIDELINES

5.1. General

The removal or covering of stock crossing signs when not in use is mandatory. Signs that are displayed while not in use may bring all signing into disrepute and may result in motorists disregarding warnings.

5.2 Stock Crossings with Sight Distance Greater Than 300 Metres

Where a stock crossing is located such that approaching motorists can see the stock crossing point from more than 300m away, signing should be as per **Figure 1**.

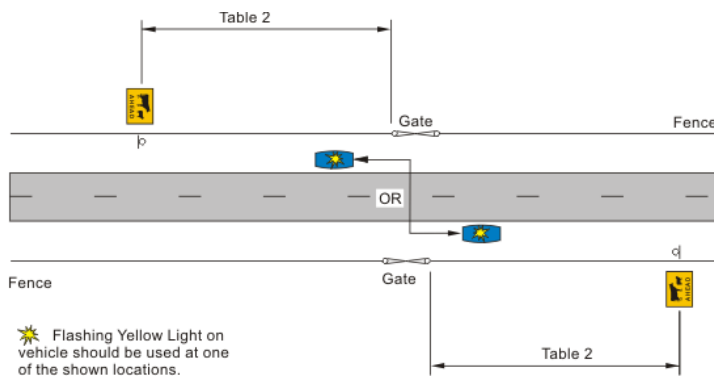


FIGURE 1 - Typical Stock Crossing Site – for bitumen roads/gravel roads.
NOTE: Gravel roads – there is no requirement for orange flashing lights

The crossing should desirably not be used when sun glare will interfere with drivers' view of the traffic signs or stock on the road.

Where stock movements are adjacent to or encompass an intersection, STOCK AHEAD

and ON SIDE ROAD signs should be used on the side roads, to alert motorists entering the road that there is stock on the road. The location of the STOCK AHEAD sign should be based on a distance from the stock crossing as shown in **Table 2**.

Table 2 – Where the placement of STOCK AHEAD signs equal 2 x the distance of the posted speed limit

POSTED SPEED LIMIT KM/HR	MINIMUM SPACING DISTANCE METRES
60	120
70	140
80	160
90	180
100	200
110/ State Limit	220

5.3 Stock Crossings with Sight Distance Less Than 300Metres

If the stock crossing site is positioned such that approaching motorists cannot see the stock crossing point from at least a minimum of 300 metres away during the day, then signage should be as shown in figure 2.

The REDUCE SPEED and the STOCK AHEAD signs should be visible at the same time to the approaching motorist.

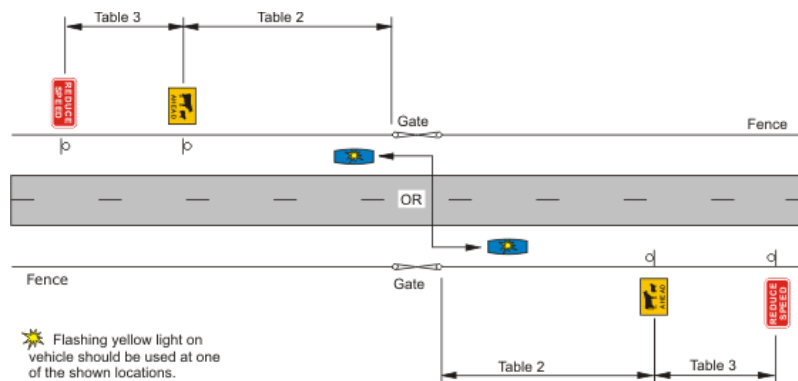


FIGURE 2 - Signage at stock crossings with sight distance less than 300m

TABLE 3 – Where the placement of REDUCE SPEED Signs equals .5 x the posted speed limit

Posted Speed Limit km / hr	Minimum Spacing Distance
60	30
70	35
80	40
90	45
100	50
110/State Limit	55

5.4 Use of Stock Crossings during Night-Time, Periods of Poor Visibility or Hazardous Locations

Daylight use of stock crossings is preferred. Where the stock crossing is proposed to be used during night time, periods of poor visibility or in a hazardous location, the following actions should be taken:

- Signing and flashing rotating orange light should be carried out in accordance with Figure 1 (**See also Sections 6.0 and 7.0**),
- Any person standing on or adjacent to the road for the purposes of controlling stock should wear clothing with reflective strips,
- Lighting should be sufficient to clearly illuminate stock on the road formation in the vicinity of the crossing point.
- The sign STOCK AHEAD PREPARE TO STOP (MR-WAW-6) should be considered for use. With reference to **Figure 1**, the STOCK AHEAD PREPARE TO STOP sign should be positioned in place of the STOCK AHEAD sign.

5.5 Droving of Stock along a Road

Where it is necessary to move stock more than 100m along a road reserve, signs should be erected along the road shoulder in accordance with **Figure 3**. In addition, a lead vehicle and/or a tail vehicle should be placed in front and/or at the rear of the stock to warn approaching motorists. The vehicles should be located at a distance from the stock as shown in **Table 2**.

6. SIGNS

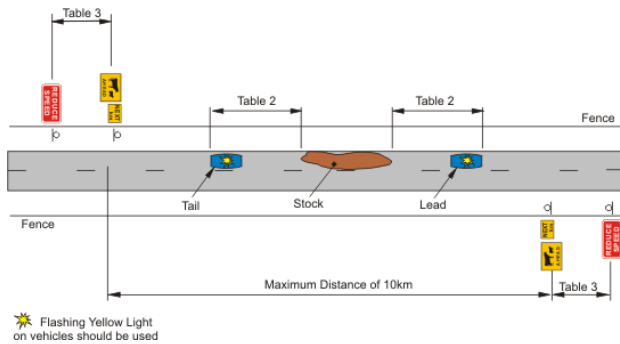


FIGURE 3 - Signing for droving of stock

NOTE: Where stock can be moved along the road reserve without stock or vehicles travelling on the carriageway, it remains necessary to adhere to the signage shown in Figure 3.

<p>"ON SIDE ROAD"</p> <p>AS 1742.2 Designation W8-3B Sign Size: 750 x 500mm</p>	
<p>"STOCK AHEAD PREPARE TO STOP (With Flashing Yellow)"</p> <p>Main Roads Designation MR-WAW-6B (See Section 2.3) Sign Size: 1100 x 1600mm Sign Dimensions Sign Post Dimensions</p>	

7. VEHICLE MOUNTED WARNING DEVICE

The flashing orange warning light shall comply with the equipment described in the Road Traffic (Vehicle) Regulations 2014. Vehicle indicator lights do not constitute a flashing orange warning light.



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5.8 Road Works on Council Roads

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That Council adopts Main Roads Western Australia's Code of Practice for "Traffic Management for Works on Roads" which includes road works on Council controlled roads.

Contractors working on Council road reserves are required to submit appropriate Traffic Management Plans in accordance with the above Code of Practice for approval by the Executive Manager Infrastructure before proceeding with any works.



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5.9 Plant Replacement

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Prior to the adoption of the Annual Budget, Council shall review its plan for plant acquisition and disposal for the next 10 years. The review will be based on the relative serviceability, condition, available changeover deals and market factors affecting each item of plant.



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5.10 Road Crossings - Drainage

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

The following Council Policy applies for road crossings required by drainage works being undertaken by landholders:

- That a Notice of Intent to Drain (NOID) must be completed and approved by the Department of Agriculture.
- A culvert design with all relevant supporting information eg. flow rates etc. to be submitted by the applicant for Council consideration.
- Culverts are to extend the whole width of the road reserve, with ends to be positioned inside landholders fence lines.
- Materials associated with the works be borne by the applicant.
- Installation and reinstatement work to be undertaken/supervised by Council.

5.11 Council Housing - Bonds

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

POLICY

Council recognises its community and employer roll in the provision of accommodation for staff, aged residents, medical services and community houses. It is Council policy that a bond shall be applied to all residential properties even if zero rent is applicable.

PURPOSE

To protect residential units against damage through financial imposts in the form of a housing bond.

DIRECTIVE

The bond shall be calculated at based one of more of the following where a weekly rent is payable for the property the bond shall be a minimum of 4 times the weekly rent where the property is provided rent free the bond shall be a minimum of \$1000 or 4 times he weekly rent for a similar standard rental property.

All shire residential properties shall operate under a Residential Tenancy Agreement and bonds receive shall be paid to the bond trustee.

Bonds shall be paid in advance of occupation of the premises or within 4 weeks of occupation if the written approval of the CEO is in place to permit deferred payment.

Bonds held may be used to recover costs when the property is vacated for the following reasons; House cleaning, carpet cleaning, housing repairs for damage attributable to the tenant, overgrown garden/lawns and the replacement of tenant damaged furniture and equipment are costs which may be recouped through the housing bond.

All shire housing shall undergo periodic inspections ~~at a minimum of 2 per annum~~ subject to the tenants being provided with at least 2 weeks written notice.



6 General Administration

6.1 Reserves – Notification to Surrounding Landowners

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That when notice is received concerning any proposed changes in status of land (other than ownership) to Reserves, Council as a matter of courtesy notifies all adjoining landowners of the proposed changes for their information and/or comment.

6.2 Council Operated Standpipes / Mt Hampton Dam and Dulyalbin Tank Facilities

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

COUNCIL OPERATED STANDPIPES:

1. That Council abides by Water Corporation By-laws on water usage from standpipes being for the purposes of Drought Relief, Fire Fighting purposes and Remote Farms Water Supplies (domestic and stock).
2. In relation to use of water from standpipes for commercial usage, e.g. Spraying purposes, drilling companies, etc, Council continues to charge users at the appropriate rate. However, Council also encourages this practice to discontinue as Water Corporation water rates eventually will determine this usage.
3. That Council encourages all users of standpipes to provide their own water supplies where possible and that Council continually monitors the water usage from standpipes.
4. That Council maintains a card access controller or handwritten record book for the honest recording of water usage and purpose by landholders at each standpipe. Users are to be charged in accordance with the fees and charges set by Council and this policy.

STANDPIPE CONTROLLERS

1. Standpipes with card access controllers, are only accessible by individuals and companies who have been pre-approved and issued with one or more access cards;
2. Standpipe controllers are installed at the following standpipes: Beaton Rd, Garrett Rd, Koolyanobbing Rd, Bullfinch, Perilya, Moorine Rock, Noongar, Bodallin, Gatherer and Marvel Loch;
3. There are two types of standpipes available to the public in the Shire, being Low-Flow with a 25mm meter or less, or High-Flow, with a 40mm meter or higher. The rate per Kilolitre of water is dependent on the type of standpipe the water is taken from, with Low-Flow charged at a subsidised rate, and the High-Flow charged at a commercial rate, in line with the charge per Kilolitre applied by Watercorp. The rate per Kilolitre is set by the annual fees and charges;
4. Cards can either be pre-paid or post-paid. Post-paid accounts must have a direct debit set up with the Shire;
5. In the event a swipe card controller is not in operation at a standpipe, the honour book system will be utilised, with the amount deducted manually from the domestic users pre-paid card, or added to the relevant post-paid charges, as appropriate;
6. New or replacement cards will be at the cost of the user, unless stipulated otherwise by this

policy. The fee is set by the fees and charges;

7. Application forms are available from the Shire administration office; and
8. In the event of bushfire or other emergency the standpipe controller will be switched to manual, either in person or remotely, to avoid delays in obtaining water for fire fighting or other relevant emergency.

DOMESTIC WATER ACCESS CARDS

Individuals or organisations residing on rural farming properties are eligible to apply for a domestic water access card for use on access controlled standpipes.

The following conditions apply:

1. One domestic card issued, upon application, per inhabited dwelling located on a rural farming lot;
2. No fee will be charged for applications for domestic use cards, however replacement cards will be charged as per the current fees and charges;
3. Sufficient credit to withdraw 400 Kilolitres of water at the Low-Flow rate, as set by the fees and charges, will be applied to each domestic card issued;
4. Domestic users are encouraged to utilise the Low-Flow standpipes for their domestic water, however, should they access water via a High-Flow standpipe with a domestic card, the water will be charged at the High-Flow rate;
5. Upon 1st July each year, each domestic card will be credited with the funds required to withdraw 400 Kilolitres of water at the Low-Flow rate, set for that year; and
6. Funds remaining on the card at 30th June will not be rolled over into the next financial year.

MT HAMPTON DAM AND DULYALBIN TANK FACILITIES:

The primary use of water from the Mt Hampton Dam and Dulyalbin Tank is for the purposes of Drought Relief, Fire Fighting and Remote Farm Water Supplies (domestic and stock use), other purposes are to be authorised by the CEO. It is acknowledged that water is extracted from these water supplies for spraying purposes.

Users will be required to record such usage in the record books provided at the facilities.

Appropriate signage will be installed at both facilities informing users of their obligations.

6.3 Complaints Handling

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Objectives

The objectives of this policy are:

- To develop a structured systematic approach to dealing with complaints received by the Shire of Yilgarn from external persons.
- To assure the community that complaints may be made without fear of recrimination and that all complaints will be promptly dealt with and a (written if required) response will be given setting out the answer to the complaint providing reasons, where appropriate.
- To have complaints dealt with efficiently by an appropriate Officer with minimal referral.

Policy

- The Shire of Yilgarn recognises the right of its customers to make complaints about services or service delivery, and will make it a priority to address those complaints and rectify unsatisfactory consequences.
- The Council and its staff will be open and honest in its dealings with customers, and will explain in "plain English" why, for legislative/legal reasons, cost constraints or some other matter beyond its control, it is unable to act in accordance with a complainant's request.
- The Council recognises that good complaints handling is an integral part of customer service and provides an effective way of reviewing performance and monitoring standards.

Guidelines

- Any person or their representative can lodge a complaint.
- Complaints will be accepted in writing, in person, by email or by telephone. If a verbally received complaint relates to a third party or alleges a criminal offence, corruption or other serious matter, the receiving officer is to advise the complainant that the matter must be submitted in writing.
- Complainants are to be advised that anonymous complaints may not be processed as it is possible that they may be mischievous or vexatious. Depending on the nature of the complaint, it will be at the discretion of the receiving officer to act or refer the complaint or not to deal with the complaint.
- Complaints that are to be dealt with under this policy include, but are not necessarily limited to, expressions of dissatisfaction regarding;
 - a) decisions made by Council or staff;
 - b) inappropriate behaviour of staff or members such as rudeness, discrimination or harassment;
 - c) the standard of works or services provided by Shire.
 - d) the standard or condition of a facility provided by Shire.
 - e) failure of Council to comply with the Local Government Act, Council policies, Council's

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local laws and other laws administered by Council.

- The following issues shall not be regarded as complaints and shall not be dealt with under this policy:
 - a) requests for services;
 - b) requests for information or explanations of policies and/or procedures;
 - c) the lodging of a formal objection or appeal in accordance with the Local Government Act and other Acts or in accordance with Council policies or standard procedures;
 - d) the lodging of a submission in response to an invitation for comment.
- Complaints regarding elected members are to be directed to the CEO and Shire President. The CEO is responsible for the initial investigation and administrative responses. Matters that may require disciplinary action are to be referred to the Shire President and dealt with under the Council's Code of Conduct.
- Complaints from Councillors, the Ombudsman, the Local Government Department or from Members of Parliament shall be referred to, and dealt with by, the CEO unless the complaints relates to the CEO whereupon the complaint will be dealt with by the Shire President.
- When any complaint is made it shall be forwarded to the CEO, who may delegate the matter to an appropriate Officer.
- Where a complaint cannot be dealt with in a timely manner the complainant is to be advised of the reasons why and advised of the expected time frame.
- All complaints will be responded to by the CEO or relevant officer.
- Where a complaint has been investigated and found to be justified, the CEO or relevant officer who dealt with the complaint will ensure that the remedy is carried out, will advise the complainant that the Shire does acknowledge substance in the complaint and the specific action that will be taken by the Shire to respond to the circumstances of the complaint.
- The CEO shall establish and maintain an appropriate central record of all complaints.



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Service Complaint

(Issues with Shire Service)

This form can be used for an expression of dissatisfaction with the Council's policies, procedures, fees & charges, employees, its contractors or agents or the quality of the services and/or works it provides.

It is important to note that a complaint is not the same as a request for service, a request for information, an inquiry seeking clarification of an issue or seeking a review of a Council or Council Officer's decision or conditions relating to a decision.

Name of Complainant/s:

Address in Full:

Phone

Email:

Complaint:

Preferred Solution:

Complainants' Signature:



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6.4 Assistance to State Representatives

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Residents of the Shire who are selected to represent the Shire or the State in national competition are eligible for a council contribution towards expenses of up to \$500.

The resident is required to put forward a written request for the financial assistance to Council attaching verification of being selected as a state representative.



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6.5 Inward Correspondence

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Correspondence will be managed within the protocols contained within the requirements of councils records management system and will comply with the State Records Act and its retention and disposal guidelines.

As a general benchmark, inwards correspondence will at least be acknowledged with seven (7) days of receipt.



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6.6 Funding Submissions

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

In order to maximize the acquisition of external funding applicants for external funding opportunities, the CEO is authorised to prepare and submit funding applications for external grants regardless of whether a specific budgetary allocation exists

Prior to formal acceptance of funding towards an unbudgeted project, the CEO is to obtain a council resolution to vary the budget as a requirement of regulations.

6.7 Community Engagement Policy

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

DEFINITIONS

Community – those who live, work or recreate in the Shire of Yilgarn.

Community engagement – is any process “that involves the public in problem solving or decision-making and uses public input to make decisions”. (IAP2)

Community engagement may refer to a range of interactions of differing levels of engagement between the Shire and the community, including;

- Information sharing processes, to keep the community informed and promotes understanding.
- Consultation processes, to obtain feedback.
- Involving community members consistently throughout the process to ensure community concerns and aspirations are understood and considered.
- Collaborating with community members in each aspect of the decision making process.
- Empowering the community.

The Shire of Yilgarn is committed to strengthening the Shire through effective community engagement to share information, gather views and opinions, develop options, build consensus and make decisions.

Community engagement assists the Shire of Yilgarn to provide good governance and strong leadership, delivering better decisions to guide the Shire's priorities into the future.

This policy does not negate the requirement of the Shire to comply with statutory obligations.

The following principles apply to community engagement undertaken by the Shire of Yilgarn;

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Focus and commitment	1	The purpose of each community engagement will be clearly scoped to determine how the engagement will add value to the Shire's decision-making process.
	2	Each community engagement will be planned to clarify the level of influence the participants will have over the decision they are being invited to comment on or participate in. The person or body who is responsible for the final decision will be notified.
	3	The Shire is genuinely open to engaging with the community and committed to using a range of appropriate engagement methods.
Transparency and openness	4	All community engagement processes will be open and transparent.
	5	Comment will be documented and analysed.
	6	The Shire will seek to understand the concerns and interests of all stakeholders and provide opportunities for participants to appreciate each other's perspectives.
Responsiveness and feedback	7	The Shire will advise participants of progress on issues of concern and provide feedback in a timely manner on the decision made and the rationale for the decision will be communicated where necessary.
	8	The best interest of the community will prevail over the individual or vested interests.
Inclusiveness, accessibility and diversity	9	Persons or organisations affected by or who have an interest in a decision will have an opportunity to participate in the community engagement process.
	10	Community engagement process will be open to all those who wish to participate.
Accountability	11	The Shire will seek community engagement to enhance its decision-making, however, where the Shire is responsible and accountable for a given matter, it will accept its responsibility to make the final decision and provide leadership.
Information	12	Appropriate, accessible information will be available to ensure participants are sufficiently well informed and supported to participate in the process.
Timing	13	Community engagement will be undertaken early enough in the process to ensure that participants have enough time to consider the matter at hand and provide meaningful feedback.
	14	All engagement processes will have timeframes that will be made clear to participants and adhered to by the Shire.
Resources	15	The Shire will allocate sufficient financial, human and technical resources to support community engagement.
Evaluation	16	The Shire will monitor and evaluate processes to ensure the engagement being undertaken is meeting planned outcomes.

6.8 Asset Management Policy

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Policy Statement

- To approve Council's Asset Management policy and plan.
- To ensure appropriate allocation of Asset Management resources.
- To evaluate Asset Management Plan recommendation for implementation.

Chief Executive Officer (CEO)

- To implement the Council Asset Management policy, strategy and plan with reasonable practical resources.
- To monitor, evaluate and report to Council on Asset Management compliance and milestones.
- To include Asset Management in relevant staff's position descriptions and performance plans.
- To ensure that accurate and reliable information is presented to council for decision-making.

Asset Management Section Managers

- To develop and establish corporate policy, objectives and guidelines with regard to asset management practices and procedures.
- To ensure the long term effectiveness of the asset management programs.
- To raise awareness throughout their section and the organisation as to the benefits of adopting a formal approach to asset management.
- To ensure that the organisation's asset management program is developed and implemented in a logical and structured manner.
- To seek and use outside asset management consultants on activities where necessary.
- To review existing practices, procedures and systems.
- To integrate the Asset Management policy and Asset Management plans into the corporate governance framework.
- To oversee the progress of individual asset management activities including data capture and preparation of Asset Management Plans.
- To ensure that legal and statutory obligations are met.

Policy Non-Compliance

Failure to comply with this policy will result in:

- Unsafe infrastructure and/or;
- Infrastructure unfit for purpose and/or;
- Excess assets and/or;
- An increase in the renewal gap.



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Related Documents

Asset management must be integrated with broader Council planning and assets considered with other key resources used in achieving Council's objectives at the Strategic, Operational and Performance Levels.

The current related documents at the strategic level are:

- Community Strategy Plan
- Corporate Business Plan
- Forward Capital Works Plan
- Long Term Financial Plan

In addition, there are many other Strategies and Management / Master Plans which will require link with Asset Management Plans as required.

Policy Implementation

Following adoption of this Policy, internal communication will be utilised to explain the key features of the Asset Management policy to all staff.

6.9 Community Funding Program

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Objectives

- To provide a source of funding for non-profit community organisations operating within the district.
- To assist community organisations in maximising their future development.
- To provide an impartial means by which community organisation can access Council funds.

Eligibility

- Funding is available for activities which will provide benefits directly/in-directly to the people of the Shire of Yilgarn.
- Only non-profit community organisations operating within the Shire of Yilgarn are eligible to apply.
- Organisations who have failed to acquit funds in the previous financial year will not be eligible for the next round of the funding program.

Categories

- Essential equipment/capital items (up to \$2,000) Types of equipment:
 - Ground maintenance equipment
 - Sporting equipment
 - Office equipment
 - Minor plant equipment
- Training & Travel Assistance for local officials/office bearers (up to \$500)

Funding is available to officials and/or office bearers of community organisations who are required to attend regional / state association organised seminars / courses/ meetings as part of their duties. Knowledge gained at these activities must then be used to assist the local community organisation in its continued development.

General Conditions

- Any improvements or additions made to Council assets require the written approval of the Shire
- Applications must be lodged and approved by the Shire of Yilgarn before the intended project begins
- Funds must be claimed by 30 June in the financial year in which they are assigned
- Any variation to the project cost after approval / commencement of the project will be solely at the community organisation's cost.
- Applicant organisations must provide their ABN in order to receive the complete amount funding (The Shire is required to withhold tax of 48.5% of the funding amount if an ABN is

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not provided).

- On project completion, applicant organisations must complete a grant acquittal form and present original receipts &/or invoices as proof of purchase.
- The project must not duplicate an existing service / facility / project.
- Funds must not be used for wages and salaries or general administration costs.
- A minimum of two quotes will be required if capital items are being purchased/hired.
- Applicants must provide a current financial statement of the organisation.
- Any unexpended funds are to be paid back to the Shire of Yilgarn by 30 June of the funding year.

Timeframes

The Community Funding Program will be advertised on the Shire of Yilgarn's website, twice in the Crosswords (once in September and once in October) and information will be emailed to office bearers of eligible community groups and clubs once in September.

Applications open on the first Monday in October and close on the last Friday at 12.00pm in October each year.

Compliant applications to be presented to the Ordinary Council Meeting in November and all groups will be informed of the outcome within a week after the Council meeting.

Funding to be paid to successful recipients in December.

All funding must be acquitted by 30 June of the financial year.

Responsibility

The Community Resource Centre Coordinator is responsible for the timely implementation of the Community Funding Program.

Selection process

The CEO will assess all applications with the executive management team and make recommendations to council with the successful applications being endorsed by Council at its November ordinary meeting.



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6.10 Rural Landfills

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

The Shire operates a number of rural landfill sites, designed to accept small quantities of putrescible waste (Class II) from local residents only.

To restrict non-local persons and commercial entities from utilising these sites, the following appointments are made:

Site	Appointment
Bodallin Rural Landfill Site	Appointed for the depositing of putrescible waste (Class II) by residents of Bodallin townsite and surrounding Bodallin rural locations only, unless otherwise approved by the Shire of Yilgarn
Bullfinch Rural Landfill Site	Appointed for the depositing of putrescible waste (Class II) by residents of Bullfinch townsite and surrounding Bullfinch rural locations only, unless otherwise approved by the Shire of Yilgarn
Marvel Loch Rural Landfill Site	Appointed for the depositing of putrescible waste (Class II) by residents of Marvel Loch townsite and surrounding Marvel Loch rural locations only, unless otherwise approved by the Shire of Yilgarn
Moorine Rock Rural Landfill Site	Appointed for the depositing of putrescible waste (Class II) by residents of Moorine Rock townsite and surrounding Moorine Rock rural locations only, unless otherwise approved by the Shire of Yilgarn

Under the Litter Act 1979 Clause 23(b), a person who deposits waste on land that is not appointed commits an offence. Persons who deposit waste in breach of the above appointments are deemed to have breached the Litter Act 1979, and as such, are liable to applicable penalties under said Act.

6.11 Records Management

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

Policy Objective

The purpose of this policy is to provide guidance and direction on the creation and management of records and to clarify responsibilities for recordkeeping within the Shire of Yilgarn.

This policy and related recordkeeping guidelines are the framework for ensuring records are created and retained appropriately to meet accountability requirements, legislative compliance and adherence to best practice standards.

Policy statement

Records are recognised as an important information resource within the Shire of Yilgarn, and it is accepted that sound records management practices will contribute to the overall efficiency and effectiveness of the organisation.

The effective management of records will also:

- Protect the interests of the Shire of Yilgarn and the rights of its employees, customers and stakeholders
- Support informed decision making
- Provide evidence of achievements
- Increase efficiency in administration and service delivery across the organisation

1 Ownership

All records created or received during the course of business belong to the Shire of Yilgarn not to the individuals who created them.

All contractual arrangements will ensure the Shire's ownership of records.

2 Creation of Records

All employees, contractors and elected members will ensure that full and accurate records are created to provide evidence of business transactions and decisions and that these records will be registered in the Shire of Yilgarn's recordkeeping system.

3 Capture and Control of Records

All records created and received in the course of Shire business will be captured at the point of creation (wherever possible), regardless of format, with required metadata into

the recordkeeping system or appropriate business system.

Records created when using social media applications will also be captured in the Shire of Yilgarn's recordkeeping system.

Records will not be maintained in email folders, shared drives, personal drives, external storage media or personal cloud services (such as Dropbox, OneDrive, Box, Google Drive), as these lack the necessary functionality to protect business information and records over time.

4 Security and Protection of Records

Records will be maintained in a safe and secure environment ensuring their usability, reliability, authenticity and preservation for as long as they are needed.

Records will not be removed from the Shire's sites unless in accordance with the approved retention and disposal schedule, they are being transferred to the Shire's archive storage, or they are in the custody of an officer performing official business. It is preferred that wherever possible only copies of records are removed by those officers performing official business.

5 Access to Records

Access to the Shire's records by staff and contractors will be in accordance with designated access and security classifications and in accordance with the requirements of their role.

Access to the Shire's records by the general public will be in accordance with the *Local Government Act 1995* and the *Freedom of Information Act 1992*.

Access to the Shire's records by Elected Members will be via the Chief Executive Officer in accordance with the *Local Government Act 1995*.

6 Appraisal, Retention and Disposal of Records

All records kept by the Shire of Yilgarn will be disposed of in accordance with the General Disposal Authority for Local Government Records, published by the State Records Commission of Western Australia.

Staff and Elected Members must not personally undertake destruction of any records.

Records identified for destruction will be subject to review and approval by the Chief Executive Officer and Executive Manager Corporate Services.

Copies/duplicates may be disposed of after use by staff and Elected Members ensuring any such records that contain personally identifiable information or

information that is not publicly available are returned to the Chief Executive Officer or Executive Manager Corporate Services for secure disposal.

6 Roles and Responsibilities

7.1 Elected Members

Elected Members will create and keep records of communications or transactions which convey information relating to the Shire's business or functions. These records will be forwarded to the Administrative Services Officer for capture into the Shire's recordkeeping system.

7.2 Chief Executive Officer

The Chief Executive Officer will ensure there is a system for the capture and management of records that is compliant with the *State Records Act 2000* and best practice standards.

7.3 Executive and Managers

Executive and managers will ensure that all staff (and contractors) under their supervision comply with this policy, associated records management procedures/guidelines and the Shire of Yilgarn's Recordkeeping Plan.

7.4 All Staff

All staff (including contractors) will create and receive records relating to the business activities they perform and are required to:

- 7.4.1 Make records to document and support business activities.
- 7.4.2 Ensure that records are captured and registered into the recordkeeping system or appropriate business system
- 7.4.3 Ensure that records are secure at all times.

8 **Legislation and Standards**

Legislation and standards applicable to recordkeeping in Western Australian Local Government organisations include:

- 8.1 State Records Act 2000
- 8.2 Corruption and Crime Commission Act 2003
- 8.3 Criminal Code Act Compilation Act 1913
- 8.4 Electronic Transactions Act 2011
- 8.5 Evidence Act 1906
- 8.6 Freedom of Information Act 1992
- 8.7 Interpretation Act 1984
- 8.8 Local Government Act 1995
- 8.9 State Records Commission: Principles and Standards
- 8.10 Australian Standard on Records Management: AS ISO 15489

Definitions

9.1 Record

A record is information recorded in any form that is created, received and maintained by an organisation in the course of conducting its business activities

and kept as evidence of such activity.

A record may have any or all of the following attributes:

- 9.1.1 Information which is of evidentiary or historical value and is not recorded elsewhere;
- 9.1.2 Formal communications and/or transactions between officers or between an officer and another party; or
- 9.1.3 It may document the rationale behind organisational policy, decisions or directives.

9.2 Ephemeral Records

Ephemeral records are duplicated records and/or those that have only short-term value to the Shire of Yilgarn, with little or no ongoing administrative, legal, fiscal, evidential or historical value. They may include insignificant drafts and rough notes, or records of routine enquiries.

9.3 Recordkeeping Plan

The Recordkeeping Plan ensures that records are created, managed and maintained over time and disposed in accordance with legislation. It is the primary means of providing evidence of compliance with the *State Records Act 2000*. All government organisations must have a Recordkeeping Plan that is approved by the State Records Commission.

9.4 General Disposal Authority (GDA)

The General Disposal Authority for Local Government records (the schedule) is designed to provide consistency throughout Local Government in disposal activities and decisions. It is a continuing authority for the disposal and archival of records which document a Local Government's operations.

9.5 Personally Identifiable Information (PII)

PII refers to information, or an opinion, that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual, whether the information or opinion is true or not; and whether the information or opinion is recorded in a material form or not.

RECORDS MANAGEMENT

Guidelines for Elected Members

Introduction

Elected members have a unique and pivotal role within the local government and the community. They represent the interests of electors, residents and ratepayers, participate in local government decision making at council and committee meetings, and facilitate communication between the community and the Council.

The State Records Commission policy regarding the records of local government elected members requires the creation and retention of records of the:

“...communications and transactions of elected members which constitute evidence affecting the accountability of the Council and the discharge of its business.”

This policy applies regardless of a record's format or where it was received.

Under the *Local Government Act 1995*, the CEO of a local government is responsible for ensuring that all records of that local government are kept in accordance with relevant legislation. Accurately created and managed records provide reliable, legally verifiable evidence of decisions and actions.

Records created or received by elected members that relate to local government business must be captured as part of the local government's corporate memory in accordance with the local government's Recordkeeping Plan.

What is a record?

A **record** can be defined as any record of information, in any medium, including letters, files, emails, word processed documents, databases, photographs, text messages, and social media posts relevant to the business of the organization. **Government records** are those records created or received by a government organization, or by an employee or contractor in the course of their work for that organization.

Why do I need to keep records?

Records provide evidence of what an organization has done, and why. Keeping records of business activity enables an organization to account for its actions, meet legislative requirements, and make informed and consistent decisions.

Government records include:

- Correspondence and communications

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- File notes made after verbal communications, meetings, phone calls etc.
- Video and audio recordings
- Photographs
- Email
- Social Media posts (e.g. Facebook, Twitter)
- Databases
- Websites
- Messages from Apps (e.g. WhatsApp, Messenger)
- TXT messages

When to create and capture a record:

- Information is related to council business
- An action is required
- A decision or commitment is made
- Business need: for future reference by yourself or others
- Historical: identifies Council activity over time.

Which records should be captured?

YES – forward to your local government administration
Communications , such as: <ul style="list-style-type: none"> • complaints and compliments • correspondence concerning corporate matters • submissions, petitions and lobbying • information for Council's interest relating to local government business activity and functions
Lobbying – correspondence or petitions, relating to lobbying matters
Telephone, meetings and other verbal conversations – regarding local government projects or business activities
Social Media – where the posts: <ul style="list-style-type: none"> • create interest from the public or media • communicate decisions or commit the local government to an action • seek feedback • address issues of safety, and/or • relate to sensitive or contentious issues
Work diaries / Appointment books – containing information that may be significant to the conduct of the elected member on behalf of the local government
Allowances, benefits and gifts records
Addresses / Speeches / Presentations – delivered as part of an elected member's official duties

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NO – do not need to be forwarded to your local government
Duplicate copies – of Council meeting agenda, minutes and papers
Draft documents or working papers – which are already captured at the local government
Publications – such as newsletters, circulars and journals
Invitations – to community events where an elected member is not representing Council or the local government
Telephone, meetings and other verbal conversations which: <ul style="list-style-type: none"> convey routine information only; or do not relate to local government business or functions
Electioneering – or party-political information
Personal records – not related to an elected member's official duties

Confidential Documents / Records

Records held within an information management system (IMS) or on hard copy files can be restricted so that only the appropriate officers can access them. If the elected member believes that some of the documentation required for capture into the IMS is of a highly sensitive or confidential nature, the Elected Member should advise the CEO to treat the information as confidential and restrict access to those records.

What do I do with records once they are created?

Records of business activity should be entered into Councils official recordkeeping system by forwarding them to Councils Administrative Services Officer (ASO) for processing, confidential records should be forwarded to the CEO.

By doing this, records relating to particular work matters are kept together and are available for all relevant staff to refer to.

RECORDS MANAGEMENT

Guidelines for Staff

Introduction

The *State Records Act 2000* (the Act) governs recordkeeping within State and local government organizations in Western Australia. Under the Act, every employee of a government organization (including temporary staff and contractors) will have some responsibility for creating and keeping records relating to their work.

What is a record?

A **record** can be defined as any record of information, in any medium, including letters, files, emails, word processed documents, databases, photographs, text messages, and social media posts relevant to the business of the organization. **Government records** are those records created or received by a government organization, or by an employee or contractor in the course of their work for that organization.

Why do I need to keep records?

Records provide evidence of what an organization has done, and why. Keeping records of business activity enables an organization to account for its actions, meet legislative requirements, and make informed and consistent decisions.

What are my responsibilities as a government employee?

Every employee of a government organization (including temporary staff, contractors and consultants) has a responsibility to create records of their work for the government organization. While specific responsibilities will differ depending on the work role, employees should ensure that records of their activities, transactions and decisions are captured onto the official record.

When should I create a record?

A record should be created when an activity or transaction takes place, or a decision is made, which relates to the organization's business activity. If you are not sure whether to create a record, **ask yourself**:

- Does the matter relate to my work?
- Did I write, receive or send this in the course of my work?
- Is action required?
- Is this something I have used to do my work or to reach a decision?
- Will I need this information again?
- Will someone else need this information at some stage?

If the answer is “**yes**” to any one of these questions, a record should be created. Examples of records might include:

- Meeting agenda and minutes
- A file note of a meeting to discuss a specific issue
- A memo on a rate assessment noting a phone conversation
- An email from a manager, authorising purchase of an item
- A letter sent to a client in response to a query
- An email raising a workplace safety issue
- A social media post about changes to the organisation’s services

What do I do with records once they are created?

Records of business activity should be entered into Councils official recordkeeping system by the employee generating the record or forwarded to Councils Administrative Services Officer (ASO) for processing.

By doing this, records relating to particular work matters are kept together and are available for all relevant staff to refer to.

How long do I need to keep records?

Records can only be disposed of in accordance with a disposal authority that has been approved by the State Records Commission. It is illegal to dispose of records unless authorized to do so.

REVIEW AND IMPROVEMENT:

The Document Owner shall ensure that this policy is reviewed at least annually.

DOCUMENT REVISION HISTORY:

Revision Events			
Rev.	Author	Changes	Date
01	SB	Initial version	24.02.11
02	JS	Revised	25.07.11
03	JS	Revised	20.07.12
04	VP	Revised	19.07.13
05	VP	Revised	18.07.14
06	EP	Revised	18.06.15
07	BJ	Revised	15.09.16
08	BJ	Revised	21.09.17
09	PC	Revised	20.09.18
10	PC	Revised	19.09.19
11	PC	Amended	20.02.20
12	PC	Amended	16.04.20
13	PC	Revised	17.09.20
14	PC	Revised	17.12.20
15	PC	Amended	15.04.21
16	NW	Revised	16.09.21
17	NW	Amended	16.12.21
18	NW	Revised	15.09.22

Councillor Declaration

I have read the iPad Policy (Council Policy Manual, 1.9) and declare that I will observe and abide by the terms and condition outlined in this Policy.

Signed: _____ Dated: _____

Name (please print in blockletters): _____

Witnessed: _____ Dated: _____



*Visit the **Southern Cross Skies***

- ✦ **Southern Cross** ✦ **Bullfinch**
- ✦ **Bodallin** ✦ **Marvel Loch**
- ✦ **Moorine Rock**

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Shire of Yilgarn

Council Staff Policy Manual

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Document Owner		Chief Executive Officer	
First Adopted:	Sept 2011	Amended:	May 2021
Last Updated:	Sept 2021	Date for next Review:	Sept 2022



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1.1 Occupational Work Health and Safety

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

The Shire of Yilgarn provides roads, recreational facilities, funding for medical services, parks and gardens, street lighting, and waste collection amongst other community services and infrastructure. Our local government provides vital economic, social and environmental support for communities.

The Shire of Yilgarn recognises the importance of providing all employees, visitors and contractors with a safe and healthy work environment and is committed to the continuous improvement of occupational safety and health in the workplace.

OBJECTIVES:

This [Work Health and Safety](#)~~Occupational Safety & Health~~ Policy aims to establish and maintain, so far as practicable, the highest standard of occupational safety and health for all employees.

Our aim is to prevent all occupational injuries and illness and our Shire acknowledges a duty to achieve the objectives by:

- Providing and maintaining, so far as is practicable, workplaces, plant and systems of work so that employees, contractors and visitors are not exposed to hazards.
- Providing adequate training, instruction and supervision to enable employees to perform their work safely and effectively.
- Investigating all actual and potentially injurious occurrences in order to identify and control the cause to reduce the level of risk in the workplace.
- Ensuring that management keeps [work health and safety](#)~~safety and health~~ representatives, supervisors and staff up to date with information about any changes to the workplace which may affect safety and health.
- Consulting and cooperating with safety and health representatives and other employees regarding [work health and safety](#)~~occupational safety and health~~ at the workplace.
- Assisting the [work health and safety](#)~~Safety and Health~~ Committee with the facilitation and communication between management and employees on safety and health matters.

The Shire of Yilgarn will implement and maintain an ongoing [work](#)~~occupational safety and health~~[health and safety](#) program, including conducting regular inspections of the workplace, aimed at preventing accidents and incidents.



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All Supervisory personnel are responsible and accountable for the safety of employees, contractors and company property under their control, as well as ensuring all applicable legislation, standards, procedures and safe work practices are followed at all times.

All employees and contractors are expected to:

- Follow all organisational safety requirements and relevant legislation and supporting documentation.
- Maintain a clean and orderly work area.
- Report all [hazards](#), injuries and safety incidents.
- Actively participate in safety improvement activities.

This policy will be reviewed annually in consultation with the OSH committee and in accordance with the Shire of Yilgarn's commitment to continuous improvement in safety management.

A safe and efficient place of work is our goal, and we must all be committed to reach this outcome.

1.2 Employee Benefits

LAST REVIEW DATE:	SEPTEMBER 2021
DUE FOR REVISION:	SEPTEMBER 2022

INTRODUCTION:

As part of Council's ongoing staff attraction and retention strategy, it is beneficial to provide reasonable entitlements/benefits to permanent full-time and part-time employees.

SERVICE PAY:

Less than two years	Nil
Two to four years	\$20 per week
Four to seven years	\$30 per week
Seven years and over	\$40 per week

This allowance is to be granted to all permanent Shire employees however, those who are employed on a permanent part-time basis, the service pay will be applied on a pro-rata basis.

The provision of Service Pay does not apply to Council's Executive Management Team. The Service Pay Policy is to be reviewed annually during Council's Budget deliberations.

HOUSING INCENTIVE PAYMENTS:

Housing Incentive Payments be granted to all Shire Employees not residing in accommodation provided by Council at the rate of \$60.00 per week. Housing Incentive Payments provided to employees engaged on a permanent part-time basis will be applied on a pro-rata basis.

Council will provide a subsidised rent for Council housing with both rental subsidies and incentives subjected to an annual review by Council.

SUPERANNUATION CONTRIBUTIONS:

- a) **Superannuation Ceiling**

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The Shire of Yilgarn is obliged to pay superannuation into a complying fund on behalf of all staff under the provisions of Federal legislation. This component is known as the Superannuation Guarantee Levy (SGL). The percentage payment may be adjusted by legislation from time to time.

b) Salary Sacrifice and Voluntary Contributions

All full time or part time employees shall have the option via salary sacrifice (pre-tax amount) or voluntary contributions (post-tax amount), as allowed under any specified salary sacrifice options and the Australian Taxation Office guidelines, to deduct a nominated percentage or amount of their ordinary time earnings (with a minimum being 1%) to the employee's nominated superannuation fund. There is no obligation on the Shire of Yilgarn to match employee contributions other than in accordance with the following table:

Staff Contribution	Matching Council Contribution
minimum 1%	7.5%*

- [Employee can determine percentage up to 7.5%.](#)

PURCHASE OF IT EQUIPMENT:

The Shire supports permanent staff in their purchase of a Notebook PC, Handheld PC or Mobile Telephone through salary sacrifice in accordance with Australian Tax Office requirements. The employee is required to enter into a salary sacrifice agreement prior to purchase and is responsible for any additional fringe benefits applicable. Salary cannot be sacrificed to purchase desktop Personal Computers or peripherals such as monitors, scanners, etc.

REMOVAL/RELOCATION EXPENSES:

That Council, in an effort to encourage quality staff to the Shire, contributes to removal/relocation expenses up to a maximum of \$5,000.00 as determined by the Chief Executive Officer. Reimbursement of the removal/relocation expenses will be as follows: -

- 50% of the cost being repaid to the employee after 6 months of service.
- The balance to be repaid following 12 months service.

In respect to prospective employees that will be negotiating a Contract with the Shire, Council reserves the right to negotiate individually with the prospective employee regarding removal/relocation expenses. Nothing in this policy shall prevent an employee negotiating to salary sacrifice relocation costs over and above \$5,000.

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Council Staff Policy Manual

STAFF TRAINING:

The Shire recognises the need for attention to and investment in staff training and development and authorises the allocation in each year's budget an adequate amount of funds towards staff training and development (refer to Policy 7.18 – Employee Training and Development).

RETIREMENT SEMINARS:

Within 24 months of an employee approaching retirement, application may be made to the employees' appropriate Manager for the employee to attend a seminar on retirement planning at shared cost.

Council's contribution may be to a maximum of \$500.00.

OFFICE UNIFORM:

To maintain Council's corporate image administration staff are encouraged to wear a uniform. To support the wearing of uniforms Council will contribute up to \$400.00 per permanent full-time employee per year. Any additional uniform cost is to be incurred by the employee. For employees who are employed on a permanent part-time basis, the office uniform allowance will be supplied on a pro-rata basis.

CHRISTMAS OFFICE SHUTDOWN:

Council normally closes the Council Offices from 12 noon the last working day prior to the Christmas Day holiday until normal office hours on the day following the New Year public holiday. During this period, office staff are required to take accrued rostered days off or annual leave.

Office staff required to work during that period in order to respond to an emergency are to be granted the equivalent hours of ordinary time paid leave by agreement at another time.

WATER – STAFF HOUSING:

To encourage occupiers of Council housing to maintain attractive landscaping, Council will pay the cost of water usage provided that over watering and/or wastage does not occur. Under the discretion of the CEO, excessive water consumption bills may be re-couped / reimbursed by the Lessee.

Any infringement notices received from Water Corporation relating to water usage/days on rented properties are the responsibility of the Lessee.

CHILD CARE ALLOWANCE:

Council Staff Policy Manual

Council Child Care Allowance helps permanent employees of the Shire of Yilgarn with the cost of child care. This allowance is to be granted to all permanent Shire employees however, those who are employed on a permanent part-time basis, the allowance will be applied on a pro-rata basis.

- **Payments**
 - In the case where a Centrelink rebate is offered, Council will cover 50 per cent of out-of-pocket child care expenses, after the 50% Child Care Rebate has been removed and any other subsidies that the employee receives for Child Care. In the case, where no Centrelink rebate is offered, Council will cover 50% of out-of-pocket child care expenses.
 - The Child Care Allowance is capped at \$3,000 per financial year, per family. In the event that both parents are employed by the Shire of Yilgarn the allowance can be claimed by one employee only.
- **Eligibility**
 - The employee must be a permanent employee who has been employed with the Shire of Yilgarn for a minimum of three months (probation period).
 - The employee must be using approved / registered Child Care providers, which includes; Long Day Care, Family Day Care, Outside Schools Hours Care, Occasional Day Care and Home Day Care
 - The employee must have worked for the Shire of Yilgarn during the period.

SAFETY REPRESENTATIVE ALLOWANCE:

Permanent employees who have been elected as a Safety Representative for the Shire of Yilgarn will be entitled to receive a fortnightly allowance of \$40.00; however, those who are employed on a permanent part-time basis, the allowance will be applied on a pro-rata basis.

This allowance remains in place while the employee is an elected Safety & Health Representative, upon resignation as Safety & Health Representative, this allowance will cease.



1.3 Gratuity Payments to Council Employees/ Recognition of Long and Outstanding Service

LAST REVIEW DATE:	SEPTEMBER 2021
DUE FOR REVISION:	SEPTEMBER 2022

OBJECTIVES:

This policy is designed to provide guidelines for gratuity payments to employees whose employment with the Shire of Yilgarn is finishing.

POLICY STATEMENT:

Gratuity Payments

Council does not favour gratuity payments on termination of employment but reserves the right in cases of exceptional service to make a gratuity payment through the normal budget process in accordance with Section 5.50(1) & (2) of the Local Government Act 1995.

Recognition of Long and Outstanding Services

When Long or Outstanding Service has been reached by an employee, the Chief Executive Officer informs Council, in order that the Long or Outstanding service may be recognised appropriately.

1.4 Acting Chief Executive Officer Appointment and Senior Employees

LAST REVIEW DATE: ADOPTED MAY 2022

DUE FOR REVISION: SEPTEMBER 2022

Senior Employees and Acting Chief Executive Officer Appointments pursuant to Section 5.37 of the Local Government Act 1995, the following employees are designated as senior employees:

- Executive Manager Corporate Services
- Executive Manager Infrastructure
- Executive Manager Regulatory Services

For the purposes of Section 5.36(2) and 5.39C of the Act, Council has determined that the employees that are appointed in one of the above positions are suitably qualified to be appointed as Acting CEO by the CEO, from time to time, when the CEO is on periods of leave, subject to the following conditions:-

- The CEO is not an interim CEO or Acting in the position;
- The term of appointment is no longer than 25 working days consecutive; and
- That the employee's employment conditions are not varied other than the employee is entitled at the CEO's discretion, no greater than the salary equivalent to that of the CEO during the Acting period.

In the case of the unavailability of the CEO due to an emergency to appoint an Acting CEO, the Executive Manager Corporate Services is automatically appointed as Acting CEO, on that Officer's salary, for up to 10 working days from commencement, and continuation is then subject to determination by the Council.

All other interim, Acting or CEO appointments to be referred to Council for consideration.



1.5 Awards – Salaries and Wages Representation

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

That the Western Australian Local Government Association (WALGA) Workplace Relations Services represents the Shire before the WA industrial Commission in matters relating to claims by the Unions for alterations to existing wages or salary awards, and wage or salary schedules contained within the Shire Enterprise Agreement.

1.6 Harassment in the Workplace

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

The Shire has a responsibility under the provisions of the WA Equal Opportunity Act 1984 and Commonwealth legislation to provide an environment which is free from discrimination and harassment for all employees and members of the public.

OBJECTIVE:

The Equal Opportunity goals of this Shire are designed to provide an enjoyable, challenging, involving, harmonious work environment for all employees where each has the opportunity to progress to the extent of their ability.

The Shire will not tolerate discrimination or harassment under any circumstances. This behaviour is unlawful and Shire will take disciplinary action against any employee who breaches this Policy.

POLICY STATEMENT:

The Shire is committed to and acknowledges that it has a responsibility to take all reasonable steps to provide Equal Opportunity within the workplace and to prevent and manage workplace or work related harassment and sexual harassment within the workplace.

It is expected that everyone in the Shire workplace, irrespective of job type or level, will contribute in a positive and productive way to promote Equal Opportunity and prevent workplace or work related harassment within the workplace.

Everyone in our workplace is responsible and accountable for his or her own actions and behaviour at work and at work related functions such as conferences, Christmas or workplace functions and business trips.

The Shire recognises that all harassment can undermine health, performance and self-esteem of individuals and has the potential to create a hostile and intimidating environment. The Shire is therefore committed to any action which ensures the absence of all harassment in the workplace including general training of the workforce and specific training for officers identified to deal with complaints. Appropriate disciplinary action will be taken against any individual



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found to be engaging in such conduct. Anyone making false or vexatious complaints will also be disciplined.

Any complaints of harassment made against another person associated with the Shire will be viewed seriously, treated confidentially and thoroughly investigated by appropriately trained persons.

Any person making a claim of harassment will be protected at all times. No face to face meetings between the complainant and the person, whose behaviour has been found to be unwelcome, will occur without the prior consent of both parties.

An employee whose health or work performance has been affected by any harassment will not have their employment status or conditions disadvantaged in any way.

The Shire offers employees the opportunity to access personal or workplace incident counselling as per the Employee Assistance Program [Policy 2.43](#).

Equal Opportunity:

Equal Opportunity actively promotes equal employment opportunity based solely on merit to ensure that discrimination does not occur on the grounds of gender, marital status, pregnancy, race, colour, age, language, ethnicity, disability, religion, political convictions or sexual orientation.

All employment training with this Council is directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability to meet the minimum requirements for such training.

All promotional policies and opportunities with this Council are directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements for such promotion.

All offers of employment within this Council are directed towards providing equal opportunity to prospective employees provided their relevant experience, skills and ability meet the minimum requirements for engagements.

Discrimination:

Discrimination is treating a person less favourably than another person, in the same or similar circumstances, on one or more of the grounds in any one of the areas covered by the Act.

Indirect discrimination is applying an apparently neutral rule that has a negative effect on a substantially higher proportion of people with a particular attribute or characteristic, compared to people without that attribute or characteristic, and the rule is unreasonable in the circumstances.

Harassment:

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Harassment is any form of behaviour, offensive action or remark that is unwelcome, which offends and humiliates, on the grounds of gender, marital status, pregnancy, race, colour, age, language, ethnicity, disability, religion, political convictions or sexual orientation.

Sexual Harassment;

Sexual harassment is unlawful and any conduct of a sexual and/or sexist nature (whether physical, verbal or nonverbal) which is unwelcome and unsolicited, and rejection of which may disadvantage a person in their employment of their life in general. Behaviour that has a sexual component that is unwelcome and unreciprocated may include:

1. Unwelcome verbal comments of a sexual nature;
2. Unwanted and deliberate physical contact such as patting, pinching, fondling, kissing, brushing against, touching;
3. Gratuitous display of sexually explicit written or audio material;
4. Transmission or display of offensive email, images and screen savers;
5. Uninvited and unwelcome jokes that have a sexual and/or sexist undertone;
6. Offensive gestures or actions of a sexual nature;
7. Display within the workplace of sexually offensive material;
8. Persistent unwanted attention, following or stalking behaviour;
9. Subtle or explicit demands for, or offer of, sexual favours or molestation;
10. Intrusive enquiries into a person's private life.

Sexual harassment is not behaviour that is based on mutual attraction, friendship and respect where the interaction is consensual, welcomed and is reciprocated.

Bullying;

Bullying is against the law, and is repeated unreasonable behaviour directed toward a person or group of persons that creates a risk to health and safety. If the behaviour is repeated and unreasonable and victimizes, humiliates, undermines, intimidates, offends, degrades or threatens, then it is bullying. There is no stereotype for a bully – job type, status and gender are all irrelevant. Bullies can be supervisors, managers, contractors, visitors or other employees.

Examples of Workplace Bullying, include, but are not limited to:

1. Abusive, insulting or offensive language;
2. Behaviour or language that frightens, humiliates, belittles or degrades;
3. Teasing and constant practical joking;
4. Physical assaults or threats;
5. Consistently overloading a person with work;
6. Ignoring or isolating a person;
7. Consistently setting unachievable timelines or targets;
8. Unfair treatment in relation to accessing workplace entitlements;
9. Constant intrusive surveillance;

10. Spreading misinformation and rumours;
11. Petty or demeaning work rules;
12. Unfair and excessive criticism; and
13. Sabotage of work, work equipment or personal effects.

1.7 Smoke Free

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

Council recognises that passive smoking is hazardous to health and that non-smokers should be protected from the inhalation of tobacco smoke.

OBJECTIVES:

To comply with appropriate legislation and provide a safe and healthy workplace.

POLICY:

Smoking is not allowed within all internal or enclosed work areas in accordance with the Occupational Safety and Health Act 1984 and the Occupational Safety and Health Regulations 1996 including all offices and buildings and Shire vehicles which are regularly occupied by employees.

Smoking is also strictly prohibited:

- in those areas or workplaces which are signposted with prohibitive signs;
- where there is a high fire risk; and
- within 5 metres from an entrance to any Shire building.

1.8 Equal Employment Opportunity

LAST REVIEW DATE:	SEPTEMBER 2021
DUE FOR REVISION:	SEPTEMBER 2022

The WA Equal Opportunity Act 1984 requires all local government authorities to prepare and implement an Equal Opportunity Management Plan in order to achieve the objects of the Act.

OBJECTIVE:

To set out procedures through which the Shire achieves compliance with Equal Opportunity Legislation.

GOAL:

The equal employment opportunity goals of the Shire of Yilgarn are designed to provide an enjoyable, challenging, involving, harmonious work environment for all employees where each has the opportunity to progress to the extent of their ability.

POLICY:

The Shire recognises its legal obligations under the Equal Opportunity Act 1984, and will actively promote equal employment opportunity based solely on merit to ensure that discrimination does not occur on the grounds of gender, marital status, pregnancy, race, impairment, age, religious or political convictions, family responsibilities and family status or gender history and sexual orientation, as follows:

1. All employment training will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements of such training.
2. All promotional policies and opportunities will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability to meet the minimum requirements for such promotion.
3. All offers of employment will be directed towards providing equal opportunity to prospective employees provided their relevant experience, skills and ability meet the minimum requirements of engagement.

4. The Shire will not tolerate harassment within its workplace. Harassment is defined as any unwelcome, offensive action or remark concerning a person's race, colour, age, language, ethnicity, political or religious convictions, marital status, impairment or other unwarranted comment.

1.9 Media Policy

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

PURPOSE:

To provide a framework for Councillors, staff, delegates and advisers to:

- Ensure all communication with the media is consistent, balanced, well- informed, timely, professional and appropriate.
- Clearly indicate Council's authorised spokespersons.
- Improve communication with customers and enhance Council's public image.
- Limit the possibility of miscommunication and to maximise the effectiveness of staff by ensuring comments to the media relating to Council are made only through authorised people.

INTRODUCTION:

Council recognises that a well-run, competent, ethical and reputable organisation is the best way to promote a favourable image and that any public relations program is only as good as the organisation behind it.

Council will take advantage of interest from the media to further its reputation and inform the public about Council's activities. Council will also distribute information to the media to communicate information about Council's activities and decisions. In dealing with the media, Councillors and Council officers must be careful to communicate accurate information.

Council welcomes enquiries from the media. All media representatives are to be treated in the same manner as any other customer of Council. That is, Council will attend to media requests promptly and with courtesy, honesty and respect. Council believes that a good relationship based on trust, familiarity and confidence is important between Council and the media.

DEALING WITH MEDIA ENQUIRIES:

The Shire President and Chief Executive Officer are Council's official spokespersons on all matters. The Chief Executive or Shire President may nominate other staff or Councillors to act as spokespeople for the Council in relation to particular issues.

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Journalists may on occasions contact a senior officer or staff member directly. No staff member, other than those authorised above are to handle an enquiry from the media without prior approval from one of the above.

Information given to the media of a controversial, legal or ethical nature requires the approval of the Shire President and/or the Chief Executive Officer.

All staff are required to pass on important information to the Chief Executive Officer which could be used as the basis for a press release or internal communication. The Chief Executive Officer will decide if the information warrants a media release and/or photo or other treatment.

Information that Council officers wish to communicate to the media is to be sent to the Chief Executive Officer for editing, photographic support and policy proofing before it is publicly issued.

SPEAKING TO THE MEDIA:

Councillors and Council staff are encouraged to co-operate at all times with media outlets subject to the guidelines provided in this policy and to be proactive, as opposed to reactive, in their use of the media.

Every Councillor has a right to express a private opinion on any issue, whether or not that opinion reflects Council's official position but Councillors must carefully identify the role in which they speak.

All media enquiries to staff should be directed to the Chief Executive Officer.

Council staff must not speak to the media about matters related to Council unless authorised to do so by the Chief Executive Officer or Shire President.

Council employees and Councillors may not provide any comment or information to the media with the intention of contesting or undermining Council policy or casting Council, Councillors or Council staff in a negative light.

Council employees may speak to the media or write Letters to the Editor as private individuals with the following restrictions:

- They do not comment on Council business or policy;
- They are not identified as Council employees;
- Their comments are not perceived as representing official Council position or policy.

From time to time it may be necessary for a Letter to the Editor to be written as an official Council communication to inform the community about a particular matter. Such letters must be issued through the Shire President or Chief Executive Officer.

In the event of an industrial dispute (or an incident likely to lead to an industrial dispute), statements on behalf of Council employees should be issued via the relevant union.



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When appropriate a Councillor or a member of Council staff should become the sole spokesperson on a specific issue, event or initiative within their operational portfolio to ensure consistency of message.

Councillors and Council staff should treat all media outlets equally and should avoid giving one outlet preferential treatment. Media releases should be distributed to all media outlets at the same time.

When a media organisation or representative requests information on a specific topic, the response must be provided exclusively to that organisation or representative. When there are requests from multiple organisations, the Chief Executive Officer will determine the method of response.

Councillors and Council staff should avoid providing information "off the record" during media interviews. It is best to assume that everything said to any media representative may appear in a news story.

Contractors or service providers employed by Council must refer all media enquiries relating to Council to the Chief Executive Officer.

All new employees are to be given Council's Media Policy as a part of the induction process.

INTERNET AND WEB PAGE COMMUNICATIONS:

The internet is a powerful tool for communicating to a broad audience in number of electronic forms. Council has a web page which provides a modern face for the organisation and the role of the Chief executive Office is to ensure that the information is current and relevant.

The web page is both a business communication tool as well as a community information source and therefore the method and manner of communication should be appropriate to the audience and the context.

The web is used to provide public notices, Council minutes, job advertisements, services directory, tourism information and travel guides. Council may also make available pages for community events where the source of the information is not a Council minute or document.

The Chief Executive Officer must ensure that information on the web page is not likely to bring the Council, Councillors or the Officers into disrepute or lead to potential litigation.

COMMUNITY NEWSLETTER:

Council through the Community Resource Centre supports the production and sale of a community newsletter the purpose of which is to provide the community with a forum for communications and stories about local people and events.

Whilst Council, through management of the Community Resource Centre has indirect editorial control over the production of the newsletter it is important that the publication maintains a level of independence appropriate for a community newsletter.

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The Community Resource Centre Coordinator is responsible for layout and content of the newsletter and must ensure that the information contained within the newsletter is not likely to bring the Council, Councillors or the Officers into disrepute or lead to potential litigation.

The newsletter should carry a disclaimer in the following terms:

"Disclaimer: The Shire supports the production of this community newsletter the content of which will include articles or comments from advertisers and contributors. The Shire does not accept responsibility for the content or accuracy of any of the information supplied by advertisers or contributors."

EMERGENCY COMMUNICATION:

Council recognises that ill-considered and uninformed comments can cause dire consequences and have legal implications in the event of an emergency, disaster, crisis or other sensitive issue.

In the event of an emergency in the Council area involving serious injury to and/or death of residents, the Shire President/Councillors or Council staff, or involving significant damage to Council assets or private property, or involving significant law enforcement activity on Council property, the following procedures will apply to all:

- The Chief Executive Officer and/or Shire President must be notified immediately of details of the incident.
- Details of the incident must not be discussed with any media representatives by any staff unless approved in advance by the Chief Executive Officer and/or Shire President.
- Requests by the media to film, photograph or interview Council staff or council assets involved in the emergency situation must be referred to the Chief Executive Officer and/or Shire President.



1.10 Use of Local Government Equipment

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

1. There should be no private use of Local Government's equipment by employees in any circumstances except with the approval of the Chief Executive Officer.
2. All Local Government equipment should be marked clearly to identify it as belonging to the Shire.

1.11 Motor Vehicle Use

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

Council has motor vehicles available for use by employees in order to meet the operational needs of the Council. Council is also prepared to provide opportunities for employees to salary package private use of such motor vehicles as part of an employment package.

This document outlines the conditions applicable to the use of a Council provided vehicle to employees.

CONDITIONS OF VEHICLE USE:

Employees using Council vehicles are required to comply with the following requirements:

- The vehicles must be used strictly in accordance with laws of Australia and Australian States and Territories. Any fines or charges imposed on a vehicle will be the responsibility of the driver at the time of the incident.
- Drivers must remain within the legal limits for alcohol and not under the influence of drugs when driving a Council vehicle.
- Smoking is not permitted in Council vehicles.
- When requested, the employee must complete an accurate vehicle log book.
- Council vehicles must be made available, if required, by Councillors or Officers, for the conduct of Council business.

ACCIDENT EMERGENCY DAMAGE:

- If the vehicle is stolen or damaged in an accident, employees are required to report and comply with the directions of emergency services, police and render assistance as necessary. As soon as is practicable any accident, theft or damage should be reported to the CEO or his delegate and an insurance Claim Form prepared. Claim forms can be obtained from and lodged with the Executive Manager Corporate Services as soon as possible so she can decide whether a claim is to be submitted.

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- If the vehicle is damaged due to an accident or is otherwise unavailable for private use the CEO may authorise the cost of alternative transport or a replacement hire car on such terms and conditions as he determines are appropriate in the circumstances. In any case the employee is entitled to, as a minimum, a refund of any vehicle charge where such unavailability extends beyond five working days.
- Unless otherwise provided the Council will be responsible for the standard excess of the insurance policy for all employees and in the case of private use vehicles, approved non-employees. Where the driver of the vehicle is not a Council employee or their partner and the claim is subject to an age excess for insurance purposes, any additional excess over and above that applicable to the employee as the regular driver is the responsibility of the employee.

VEHICLE OPERATING COSTS & MAINTENANCE:

- Drivers are responsible to ensure that the vehicle is kept clean, both inside and out, that the oil, water and tyre pressure are within normal range and that the vehicle is regularly serviced.
- Council shall pay all expenses relating to the maintenance and running of the vehicle including registration, maintenance, repairs, tyres, petrol and oil. Employees may be required to pay a contribution or part of this cost in accordance with the type of use permitted or their employment contract.
- Drivers must report any operational problems or any maintenance requirements to their supervisor as soon as possible after the problem is noticed and must not drive the vehicle if unsafe or if it is likely to cause damage to the vehicle.
- Council may provide a credit card or fuel card for the purchase of fuel. These Cards must only be used by the nominated Council officer in accordance with the directions of the CEO.

OFFICER RESPONSIBLE FOR DAMAGE IN CERTAIN CIRCUMSTANCES:

- Notwithstanding anything herein contained to the contrary, the Officer will be liable for any damage to the vehicle caused by the negligent act or omission of the Officer or his/her spouse, children, agents, servants, passengers, invitees or persons authorised by him/her.
- This includes intentional damage, knowingly driving the vehicle in an unsafe manner or condition or without having carried out routine servicing and checking of oil, tyre pressure and water levels.

TERMINATION/VARIATION TO CONDITIONS OF USE:

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- The agreement for use of a Council vehicle shall terminate on the termination of the employment of the Officer with the Council, from whatever cause the termination arises.
- The CEO may at any time call upon the employee to return the vehicle to the possession of the Council for the purposes of replacement of the vehicle and in such event the Officer shall return the vehicle and shall accept the substituted vehicle in place thereof and the provision of this policy shall apply to the substituted motor vehicle.
- Employees may terminate their private use of a Council vehicle at any time with four weeks written notice.
- The Council or the employee may by written notice, seek to vary the conditions of use or the method of calculation of private use contribution with three months' notice.
- Upon termination of the private use agreement the vehicle shall be returned in good order and condition by the Officer to the premises at which the Office of the Council is situated at the time or to any such other place as the CEO directs.
- Permission to use vehicles can be withdrawn at any time if any of the above conditions are not complied with. A driver in breach of the alcohol and non-prescribed drugs rules is not to resume driving a Council vehicle until specifically authorised to do so in writing by their Department Manager or CEO.
- It is very important to realise that if an employee is required to be able to drive vehicles as part of his/her employment, and they lose the appropriate licence to drive, his or her service may be terminated at the discretion of the CEO.

TYPES OF VEHICLE USE:

- **Business Use**
 - Where a vehicle is not available for private or commuter use out of operational hours it must be secured in the Council depot or other suitable location as determined by the Chief Executive Officer (CEO) or his delegate.
 - Where provided, Council signage and identification must not be removed or covered under any circumstances.
 - These vehicles must only be driven by an authorised and licensed Council employee.
- **Commuter Use**
 - Any employee who is allowed commuter use of the vehicle is permitted to drive that vehicle for business use and:
 - For travel between their home and their work.
 - Travel that is incidental to travel in the course of duties of employment, and
 - Non work-related use that is minor, infrequent and irregular and has the approval of their Department Head. (For example, occasional use of the vehicle to remove domestic rubbish.)
- **Private Use (Restricted)**
 - Conditions same as for commuter use except that the vehicle can be driven by the employee for private purposes within the Shire. No other person is to drive

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the vehicle, other than in an emergency, without specific approval of the CEO. The vehicle is also not permitted to be driven outside of the Shire Boundary without the written approval of the Chief Executive Officer.

- Private Use (Unrestricted)
 - The vehicle is available for use by the employee and may be driven by their spouse / partner outside of working hours for private use.
 - Other immediate family members, who have an unrestricted license, may drive the vehicle outside of working hours whilst the employee or their spouse/partner is a passenger in the vehicle.
 - No other person is to drive the vehicle, other than in an emergency, without specific approval of the Chief Executive Officer.
 - The vehicle must be available for Council use during normal business hours except when the employee is on approved leave.
 - The vehicle is not permitted to be taken North of the 26th parallel, or interstate, without the written approval of the CEO or Shire President (in the case of the CEO).

REPLACEMENT POLICY:

All vehicles to be changed over on a business case basis.

- Drivers are asked to report vehicles nearing 30,000 km or 40,000 km to their Supervisor.
- Vehicle changeovers are to be coordinated so that purchasing advantage can be gained.

VEHICLE STANDARD AND ACCESSORIES:

The vehicle standard for the CEO and Senior Staff who have private use should be a large family sedan or station wagon generally of a standard of accessories and comfort equivalent to an executive class vehicle. Currently, Council's Executive Motor Vehicle Fleet, consists of the following vehicles: -

- YL1 Chief Executive Officer Vehicle (Executive type vehicle)
- YL50 Executive Manager Corporate Services Vehicle (Executive type vehicle)
- YL150 Executive Manager Infrastructure Vehicle (Executive type Diesel 4 Wheel Drive, 4 door utility/sedan)
- YL252 Executive Manager Regulatory Services Vehicle (Executive type vehicle)

The vehicle standard for the other staff who have private use will primarily depend upon the business requirements of the Council. Therefore, whilst the final purchase decision is that of



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the CEO, who may also take into account the private use needs and preferences of the staff when purchasing such vehicles.

For employees who have commuter use, the standard of vehicle will generally be a crew cab utility or commercial type vehicle.

Where for operational reasons, the vehicle provided is of a better standard than that specified for the position; the employee shall not be required to suffer any additional cost.

EMPLOYEE CONTRIBUTIONS TO OPERATING COSTS:

Commuter or Business Use:

- No contribution.

Private use (restricted):

- The employee is required to pay for fuel used on travel outside of the Shire area when such use has been approved. Evidence of fuel purchases is required.

Private use (unrestricted):

- As per Vehicle Value Assessments for 2018 as supplied by WALGA Employee Relations

For Managers and Executive Managers:

- | | |
|---|----------|
| ○ Executive Manager Corporate Services | \$15,000 |
| ○ Executive Manager Infrastructure | \$16,000 |
| ○ Executive Manager Regulatory Services | \$16,000 |

per annum from total remuneration package and the employee is required to pay for fuel used on private travel North of the 26th parallel, or interstate when such use has been approved. Evidence of fuel purchases is required.



1.12 Council Staff Christmas Function

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

The Chief Executive Officer is authorised to approve Christmas functions for indoor and outdoor staff within the budget provision.

1.13 Duty of Confidentiality

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

Confidentiality is of paramount importance. Maintaining confidentiality in the workplace is important for building and maintaining trust, and for ensuring an open and honest communication between customers, clients and employees.

OBJECTIVES:

This Policy is governed by the laws of the State of Western Australia.

POLICY:

The Employee agrees with the Local Government that he or she must;

- a) not at any time during or after the expiration or sooner determination of the term of their employment, divulge or reveal to any person Confidential Information which may come to the Employee's knowledge in performing his or her obligations within the organisation, except as far as:
 - i. may be necessary or required in connection with the proper performance of the Employee's obligations and duties to the Local Government; or
 - ii. the Local Government may from time to time in writing direct or authorise the Employee to divulge or reveal;
- b) take or cause to be taken all reasonable precautions as may be necessary or desirable to maintain the secrecy and confidentiality and to prevent disclosure of other release of any Confidential Information to a person other than as may be approved from time to time in writing by the Local Government; and
- c) unless otherwise instructed in writing by the Local Government, at any time when, pursuant to the relevant authorisation of the Local Government, the Employee is

disclosing any Confidential Information to any person, advise the person the Confidential Information is of a confidential, private and secret nature.

1.14 Emergency Services Leave

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

The Shire recognises and supports the participation of employees in volunteer emergency organisations such as the State Emergency Service, Volunteer Bush Fire Brigade and St John Ambulance as a positive and vital role to the community.

OBJECTIVE:

To provide members of recognised emergency service bodies who are employed by the Shire with access to a reasonable amount of additional leave for the purpose of performing the functions when required.

POLICY STATEMENT:

Paid leave of up to 38 hours per calendar year will be granted to employees who are members of an approved volunteer emergency service organisation (such as SES or Volunteer Bush Fire Brigade and St John Ambulance) for the purpose of participating in training or service within the Shire of Yilgarn, at the discretion of the Chief Executive Officer.

This leave will be in addition to annual leave entitlements.

Service or training in excess of 38 hours per calendar year is subject to the approval of the Chief Executive Officer and is conditional upon the likely disruption to the employee's work.

For incidents that are not classified as priority one, leave is to be approved by the employee's line Manager.

Paid leave granted under this Policy will be treated as continuous service for the purposes of calculating annual leave, long service leave, sick leave or any other entitlements. Unpaid Leave will be treated as leave without pay.



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Employees requiring access to Emergency Service Leave are to provide reasonable notification to the Shire where possible, and have the leave approved by the Chief Executive Officer.

Employees granted paid leave under this Policy shall be paid for time absent from duty up to the total of ordinary time usually worked in that day or period during the emergency, but not including time in excess of ordinary working hours, weekends or public holidays.

Employees seeking leave to participate in a volunteer emergency service organisation under this policy must provide certification that they have become members of a recognised volunteer service organisation. This certification will be placed on the employee's personnel file and recorded electronically within payroll records.

RESPONSIBILITY:

The Chief Executive Officer is required to approve Emergency Service Leave and Managers to ensure that appropriate documentation is supplied by the employee.

VARIATION TO POLICY:

- This policy may be varied or cancelled at the discretion of Chief Executive Officer.
- All employees will be notified by the normal correspondence method of any variation or Cancellation to this policy.
- All employees are required to read this policy prior to applying for leave.

1.15 Drug and Alcohol Testing

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

Employees are obliged to present themselves for work in a fit state so that in carrying out normal work activities they do not expose themselves, their co-workers or the public to unnecessary risks to safety and health.

OBJECTIVE;

The aim of this policy is to ensure a safe workplace free from the effects of drugs and alcohol. The policy is directed towards the welfare of the individual and the safety and health of other people. Although disciplinary action may be necessary, the focus is on preventative measures.

POLICY:

The use of drugs or alcohol in the workplace is forbidden. An employee being under the influence of alcohol, drugs or illegal substances is not acceptable.

In general, intoxication is the temporary loss of control, due to alcohol or drug abuse, over psychological or physical faculties.

The Chief Executive Officer may waive this requirement where circumstances warrant (for example, during a social event). However, even in circumstances where approval has been given, Council staff may not operate vehicles or equipment on Council property contrary to law.

Employee's are personally responsible for any civil or criminal penalty which results from being under the influence of drugs or alcohol in the workplace.

Nothing in this policy prevents a Manager or Supervisor who has justifiable cause to doubt an employee's fitness for duty, to advise the Chief Executive Officer (or appropriate Senior

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Officer) and have the employee removed from the workplace and initiate any reasonable action considered necessary.

PROCEDURE:

Testing individuals for presence of drugs or alcohol

Council is aware that drug testing in the workplace raises issues of privacy, and therefore should be carried out with sensitivity to the employees involved.

Council and employees have agreed to the introduction of random testing for the presence of drugs or alcohol in the workplace. Such testing shall normally relate to entire workgroups or crews and not individuals unless certain justifiable circumstances exist including:

- Where an employee's impairment by drugs or alcohol poses a substantial and demonstrable safety risk to the employee or to other people.
- Where there is reasonable cause to believe that the employee to be tested may be impaired by drugs or alcohol.
- Where the type of drug test to be used can identify the presence of a drug or alcohol at concentrations which may cause impairment.
- Where there has been a lost time injury or serious incident in the workplace
- Where the employee has, within the past six months failed a test, so as to ensure that substance misuse has been eliminated.

Procedure for Dealing with Drug and Alcohol Use Alcohol Use:

Council has testing equipment that is to be used to detect Breath Alcohol Concentration (BrAC) and may in the future have equipment to detect illicit drugs.

Procedure for BrAC Testing:

- Only an authorised person trained to use the equipment and approved to do so by the Chief Executive Officer shall perform testing.
- The testing unit must be checked prior to use to ensure that it is within its calibration limit or time period.
- The person conducting the test must test themselves first and the reading must be zero and confirmed by another person. This test shall be repeated in the presence of the person being tested if they desire it.
- Where an employee records a positive BrAC (Above 0.00%) they must be retested after 20 minutes. The person shall remain in the area of the testing officer and may not smoke, eat or drink anything other than a glass of water to remove any residual mouth alcohol.
- A supervisor or other responsible person should witness the second BrAC test.
- The appropriate forms should be used to record a positive test result and any other information relative to the test.

Disciplinary Action following misuse of alcohol Range zero to less than 0.02%

Where an individual, after the 20 minute break, records a BrAC greater than zero and up to and including 0.02% they will be stood down and provided with safe transport off site. Time off is to be taken as annual/unpaid leave.

For the first offence of a positive recording between zero and 0.02% the employee will be given a verbal warning by their supervisor.

Any subsequent positive test will result in formal disciplinary action being taken and a letter of warning issued.

Range 0.02%to 0.10%

Where an individual, after the 20 minute break, records a BrAC greater than 0.02% and up to and including 0.10% they will be stood down and provided with safe transport off site. Time off is to be taken as annual/unpaid leave.

A formal written warning will be issued.

Range greater than 0.10%.

A positive result greater than 0.10% will be stood down for 24 hours immediately with a view to termination of their employment at the discretion of the Chief Executive Officer.

Three Strike Rule:

Any employee that is issued with two written warnings and fails any subsequent test within a six month period will be stood down for 24 hours immediately with a view to termination of their employment at the discretion of the Chief Executive Officer.

Drug Use:

If a supervisor believes that an employee may be affected by drugs he may request that the employee be directed to undertake a test to determine the presence of drugs by way of saliva or urine sample. Such testing is to be conducted at Council's expense by an authorised person trained to undertake such test.

A first positive saliva test shall result in the employee being stood down and provided with safe transport off site. Time off is to be taken as annual/unpaid leave. A verbal warning will be issued by their supervisor.

Where a second saliva/[urine](#) test is positive within any six month period the employee will be stood down and requested to undergo a urine or blood test at Council's expense. A formal written disciplinary warning will be issued.

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Refusal to undergo the test will result in further disciplinary action including possible termination of employment. Time off is to be taken as annual/unpaid leave. A positive blood or urine test shall then be recorded when the test return a result equal to or above the cut off levels shown:

SUBSTANCE	CUT OFF LIMIT milligrams per litre
Amphetamines	300
Cannabis metabolites	50
Opiates	300
Barbiturates	200
Benzodiazepines	200
Cocaine metabolites	300
Methadone	300

Three strike Rule:

Any employee that is issued with two written warnings and fails any subsequent test within a six-month period will be stood down for 24 hours immediately with a view to termination of their employment at the discretion of the Chief Executive Officer.

Responsibilities

Directors, Managers and Supervisors are responsible for ensuring compliance with this procedure.

It is the employee's responsibility to comply with the procedures and advise their Supervisor if they are taking any prescribed drug or medication which may affect their fitness for duty or work performance.

The employee should also find out from their doctor or pharmacist what the effects of the prescribed drugs are on work performance.

1.16 Employee Training and Development

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

Council and employees are committed to the achievement of the goals and objectives outlined in the Strategic Community Plan. This will be achieved through a continuous improvement approach driven by key organisational development strategies aimed at ensuring that the Shire meets current and future skill requirements, retains corporate knowledge and builds upon workforce capability and capacity.

OBJECTIVE:

The objective of this Policy is to:

- Build capability and skill levels of staff
- Achieve legislative and service delivery requirements of the Shire
- Acknowledge performance excellence
- Support the attraction and retention of employees
- Provide relevant professional and personal development opportunities
- Foster career pathways within the Shire

Management and employees are committed to identifying opportunities for structured and informal training and development programs across the organisation. These opportunities are available to people of all ages and employment status (full time, part time, casual, other i.e. employment by 457 VISA).

Identification of Training Needs:

The Executive Manager Corporate Services (EMCS) will assist senior managers in interpreting and identifying training needs in terms of Council objectives and policies. No allocation of resource to training/development will take place unless there are clearly defined aims and objectives which contribute to the overall purpose and goals of the Shire.

Implementation:

In order to co-ordinate training within the Shire, it will be necessary for each senior officer of the Shire to:

- Assess the training needs within his/her section and the most appropriate methods of satisfying those needs.
- Agree the relative priorities and resources required.
- Prepare a plan of training to meet the needs, priorities and available resources.
- Ensure that the training plan is implemented effectively.
- Ensure that occupational health and safety, legislative and compliance training is current.
- Ensure a post-training evaluation is undertaken to determine its effectiveness and possible ways to improve the training.

Training may be used to introduce new concepts of management methods and techniques relevant to the Shire's operations i.e. new policy (Integrated Planning and Reporting).

Development of all Employees:

To ensure that the Shire has appropriate levels of skills, experience and competencies to provide services, all employees at the Shire are required to undergo learning and development activities. This may include:

1. Appropriate national industry competencies
2. Re-fresher courses or renewal of tickets/licences
3. Conferences and/or seminars
4. Job shadowing
5. Mentoring and coaching
6. Traineeships, apprenticeships, cadetships
7. Work experience; and
8. Other structured workplace learning activities

Performance Review:

- Both management and employees are required to use the Shire's Performance Review process to assist with the development of an Individual Training Plan (ITP) for each employee.
- The EMCS is committed by 30th June annually to ensure the HR system for tracking the learning and development requirements for Shire employees is updated. The tracking system is designed to capture the competencies that have been attained to date plus the future requirements to achieve full competency in the employee's current role.
- It is the line manager's or supervisor's responsibility to ensure that an employee's performance review has been completed and the ITP is compiled and acted on within the timeframes set.

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- To facilitate learning and development, the Shire will allocate as a minimum, an annual training budget of 2.0% of the Shire's annual wages and salary budget however this does not result in every employee receiving 2.0 % of their individual salary for training costs.
- The relevant line supervisor will recommend training and development activities for their team(s) in line with service delivery requirements, legislative and technical skill requirements.

Skill Development for Potential Employees:

Where the Shire has not been able to attract potential employees with appropriate skills, but has received expressions of interest from existing Shire employees with some relevant skills, the Shire may engage those potential employees on their current level salary range depending upon their experience in the workforce. On satisfactory completion of competency levels and probation, the employees will move to the salary scale appropriate to the position.

Education & Study Assistance:

Council will reimburse full cost of courses and/or unit/s completed within each Semester for structured training programs including Tertiary and Vocational education and Training. If the employee requests that payment is made by Council prior to course completion (at the discretion of the CEO), the employee must acknowledge that any costs incurred by Council whereby an employee has not successfully passed the unit, will have to be fully reimbursed by the employee. The arrangement for payment by the employee will be a deduction from their payroll to ensure Council will receive all monies owed to them.

Where an employee resigns within 12 months of completing tertiary or vocational education training of which the Shire has reimbursed the employee for, the Shire will then be fully reimbursed by the employee for the cost of the last semester / unit training.

Study Leave:

The CEO is given absolute discretion in allowing study leave for employees with a maximum study leave allocation of 2 days (15.2 hours) per year per employee. Study Leave can also be utilised by employees undertaking examinations arising from an approved course of study. Alternatively, if examinations are undertaken during working hours, time off can be managed through a flexible hour's arrangement with the department manager.

Due to the nature of employment and type of training (i.e. block training) required for Apprenticeships and Traineeships, study and/or examination leave is not applicable.

Internal Promotion or Position Evaluation:

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The successful completion of any approved course shall not entitle an employee to a higher classification or position grading. Advancement will be made in accordance with the Award, Contract of Employment, individual performance results and/or other policies.

Staff Attendance at Conferences, Seminars, Lectures and Courses:

The Shire supports staff attendance at conferences, seminars, lectures and courses if relevant to the employees position, as a means of training and development for the benefit of the Shire, the employee and the local government generally.

- Provision for attendance at seminars, conferences and courses shall be included in the draft budget following identification of particular training needs.
- Where budgetary allocation has been approved, the department manager or supervisor shall authorise conference attendance.
- In cases where specific budgetary allocation has not been made, or where attendance requires travel outside of Western Australia the matter shall be referred to the CEO for consideration.
- All requests from the CEO to attend conferences / seminars etc are to be approved by the President and included in the CEO's ITP.
- Briefing and debriefing of each officer attending training and development activities shall be the responsibility of the appropriate manager or supervisor.
- Employee records will be updated by the manager / supervisor to include new skills or experience.
- A copy of conference and course papers will be retained in the Shire's library or reference material.
- Travel arrangements, accommodation and meal reimbursements will be organised in accordance with the relevant business operating procedure.

Flexible Learning:

The Shire is committed to utilising flexible learning options i.e. leveraging technology (example: webinars and Pod Streaming), and supporting local delivery of training and development programs. This is to ensure that employees have easy access to training, are not required to travel long distances and reduce service delivery interruptions.

1.18 Electronic Information and Security

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

INTRODUCTION:

Shire IT information and assets are critical to Council's business, and must therefore be protected from loss, modification, tampering and/or misuse.

This Policy outlines the Shire of Yilgarn's position regarding the use of the software, internet (World Wide Web) and electronic mail in the workplace. Its purpose is to protect both the Shire and employees from action unintended or otherwise that may result from inappropriate use of the internet, software and electronic mail.

OBJECTIVE:

1. To make all employees aware of the Shire electronic information & security policy.
2. To ensure that the Shire's investment in computer hardware, software and services is used in the most productive manner to the greatest possible benefit of the Shire.
3. To ensure that users are aware that electronic mail from the Shire is comparable to a letter printed on Shire letterhead and therefore is subject to the same legal implications under the Freedom of Information Act 1992.

POLICY:

The internet and electronic mail are corporate business tools provided to employees. The purpose of such tools is to assist in research, training and communication as well as provide better access to information. This includes acting in a professional manner when using such tools.

Inappropriate use of this technology including access by unauthorised employees is viewed as a serious disciplinary issue and will result in a reassessment of access privileges. This includes accessing material considered objectionable or restricted under the Western Australian Censorship Act 1996 (e.g. indecent material). Other inappropriate access includes derogatory or radically intolerant web sites or material.

Computer Software

The use of unlicensed software, or software piracy, is illegal and can result in the Shire being the subject of litigation, fines and public exposure. Council will not allow actions by its employees, councillors or contractors to put its reputation at risk.

Council uses computer software under licence, which may not be reproduced or copied in any way. A valid licence must be acquired for all software that is installed on any Council owned and operated IT equipment.

Software is to be used only in accordance with applicable licence arrangements and/or related documentation including making, acquiring or using unauthorised copies of any computer software.

Installed software and computers are subject to audit at any time. Any form of computer game is banned. Virus infections must be immediately reported to Shire IT.

Council retains the right to discipline as appropriate under the circumstances, any employee who fails to comply with the abovementioned requirements and employees will be subject to relevant copyright law.

Electronic Communication

Staff are NOT permitted to access the Internet or electronic mail for their personal use on Shire time; this includes Facebook or any other social media. However, at times, Supervisors may give a directive to research information for the Shire. When using the Internet, staff will be mainly accessing information from the World Wide Web. Unfortunately, the Internet also allows access to undesirable and inappropriate material. Whilst the Shire places a filter on a majority of inappropriate sites, Council wish to ensure that the staff use the Internet in an appropriate manner.

Employees and Councillors using Council's computing facilities are bound by the terms of the Shire IT Policies as varied from time to time. This includes, but is not limited to, offensive or derogatory comments, lewd jokes, pornography, unlawful discrimination or vilification, sexual harassment and privacy violations, or any other material that may offend others. All electronic material produced and/or stored on Council's computer systems remain the property of the Shire. Any misconduct may result in termination of employment.

Where employees receive electronic mail that is inappropriate, it is their obligation to immediately delete its contents and any attachments. They must then advise the sender of its inappropriateness and instruct them not to send such messages again.

Protecting Computer Workstations and Data

Every employee, councillor and contractor has a responsibility for safeguarding Council computer facilities and information.

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- Work stations and laptops are to be secured, using physical locks as appropriate, at the end of each day or shift.
- Employees, councillors and contractors with portable computers are responsible for their security at all times.
- A computer access password is the primary key to computer security. The password uniquely identifies you, and allows you access to Council information and computer services.

Users must not disclose their passwords. Confidentiality of passwords, and logon information, is essential and must not be shared with anyone else. This is subject to random audit. A breach of this procedure may result in disciplinary proceedings.

Network Etiquette

All users of electronic data exchange facilities are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to the following:

- Compliance with the Shire's standards and regulations for employee conduct.
- Not engaging in activities which are prohibited under State, Commonwealth or Local Government Law.
- Compliance with the Shire's established procedures for checking software for computer viruses.
- Not using the network in such a way that disrupts the use of the network for other users. This applies to vandalism and harassment.

Protecting Classified Information

The primary requirement for protected Shire confidential information is that access to it may only be given to people who have Shire related business requirement for the information.

- If you receive another Company's classified data from the Internet in error, you are to comply with that Company's instructions for protecting their data.
- Any questions concerning protection of Council information should be discussed with the Chief Executive Officer.

Application and Conduct

Users are responsible for ensuring that their use of the internet and electronic mail is appropriate and consistent with ethical conduct under this policy and in accordance with the Council's Code of Code.

The Shire may monitor usage of its internet and electronic mail facilities. There can be no expectation of personal privacy in the use of the Shire's internet and electronic mail facilities.

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In the situation where the Shire is satisfied that there has been a breach of this policy, the following action may be taken:

- Warning and/or
- Suspension of access privileges; or
- Termination; and/or
- Prosecution

1.18 Employee ~~Electronic Tablets~~ iPad Policy

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVE:

To provide guidelines for access to and usage of tablet electronic devices ~~(iPads)~~.

1. Privately ~~Owned~~ ~~Electronic Tablets~~ iPads

- 1.1 Staff who own and operate their own personal ~~electronic iPads~~ tablets will be provided with the appropriate applications required to view the Council's Minutes and Agendas and other Council related documents.
- 1.2 At the CEO's discretion an employee may be provided with a pre-paid download capacity for a period of 12 months. The specific amount of download capacity assigned to an ~~iPadelectronic tablet~~ will be advised to the employee at the time the ~~electronic tablet~~ iPad is recharged. Where the employee exceeds the download capacity provided via the prepaid service, the Employee shall be liable for full cost of any additional download amount.
- 1.3 The Chief Executive Officer may on a case-by-case basis, approve a salary sacrifice arrangement for Management staff that would otherwise be issued with an ~~electronic tablet~~ iPad as a "tool of trade".
- 1.4 Employees who use their own Private ~~electronic tablet~~ iPad for Council and private use are encouraged to have this device included under their own private property insurance.

2. Council Issued ~~Electronic Tablets~~ iPads

- 2.1 ~~Electronic tablets~~ iPads are provided for learning, business and information needs of employees of the Shire of Yilgarn and is the preferred mechanism for delivery of the Council's Minutes and Agenda and other Council related documents.
- 2.2 Acceptable Usage
 - The ~~electronic tablet~~ iPad is provided primarily for use with respect to employees, in performing their duties as Officers of the Shire.

Council Staff Policy Manual

- Upon issue, the [electronic tablet;Pad](#) will be loaded with applicable business related applications.
- The [electronic tablet;Pad](#) will be supplied with a prepaid sim card which will be charged with an annual data package. If the annual data package is used within the twelve months it is the responsibility of the employee to “recharge” the [electronic tablet;Pad](#).

2.3 Conditions of Use

- Employees are required to ensure [electronic tablets;Pads](#) are maintained in an operative condition.
- Employees issued with an [electronic tablet;Pad](#) are expected to exercise the same care in respect of the security and upkeep of the [electronic tablet;Pad](#) as if it were the employee's own property. In particular, it is the employee's responsibility to ensure their allocated [electronic tablet;Pad](#) is securely locked away at night, whether at work or at home. Similar care must be taken when leaving the [electronic tablet;Pad](#) in a meeting room or any off-site venue and whilst travelling. [Electronic tablets;Pads](#) must not be left unattended in motor vehicles at any time.
- Lending of the [electronic tablet;Pad](#) is strictly prohibited.
- The [electronic tablet;Pad](#) is to remain with the designated person and not swapped with other employees/Councillors.
- Passwords to access the [electronic tablet;Pad](#) and various applications are provided by the Administration team on issue of each [electronic tablet;Pad](#) and are to remain as set by the Administration team.
- “Find My [electronic tablet;Pad](#)” Location Services are to remain on at all times.
- All lost or stolen [electronic tablets;Pads](#) should be reported as soon as practicable.
- An [electronic tablets;Pad](#) must never be checked-in as baggage on an aircraft and must always be taken on board as hand luggage.

2.4 User requirements

- If a user suspects that unauthorised access to Council data has taken place via an [electronic tablet;Pad](#) device, the user must report the incident as soon as practicable.
- Devices must not be “jail broken”, that is, the removing of limitations imposed by the manufacturer, or have any software/firmware installed which is designed to gain access to functionality not intended to be exposed to the user.
- Users must not load pirated software or illegal content onto their devices.
- Devices must be kept up to date with manufacturer or network provider patches. As a minimum, users should check for patches weekly and apply at least once a month.
- Council reserves the right to monitor the data usage on the devices.
- The Council reserves the right to cap or change the data plan to comply with Council's data requirements.

2.5 Training and Reporting of Issues/Faults

- Employees are to seek training, report any issues or faults with the [electronic tablet*i*Pad](#) or make any enquiries directly to the EMCS.

2.6 Leave / Termination

- Where extended leave (in excess of three months) is taken the [electronic tablet*i*Pad](#) and all accessories are to be returned to the Administration Office. Examples include, but are not limited to, Long Service Leave and Maternity Leave.
- Where employees resign from the Shire of Yilgarn employment, the [electronic tablet*i*Pad](#) and all accessories are to be returned to the Administration Office prior to the last day of service with Council.



1.19 Grievances, Investigations & Resolutions

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

OBJECTIVE:

The Shire of Yilgarn encourages and promotes a positive work environment and strong employee relations. To support this, the Shire of Yilgarn expects employees to present and resolve issues and grievances in a spirit of cooperation and fairness. To assist in the resolution of issues and grievances arising in the workplace, it is the Shire of Yilgarn's goal wherever possible, to facilitate early intervention as issues arise, and provide employees with the opportunity to address and resolve work-related problems or employment issues internally. Workplace issues and grievances that are not addressed have the potential to grow into major problems that may cause tension, low morale and reduced productivity. Unresolved or poorly handled grievances may also lead to legal action.

In keeping with the Shire of Yilgarn's commitment to building a strong and committed workforce, the objective of this procedure is to detail the processes to be followed for resolving staff issues and grievances so that work-related concerns and problems are managed in a fair, equitable and timely way, consistent with applicable laws and regulations.

SCOPE AND RESPONSIBILITIES:

This procedure applies to issues and grievances that arise from any type of work-related issue including, but not limited to harassment, bullying and discrimination. This procedure does not limit the right of any employee to seek other forms of assistance for the resolution of the grievance however; the expectation is that in the first instance, resolution is sought following the Shire of Yilgarn's practice set out here. Should the grievance be formally referred to an external agency, the internal processes of the Shire of Yilgarn may be suspended pending the outcome of the external review.

This procedure applies to any person involved in the Shire of Yilgarn, including all employees, contractors and volunteers. The responsibilities of all employees, contractors and volunteers include:

Council Staff Policy Manual

- **Employees:** All employees are responsible for ensuring that their behaviour reflects the standards of conduct outlined in the Shire of Yilgarn's HR Policies and Guidelines and builds on a positive workplace culture. All employees must take responsibility for reporting improper conduct or misconduct which has been, or may be occurring in the workplace. They will report the details according to the guidelines and procedures set out in this procedure.

- **Responsibility of the Manager/Supervisor:** Issues and grievance resolution is an integral part of the duties for managers and supervisors. Their responsibilities include:
 - Identifying, preventing, responding to and resolving problems in the workplace; and
 - Ensuring staff understand the process for resolving workplace issues and grievances
 - Providing timely and confidential information to staff including:
 - Available and suitable options
 - Trying to resolve the issue at the local level through an informal procedures
 - Advice on further action if a local resolution is not achieved
 - Follow up and monitoring when issues have been resolved
 - Ensuring the parties are not victimised

- **The Complainant:** Is required to participate in the process in good faith and take prompt action in notifying of an issue or grievance.
- **The Respondent:** Is required to participate in the process in good faith.
- **The Occupational Safety and Health Work Health and Safety Representative:** Assist the Manager in investigating issues and grievances that relate to occupational safety and health matters

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TERMINOLOGY:

- **Issue:** An issue may result from any concern or complaint about any work-related problem or employment issue that someone perceives to be unfair, discriminatory, unsafe or unjustified. The source of the issue may be a supervisor, another employee or group of employees, a contractor or a volunteer. Issues resolution takes place informally and at a local level.

- **Grievance:** The term grievance refers to a formal complaint and must be made in accordance with this Procedure. A grievance must be made in writing, given to the immediate manager or CEO and come directly from an employee who has an honest belief, based on reasonable grounds that:
 - An administrative decision adversely affects them; or
 - The behaviour of an employee, whether by action or inaction, constitutes inappropriate workplace behaviour, as set out in the in Workplace Behaviour Policy

Council Staff Policy Manual

The grievance must be in writing and be lodged within 12 months of the decision or alleged misconduct occurring. The written letter must specify the following:

- What attempts the employee has made to resolve the grievance informally and locally
- The grounds on which the employee believes they have been adversely affected
- The grounds on which the decision/behaviour is unfair and unreasonable
- The action which the employee believes would resolve the grievance

An employee may not lodge a grievance:

- If the employee has not made reasonable endeavours to resolve the matter informally and locally. The exception to this is where the investigating officer is satisfied that local resolution is not reasonable or appropriate
- About an act or omission that is subject to another grievance procedure
- Investigating Officer: An employee or external person nominated by the Chief Executive Officer or Manager of the Shire of Yilgarn to resolve a grievance concerning allegations of workplace behaviour that may be in breach of this procedure and/or the Act and other Commonwealth legislation concerning discrimination, harassment or [Occupational Safety and Health/Work Health and Safety](#).
- Complainant: The employee(s) lodging a complaint.
- Respondent: The employee(s) against which the complaint is made.
- In good faith: Any person involved in the resolution of an issue or grievance is to act as a 'reasonable person', with sincere belief and motive, free from malice.

PRINCIPLES OF THE MANAGING ISSUES & GRIEVANCES PROCEDURE:

Grievances should be treated seriously, sensitively and the process for addressing them should follow the principles set out below.

Timeliness	<p>Concerns should be raised as early as possible after the incident relating to the issue or grievance that has occurred.</p> <p>On receipt of a formal complaint, the receiving manager/CEO must respond within two working days to commence investigation proceedings.</p> <p>Grievances and complaints are to be dealt with in as short a timeframe as possible without compromising the effectiveness of process and rights of those involved. It is recommended that 21 days is a sufficient amount of time in most circumstances to resolve an issue or grievance.</p>
Honesty	<p>Individuals lodging grievances or complaints and those who may be the subject of a grievance or complaint are to participate in the resolution process in good faith.</p>

Council Staff Policy Manual

Confidentiality	<p>Maintaining confidentiality of the process by not discussing the matter with anyone who is not a party to the grievance or the resolution process. Only the people with a genuine role to play in helping to resolve an issue or grievance should know its details or discuss them. Anyone found to have engaged in gossip or innuendo about an issue or complaint is at risk of disciplinary action from the Shire of Yilgarn and possibly legal action under the laws of defamation.</p> <p>The Shire of Yilgarn considers confidentiality one of the most important aspects of dealing with issues and grievances. However, in some circumstances information may not be able to be kept confidential, such as where physical threats are involved or the law otherwise requires it.</p>
Respectful	<p>Complainants, respondents and witnesses are not to be intimidated or victimised for having lodged a grievance or complaint or for having provided information to a person authorised to investigate or resolve the matter.</p> <p>An employee who is found to have acted in a malicious or vindictive way by lodging a grievance or complaint that is without foundation may be subject to disciplinary action.</p>
Procedural fairness	<p>Procedural Fairness applies in any context in which a decision may adversely affect an individual. In the case of misconduct or poor performance, it requires employers to:</p> <ul style="list-style-type: none"> • Conduct an investigation into the allegations • Allow the employee to have reasonable representation if requested • Provide the employee with the opportunity to respond to the allegations • Ensure that the decision-maker has the benefit of considering all the relevant details that form the basis of the allegation or decision; and • Ensure that the decision maker is free from bias
Fair and impartial	<p>All parties involved will have the opportunity to tell their side of the story. No assumptions will be made and, to the extent possible, no action will be taken until all relevant information has been collected and considered.</p>
Supportive	<p>No action will be taken against anyone making or helping someone to raise an issue or a genuine complaint. The Shire of Yilgarn will take all reasonable steps to support anyone raising an issue or making a complaint, and to ensure that they are not victimised.</p>

COMPLAINT PROCEDURE:

Options for the resolution of issues include:

Council Staff Policy Manual

Self-Resolution	<p><u>Wherever possible this should be the first course of action taken in addressing an issue.</u></p> <p>The complainant may prefer to resolve the issue themselves by arranging a meeting with the persons concerned and speaking with them about it. If this option is selected, the complainant should be offered support and coaching as well as being advised on any other options that may be available in case the self-resolution is unsuccessful.</p>
Mediation	<p>This is where a third party meets with the people involved to assist them in each understanding the issues and then reaching a resolution that everyone agrees to. Mediation is conducted face to face with all persons in the room together. The manager may provide mediation support during the informal process if they seek support and advice from the HR advisor.</p>
Conciliation	<p>This involves meeting with the persons involved individually and then together to reach an agreeable resolution. This is used when either party is reluctant to meet face to face or mediation has not worked. A suitable person with an understanding of the process should be used in this situation.</p>
Support	<p>It is important that all persons involved in the resolution of an issue be offered support by way of counselling, mentoring and coaching. At any stage an employee has the right to have a support person included in the meetings. The role of the support person is to observe quietly, they are not to be involved in any discussions.</p> <p>At any stage an employee has the right to seek advice and council from the Equal Opportunity Commission in relation to complaints of discrimination and harassment, and WorkSafe for complaints of bullying.</p>

INFORMAL ISSUES RESOLUTION:

Wherever possible, grievances should be resolved through an informal process of discussion and cooperation within the organisation in a way that minimises the potential for detriment to on-going work relationships.

It is important that a person accused of inappropriate behaviour is provided with the opportunity to understand what they have done and the effect of it, and provided with the opportunity to change their behaviour.

Process to be followed by a Complainant when raising an issue:

Step 1: Identify the issue

The complainant is to determine the nature of their issue by:

Council Staff Policy Manual

1. Clarifying the issue(s) to be raised in the grievance or complaint. Does it concern the behaviour of an individual or a group of people, or is it about a decision or action that is considered to be discriminatory or constituting harassment?
2. Document the details of the issue including instance(s) to be raised, dates, parties involved, location, names of witnesses etc.
3. Consider the options for addressing the issue
4. Clarifying the outcome sought as a consequence of raising the grievance or complaint (e.g. for the complained of behaviour to stop, for the decision that is considered discriminatory to be reviewed)

Step 2: Meet with your Manager/HR Advisor

1. Meet with your immediate manager, or if this person is not appropriate, the next level of management up; alternatively speak with the HR advisor
2. Discuss your concerns and seek their help to plan your approach to addressing the issue
3. It is encouraged that the complainant meet with the person they have a problem with, to discuss it and find a suitable resolution. It is recognised that this is not always an easy thing to do so options such those listed above could be considered

Step 3: Meet with the respondent

1. Should the complainant decide to approach the person(s) privately and tell them of a concern they should let the person know that they would like to speak to them and arrange a suitable time and location
2. It is suggested that the complainant plan their conversation by writing the details of the issue so they can provide clear and accurate information to the respondent
3. The behaviour of concern should be described and an explanation of why it is a problem and that the person needs to stop or modify their behaviour
4. If it is about a decision that the complainant feels is discriminatory, the grounds of concern should be explained to the person who made the decision
5. Arrange a time to follow up to discuss progress in resolving the issue, allowing a suitable timeframe for change to take place

Step 4: Failure to resolve the issue

1. Should the complainant find that the informal approach has not resolved the issue sufficiently the complainant is to lodge a formal grievance with their Manager or CEO. From this, the issue will become a formal grievance and the grievance resolution process will be applied.
2. The Grievance Record Form is to be used for lodging a formal complaint

FORMAL GRIEVANCE RESOLUTION:

1. On receipt of a written complaint, the receiving Manager or CEO is to initiate a formal investigation into the allegations
2. An independent investigator is to be appointed. This can be an employee trained in the process who is separate from the people involved in the grievance. However

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an external investigator may be the most appropriate person to complete the investigation.

3. The investigating officer will inform all persons involved that a formal complaint has been made and what they can expect from the process.
4. The investigator will conduct interviews, seek witness statements and examine all the evidence to ascertain what occurred
5. The investigator will present a report to the CEO detailing the outcomes and recommendations for action in addressing the grievance
6. The CEO will determine what course of action to take and undertake this
7. All interviews will be recorded and a record of the investigation will be kept on the personnel file of involved parties

Substantiated complaints

If a grievance accusation is substantiated the Shire of Yilgarn will take appropriate action.

If an employee is found to have breached the Workplace Behaviour policy, disciplinary action may include:

- Being formally performance managed
- Formal counselling
- Compulsory training in relation to unacceptable behaviour
- Other disciplinary action, which may include termination of employment. Feedback on the outcome of the investigation will be provided to all involved, where appropriate, taking into consideration the Shire of Yilgarn's commitment to maintaining privacy and confidentiality.

The Shire of Yilgarn seeks to promote that all employees are protected and appropriate action is taken whenever issues or complaints are reported.

REFERENCE DOCUMENTS

- [~~Occupational Safety and Health Act 1984, revised 2005~~Work Health and Safety Act 2020](#)
- [~~Occupational Safety and Health Regulations 1996, revised 2005~~Work Health and Safety Regulations 2022](#)
- Code of Practice Violence, Aggression & Bullying at Work: WorkSafe WA Commission (2006).
- Guidance Notes: Dealing with Bullying at work – A Guide for Workers. WorkSafe WA Commission (2008).

1.20 Disciplinary Policy

LAST REVIEW DATE: SEPTEMBER 2021

DUE FOR REVISION: SEPTEMBER 2022

POLICY STATEMENT:

The Shire of Yilgarn may from time to time consider that issues of employee behaviour, misconduct or unacceptable performance levels require disciplinary action.

APPLICATION:

This policy applies to all employees who work at the Shire of Yilgarn, including contractors, volunteers and any person performing work for or with the Shire of Yilgarn in any capacity.

COMMITMENT:

The Shire of Yilgarn is committed to providing the best possible services and ensuring its employees perform and conduct themselves in accordance with the Shire of Yilgarn's policies, procedures and guidelines (Policies). Any disciplinary procedure will be applied in a consistent, fair and objective manner, and it will ensure that, where reasonable, employees are given an opportunity and assistance to improve.

AUTHORITY TO TAKE DISCIPLINARY ACTION:

Disciplinary action may only be taken when authorised by the Executive Manager. The Executive Manager may only approve disciplinary action after consultation with the CEO.

When the Disciplinary Policy Applies

Some examples of when this policy may be invoked include breaches of the Shire of Yilgarn policies and procedures including, but not limited to:

- Breaches of the Code of Conduct such as failing to disclose a conflict of interest; or
- Accepting a prohibited gift; or
- Poor performance such as frequently attending for work late or producing a poor quality of work; or
- Inappropriate behaviour such as theft, violating the Harassment Within the Workplace Policy; or
- Wilfully disobeying a lawful instruction.

General Disciplinary Principles

The following principles will apply to any disciplinary action taken:

- Nature of allegation and investigation: before formal disciplinary action is taken against an employee, the nature of the allegations made against an employee will be put to the employee and an investigation may follow, in accordance with the Grievances, Investigations & Resolution Policy and Procedure;
- Right to a support person: where an employee is required to attend a formal meeting regarding a disciplinary matter or procedure, the employee may be accompanied by a support person where practicable. The role of a support person is not to advocate on behalf of anyone, but to simply provide emotional or other support;
- Confidential: All parties must keep matters related to a disciplinary process confidential; and
- Fair and impartial: the Shire of Yilgarn strives to keep the disciplinary process fair and impartial, meaning that all parties involved will have an opportunity to put their case forward and be given an opportunity to respond.

Serious Misconduct

Serious misconduct pursuant to the Fair Work Regulations 2009 includes, but is not limited to:

- wilful or deliberate behaviour by an employee that is inconsistent with the continuation of the contract of employment;
- conduct that causes serious and imminent risk to the health or safety of a person; or the reputation, viability or profitability of the Shire of Yilgarn's organisation;
- the employee, in the course of the employee's employment, engaging in:
 - theft; or
 - fraud; or
 - assault;
- the employee being intoxicated at work; or
- the employee refusing to carry out a lawful and reasonable instruction that is consistent with the employee's contract of employment.

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If an employee engages in serious misconduct, disciplinary action that may be taken includes, but is not limited to, summary dismissal (termination of employment without notice).

Other Disciplinary Action

With the exception of serious misconduct, where an employee has engaged in an act or omission which is inconsistent with any of the Shire of Yilgarn's Policies, the employee could be disciplined as follows:

- Verbal warning - Where an employee engages in an act or omission which is inconsistent with the Policies, the Executive Management has the discretion to issue the employee with a verbal warning. The verbal warning should be noted in a file note and placed on the employee's personnel file;
- Written warning - If the employee engages in a more serious act or omission, or acts in a manner which is inconsistent with the Policies, the Executive Management has the discretion to issue the employee with a written warning. The employee must be given a copy of the written warning.; and
- Termination of employment with notice - In cases other than summary dismissal, an employee's employment may be terminated with notice or payment in lieu of notice provided the Shire of Yilgarn has a valid reason for terminating the employee's employment and the employee has an opportunity to respond to the reasons for termination.

Whenever an employee is required to attend a meeting regarding a disciplinary issue, the employee may have a support person present where practicable. The type of disciplinary action taken against an employee is at the Shire of Yilgarn's discretion and the type of disciplinary action will depend on the seriousness and frequency of any misconduct or performance issue.

Principles to be Applied

Where disciplinary action is taken, the principles of procedural fairness must prevail. These principles are expanded on in the Shire of Yilgarn's Grievances, Investigations, and Resolutions Policy and Procedure.

Investigation Procedures for Alleged Misconduct

Investigations into alleged misconduct should follow the processes detailed in the Shire of Yilgarn's Grievances, Investigations, and Resolutions Policy and Procedure.

Reporting Obligations

If an officer or employee of the Shire of Yilgarn has reporting obligations pursuant to the Corruption and Crime Commission Act 2003 (WA) and suspects on reasonable grounds that



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a matter arises which concerns or may concern misconduct, the Corruption and Crime Commission must be notified of that matter as soon as reasonably practicable.

Employees must also be aware of and adhere to any obligations pursuant to the Public Interest Disclosure Act 2003 (WA).

Variation to this Policy

This policy may be cancelled or varied from time to time. All the organisation's employees will be notified of any variation to this policy by the normal correspondence method.

Employee Declaration

I have **read, understand and agree** to abide by the terms and conditions of **all** the policies contained **within the Shire of Yilgarn Staff Policy Manual as adopted on the 15th September 2022.**

Signed: _____ Date: _____

Name(please print in block letters): _____

Witnessed: _____ Date: _____

Name(please print in block letters): _____

Please return this signed & witnessed page only to Human Resources.



*Visit the **Southern Cross Skies***

- ✦ **Southern Cross** ✦ **Bullfinch**
- ✦ **Bodallin** ✦ **Marvel Loch**
- ✦ **Moorine Rock**

www.yilgarn.wa.gov.au



Memorandum of Understanding

**Member Councils of the Great Eastern Country
Zone Western Australian Local Government
Association**

for

**The provision of mutual aid during
emergencies and post incident recovery**

18 July 2022

1. Purpose

The purpose of this Memorandum is to:

1. Facilitate the provision of mutual aid between member Councils of the Great Eastern Country Zone of the Western Australian Local Government Association (WALGA) during emergencies and post incident recovery.
2. Enhance the capacity of our communities to cope in times of difficulty.
3. Demonstrate the capacity and willingness of participating Councils to work co-operatively and share resources within the region.

2. Parties to the Agreement

- Shire of Bruce Rock
- Shire of Cunderdin
- Shire of Shire of Dowerin
- Shire of Kellerberrin
- Shire of Kondinin
- Shire of Koorda
- Shire of Merredin
- Shire of Mount Marshall
- Shire of Mukinbudin
- Shire of Narembeen
- Shire of Nungarin
- Shire of Tammin
- Shire of Trayning
- Shire of Westonia
- Shire of Wyalkatchem
- Shire of Yilgarn

3. Definitions

Definitions for terms contained within this Memorandum of Understanding (MoU) are as contained in the Emergency Management Act 2005 and Emergency Management Act Regulations 2006.

4. Guiding Principle

The guiding principle of this Memorandum is that any support given by a local government in a particular emergency event shall be at the discretion of the Council giving the support, and of a level that will not unduly compromise the operability of the Council giving the support.

5. Partnering Objectives

Partners to this Memorandum, in times of community distress due to an emergency incident, agree where possible to:

- a) provide whatever resources may be available within the means of that Council to respond to the emergency incident if requested; and
- b) provide whatever resources may be available within the means of that Council to assist with post incident recovery in the community.

6. Allocation of Resources

- a) This Memorandum acknowledges that the allocation of a participating Council's staff resources and plant is an operational issue, and as such is the responsibility of the CEO of the Council seeking to offer aid.
- b) This Memorandum seeks to demonstrate that the CEO's commitment to supporting other Councils in need is backed by the elected members of a participating Council.

7. Partnering Expectations

1. To provide where possible both physical and human resources to assist with the recovery management during emergencies. The type of assistance initially is to assist immediate response and recovery of a short duration. Ongoing protracted assistance, but still in the absence of the emergency being declared a disaster, will be subject to further negotiation and agreement in writing between the parties concerned.
2. To ensure that all requests for support will be made through the Incident Controller (IC) of the designated Hazard Management Agency (HMA) for the incident, in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).
3. To ensure all personnel and equipment provided are covered by the providers own insurance.
4. Providers of support will be responsible for all costs associated with its legislative responsibilities for its employees and equipment incurred during the provision of support unless otherwise agreed in writing.
5. The Requester for support will be responsible for all incidental costs associated with the Provider's personnel and equipment such as catering, accommodation, OHS issues, transport, fuel, and storage.
6. In the event the emergency is of sufficient scale to qualify for State and Commonwealth Funding assistance, such assistance will be sought in compliance with relevant State and Commonwealth Policies.

8. Duration and Amendment

1. This Memorandum will come into effect at the date of signing by all parties.
2. This Memorandum will remain in force for an unstipulated period, with each member having the opportunity to withdraw from the Memorandum at a time of their own choosing.
3. This Memorandum shall not be altered varied or modified in any respect except by agreement of all parties in writing.

9. Termination

This Memorandum may be terminated by mutual agreement of all parties in writing at any time.

10. Withdrawal

Any party may withdraw from this Memorandum by giving three months' notice in writing to the Executive Officer of Great Eastern Country Zone Western Australian Local Government Association and to the other member Council's respective Chief Executive Officer's, at any time.

11. Notices

Communications in relation to this Memorandum must, unless otherwise notified in writing, be addressed, and forwarded as follows:

The Executive Officer
Great Eastern Country Zone
Western Australian Local Government Association
PO Box 1544
West Perth, WA 6872

The official address of each member Council.

12. Agreement and Signing

Agreement to the MoU will be provided on the certificates attached separately signed by each CEO and forwarded to the Executive Officer. (Entitled: Annexure A to MOU Emergency Support).

Certificate of Agreement

The Council of the Great Eastern Country Zone
Shire of XXXX

Agrees to abide by the terms of this Memorandum of Understanding (MoU) to provide mutual aid during emergencies and post incident recovery in accordance with the MoU, until the MoU is terminated as defined in points 9, 10, and 11 of this MoU.

Chief Executive Officer: _____

Date: _____

*Please forward the signed copy
of this certificate to the Executive
Officer, GECZ, WALGA
tbrown@walga.asn.au*



Annual General Meeting

Agenda

Monday, 3 October 2022

Crown Perth, Grand Ballroom

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Order of Proceedings

- 9:00am** **Opening and welcome – Cr Karen Chappel, President, WALGA**
- 9:05am** **Welcome to Country**
- 9:10am** **WALGA President’s Annual Report – Cr Karen Chappel**
- 9:20am** **Address: Hon Mark McGowan MLA, WA Premier – *invited***
- 9:35am** **Address: Hon Mia Davies MLA, Leader of the Opposition**
- 9:50am** **Address from Cr Linda Scott, ALGA President**
- 10:00am** **LGIS Report**
- 10:05am** **On-stage presentation of:**
- Troy Pickard Young Achievers Award
 - Merit Award
 - Local Government Distinguished Officer Award
 - Eminent Service Award
 - Life Membership
 - Local Government Medal
 - Local Government Diploma presentation and Scholarships
 - Road Safety Awards
 - Most Accessible Communities WA Awards
- 10:45am** **Morning refreshments in the Trade Exhibition (Grand Ballroom)**
- 11:30am** **Commencement of Annual General Meeting (to follow formal Agenda)**
- 1:00pm** **Chair to close Annual General Meeting followed by lunch in the Trade Exhibition (Grand Ballroom)**

1. Apologies, Announcements, Standing Orders and Previous Minutes

1.1 Record of Apologies

1.2 Announcements

1.3 Adoption of AGM Association Standing Orders

The AGM Association Standing Orders are contained within this Agenda ([Attachment 1](#)).

DRAFT MOTION:

That the AGM Association Standing Orders be adopted.

1.4 Confirmation of Previous Minutes

The Minutes of the 2021 WALGA Annual General Meeting are contained within this Agenda ([Attachment 2](#)).

DRAFT MOTION:

That the Minutes of the 2021 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.

2. Adoption of Annual Report

The 2021-2022 Annual Report, including the 2021/22 Audited Financial Statements, was distributed to members separately.

DRAFT MOTION:

That the 2022 Annual Report, including the 2021/22 Audited Financial Statements, be received.

3. Consideration of Executive and Member Motions

3.1. Road Traffic Issues

Shire of Dardanup to move:

MOTION

That WALGA Advocate on behalf of the local government sector to the State Government and in particular, Main Roads, to increase importance and weight given to local knowledge and input regarding road traffic issues including requests for speed reduction, intersection treatments and overall preventative and traffic safety measures.

IN BRIEF

- Request for WALGA to advocate for greater local input into road and intersection treatments.

MEMBER COMMENT

The Shire of Dardanup and its community have experienced a number of instances where preventative action was only taken after fatalities occurred on roads and intersections, despite pleas and requests from the local government, community and stakeholders.

Recent examples include the following intersections:

- Hynes Road on Forrest highway, fatalities occurred before safety concerns were addressed and speed limit reduced;
- Hynes Road on South Western Highway, fatalities occurred before safety concerns were addressed and speed limit reduced;
- South Western Highway section from Hynes Road westbound to Picton, high number of fatalities occurred before safety concerns were addressed and speed limit reduced;
- Eaton Drive numerous intersection designs, almost 10 years of traffic studies paid for by the local government as requested by Main Roads which eventually culminated in a treatment plan for all intersection that was agreed to by Main Roads South West, but rejected by Main Roads Perth request further traffic studies delaying action and deferring addressing community and safety concerns.

SECRETARIAT COMMENT

The Commissioner for Main Roads has the authority to erect, alter or take down any road sign or traffic control signal under the provisions of Regulation 297 of the *Road Traffic Code 2000*. This authority has not been delegated to Local Governments, except under very limited conditions. To effectively manage the local road network Local Governments need to work with Main Roads WA Traffic Management Services. The issues identified in the motion are consistent with the experience of other Local Governments.

In response to advocacy from WALGA and Local Governments, Main Roads WA undertook a review of the Speed Zoning Policy and Application Guidelines in 2020. Following adoption of the new policy, 52 Local Governments that had applied one or more times to amend a speed zone completed a survey undertaken by WALGA in 2021 which found that a higher proportion of applications to reduce speed limits on local roads were rejected under the new policy than was previously the case. Local Governments highlighted that the process was slow, somewhat unpredictable and lacked feedback indicating changes are required.

The proposed motion is broadly consistent with the WALGA State Council advocacy position in relation to travel speed management;

1. That the Road Safety Council initiate the development of a comprehensive speed reform plan. That the speed reform plan be designed, to meet the various needs of metropolitan, rural and remote Western Australian communities, with the aim of improving liveability, amenity and safety.
2. That a speed reform plan incorporates:
 - a. measures to ensure that Local Governments are consulted in the process of changing speed limits on the local road network, and
 - b. processes to reduce the barriers and red tape for Local Governments seeking lower speed limits in targeted locations on local urban roads.

[September 2019 – 99.6/2019]

Main Roads WA has evolved its policy position in relation to intersection treatments in the past three years such that “roundabouts or other treatments will be preferred over traffic signalisation, unless evaluation clearly demonstrates those other solutions are unsuitable”¹. There have also been significant technical changes in the modelling required, including the type of software to be used to demonstrate the effectiveness of the proposed intersection treatment². These new policies and operational requirements were introduced without adequate consideration of the long planning timeframes associated with road network development.

¹ Main Roads WA 2021 p13 [Traffic Signals Approval Policy](#)

² Main Roads WA 2021 [Operational Modelling Guidelines](#)

3.2. Car Parking and Traffic Congestion Around Schools

City of Wanneroo to move:

MOTION

That WALGA engages with the State Government on behalf of Local Government to review issues associated with car parking and traffic congestion around school sites including but not limited to:

- 1. Reviewing car parking standards for schools;**
- 2. Ensuring sufficient land is set aside for the provision of parking on school sites;**
- 3. Reviewing the co-location of schools to avoid issues being exacerbated;**
- 4. Restricting school access from major roads;**
- 5. Developing plans to enable schools to manage school traffic;**
- 6. Develop programs to educate drivers; and**
- 7. Develop options and implement initiatives to encourage alternative modes of transport to school.**

IN BRIEF

- Car parking and traffic congestion around school sites has been and continues to be problematic.
- Causes arise from lack of parking, lack of adequate drop-off and pick-up areas and driver behaviour.
- Issues include illegal parking and traffic movements leading to conflict and potentially dangerous situations.
- Issues are not exclusive to City of Wanneroo.
- Requires a wide-ranging review of standards and school location.
- Requires better management of traffic by schools and development of driver education programs.
- Requires development of options and programs to alternative modes of travel to and from school.

MEMBER COMMENT

Background

The City of Wanneroo has for some time been concerned about traffic congestion and car parking in and around school sites. In particular, the City is concerned about the car parking and congestion issues that occur over the morning drop-off and afternoon pick-up times due to the high demand and intensity of activity over relatively short periods of time. Causes seem to range from a lack of parking availability, lack of adequate drop-off and pick-up areas and driver behaviour. The results observed by the City include illegal parking and traffic movements leading to conflict and potentially dangerous situations.

As an outer metropolitan growth council, the City of Wanneroo will continue to face the issue of car parking and traffic congestion unless measures are taken to address the increasing challenges and issues associated with schools throughout the City.

It is apparent that the issue of car parking and traffic congestion around schools is not exclusive to the City of Wanneroo. It follows that a comprehensive and coordinated approach to the problem is called for. This motion is submitted to request that WALGA take a lead role in helping bring about such a solution on behalf of all member councils.

Comment

There is a need to approach the State Government to identify and implement new approaches that can contribute to a comprehensive solution. These include:

- Reviewing parking standards for educational establishments;
- Ensuring sufficient land is set aside for the provision of parking on school sites;
- Reviewing the co-location of schools to avoid issues being exacerbated;
- Restricting school access from major arterial roads;
- Developing plans to enable schools to manage school traffic;
- Develop programs to educate drivers; and
- Develop options and implement initiatives to encourage alternative modes of transport for travel to and from school.

The City's Councillors are very concerned about the issues and are supportive of the City pursuing options to reduce the problems at existing schools and prevent them from occurring where new schools are developed. An example of the problem faced in relation to traffic and congestion has been highlighted by a Councillor. Mercy College in Koondoola is located at the intersection of two major roads (Beach Road and Mirrabooka Avenue) where it has been observed that:

- At school pick-up times, cars stop along Mirrabooka Avenue, approximately 200m before the intersection of Beach Road / Mirrabooka Avenue.
- The gate at Mercy College doesn't open until about 2:45pm. Cars are banked up from 2:30, causing significant congestion issues.
- A drop off / pick up entrance along Beach Road appears to be well managed, unlike the one on Mirrabooka Avenue.

The City has operated a school parking program to provide education, manage parking and where necessary take compliance/enforcement action. The City has also worked with the Department of Transport (DOT) *Your Move* team to help in the development of safe routes to school. Despite these efforts, issues of congestion and parking problems persist.

The City acknowledges the Department of Transport (DOT) report "*The declining rate of walking and cycling to school in Perth*" issued in November 2021. The City generally supports the conclusions and recommendations of the report and looks forward to the implementation of the actions proposed.

The City is also aware of the Department of Planning, Lands and Heritage Development Control Policy 2.4: School Sites and the draft operational Policy 2.4: Planning for School Sites. The former policy has been in place since 1998 and the issues of parking and traffic congestion have continued throughout its duration. While the draft policy discusses sufficient parking and embayments and facilities for drop-off and pick-up it does not appear to have measures in place to deal with the high demand and intensity of activity over short periods of time that deal with the resultant congestion and potentially dangerous situations. There is no requirement for schools to manage the traffic they generate.

The City of Wanneroo's observations are that the issue of car parking and traffic congestion occurs at schools in the entire Local Government area regardless of the type (public or private), age and location. That is to say that the issue has been occurring for many years and according to the DOT report has become more of an issue as the rate of walking and cycling to school has declined over the past 40 years.

There is a need for WALGA, as representative of Local Government, to lead discussions with the State Government to find a solution to the issue of parking and traffic congestion around schools.

Addressing car parking provision, driver behaviour and mode of transport can help reduce the issues occurring at schools.

The City's view is that addressing school location, improving safe pedestrian and cycle access routes, provision of safe bicycle storage facilities, ensuring sufficient car parking provision and drop-off/pick-up areas are provided, improving driver behaviour through education and mode of transport can help reduce the issues occurring in and around schools. Improved and safe pedestrian and cycle routes can lead to healthier outcomes for users and can contribute to stronger connected communities.

SECRETARIAT COMMENT

This motion outlines three key requests:

1. A wide-ranging review of standards and school location

There are two main types of schools: Public schools and private schools.

Land for public schools is required to be identified and set aside as part of the structure planning and subdivision process. Public schools are considered as public works, are not controlled by local planning schemes and are exempt from the requirement to obtain development approval. Consequently, Local Governments have limited direct control over the concerns raised in the motion for new public schools. Private schools, the demand for which usually materialises after neighbourhoods are well established, are controlled by local planning schemes and the parking standards and other requirements set out in these schemes.

Draft Operational Policy 2.4 (Western Australian Planning Commission 2020) is the primary planning policy that sets standards for new schools. This draft policy “is intended to assist in addressing issues that may arise in residential areas between schools and their surroundings particularly in respect of traffic and noise generating activities, and mitigation of impacts on existing transport network and services.” The policy sets standards related to minimum number of road frontages and road types, access to active and public transport connections, and requirements to provide traffic impact assessments. The policy was drafted in 2020 and will be finalised following the review of Liveable Neighbourhoods.

Liveable Neighbourhoods is the Western Australian Planning Commission’s primary policy for the design and assessment of structure plans (regional, district and local) and subdivision for new urban (predominantly residential) areas. This policy includes a component on education facilities, including particular design requirements for schools.

The finalisation of Draft Operational Policy 2.4 and current revision of Liveable Neighbourhoods provide opportunities for Local Governments and WALGA to seek amendments to these documents in accordance with member concerns.

2. *Better management of traffic by schools and development of driver education programs*

Driver behaviour, as well as transport mode choice, contributes to reducing the impact of traffic congestion and safety around schools.

3. *Development of options and programs to alternative modes of travel to and from school*

In May 2022 WALGA State Council endorsed the Draft Active Travel to School Roadmap, subject to amending Urban Environment Initiative No 1 to “Consult local governments to identify sub-regional school transport challenges and amend existing planning guidelines and develop new guidelines where gaps exist (RESOLUTION 337.4/2022).

State Council also resolved that WALGA:

- Works with the Department of Transport to finalise the Roadmap and encourage Local Government participation in the initiatives identified where these offer solutions to the local issues encountered in each area; and
- Uses the Draft Active Travel to School Roadmap to strengthen advocacy for increased funding for walking and cycling infrastructure in Western Australia by the State and Federal Government.

WALGA has some involvement with the Active Transport to School Working Group, which is led by the Department of Transport and includes representation from the Department of Education. The Department of Transport has developed a new category within the next round of WA Bicycle Network Grants to co-fund Active Transport Officers with Local Governments. This is an evolution of the former Travel Smart Officers with the new officers having a greater role in working with schools.

3.3. Proposal for Regional Road Maintenance Contracts with Main Roads WA

Shire of Dundas to move:

MOTION

That WALGA assist Local Governments and work with the Hon Minister Rita Saffioti to introduce a similar program that is currently in play in Queensland and introduce a sole invitee Program for Local Governments to engage in a Road Maintenance Performance Contract with Main Roads WA.

IN BRIEF

- \$29.7 billion total investment through QTRIP 2022-23 to 2025-26.
- 25,200 jobs supported over the life of program in Local Governments in Queensland.
- Main Roads WA Projects can be viewed [here](#).

MEMBER COMMENT

On 1 April 2022, the McGowan Labour Government [announced](#) it was returning up to 660 maintenance road workers back in-house to Main Roads.

An interactive Q-Trip Funding Tool ([here](#)) provided by the Queensland Government, details the next four years of State Government and Local Government Partnership providing safer roads and sustainability to regional and remote Shires.

To enable the Shire of Dundas to be involved in the direction of WALGA to assist with issues impacting us directly, and other regional resource communities impacted by the related Acts and Regulations.

Given the recent State Government announcement, there is an opportunity for all Local Governments to look at this proposal from WA State Government on how this proposal to keep jobs in house within Main Roads WA and the possibility to work with local governments when contracting the required road maintenance to Local Governments (see [here](#)).

It is suggested that the Queensland Government model, which can be viewed [here](#), works well and allows Councils to recover costs for usage of plant and equipment and recoup plant costs as hire charges against activities to cover all maintenance, depreciation and operating costs for Local Governments as agreed when undertaking joint routine maintenance on State controlled roads.

It is important that when developing this type of model and contract terms to get the document standards and the WHS and the Main Roads Preferred Suppliers correct. In Queensland, Main Roads assisted with these requirements in a partnership arrangement.

If Local Governments across WA are allowed into this space and work for the State Government on a contractual basis, it could be an opportunity to increase revenue significantly, especially in remote rural areas across WA. This would help Council cover cost relating to new imposed WHS Reforms, Local Government Reforms, Auditing Requirements, and associated costs.

SECRETARIAT COMMENT

The decision by the State Government to move to in-sourcing road maintenance delivery and management provides new opportunities for Local Governments to participate in delivering maintenance and minor capital work on the State road network. Local Governments and Regional Organisations of Council have previously contracted to Main Roads WA to deliver road maintenance services. There were several reasons that Councils and Main Roads WA decided not to continue with these arrangements. The Association will need to understand the interest and capacity of Local

Governments to undertake road maintenance work on the State road network, to inform engagement with the State Government.

The extent and type of road works that Main Roads WA will deliver using staff and those operations that will be delivered by contract are likely to vary in different parts of the State.

3.4. Northern Australia Beef Roads Program

Shire of Dundas to move:

MOTION

That WALGA work with the Hon Madeleine King MP Minister for Resources and Minister for Northern Australia to make Beef Road Funding available to all Australian Local Governments north and south, or establish a Southern Australia Beef Road Funding Program to allow for equitable support across Australia's beef and agriculture industries.

MEMBER COMMENT

The extension to the south of the country of Roads and Beef Road Funding will be vital to get cattle to the saleyards and be competitive with their counterparts from the North who receive [Federal Funding](#) to assist them in their efforts to transport cattle.

Reliable access has always been the most significant issue facing the community and businesses operating in the remote Northern Nullarbor region and is a serious concern for those emergency service personnel who are called upon in times of crisis. The 2019-2020 bushfires which closed the Eyre Highway (effectively the gateway into WA) is an example of inaccessibility. The Trans Access Road is the only road servicing this area and has in the past been impassable for months due to flooding. This project would deliver transport efficiencies, stimulate and support economic activity, and provide a safer access road for regular users, tourists, and emergency service personnel. The Eyre highway is the number one strategic link into Western Australia. The Trans-Access Road is the only road East linking the Aboriginal Communities, remote roadhouses, and pastoral stations. Linking the two roads increases accessibility, safety, and improves the social service access between the communities on both roads. Cattle and sheep movements can be hampered when the Trans Access Road is closed, and WA freight movements (in and out) are hampered when the Eyre highway is closed, as per the bushfire season of 2020.

This road improvement will shorten the distance from 1,041 to 91.7km (within our Shire), making traffic movements more efficient, as well as safer with a better-quality formed road. The Commodities can get to market with increased certainty, safety, and more efficiently.

This is only the situation with one road and their numerous pastoral leaseholders having the same issues in Western Australia and all the southern pastoral leaseholders across Southern Australia.

See [here](#) a map showing Northern Australia Local Government Roads receiving Funding.

SECRETARIAT COMMENT

The Northern Australia Beef Roads Program was a \$100 million Federal Government investment within the \$980 million Northern Australia Roads Program, which is delivering upgrades to high priority roads in northern Australia essential to the movement of people and freight to support the North's economic development. The Northern Australia Beef Roads Program is making targeted upgrades to key roads necessary for transporting cattle to improve the reliability, productivity and resilience of cattle supply chains in northern Australia, thereby reducing freight costs and strengthening links to markets. The

IN BRIEF

- At the 2022-23 Budget, the Australian Government extended the Northern Australia Roads Program by committing a further \$380 million to road projects in Northern Australia over four years from 2022-23 to 2025-26.
- Projects to be funded from this new \$380 million commitment will be determined following engagement with stakeholders and project delivery partners.
- This extension builds on the Australian Government's initial \$600 million investment, which is nearing completion. Roads identified in Infrastructure Australia's Northern Australia Audit, along with other roads identified as priorities by the states and territories, such as those connecting communities, or regional towns to ports, were considered for funding.

Federal Government announced projects to be funded in October 2016, and the program is now nearing completion.

A key feature of the Northern Australia Beef Roads Program was the active engagement with the beef industry and transport sector to identify potential projects and modelling of different scenarios by the CSIRO using the Transport Network Strategic Investment Tool (TraNSIT) to determine the benefits and assist in prioritising projects. Success in establishing a new Beef Roads Program in Southern Australia would likely require similar support and evidence. Northern Australia provides 90% of Australia's live cattle exports³.

The Northern Australia Program is framed around the [Our North, Our Future: White Paper](#) on Developing Northern Australia, with annual statements to Parliament on progress. It is outside of the Minister for Northern Australia responsibilities to establish funding programs in other parts of Australia.

Depending on the scale of investment required, a business case detailing the costs and benefits of the proposed upgrades will be required to underpin advocacy to State and Federal Ministers. The Hon Catherine King, Minister for Infrastructure, Transport and Regional Development of Australia is a primary decision-maker when seeking funding to respond to the identified needs.

³ Office of Northern Australia 2022 ([Office of Northern Australia | Department of Infrastructure, Transport, Regional Development, Communications and the Arts](#)).

3.5. 3D House Printing Building Compliance

Shire of Dundas to move:

MOTION

That WALGA requests:

1. **Assistance from Minister for Industry and Science The Hon Ed Husic MP, Minister for Housing and Homelessness, Small Business The Hon Julie Collins MP, Minister for Infrastructure, Transport, Regional Development and Local Government The Hon Catherine King MP to work with Ministers from all State and Territory Governments who have Building and Construction in their portfolios, to collaborate and to consider removing impediments within the National Construction Code Series and associated Australian Standards, that dissuade industry from adopting 3D printing as a building method.**
2. **That the Government provide instruments to incentivise private industry to develop 3D printing and include this as an acceptable building practice.**

IN BRIEF

- The section of the National Building Code that would need to change is National Construction Code, Building Code of Australia 2019 Volume 1 Amendment 1
- Australian Standards Adopted by Reference
- The *Building Act 2011*
- Building Regulations 2012

MEMBER COMMENT

Australia's construction industry may be in for a shake-up, with the arrival of commercial 3D house-printing technology capable of slashing build times and costs.

On the heels of the country's first 3D-printed house – erected in three days Melbourne in January - COBOD, an international leader in the disruptive field, has partnered with Australian company Fortex to distribute its equipment.

COBOD has spearheaded the development of 3D house-printing, having sold about 50 systems featuring multifunctional construction robots across the globe since 2019. They were used to help build the first single-, two- and three-storey 3D-printed dwellings in Europe, the first 3D-printed house and school in Africa, and first wind turbine tower base.

Unfortunately, laws, codes and regulations rarely keep pace with technology. This is the case for using 3D printing to construct houses.

The Shire of Dundas Elected Members supported this motion at the [Ordinary Council Meeting on 28 July 2022](#) (item 10.1.2 WALGA AGM item – 3D Building Compliance).

Australia is currently experiencing an unprecedented housing crisis. Staff and material shortages are now affecting all industries and especially impacting critical industries like housing construction. The construction of buildings in Australia is controlled through a legislative framework that includes reference to the need to comply with the National Construction Code (NCC) and the Building Code Australia (BCA). The NCC is a uniform set of technical provisions for the design and construction of buildings and other structures, including building systems throughout Australia. In WA the NCC/BCA is called up in the *Building Act 2011* and the Building Regulations 2012. It is a statutory requirement that a building or system must be demonstrated to achieve NCC/BCA compliance. The NCC is a performance-based code, containing all performance requirements for the construction of buildings. It's built around a hierarchy of guidance and code compliance levels, with the performance requirements being the minimum level that buildings, building elements, and systems must meet. A building will comply with the NCC if it satisfies the performance requirements, which are the mandatory requirements of the NCC. The performance

requirements are also supported by general requirements. These cover other aspects of applying the NCC including its' interpretation, reference documents, the acceptance of design and construction, including related evidence of suitability/documentation, and the classification of buildings within the NCC. The key to the performance-based NCC is that there is no obligation to adopt any particular material, component, design factor or construction method. This provides for a choice of compliance pathways.

At the [National General Assembly on 19-22 June 2022](#), Motion number 100 was presented by Murray River Council NSW.

Motion number 100 Murray River Council NSW

This National General Assembly calls on the Australian Government to collaborate with local government to remove impediments within the National Construction Code Series (BCA) and associated Australian Standards, that dissuade industry from adopting 3D printing, and the Government provide instruments to incentivise private industry to develop 3D printing.

OBJECTIVE

There is mounting financial pressure on governments, with limited fiscal levers available, to slow the price trajectory of housing. Major change across any industry is difficult for profit-driven entities, especially smaller players, to orchestrate, as simply the risk is high, the financial capacity is limited, and the reward will soon be diluted across their competitors. There are investigations into housing affordability occurring in NSW already, which is commendable. Further opportunities can be harvested if the state partners with local government to review the building codes (which by default do not currently reflect the new technology).

KEY ARGUMENTS

Often the scale of the research and development required is beyond even the most affluent or well-resourced. The longer an industry has been in existence, the harder it is to change, amplified by the educational institutions and financial commitments that both have long lead times and future commitments. Furthermore, regulations (in this instance building codes and standards) are always slow to change and are often an even bigger impediment. In August 2021, the first 3D printed houses were sold in the USA. The investment in research and development in 3D printed structures over the next few years in many counties, largely driven by price pressures, government policies, international treaty obligations, but also because of the frailty of global supply chains, is profound.

Housing affordability is now becoming critical, yet the policy levers appear to be slow moving. Although it will take some time to achieve, the initial indicators are that 3D Printed houses will lower prices. Therefore, it would be prudent to adapt our rules to facilitate.

References

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Statutory Environment

- [National Construction Code \(NCC\)](#)

SECRETARIAT COMMENT

Changes to the National Construction Code - All components used for building work in Australia must meet certain performance and legal requirements. These requirements help ensure that buildings are safe, healthy for occupants and maintain performance over the expected life of a building. Following a building fire in Melbourne Docklands in 2014, and the cladding fire at Grenfell Tower in London in 2017 which killed 72 people, all State and Territory Building Ministers agreed to an assessment of the effectiveness of building compliance systems across Australia. The resulting Building Confidence Report, released in 2018, identified that problems exist with building product safety in Australia. Subsequently, all Building Ministers agreed to the development of a National Product Assurance Framework to strengthen building product performance requirements. A discussion paper outlining the proposed framework was released by the Australian Building Codes Board in 2021 and can be found [here](#). Any change allowing new forms of construction would require substantial evidence to be presented by industry to the Australian Building Codes Board.

Alternative construction methods such as modular buildings, buildings with pre-engineered components and Structural Insulated Panels (SIPS panels) have risen in popularity in Western Australia in recent years, partly in response to supply chain issues and labour shortages. For example, a display home was built in Mandurah from SIPS panels that was supplied and installed in 16 weeks. Strategies that seek to promote diverse housing options, supply and sustainability should consider the suite of alternative construction methods.

3.6. South West Native Title Settlement

Shire of Gingin to move:

MOTION

That WALGA advocate to the State Government that Local Governments be provided with the full list of potential land to be requested for transfer as part of the South West Native Title Settlement and that a minimum of three months be provided for Council to provide feedback.

IN BRIEF

- WALGA to advocate for a review into how Local Governments are requested to consider land to potentially be transferred as part of the South West Native Title Settlement.

MEMBER COMMENT

The Shire of Gingin and many other Local Governments are being requested to consider parcels of land to be allocated for transfer as part of the South West Native Title Settlement.

The Shire of Gingin has received its third request, totalling approximately 45 parcels of land, for consultation as part of this process and in each instance is provided only 40 days to provide feedback to the Department.

For each land parcel in question, which can be numerous, Council is requested to consider the following:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
2. Does the Shire have any interest in the land?
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
4. Is the land parcel subject to any mandatory connection to services?
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local Government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

The 40-day consultation does not provide any ability for Local Government to consult with the community regarding Council's support for the land transfer and as such is ignorant as to the changes in land management.

Local Governments, as part of this process, are not advised as to any intent for the future purpose of the land and/or how it is proposed to be managed into the future and this is creating angst as part of the consultation with Council. For example, it is difficult for any Local Government to approve the transfer of the land without understanding as to what purpose the land is being requested for and who will manage the area, and will it be freehold transfer? This advice may be as simple as the site is requested for cultural significance or for commercial purposes and will be administered by SWLCC as a reserve vested.

The Shire of Gingin, through consultation with the Department, have been advised that within the Shire there are an additional some 230 more locations identified for potential transfer. The Shire, and all Local Governments, should be provided this full list to be able to undertake early due diligence on the land identified.

Without knowing what other Councils are being requested to consider, the Shire requested the Department to ensure that the Shire of Gingin and other Local Governments are not being targeted due to the commercial potential for land. There should be more clarity surrounding the lands that have been requested and identified across all Local Government and this be publicly accessible.

SECRETARIAT COMMENT

Background on the South West Native Title Settlement (Settlement):

The Settlement, in the form of six Indigenous Land Use Agreements (ILUAs), is a landmark native title agreement negotiated between the Noongar people and the State Government of Western Australia (State). The Settlement officially commenced on 25 February 2021, followed by the establishment of the Noongar Boodja Trust and the appointment of Perpetual as the initial Noongar Boodja Trustee on 29 March 2021. Following commencement, as prescribed by the ILUAs, native title rights and interests were surrendered on 13 April 2021, in exchange for a negotiated package of benefits that the State is delivering.

The Noongar Land Estate is a key benefit under the Settlement and will be comprised of up to 300,000 hectares of land handed over as reserve, and up to 20,000 hectares of land transferred in freehold. The first transfers of land to create the NLE were executed by all parties on 14 July 2021. The Department of Planning, Lands and Heritage (DPLH) is the agency responsible for the delivery of the NLE, on behalf of the Minister for Lands. The NLE is intended to provide significant opportunities for the Noongar people to achieve sustainable economic, social and cultural outcomes. The land to be transferred to the NLE is primarily drawn from unallocated Crown land (UCL), unmanaged reserves (UMR) and Aboriginal Lands Trust (ALT) properties within the Settlement area and will be determined through the ILUA-prescribed land identification, assessment and eventual transfer processes managed by DPLH over the five year ILUA implementation period. This work is undertaken consultatively with the Trustee, SWALSC and a broad range of key stakeholders.

A key component of this process is the Assessment Phase, at which point DPLH consults with stakeholders, including Local Government. Consultation with Local Government in this manner is consistent with general Crown land administration requirements, where tenure matters are referred for comment under section 14 of the *Land Administration Act 1997* (LAA). Referrals to Local Governments under the Settlement request detail (if available) on the following:

- whether there are existing interests in the land parcels under consideration for inclusion in the NLE that cannot be met elsewhere;
- whether there are future proposals for the same land or land within the same general location;
- whether there are planning scheme amendments that could affect future use of the land;
- whether there are other relevant land use, land management or land development issues; and
- any other advice they may wish to provide in relation to the subject land.

WALGA asked DPLH if it would it be possible to advise each Local Government of all of the land under consideration within their area at the same time, and DPLH responded as follows:

DPLH regularly provides Local Government Authorities (LGAs) with a list of unallocated Crown land (UCL) and unmanaged reserves (UMR) that may be eligible for inclusion in the Noongar Land Estate within the boundaries of the LGA. This information is provided upon the request of the LGA, in the spirit of proactive and transparent engagement with key stakeholders.

Importantly, DPLH advise that the list provided is reflective of land under consideration at a specific point in time and may be subject to change. Further, all LGAs are advised that DPLH are progressing land through the Phases of the Noongar Land Base Strategy (Strategy) at Annexure J to ILUAs for the Settlement. The Strategy provides an agreed process to be followed and includes a five-year timeframe for the staged delivery of the full 320,000 hectare Noongar Land Estate. As a result, DPLH will likely engage with a number of the involved LGAs numerous times during the five-year period.

WALGA asked DPLH if a 3 month consultation period would be considered, and DPLH responded as follows:

Consultation with LGAs is consistent with general Crown land administration requirements, where tenure matters are referred for comment under section 14 of the LAA. The 40 day timeframe for consultation is prescribed by the Noongar Land Base Strategy (Strategy) at Annexure J to the ILUAs. The sections of the ILUA (including the Settlement Terms) can only be varied by agreement in writing that is executed by or on behalf of the State, each of the Government parties, each Regional Corporation or the relevant Native Title Agreement Group and the Central Services Corporation.

The timeframe for consultation with LGAs is outlined under the Strategy and is intended to ensure the structured delivery of State Government and Trustee for the Noongar Boodja Trust (Trustee) obligations relating to the handover of land. DPLH would also like to emphasise that the LGAs are asked to consider the change of tenure only, not a proposal for the use / development of the land.

The Strategy and therefore the activities of DPLH are consistent with best practice Crown land administration activities, though with prescribed timeframes to ensure adherence to tight project timeframes. The referral questions posed by DPLH during consultation with LGAs are intended to collect detail on what is known to apply to the land at the time of the referral, noting that detailed due diligence and site-specific investigations would need to be undertaken by the Trustee at the point of land use / land development. In the event that an LGA is unable to provide the detailed information within the 40 day timeframe, DPLH is able to discuss and possibly grant timeframe extensions on a case-by-case basis.

WALGA asked DPLH if it was possible to advise Local Governments, at the time of request, as to the intended use of each parcel of land eg cultural or economic development, and DPLH responded as follows:

This information is not provided to DPLH by the representatives of the Noongar people. Instead, the flexible reserve purpose of Noongar Social, Cultural and / or Economic Benefit and the flexibility provided by delivering freehold tenure allows for land to be used by the Trustee in line with the aspirations of the Noongar people – in accordance with the applicable statutory and policy framework. LGAs will retain standard decision-making powers relevant to the use and management of land, under the Local Planning Scheme / Town Planning Scheme and any applicable statute.

The Noongar Land Estate will be a diverse landholding across the six ILUA Areas and approximately 101 involved LGAs. The consultation process undertaken by DPLH is intended

to ensure that LGAs can disclose relevant information to inform the decision-making of the Trustee as to whether or not the land should be included in the Noongar Land Estate. Decisions around whether or not land is Cultural Land, Development Land or a combination of both is for the Trustee to make in consultation with the relevant Noongar Regional Corporation after land is accepted for transfer, and may have relevance to the future management of the land. However, LGAs can safely assume that land included into the Noongar Land Estate will be used and managed in accordance with the applicable zoning.

WALGA advised DPLH that generally, a Local Government would consult with their local community about changes to the use of Local Government managed land, and that the 40 day consultation timeframe did not allow for this. DPLH responded as follows:

LGAs may elect to undertake consultation with community regarding tenure change proposals, but it is not a requirement of the Strategy nor of the State Government more broadly. DPLH recommends that the standard approach taken by LGAs for any other Crown land administration matters referred by DPLH is the example to follow.

Community consultation may be more appropriate at the point of a development proposal being submitted to the LGA by the Trustee, as all detail requested above would be known and consultation can be well-informed. It is understood that consultation with community on development proposals is commonly undertaken by LGAs before consideration of a proposal by Council.

Please be advised that UCL and UMR (and Crown land more broadly) are the jurisdiction of the Minister for Lands, and while LGAs may have a role in regulating or to an extent managing UCL and UMR, this role does not form an interest in the land or a veto power for tenure proposals over the land.

DPLH made the additional further comment:

DPLH undertakes comprehensive consultation on land under consideration for possible inclusion in the Noongar Land Estate to obtain any and all information that may be relevant to the future use and management of the land by the Trustee. This includes all relevant LGAs and key State Agencies including the Department of Mines, Industry Regulation and Safety, the Department of Biodiversity, Conservation and Attractions and the Department of Water and Environmental Regulation. Service providers are also consulted on each land parcel.

All are provided with a 40 day timeframe for providing a response. At present, DPLH is actively progressing approximately 100,000 hectares of land across the six ILUA Areas through the Phases of the Strategy towards formal offer to the Trustee. The scope of this process is substantial, so the timeframes within the Strategy are critical for ensuring information collection can occur in a timely manner.

3.7. Land Offset Compensation to Local Governments

Shire of Gingin to move:

MOTION

That WALGA advocate to the State Government that the Developer requiring land offsets within another Local Government be required to pay a fee to the Local Government for the loss of rates and ongoing maintenance of infrastructure to the Land.

IN BRIEF

- State Government to legislate that Developers requiring Land Offsets within another Local Government pay for the loss of that rateable land to the Local Government whose land is being used as the offset.

MEMBER COMMENT

It is proposed that Councils similar to the Shire of Gingin who are having large sections of rateable land locked away due to Developer Land Offsets need to be compensated for the loss of revenue.

The Shire of Gingin recently met with the Department of Biodiversity, Conservation and Attractions (DBCA) representatives regarding this matter, and they agreed that the Shire of Gingin is being targeted due to the type of Banksia bush that is within the Shire. The Shire of Gingin is not and will not be the only Local Government targeted through this type of scheme into the future.

The issues for the Shire of Gingin, other Local Governments and future Local Governments are as follows:

1. The requirement of land offsets is currently 1/7. Being that for every acre of land required by a developer, seven acres needs to be provided as offset.
2. What is currently rateable land for the Shire is being purchased and then handed to DPIRD for management.
3. The Shire of Gingin's loss of rates on a once off may seem minimal (last year the reduction was approximately \$10,000) but accumulating every year and then compounding becomes a significant amount of future income.
4. Council still needs to maintain the assets surrounding the site, providing access and egress from the blocks for DBCA and other adjoining ratepayers.
5. The land within the Shire of Gingin is in high demand due to its proximity to the metropolitan area and intensive agriculture and horticulture is dominant.
6. DBCA receives a 7-year management payment from the Developer to manage the newly offset land which is not enough for DBCA to manage the property, yet Council receives nothing other than a negative rates bill and continuous maintenance cost.
7. Whilst the metropolitan based Developer is making large amounts of money from the development and the metropolitan Council is receiving an increased rate book, the loser in the equation is the Local Government where the land is being offset and DBCA.
8. The current amount of non-Rateable land within the Shire is in excess of 30% and growing each year.

9. The additional land that is added to DBCA requires this Department to be appropriately funded, however advice received is that DBCA is underfunded and this in turn affects Local Government in regard to land management and increased fire risk.

The Shire of Gingin is not unique with this matter, however we are being significantly affected at this current time and will be well into the future and as such, request that WALGA advocate to the State to ensure that Local Governments losing rateable land through offset purchases are properly compensated for the loss of rates and continued maintenance.

SECRETARIAT COMMENT

In Western Australia, there are many reasons for land being transferred for public purposes to the Crown. In parts of the State, these lands represent significant portions of the total Local Government area, for example Local Governments with extensive areas of National Parks and State Forest.

The State Government Offsets Register shows offset land acquisitions or land transfers to conservation within these Local Government areas: Shires of Dandaragan, Gingin, Chittering, Waroona, Harvey, Augusta-Margaret River, Cities of Bunbury, Busselton, Mandurah and in the Perth metropolitan region.

Over 50 per cent of new housing construction in the Perth and Peel region is expected to be provided through greenfield development, indicating that the issue identified by the Shire of Gingin is likely to persist.

The requirement to provide environmental offsets is legislated through the Environmental Protection Act 1986 (WA) and under Part 9 of the *Environmental Protection and Biodiversity Conservation Act 1999* (Commonwealth). In Western Australia, offsets are implemented through the WA Environmental Offsets [Framework](#). A [review](#) of this framework was conducted in 2019.

WALGA's comments on the review advocated for adequate resourcing to manage offset lands to address any biosecurity and bush fire risk implications and to require that Local Governments be consulted regarding any proposed offsets in their areas. These points were also raised in WALGA Submissions on the Strategic Assessment for Perth and Peel and the [WA offset metrics guidelines](#).

Under the WA [Environmental Offsets Guidelines](#), it is the responsibility of the proponent to consult all relevant stakeholders regarding offsets, particularly those directly affected, including Local Government. The Guidelines identify the Department of Biodiversity, Conservation and Attractions (DBCA) as the key stakeholder in relation to offset planning due to their role as specialist scientific advisor and manager of the State's conservation lands.

In May 2022, the State Government released the Native Vegetation Policy for Western Australia, with a five year Implementation Roadmap which includes improvements to the environmental offsets framework. This will provide WALGA with the opportunity for continued advocacy on this issue.

3.8. Review of the Rating Methodology used by the Valuer-General

Shire of Serpentine Jarrahdale to move:

MOTION

Advocate for a full review of the rating methodology used by the Valuer-General to value all land in the State of Western Australia.

MEMBER COMMENT

IN BRIEF

- Landgate conducts valuations of property based on the GRV and UV of a property.
- In Victoria valuations are conducted using the capital improved value of a property. This method should be explored.

The Valuer-General is an entity created under the *Valuation of Land Act 1978*. The Valuer-General forms part of Landgate's functions.

Landgate valuers conduct independent valuations of property based on the Gross Rental Values (GRVs) or and Unimproved Values (UVs) of a property.

These valuations are used by local governments, government agencies and emergency services as a basis to determine property rates, service charges and levies as well as land tax.

In Victoria, valuations are conducted using the capital improved value of a property. Capital improved value is based on the value of the land plus the buildings on it and any other capital improvements. This method may provide a more fair and equitable assessment of the value of land across various land uses in Western Australia including agriculture, residential, commercial and mining. This in turn would provide a more fair and equitable basis for local government rating.

A review of rating methodologies set in the *Valuation of Land Act 1978* would ensure that valuation methods relied upon by local government represent the most appropriate method.

SECRETARIAT COMMENT

WALGA currently does not have an advocacy position on which is the most appropriate valuation methodology.

3.9. WA Local Government Rating Model

Shire of Gingin to move:

MOTION

That WALGA advocate to the State Government and the Valuer Generals' Office that a different rating model be trialled across several Councils whereby the Unimproved Value rate is abolished, and all properties are rated for Gross Rental Value or Capital Value.

IN BRIEF

- WALGA to advocate for a full rating process review with potential of removing all UV rates and only rating GRV.

MEMBER COMMENT

The Shire of Gingin and many other Local Governments struggle to have appropriate rates raised that are adequate for the correct use of the land within the Shire that addresses the impacts that these ratepayers have on the Shire's Assets.

For example, within the Shire of Gingin, there are large numbers of Unimproved Value (UV) rated properties that have large scale infrastructure servicing significant commercial operations but are captured within the definition as a Rural Pursuit. Some of these properties have tens of millions of dollars of infrastructure but only contribute a UV valuation and an additional differential rate.

If all properties were rated Gross Rental Value (GRV) or the rates based on Capital Value (value that the land would likely sell for on the open market), all rural land would still hold an appropriate GRV/Capital Value that would not be too dissimilar to their current rates, however those that intensify their land would achieve a naturally higher GRV/Capital Value making the rating across a Shire far more equitable, easier to manage and would simplify and reduce the cost of the valuation process.

Whilst not every Council may wish to take this step, it is proposed that the Local Government has the ability to review and decide if it wishes to remove the UV rate. With the Valuer Generals' Office conducting routine valuations for both UV and GRV it would not be out of the question for the valuation to be changed to meet this process.

It is noted that within South Australia and Victoria 89% of the Local Governments use Capital Value, Tasmania is progressing to Capital Value whilst New South Wales is based on Land Value only, Northern Territory is based only on Unimproved Capital Value, Queensland is Site Value and Unimproved Value and the ACT is Unimproved Value only. It is clear that whilst there is a range of valuations across Australia there is a bias growing towards utilising Capital Value of Land.

For example, we have a location within the Shire that has a water license and two bore holes. Whilst this is the extent of the infrastructure, they pump water out 24/7 for bottling in Perth, a GRV/Capital Value would be much higher in value to Council than the minimum rates currently being received. This company has significant heavy vehicles utilising Council roads every day of the week to keep up with the demand and creates significant road maintenance issues for Council.

The impacts of water licenses within the Shire have been dramatic as they are now a strong trading commodity and have doubled the value of land with a water license, yet it is not being considered by the Valuer Generals' Office as part of the overall valuation assessment of the land. Water licenses are incredibly valuable to producers as it increases their productivity and profits from smaller properties and as water licenses are very difficult to access, as allocations are full in most areas, many are trading or selling off portions of licenses clearly showing that water licenses have an inherent value that is increasing rapidly.

Again, the Shire calls on WALGA to advocate to the Minister and Valuer Generals' Office to undertake a review of the rating system to either abolish the UV valuation or provide the ability for the Local Government to choose its rating structure.

SECRETARIAT COMMENT

WALGA currently does not have an advocacy position on which is the most appropriate valuation methodology.

3.10. Reform of the *Cat Act 2011*

Shire of Capel to move:

MOTION

That the WA Local Government sector requests the WA State Government prioritise reforms to the *Cat Act 2011*, in accordance with the Statutory Review undertaken and tabled in the State Parliament on 27 November 2019.

MEMBER COMMENT

Background

The Western Australian State Government through the (then) Department of Local Government released a Discussion Paper (January 2011) titled *Proposal for Domestic Cat Control Legislation*.

This consultation and proposed reform process ultimately led to the *Cat Act 2011* (Cat Act) receiving Royal Assent on 1 November 2012. The Cat Act fully commenced in 2013 and was introduced to:

- provide for the control and management of cats; and
- promote and encourage the responsible ownership of cats, and for related matters.

The Department of Local Government, Sport and Cultural Industries (DLGSC) commenced a statutory review of the *Cat Act 2011* and the *Dog Amendment Act 2013* in May 2019. The review undertaken by DLGSC was tabled in the WA Parliament by the Minister for Local Government on 27 November 2019.

Findings of the Review in relation to Cat Act included:

2. Registration of cats is strongly supported. The current three options for periods of registration should remain.
3. Registration periods for cats and dogs should be the same.
4. A central registration database for cats should be explored.
5. Feedback indicated that the wearing of collars and tags achieves the purpose of enabling a cat to be identified by rangers — including making it obvious that it is a domestic cat that has an owner. There is strong support for this to continue with no change.
6. Strong support from the public, local governments and industry exists for the practice of microchipping cats to continue.
7. Improvements could be made to the way microchip details are stored — this could be in either a national or State-based database.
8. Feedback indicated that education on the current requirements of microchipping, focusing on obligations of owners/breeders/rescues when a cat is transferred to a new owner and the need to keep information up-to-date, is necessary to achieve the desired outcomes of reuniting pets with their owners and the obligations of being a responsible cat owner.
9. There is strong support for cat numbers and confinement/curfews of cats to be implemented State-wide (in legislation) rather than through individual local laws — to provide consistency among local governments.
10. As a means of controlling cat numbers, there were multiple requests in the feedback received for the Cat Act to be brought into alignment with the Dog Act by placing greater restrictions on cat owners in relation to the number of cats that people can own.
11. The provisions in the Cat Act for cats to be sterilised should remain.
12. Feedback indicated that the age of cat sterilisation should be lowered, although further expert consultation on this will be needed.

IN BRIEF

- Statutory review into the *Cat Act 2011* was undertaken in 2019.
- No reforms or amendments to the Cat Act have resulted from the review.
- Request that WALGA advocate for the reforms to be undertaken.

Outcomes from the Statutory Review were:

- The *Dog Amendment (Stop Puppy Farming) Act 2021* received Royal Assent on 22 December 2021 with the aim to:
 - to amend the Dog Act 1976 to provide for matters relating to the sterilisation and breeding of dogs and the supply of dogs to and by relevant pet shop businesses;
 - to amend the Dog Act 1976 and the Cat Act 2011 to provide for a centralised registration system; and
 - to make other amendments to the Dog Act 1976

No further amendments, nor reforms of the *Cat Act 2011* have occurred since.

Comment

Any proposed changes to cat control measures should include public consultation.

The Shire of Capel hopes the State Government prioritises reforms of the Cat Act, similar to recent reforms with the Dog Act and Animal Welfare regulations.

The Shire of Capel supports a review of current cat control measures and to look at initiatives to better protect native wildlife, along with an accompanying education campaign.

Many Local Governments throughout the State have looked at similar reforms recently, however the current Act inhibits the control of cats and their impacts on native wildlife.

Shire understands that many people in the community love cats, with reforms looking to find a balance between valued family pets and protecting our unique and in some cases, endangered native animals.

SECRETARIAT COMMENT

This is a developing issue in the sector. A number of Local Governments have already attempted to make Cat Local Laws that seek to prohibit cats from roaming, require cats to be securely kept on premises of the owner, and prohibited from being in any public place. Parliament's Delegated Legislation Committee has disallowed a number of such attempts on the grounds that the local law-making head of power in the Cat Act does not contemplate local laws to be made for these purposes.

The Committee's views are summarised in this excerpt from the Annual Report 2016 (Report 89 at 5.32):

In each of these cases, the Committee considered that the relevant provisions of the local law were inconsistent with or repugnant to the provisions of the Cat Act 2011 which:

- *allow for cats to be in public places unless they do not comply with the provisions of the Act requiring registration, microchipping and sterilisation*
- *empower the making of local laws prohibiting cats in certain specified areas.*

WALGA's current advocacy position supports a review of the Cat Act that will introduce broader powers of cat control.

3.11. WALGA Best Practice Governance Review – Principles

Executive Member to move:

MOTION

That:

1. The update on the Best Practice Governance Review project be noted, and
2. The principles to inform WALGA's future governance model, as follows and as per the attached *Principles* document, be endorsed:
 - a. **Representative** – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies.
 - b. **Responsive** – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders.
 - c. **Results Oriented** – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.

IN BRIEF

- State Council commissioned a Best Practice Governance Review to consider and engage with members on alternative governance models.
- The Steering Committee, appointed by State Council to oversee the project, has put forward principles to the 2022 Annual General Meeting for member consideration.
- The principles have been endorsed by State Council at their 22 August 2022 Special Meeting.
- Following consideration of the principles, a thorough consultation and engagement process will be undertaken with members on potential future models.

ATTACHMENT

- *WALGA Best Practice Governance Review: Principles*

BACKGROUND

State Council commissioned the WALGA Best Practice Governance Review in March 2022 to ensure that WALGA's governance model is contemporary and agile and maximises engagement with members.

Governance Reviews allow organisations to re-examine their membership structure, constitution, board role, board composition, governance approach and policies.

For WALGA, the Best Practice Governance Review represents an opportunity to review and reshape the governance model to ensure WALGA is well-placed to:

- Deliver strong, clear, focused, and consistent policy positions on strategic matters of the most importance to Local Governments in WA,
- Drive advocacy outcomes and impact on behalf of Local Government in WA, and the communities they serve, and
- Embed agility and responsiveness, ensuring member concerns are heard, respected, and represented in a timely, efficient, and effective manner.

There are several drivers for the review.

WALGA's [Corporate Strategy 2020-2025](#) identifies the governance model as a key enabler of performance, with the following description: *We have contemporary governance and engagement models.*

Member and stakeholder feedback from a range of sources over several years has highlighted dissatisfaction with the governance model. Specifically, feedback relates to:

- **Structure** – WALGA's governance structure is seen by members and stakeholders as creating roadblocks, hindering decision-making, and holding WALGA back.
- **Responsiveness** – there is a perception among members and stakeholders that WALGA's governance model is slow and bureaucratic in an environment that requires agility.
- **Prioritisation and focus** – members and stakeholders acknowledge the challenges of developing unified Local Government policy positions and advocacy priorities given the diversity of Local Government sector interests.
- **Transparency and accountability** – feedback from members and stakeholders suggests that WALGA should be more transparent about its decision-making processes.
- **Zones** – Feedback from members and stakeholders in relation to Zones and Zone meetings is mixed. A proportion of WALGA's membership believes that Zones are not as representative, strategic nor effective as they potentially could be.

Legislative reforms could also impact WALGA's governance arrangements. The Minister for Local Government's reforms to the *Local Government Act 1995* propose to remove WALGA from being constituted under the Local Government Act. Secondly, the Review of WA's *Industrial Relations Act 1979* provides an opportunity for WALGA to be constituted as a registered employer organisation, which would enable WALGA to make applications in its own right on behalf of the sector.

Following several reviews and amendments, the Best Practice Governance Review also represents an opportunity to ensure alignment between WALGA's governance documentation. In addition, State Council resolved in September 2021 for amendments to the Constitution to be developed to deal with matters related to State Councillors' candidature for State or Federal elections.

To undertake the Best Practice Governance Review, State Council appointed a Steering Committee comprising the following members:

President Cr Karen Chappel JP	WALGA President (Chair)
Cr Paul Kelly	WALGA Deputy President
President Cr Phil Blight	Country State Councillor
Mayor Carol Adams OAM	Metropolitan State Councillor
President Cr David Menzel, Shire of Wyndham East Kimberley	Country Elected Member
Mayor Albert Jacob, City of Joondalup	Metropolitan Elected Member
Andrew Sharpe, City of Albany	Country Chief Executive Officer
David MacLennan, City of Vincent	Metropolitan Chief Executive Officer
Nick Sloan	WALGA Chief Executive Officer

The Steering Committee is supported by consultants PwC and WALGA officers, Tony Brown, Executive Director Member Services, Tim Lane, Manager Corporate and Association Governance, and Kathy Robertson, Executive Officer Governance.

The Steering Committee has met five times to late August and has:

- Endorsed terms of reference and an overarching project plan
- Considered the 2019 review including previous deliberations and outcomes
- Commissioned and considered work on comparator membership-based advocacy organisations:
 - Australian Hotels Association (AHA)
 - Australian Medical Association (AMA)
 - Chamber of Minerals and Energy (CME)
 - Chamber of Commerce and Industry (CCI)

- Pharmacy Guild of WA
- Reviewed governance models of Local Government Associations in other States and New Zealand:
 - Local Government New South Wales (LGNSW)
 - Municipal Association of Victoria (MAV)
 - Local Government Association of Tasmania (LGAT)
 - Local Government Association of South Australia (LGASA)
 - Local Government Association of Queensland (LGAQ)
 - Local Government Association of the Northern Territory (LGAT)
 - Local Government New Zealand (LGNZ)
- Adopted a timeline for the way forward including member consultation and engagement, and
- Endorsed principles to be presented to the membership at the 2022 Annual General Meeting as per this agenda item.

SECRETARIAT COMMENT

Supported by State Council, the Steering Committee is putting forward principles to this Annual General Meeting to gauge member support for progressing the Best Practice Governance Review to the development of potential options for member consultation and engagement.

The principles put forward by the Steering Committee and endorsed by State Council at their 22 August 2022 Special Meeting, will guide the development of potential models for member consultation.

As per the attached Principles document, the three principles – Representative, Responsive and Results Oriented – comprise three or four components, component descriptions and governance implications.

Embedded in the governance implications are considerations for potential changes as well as principles that will be adhered to in the development of model options.

For instance, the principles propose that WALGA's governing body will:

- Maintain equal metropolitan and country representation,
- Continue the practice of electing the President from and by the governing body, and
- Facilitate responsive decision making with clear processes for members to influence policy and advocacy.

Potential models may be considered by the Steering Committee, and subsequently State Council and WALGA members, that could:

- Potentially lead to a reduction in the size of the governing body,
- Consider alternative election arrangements to the governing body, and
- Consider alternative arrangements to the existing Zones.

Following consideration of the principles at the 2022 Annual General Meeting, as per this item, an extensive consultation and engagement process will be undertaken with members on potential governance model options.

The consultation and engagement process will be undertaken during October, November, and December 2022. Feedback from member submissions, workshops, and discussions will inform a final report to be considered at February 2023 Zone meetings and subsequently, the March 2023 State Council meeting.

Constitutional amendments will then be prepared for consideration by State Council followed by the broader membership at the 2023 Annual General Meeting. As per WALGA's Constitution, amendments to the Constitution require endorsement by a 75 percent majority at both State Council and a general meeting of members.

The principles are put forward for member consideration.

Item 3.11 – Attachment: WALGA Best Practice Governance Review Principles

	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of Local Government members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils	The governing body will maintain equal country and metropolitan local government representation
		Size	An appropriate number of representatives oversees WALGA's governance	Potential reduction in the size of the overarching governing body
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making	WALGA's governance model facilitates responsive decision making
		Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances	WALGA's governance model is agile and future proofed for external changes
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues
		Value Added Decision Making	Facilitates opportunities for value to be added to decision making	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members

4. Closure

The Chair declared the meeting closed at ____pm.

Attachment 1: AGM Association Standing Orders

1. INTERPRETATIONS

For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:

- 1.1 **"Absolute Majority"** means:
a majority of delegates of the Association whether present and voting or not.
- 1.2 **"Association"** means:
all or any part of the Western Australian Local Government Association.
- 1.3 **"Delegate or Deputy Delegate"** means:
those persons duly nominated, from time to time, to represent a Member Local Government at a meeting of the Association.
- 1.4 **"Deputy President"** means:
the Deputy President for the time being of the Association.
- 1.5 **"Meeting"** means:
an Annual or Special General Meeting of the Association.
- 1.6 **"Member Local Government"** means:
a Local Government admitted to ordinary membership of the Association in accordance with the provisions of the Constitution.
- 1.7 **"President"** means:
the President for the time being of the Association.
- 1.8 **"Simple Majority"** means:
a majority of the delegates from the Association that are present and voting.

2. CONDUCT OF MEETINGS

The proceedings and business of meetings of the Association shall be conducted according to these Standing Orders.

3. NOTICE OF MEETING

3.1 Annual General Meeting

The Chief Executive Officer of the Association shall give at least ninety (90) days notice of an Annual General Meeting to all Member Local Governments, advising of the closing date for submission of motions for inclusion on the agenda.

3.2 Special General Meeting

A Special General Meeting of the Association is to be held if a request is received by the Association President, in accordance with the requirements of the Association's Constitution. No business shall be transacted at a Special General Meeting other

than that for which the Special General Meeting was called.

- 3.3 Notice shall be given at the destinations appearing in the records of the Association.

Notice will be deemed to have been delivered immediately if transmitted electronically or on the second working day after posting.

4. QUORUM

- 4.1 The Association shall not conduct business at a meeting unless a quorum is present.
- 4.2 At any meeting of the Association greater than one half of the delegates who are eligible to vote must be present to form a quorum.
- 4.3 The Association is not to transact business at a meeting unless a quorum is present.
- 4.4 If a quorum has not been established within the 30 minutes after a meeting is due to begin then the Association can be adjourned –
 - (a) by the President or if the President is not present at the meeting, by the Deputy President;
 - (b) if neither the President nor Deputy President is present at the meeting, by a majority of delegates present;
 - (c) if only one delegate is present, by that delegate; or
 - (d) if no delegate is present, by the Chief Executive Officer or a person authorised by the Chief Executive Officer.

- 4.5 If at any time during a meeting a quorum is not present, the President shall thereupon suspend the proceedings of the meeting for a period of five (5) minutes and if a quorum is not present at the expiration of that period, the meeting shall be deemed to have been adjourned and the person presiding is to reschedule it for some future time.

- 4.6 Notice of a meeting adjourned because of absence of a quorum is to be given to all Member Local Governments.

5. MEETINGS OPEN TO THE PUBLIC

The business of the Association shall be open to the public except upon such occasions as the Association may by resolution otherwise decide.

6. ORDER OF BUSINESS

Unless the Association should decide otherwise, the order of business at meetings of the Association, with the exception of special meetings or an adjourned meeting, shall be as follows:

- (a) Record of attendance and apologies;
- (b) Announcements;
- (c) Confirmation of minutes of previous meetings;
- (d) President's report;
- (e) Financial report for the financial year; and
- (f) Consideration of Executive and Member Motions.

7. VOTING ENTITLEMENTS

- 7.1** Each Member Local Government shall be entitled to be represented at any meeting of the Association.
- 7.2** Only eligible and registered delegates may vote.
- 7.3** A delegate shall be entitled to exercise one vote on each matter to be decided. Votes are to be exercised in person.
- 7.4** A delegate unable to attend any meeting of the Association shall be entitled to cast a vote by proxy.
- 7.5** A proxy shall be in writing and shall nominate the person in whose favour the proxy is given, which person need not be a delegate. Proxy authorisations shall be delivered to the Chief Executive Officer of the Association before the commencement of the meeting at which the proxy is to be exercised and shall be signed by the delegate or by the Chief Executive Officer of the Member Local Government that nominated the delegate.

8. SPECIAL URGENT BUSINESS

At any time during a meeting a delegate may, with the approval of an absolute majority, introduce a motion relating to special urgent business that calls for an expression of opinion from the meeting.

In presenting an item of special urgent business, a delegate shall have sufficient copies of the motion in writing for distribution to all delegates present at the meeting and, where practicable, give prior notice to the President of such intention.

9. PRESIDENT

In the construction of these Standing Orders unless the context requires otherwise, the word "*President*" shall in the absence of the President include the Deputy President or the delegate chosen by resolution to preside at any meeting of the Association.

10. DELEGATE AND DEPUTY DELEGATE

- 10.1** In the construction of these Standing Orders unless the context requires otherwise, the word "delegate" shall in the absence of the delegate include the deputy delegate.
- 10.2** A deputy delegate acting in the capacity of a delegate unable to attend a meeting of the Association shall exercise all rights of that delegate.

11. PRESIDENT TO PRESIDE

- 11.1** The President shall preside at all meetings of the Association, but in absence of the President, the Deputy President shall preside.

- 11.2** In the absence of the President and the Deputy President, the delegates shall choose by resolution, a delegate present to preside at the meeting.

12. SPEAKING PROTOCOL

- 12.1** Only registered delegates and members of the Association's State Council shall be entitled to speak at meetings of the Association.

- 12.2** The first person that is entitled to speak at a meeting who attracts the attention of the person presiding shall have precedence in speaking.

- 12.3** Speakers are to use the microphones supplied.

- 12.4** When addressing a meeting, speakers are to:
 - (a) rise and remain standing unless unable to do so by reason of sickness or disability;
 - (b) address the meeting through the person presiding;
 - (c) state their name and Local Government before otherwise speaking;
 - (d) refrain from reading comment printed in the agenda paper in support of a motion, but may identify key points or make additional comment; and
 - (e) refrain from using provoking or discourteous expressions that are calculated to disturb the peaceful current of debate.

- 12.5** Mobile phones shall not be switched on while the meeting is in session.

13. DEBATE PROCEDURES

- 13.1** A delegate moving a substantive motion may speak for –
 - (a) 5 minutes in his or her opening address; and
 - (b) 3 minutes in exercising the right of reply.

- 13.2** Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.

- 13.3** No delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.

- 13.4** As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.

- 13.5** No discussion shall take place on any motion unless it is moved and seconded. Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed of before any further amendment can be

received. Any number of amendments may be proposed.

- 13.6** The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.

- 13.7** When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a delegate opposes it or an amendment is proposed.

- 13.8** No more than two delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the conclusion of the second speaker's remarks, no delegate speaks on the other side, the motion or amendment may be put to the vote.

- 13.9** Notwithstanding clause 13.7, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put.

Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.

- 13.10** At any time during a debate, but after the conclusion of a delegate's comments, a delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that motion is seconded and carried by a majority, the question shall be submitted at once to the meeting, after the mover has replied.

14. QUESTIONS

Any delegate seeking to ask a question at any meeting of the Association shall direct the question to the President.

15. POINT OF ORDER

A delegate who is addressing the President shall not be interrupted except on a point of order, in which event the delegate shall wait until the delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the delegate so interrupted may, if permitted, continue.

16. MOTION - SUBSTANCE TO BE STATED

A delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President, shall put the motion or amendment in writing.

17. PRIORITY OF SPEAKERS

If two or more delegates wish to speak at the same time, the President shall decide who is entitled to priority.

18. PRESIDENT TO BE HEARD

Whenever the President signifies a desire to speak during a debate, any delegate speaking or offering to speak is to be silent, so that the President may be heard without interruption.

19. WITHDRAWAL OF MOTION

A motion or amendment may be withdrawn by the mover with the consent of the meeting, which shall be signified without debate, and it shall not be competent for any delegate to speak upon it after the mover has asked permission for its withdrawal, unless such permission has been refused.

20. PRESIDENT MAY CALL TO ORDER

The President shall preserve order, and may call any delegate to order when holding an opinion that there shall be cause for so doing.

21. RULING BY PRESIDENT

The President shall decide all questions of order or practice. The decision shall be final and be accepted by the meeting without argument or comment unless in any particular case the meeting resolves that a different ruling shall be substituted for the ruling given by the President. Discussions shall be permitted on any such motion.

22. RESOLUTIONS

- 22.1** Except as otherwise provided in the Association Constitution and these Standing Orders, all motions concerning the affairs of the Association shall be passed by a simple majority.

- 22.2** Any matter considered by the Association at a Special Meeting shall not be passed unless having received an absolute majority.

23. NO DISCUSSION

Where there is no discussion on a motion, the President may deem the motion to be passed unless the meeting resolves otherwise.

24. PERMISSIBLE MOTIONS DURING DEBATE

- 24.1** When a motion is under debate, no further motion shall be moved except the following:
- (a) that the motion be amended;
 - (b) that the meeting be adjourned;
 - (c) that the debate be adjourned;
 - (d) that the question be now put;
 - (e) that the meeting proceed with the next item of business; or
 - (f) that the meeting sits behind closed doors.

- 24.2** Any delegate who has not already spoken on the subject of a motion at the close of the speech of any other delegate, may move without notice any one of the motions listed in clause 24.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.

- 24.3** When a debate is adjourned, the delegate who moves the adjournment shall be the first to speak on the motion when the debate is resumed unless the delegate advises of no desire to speak on the motion. Where this occurs, the President shall then call for further speakers, with the exception of those delegates who have previously spoken (unless the meeting otherwise agrees).
- 25. RESCISSION OF RESOLUTION**
- 25.1 At the same meeting**
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may, by simple majority at the same meeting at which it is passed, rescind or alter a resolution if all delegates who were present at the time when the original resolution was passed are present.
- 25.2 At a Future Meeting**
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may rescind or alter a resolution made at an earlier meeting:
- (a) by simple majority, where the delegate intending to move the motion has, through the Chief Executive Officer, given written notice of the intended motion to each delegate at least seven (7) days prior to the meeting; or
 - (b) by absolute majority, in any other case.
- 26. METHOD OF TAKING VOTES**
The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands or by an electronic key pad voting system.
- 27. DIVISION**
The result of voting openly is determined on the count of official voting cards and, immediately upon a vote being taken, a delegate may call for a division.
- 28. ALL DELEGATES TO VOTE**
- 28.1** At meetings of the Association, a delegate present at the meeting when a question is put shall vote on the question.
- 28.2** Each delegate shall be entitled to exercise one deliberative vote on any matter considered.
- 29. PRESIDENT'S RIGHT TO VOTE**
The President shall have a casting vote only.
- 30. SUSPENSION OF STANDING ORDERS**
- 30.1** In cases of urgent necessity or whilst the Association is sitting behind closed doors, any of these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a simple majority of the delegates voting on the question have voted in favour of the motion.
- 30.2** Any delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.
- 31. NO ADVERSE REFLECTION ON ASSOCIATION**
A delegate shall not reflect adversely upon a resolution of the Association, except on a motion that the resolution be rescinded.
- 32. NO ADVERSE REFLECTION ON DELEGATE**
A delegate of the Association shall not reflect adversely upon the character or actions of another delegate nor impute any motive to a delegate unless the Association resolves, without debate, that the question then before the Association cannot otherwise be adequately considered.
- 33. MINUTES**
- 33.1** The Chief Executive Officer of the Association is to cause minutes of the meeting to be kept and preserved.
- 33.2** The minutes of a meeting are to be submitted to the next Annual or Special General Meeting for confirmation.
- 33.3** Copies of the minutes will be supplied to all delegates prior to the meeting.



Annual General Meeting

Minutes

Monday, 20 September 2021

Crown Perth, Grand Ballroom

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MINUTES

WALGA

Annual General Meeting

Held at

Crown Perth, Grand Ballroom

Monday, 20 September 2021

The meeting commenced at 12:10pm

Annual General Meeting – Order of Proceedings

1. Attendance, Announcements, Standing Orders and Previous Minutes

1.5 Record of Apologies

- Town of Bassendean
- Shire of Meekatharra
- Shire of Williams

1.6 Announcements

Nil

1.7 Adoption of AGM Association Standing Orders

The AGM Association Standing Orders are contained within this Agenda (Attachment 1).

Moved: Cr Julie Brown, City of Gosnells
Seconded: Cr Frank Johnson, Shire of Gingin

That the AGM Association Standing Orders be adopted.

CARRIED

1.8 Confirmation of Minutes

The Minutes of the 2020 WALGA Annual General Meeting are contained within this Agenda (Attachment 2).

Moved: Cr Kevin Trent, Shire of York
Seconded: Cr Frank Cvitan, City of Wanneroo

That the Minutes of the 2020 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.

CARRIED

2. Adoption of Annual Report

The 2021 Annual Report, including the 2020/21 Audited Financial Statements, was distributed to members separately.

Moved: President Cr Karen Chappel, Shire of Morawa
Seconded: Mayor David Goode, City of Gosnells

That the 2021 Annual Report, including the 2020/21 Audited Financial Statements, be received.

CARRIED

3. Consideration of Executive and Member Motions

As per motions listed.

4. Closure

There being no further business the Chair declared the meeting closed at **12:56pm**.

3. Consideration of Executive and Member Motions

3.1 Amendments to WALGA's Constitution (01-001-01-0001 TL)

Executive Member to move:

SPECIAL MAJORITY REQUIRED

Moved: President Cr Tony Dean, Shire of Nannup

Seconded: Mayor Logan Howlett, City of Cockburn

That the WALGA Constitution be amended as follows:

1. INSERT Definition – “*Present*” means attendance in person or by electronic means deemed suitable by the Chief Executive Officer.
2. Clause 5 (10) – DELETE “and Associate Members”.
3. Clause 5 (11) – DELETE “Ordinary Member or”, REPLACE “State Council” with “Chief Executive Officer” in the first sentence, INSERT “or its delegate” after State Council in the second sentence.
4. Clause 6 (3) – REPLACE “31 May” with “30 June”.
5. Clause 7 (2) – REPLACE “30 June” with “31 July”.
6. Clause 11 (1) – after Chief Executive Officer, INSERT “in accordance with the Corporate Governance Charter”.
7. Clause 11 (2) – after Chief Executive Officer INSERT “by providing notice to State Councillors of the date, time, place and purpose of the meeting”
8. DELETE Clause 11 (3)
9. Clause 12 (1) – DELETE “as, being entitled to do so, vote in person”
10. DELETE Clause 12 (2)
11. Clause 12 (3) – DELETE “as, being entitled to do so, vote in person”
12. Clause 12 (4) – DELETE “as, being entitled to do so, vote in person”
13. Clause 16 (1) & (2) – After Any election INSERT “other than to elect the President or Deputy President”, REPLACE “generally in accordance with the provisions of the *Local Government Act 1995* as amended (2) For the purposes of the election referred to in sub-section (1)” with “as follows”.
14. Clause 16 (2) (f) – REPLACE two instances of “2” with “1”.
15. INSERT Clause 16A – Election Procedure – President and Deputy President
 - (1) An election to elect the President or Deputy President shall be conducted as follows:
 - (a) the Chief Executive Officer or his/her delegate shall act as returning officer;
 - (b) representatives are to vote on the matter by secret ballot;
 - (c) votes are to be counted on the basis of “first-past-the-post”;
 - (d) the candidate who receives the greatest number of votes is elected;
 - (e) if there is an equality of votes between two or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued, and the meeting adjourned for not more than 30 minutes;
 - (f) any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes;
 - (g) when the meeting resumes, an election will be held in accordance with sub-sections 1(a), 1(b), 1(c) and 1 (d);
 - (h) if two or more candidates receive the same number of votes so that sub-section 1(d) cannot be applied, the Chief Executive Officer is to draw lots

IN BRIEF

- A number of amendments are proposed to the WALGA Constitution.
- The proposed amendments were endorsed by a special majority of State Council at the meeting on 7 July 2021.

in the presence of any scrutineers who may be present to determine which candidate is elected.

- 16. Clause 21 (4) – REPLACE “Chairman” with “Chair”.
- 17. Clause 22 (1) – REPLACE “in August or September of” with “prior to 31 October”.
- 18. Clause 22 (3) – DELETE “in person”
- 19. DELETE Clause 22 (4) (b).
- 20. Clause 23 (3) – DELETE “in person”
- 21. Clause 24 (2) – DELETE “and of which vote is to be exercised in person”
- 22. Clause 24 (4) – DELETE “as, being entitled to do so, vote in person”
- 23. Clause 28 (1) – DELETE “The common seal shall be held in the custody of the Chief Executive Officer at all times.”
- 24. Clause 29 (1) – DELETE “as, being entitled to do so, vote in person”
- 25. Clause 29 (2) – DELETE “as, being entitled to do so, vote in person”
- 26. Clause 31 (4) (c) – DELETE “and Regional Development”.

CARRIED BY SPECIAL MAJORITY

Executive Summary

- A number of amendments are proposed to the WALGA Constitution;
- Amendments are necessary:
 - To remove requirements for delegates to attend annual and special general meetings in person; and,
 - As a result of WALGA's change of financial year end to 30 June, from the previous 31 May year end.
- Other amendments are proposed to:
 - Allow a second vote to be conducted if two candidates tie in an election for President or Deputy President;
 - Clarify the application process for Ordinary and Associate Members;
 - Simplify the process for providing notice of State Council meetings;
 - Allow motions at Special State Council meetings to be passed with a simple, as opposed to absolute, majority, except as required elsewhere in the Constitution, such as the absolute majority requirement to adopt the budget; and,
 - Tidy up outdated wording.
- The proposed amendments to the Constitution were passed at the 7 July 2021 State Council meeting by a Special Majority.
- Consequently, these Constitutional Amendments are now being put to the 20 September 2021 Annual General Meeting.

Attachment

- [WALGA Constitution – Proposed Amendments Mark-Up](#)

Background

Amendments to the Constitution are required to allow delegates to attend and vote virtually through a videoconference, webinar or other platform at Annual or Special General Meetings of the Association if required.

In addition, WALGA has this year changed its financial year end from 31 May to 30 June. The 30 June year end means that WALGA's financial year now aligns with Local Governments' year end. Amendments to clauses relating to the budget, termination of membership and the timeframe for holding the AGM are required as a result of this change.

The requirement to amend the Constitution has provided an opportunity to amend the election procedure for WALGA President and Deputy President. The proposed change would enable a second ballot to be held if two or more candidates are tied for the position. This aligns with the procedure in the *Local Government Act 1995* for the election by Council of Mayors, Presidents, Deputy Mayors and Deputy Presidents.

Other minor changes to remove outdated and tidy up wording are proposed, as per the mark-up version of the Constitution attached.

Comment

Amendments to the Constitution require endorsement by a special (75 percent) majority at State Council, as well as a 75 percent majority at an Annual General Meeting or Special General Meeting.

As the proposed amendments were endorsed by State Council at the 7 July meeting, they are now being put to the 20 September 2021 WALGA Annual General Meeting

3.2 Cost of Regional Development

Shire of Gnowangerup Delegate to move:

Moved: Cr Fiona Gaze, Shire of Gnowangerup

Seconded: Cr Greg Stewart, Shire of Gnowangerup

That WALGA makes urgent representation to the State Government to address the high cost of development in regional areas for both residential and industrial land, including the prohibitive cost of utilities headworks, which has led to market failure in many regional towns.

CARRIED

IN BRIEF

- The shortage of long-term and short-term accommodation for workers in regional areas, combined with the high cost of developing land, has become an urgent issue.
- Government intervention is needed.

MEMBER COMMENT

At the most recent Great Southern Zone meeting, a number of Shires raised the urgent issue of a shortage of long-term and short-term accommodation for workers and the high cost of developing land. DevelopmentWA has been approached for a solution and has provided the following response:

"The costs associated with the development of land across regional Western Australia are dramatically inflated by the servicing standards (including statutory charges) that are imposed upon the developer by the servicing agencies. There is no latent capacity in the Western Power electrical distribution network across the Wheatbelt and Great Southern, allowing Western Power to impose any upgrading costs upon a land developer under its "user pay" principles.

It is our experience that the development costs to create a conventional residential allotment on the edge of a town ranges from \$100,000 to \$160,000 per lot and it is not uncommon for us to be confronted with development costs between \$200,000 and \$400,000 per lot for industrial sites. As you would appreciate, if lots are created and then released into the market, regional based buyers would not entertain paying a price which will allow the developer to recover those costs, let alone make a profit.

This situation produces a failure in the market and DevelopmentWA receives a modest annual subsidy from the State Government to undertake land developments on behalf of Local Governments where a demand for new land exists and the private sector is not responding."

There is considerable pressure on the Regional Development Assistance Program, and the high cost of headworks particularly for water and electricity are a major disincentive to development by the private sector and Local Government. Urgent government intervention is needed to ensure that housing for workers for vacancies in industry in rural areas is delivered at a reasonable cost.

SECRETARIAT COMMENT

Market failure in the provision of residential and industrial land occurs across most of regional Western Australia. State Government intervention was previously provided through the Regional Headworks Program, funded by Royalties for Regions, and through commitments from the utility providers to spread the costs of upgrading and extending infrastructure to service additional land across their customer base, rather than pass these costs to the developer. These arrangements no longer exist.

Strong growth in the demand for housing in regional WA has again highlighted this market failure and the consequent impacts on employment and economic development. The Regional Development Assistance Program delivered by DevelopmentWA is the only State Government support for industrial and residential land development in regional towns. The experience of Local Governments in accessing the Regional Development Assistance Program and the demand on the modest budget allocation will be important information to underpin advocacy for an achievable path to housing growth in regional towns.

3.3 CSRFF Funding Pool and Contribution Ratios

Shire of Dardanup Delegate to move:

Moved: Cr Peter Robinson, Shire of Dardanup
Seconded: Cr Carmel Boyce, Shire of Dardanup

That WALGA lobby the State Government to:

- 1. Increase the CSRFF funding pool to \$25 million per annum and revert the contribution ratio to 50% split to enable more community programs and infrastructure to be delivered.**
- 2. Increase the \$1 million per annum quarantined for female representation to \$2 million per annum.**

CARRIED

IN BRIEF

- Clubs are not able to contribute their one third required contribution towards facilities and major projects as required under CSRFF framework;
- This results in Local Governments having to fund two thirds of new infrastructure at significant cost to ratepayers;
- Support is sought for WALGA to lobby State Government to increase funding towards this program and to allow a 50:50 split between State and the local communities.

MEMBER COMMENT

There is currently \$12.5 million available in the 2021 Community Sporting and Recreation Facilities Fund (CSRFF). \$1 million of this funding per year, for the next four years, has been specifically set aside for projects that increase female participation in sport and recreation, such as unisex change rooms. An additional \$2.5 million per annum for the next four years is also available in a new sub program called the Club Night Lights Program (CNLP). Therefore the total amount of funding available under the CSRFF program is \$15 million per annum for the next 4 years.

The current CSRFF funding model requires 1/3 contribution from local governments, 1/3 contribution from the clubs and 1/3 could be funded through CSRFF. Some CSRFF applications are eligible for up to one half of the project cost. The eligibility is measured against key development principles with applicants proving eligibility through completion of additional forms and process.

Over the last four CSRFF funding rounds, the WA State Government has contributed an average grant amount of \$424,270 to 91 projects. To put that figure into the terms of a sporting club's contribution, it would take 424 Bunnings sausage sizzles to raise enough money to fund 1/3 of the average State assisted project. Even if a club contributes a portion of this through volunteer labour and in-kind donations, the staggering figure is simply unattainable - which leaves local government to pick up the tab on over 66% of the bill.

Other Australian states use different structures to fund sporting infrastructure, for example, in Queensland the Active Community Infrastructure program allows \$40 million over three years. Unobstructed by percentage contribution rules, the Queensland State Government will invest up to \$1 million per project. Each EOI submission is evaluated on a case by case basis. In round one, the Queensland Government will deliver \$16 million in funding for sport and recreation infrastructure projects to 21 organisations. The average size of these grants is \$741,826, a figure that is almost double that of Western Australia's average contribution and close to 50% of the average cost of building a small pavilion with change rooms.

It is recommended that WALGA lobby the State Government to increase the funding available to \$25 million per annum and to increase the ratio to 50%. In this way, the total number of projects could still be maintained and the impost on local clubs and Local Government ratepayers could be reduced.

SECRETARIAT COMMENT

WALGA has advocated for funding for the Community Sporting and Recreation Facilities Fund (CSRFF) to be increased to \$25 million per annum for a number of years, most recently as part the Association's 2020 [State Election campaign](#) and [WALGA's 2020-21 State Budget Submission](#).

Funding for the CSRFF will increase from \$12 million in 2021-22 to \$12.5 million in 2022-23. \$10 million over four years has also been allocated for sports floodlighting infrastructure under the Club Night Lights Program.

WALGA's Advocacy Position 3.7.1 Community Infrastructure states:

"The Association supports Local Government initiatives and infrastructure that contribute to the health and wellbeing of the community."

3.4 Regional Telecommunications Project

Shire of Esperance Delegate to move:

Moved: Cr Jennifer Obourne, Shire of Esperance
Seconded: Cr Malcolm Cullen, Shire of Coolgardie

That WALGA strongly advocates to the State Government to increase funding for the Regional Telecommunications Project to leverage the Federal Mobile Black Spot Program and provide adequate mobile phone coverage to regional areas that currently have limited or no access to the service.

CARRIED

IN BRIEF

- State funding has decreased to only \$5 million for the entire state and the installation of towers have dried up significantly.
- The Federal Government has allocated its largest allocation of funding in Round 6 of \$80 million.
- Matching funds from the State is critical to securing funds from the Federal Mobile Black Spot Program which is in threat of being secured by other States with matching funding.

MEMBER COMMENT

The regions are the powerhouse of the Western Australian economy and the sustainability of their futures relies on enhanced connectivity. Co-investment by state and federal governments along with Telcos is critical to increase coverage in areas that would otherwise be difficult to justify on economic grounds as it is an expensive and complex exercise.

Under the Barnett Government, there was \$60 million in the bucket of funding for regional telecommunications and partnering with the Commonwealth, there were 89 towers delivered within the federal electorate of O'Connor alone.

After the Labor Government took office, this bucket of State funding has decreased to only \$5 million for the entire state and the installation of towers has dried up significantly. On the contrary, the Federal Government has allocated its largest allocation of funding in Round 6 of \$80 million since the initial Round 1. Matching funds from the State is critical to securing funds from the Federal Mobile Black Spot Program which is in threat of being secured by other States with matching funding.

The State Government's forward estimates show no commitments to the program, demonstrating a lack of long term commitments by the State Government to the Regional Telecommunications Project. Service providers such as Telstra are reluctant to install regional mobile telecommunications infrastructure without third party funding.

Solving the coverage and capacity gaps in regional WA is critical for the success of our regions and a matter of equity for country constituents.

SECRETARIAT COMMENT

As identified, the Commonwealth Government committed \$380 million over six rounds to the Mobile Black Spot Program (the Program). In April 2020 the Round 5 results were announced, with a further 182 base stations to be funded in regional and remote Australia.

The Commonwealth Government has committed \$80 million for Round 6 of the Program and is expected to commence after the Round 5A process is complete.

Since 2012, State Governments have committed to improving mobile connectivity in regional Western Australia, currently through its Regional Telecommunications Project (RTP) and previously via the Regional Mobile Communications Project (RMCP).

The RTP initial allocation was \$45 million from 2014-15 with a further \$20 million allocated from 2016-17.

The total RTP allocation under the last Coalition Government was \$65 million, which was mainly used for State co-contributions under the Commonwealth Mobile Black Spot Program Rounds 1 and 2. Information on the various MBSP Rounds is here: <https://www.communications.gov.au/what-we-do/phone/mobile-services-and-coverage/mobile-black-spot-program>

The Mobile Black Spot Program Round 4 announced on 22 March 2019 stated *“The Federal and State governments will contribute \$4.3 million each to the Mobile Black Spot Round 4 program in WA, with a further \$6 million from telecommunications companies”*.

The Regional Telecommunications Project Continuation (RTPC) Funding (announced 21 May 2019) provided a further \$20 million allocation from 2019-20 by the Labor Government, bringing total RTP funding to \$85 million.⁴

On 21 April 2020 a joint Commonwealth/State media statement announcing the Mobile Black Spot Program Round 5 outlined *“under Round 5, \$29.7 million will be invested in mobile infrastructure in Western Australia. This includes \$12.8 million funding from the Commonwealth and \$5.5 million from the Western Australian Government”*.

The outcomes of Round 1 of the Regional Connectivity Program were announced on 28 April 2021 advising that *“the McGowan Government will contribute \$5.88 million to projects under the Commonwealth’s Regional Connectivity Program to help bring mobile and broadband infrastructure to some of Western Australia’s most under-served areas”* and *“the State’s investment has attracted co-funding of \$17.1 million from the Commonwealth and additional funding from project applicants and third party contributors”*.⁵

Along with the Digital Farm Grants Program Round 3 announced in January 2021 of a *“\$6.3 million investment by the State delivering high-speed broadband to 600 farmers and residents across WA’s grain growing regions under Round 3 of the Digital Farm program”* there continues to be considerable investment in Telecommunications in WA.⁶

Notwithstanding, the need is still significant, with the Shire of Esperance motion to increase State funding by way of co-contribution to leverage Federal programs to regional areas that have limited or no access is supported.

⁴ <https://www.mediastatements.wa.gov.au/Pages/McGowan/2019/05/20-million-dollars-on-the-table-for-regional-mobile-black-spots.aspx>

⁵ <https://www.mediastatements.wa.gov.au/Pages/McGowan/2021/04/23-million-dollar-boost-for-regional-connectivity.aspx>

⁶ <https://www.mediastatements.wa.gov.au/Pages/McGowan/2021/01/6-point-3-million-dollar-funding-injection-to-bring-high-speed-broadband-to-the-grainbelt.aspx>

3.5 Review of the Environmental Regulations for Mining

Shire of Dundas Delegate to move:

Moved: Cr Laurene Bonza, Shire of Dundas
Seconded: Cr Tracey Rathbone, Shire of Coolgardie

Regarding a review of the *Mining Act 1978*.

- 1. To call on Minister Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services to instigate a review of the 43-year-old *Mining Act* to require mining companies to abide by environmental regulations, and to support research and development into sustainable mining practices that would allow mining without detriment to diversification and community sustainability through other industries and development.**
- 2. That abandoned mines in regional Western Australia receive a priority action plan with programmes developed to work with rural and remote resource communities to assist in the rehabilitation of these mines as a job creation programme, with funding allocated for diversification projects for support beyond mine life across Western Australia.**

IN BRIEF

The Australian and State Governments has several initiatives and studies completed regarding mining environmental regulating and the Mining Rehabilitation Fund.

Our plan is focused on existing information and plans:

- Industry Australia has done extensive studies in this field: [Mine Rehabilitation \(industry.gov.au\)](http://industry.gov.au).
- There is already an established fund for this possible initiative: [Mining Rehabilitation Fund Yearly Report 2018-19 \(dmp.wa.gov.au\)](http://dmp.wa.gov.au).

We hope to get support for this initiative to get Local Governments across Western Australia involved by receiving some of these funds to actively participate in these rehabilitation works with mining partnerships and Local Government. This opportunity will fund diversification and implement a plan for after mine life, reducing the impacts of the mining boom bust cycle. (WA currently has approx. \$182 million in the mining rehab fund, generating around \$1 million in interest and of which approx. \$312,000 was used in rehab projects).

CARRIED

MEMBER COMMENT

The mining industry currently enjoys concessions in relation to both environmental and planning legislation that are not available to other industries, nor to Local Governments. For example, a mining company can lodge a mine plan which includes a facility to 'bury' tyres. No other industry or Local Government is permitted to put tyres in landfill or otherwise bury or cover up tyres. There is a cost involved with the disposal of old tyres, which under current legislation, the mining industry is exempt from as they are permitted to bury their old tyres. This flies in the face of all the environmental legislation in relation to the disposal of tyres.

In the planning space, a mining company can object to any development on land over which they hold a current mining tenement, whether that ground is currently being actively mined or the ground has been 'tied up' in a project group of tenements and no work has ever been commenced or completed on the subject ground. This can have very detrimental effects on Local Government planning for the future as the mining company can call to a halt any attempt to develop land for any project. For example, in the Shire of Dundas, we have a very real need to have land released for industrial zoning, however, the one area readily available has an existing mining tenement over it and the mining company has lodged an objection to the Shire being able to purchase that land as a freehold title. The mining tenement has been in existence since 1983 and has never been worked. Similarly, the existence of a mining tenement can hamper any proposed land release for development by a Local Government because it 'may' be explored at some future time. The mining sector appears to enjoy these concessions on the fact that it employs a large number of people and, more importantly, generates royalty revenue for the State Government.

Figures from 2019 indicate that the Mining industry in Australia employs approx. 245,000 people while agricultural industries (including forestry and fishing) employ approx. 333,000.

There is a massive, world-wide push to encourage more sustainable and environmentally friendly practices in all industry. Climate change is the hottest topic around the world and reducing greenhouse gases and implementing the best environmental practices is high on everyone's agenda.

There appears to be a large disconnect between the acceptable practices of the mining industry and the rest of industry and Local Government. Mining, by its very nature, is a finite industry but, current mining techniques cause wholesale destruction on an often-massive scale, most of which can never be recovered to its former state. The agricultural sector, on the other hand, is a sustainable industry whose entire focus is the production of food to keep us alive. Despite this, whilst it is considered appropriate for hundreds of hectares of land to be cleared to accommodate a mine site and all its attendant infrastructure, with scant regard for habitat and/or fauna and flora, a farmer can be fined thousands of dollars and/or face a term of imprisonment for clearing even a tiny portion of native vegetation on his freehold land.

In the planning arena, Section 120 of the *Mining Act 1978* makes provision that whilst any planning scheme made under the *Planning & Development Act 2005*, will be 'taken into account', it will not prohibit or affect the grant of a mining tenement.

It appears to be illogical that every other sector is to be bound by legislation that does not apply to the mining industry. The *Mining Act* is 43 years old and, given the current review of the 26-year-old *Local Government Act*, is well and truly due for some review itself.

We are not opposed to the mining industry, in fact, our whole Shire was born out of the mining industry. However, the current provisions of the *Mining Act 1978* doom us to be forever beholden to the 'boom and bust' nature of mining as it is nearly impossible to create a diverse and sustainable community when the *Mining Act* overrides other legislation. For example, any areas that we may earmark as having huge tourism potential can be wiped out in an instant by the application for a mining tenement over that ground. The loss of tourism potential is not something that can be recovered under a rehabilitation scheme. Rehabilitation should be a route of last resort not the accepted norm. Mining companies need to acknowledge that things such as proper disposal of tyres is a normal cost of conducting their business and act accordingly. There must be some mechanism for preserving unique landscapes that cannot be returned to their former state no matter how good the rehabilitation plan is. The mining industry employs some clever and innovative people and rather than tie up money in rehabilitation schemes (WA currently has approx. \$182 million in the mining rehabilitation fund, generating around \$1 million in interest and of which approx. \$312,000 was used in rehab projects), money should be directed into research and development of alternate and less destructive mining methods that leave our stunning natural environment and fauna more intact and available when mining ceases.

There are many papers available relating to mining impacts and legislation that mining is seemingly exempt from abiding by, some of which are referenced below:

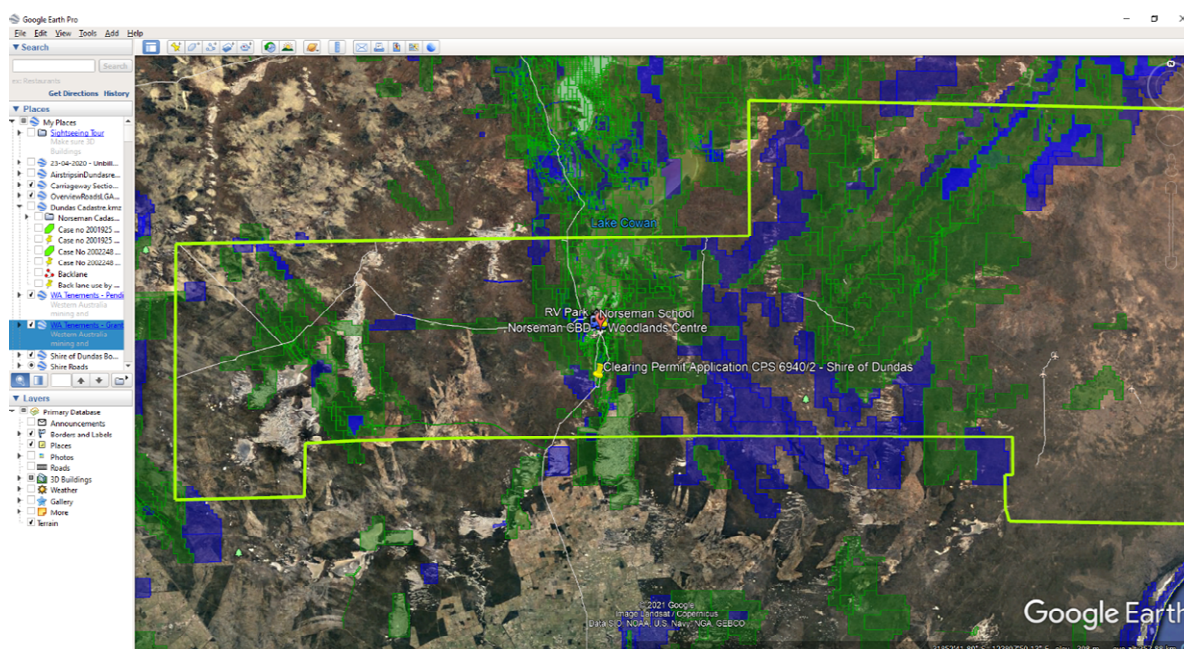
- EPA report 1699, 1 February 2021 [EPA Report 1699 - Lake Way Sulphate of Potash Project.pdf](#)
- Regulations affecting landfill management for local governments. Major relevant legislation is contained within:
 - [The Waste Avoidance and Resource Recovery Act 2007](#)
 - [The Waste Avoidance and Resource Recovery Levy Act 2007](#)
 - [The Waste Avoidance and Resource Recovery Regulations 2008](#)
 - [The Waste Avoidance and Resource Recovery Levy Regulations 2008](#)
- [Guide to drafting waste local laws](#) – the Guide to drafting waste local laws is intended to provide general guidance to local government. It is for use by local governments and the Western Australian Local Government Association.

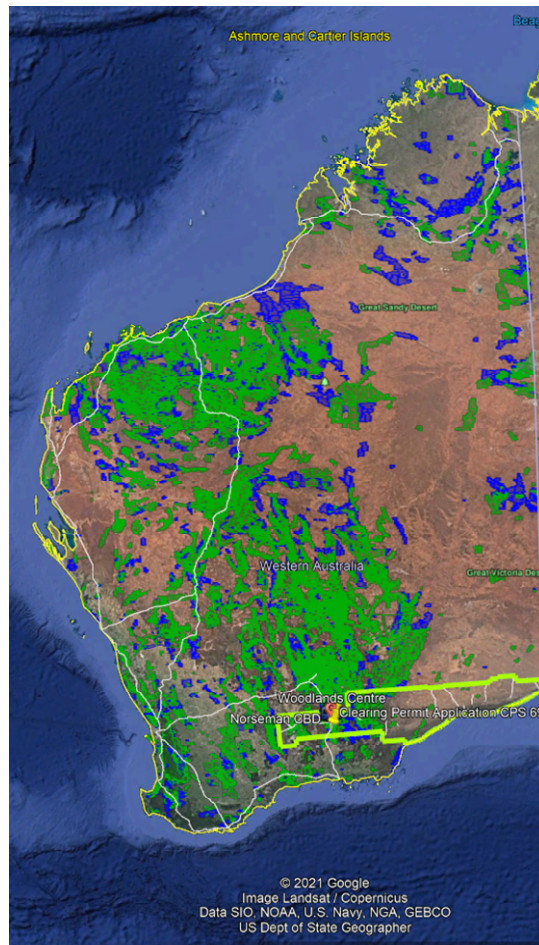
- [Factsheet: Assessing whether material is waste](#) – this Factsheet provides information to industry on matters relevant to determining whether material is waste under the *Environmental Protection Act 1986* and the *Waste Avoidance Resource Recovery Act 2007* and their associated regulations.
- [Factsheet: - amendments to the Environmental Protection Regulations 1987 - clean fill and uncontaminated fill](#) – this Factsheet provides information on clean fill and uncontaminated fill in accordance with the amended *Environmental Protection Regulations 1987* and the revised *Landfill Waste Classification and Waste Definitions 1996 (amended 2019)*.
- [NBN News | WHITEHAVEN COAL APPROVED TO BURY HUNDREDS OF TYRES](#)
- [Tyre Product Stewardship Scheme | Department of Agriculture, Water and the Environment](#)
- [Mining report finds 60,000 abandoned sites, lack of rehabilitation and unreliable data - ABC News](#)

Mines closed, rehabilitated, and relinquished

Queensland	0
Western Australia	Unknown
New South Wales	1
South Australia	18
Northern Territory	0
Victoria	1
Tasmania	1

Status in 2018





Green area is approved mining leases blue is pending leases

The Mining Rehabilitation Fund has a substantial amount of funds available and these funds could be put to much better use by funding research into more sustainable practices in the mining industry. Every other industry is required to count legislative compliance as a normal cost of conducting their business. The mining industry must be compelled to do the same.

Mine rehabilitation is all very well and good but, tackles the issue after the '*horse has bolted*'. We could achieve far better outcomes if mining companies worked to adopt sustainable, environmentally friendly, mining techniques that do not need these rehabilitation projects. The burying of tyres is only one part of the problem, and it contributes to the wholesale destruction that goes with mining to the detriment of everything else. There is no tourism value in a rehabilitated mine site. You cannot replace unique granite outcrops and the stunning woodlands once they have been decimated by mining practices. Climate change is happening, and we are currently content to let it be accelerated by actively encouraging poor practice by mining companies.

ATTACHMENTS

- [Photographs](#)
- [Department of Mines, Industry Regulation and Safety – Mining Rehabilitation Fund Yearly Report 2019-20](#)

SECRETARIAT COMMENT

With respect to the Part 1 of the Motion:

Mining companies are required to comply with relevant environmental regulations and conditions of approval, which includes developing and implementing rehabilitation plans.

The Department of Mines, Industry Regulation and Safety (DMIRS) assesses environmental proposals for prospecting, mining exploration and development activities in accordance with the *Mining Act 1978*. Native vegetation clearing permits are assessed under delegation in accordance with the provisions of the *Environmental Protection Act 1986* and the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*. Unconditional Performance Bonds (UPB) may be imposed as mining securities for compliance with environmental conditions imposed under the *Mining Act* in some cases.

Mining, petroleum and geothermal activity proposals that may have a significant impact on the environment are assessed by the Environmental Protection Authority (EPA). In addition, proposals likely to have significant impact to matters of national environmental significance require approval under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*.

In relation to tyre disposal, the Association acknowledges the significant challenge this poses for Local Governments, particularly those in the non-metropolitan area in regard to end of life tyre management. The Shire of Dundas is to be commended for its commitment to ensuring that tyres generated in the Shire are recycled; this is a significant achievement.

It is a significant barrier that there is not an effective Product Stewardship Scheme for tyres, which covers the full costs, including transport, of recycling tyres. The current situation means that frequently organisations choose the cheapest option for disposal or material, rather than the best environmental and social outcome.

As part of the funding to address the Export Bans for recyclable materials, including tyres, the State and Federal Government is investing over \$18 million in tyre recycling infrastructure for WA. WALGA is investigating how this funding will assist Local Governments across WA to develop sustainable tyre recycling solutions, which focus on resource recovery and minimise landfilling of these products.

In relation to Part 2 of the Motion:

The *Mining Rehabilitation Fund Act 2012* and the *Mining Rehabilitation Fund Regulations 2013* provide the legislative framework for declaring abandoned mine sites and enables the Mining Rehabilitation Fund (MRF) to receive levy contributions made by WA mining operators for the purpose of rehabilitation of abandoned mines and other land affected by mining operations carried out, in, on or under those sites.

Income for the MRF comes from a levy on existing mines based on the size of the operating mine and the expenditure comes from the interest earned by the fund. The MRF is aimed at addressing legacy mines pits that were not subject to the current legislative process and requirements, and where no company or individual can be identified and made responsible for the rehabilitation of the mine.

The Mining Rehabilitation Advisory Panel is an independent body that provides advice to the Director General of the DMIRS on matters related to the MRF, including which abandoned mines should receive funds for remedial action.

The Abandoned Mines Policy provides guidance on how the priorities for the use of the funds and which abandoned mines will be managed. The key principle used in decision making is the level of risk an abandoned mine represents. The policy encourages the use of partnerships with Local Governments, community groups and business in the management and rehabilitation of the selected abandoned mine sites.

Attachment 3: Action Taken on Resolutions of the 2021 AGM

Action Taken on Resolutions of the 2021 Annual General Meeting

Action Taken on Resolutions of the 2021 Annual General Meeting

<p>3.1 Amendments to WALGA's Constitution</p> <p>That the WALGA Constitution be amended as follows:</p> <ol style="list-style-type: none"> 1. INSERT Definition – “<i>Present</i>” means attendance in person or by electronic means deemed suitable by the Chief Executive Officer. 2. Clause 5 (10) – DELETE “and Associate Members”. 3. Clause 5 (11) – DELETE “Ordinary Member or”, REPLACE “State Council” with “Chief Executive Officer” in the first sentence, INSERT “or its delegate” after State Council in the second sentence. 4. Clause 6 (3) – REPLACE “31 May” with “30 June”. 5. Clause 7 (2) – REPLACE “30 June” with “31 July”. 6. Clause 11 (1) – after Chief Executive Officer, INSERT “in accordance with the Corporate Governance Charter”. 7. Clause 11 (2) – after Chief Executive Officer INSERT “by providing notice to State Councillors of the date, time, place and purpose of the meeting” 8. DELETE Clause 11 (3) 9. Clause 12 (1) – DELETE “as, being entitled to do so, vote in person” 10. DELETE Clause 12 (2) 11. Clause 12 (3) – DELETE “as, being entitled to do so, vote in person” 12. Clause 12 (4) – DELETE “as, being entitled to do so, vote in person” 13. Clause 16 (1) & (2) – After Any election INSERT “other than to elect the President or Deputy President”, REPLACE “generally in accordance with the provisions of the <i>Local Government Act 1995</i> as amended (2) For the purposes of the election referred to in sub-section (1)” with “as follows”. 14. Clause 16 (2) (f) – REPLACE two instances of “2” with “1”. 15. INSERT Clause 16A – Election Procedure – President and Deputy President 	<p>WALGA's Constitution was amended following endorsement by a special majority at the 2021 AGM. Letters enclosing a copy of the amended Constitution were sent by the WALGA Chief Executive Officer, Nick Sloan, to the Commissioner for Consumer Protection and the Minister for Local Government for their information.</p>
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Action Taken on Resolutions of the 2021 Annual General Meeting

- | | |
|---|--|
| <p>a. An election to elect the President or Deputy President shall be conducted as follows:</p> <ul style="list-style-type: none"> i. the Chief Executive Officer or his/her delegate shall act as returning officer; ii. representatives are to vote on the matter by secret ballot; iii. votes are to be counted on the basis of “first-past-the-post”; iv. the candidate who receives the greatest number of votes is elected; v. if there is an equality of votes between two or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued, and the meeting adjourned for not more than 30 minutes; vi. any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes; vii. when the meeting resumes, an election will be held in accordance with sub-sections 1(a), 1(b), 1(c) and 1 (d); viii. if two or more candidates receive the same number of votes so that sub-section 1(d) cannot be applied, the Chief Executive Officer is to draw lots in the presence of any scrutineers who may be present to determine which candidate is elected. <p>16. Clause 21 (4) – REPLACE “Chairman” with “Chair”.</p> <p>17. Clause 22 (1) – REPLACE “in August or September of” with “prior to 31 October”.</p> <p>18. Clause 22 (3) – DELETE “in person”</p> <p>19. DELETE Clause 22 (4) (b).</p> <p>20. Clause 23 (3) – DELETE “in person”</p> <p>21. Clause 24 (2) – DELETE “and of which vote is to be exercised in person”</p> <p>22. Clause 24 (4) – DELETE “as, being entitled to do so, vote in person”</p> <p>23. Clause 28 (1) – DELETE “The common seal shall be held in the custody of the Chief Executive Officer at all times.”</p> | |
|---|--|

Action Taken on Resolutions of the 2021 Annual General Meeting	
24. Clause 29 (1) – DELETE “as, being entitled to do so, vote in person” 25. Clause 29 (2) – DELETE “as, being entitled to do so, vote in person” 26. Clause 31 (4) (c) – DELETE “and Regional Development”.	
3.2 Cost of Regional Development That WALGA makes urgent representation to the State Government to address the high cost of development in regional areas for both residential and industrial land, including the prohibitive cost of utilities headworks, which has led to market failure in many regional towns.	<p>This resolution was endorsed for action by State Council at its December 2021 meeting.</p> <p>The Association has worked with senior officers from Development WA to understand the effectiveness of and changes required to the Regional Development Assistance Program that was designed to address the market failure in towns where the cost of land development exceeds the value of the land made available to market.</p> <p>Subject to State Council support, the WALGA State Budget submission will include advocacy to amend the guidelines for the Regional Development Assistance Program to offer separate streams for small towns and regional cities and significantly increase funding to reflect rapidly escalating development costs and the high level of demand.</p>
3.3 CSRFF Funding Pool and Contribution Ratios That WALGA lobby the State Government to: 3. Increase the CSRFF funding pool to \$25 million per annum and revert the contribution ratio to 50% split to enable more community programs and infrastructure to be delivered. 4. Increase the \$1 million per annum quarantined for female representation to \$2 million per annum.	<p>This resolution was endorsed for action by State Council at its December 2021 meeting.</p> <p>The WALGA President wrote to the Minister for Culture and the Arts; Sport and Tourism on 28 January 2022 to request an increase in CSRFF funding in line with the AGM resolution.</p> <p>In his response on 3 March 2022 the Minister noted that:</p> <p><i>‘since the 2017 election of the McGowan Government, over \$320 million has been committed to community and regional level sport and recreation infrastructure through a variety of mechanisms, including CSRFF, the WA Recovery Plan, the Club Night Lights Program and election commitments.</i></p> <p><i>The State Government fully supports the development of facilities which encourage female participation. While the quarantined allocation through CSRFF is \$1 million, I am happy to advise that, since inception, this has been exceeded and in the most recent CSRFF</i></p>

Action Taken on Resolutions of the 2021 Annual General Meeting	
	<i>round, approximately \$4.93 million was allocated to projects that proposed to develop new or upgraded gender neutral changerooms to encourage female participation.'</i>
3.4 Regional Telecommunications Project That WALGA strongly advocates to the State Government to increase funding for the Regional Telecommunications Project to leverage the Federal Mobile Black Spot Program and provide adequate mobile phone coverage to regional areas that currently have limited or no access to the service.	<p>This resolution was endorsed for action by State Council at its December 2021 meeting.</p> <p>The Association has advocated at State and National level for improvements to the coverage, resilience and capacity of mobile telecommunications. The incoming Federal Government has committed \$400 million to expand multi-carrier mobile phone coverage.</p> <p>The Association committed resources to participate in the State Government Digital Inclusion Working Group, that considered proposals to adopt and subsidise new technologies that extend the coverage from existing mobile telephone towers. The State Government is yet to announce whether any of these proposals will be supported.</p> <p>WALGA has further developed working relationships with the Department of Primary Industry and Regional Development to support the case for State Government co-investment with the Federal Government and carriers to maximise opportunities for mobile phone coverage expansion in WA. The 2022-23 State Budget includes \$48.6 million to expand and upgrade mobile and broadband coverage and services throughout the regions that will leverage nearly \$100 million of Federal and private sector funds to boost regional digital connectivity.</p> <p>The Association encouraged and supported Local Governments in eligible areas to submit applications under the Peri-urban Mobile Program (PUMP) in early 2022. Twelve of the 50 sites funded under this \$28.2 million program were in WA.</p>

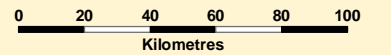
Action Taken on Resolutions of the 2021 Annual General Meeting

<p>3.5 Review of the Environmental Regulations for Mining</p> <p>Regarding a review of the <i>Mining Act 1978</i>:</p> <p>3. To call on Minister Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services to instigate a review of the 43-year-old <i>Mining Act</i> to require mining companies to abide by environmental regulations, and to support research and development into sustainable mining practices that would allow mining without detriment to diversification and community sustainability through other industries and development.</p> <p>4. That abandoned mines in regional Western Australia receive a priority action plan with programmes developed to work with rural and remote resource communities to assist in the rehabilitation of these mines as a job creation programme, with funding allocated for diversification projects for support beyond mine life across Western Australia.</p>	<p>This resolution was referred to the Mining Communities Policy Forum and the People and Place Policy Team for further advocacy work by State Council at its December 2021 meeting.</p> <p>The Mining Communities Policy Forum met to discuss the resolution on 8 November 2021.</p>
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Attachment 9.1.6

SOUTH WEST SETTLEMENT AGREEMENTS

WITH REGIONAL DEVELOPMENT COMMISSION AND LOCAL GOVERNMENT BOUNDARIES



Latitude and Longitude based on
Geocentric Datum of Australia 1994

DATA SOURCES

Cadastral and Tenure information sourced from Landgate Spatial Cadastral Database (SCDB).
Administrative boundaries are sourced from the Landgate Administrative Boundaries Dataset.
Topographical data sourced from the PSMA Dataset.
Road names sourced from Landgate Road Centreline Dataset.
Coastlines and shorelines are interpreted from aerial photography or recorded from ground surveys.
Local Authorities terminate at Low Water Mark (LWM) unless otherwise specified.
Pastoral Leases terminate 40 metres above High Water Mark (HWM) unless otherwise specified.
Islands shown are Unallocated Crown Land (UCL) unless otherwise specified.
Regional Development Commission Boundaries information sourced from Department of Regional Development and digitised from the SCDB as at 1 May 2015.



DISCLAIMER

For informational purposes only. This map is a pictorial representation of data extracted from Landgate Datasets and is intended to be an overview of general geospatial information.
Waterlines shown on this map do not necessarily depict an exact cadastral boundary.
Native title application boundaries interpolated from descriptions held by the National Native Title Tribunal (NNTT) and Federal Court.
Reference should be made to the NNTT for confirmation of this boundary for any legal purposes.
In the event of any discrepancy between the written application boundary description and the areas depicted on this map the written description shall take preference as the maps and/or enlargements are indicative only.

GRAPHIC SERVICES
PRODUCED: 08/02/2017

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Postal address: PO Box 2222, Midland, WA 6936
Tel: (08) 9273 7391 Fax: (08) 9273 7615
email: ntss@landgate.wa.gov.au
Internet: www.landgate.wa.gov.au



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Attachment 9.2.1

SHIRE OF YILGARN

**MONTHLY FINANCIAL STATEMENTS
FOR THE MONTH ENDED 30 JUNE 2022**

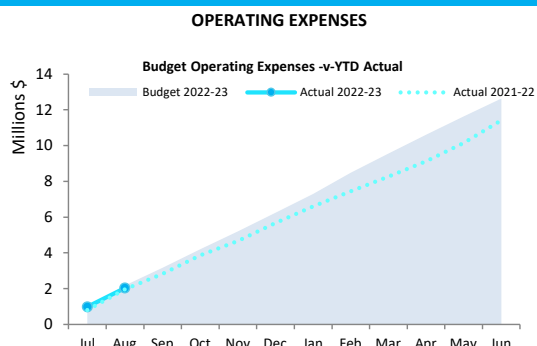
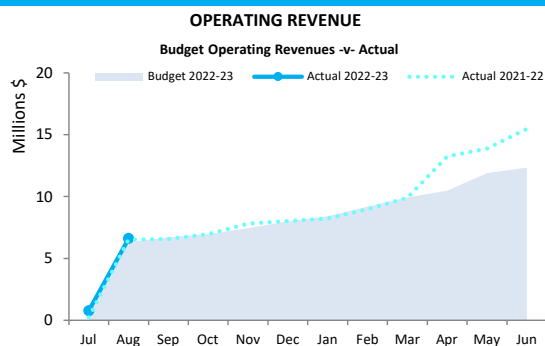


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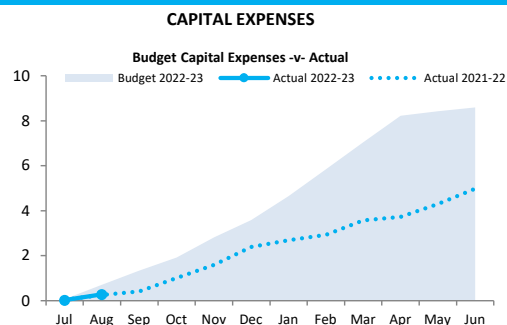
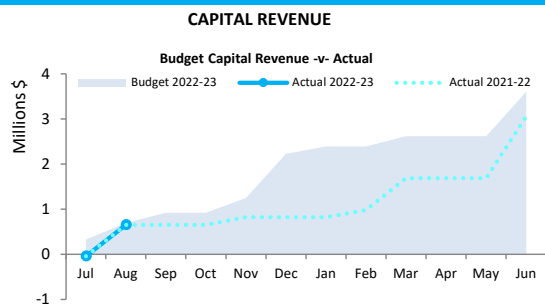
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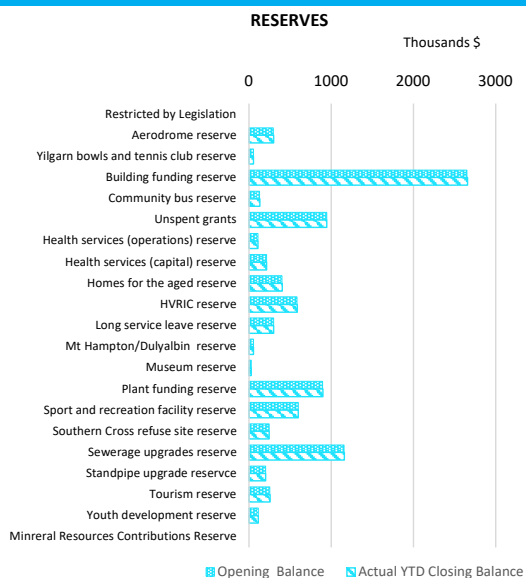
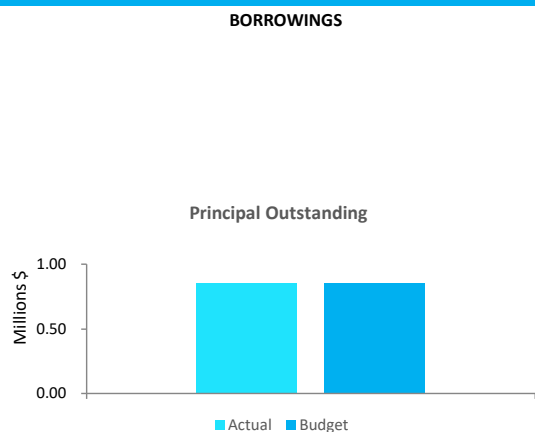
OPERATING ACTIVITIES



INVESTING ACTIVITIES



FINANCING ACTIVITIES



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$4.21 M	\$4.21 M	\$3.65 M	(\$0.56 M)
Closing	\$0.11 M	\$8.95 M	\$8.59 M	(\$0.36 M)

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$14.48 M	% of total		\$0.21 M	% Outstanding		\$0.08 M	% Collected
Unrestricted Cash	\$5.12 M	35.3%	Trade Payables	\$0.00 M		Rates Receivable	\$4.89 M	0%
Restricted Cash	\$9.36 M	64.7%	0 to 30 Days		0.0%	Trade Receivable	\$0.08 M	% Outstanding
			Over 30 Days		0.0%	Over 30 Days		48.9%
			Over 90 Days		0%	Over 90 Days		31.3%

Refer to Note 2 - Cash and Financial Assets Refer to Note 5 - Payables Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities							
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)				
\$0.62 M	\$4.31 M	\$4.72 M	\$0.42 M				

Refer to Statement of Financial Activity

Rates Revenue			Operating Grants and Contributions			Fees and Charges		
YTD Actual	\$4.30 M	% Variance	YTD Actual	\$0.31 M	% Variance	YTD Actual	\$0.85 M	% Variance
YTD Budget	\$4.24 M	1.5%	YTD Budget	\$0.49 M	(36.5%)	YTD Budget	\$0.80 M	6.1%

Refer to Statement of Financial Activity Refer to Note 12 - Operating Grants and Contributions Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities							
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)				
(\$4.71 M)	\$0.44 M	\$0.25 M	(\$0.19 M)				

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$0.00 M	%	YTD Actual	\$0.27 M	% Spent	YTD Actual	\$0.52 M	% Received
Adopted Budget	\$0.50 M	(100.0%)	Adopted Budget	\$8.56 M	3.2%	Adopted Budget	\$3.35 M	(84.4%)

Refer to Note 6 - Disposal of Assets Refer to Note 7 - Capital Acquisitions Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Borrowings			Reserves			Lease Liability		
Principal repayments	\$0.00 M		Reserves balance	\$9.24 M		Principal repayments	\$0.00 M	
Interest expense	\$0.00 M		Interest earned	\$0.03 M		Interest expense	(\$0.00 M)	
Principal due	\$0.86 M					Principal due	\$0.01 M	

Refer to Note 8 - Borrowings Refer to Note 10 - Cash Reserves Refer to Note 9 - Lease Liabilities

This information is to be read in conjunction with the accompanying Financial Statements and notes.



KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 AUGUST 2022

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.



**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
Note		(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	4,209,114	4,209,114	3,652,017	(557,097)	(13.24%)	▼
Revenue from operating activities							
Rates		4,196,740	4,240,968	4,303,936	62,968	1.48%	
Operating grants, subsidies and contributions	12	2,216,266	636,656	812,892	176,236	27.68%	▲
Fees and charges		1,768,706	801,922	850,820	48,898	6.10%	
Interest earnings		82,255	13,706	39,690	25,984	189.58%	
Reimbursements		83,423	24,874	5,502	(19,372)	(77.88%)	
Other revenue		636,600	102,426	89,129	(13,297)	(12.98%)	
Profit on disposal of assets	6	26,462	0	0	0	0.00%	
		9,010,452	5,820,552	6,101,969	281,417	4.83%	
Expenditure from operating activities							
Employee costs		(3,215,174)	(534,788)	(642,832)	(108,044)	(20.20%)	▼
Materials and contracts		(3,183,786)	(502,708)	(363,987)	138,721	27.59%	▲
Utility charges		(866,215)	(144,326)	(87,968)	56,358	39.05%	▲
Depreciation on non-current assets		(3,945,949)	(657,548)	(656,180)	1,368	0.21%	
Interest expenses		(8,967)	0	(212)	(212)	0.00%	
Insurance expenses		(333,166)	(145,364)	(162,781)	(17,417)	(11.98%)	
Other expenditure		(819,102)	(187,513)	(128,450)	59,063	31.50%	▲
Loss on disposal of assets	6	(259,490)	(2,410)	0	2,410	100.00%	
		(12,631,849)	(2,174,657)	(2,042,410)	132,247	(6.08%)	
Non-cash amounts excluded from operating activities	1(a)	4,238,578	659,958	662,874	2,916	0.44%	
Amount attributable to operating activities		617,181	4,305,853	4,722,433	416,580	9.67%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	3,351,243	498,203	521,149	22,946	4.61%	
Proceeds from disposal of assets	6	500,700	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(8,563,664)	(61,108)	(271,548)	(210,440)	(344.37%)	▼
Amount attributable to investing activities		(4,711,721)	437,095	249,601	(187,494)	(42.90%)	
Financing Activities							
Transfer from reserves	10	1,112,469	0	0	0	0.00%	
Payments for principal portion of lease liabilities	9	(2,365)	0	(2,365)	(2,365)	0.00%	
Repayment of debentures	8	0	0	0	0	0.00%	
Transfer to reserves	10	(1,110,119)	0	(26,888)	(26,888)	0.00%	
Amount attributable to financing activities		(15)	0	(29,253)	(29,253)	0.00%	
Closing funding surplus / (deficit)	1(c)	114,559	8,952,062	8,594,798	(357,264)	3.99%	

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 15 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.



BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 14 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 13 June 2022



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Forecast 30 June 2023 Closing
Non-cash items excluded from operating activities		\$	\$	\$	
Adjustments to operating activities					
Less: Profit on asset disposals	6	(26,462)	0	0	(26,462)
Movement in lease liabilities (non-current)				6,694	6,694
Add: Loss on asset disposals	6	259,490	2,410	0	257,080
Add: Depreciation on assets		4,005,550	657,548	656,180	4,004,182
Total non-cash items excluded from operating activities		4,238,578	659,958	662,874	4,241,494

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2022	Year to Date 31 August 2022
Adjustments to net current assets			
Less: Reserves - restricted cash	10	(9,215,647)	(9,242,535)
Less: depreciation capitalised		(101,370)	12,077
Add: movement in non-current borrowings	8	96,588	
Add: Lease liabilities	9	9,260	13,185
Total adjustments to net current assets		(9,211,169)	(9,217,273)

(c) Net current assets used in the Statement of Financial Activity

Current assets			
Cash and cash equivalents	2	14,361,457	14,479,371
Rates receivables	3	586,318	4,890,254
Receivables	3	360,998	81,388
Other current assets	4	292,114	238,896
Less: Current liabilities			
Payables	5	(1,058,483)	(205,105)
Borrowings	8	(96,588)	(96,588)
Contract liabilities	11	(1,102,068)	(1,109,394)
Lease liabilities	9	(9,260)	(20,055)
Provisions	11	(471,302)	(471,302)
Less: Total adjustments to net current assets	1(b)	(9,211,169)	(9,217,273)
Closing funding surplus / (deficit)		3,652,017	8,570,192

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand		1,350		1,350				
Muni funds - bank working acc	Cash and cash equivalents	359,984		359,984		WBC	0.00%	
Muni funds - at call account	Cash and cash equivalents	2,861,467		2,861,467		WBC	0.60%	
Muni funds - investment account (31 days)	Cash and cash equivalents	1,894,399		1,894,399		WBC	2.60%	(rolling 31 day)
Trust funds	Cash and cash equivalents		105,266	105,266	105,266	WBC	0.00%	
Reserve funds - investment account (90 days)	Cash and cash equivalents		9,256,905	9,256,905		WBC	2.85%	(rolling 90 day)
Total		5,117,200	9,362,171	14,479,371	105,266			
Comprising								
Cash and cash equivalents		5,117,200	9,362,171	14,479,371	105,266			
		5,117,200	9,362,171	14,479,371	105,266			

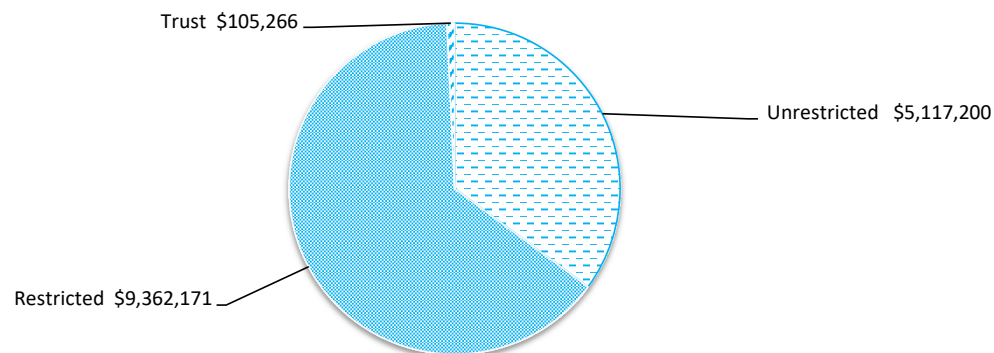
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

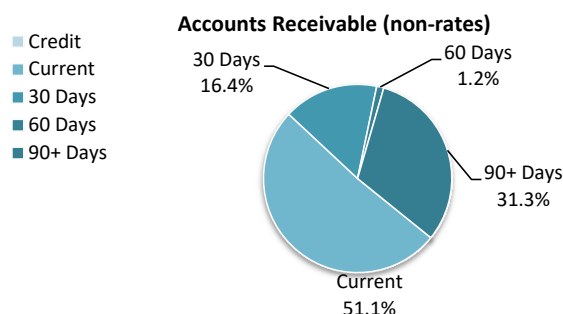
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2022	31 Aug 2022
	\$	\$
Opening arrears previous years	818,187	586,318
Levied this year	4,051,369	4,303,936
Less - collections to date	(4,283,238)	0
Gross rates collectable	586,318	4,890,254
Net rates collectable	586,318	4,890,254
% Collected	88%	0%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	30,643	9,817	731	18,809	60,000
Percentage	0.0%	51.1%	16.4%	1.2%	31.3%	
Balance per trial balance						
Sundry receivable						60,000
GST receivable						25,840
Allowance for impairment of receivables from contracts with customers						(4,452)
Total receivables general outstanding						81,388

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 August 2022
Other current assets	\$	\$	\$	\$
Inventory				
Fuel	47,225	(53,218)		(5,993)
Contract assets				
Contract assets	244,889		0	244,889
Total other current assets	292,114	(53,218)	0	238,896
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Contract assets

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**OPERATING ACTIVITIES
NOTE 5
PAYABLES**

Payables - trade	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - trade	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
Balance per trial balance						
Sundry creditors						181,101
ATO liabilities						25,742
Prepaid rates						(1,738)
Total payables general outstanding						205,105
Amounts shown above include GST (where applicable)						

NOTES

The Shire had no trade creditors as at 31 August 2022. The stated sundry creditors balance refers to accruals and provisions.

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Recreation and culture								
	1881 - Ride on mower		6,000	6,000	0	0	0	0	0
	2012 - Fuso Canter light tip truck		25,000	25,000	0	0	0	0	0
	2037 - Toyota Hilux single cab ute		30,000	30,000	0	0	0	0	0
	1894 - Isuzu SX single cab ute		19,700	19,700	0	0	0	0	0
	1878 - Elevated working platform		5,000	5,000	0	0	0	0	0
	Transport								
	1994 - John Deer grader		75,000	75,000	0	0	0	0	0
	1992 - Bomag Multi-tyred Roller		30,000	30,000	0	0	0	0	0
	1818 - Roadwest Tandem Dolly		5,000	5,000	0	0	0	0	0
	2039 - Toyota Landcruiser LC70 ute		50,000	50,000	0	0	0	0	0
	2040 - Toyota Landcruiser LC70 ute		50,000	50,000	0	0	0	0	0
	2048 - Toyota Landcruiser LC70 ute		40,000	40,000	0	0	0	0	0
	2050 - Toyota Landcruiser LC70 ute		45,000	45,000	0	0	0	0	0
	Other property and services								
	2015 - Toyota RAV4		15,000	15,000	0	0	0	0	0
	2038 - Toyota Prado		65,000	65,000	0	0	0	0	0
	2 - Toyota Hilux		40,000	40,000	0	0	0	0	0
		0	500,700	500,700	0	0	0	0	0

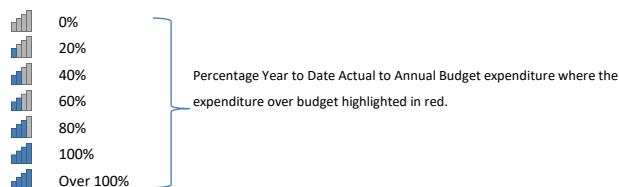
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (SUMMARY)**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	2,368,751	12,484	52,654	40,170
Furniture and equipment	65,000	0	10,530	10,530
Plant and equipment	1,826,000	39,875	28,382	(11,493)
Infrastructure - roads	3,587,413	0	167,221	167,221
Infrastructure - other	716,500	8,749	12,761	4,012
Payments for Capital Acquisitions	8,563,664	61,108	271,548	210,440

Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further detail.

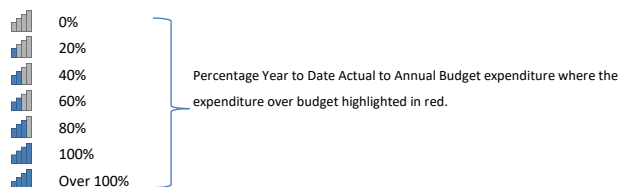
			Adopted		Variance
Account Description			Budget	YTD Budget	(Under)/Over
			\$	\$	\$
Land and buildings					
E07451	Southern Cross medical centre, genset with security fencing		30,000	-	16,891
J08401	Homes For The Aged Units 1 & 2, carport and fence		19,101	-	-
J08402	Homes For The Aged Units 3 & 4, carport and fence		19,124	-	-
J08403	Homes For The Aged Units 5 & 6, carport and fence		23,113	-	-
J08404	Homes For The Aged Units 7 & 8, carport and fence		19,054	-	-
J08405	Homes For The Aged Units 9 & 10, carport and fence		19,054	-	-
J08406	Homes For The Aged Units 11 & 12, carport and fence		16,577	-	-
J09755	35 Taurus St, blinds, window locks and flyscreens		18,000	-	-
J09759	91C Antares St, kitchen and internal upgrades		44,607	982	13,607
J09760	1/50 Antares St, renovate bathroom		8,221	-	-
E08150	Community Resource Centre, storage and toilet upgrades		11,811	-	5,466
J11341	Yilgarn Bowls and Tennis Club, paint external walls		14,000	-	-
J11342	Southern Cross recreation complex, LRCI Round 3 renovations		1,237,044	2,985	-
J13203	Caravan Park, renovate Sandalwood bathrooms		81,224	-	-
J14601	Shire administration building, windows		35,830	8,517	-
J14602	Shire depot, improve vehicle wash bays		20,000	-	-
J14603	11 Antares St, general renovations and internal works		102,214	-	16,691
E09710	New executive residence		595,277	-	-
E11250	Southern Cross swimming pool, solar panels		50,000	-	-
E11359	Southern Cross golf club, sewerage system and toilets		34,500	-	-
Furniture					
E10755	Grave shoring box		15,000	-	-
E12352	Shire Depot, shelving and storage		20,000	10,000	-
E12452	Aerodrome, AFRU & PAL units		30,000	15,000	-
E13258	Southern Cross caravan park, washer/dryer units		-	-	10,530
Plant and equipment					
E10353	Southern Cross sewerage scheme, various pump and equipment upgrades		172,500	28,750	14,191
E10451	Marvel Loch sewerage scheme, new pumps		10,500	10,500	14,191
E11357	Parks and Gardens, light vehicles and plant items		342,500	-	-
E12350	Works, grader, roller and multiple light vehicles		1,120,500	-	-
E14656	Administration, light vehicles		180,000	30,000	-
Infrastructure - roads					
RRG21	Koolyanobbing road, construct to 8m seal - SLK 0.0 - 2.1		624,822	208,273	365
RRG22	Koolyanobbing road, reseal - SLK 14.0 - 17.0		100,559	33,518	365
RRG23	Koolyanobbing road, reseal - SLK 41.4 - 52.5		434,500	144,832	365
RRG24	Koorda Bullfinch road, reseal - SLK 1.5 - 2.5		48,754	16,250	365
R2R32	Bodallin South road, construct to 8m seal - SLK 25.6 - 30.6		167,622	-	365
R2R33	Bodallin South road, reseal - SLK 7.8 - 9.4		61,296	-	365
R2R34	Cramphorne road, gravel overlay - SLK 10.2 - 15.0		286,666	-	105,259
R2R35	Cramphorne road, reseal - SLK 8.2 - 9.9		82,698	-	365
R2R36	Emu Fence road, gravel overlay - SLK 89.4 - 95.0		310,401	-	56,882
RRU29	Southern Cross South road, gravel overlay - SLK 25.6 - 30.6		286,284	-	897

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (DETAILED)

Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further detail.

Account Description		Adopted		YTD Actual	Variance (Under)/Over
		Budget	YTD Budget		
		\$	\$	\$	\$
Infrastructure - other					
RRU30	Koorda Bullfinch road, gravel shoulders - SLK 13.0 - 24.3	449,941	-	897	897
RRU31	Marvel Loch Forrestania road, reseal - SLK 0.0 - 1.0	56,312	-	365	365
RRU32	Capito road, gravel overlay - SLK 0.0 - 5.0	270,397	-	365	365
TRU13	Emu Park, hard stand for electric charging station	69,266	-	-	-
HVIC7	Three Boys road, construct to 8m seal - SLK 2.2-3.5	337,895	112,631	365	(112,266)
J10107	Southern Cross refuse site, perimeter fencing	7,500	1,250	-	(1,250)
J11151	Southern Cross war memorial, new flag poles	16,000	-	-	-
J11343	Satellite townsites, playground and open space equipment	630,000	-	-	-
E10350	Southern Cross sewerage scheme, access chamber upgrades	17,500	2,916	-	(2,916)
E10450	Marvel Loch sewerage scheme, access chamber upgrades	25,500	-	-	-
E11355	Southern Cross oval, lighting towers	20,000	13,332	12,396	(936)
		8,593,664	639,736	271,548	(368,188)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - borrowings

Information on borrowings		Loan No.	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars				Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities											
WA Treasury, Southern Cross swimming pool	0001		857,166	0	0	0	0	857,166	857,166	0	0
Total			857,166	0	0	0	0	857,166	857,166	0	0
Current borrowings			0					96,588			
Non-current borrowings			857,166					760,578			
			857,166					857,166			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2021, nor is it expected to have unspent funds as at 30th June 2022.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

FINANCING ACTIVITIES

NOTE 9

LEASE LIABILITIES

Movement in carrying amounts

Information on leases			New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Lease No.	1 July 2022	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Other property and services										
Commander telephones	0001	9,540	0	0	(1,602)	(1,602)	7,938	7,938	158	
Canon Photocopier (front office)	0002	1,112	0	0	(552)	(552)	560	560	50	
Canon Photocopier (back office)	0003	5,662	0	0	(211)	(211)	5,451	5,451	4	
Total		16,314	0	0	(2,365)	(2,365)	13,949	13,949	212	0
Current lease liabilities		9,260					20,055			
Non-current lease liabilities		7,054					-6,131			
		16,314					13,924			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**OPERATING ACTIVITIES
NOTE 10
RESERVE ACCOUNTS**

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation									
Aerodrome reserve	296,452	1,038	865	0				297,490	297,317
Yilgarn bowls and tennis club reserve	54,074	261	158	6,594				60,929	54,232
Building funding reserve	2,649,632	9,274	7,731	0				2,658,906	2,657,363
Community bus reserve	129,093	452	377	0				129,545	129,470
Unspent grants	943,522		2,753	0		(943,522)		0	946,275
Health services (operations) reserve	108,981	381	318	0				109,362	109,299
Health services (capital) reserve	212,247	743	619	0				212,990	212,866
Homes for the aged reserve	401,940	1,407	1,173	0				403,347	403,113
HVRIC reserve	584,839	2,047	1,706	154,000		(168,947)		571,939	586,545
Long service leave reserve	297,148	1,040	867	0				298,188	298,015
Mt Hampton/Dulyalbin reserve	54,691	391	160	7,300				62,382	54,851
Museum reserve	24,827	187	72	2,900				27,914	24,899
Plant funding reserve	894,945	3,132	2,611	200,000				1,098,077	897,556
Sport and recreation facility reserve	597,900	2,093	1,744	0				599,993	599,644
Southern Cross refuse site reserve	242,947	850	709	0				243,797	243,656
Sewerage upgrades reserve	1,156,795	4,049	3,375	0				1,160,844	1,160,170
Standpipe upgrade reserve	200,155	701	584	0				200,856	200,739
Tourism reserve	253,916	889	741	0				254,805	254,657
Youth development reserve	111,543	390	325	0				111,933	111,868
Minrreral Resources Contributions Reserve	0			710,000					
	9,215,647	29,325	26,888	1,080,794	0	(1,112,469)	0	8,503,297	9,242,535



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 August 2022
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		1,004,129			0	1,004,129
- Trust funds		97,939		7,326		105,265
Total other liabilities		1,102,068	0	7,326	0	1,109,394
Employee Related Provisions						
Annual leave		287,735				287,735
Long service leave		183,567				183,567
Total Employee Related Provisions		471,302	0	0	0	471,302
Total other current assets		1,573,370	0	7,326	0	1,580,696

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022

NOTE 12
OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Operating grants, subsidies and contributions revenue

Provider	Adopted Budget Revenue	YTD Budget	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$
Operating grants and subsidies				
General purpose funding				
Grants Commission - General	585,344	146,336	585,344	170,504
Grants Commission - Roads	436,343	109,085	436,343	96,960
Law, order, public safety				
FESA Grant - Operating Bush Fire Brigade	73,718	0	73,718	18,430
Education and welfare				
DRD Grant - Community Resource Centre Operations	105,311	105,311	105,311	26,999
Centrelink Commissions	5,750	958	5,750	0
CRC Professional Development & Training	2,500	0	2,500	0
Senior Citizens Centre	800	800	800	0
Community amenities				
Grants - Various Community Development Programs	1,000	166	1,000	0
Transport				
Street Light Operations	11,500	0	11,500	0
Economic services				
Skeleton Weed LAG Program	130,000	130,000	130,000	0
	1,352,266	492,656	1,352,266	312,893
TOTALS	1,352,266	492,656	1,352,266	312,893



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022

NOTE 13
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue			
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Aug 2022	Current Liability 31 Aug 2022	Adopted Budget Revenue	YTD Budget	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies									
Governance									
Local Roads & Community Infrastructure	813,014			813,014	0	943,522	0	943,522	0
Community amenities									
Waste water reuse	0			0		100,000	0	100,000	0
Transport									
Main Roads Direct	0			0	0	398,203	398,203	398,203	406,768
Roads To Recovery	(114,381)			0	0	1,103,768	100,000	1,103,768	114,381
Regional Road Groups				0	0	805,750	0	805,750	0
	698,633	0	0	813,014	0	3,351,243	498,203	3,351,243	521,149
TOTALS	698,633	0	0	813,014	0	3,351,243	498,203	3,351,243	521,149

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**NOTE 14
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 31 Aug 2022
	\$	\$	\$	\$
Police Licensing	(44)	0	0	(44)
Builders Levy	28,143	987	(12,694)	16,436
Transwa Bookings	3,574	7,762	(7,736)	3,600
Council Nomination Deposit	0	240	(240)	0
Staff Personal Dedns	45,770	39,618	(32,833)	52,555
Housing Tenancy Bonds	7,280	0	(2,260)	5,020
Hall Hire Bonds And Deposits	1,115	0	0	1,115
Security Key System - Key Bonds	1,830	0	0	1,830
Clubs & Groups	220	0	0	220
Third Party Contributions	6,338	0	0	6,338
Rates Overpaid	17,711	8,700	(8,216)	18,195
Retention Monies	153,034	0	(153,034)	0
YBTC Sinking Fund	6,667	0	(6,667)	0
	271,638	57,307	(223,680)	105,265



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$30,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
Revenue from operating activities	\$	%				
Operating grants, subsidies and contributions	176,236	27.68%	▲	Receipt of MRL HVRIC lump sum sooner than expected.		
Expenditure from operating activities						
Employee costs	(108,044)	(20.20%)	▼		Higher than budgeted worker's compensation back-pays, and employee-related expenses (uniforms, safety gear, etc.)	
Materials and contracts	138,721	27.59%	▲	All goods and services lower than budgeted; purchasing constrained until budget approved, so a lot of purchases are pending invoicing.		
Utility charges	56,358	39.05%	▲	Variance predominantly due to lower than budgeted standpipe water costs.		
Other expenditure	59,063	31.50%	▲	Multiple WALGA annual fees yet to be invoiced & lower than budgeted transport licensing transactions.		
Investing activities						
Payments for property, plant and equipment and infrastructure	(210,440)	(344.37%)	▼		Initial capital expenditure on roads occurring sooner than budgeted	
Financing activities						

Attachment 9.2.2

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
CHQ				
41152	11/08/2022	LGRCEU	PAYROLL DEDUCTIONS	\$ 20.50
41153	11/08/2022	SHIRE OF YILGARN	PAYROLL DEDUCTIONS	\$ 1,480.00
41154	11/08/2022	SHIRE OF YILGARN	ADMIN PETTY CASH RECOUP	\$ 344.70
41155	25/08/2022	LGRCEU	PAYROLL DEDUCTIONS	\$ 20.50
41156	25/08/2022	PHILIP SPENCER NOLAN	ORDINARY COUNCIL MEETING - AUGUST 2022	\$ 400.00
41157	25/08/2022	SHIRE OF YILGARN	PAYROLL DEDUCTIONS	\$ 1,780.00
41158	25/08/2022	SHIRE OF YILGARN	CHEMIST LEASE - JULY 2022	\$ 550.00
TOTAL CHEQUES				\$ 4,595.70

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
EFT				
EFT13001	11/08/2022	WAYNE ALAN DELLA BOSCA	ORDINARY COUNCIL MEETING - JULY 2022 INCLUDING GECZ, WEROC AND REGIONAL ROAD GROUP COMMITTEE MEETINGS	\$ 1,200.00
EFT13002	11/08/2022	WESTRAC EQUIPMENT PTY LTD	GRADER PARTS - INCLUDING DOOR GLASS	\$ 5,556.18
EFT13003	11/08/2022	TELSTRA	SMS SERVICE - JUNE 2022	\$ 2,992.34
EFT13004	11/08/2022	THE WORKWEAR GROUP PTY LTD	DEPOT STAFF UNIFORM - 2022/2023	\$ 8,886.94
EFT13005	11/08/2022	YILGARN AGENCIES	AGRICULTURAL SUPPLIES	\$ 363.55
EFT13006	11/08/2022	YILGARN PLUMBING AND GAS	PLUMBING SERVICES - INCLUDING SOUTHERN CROSS SEWERAGE PUMPING STATION REPAIR	\$ 39,704.83
EFT13007	11/08/2022	STAFF	STAFF INTERNET REIMBURSEMENT - SEPTEMBER 2022	\$ 74.99
EFT13008	11/08/2022	AFGRI EQUIPMENT AUSTRALIA PTY LTD	GRADER PARTS	\$ 4,732.67
EFT13009	11/08/2022	WA DISTRIBUTORS PTY LTD	CLEANING CONSUMABLES	\$ 849.75
EFT13010	11/08/2022	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES DEBT RECOVERY - JULY 2022	\$ 1,605.44
EFT13011	11/08/2022	AUSTRALIA POST	POSTAL CHARGES - JULY 2022	\$ 291.17
EFT13012	11/08/2022	BOC GASES	GAS CONTAINER HIRE - JULY 2022	\$ 52.21
EFT13013	11/08/2022	R DELLA BOSCA FAMILY TRUST	GRADER HIRE - PANIZZA ROAD	\$ 9,047.50
EFT13014	11/08/2022	STAFF	STAFF REIMBURSEMENT PHONE - JULY 2022	\$ 95.00
EFT13015	11/08/2022	AUST. GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 524.58
EFT13016	11/08/2022	BRYAN CLOSE	2022/2023 DEPUTY PRESIDENT'S ALLOWANCE INSTALMENT - FIRST INSTALMENT - AS PER BUDGET	\$ 1,500.00
EFT13017	11/08/2022	CORSIGN	SHIRE BOUNDARY SIGNS	\$ 4,008.95
EFT13018	11/08/2022	COURIER AUSTRALIA	TOLL FREIGHT	\$ 63.67
EFT13019	11/08/2022	FULTON HOGAN INDUSTRIES PTY LTD	ROAD CONSTRUCTION MATERIALS - KOOLYANOBING ROAD AND MARVEL LOCH-FORRESTANIA ROAD	\$ 4,224.00
EFT13020	11/08/2022	GREAT EASTERN COUNTRY ZONE WALGA	GREAT EASTERN COUNTRY ZONE ANNUAL SUBSCRIPTION - 2022/2023	\$ 1,650.00
EFT13021	11/08/2022	HOWSON TECHNICAL	TARFFIC MANAGEMENT PLAN - 2022/2023	\$ 5,621.00
EFT13022	11/08/2022	JB HIFI SOLUTIONS	DEPOT STATIONERY - PRINTER - MECHANICS OFFICE	\$ 699.00
EFT13023	11/08/2022	WESFARMERS KLEENHEAT GAS PTY LTD	CARAVAN PARK GAS SUPPLY	\$ 2,145.91
EFT13024	11/08/2022	LANDGATE	MINING TENEMENTS SCHEDULE NO. M2022/6 DATED 18/05/2022 TO 03/06/2022	\$ 535.45
EFT13025	11/08/2022	STAFF	REIMBURSEMENT INSURANCE CLAIM - SHIRE SLASHING ACTIVITIES CAUSED A BROKEN WINDOW AT STAFF MEMBER'S HOUSE	\$ 279.40
EFT13026	11/08/2022	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2022/2023 ANNUAL LG PROFESSIONALS MEMBER SUBSCRIPTION - STAFF	\$ 531.00
EFT13027	11/08/2022	MARKETFORCE	COUNCIL ADVERTISEMENT - AUDIT COMMITTEE MEETING	\$ 210.72
EFT13028	11/08/2022	MOORE AUSTRALIA (WA) PTY LTD	AUDIT CONSULTANT EXPENSES - PROGRESSIVE BILLING FOR PROVISION OF FINANCIAL MANAGEMENT, RISK MANAGEMENT, INTERNAL CONTROLS SYSTEMS AND LEGISLATIVE COMPLIANCE REVIEW SERVICES	\$ 14,141.20
EFT13029	11/08/2022	OFFICE NATIONAL	ADMIN STATIONERY - INCLUDING OFFICE SHREDDER	\$ 2,432.76
EFT13030	11/08/2022	IXOM OPERATIONS PTY LTD	CHLORINE BOTTLE RENTAL - JULY 2022	\$ 465.12
EFT13031	11/08/2022	PAYWISE PTY LTD	PAYROLL DEDUCTIONS	\$ 483.21
EFT13032	11/08/2022	PERFECT COMPUTER SOLUTIONS PTY LTD	MONTHLY FEE FOR DAILY MONITORING - JULY 2022	\$ 85.00
EFT13033	11/08/2022	WA CONTRACT RANGER SERVICES	WEEKLY RANGER SERVICES - 20/07/2022 AND 25/07/2022	\$ 1,149.50

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
EFT				
EFT13034	11/08/2022	EX-STAFF	STAFF DEDUCTIONS REFUND FOR DEPOT STAFF	\$ 372.37
EFT13035	11/08/2022	RIKLAN EMERGENCY MANAGEMENT SERVICES PTY LTD	OPERATE BREATHING APPERATUS, HANDLING LIQUID CHLORINE AND FIRST AID - STAFF TRAINING	\$ 11,124.88
EFT13036	11/08/2022	SHAC ELECTRICAL SERVICES	ELECTRICAL SERVICES - INCLUDING MEDICAL CENTRE GENERATOR AND SOUTHERN CROSS/MARVEL LOCH SEWERAGE PUMP REPAIRS	\$ 38,290.80
EFT13037	11/08/2022	STAFF	STAFF INTERNET REIMBURSEMENT - MAY, JUNE, JULY 2022	\$ 270.00
EFT13038	11/08/2022	SHIRE OF WESTONIA	LGIS WESTONIA OPEN DAY	\$ 820.00
EFT13039	11/08/2022	DAIMLER TRUCKS PERTH	VEHICLE PARTS	\$ 659.44
EFT13040	11/08/2022	YILGARN SHIRE SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 102.00
EFT13041	11/08/2022	FOODWORKS - SRI DEVESH PTY LTD	FOODWORKS PURCHASES - JULY 2022 - ADMIN, CRC AND CARAVAN PARK	\$ 648.14
EFT13042	11/08/2022	SOUTH WEST FIRE	BUSHFIRE VEHICLE PARTS	\$ 49.84
EFT13043	11/08/2022	SOUTHERN CROSS GENERAL PRACTICE	PRE EMPLOYMENT MEDICAL - DEPOT AND DOMESTIC SERVICES STAFF	\$ 807.40
EFT13044	11/08/2022	SOUTHERN CROSS MOTOR MART	PARKS AND GARDENS EQUIPMENT - CHAINSAW AND SERVICING	\$ 2,224.67
EFT13045	11/08/2022	SYNERGY	POWER - JULY 2022	\$ 13,638.64
EFT13046	11/08/2022	T-QUIP	MOWER PARTS	\$ 3,947.10
EFT13047	11/08/2022	WAYNE ALAN DELLA BOSCA	2022/2023 PRESIDENT'S ALLOWANCE INSTALMENT - FIRST INSTALMENT - AS PER BUDGET	\$ 6,000.00
EFT13048	11/08/2022	WESTRAC EQUIPMENT PTY LTD	GRADER PARTS	\$ 1,335.27
EFT13049	11/08/2022	WESTERN POWER	FINANCIAL YEAR 2022/2023 CO-SITING ANNUAL FEE MOUNT HAMPTON	\$ 437.83
EFT13050	11/08/2022	WHEATBELT EAST REGIONAL ORGANISATION OF COUNCILS INC	WEROC ANNUAL SUBSCRIPTION - 2022/2023	\$ 13,200.00
EFT13051	11/08/2022	WOODLANDS DISTRIBUTORS AND	PUBLIC PARKS SOUTHERN CROSS DOG WASTE DISPOSAL	\$ 638.00
EFT13052	11/08/2022	YILGARN MOTORING ENTHUSIASTS	CONTRIBUTION TO THE 2022 CAR AND BIKE SHOW - AS PER COUNCIL BUDGET ADOPTION 2022/2023	\$ 3,000.00
EFT13053	11/08/2022	YILGARN PLUMBING AND GAS	PLUMBING SERVICES - INCLUDING - BULLFINCH HALL AND CARAVAN PARK TAP LOCKS	\$ 2,781.73
EFT13054	25/08/2022	ABBERFIELD INDUSTRIES PTY LTD	WATER DISPENSER REPAIRS	\$ 300.00
EFT13055	25/08/2022	ABCO PRODUCTS	CLEANING CONSUMABLES - INCLUDING VACUUM CLEANER	\$ 2,485.65
EFT13056	25/08/2022	A.D. ENGINEERING INTERNATIONAL PTY LTD	ANNUAL 4G SERVICE FOR VISUAL MESSAGING TRAILER	\$ 528.00
EFT13057	25/08/2022	WA DISTRIBUTORS PTY LTD	CARAVAN PARK CLEANING CONSUMABLES	\$ 103.15
EFT13058	25/08/2022	ASB MARKETING PTY LTD	BUSHFIRE BRIGADE HATS	\$ 775.50
EFT13059	25/08/2022	ASSOCIATED BUILDING SURVEYORS	BAL REPORT FOR 9 & 11 LIBRA PLACE	\$ 992.88
EFT13060	25/08/2022	AVON WASTE	MONTHLY RUBBISH COLLECTION - JULY 2022	\$ 15,783.56
EFT13061	25/08/2022	AV-SEC	QUARTERLY ALARM SERVICE - 1ST JULY 2022 UNTIL 30TH SEPTEMBER 2022 - DOCTOR'S HOUSE, ADMIN AND	\$ 360.00
EFT13062	25/08/2022	BLACKMAN FABRICATIONS	VEHICLE PARTS	\$ 125.40
EFT13063	25/08/2022	R DELLA BOSCA FAMILY TRUST	GRADER HIRE - GRACE ROAD	\$ 2,502.50
EFT13064	25/08/2022	BULLIVANTS PTY LTD	INSPECTION OF LIFTING AND HEIGHT SAFETY EQUIPMENT - DEPOT	\$ 1,083.50
EFT13065	25/08/2022	BUNNINGS GROUP LTD	BUILDING SUPPLIES - 91C ANTARES AND CRC CAPEX - MT HAMPTON HALL REPAIRS	\$ 7,845.99
EFT13066	25/08/2022	AUST. GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 531.45

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
EFT				
EFT13067	25/08/2022	CARAVAN INDUSTRY ASSOCIATION WA	CARAVAN INDUSTRY ASSOCIATION WA - ASSOCIATE MEMBERSHIP - 2022/2023	\$ 550.00
EFT13068	25/08/2022	AUSTRALIAN TAXATION OFFICE	JULY 2022 - BAS	\$ 61,667.00
EFT13069	25/08/2022	COPIER SUPPORT	ADMIN MONTHLY PHOTOCOPIER READINGS - 2022/2023 - 25/07/2022 TO 23/08/2022	\$ 2,094.94
EFT13070	25/08/2022	COURIER AUSTRALIA	TOLL FREIGHT	\$ 454.98
EFT13071	25/08/2022	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	CROPPING LAND LEASE	\$ 1,466.72
EFT13072	25/08/2022	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2022/23 ESL FIRST QUARTER IN ACCORDANCE WITH THE DEPARTMENT OF FIRE AND EMERGENCY SERVICES OF WA ACT 1998 PART 6A - EMERGENCY SERVICES LEVY - SECTION 36ZJ AND OPTION B AGREEMENT ARRANGEMENTS	\$ 35,072.80
EFT13073	25/08/2022	F.L. COSTELLO & CO	CARAVAN PARK EQUIPMENT CAPEX - WASHING MACHINE AND DRYER + INSTALLATION	\$ 11,583.00
EFT13074	25/08/2022	GARY MICHAEL GUERINI	ORDINARY COUNCIL MEETING - AUGUST 2022 - INCLUDING TRAVEL	\$ 446.53
EFT13075	25/08/2022	GREAT EASTERN FREIGHTLINES	DEPOT FREIGHT - BULK BAGS OF ASPHALT	\$ 1,275.86
EFT13076	25/08/2022	GRILLEX PTY LTD	SOUTHERN CROSS PUBLIC PARK BBQ PARTS	\$ 108.90
EFT13077	25/08/2022	EX-TENANT	UNIT 4 /50 ANTARES STREET BOND REFUND	\$ 1,000.00
EFT13078	25/08/2022	JODIE MAREE COBDEN	ORDINARY COUNCIL MEETING - AUGUST 2022	\$ 400.00
EFT13079	25/08/2022	STAFF	REIMBURSEMENT WORK, HEALTH AND SAFETY EQUIPMENT	\$ 34.99
EFT13080	25/08/2022	EX-STAFF	2 LIBRA PLACE HOUSE & PET BOND REFUND	\$ 440.00
EFT13081	25/08/2022	LINDA ROSE	ORDINARY COUNCIL MEETING - AUGUST 2022 - INCLUDING TRAVEL	\$ 558.42
EFT13082	25/08/2022	LISA M GRANICH	ORDINARY COUNCIL MEETING - AUGUST 2022 - INCLUDING TRAVEL	\$ 419.80
EFT13083	25/08/2022	LOCAL HEALTH AUTH. ANALYTICAL COMMITTEE	LHAAC ANNUAL MEMBERSHIP FEE - 2022/2023	\$ 509.30
EFT13084	25/08/2022	METRO COUNT VEHICLE CLASSIFIER SYSTEMS	TRAFFIC MANAGEMENT SUPPLIES	\$ 627.00
EFT13085	25/08/2022	MINERAL RESOURCES LIMITED	REFUND OF KEY AND FACILITY BONDS BACK TO MRL FOR USE OF THE SPORTS COMPLEX - 20TH JULY 2022	\$ 350.00
EFT13086	25/08/2022	MISMATCH WORKSHOP	SX REFUSE SITE TREE PLANTING - REFUSE SITE AND OLD TRANSFER STATION REHABILITATION	\$ 495.00
EFT13087	25/08/2022	OFFICE NATIONAL	STATIONERY - INCLUDING PRINTER TONER CARTRIDGE	\$ 302.65
EFT13088	25/08/2022	PERFECT COMPUTER SOLUTIONS PTY LTD	IT SERVICES - 2022/2023 - CALENDAR ACCESS FOR FINANCE MANAGER	\$ 42.50
EFT13089	25/08/2022	PICTURE WINDOW (W.A) PTY LTD	CONSERVATION AND DIGITISATION OF MAPS AT THE YILGARN HISTORY MUSEUM	\$ 500.00
EFT13090	25/08/2022	R.G. & A.P. POWNALL	GRADER REPAIR	\$ 558.41
EFT13091	25/08/2022	PROMOTIONAL EXPOSURE	FINAL 50% PAYMENT FOR COMEDY GOLD 2022 - EVENT 19TH AUGUST	\$ 1,760.00
EFT13092	25/08/2022	WA CONTRACT RANGER SERVICES	RANGER SERVICES - 04/08/2022 AND 10/08/2022	\$ 1,149.50
EFT13093	25/08/2022	SHAC ELECTRICAL SERVICES	ELECTRICAL SERVICES - INCLUDING SOUTHERN CROSS AND MARVEL LOCH SEWERAGE PUMPS CAPEX	\$ 31,420.00
EFT13094	25/08/2022	YILGARN SHIRE SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 102.00
EFT13095	25/08/2022	SOUTHERN CROSS CRANE HIRE	LRCI LIGHTING TOWER AT SX OVAL - CRANE HIRE FOR SECOND STAGE INSTALL OF LIGHTING TOWER	\$ 5,664.32
EFT13096	25/08/2022	SOUTHERN CROSS GENERAL PRACTICE	MEDICAL CENTRE CLEANING CONSUMABLES	\$ 625.70

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
EFT				
EFT13097	25/08/2022	SOUTHERN CROSS HARDWARE AND NEWS	HARDWARE & NEWS PURCHASES - JULY 2022 - INCLUDING 91C ANTARES - BUILDING SUPPLIES	\$ 3,065.49
EFT13098	25/08/2022	SOUTHERN CROSS TYRE & AUTO SERVICES	SOUTHERN CROSS TYRE & AUTO - JULY 2022 - INCLUDING GRADER AND VEHICLE PARTS	\$ 4,714.58
EFT13099	25/08/2022	T-QUIP	MOWER PARTS	\$ 2,601.50
EFT13100	25/08/2022	TUTT BRYANT EQUIPMENT	ROLLER PARTS	\$ 442.50
EFT13101	25/08/2022	VIBRA INDUSTRIAL FILTRATION AUSTRALIA	VEHICLE PARTS	\$ 199.10
EFT13102	25/08/2022	WATER CORPORATION	WATER - AUGUST 2022 - INCLUDING STANDPIPES	\$ 78,947.36
EFT13103	25/08/2022	WAYNE ALAN DELLA BOSCA	ORDINARY COUNCIL MEETING - AUGUST 2022	\$ 600.00
EFT13104	25/08/2022	WESTRAC EQUIPMENT PTY LTD	GRADER AND LOADER PARTS	\$ 2,794.15
EFT13105	25/08/2022	TELSTRA	SMS SERVICE - JULY 2022	\$ 2,384.13
EFT13106	25/08/2022	THE WORKWEAR GROUP PTY LTD	CARAVAN PARK UNIFORM - 2022/2023	\$ 591.63
EFT13107	25/08/2022	YILGARN AGENCIES	AGRICULTURAL SUPPLIES	\$ 1,080.69
EFT13108	25/08/2022	YILGARN PLUMBING AND GAS	PLUMBING SERVICES - INCLUDING SPORTS COMPLEX TOILET REPAIR	\$ 2,078.72
TOTAL:				\$ 511,148.90

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
CHQ				
Chq/EFT	Date	Name	Description	Amount
1989	03/08/2022	SHIRE OF YILGARN - PAYROLL	NET PAYROLL PPE - 02/08/2022	\$ 106,298.25
1991	08/08/2022	MOTORCHARGE LIMITED	FUEL CARD - JULY 2022	\$ 3,210.24
1992	17/08/2022	SHIRE OF YILGARN - PAYROLL	NET PAYROLL PPE - 16/08/2022	\$ 101,029.34
1993	12/08/2022	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - BONDER HIRE - AUGUST 2022	\$ 250.00
1994	01/08/2022	SOUTHERN CROSS GENERAL PRACTICE	MONTHLY PAYMENT TO THE DOCTOR - AUGUST 2022	\$ 6,600.00
1995	08/08/2022	CANON FINANCE AUSTRALIA PTY LTD	PHOTOCOPIER LEASE - AUGUST 2022	\$ 333.96
1996	08/08/2022	TELSTRA	PHONE - JULY 2022 - ALARMS	\$ 14.40
1997	11/08/2022	TELSTRA	PHONE - JULY 2022 - SKELETON WEED MOBILE	\$ 122.20
1998	05/08/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 01/08/2022 TO 05/08/2022	\$ 6,223.90
1999	12/08/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 09/08/2022 TO 12/08/2022	\$ 6,675.25
2000	15/08/2022	TELSTRA	PHONE - JULY 2022 - SHIRE	\$ 933.91
2001	17/08/2022	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - DATA, EQUIPMENT, VOICE - JULY 2022	\$ 1,360.99
2002	15/08/2022	WESTPAC BANKING CORPORATION	EMCS CREDIT CARD - JULY 2022	\$ 1,031.64
2003	15/08/2022	WESTPAC BANKING CORPORATION	CEO CREDIT CARD - JULY 2022	\$ 518.30
2004	19/08/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 15/08/2022 TO 19/08/2022	\$ 8,802.45
2005	22/08/2022	TELSTRA	PHONE - JULY 2022 - MANAGER MOBILES	\$ 669.02
2006	24/08/2022	CANON FINANCE AUSTRALIA PTY LTD	BACK PHOTOCOPIER LEASE - AUGUST 2022	\$ 127.62
2007	26/08/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 22/08/2022 TO 26/08/2022	\$ 4,098.75
2008	31/08/2022	SHIRE OF YILGARN - PAYROLL	NET PAYROLL PPE - 30/08/2022	\$ 114,760.63
2009	31/08/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 29/08/2022 TO 31/08/2022	\$ 3,884.90
TOTAL CHEQUES				\$ 366,945.75

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
CORPORATE CREDIT CARDS				
CEOCC-JUL22	15/08/2022	ENVIRONMENTAL HEALTH AUSTRALIA SA INC	AFSA HEALTH INSPECTION BOOK	\$ 96.30
CEOCC-JUL22	15/08/2022	ARTISTRALIA	COPYRIGHT LICENCE FOR SHOWING OF MOVIE DURING JULY 2022 SCHOOL HOLIDAY ACTIVITIES AT THE COMMUNITY RESOURCE CENTRE	\$ 132.00
CEOCC-JUL22	15/08/2022	KMART	LEGO SETS FOR LEGO CLUB AT THE COMMUNITY RESOURCE CENTRE	\$ 163.00
CEOCC-JUL22	15/08/2022	DEPARTMENT OF HEALTH	RENEWAL OF POISON PERMIT	\$ 127.00
TOTAL CEO CREDIT CARD				\$ 518.30
EMCSCC-JUL22	15/08/2022	SOUTHERN CROSS BP	FUEL PURCHASE FOR LAG VEHICLE AND SPRAY EQUIPMENT	\$ 286.85
EMCSCC-JUL22	15/08/2022	IGA MERREDIN	ADMIN REFRESHMENTS	\$ 19.00
EMCSCC-JUL22	15/08/2022	SAFETY CULTURE PTY LTD	IAUDITOR SUBSCRIPTION FOR PERFORMING WORKPLACE INSPECTIONS - JULY 2022	\$ 26.40
EMCSCC-JUL22	15/08/2022	OFFICEWORKS PTY LTD	MICROSOFT OFFICE HOME & BUSINESS 2021 FOR STAFF	\$ 347.00
EMCSCC-JUL22	15/08/2022	MERREDIN BP	FUEL PURCHASE FOR STAFF VEHICLE	\$ 112.40
EMCSCC-JUL22	15/08/2022	IINET/WESTNET	MONTHLY CHARGES FOR BUSINESS NBN - JULY 2022	\$ 239.99
TOTAL EMCS CREDIT CARD				\$ 1,031.64
TOTAL CREDIT CARD				\$ 1,549.94

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
DIRECT DEBITS				
DD17031.1	02/08/2022	THE TRUSTEE FOR AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 16,852.69
DD17031.2	02/08/2022	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 55.20
DD17031.3	02/08/2022	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 496.35
DD17031.4	02/08/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 494.51
DD17031.5	02/08/2022	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	SUPERANNUATION CONTRIBUTIONS	\$ 777.55
DD17031.6	02/08/2022	BEATON FARMING CO SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 722.58
DD17031.7	02/08/2022	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,571.33
DD17031.8	02/08/2022	FIRST CHOICE EMPLOYER SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 635.55
DD17031.9	02/08/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,234.40
DD17031.10	02/08/2022	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 573.82
DD17031.11	02/08/2022	BT SUPER FOR LIFE ACCOUNT	SUPERANNUATION CONTRIBUTIONS	\$ 753.50
DD17031.12	02/08/2022	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 582.28
TOTAL DIRECT DEBIT 17031				\$ 26,749.76
DD17071.1	16/08/2022	THE TRUSTEE FOR AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 16,433.48
DD17071.2	16/08/2022	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 55.20
DD17071.3	16/08/2022	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 516.66
DD17071.4	16/08/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 479.73
DD17071.5	16/08/2022	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	SUPERANNUATION CONTRIBUTIONS	\$ 764.70
DD17071.6	16/08/2022	BEATON FARMING CO SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 715.44
DD17071.7	16/08/2022	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,900.47
DD17071.8	16/08/2022	FIRST CHOICE EMPLOYER SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 635.55
DD17071.9	16/08/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,195.19
DD17071.10	16/08/2022	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 573.82
DD17071.11	16/08/2022	BT SUPER FOR LIFE ACCOUNT	SUPERANNUATION CONTRIBUTIONS	\$ 748.37
DD17071.12	16/08/2022	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 582.28
TOTAL DIRECT DEBIT 17071				\$ 25,600.89

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
DIRECT DEBITS				
DD17108.1	30/08/2022	THE TRUSTEE FOR AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 16,592.81
DD17108.2	30/08/2022	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 60.72
DD17108.3	30/08/2022	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 496.35
DD17108.4	30/08/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 478.28
DD17108.5	30/08/2022	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	SUPERANNUATION CONTRIBUTIONS	\$ 775.15
DD17108.6	30/08/2022	BEATON FARMING CO SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 715.44
DD17108.7	30/08/2022	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,933.30
DD17108.8	30/08/2022	FIRST CHOICE EMPLOYER SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 635.55
DD17108.9	30/08/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,238.70
DD17108.10	30/08/2022	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 573.82
DD17108.11	30/08/2022	BT SUPER FOR LIFE ACCOUNT	SUPERANNUATION CONTRIBUTIONS	\$ 754.78
DD17108.12	30/08/2022	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 582.28
TOTAL DIRECT DEBIT 17108				\$ 25,837.18
TOTAL DIRECT DEBITS				\$ 78,187.83

BANK

CHARGES

	01/08/2022	WESTPAC BANK	BANK CHARGES	\$ 20.00
	01/08/2022	WESTPAC BANK	BANK CHARGES	\$ 141.13
	01/08/2022	WESTPAC BANK	BANK CHARGES	\$ 525.17
	01/08/2022	WESTPAC BANK	BANK CHARGES	\$ 6.00
TOTAL BANK CHARGES				\$ 692.30

Shire of Yilgarn

Payments made from the Trust Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
CHQ				
402637	22/08/2022	PUBLIC TRANSPORT AUTHORITY	TRANSWA TICKET SALES JULY 2022	\$ 529.87
402638	22/08/2022	SHIRE OF YILGARN	TRANSWA TICKET COMMISSION JULY 2022	\$ 80.78
			TOTAL CHEQUES	\$ 610.65

Shire of Yilgarn

Payments made from the Trust Account for the Period 1st August 2022 to 31st August 2022
Presented to Council, 15th September 2022

CHQ/EFT	Date	Payee	Description	Amount
CHQ				
1988	11/08/2022	SHIRE OF YILGARN	TRANSFER OF STAFF DEDUCTIONS REFUND FROM TRUST TO MUNICIPAL - TO PAY VIA EFT PAYMENT THROUGH MUNICIPAL	\$ 372.37
1990	25/08/2022	SHIRE OF YILGARN	TRANSFER OF 2 LIBRA PLACE PET AND HOUSE BOND FROM TRUST TO MUNICIPAL - TO PAY VIA EFT PAYMENT THROUGH MUNICIPAL	\$ 440.00
TOTAL CHEQUES				\$ 812.37

Attachment 9.4.1



Government of Western Australia
Department of Water and Environmental Regulation

Your ref: W6460/2020/1
Our ref: DER2020/000521~1
Enquiries: Adam Davini
Phone: 08 6364 7379
Email: info@dwer.wa.gov.au

Nic Warren
Chief Executive Officer
Shire of Yilgarn

via email: ceo@yilgarn.wa.gov.au

Dear Mr Warren

REFERRAL OF AN AMENDMENT UNDER THE *ENVIRONMENTAL PROTECTION ACT 1986* – INVITATION TO COMMENT

The Department of Water and Environmental Regulation (DWER) has recently received an application from Covalent Lithium Pty Ltd for an amendment to works approval W6460/2020/1 under Division 3 Part V of the *Environmental Protection Act 1986* (EP Act) at the Earl Grey Lithium Project (EGLP). The application is for the construction of a mobile crushing and screen plant, commissioning of the Processing Plant (Concentrator) and a change to proposed discharge of Reverse Osmosis (RO) Plant brine.

In accordance with section 54 of the EP Act, the Chief Executive Officer (CEO) of DWER considers that you may have a direct interest in the subject matter of the application and invites your comment on the proposal.

The CEO will, after having considered any comments received and subject to section 60 of the EP Act, either amend the works approval or refuse the amendment. Please find enclosed an excerpt of the application form and supporting documentation provided by the applicant.

Please forward your submission to the address below or forward via email to info@dwer.wa.gov.au within 28 days from the date of this letter and please quote W6460/2020/1 on future correspondence and enquiries.

If you have any queries regarding the above information, please contact the Environmental Officer listed above.

Yours sincerely

Christine Pustkuchen
A/MANAGER, RESOURCE INDUSTRIES
REGULATORY SERVICES

Officer delegated under section 20 of the Environmental Protection Act 1986

26 August 2022

Attached: Application Form Excerpt and Supporting Information

Prime House, 8 Davidson Terrace Joondalup Western Australia 6027
Locked Bag 10 Joondalup DC WA 6919
Telephone: 08 6364 7000 Facsimile: 08 6364 7001
www.dwer.wa.gov.au



Application form: Works Approval / Licence / Renewal / Amendment / Registration

Part V Division 3, *Environmental Protection Act 1986*
Environmental Protection Regulations 1987

Part 1: Application type

INSTRUCTIONS:

- Completion of this form is a statutory requirement under section 54(1)(a) of the *Environmental Protection Act 1986* (WA) (EP Act) for works approval applications; section 57(1)(a) for licence applications; section 59B(1)(a) for applications for an amendment; and under regulation 5B(2)(a) of the *Environmental Protection Regulations 1987* (WA) (EP Regulations) for applications for registration of premises.
- The instructions set out in this application form are general in nature.
- A reference to 'you' in these instructions is a reference to the applicant.
- The information provided to you by the Department of Water and Environmental Regulation (DWER) in relation to making applications does not constitute legal advice. DWER recommends that you obtain independent legal advice.
- Applicants seeking further information relating to requirements under the EP Act and/or EP Regulations are directed to the Parliamentary Counsel's Office website (www.legislation.wa.gov.au). Schedule 1 of the EP Regulations contains the categories of prescribed premises.
- For prescribed premises where activities fall within more than one category, ALL applicable categories must be identified. This applies for existing prescribed premises seeking renewal or amendment, as well as new prescribed premises.
- The application form must be completed with all relevant information attached. Attachments can be combined and submitted as one or more consolidated documents if desired, provided it is clear which section of the application form the information / attachments relate to. Where attachments are submitted separately, avoid duplicating information. Ensure that any cross-references between the application form and the supporting document(s) are accurate.
- If an application form has been submitted which is incomplete or materially incorrect, the Chief Executive Officer of DWER (CEO) will decline to deal with the application and advise the applicant accordingly.
- On completing this application form, please submit it to DWER in line with the instructions in Part 14 of the form.

1.1 **This is an application for:**
[Select one option only. Your application may be returned if multiple options are selected.]

under Part V, Division 3 of the EP Act.

Please see the:

- [Guideline: Industry Regulation Guide to Licensing](#)
- [Procedure: Prescribed premises works approvals and licences](#)

for more information to assist in understanding DWER's regulatory regime for prescribed premises.

☐ Works approval

☐ Licence

Existing registration number(s): []

Existing works approval number(s): []

☐ Renewal

Existing licence number: []

☒ Amendment

Number of the existing licence or works approval to be amended: **W6460/2020/1**

☐ Registration (works approval already obtained)

Existing works approval number(s): []

1.2 **For a works approval amendment or licence amendment, are there less than 90 business days until the expiry of the existing works approval or licence?**

Only active instruments can be amended. Applications to amend a works approval or licence must be made 90 business days or more prior to the existing works approval or licence expiring to ensure there is adequate time to assess the amendment.

Yes

☐

1.3 **This application is for the following categories of prescribed premises:**
(specify all prescribed premises category numbers)

5 (existing Works Approval category)

12 (new category)

☒

All activities that meet the definition of a prescribed premises as set out in Schedule 1 of the EP Regulations have been specified above (tick, if yes).

Completion Matrix

The matrix below explains what sections are required to be completed for different types of applications.

Application form section	New application / registration	Renewal	Amendment
Part 1: Application type	•	•	•
Part 2: Applicant details	•	•	•
Part 3: Premises details	•	•	Δ
Part 4: Proposed activities	•	•	•
Part 5: Index of Biodiversity Surveys for Assessment and Index of Marine Surveys for Assessment	If required.	If required.	If required.
Part 6: Other DWER approvals	•	•	•
Part 7: Other approvals and consultation	•	•	•
Part 8: Applicant history	•	•	Δ
Part 9: Emissions, discharges, and waste	•	•	Δ
Part 10: Siting and location	•	•	Δ
Part 11: Submission of any other relevant information	•	•	If required.
Part 12: Category checklist(s)	•	•	•
Part 13: Proposed fee calculation	•	•	•
Part 14: Commercially sensitive or confidential information	•	•	•
Part 15: Submission of application	•	•	•
Part 16: Declaration and signature	•	•	•
Attachment 1A: Proof of occupier status	•	•	N/A
Attachment 1B: ASIC company extract	•	•	N/A
Attachment 1C: Authorisation to act as a representative of the occupier	•	•	•
Attachment 2: Premises map/s	•	•	Δ
Attachment 3A: Environmental commissioning plan	If required.	N/A	If required
Attachment 3B: Proposed activities	•	•	Δ
Attachment 3C: Map of area proposed to be cleared (only applicable if clearing is proposed)	•	•	•
Attachment 3D: Additional information for clearing assessment	If required.	If required.	If required.
Attachment 4: Marine surveys (only applicable if marine surveys included in application)	•	•	•
Attachment 5: Other approvals and consultation documentation	•	•	Δ
Attachment 6A: Emissions and discharges	If required.	If required.	If required.
Attachment 6B: Waste acceptance	If required.	If required.	If required.
Attachment 7: Siting and location	•	•	Δ
Attachment 8: Additional information submitted	If required.	If required.	If required.
Attachment 9: Category-specific checklist(s)	•	If required.	If required.
Attachment 10: Proposed fee calculation	•	•	•
Attachment 11: Request for exemption from publication	If required.	If required.	If required.

Key:

- Must be completed / submitted.
- Δ To the extent changed / required in relation to the amendment.
- N/A Not required with application, but may be requested subsequently depending on DWER records.
- “If required” Sections for applicants to determine.

Part 2: Applicant details**INSTRUCTIONS:**

- The applicant (the occupier of the premises) must be an individual(s), a company, body corporate, or public authority, but not a partnership, trust, or joint-venture name. Applications made by or on behalf of business names or unincorporated associations will not be accepted.
- If applying as an individual, your full legal name must be provided.
- If applying as a company, body corporate, or public authority, the full legal entity name must be inserted.
- Australian Company Number's (ACN) must be provided for all companies or body corporates.
- DWER prefers to send all correspondence electronically via email. We request that you consent to receiving all correspondence relating to instruments and notices under Part V of the EP Act (Part V documents) electronically via email, by indicating your consent in Section 2.3.
- Companies or body corporates making an application must nominate an authorised representative from within their organisation. Proof of authorisation must be submitted with the application (see Section 2.10). If you are applying as an individual, you are the representative.
- Details of a contact person must be provided for DWER enquiries in relation to your application. This contact person can be a consultant if authorised to represent the applicant. Written evidence of this authorisation must be provided.
- Details of the occupier of the premises must be provided. One of the options must be selected and if you have been asked to specify, please provide details. For example, if 'lease holder' has been selected, please specify the type of lease (for example, pastoral lease, mining lease, or general lease) and provide a copy of the lease document(s). Note that contracts for sale of land will not be sufficient evidence of occupancy status.

2.1	Applicant name/s (full legal name/s): The proposed holder of the works approval, licence or registration.	Covalent Lithium Pty Ltd		
	ACN (if applicable):	623 090 139		
2.2	Trading as (if applicable):			
2.3	Authorised representative details: The person authorised to receive correspondence and Part V documents on behalf of the applicant under the EP Act. Where 'yes' is selected, all correspondence will be sent to you via email, to the email address provided in this section. Where 'no' has been selected, Part V documents will be posted to you in hard copy to the postal / business address specified in section 2.4, below. Other general correspondence may still be sent to you via email.	Name	[REDACTED]	
		Position	Manager Environment and Approvals	
		Telephone	[REDACTED]	
		Email	[REDACTED]	
		<i>I consent to all written correspondence between myself (the applicant) and DWER, regarding the subject of this application, being exclusively via email, using the email address I have provided above.</i>	Yes	No
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.4	Registered office address, as registered with the Australian Securities and Investments Commission (ASIC): This must be a physical address to which a Part V document may be delivered.	Level 17, 109 St Georges Terrace Perth 6000		
2.5	Postal address for all other correspondence: If different from section 2.4.	PO Box Z5200 St Georges Terrace PERTH WA 6831		

Part 2: Applicant details				
2.6	Contact person details for DWER enquiries relating to the application (if different from the authorised representative): For example, could be a consultant or a site-based employee.	Name	[REDACTED]	
		Position	Environmental Advisor	
		Organisation	Covalent Lithium	
		Address	[REDACTED] [REDACTED]	
		Telephone	[REDACTED]	
		Email	[REDACTED]	
2.7	Occupier status: Occupier is defined in section 3 of the EP Act and includes a person in occupation or control of the premises, or occupying a different part of the premises whether or not that person is the owner. Note: if a lease holder, the applicant must be the holder of an executed lease, not just an agreement to lease.	Registered proprietor on certificate of title.		<input type="checkbox"/>
		Lease holder (please specify, including date of expiry of lease).		<input checked="" type="checkbox"/>
		Public authority that has care, control, or management of the land.		<input type="checkbox"/>
		Other evidence of legal occupation or control (please specify – for example, joint venture operating entity, contract, letter of operational control, or other legal document or evidence of legal occupation).		<input type="checkbox"/>
Attachments			N/A	Yes
2.8	Attachment 1A: Proof of occupier status	Copies of certificate of title, lease, or other instruments evidencing proof of occupier status, including the expiry date or confirmation that there is no expiry date, have been provided and labelled as Attachment 1A.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.9	Attachment 1B: ASIC company extract	A current company information extract (not the company information summary) purchased from the ASIC website(s) for all new applications / registrations has been provided and labelled as Attachment 1B.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.10	Attachment 1C: Authorisation to act as representative of the occupier	A copy of the documentation authorising the applicant to act on the occupier's behalf as their authorised agent/representative has been provided and labelled as Attachment 1C.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part 3: Premises details				
3.1	Premises description (whole or part to be specified): Include the land description (volume and folio number, lot, or location number/s); Crown lease or reserve number; pastoral lease number; or mining tenement number (as appropriate), of all properties, as shown on title details registered with Landgate.	Mining Tenements M77/1066, M77/1080 and G77/129		
	Premises street address Include the suburb.	Located off Marvel Loch-Forrestania Road		
	Premises name (if applicable):	Earl Grey Lithium Project		
3.2	Local Government Authority area: City, Town, or Shire.	Shire of Yilgarn		
3.3	GPS (latitude and longitude) coordinates: GPS coordinates determined using the GDA 1994 (Geographic latitude / longitude) coordinate system and datum must be provided for all points around the proposed premises boundary, where the entirety of the cadastre (land parcel) or mining tenements are not used as the premises boundary.	Prescribed Premise Boundary remains unchanged.		
Attachments			N/A	Yes
3.4	Attachment 2: Premises map(s) You must provide as an attachment to this application form, labelled Attachment 2, either: <ol style="list-style-type: none"> an aerial photograph, map, and site plan of sufficient scale showing the proposed prescribed premises boundary or where available, a map of the proposed premises boundary and site plan as an ESRI shapefile (accepted file types include .dbf, .shp, .prj, and .shx) with the following properties (provided on a suitable portable digital storage device, if submitting application in hard copy form): <ul style="list-style-type: none"> Geometry type: Polygon Shape Coordinate system: GDA 1994 (Geographic latitude / longitude) Datum: GDA 1994 (Geocentric Datum of Australia 1994). You must also provide a map or maps of the prescribed premises, clearly identifying and labelling: <ul style="list-style-type: none"> layout of key infrastructure and buildings, clearly labelled; the premises boundary (where the premises boundary does not align with the entirety of the cadastral boundary, identify the Lot Number for which the premises is part of); emission and discharge points (with precise GPS coordinates where available); monitoring points (with precise GPS coordinates where available); sensitive receptors and land uses all areas proposed to be cleared (if applicable). Maps must contain a north arrow, clearly marking the area in which the activities are carried out. The map or maps must be of reasonable clarity and have a visible scale.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Part 4: Proposed activities**INSTRUCTIONS:**

- You must provide a description and the scope, size and scale of all prescribed activities of Schedule 1 to the EP Regulations including the maximum production or design capacity of each prescribed activity.
- If applying for a works approval or licence amendment involving the construction of new infrastructure, you must provide information on infrastructure to be constructed and how long construction is expected to take. You must confirm if commissioning is to occur and how long it will take.
- If applying for a works approval or licence amendment *not* involving the construction of new infrastructure, provide details of the proposed amendment.
- You must identify all emission sources on the premises map/s.
- You must also provide information on activities which directly relate to the prescribed premises category which have, or are likely to result in, an emission or discharge.
- If clearing activities are proposed provide a description and details. If a relevant exemption under Schedule 6 of the EP Act or regulation 5 of the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (WA) (Clearing Regulations) may apply, provide details.
- Note that in some cases, DWER may require that the clearing components of a works approval or licence (or amendment) application be submitted separately through the clearing permit application process. Refer to the [Procedure: Prescribed premises works approvals and licences](#) for further guidance.
- Please note that the requested information is critical to DWER's understanding of the proposed activities. The more accurate, specific, and complete the information provided in the application, the less uncertainty that DWER may identify in the application, therefore facilitating completion of the assessment in a more efficient and timely manner.

4.1 Prescribed premises infrastructure and equipment

In Table 4.1 (below), provide a list of all items of infrastructure and equipment within the boundary of the prescribed premises relevant to this application, and include the following details for each:

- **relevant categories (if known)** – the categories of prescribed premises (as listed under Schedule 1 of the EP Regulations) that relate to that infrastructure or equipment;
- **site plan reference** – the location of that infrastructure or equipment (with reference to the site plan map or maps provided above in section 3.4 and labelled as Attachment 2 – e.g. use GPS coordinates or a clear description such as “labelled as [label on premises map] on Map A”);
- **is it critical containment infrastructure (CCI)?** – indicate if the identified infrastructure or equipment would be categorised as CCI. Refer to the [Guideline: Industry Regulation Guide to Licensing](#) for further information on CCI; and
- **is environmental commissioning required?** – indicate if environmental commissioning is intended to be undertaken for that item of infrastructure or equipment. Refer to the [Guideline: Industry Regulation Guide to Licensing](#) for further information on environmental commissioning.

Add additional rows to Table 4.1 (below) as required.

Table 4.1: Infrastructure and equipment

	Infrastructure and equipment	Relevant categories (if known)	Site plan reference	CCI? (mark if yes)	Environmental commissioning? (mark if yes)
1.	Crushing and Screening Plant	12	Att. 2	<input type="checkbox"/>	<input type="checkbox"/>
2.				<input type="checkbox"/>	<input type="checkbox"/>
3.				<input type="checkbox"/>	<input type="checkbox"/>
4.				<input type="checkbox"/>	<input type="checkbox"/>
5.				<input type="checkbox"/>	<input type="checkbox"/>
6.				<input type="checkbox"/>	<input type="checkbox"/>
7.				<input type="checkbox"/>	<input type="checkbox"/>
8.				<input type="checkbox"/>	<input type="checkbox"/>
9.				<input type="checkbox"/>	<input type="checkbox"/>
10.				<input type="checkbox"/>	<input type="checkbox"/>

Part 4: Proposed activities**4.2 Detailed description of proposed activities or proposed changes (if an amendment):**

You must provide details of proposed activities relevant to this application within the boundary of the prescribed premises, identifying:

- scope, size, and scale of the project, including details as to production or design capacity (and/or frequency, if applicable);
- key infrastructure and equipment;
- description of processes or operations (a process flow chart may be included as an attachment);
- emission / discharge points;
- locations of waste storage or disposal
- activities occurring during construction, environmental commissioning, and operation (if applicable).

If assessment and imposition of conditions to allow environmental commissioning to be undertaken are requested, please provide an environmental commissioning plan as Attachment 3A (see 4.11 below).

Additional information relating to the proposed activities may be included in Attachment 3B (see 4.12 below).

Construction activities (if applicable):**Mobile Crushing and Screening Plant**

The perimeter embankment of the TSF will be constructed using selected ex-pit mine waste rock. To ensure the suitable maximum particle size achieved, a mobile crushing and screen plant will be utilised and will comprise of:

- Vibrating grizzly with 150mm aperture
- Jaw crusher in close circuit with a vibrating screen to achieve the above particle sizing
- Ancillary services as required – diesel generators, lighting plants, parts laydown etc.

The screened and crushed rock will also be used for other purposes, including, but not limited to, mine stemming, and road surfacing materials.

The Plant will have a design capacity of 500,000 tpa with a proposed throughput of 500,000 tpa. It is anticipated that the Plant will be installed and commissioned in Q3 2022.

The Plant will be located on M77/1080 to the west of the proposed TSF and southeast of the Earl Grey Waste Rock Landform (refer Attachment 2) in an already cleared area.

Environmental commissioning activities (if applicable):

Refer to the [Guideline: Industry Regulation Guide to Licensing](#) for further guidance.

Commissioning of the Concentrator (subject of W6460/2020/1) – details of the commissioning were included in the Works Approval Application (refer Attachment 8 Supplementary Information; Section 2) and was assessed by DWER and included in the Decision Report, however commissioning authority was not provided due to the absence of a TSF for waste disposal. The TSF is currently under assessment (Part IV and Part V of the EP Act and Mining Act) and it is anticipated that the approval of this Amendment would be granted following receipt of these approvals. In addition to the existing approval, it is proposed to include discharge of the RO Plant brine to the South Ventilation Raise (SVR; refer Attachment 2) as an additional discharge option to those already approved (dust suppression, saline water pit).

Commissioning of the crushing and screening plant will consist of energizing and testing with the only emissions expected to be noise and dust which will be minimised through existing controls.

Time limited operations activities (if applicable):

Different elements of the premises may require time limited operations to commence at different times. In these circumstances, please specify the infrastructure and/or equipment for which time limited operations authorisation is being applied for.

If time limited operations are expected to differ from future licensed operations, specify how and why this would be the case.

Refer to the [Guideline: Industry Regulation Guide to Licensing](#) for further guidance.

Part 4: Proposed activities

Operation of Concentrator (subject of W6460/2020/1) with waste deposited into the TSF (subject of W6673) as per existing approval (refer Attachment 8 Supplementary Information document submitted with original Works Approval application). It is anticipated that a Licence Application will be submitted to DWER immediately following completion of construction, along with compliance documentation, however operation of the Concentrator will be required prior to receipt of the Licence to ensure the Project schedule is maintained.

Operation of the RO Plant is expected to be at approximately 50% capacity during this phase. The table below provides an overview of baseline water quality of the SVR – the RO brine will be analysed to confirm it is compliant with the derived trigger based on minimum baseline specific conductivity (Ec) of 120,000 µS/cm prior to discharge. The feed water into the RO Plant will be ~3,000 µS/cm and the discharge is expected to be <40,000 µS/cm. If Ec of the RO brine reject is > 120,000 µS/cm, the brine will be discharged to the Saline Water Pit, or other disposal location as per the existing approval.

Prior to entry into the RO plant, a DAF unit will be used to remove any hydrocarbons in the RO feed stream.

The brine will be transported to the proposed discharge location by HDPE pipeline. The pipeline will be procured and installed to meet the relevant Australian Standards (AS/NZS 4130, AS/NZS 4131 and AS2033), welded and pressure tested to 125% maximum allowable operating pressure. The piping is open discharge so there will be no backflow pressure buildup and hence low risk of rupture/failure. The majority of pipeline will be installed underground, with trenches inspected prior to installation and bedded with suitable material, which will further reduce the risk of physical damage during operations.

SVR Water Quality	Specific Conductivity (Ec)
	µS/cm
July 2021	137,000
August 2021	138,000
December 2021	128,292
June 2022	119,375
Mean	130,667

Operation of the mobile Crushing and Screening Plant to supply material for the construction of the TSF (subject of W6673), and other mine purposes, including but not limited to, stemming material in the mine, and road surfacing. It is anticipated that a Licence Application will be submitted to DWER immediately following completion of plant installation, along with compliance documentation, however operation of the plant will be required prior to the receipt of a Licence to facilitate the timely construction of the TSF.

Operations activities (for a licence):

Following the completion of construction and submission of compliance documentation, a Licence Application will be submitted to cover the ongoing operations of the infrastructure under Category 5 and Category 12.

4.3	Estimated operating period of the project / premises (e.g. based on estimated infrastructure life):	47 years (Life of Mine)
4.4	Proposed date(s) for commencement of works (if applicable):	Q3 2022
4.5	Proposed date(s) for conclusion of works construction (if applicable):	Q1 2023 (5) Q3 2022 (12)
4.6	Proposed date(s) for environmental commissioning of works (if applicable):	Q1 2023 (5)
4.7	Proposed date/s for commencement of time limited operations under works approval (if applicable):	Q1 2023 (5) Q3 2022 (12)
4.8	Maximum production or design capacity for each category applied for (based on infrastructure operating 24 hours a day, 7 days a week): Provide figures for all categories listed in section 1.2. Units of measurement must be the same as the units of measurement associated with the relevant category as identified in Schedule 1 of the EP Regulations.	Category 5: 2Mtpa (as per existing approval) Category 12: 500,000tpa
4.9	Estimated / actual throughput for each category applied for: Provide figures for all categories listed in section 1.2.	Category 5: 2Mtpa (as per existing approval) Category 12: 500,000tpa

Part 4: Proposed activities				
Attachments			N/A	Yes
4.10	Attachment 2: Premises map	Emission/discharge points are clearly labelled on the map/s required for Part 3.4 (Attachment 2).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.11	Attachment 3A: Environmental commissioning plan	<p>If applying to construct works or install equipment, and environmental commissioning of the works or equipment is planned, an environmental commissioning plan has been included in Attachment 3A.</p> <p>The environmental commissioning plan is expected to include, at minimum, identification of:</p> <ul style="list-style-type: none"> the sequence of commissioning activities to be undertaken, including details on whether they will be done in stages; a summary of the timeframes associated with the identified sequence of commissioning activities; the inputs and outputs that will be used in the commissioning process; the emissions and/or discharges expected to occur during commissioning; the emissions and/or discharges that will be monitored and/or confirmed to establish or test a steady-state operation (e.g. identifying emissions surrogates, etc.), including a detailed emissions monitoring program for the measurement of those emissions and/or discharges; the controls (including management actions) that will be put in place to address the expected emissions and/or discharges; any contingency plans for if emissions exceedances or unplanned emissions and/or discharges occur how any of the above would differ from standard operations once commissioning is complete. <p>Note that DWER will not include conditions on a granted instrument that authorise environmental commissioning activities where it is not satisfied that the risks associated with environmental commissioning can be adequately addressed.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.12	Attachment 3B: Proposed activities	Additional information relating to the proposed activities has been included in Attachment 3B (if required).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clearing activities				
4.13 to 4.19 are only required if the application includes clearing of native vegetation.				
4.13	Proposed clearing area (hectares and/or number of individual trees to be removed):			
4.14	Details of any relevant exemptions: Refer to DWER's A guide to the exemptions and regulations for clearing native vegetation .			
4.15	Proposed method of clearing:			
4.16	Period within which clearing is proposed to be undertaken: For example, May 2020 – June 2020.			
4.17	Purpose of clearing:			
Clearing activities – Attachments			N/A	Yes

Part 4: Proposed activities				
4.18	Attachment 3C: Map of area proposed to be cleared	<p>You must provide:</p> <p>an aerial photograph or map of sufficient scale showing the proposed clearing area and prescribed premises boundary</p> <p>OR</p> <p>if you have the facilities, a suitable portable digital storage device of the area proposed to be cleared as an ESRI shapefile with the following properties:</p> <ul style="list-style-type: none"> • Geometry type: Polygon Shape • Coordinate system: GDA 1994 (Geographic latitude/longitude) • Datum: GDA 1994 (Geocentric Datum of Australia 1994). 	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.19	Attachment 3D: Additional information for clearing assessment	Additional information to assist in the assessment of the clearing proposal may be attached to this application (for example, reports on salinity, fauna or flora studies or other environmental reports conducted for the site).	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part 5: Index of Biodiversity and Marine Surveys for Assessments (IBSA and IMSA)				
INSTRUCTIONS: <ul style="list-style-type: none"> • Biodiversity surveys should be submitted through the IBSA Submissions Portal at ibsasubmissions.dwer.wa.gov.au • Biodiversity surveys submitted to support this application must meet the requirements of the EPA's <i>Instructions for the preparation of data packages for the Index of Biodiversity Surveys for Assessments (IBSA)</i>. • Marine surveys submitted to support this application must meet the requirements of the EPA's <i>Instructions for the preparation of data packages for the Index of Marine Surveys for Assessments (IMSA)</i>. • If these requirements are not met, DWER will decline to deal with the application. 				
Attachments			N/A	Yes
5.1	Biodiversity surveys Please provide the IBSA number(s) (or submission number(s) if IBSA number has not yet been issued) in the space provided. Note that a submission number is not confirmation of acceptance of a biodiversity survey and is not the same as an IBSA number. IBSA numbers are only issued once a survey has been accepted. Once an IBSA number is issued, please notify the department.	All biodiversity surveys submitted with this application meet the requirements of the EPA's Instructions for the preparation of data packages for the Index of Biodiversity Surveys for Assessments (IBSA) . Submission number(s) IBSA number(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.2	Attachment 4: Marine surveys	All marine surveys submitted with this application meet the requirements of the EPA's Instructions for the preparation of data packages for the Index of Marine Surveys for Assessments (IMSA) .	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part 6: Other DWER approvals**INSTRUCTIONS:**

- If you have applied, or intend to apply, for other approvals within DWER that may be relevant to this application, you must provide relevant details.
- If you have referred, or intend to refer, your proposal to the Environmental Protection Authority (EPA), you must provide the requested details.

Pre-application scoping

<p>6.1 Have you had any pre-application / pre-referral / scoping meetings with DWER regarding any planned applications?</p>	<p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes – phone calls and email correspondence with Christine Pustkuchen to discuss commissioning and time limited operations for the Concentrator – these were not previously approved because there was no TSF approved – and the addition of a Crushing and Screening Plant under Category 12. It was agreed to submit a single Works Approval Amendment that would be assessed and approved pending approval of the TSF (expected September 2022).</p>
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Environmental impact assessment (Part IV of the EP Act)

<p>6.2 Have you referred or do you intend to refer the proposal to the EPA?</p> <p>Section 37B(1) of the EP Act defines a 'significant proposal' as <i>"a proposal likely, if implemented, to have a significant effect on the environment"</i>.</p> <p>If DWER considers that the proposal in this application is likely to constitute a 'significant proposal', DWER is required under section 38(5) of the EP Act to refer the proposal to the EPA for assessment under Part IV, if such a referral has not already been made.</p> <p>If a relevant Ministerial Statement already exists, please provide the MS number in the space provided.</p>	<p><input type="checkbox"/> Yes (referred) – reference (if known): []</p> <p><input type="checkbox"/> Yes – intend to refer (proposal is a 'significant proposal')</p> <p><input type="checkbox"/> Yes – intend to refer (proposal will require a section 45C amendment to the current Ministerial Statement): MS []</p> <p><input checked="" type="checkbox"/> No – a valid Ministerial Statement applies: MS1118, MS1167, new MS expected September 2022 (Part IV Revised Proposal to include 'wet TSF')</p> <p><input type="checkbox"/> No – not a 'significant proposal'</p>
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Clearing of native vegetation (Part V Division 2 of the EP Act and Country Area Water Supply Act 1947)

<p>6.3 Have you applied or do you intend to apply for a native vegetation clearing permit?</p> <p>In accordance with the Guideline: Industry Regulation Guide to Licensing and Procedure: Native vegetation clearing permits, where clearing of native vegetation:</p> <ul style="list-style-type: none"> • is exempt under Schedule 6 of the EP Act or the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (WA) (refer to A guide to the exemptions and regulations for clearing native vegetation) • is being assessed by a relevant authority which would lead to an exemption under Schedule 6 of the EP Act, or • has been referred under section 51DA of the EP Act and a determination made that a clearing permit is not required (refer to the Guideline: Native vegetation clearing referrals), <p>the clearing will not be reassessed by DWER or be subject to any additional controls by DWER.</p> <p>If the proposed clearing action is to be assessed in accordance with, or under, an <i>Environment Protection and Biodiversity Conservation Act</i> (Cth) (EPBC Act) accredited process, such as the assessment bilateral agreement, the clearing permit application Form Annex C7 – Assessment bilateral agreement must be completed and attached to your clearing permit application.</p>	<p><input type="checkbox"/> Yes – clearing application reference (if known): CPS []</p> <p><input type="checkbox"/> Yes – a valid EP Act clearing permit already applies: CPS []</p> <p><input type="checkbox"/> No – this application includes clearing (please complete Sections 4.13 to 4.19 above)</p> <p><input type="checkbox"/> No – permit not required (no clearing of native vegetation)</p> <p><input type="checkbox"/> No – permit not required (clearing referral decision): CPS []</p> <p><input checked="" type="checkbox"/> No – an exemption applies (explain why):</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>Clearing of native vegetation is covered under existing Ministerial Statements 1118, 1167.</p> </div>
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Part 6: Other DWER approvals**6.4 Have you applied or do you intend to apply for a Country Area Water Supply Act 1947 licence?**

If a clearing exemption applies in a *Country Area Water Supply Act 1947* (CAWS Act) controlled catchment, or if compensation has previously been paid to retain the subject vegetation, a CAWS Act clearing licence is required.

If yes, contact the relevant DWER regional office for a Form 1 *Application for licence*.

[Map of CAWS Act controlled catchments](#)

☐ Yes – application reference (if known): []

☐ No – a valid licence applies: []

☒ No – licence not required

Water licences and permits (*Rights in Water and Irrigation Act 1914*)**6.5 Have you applied, or do you intend to apply for:**

1. a licence or amendment to a licence to take water (surface water or groundwater); or
2. a licence to construct wells (including bores and soaks); or
3. a permit or amendment to a permit to interfere with the bed and banks of a watercourse?

For further guidance on water licences and permits under the *Rights in Water and Irrigation Act 1914*, refer to the [Procedure: Water licences and permits](#).

☐ Yes –application reference (if known): []

☐ No – a valid licence / permit applies: []

☒ No – licence / permit not required

Part 7: Other approvals and consultation**INSTRUCTIONS:**

- Please provide copies of all relevant documentation indicated below, including any conditions, exclusions, or expiry dates.
- “Major Project” means:
 - A State Development Project, where the lead agency is the Department of Jobs, Tourism, Science and Innovation (including projects to which a State Agreement applies); or
 - A Level 2 or 3 proposal, as defined in the Department of Premier and Cabinet’s [Lead Agency Framework](#).

	N/A	No	Yes
7.1 Is the proposal a Major Project?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
7.2 Is the proposal subject to a State Agreement Act?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, specify which Act:			
7.3 Has the proposal been allocated to a “Lead Agency” (as defined in the Lead Agency Framework)?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, specify Lead Agency contact details:		Department of Jobs, Tourism, Science and Innovation (Steve Dawson)	
7.4 Has the proposal been referred and/or assessed under the EPBC Act (Commonwealth)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please specify referral, assessment and/or approval number:		EPBC 2017/7950	
7.5 Has the proposal obtained all relevant planning approvals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If planning approval is necessary but has not been obtained, please provide details indicating why:			
N/A			
If planning approval is not necessary, please provide details indicating why:			

Part 7: Other approvals and consultation				
Planning Approvals not required.				
7.6	For renewals or amendment applications, are the relevant planning approvals still valid (that is, not expired)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.7	Has the proposal obtained all other necessary statutory approvals (not including any other DWER approvals identified in Part 6 of this application)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>If no, please provide details of approvals already obtained, outstanding approvals, and expected dates for obtaining these outstanding approvals:</p> <p>Summary of all relevant approvals for the Earl Grey Lithium Project at Mt Holland:</p> <p><u>Works Approvals</u></p> <p>Concentrator; Category 5 (W6460/2020/1)</p> <p>Landfills; Inert Category 63 and Putrescible Category 64 (W6649/2022/1)</p> <p><u>Licences</u></p> <p>WWTP (draft L9326/2022/1)</p> <p><u>Pending Approvals:</u></p> <p>TSF Works Approval (W6673) – pending outcome of Part IV Revised Proposal – expected September 2022</p>				
		N/A	No	Yes
7.8	Has consultation been undertaken with parties considered to have a direct interest in the proposal (that is, interested parties or persons who are considered to be directly affected by the proposal)? DWER will give consideration to submissions from interested parties or persons in accordance with the Guideline: Industry Regulation Guide to Licensing .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attachments			N/A	Yes
7.9	Attachment 5: Other approvals and consultation documentation Details of other approvals specified in Part 7 of this application, including copies of relevant decisions and any consultation undertaken with direct interest stakeholders have been provided and labelled Attachment 5.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Part 8: Applicant history				
Note: <ul style="list-style-type: none"> Under this section, DWER will undertake an internal due diligence of the applicant's fitness and competency based on DWER's compliance records. If you wish to provide additional information for DWER to consider in making this assessment, you may provide that information as a separate attachment (see Part 11). 				
		N/A	No	Yes
8.1	If the applicant is an individual, has the applicant previously held, or do they currently hold, a licence or works approval under Part V of the EP Act?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.2	If the applicant is a corporation, has any director of that corporation previously held, or do they currently hold, a licence or works approval under Part V of the EP Act?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8.3	If yes to 8.1 or 8.2 above, specify the name of company and/or licence or works approval number: W6499/2021/1, W6460/2020/1, W6649/2022/1, L9326/2022/1 (draft)			
8.4	If the applicant is an individual, has the applicant ever been convicted, or paid a penalty, for an offence under a provision of the EP Act, its subsidiary legislation, or similar environmental protection or health-related legislation in Western Australia or elsewhere in Australia?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.5	If the applicant is a corporation, has any director of that corporation ever been convicted, or paid a penalty, for an offence under a provision of the EP Act, its subsidiary legislation, or similar environmental protection or health-related legislation in Western Australia or elsewhere in Australia?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.6	If the applicant is a corporation, has any person concerned in the management of the corporation, as referred to in section 118 of the EP Act, ever been convicted of, or paid a penalty, for an offence under a provision of the EP Act, its subsidiary legislation, or similar environmental protection or health-related legislation in Western Australia or elsewhere in Australia?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.7	If the applicant is a corporation, has any director of that corporation ever been a director of another corporation that has been convicted, or paid a penalty, for an offence under a provision of the EP Act, its subsidiary legislation, or similar environmental protection or health-related legislation in Western Australia or elsewhere in Australia?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.8	With regards to the questions posed in 8.4 to 8.7 above, have any legal proceedings been commenced, whether convicted or not, against the applicant for an offence under a provision of the EP Act, its subsidiary legislation, or similar environmental protection or health-related legislation in Western Australia or elsewhere in Australia?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.9	Has the applicant had a licence or other authority suspended or revoked due to a breach of conditions or an offence under the EP Act or similar environmental protection or health-related legislation in Western Australia or elsewhere in Australia?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.10	If the applicant is a corporation, has any director of that corporation ever had a licence or other authority suspended or revoked due to a breach of conditions or an offence under the EP Act or similar environmental protection or health-related legislation in Western Australia or elsewhere in Australia?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.11	If the applicant is a corporation, has any director of that corporation ever been a director of another corporation that has ever had a licence or other authorisation suspended or revoked due to a breach of conditions or an offence under the EP Act or similar environmental protection or health-related legislation in Western Australia or elsewhere in Australia?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.12	If yes to any of 8.4 to 8.11 above, you must provide details of any charges, convictions, penalties paid for an offence, and/or licences or other authorisations suspended or revoked: It has been assumed that the questions within Part 8 Applicant History relate only to offences that occurred while the applicant was a director of an entity. Declarations made are done so on this basis and may not represent the entire history of the organisation. Australian Vinyls Corp Limited (AVC) was issued with an Infringement Notice on 27 November 2013 by EPA Victoria for an alleged licence breach, which AVC did not contest. The penalty applied was \$7,042.			

INSTRUCTIONS:

- Please see [Guideline: Risk Assessments](#) and provide all information relating to emission sources, pathways and receptors relevant to the application.
- You must provide details on sources of emissions (for example, kiln stack, baghouses or discharge pipelines) including fugitive emissions (for example, noise, dust or odour), types of emissions (physical, chemical, or biological), and volumes, concentrations and durations of emissions.
- The potential for emissions should be considered for all stages of the proposal (where relevant), including during construction, commissioning and operation of the premises.

		No	Yes										
9.1	Are there potential emissions or discharges arising from the proposed activities?	<input type="checkbox"/>	<input checked="" type="checkbox"/>										
<p>If yes, identify all potential emissions and discharges arising from the proposed activities and complete Table 9.1: Emissions and discharges (below).</p> <table border="0"> <tbody> <tr> <td><input type="checkbox"/> Gaseous and particulate emissions (e.g. emissions from stacks, chimneys or baghouses)</td> <td><input checked="" type="checkbox"/> Dust (e.g. from equipment, unsealed roads and/or stockpiles, etc.)</td> </tr> <tr> <td><input checked="" type="checkbox"/> Wastewater discharges (e.g. treated sewage, wash water, or process water discharged to lands or waters)</td> <td><input type="checkbox"/> Waste and leachate (e.g. emissions through seepage, leaks and spills of waste from storage, process and handling areas, etc.)</td> </tr> <tr> <td><input checked="" type="checkbox"/> Noise (e.g. from machinery operations and/or vehicle operations)</td> <td><input type="checkbox"/> Odour (e.g. from wastes accepted at putrescible landfills, storage or processing of waste or other odorous materials, etc.)</td> </tr> <tr> <td><input type="checkbox"/> Contaminated or potentially contaminated stormwater (e.g. stormwater with the potential to come into contact with chemicals or waste materials, etc.)</td> <td><input type="checkbox"/> Electromagnetic radiation¹</td> </tr> <tr> <td colspan="2"><input type="checkbox"/> Other (please specify): []</td> </tr> </tbody> </table> <p>¹ Note that for electromagnetic radiation, copies/details of other relevant approvals (such as from the Department of Mines, Industry Regulation and Safety or the Radiological Council) must be provided where applicable.</p>				<input type="checkbox"/> Gaseous and particulate emissions (e.g. emissions from stacks, chimneys or baghouses)	<input checked="" type="checkbox"/> Dust (e.g. from equipment, unsealed roads and/or stockpiles, etc.)	<input checked="" type="checkbox"/> Wastewater discharges (e.g. treated sewage, wash water, or process water discharged to lands or waters)	<input type="checkbox"/> Waste and leachate (e.g. emissions through seepage, leaks and spills of waste from storage, process and handling areas, etc.)	<input checked="" type="checkbox"/> Noise (e.g. from machinery operations and/or vehicle operations)	<input type="checkbox"/> Odour (e.g. from wastes accepted at putrescible landfills, storage or processing of waste or other odorous materials, etc.)	<input type="checkbox"/> Contaminated or potentially contaminated stormwater (e.g. stormwater with the potential to come into contact with chemicals or waste materials, etc.)	<input type="checkbox"/> Electromagnetic radiation ¹	<input type="checkbox"/> Other (please specify): []	
<input type="checkbox"/> Gaseous and particulate emissions (e.g. emissions from stacks, chimneys or baghouses)	<input checked="" type="checkbox"/> Dust (e.g. from equipment, unsealed roads and/or stockpiles, etc.)												
<input checked="" type="checkbox"/> Wastewater discharges (e.g. treated sewage, wash water, or process water discharged to lands or waters)	<input type="checkbox"/> Waste and leachate (e.g. emissions through seepage, leaks and spills of waste from storage, process and handling areas, etc.)												
<input checked="" type="checkbox"/> Noise (e.g. from machinery operations and/or vehicle operations)	<input type="checkbox"/> Odour (e.g. from wastes accepted at putrescible landfills, storage or processing of waste or other odorous materials, etc.)												
<input type="checkbox"/> Contaminated or potentially contaminated stormwater (e.g. stormwater with the potential to come into contact with chemicals or waste materials, etc.)	<input type="checkbox"/> Electromagnetic radiation ¹												
<input type="checkbox"/> Other (please specify): []													

Part 9: Emissions, discharges, and waste

Details of any pollution control equipment or waste treatment system, including any control mechanisms used to ensure proper operation of this equipment, must be included in the proposed controls column of the 'Emissions and discharges table' below. Details of management measures employed to control emissions should also be included. Please provide / attach any relevant documents (e.g. management plans, etc.).

Additional rows may be added as required and/or further information may be included as an attachment (see section 9.3).

Table 9.1: Emissions and discharges

	Source of emission or discharge	Emission or discharge type	Volume and frequency	Proposed controls (include in Attachment 6A if extensive or complex)	Location
1.	Crushing and Screening Plant – Operations	Dust	Variable depending on activity and weather conditions	Water sprays to be located at the crushing and screening area. Vehicles to keep to designated roads. Stockpiles sprayed with water to suppress dust emissions. Dust suppression including water trucks and water sprays used to control dust.	Refer to Att. 2
2.		Noise impact to nearby Accommodation Village	Variable depending on activity	Plant and machinery serviced as per Manufacturer's specifications. Given the camp is within the mine Development Envelope it is not required to comply with 'assigned levels' under the Environmental Protection (Noise) Regulations 1997, however noise will be minimised to protect health and amenity of camp residents.	
3.		Potentially contaminated stormwater runoff	Variable dependent on rainfall	Plant located within a bunded area to contain potentially contaminated runoff. Stormwater will be periodically checked to ensure that its hydrocarbon levels are below 5 ppm TPH prior to discharge to the environment. Area kept clean to minimise contamination.	
4.	Concentrator RO Plant	Process Water (RO Brine discharge)	~15 m ³ /hour, majority proposed for SVR discharge	Brine analysed every 24 hours with discharge to SVR allowed up to 120,000µS/cm. Brine >120,000µS/cm will be diverted to other approved discharge locations.	South Ventilation Raise (new) (Att. 2)

9.2	Waste-related activities at the premises ²	No	Yes
	Answer "yes" or "no" for the following questions and complete Table 9.2 (below).		
(a)	Is waste accepted at the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Is waste produced on the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Is waste processed on the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d)	Is waste stored on the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(e)	Is waste buried on the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part 9: Emissions, discharges, and waste

(f)	Is waste recycled on the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(g)	Is any of the waste listed in Table 9.2 (below) also considered a 'dangerous good' for the purposes of the Dangerous Goods Safety (Storage and Handling of Non-Explosives) Regulations 2007? ³	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Specify, if yes:		

² Copies / details of any other relevant approvals (e.g. from the Department of Health) must be provided where applicable.

³ Wastes derived from the storage, handling, and use of dangerous goods may be considered hazardous and may need to be handled with the same precautions. Please refer to the Department of Mines, Industry Regulation and Safety's [Dangerous Goods Safety information sheet](#) for more information.

Solid waste types must be described with reference to *Landfill Waste Classification and Waste Definitions 1996* (as amended from time to time) and the Environmental Protection (Controlled Waste) Regulations 2004 (Controlled Waste Regulations).

Liquid waste types must be described with reference to the Controlled Waste Regulations.

For further guidance on the definition of waste, refer to [Fact Sheet: Assessing whether material is waste](#).

Detail must be provided on storage type (for example, hardstand and containment infrastructure), capacity, likely storage volumes, and containment features (for example, lining and bunding).

Additional rows may be added as required and/or further information may be included as an attachment (see section 9.4).

Table 9.2 Waste types

	Waste type	Quantity (e.g. tonnes, litres, cubic metres)	Waste activity infrastructure (including specifications)	Monitoring (if applicable)	Location (on site layout plan – see 3.4)
1.	Tailings output from the Concentrator	1,655 tpa (wet)	Processing of spodumene concentrate	N/A	Refer to Attachment 2
2.					
3.					
4.					
5.					

Attachments			N/A	Yes
9.3	Attachment 6A: Emissions and discharges (if required)	If required, further information for Section 9.1 has been included as an attachment labelled Attachment 6A.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9.4	Attachment 6B: Waste acceptance (if required)	If required, further information for Section 9.2 has been included as an attachment labelled Attachment 6B.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part 10: Siting and location

10.1	Sensitive land uses What is/are the distance(s) to the nearest sensitive land use(s)? A sensitive land use is a residence or other land use which may be affected by an emission or discharge associated with the proposed activities.	Accommodation Village approximately 1.5 km from the Plant area.
10.2	Nearby environmentally sensitive receptors and aspects Identify in Table 10.2 (below): <ul style="list-style-type: none"> all instances of environmentally sensitive receptors that are known or suspected to be present within, or within close proximity to, the proposed prescribed premises boundary; the nature of the sensitive receptors (e.g. type of Threatened Ecological Community, species or threatened flora or fauna, etc.); their actual or approximate known distance and direction from the premises boundary (at the closest point/s); and if applicable, what measures have been or will be taken to ensure that sensitive receptors are not adversely impacted by any emissions or discharges from the premises. 	

Part 10: Siting and location

Refer to the [Guideline: Environmental siting](#) for further guidance.

Table 10.2: Nearby environmentally sensitive receptors and aspects

Type / classification	Description	Distance + direction to premises boundary	Proposed controls to prevent or mitigate adverse impacts (if applicable)
Environmentally Sensitive Areas ¹	Detail remains unchanged from original Works Approval – Supplementary Information Document (Attachment 8).		
Threatened Ecological Communities			
Threatened and/or priority fauna			
Threatened and/or priority flora			
Aboriginal and other heritage sites ²			
Public drinking water source areas ³			
Rivers, lakes, oceans, and other bodies of surface water, etc.			
Acid sulfate soils			

¹ Environmentally Sensitive Areas are as declared under the *Environmental Protection (Environmentally Sensitive) Notice 2005*. Refer to DWER's website ("[Environmentally Sensitive Areas](#)") for further information.

² Refer to the [Department of Planning, Lands and Heritage website](#) for further information about Aboriginal heritage and other heritage sites.

³ Refer to [Water Quality Protection Note No.25: Land use compatibility tables for public drinking water source areas](#) for further information.

10.3 Environmental siting context details

Detail remains unchanged from original Works Approval – Supplementary Information Document

Attachments**N/A****Yes****10.4 Attachment 7: Siting and location**

You must provide details and a map describing the siting and location of the premises, including identification of distances to sensitive land uses and/or any specified ecosystems.

☒☐**Part 11: Submission of any other relevant information****Attachments****No****Yes****11.1 Attachment 8: Additional information submitted**

Applicants seeking to submit further information may include information labelled Attachment 8. If submitting multiple additional attachments, label them 8A, 8B, etc.

Where additional documentation is submitted, please specify the name of documents below.

☐☒

List title of additional document(s) attached:

Supplementary Information Document-REP-Rev 0_WAA Concentrator

Part 12: Category checklist(s)			
Attachments		N/A	Yes
12.1	<p>Attachment 9: Category checklist(s)</p> <p>DWER has developed category checklists to assist applicants with preparing their application.</p> <p>These checklists are available on DWER's website.</p> <p>The relevant category-specific checklist(s) must be completed and included with the application, labelled as Attachment 9. If attaching multiple category checklists, label them 9A, 9B, etc.</p> <p>Do not select "N/A" unless:</p> <ul style="list-style-type: none"> a relevant category checklist is not yet published on DWER's website, or the application is for an amendment that does not propose changes to the method of operation, or change the inputs, outputs, infrastructure, equipment, emissions, or discharges of / from the premises. <p>Note that that a category checklist(s) may still be required for renewal applications. You will be advised in your renewal notification letter (sent approximately twelve months before the licence's expiry date) if you are required to provide the information identified in a category checklist.</p> <p>Where a category checklist is submitted, please specify which checklist(s) in the space below.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
List title(s) of category checklists attached:			

Part 13: Proposed fee calculation**INSTRUCTIONS:**

Please calculate the prescribed fee using the relevant online fee calculator linked below when completing this section.

- Licence: www.der.wa.gov.au/LicenceFeeCalculator
- Works approval: www.der.wa.gov.au/WorksApprovalFeeCalculator
- Amendment: www.der.wa.gov.au/AmendmentFeeCalculator

Different fee units apply for different fee components. Fee units may also have different amounts depending on the period in which the calculation is made.

Once DWER has confirmed that the application submitted meets the relevant requirements of the EP Act, you will be issued an invoice with instructions for paying your application fee.

Further information on fees can be found in the [Fact Sheet: Industry Regulation fees](#), available from DWER's website.

13.1	Only the relevant fee calculations are to be completed as follows: [mark the box to indicate sections completed]	<input type="checkbox"/> Section 13.3 for works approval applications <input type="checkbox"/> Section 13.4 for licence / renewal applications <input type="checkbox"/> Section 13.5 for registration applications <input checked="" type="checkbox"/> Section 13.6 for amendment applications <input type="checkbox"/> Section 13.7 for applications requiring clearing of native vegetation
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13.2	All information and data used for the calculation of proposed fees has been provided in accordance with section 13.8.	<input checked="" type="checkbox"/>
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13.3 Proposed works approval fee

Proposed works approval fee (see Schedule 3 of the EP Regulations)

Fees relate to the cost of the works, including all capital costs (inclusive of GST) associated with the construction and establishment of the works proposed under the works approval application. This includes, for example, costs associated with earth works, hard stands, drainage, plant hire, equipment, processing plant, relocation of equipment and labour hire.

Costs exclude:

- the cost of land
- the cost of buildings to be used for purposes unrelated to the purposes in respect of which the premises are, or will become, prescribed premises; costs for buildings unrelated to the prescribed premises activity or activities
- consultancy fees relating to the works.



Fee component	Proposed fee
Cost of works: \$	\$

13.4 Proposed licence fee (new licences and licence renewals)		
Detailed licence fee calculations		
<p>Part 1 Premises component (see regulation 5D and Part 1 of Schedule 4 of the EP Regulations)</p> <p>The production or design capacity should be the maximum capacity of the premises. For most categories the production or design capacity refers to an annual rate. The figure should be based on 24 hour operation for 365 days, unless there is another regulatory approval or technical reason that restricts operation.</p> <p>The premises component fee applies to the category in Part 1, Schedule 4 incurring the higher or highest amount of fee units in accordance with regulation 5D(2) of the EP Regulations.</p> <p>List all categories (insert additional rows as required). Use only the higher or highest amount of fee units to determine the Part 1 fee component.</p>		
Category	Production or design capacity	Fee units
Using the higher or highest amount of fee units, Part 1 component subtotal		\$
<p>Part 2 Waste (see regulation 5D(1a)(b) and Part 2 of Schedule 4 of the EP Regulations)</p> <p>If your premises includes one or more of the following categories specify any applicable Part 2 waste amounts. Do not include Part 3 waste components of these discharges in the below sections.</p> <p>Categories: 5, 6, 7, 8, 9, 12, 14, 44, 46, 53, 54A, 70, 80, or 85B</p> <p>Part 2 waste means waste consisting of –</p> <ul style="list-style-type: none"> (a) tailings; or (b) bitterns; or (c) water to allow mining of ore; or (d) flyash; or (e) waste water from a desalination plant. <p>If the premises does not fall into one of the categories listed above, or there are no applicable Part 2 waste amounts, the sub total for this section will be \$0.</p> <p>Insert additional rows as required. Sum all Part 2 waste fees to determine the sub total.</p>		
Discharge quantity (tonnes/year)	Fee units	
Part 2 component subtotal		\$
<p>Part 3 Waste – Discharges to air, onto land, into waters (see Part 3 of Schedule 4 of the EP Regulations)</p> <p>Choose the appropriate location of the discharge and enter the discharge amount(s) in the units specified in the EP Regulations. This should be the amount of waste expected to be discharged over the next 12 months, expressed in the units and averaging period applicable for that waste kind (for example, g/minute or kg/day). Amounts can be measured, calculated, or estimated and can be based on data acquired over the previous 12 months, but should be based on the maximum premises capacity and not the forecast operating hours.</p> <p>Where there are discharges, all prescribed waste types must be considered in the fee calculation. If a specified waste type is not present in the discharge, this must be justified using an appropriate emission estimation technique (for example, sampling data, industry sector guidance notes, National Pollution Inventory guides and emission factors).</p>		

Discharges to air			
Discharges to air	Discharge rate (g/min)	Discharges to air	Discharge rate (g/min)
Carbon monoxide		Nickel	
Oxides of nitrogen		Vanadium	
Sulphur oxides		Zinc	
Particulates (Total PM)		Vinyl chloride	
Volatile organic compounds		Hydrogen sulphide	
Inorganic fluoride		Benzene	
Pesticides		Carbon oxysulphide	
Aluminium		Carbon disulphide	
Arsenic		Acrylates	
Chromium		Beryllium	
Cobalt		Cadmium	
Copper		Mercury	
Lead		TDI (toluene-2, 4-di-iso-cyanate)	
Manganese		MDI (diphenyl-methane di-iso-cyanate)	
Molybdenum		Other waste	
Part 3 component subtotal		\$	
Discharges onto land or into waters			Discharge rate
1. Liquid waste that can potentially deprive receiving waters of oxygen (for each kilogram discharged per day) —	(a) biochemical oxygen demand (in the absence of chemical oxygen demand limit)		
	(b) chemical oxygen demand (in the absence of total organic carbon limit)		
	(c) total organic carbon		
2. Bio-stimulants (for each kilogram discharged per day) —	(a) phosphorus		
	(b) total nitrogen		
3. Liquid waste that physically alters the characteristics of naturally occurring waters —	(a) total suspended solids (for each kilogram discharged per day)		
	(b) surfactants (for each kilogram discharged per day)		
	(c) colour alteration (for each platinum cobalt unit of colour above the ambient colour of the waters in each megalitre discharged per day)		
	(d) temperature alteration (for each 1°C above the ambient temperature of the waters in each megalitre discharged per day) — (i) in the sea south of the Tropic of Capricorn (ii) in other waters		

Department of Water and Environmental Regulation

4. Waste that can potentially accumulate in the environment or living tissue (for each kilogram discharged per day) —	(a) aluminium	
	(b) arsenic	
	(c) cadmium	
	(d) chromium	
	(e) cobalt	
	(f) copper	
	(g) lead	
	(h) mercury	
	(i) molybdenum	
	(j) nickel	
	(k) vanadium	
	(l) zinc	
	(m) pesticides	
	(n) fish tainting wastes	
	(o) manganese	
5. <i>E. coli</i> bacteria as indicator species (in each megalitre discharged per day) —	(a) 1,000 to 5,000 organisms per 100 ml	
	(b) 5,000 to 20,000 organisms per 100 ml	
	(c) more than 20,000 organisms per 100 ml	
6. Other waste (per kilogram discharged per day) —	(a) oil and grease	
	(b) total dissolved solids	
	(c) fluoride	
	(d) iron	
	(e) total residual chlorine	
	(f) other	
Part 3 component subtotal		\$
Summary – Proposed licence fee		
Part 1 Component		
Part 2 Component		
Part 3 Component		
Total proposed licence fees:		\$
13.5 Prescribed fee for registration		
A fee of 24 units applies for an application for registration of premises, unless the occupier of the premises holds a licence in respect of the premises, in accordance with regulation 5B(2)(c) of the EP Regulations.		<input type="checkbox"/> (Tick to acknowledge)

13.6 Amendment fee (works approval or licence)	
<p>The fee prescribed for an application for an amendment to a works approval or licence is calculated in accordance with regulation 5BB(1)(a) of the EP Regulations:</p> <ul style="list-style-type: none"> for a single category of prescribed premises to which the works approval or licence relates, by using the fee unit number corresponding to the prescribed premises category and relevant design capacity threshold in Schedule 4 Part 1 of the EP Regulations. for multiple categories of prescribed premises to which the works approval or licence relates, by using the highest fee unit number corresponding to the prescribed premises categories and design capacity threshold in Schedule 4 Part 1 of the EP Regulations. 	
Fee Units	Proposed fee
	
13.7 Prescribed fee for clearing permit	
<p>In accordance with the Guideline: Industry Regulation Guide to Licensing and Procedure: Native vegetation clearing permits, where an application for clearing of native vegetation is made as part of an application for a works approval or licence, DWER may elect to either jointly or separately determine the clearing component of the application. Where DWER separately determines the clearing component of an application, the application will be deemed to be an application for a clearing permit under section 51E of the EP Act.</p> <p>Note: If a clearing permit application has been separately submitted and accepted by DWER, a refund for the clearing permit application will not be provided where DWER determines to address clearing requirements as part of a related works approval application.</p>	<input checked="" type="checkbox"/> (Tick to acknowledge)
13.8 Information and data used to calculate proposed fees	
<p>The detailed calculations of fee components, including all information and data used for the calculations are to be provided as attachments to this application, labelled as Attachment 10, with an appropriate suffix (for example 10A, 10B etc.). Please specify the relevant attachment number in the space/s provided below.</p>	
Proposed fee for works approval	Attachment No.
Details for cost of works	
Proposed fee for licence	Attachment No.
Part 1: Premises	
Part 2: Waste types	
Part 3: Discharges to air, onto land, into waters	

Part 14: Commercially sensitive or confidential information

NOTE:

Information submitted as part of this application will be made publicly available. If you wish to submit commercially sensitive or confidential information, please identify the information in Attachment 11, and include a written statement of reasons why you request each item of information be kept confidential.

Information submitted later in the application process may also be made publicly available at DWER's discretion. For any commercially sensitive or confidential information, please follow the same process as described above.

DWER will take reasonable steps to protect genuinely confidential or commercially sensitive information. However, please note that DWER cannot commit to redacting all personal information from all supporting documents. You are advised to ensure that all personal information, including signatures, are removed from supporting documents prior to submitting them to the department. Please note that all submitted information may be the subject of an application for release under the *Freedom of Information Act 1992*.

All information which you would propose to be exempt from public disclosure has been separately placed in a redacted version of the application form and its supporting documentation. Note that this is in addition to the unredacted version(s) provided to DWER for its assessment. Grounds for claiming exemption in accordance with Schedule 1 to the *Freedom of Information Act 1992* must be specified in **Attachment 11** (located at the end of this form).

Attached

N/A



Part 15: Submission of application**INSTRUCTIONS:**

Check one of the boxes below to nominate how you will submit your application.

Files larger than 50MB cannot be received via email by DWER. Files larger than 50MB can be sent via File Transfer. Alternatively, email DWER to make other arrangements.

A full, signed, electronic copy of the application form including all attachments has been submitted via email to info@dwer.wa.gov.au;

☒

OR

A signed, electronic copy of the application form has been submitted via email to info@dwer.wa.gov.au and attachments have been submitted via File Transfer, or electronically by other means as arranged with DWER;

☐

OR

A full, signed hard copy has been sent to:

APPLICATION SUBMISSIONS

Department of Water and Environmental Regulation

Locked Bag 10

Joondalup DC WA 6919

☐

Part 16: Declaration and signature**General**

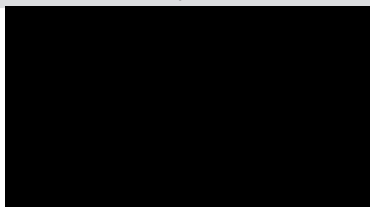
I / We confirm and acknowledge that:

- the information contained in this application is true and correct and I / we acknowledge that knowingly providing information which is false or misleading in a material particular constitutes an offence under section 112 of the *Environmental Protection Act 1986* (WA) and may incur a penalty of up to \$50,000;
- I / we have legal authority to sign on behalf of the applicant (where authorisation provided);
- I / we have not altered the requirements and instructions set out in this application form;
- I / we have provided a valid email address in Part 2.3 for receipt of correspondence electronically via email from DWER in relation to this application and acknowledge that successful delivery to my / our server constitutes receipt of correspondence sent electronically via email from DWER in relation to this application; and
- I / we have provided a valid postal and/or business address in Part 2.4 for the service of all Part V documents.

Publication

I / We confirm and acknowledge:

- this application (including all attachments apart from the sections identified in Attachment 11) is a public document and may be published;
- marine surveys provided in accordance with Part 5 will be published and used, for the purposes of the IMSA project, in accordance with your declaration made in the *Metadata and Licensing Statement*;
- all necessary consents for the publication of information have been obtained from third parties;
- information considered exempt from public disclosure has been noted by redaction of a separately provided copy of the completed application form and its supporting documentation (in accordance with Part 14), with reasons as to why the information should be exempt in accordance with the grounds specified in Schedule 1 to the *Freedom of Information Act 1992* (WA) being provided in Attachment 11;
- subsequent information provided in relation to this application will be a public document and may be published unless written notice has been given to DWER by the applicant, at the time the information is provided, claiming that the information is considered exempt from public disclosure; and
- the decision to not publish information will be at the discretion of the CEO of DWER and will be made consistently with the provisions of the *Freedom of Information Act 1992* (WA).



16/06/2022

Date

Name

Manager Environment and Approvals

Position

Signature

Date

Name

Position

NOTE: This form may be signed:

- if the applicant is an individual, by the individual;
- if the applicant is a corporation, by:
 - the common seal being affixed in accordance with the *Corporations Act 2001* (Cth); or
 - two directors; or
 - a director and a company secretary; or
 - if a proprietary company has a sole director who is also the sole company secretary, by that director; and
- by a person with legal authority to sign on behalf of the applicant.

ATTACHMENT 11 – Confidential or commercially sensitive information

Request for exemption from publication			
Information which you consider should not be published, on the grounds of a relevant exemption found in Schedule 1 to the <i>Freedom of Information Act 1992</i> (WA), must be specified in this Attachment. Add additional rows as required.			
NOT FOR PUBLICATION IF GROUNDS FOR EXEMPTION ARE DETERMINED TO BE ACCEPTABLE			
Section of this form:		Grounds for claiming exemption:	
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Section of this form:		Grounds for claiming exemption:	
<div><div></div><div>Full Name</div><div></div><div>Signature</div><div></div><div>Date</div></div>			

Attachment 1C: Authorisation to Act

Corporate endorsement:

I hereby certify that to the best of my knowledge, the information contained within this Works Approval Application Form is true and correct and addresses all the requirements of Part V, Division 3, Environmental Protection Act (1986) and the Environmental Protection Regulations (1987).

Name:

[REDACTED]

[REDACTED]

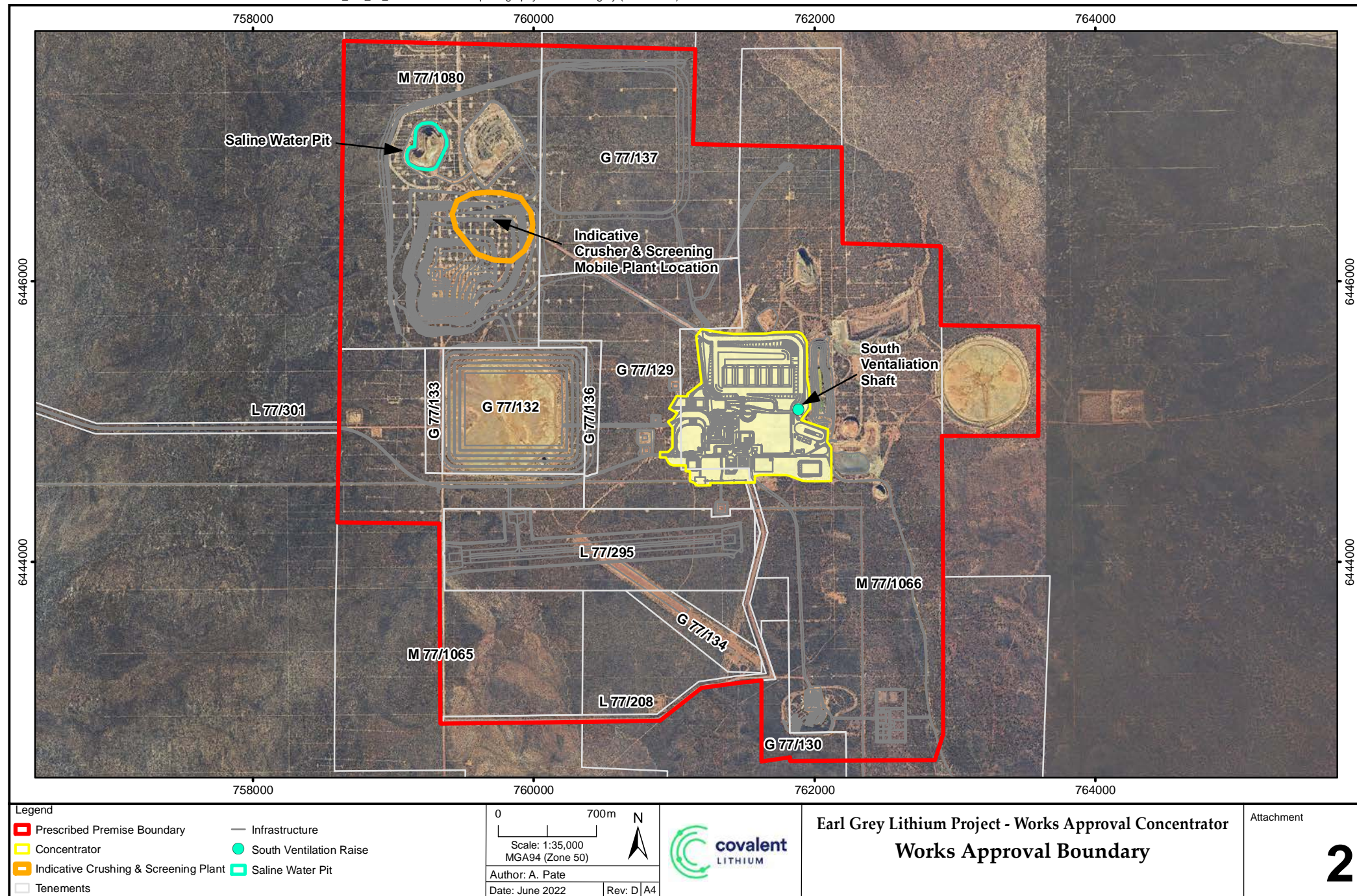
DocuSigned by:
Athena Pate

[REDACTED]

Date: 16 June 2022

(NB: The corporate endorsement must be given by tenement holder(s) or a senior representative authorised by the tenement holder(s), such as a Registered Manager or Company Director)

Attachment 2: Premises Map



Attachment 8: Supplementary Information Document (as per original Works Approval Application 2020)



covalent
LITHIUM

Earl Grey Lithium Project Works Approval Application Supplementary Information Document Concentrator

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Covalent Lithium Pty Ltd	Katherine Fox Anthea Pate	E-Copy	07/01/2020

Document Control:

Document Status	Prepared by	Authorised by	Date
Draft Report	C Thompson	M Brook	19/11/2019
Draft Report	K Frehill	M Brook	16/12/2019
Draft Report	K Frehill	M Brook	07/01/2020
Final Draft Report	K Frehill	M Brook	26/02/2020
Final Draft Report	K Frehill	M Brook	19/08/2020
Final	K Frehill	A Pate	20/10/2020

This report is confidential and intended solely for the purpose of informing and advising Covalent Lithium Pty Ltd and its related bodies corporate pursuant to the Corporations Act 2001. Any material that may constitute legal advice is solely for the reliance and use of Western Australia Lithium and its related bodies corporate and may be subject to legal professional privilege, which is not waived by the inclusion of such advice in this report.

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Appendices

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Appendix 2: Attachment 1B - ASICS company extract

Appendix 3: Attachment 1C - Authorisation to act as a representative of the occupier

Appendix 4: Attachment 2 - Prescribed Premise map and prescribed premise boundary coordinates

Appendix 5: Attachment 5A - Ministerial Statement 1118

Appendix 6: Attachment 5B - Stakeholder engagement register

Appendix 7: Attachment 7 - Siting and location

Appendix 8: Attachment 8A – Concentrator Indicative Layout

Appendix 9: Attachment 9 – Proposed fee calculation

Glossary

Acronym	Detail
°C	Degrees Celsius
%	Percentage
AEP	Annual Exceedance Probability
ALARP	As Low As Reasonably Practicable
AMD	Acid and Metalliferous Drainage
bgl	Below ground level
BoM	Bureau of Meteorology
Covalent	Covalent Lithium Proprietary Limited
COS	Coarse Ore Stockpile
DBCA	Department of Biodiversity, Conservation and Attractions
DE	Development Envelope
DJSTI	Department of Jobs, Tourism, Science and Innovation
DMIRS	Department of Mines, Industry, Regulation and Safety
DMP	Department of Mines and Petroleum
DMS	Dense Medium Separation
DAWE	Department of Agriculture, Water and the Environment (Commonwealth)
DoH	Department of Health
DPLH	Department of Planning, Lands and Heritage
DWER	Department of Water and Environment Regulation
EMS	Environmental Management System
EP Act	<i>Environmental Protection Act 1986</i>
EPASU	Environmental Protection Authority Services Unit
EPBC Act	<i>Environment Protection and Biodiversity Conservation Act 1999</i>
Classifier	Flat bottom classifier
Floats	Material that is lighter than the separation density
FEL	Front end loader
GRM	Groundwater Resource Management
ha	Hectare
IBC	Intermediate bulk containers
kL	Kilolitre
km	kilometre
Li ₂ O	Lithium Oxide
LoM	Life of Mine
m ²	Square metres
m ³	Cubic metres
mAHD	Metres with respect to the Australian Height Datum

Acronym	Detail
MCP	Mine Closure Plan
mg/L	Milligrams per Litre
mm	Millimetre
Mm ³	Million cubic metres
MRWA	Main Roads of Western Australia
Mtpa	Million tonnes per annum
MW	Mega watt
NGOs	Non-Government Organisations
PEC	Priority Ecological Community
PSD	Particle Size Distribution
RL AHD	Reduced Level in respect to Australian Height Datum
RO	Reverse osmosis
RoM	Run of Mine
Sinks	Material that is heavier than the separation density
SQM	Sociedad Quimica y Minera de Chile S.A
t	Tonne
t/m ³	Tonne per cubic metre
TDS	Total dissolved solids
TEC	Threatened Ecological Community
Tpa	Tonnes per annum
TSF	Tailings storage facility
WAA	Works Approval Application
WesCEF	Wesfarmers Chemicals, Energy & Fertilisers Limited
Wt%	Percentage by weight
WRD	Waste rock dump
WWTP	Wastewater Treatment Plant

1 Introduction

1.1 Proponent

Covalent Lithium Pty Ltd (Covalent) as manager of the Mt Holland Joint Venture and for and on behalf of the Mt Holland joint venturers MG Gold and SQM, proposes to develop the Earl Grey Lithium Project (the Project) at the historical Bounty Gold mine site near Mount Holland. The Project is also known as the Mount Holland Lithium Project. The Project will comprise the mining and processing of approximately 2 million tonnes per annum (Mtpa) of spodumene ore for the production of approximately 50,000 tonnes per annum (tpa) of battery quality Lithium Hydroxide (LiOH) at the Covalent Lithium Hydroxide plant at Kwinana, to be sold by Covalent shareholder into the international electric vehicle (EV) battery market. This Project is considered unique as it forms part of the only fully integrated Lithium Hydroxide Project in Western Australia, whereby one proponent (Covalent) is responsible for the mining, processing and refinery operations for the EV market.

The Project is located approximately 105 km south-southeast of the Southern Cross town-site in the Yilgarn Mineral Field of Western Australia (M77) at the former Bounty Gold mine. The site is located within and largely surrounded by, unallocated Crown Land, approximately 105 kilometres (km) south-southeast of Southern Cross and 1.5 km northeast of Mt Holland in the Yilgarn Mineral Field of Western Australia. Access to the Project area is via Marvel Loch-Forrestania Road. The locality and Development Envelope is illustrated in Figure 1 of Attachment 2.

The Proponent proposes to develop the Project, within the existing historic Mt Holland mine site. The Project will be developed within a Development Envelope that covers an area of 1,984 hectares (ha) with a Project footprint of 667 ha. The Project has been designed to maximise the use of existing disturbance areas (281 ha) which have been previously used by the historic mining operations.

The Project was granted environmental approval under Part IV of the *Environmental Protection Act 1986* (EP Act) via the Ministerial Statement 1118 (MS 1118) in November 2019.

1.2 Purpose of this Document

This document has been prepared by to support the Works Approval Application (WAA) for a Concentrator in accordance with the statutory requirements under Section 54(1)(a) of the EP Act and the prescribed premise categories of the *Environmental Protection Regulations 1987*.

The purpose of the document is to provide supplementary information for the construction, commissioning and operation of the Concentrator. The application and supporting information document (this document) will also assess the potential impacts and mitigation measures to sensitive receptors within the Development Envelope and immediate surrounds of the Project, which are likely to result from the construction, and commissioning of the Concentrator.

This supporting document (supplementary information) combined with the WAA Form constitutes the WAA and provides the technical information and specifications relevant to the Project (as described in Section 2).

This document serves as Attachment 8 to the WAA Form for the processing/beneficiation component of the Concentrator.

If required, separate work approval applications will be submitted for the:

- Disposal of waste from the Concentrator to a Tailings Storage Facility (TSF);
- Mine Landfill;

- Mine dewatering;
- Mine Accommodation Village wastewater treatment plant (WWTP);
- Reverse osmosis water recycling; and
- Used Tyre Storage.

A separate WAA for the TSF, which will receive the waste from the Concentrator, will be submitted prior to commissioning of the Concentrator. Therefore, this WAA is solely for the construction of the Concentrator and Covalent will seek an amendment to the WAA prior to commissioning.

1.3 Document Index

Information requested in the Works Approval Application Form and where space is constrained is provided in this supporting document. Table 1-1 below refers to each component of the Works Approval Application Form and the location of supplementary information within this document.

Table 1-1: Document index

Application form requirement	Support information location
Part 1 – Application type	
Part 1 – Application type	Refer to Works Approval Application Form and Section 1.6
Part 2 – Application details	
2.1 to 2.6 – Applicant details	Refer to Works Approval Application Form
2.7 – Occupier status	Refer to Section 1.4 (Table 1-2 Mining Tenements)
2.8 – Proof of Occupier Status	Appendix 1: Attachment 1A
2.9 – ASIC company extract	Appendix 2: Attachment 1B
2.10 – Authorisation	Appendix 3: Attachment 1C
Part 3 – Premises details	
3.1 to 3.3 – Legal description	Refer to Works Approval Application Form
3.4 – Premises map(s)	Appendix 4: Attachment 2 (Premises map)
Part 4 – Proposed activities	
4.1 Description	Refer to Works Approval Application Form and Section 2
4.2 to 4.8 Proposed dates	Refer to Works Approval Application Form
4.9 Proposed activities	Refer to Works Approval Application Form, Section 2 and Appendix 4 - Attachment 2
4.10 to 4.11	Attachment 2
4.12 to 4.18	Refer to Works Approval Application Form
Part 5 – index of Biodiversity Surveys for Assessments (BSA)	
5.1 Biodiversity surveys	Refer to Works Approval Application Form

Application form requirement	Support information location
Part 6 – Other DWER approvals	
6.1 to 6.5 Other approvals	Refer to Works Approval Application Form and Appendix 5: Attachment 5A (Ministerial Statement 1118)
Part 7 – Other approvals and consultation	
7.1 to 7.7	Refer to Works Approval Application Form
7.8 to 7.9 Consultation	Refer to Works Approval Application Form and Appendix 6: Attachment 5B (stakeholder engagement register)
Part 8 - Applicant history	
8.1 to 8.12	Refer to Works Approval Application Form
Part 9 – Emissions, discharge and waste	
9.1 Emissions or discharges	Refer to Works Approval Application Form and Section 4
9.2 Waste acceptance	Refer to Works Approval Application Form and Section 2.3.10
9.3 to 9.4	Refer to Works Approval Application Form
Part 10 – Siting and Location	
10.1 to 10.3	Refer to Works Approval Application Form and Appendix 7: Attachment 7
10.4	Refer to Appendix 7: Attachment 7
Part 11 – Submission of relevant information	
11.1	This document serves as Attachment 8: Additional information submitted
Part 12 – Proposed fee calculation	
12.3	Appendix 8: Attachment 9

1.4 Proponent

MH Gold Pty and Montague are both wholly owned subsidiaries of Australian Light Minerals Pty Ltd (ALM). ALM is a subsidiary of (WesCEF) and was previously known as Kidman Resources Limited (Kidman). Both MH Gold and Montague are currently the registered holders or applicants (solely or jointly or in conjunction with SQM in relation to the tenements listed in Figure 1-3 below which are the subject of this Mining Proposal.

By way of an unincorporated joint venture agreement dated 21 December 2017 between MH Gold, Montague and SQM (amongst others) (JV Agreement) Covalent was appointed manager of the Mount Holland Lithium Project to develop the Earl Grey lithium deposit. Covalent has authority to apply for and carry out the Mining Proposal in relation to the tenements manager of the Mt Holland Joint Venture, for and on behalf of the SQM and MG Gold.

1.5 Project Tenure

In relation to the tenements M77/1066 and G77/129 that are relevant to the Prescribed Premises activities outlined in this Works Approval Application, pursuant to a sale agreement dated 11 September 2017, Kidman, Montague and MH Gold (amongst others) agreed to transfer 50% of their

interests in such tenements to SQM Australia Pty Ltd (SQM). While a 50% beneficial interest in such tenements passed to SQM on 21 December 2017, the formal transfer of such tenements has not yet occurred.

Table 1-2 summaries which mining tenements are relevant to the Prescribed Premise activities outlined in this Works Approval Application.

Table 1-2: Mining Tenement Table

Tenement	Tenement Owner	Description	Tenement Area	Granted	Expiry
M77/1066	Montague	Processing infrastructure & village	999.6 ha	13/12/2004	12/12/2025
G77/129	MH Gold	Processing infrastructure	183.0 ha	04/10/2017	03/10/2038

1.6 Prescribed Premise Activities

Prescribed premises category being applied for by this Works Approval Application are detailed in Table 1-3.

Table 1-3

Table 1-3: Prescribed premises category

Category number	Description	Category production or design production	Approved premises production or design capacity
5	Processing or beneficiation of metallic or non-metallic ore: premises on which — (a) metallic or non-metallic ore is crushed, ground, milled or otherwise processed; or (b) tailings from metallic or non-metallic ore are reprocessed; or (c) tailings or residue from metallic or non-metallic ore are discharged into a containment cell or dam.	50 000 tonnes or more per year	Concentrator approximately 2 Mtpa

1.7 Prescribed Premise Location

The prescribed premise location and coordinates of the prescribed premise boundary are provided in Appendix 4: Attachment 2 (Premises map).

2 Proposed Activities

The lithium ore will be hauled to the Concentrator for processing prior to being transported to the Kwinana based Lithium Refinery. The power for the operation of the Concentrator will be provided via the LNG fuelled power station (here after referred to as Power Plant) to be constructed within the Prescribed Premise boundary. The required capacity of the Power Plant is 18 MW, which falls below the threshold for triggering prescribed premises Category 52 under the EP Regulations. The following sections provide general activity descriptions for the Concentrator.

The timing for the construction, commissioning, operation and decommissioning of the Concentrator is outlined in Table 2-1.

Table 2-1: Anticipated Concentrator timeframes

Phase	Anticipated timing
Construction	2021
Commissioning	2022-2023
Nameplate operation	2024-2025
Period of operation	Life of Mine
Decommissioning	Up to two years after operations cease.

2.2 Concentrator General Activity Description

The Concentrator will be located to the west of the existing Run of Mine (ROM) pad (Figure 2 in Appendix 4). The Concentrator will require a total disturbance footprint of 96.30 ha, most of which is located on previously cleared / disturbed land. There will be a requirement for clearing ruderal regrowth, which has been assessed as already disturbed.

The Concentrator has a peak capacity which includes a 40% excess capacity above the nominal processing capacities stated. This excess capacity is required in order to accommodate natural variation of the ore body's physical and chemical behaviour. In nominal processing capacity terms, the Concentrator will process approximately 2 Mtpa of ROM ore to produce approximately 0.4 Mtpa of dry spodumene (5.5 wt% Li₂O) over the Life of Mine (LoM). The operation will operate 24 hours a day, 365 days a year, apart from periods where it is required to be shut down for maintenance.

Concentrator operations will be monitored and controlled by a dedicated control system. The main control room is located central to the flotation and dense medium separation (DMS) circuits.

Reagents to be used during the processing ore include specific reagents including sodium hydroxide and soda ash, as well as other proprietary reagents such as; chelating agent, flocculant, dense media, collector, frother, diesel, wetting agent, and dispersant.

The Concentrator will produce six (6) tailings streams which will be combined to form three (3) waste streams, which will be disposed of at either the TSF located to the north of the Concentrator; or co-disposed with mine waste at the Waste Rock Dump (WRD) located to the west of the concentrator.

The three (3) waste streams exiting the concentrator are:

- Flotation tailings, Magnetic separation overflow (magnetics) and Deslime overflow (slimes) combined, then pumped to the TSF; and
- Dewatered Mica from the mica removal circuit, which is mechanically combined with the dewatered DMS rejects using a front end loader (FEL). The combined material is then transported to the WRD, for co-disposal with the mine waste.
- The reverse osmosis (RO) water recycling is an efficiency that will minimise net water usage within the plant. The reject water will be used for dust suppression on non-ore and non-sensitive area (WRD, TSF and mine roads).

2.3 Concentrator Process Description

The process flow for the Concentrator uses proven technology and will comprise the following unit processes:

- ROM ore receipt;
- Primary crushing;
- Secondary crushing;
- Crushed ore stockpile;
- Tertiary crushing;
- Mica tails removal;
- Multi-stage DMS;
- Grinding (ball mill);
- Slimes tails removal;
- Magnetic tails removal ;
- Spodumene flotation;
- Flotation Tails thickening;
- Concentrate thickening and filtration;
- Tailings Storage Facility (including pumping and water return, materials handling including refinery by-product);
- Concentrate storage and loading;
- Reagent storage and make-up;
- Utilities;
- Process and wash down water system and reticulation:
 - Fire water system and reticulation;
 - Plant air compressors and reticulation;
- Reverse Osmosis – treatment of process water for re-use in process circuit; and
- Dissolved Air Flotation.

A process flow diagram for the concentrator circuit is provided in Figure 2-1 and detailed in Table 2-2.

Table 2-2: Concentrator processing stages

Stage	Description
Crushing	A two-stage crushing circuit, including a primary and secondary crusher will deliver crushed ore to a coarse ore stockpile. The coarse ore drawn from the stockpile is screened. The screen oversize is fed to a tertiary crusher to produce a finer plant feed that is sufficiently liberated to maximise lithia recovery via the downstream DMS and flotation unit operations.
Classification and Mica rejection	<p>Tertiary crusher undersize is slurried and pumped to a cyclone. The cyclone underflow feeds a Classifier which classifies at a given size. The dewatering overflow reports to the Stage 1 deslime in the grinding circuit.</p> <p>The Classifier overflow is screened at a given size to reject mica tails, with the balance of material reporting to the flotation feed circuit. The Classifier underflow reports to the DMS preparation screen, cutting at a given size and dewatering to generate a screen oversize as DMS feed.</p>
DMS	<p>The Classifier underflow is processed using a two stage DMS circuit. The DMS rejects low density minerals (rejected to DMS tails) and recovers high density coarse spodumene concentrate that is in turn conveyed to the coarse DMS product stockpile.</p> <p>The balance of materials from the DMS is combined with the screened Classifier overflow as feed to the flotation preparation circuit for further processing.</p>
Grinding	<p>The mid-sized DMS material reports to the ball mill feed, while the fines from the Classifier reports to the ball mill discharge hopper.</p> <p>This combined ball mill discharge stream is cycloned with its coarser underflow fraction requiring further grinding being recycled to the ball mill feed. The on-size material is pumped forward to the flotation preparation circuit.</p>
Flotation Feed preparation	<p>The ball mill cyclone overflow reports to desliming ahead of magnetic separation. The balance of material is processed using magnetic separation for the rejection of liberated magnetic and paramagnetic particles.</p> <p>The non-magnetic stream reports to another desliming step which dewateres the flotation feed prior to conditioning.</p> <p>A reject stream reports to the Mags and Deslime tails.</p>
Flotation	<p>The flotation circuit will produce a fine spodumene flotation concentrate and a flotation tailings.</p> <p>The flotation system separates Li rich minerals have a greater affinity to be lifted and then floated away from the balance of materials in the system. To achieve this the flotation circuit feed is conditioned at a given density before being diluted for processing. The float requires multiple stages (rougher, scavenging, and cleaning) with each step</p>

Stage	Description
	incrementally improving the lithium bearing mineral concentration and reducing the non-lithium minerals. Each cleaner bank generates a higher-grade stream that moves forward, with the Lithium depleted tailing that is recycled.
Tails	Coarse DMS reject (circa 0.1mdtpa) and the mica reject dry tails (circa 0.1mdtpa) will be stacked (together with refinery tails/DBS circa 0.5mdtpa) and in turn carted to the WRD (circa 10mdtpa) where it will be comingled and significantly diluted with the bulk waste rock. The wet plant tailings (circa 1.2 mtpa) will be thickened and then pumped to the wet TSF, and decant water is recovered back to and recycled within the process plant

Water supply for processing is expected to be provided by scheme water that will be sourced from an offtake pipeline from the Kalgoorlie-Goldfields water pipeline near Southern Cross. Where possible, process water will be reused in the process.

Saline water has a detrimental effect on flotation performance. Consequently, recycled process liquor is expected to be treated in a reverse osmosis (RO) plant prior to being fed back into the process circuit. The purge stream from the RO plant is expected produce approximately 0.2 ML of saline water per day. This water will be collected within tanks at the Concentrator. Once adequate volumes have been collected, the wastewater will be pumped into water trucks and used for dust suppression in the pit, waste rock dump area and TSF or discharged to the historic Earl Grey pit. The purge water may also be sprayed on tailings stockpiles at the Concentrator.



Figure:

2.3.1 Comminution

The crushing circuit begins with the ROM bin which receives ore from both the ROM and ex-pit. The ore is fed to the grizzly screen and primary crusher at a controlled rate. The primary crushed product reduces the size before reporting to the Coarse Ore Stockpile (COS). This above process is a predominately dry process.

Dust generation can potentially occur at transfer points in the dry crushing circuit. Hence, the following mitigation measures will be implemented to minimise dust generation:

- Use of water carts as needed to wet down dust generating surfaces such as roads, earthworks areas and clearing areas;
- ROM bin has an enclosure to all sides except the material dump side;
- Water sprays are used at the ROM bin and transfer points in the crushing circuit;
- Transfer points have skirts along the conveyors;
- Two insertable type dust collector, one at Primary Crusher and a second at the screen;
- Sprays ore transfer to crushed ore stockpile (COS); and
- Bag house style dust collector servicing the COS reclaim tunnel feeders to conveyor transfer points.

Magnets and metal detectors are located on various conveyors throughout the crushing systems. These will remove magnetic tramp metal from the ore stream and discharge it onto a tramp metal bin.

2.3.2 Mica Removal

The tertiary crusher screen undersize is pumped to a cyclone, with the underflow reporting to the classifier, and the overflow reporting to the downstream desliming circuit. The Classifier is used for particle size classification at a given size fraction and mica removal. The Classifier underflow reports to the DMS preparation screen.

The Classifier overflow is dewatered using screens, with the oversize reporting to the mica tails / rejects bunker, and the undersize reporting to the milling and classification circuit.

2.3.3 Dense Medium Separation

A multi-stage DMS process is utilised to improve the grade of the coarse spodumene in the dewatered classifier underflow stream. The separation density for each stage is achieved by mixing known amounts of water with a propriety density modifier to achieve a given density of medium. The density modifier (solid material) is transferred and mixed with water in a controlled environment, so that dust is minimised. All heavy media density material is recovered via drain-and-rinse screens situated at the overflow and underflow of each DMS cyclone. The rinsed media is collected and pumped to a cleaning circuit where a low-intensity magnetic drum separator is used to recover the ferrosilicon for recycling. Adequate signage and barricading will be in place to prevent events involving magnetism from the separators.

Floats from the primary stage is conveyed to the coarse tails rejects stockpile. Floats from the subsequent stage DMS cyclones are fed to the milling and classification circuit, whilst the balance is transferred to the coarse concentrate handling area.

2.3.4 Milling and Classification

The combined process flow is in a closed circuit ball mill and size classification, in order to achieve the required particle size distribution (PSD) for the flotation circuit. Proprietary reagents are added to the ball mill feed to manage process conditions, suppress slimes and to modify the slurry viscosity.

Ball mill circuit classification cyclone underflow stream reports back to the ball mill, whilst the ball mill circuit classification cyclone overflow is conditioned using a dispersant, and pumped to the staged set of cyclones used to deslime. Overflow (slimes) from the cyclones reports to the deslime thickener which produces slimes tails.

Underflow from the primary de-slime cyclone cluster reports to the magnetics removal circuit, with the non-magnetics reporting to the secondary desliming cyclones. The separated streams from the secondary deslime cyclones report to the flotation conditioning tanks where product is taken forward, and desliming thickener where tails are removed from the system.

The grinding area will be serviced by a vertical spindle centrifugal sump pump for clean-up. Grinding media will be delivered in bulk and stored in a ball bunker. The ball mill will be charged with grinding media via an electro-magnet hoist.

2.3.5 Magnetic Material Removal

The deslimed cyclone underflow slurry is then pumped to magnetic separation to further clean the feed by removing magnetic-bearing mineral gangue. The non-magnetic stream is deslimed in the secondary deslime cyclones. The underflow stream is sent to a conditioning tank for flotation using a proprietary collector. The magnetic streams report to the deslime thickener where tails are removed from the system.

2.3.6 Flotation

The flotation feed is conditioned with collector with proprietary collector, dispersant and frother before being subjected to flotation. The flotation circuit arrangement is comprised of a combination of roughers, scavengers and cleaner cells. The final flotation concentrate and tailing streams report to the respective dewatering circuits.

2.3.7 Dewatering

The flotation concentrate is directed to the concentrate thickener, which increases the solid concentration prior to feeding the downstream belt filter. Underflow from the thickener is transferred to the belt filter to further reduce the moisture content.

The flotation tailings, report to the flotation tailings thickener, with the underflow from both the flotation tailings and deslime thickeners combined, then pumped to the TSF. The overflow water stream from the deslime thickener and flotation thickener are reused within the plant.

Coarse rejects from the DMS plant are dewatered over a screen with the water similarly reused, and the solids stockpiled. The stockpiled mica and coarse rejects are co-disposed at the WRD using mobile equipment.

2.3.8 Tailings Storage Facility

The fine slurry tailings is pumped to a TSF located approximately 2.1 km north of the proposed Concentrator location. The operating strategy will include items such as deposition and decant water recovery strategy, and routine inspections and/or maintenance requirements.

2.3.9 Spodumene Product Handling

Dewatering (filtered) flotation concentrate is transported via conveyor to a covered storage shed.

The concentrate from the DMS plant is conveyed and stacked adjacent to the flotation product storage shed. Both areas are adequately lined to allow excess moisture to run-off in to sump pumps, so that the water can be reused within the concentrator.

The products are co-mixed and loaded into trucks are taken to Kwinana for the downstream refining process.

2.3.10 Concentrator Inputs and Outputs

Inputs

The indicative layout options for the Concentrator is provided in Appendix 8 and Table 2-3 below provides a summary of the inputs, for the operation of the Concentrator.

Table 2-3: Concentrator Inputs

Reagent	Expected mode of delivery	Primary storage	
		Concentration	Phase
Collector	Bulk	100%	Liquid
Dispersant	Intermediate Bulk Containers (IBC)	40%	Slurry
Depressant	Bags	N/A	Solid
Sodium Hydroxide	IBC	25%	Liquid
Soda Ash	Bags	N/A	Solid
Diesel	Bulk	100%	Liquid
Frother	IBC	100%	Liquid
Flocculant	Bags	N/A	Solid
Density modifier	Bags	N./A	Solid
Chelating agent	Bags	N/A	Solid
Grinding Media	Drums	N/A	Forged steel balls
Water	Pipeline	N/A	Liquid

Note: All goods will be stored in accordance with their relevant Australian Standard. In addition all Dangerous Goods will feature on the Premise's DG Licence.

Outputs

The Concentrator will generate two main outputs, being the spodumene ore concentrate and tailings.

The Concentrator will manage six (6) individual surplus streams which will be combined to form three (3) waste streams, which will be disposed of at either the TSF, located to the north of the Concentrator, or co-disposed within mine waste at the WRD, located to the west of the Concentrator.

The three (3) waste streams existing the Concentrator are:

- **Flotation tailings, Magnetic separation overflow** (magnetics) and **Desliming cyclone overflow** (slimes) combine, then pumped to the TSF; and
- Dewatered **Mica tails** generated from the mica removal circuit which is mechanically combined with the dewatered **DMS tails** using a FEL. The combined materials s then transported to the WRD, for co-disposal with the mine waste. **Refinery tails** received at Mt Holland will be delivered on a back-haul arrangement from Kwinana.
- The **RO plant brine** will be pumped to a tank and will be used for dust suppression on non-ore and non-sensitive areas (WRD, TSF and mine roads) and any excess will be pumped to the historic Earl Grey pit, located to the north of the mining pit.

It is estimated the total tailings output is given in the table below.

Table 2-4: Concentrator outputs

Output	Nominal output capacity (average) Dry Tonnes per day	Peak Capacity (Maximum) Dry Tonnes per day
Spodumene ore concentrate	1,049	1,469
Estimate tailings	1,563	2,188

2.4 Chemical (Reagent) Storage

As detailed in Table 2-3 a number of reagents will be required for the Concentrator processing layouts.

All chemicals (reagents) will be stored and handled in accordance with relevant legislation and Australian Standards, and future works approval / licence conditions which may include bunding requirements. Reagents will be stored in bunded areas and any spills will be contained and cleaned up immediately using appropriate spill kits and disposed of according to the MSDS guidelines.

Since concentrate is transported off site using covered vehicles, the risk to sensitive receiving environment is very low. While small amounts of reagent may remain attached to final products of concentrate and tailings, no reagents are expected to affect the local environment.

2.5 Radiation Sources

A secure area will be demarcated near the Concentrator for the secure storage of radiation sources and/or instrumentation. The facility will be managed as per the site Radiation Safety Management Plan (to be developed prior to the commencement of operations).

2.6 Timing for the

2.7 Commissioning

Following the submission of the construction compliance report, as each stage is built, commissioning of the Concentrator will commence. Commissioning of the Concentrator will be undertaken in stages,

and is expected to occur over a period of several months. The commissioning activities are staged in such a way as to ensure the operator can safely identify and resolve any design and construction issues, while evaluating and confirming the plant performance and its operation is to specification.

Specific tasks that will be undertaken during the commissioning phase include testing of:

- Utilities and reagents systems;
- Crushing plant circuit;
- Mica removal circuit
- Dense media separation circuit;
- Grinding and Desliming circuits;
- Flotation circuits;
- Dewatering circuits and separation of tailing products; and
- Overall sequencing and automation using site based control system.

2.8 Monitoring and Compliance

During commissioning, the Concentrator will undergo a period of stabilisation. Monitoring of emissions data will be undertaken during commissioning to ensure the plant is trending towards stabilisation.

Once commissioning is completed, periodic monitoring of emissions will continue to be undertaken.

Following completion of the commissioning, a validation and verification report will be completed, and include as a minimum:

- Introduction;
- System description;
- Sampling methodology;
- Operational and online data;
- Influent flow;
- Validation ranges;
- Results;
- Discussion and conclusions; and
- Copy of original results.

Covalent will confirm the Concentrator can operate at the required level of compliance by providing a Compliance Assessment Report prior to transitioning to the licencing phase for the Concentrator.

3 Environmental Setting

Studies of the environmental setting and baseline environmental data have been undertaken within the Part IV environmental approval process for the Project area, which includes the which includes the Concentrator site. A summary of the environmental setting is provided below.

3.1 Climate

The climate is semi-arid with rainfall that typically occurs during the early winter months of June and July, which tends to be more reliable and generally of a greater total amount than the less dependable, but more intense, summer rainfalls from January to March. Remnant tropical cyclones and associated depressions can occasionally bring heavy rains to the region; however they are erratic in nature and occur infrequently.

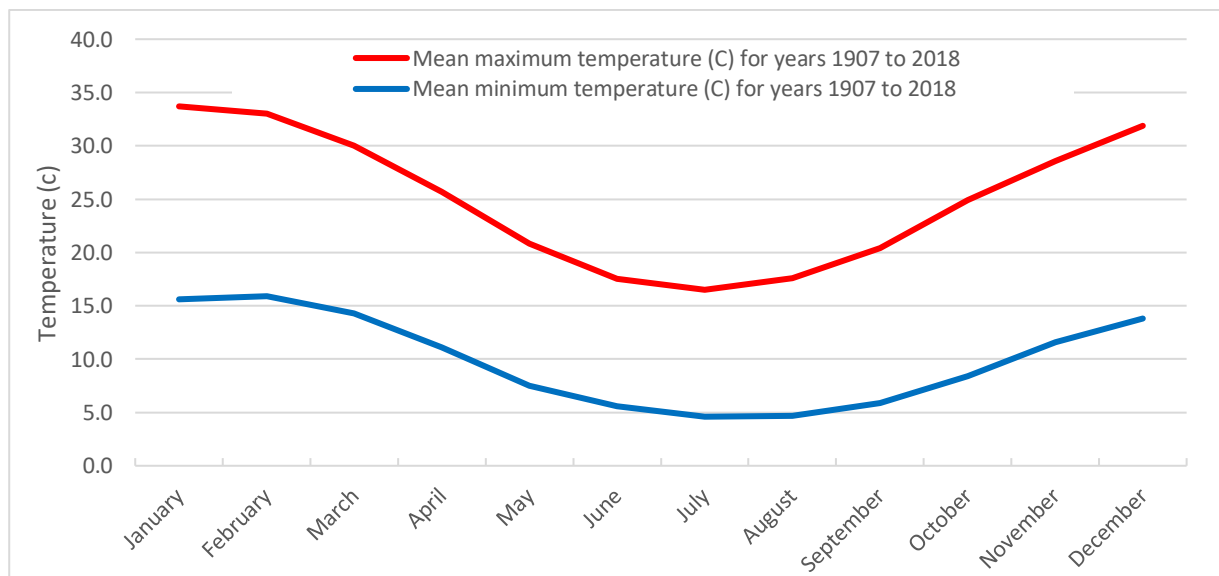
Climatic data, trends and observations (rainfall and temperature) were not available at the same Bureau of Meteorology (BoM) station. On this basis, Lake Carmody (Station No. 010670) has been utilised for rainfall data in consideration to the long-range rainfall data recorded since 1907 and Hyden (Station No 009617) for temperature and wind data.

3.2 Temperature

Temperatures recoded at the BoM Hyden synoptic station, situated approximately 88 km west-southwest of the Project indicate the following average maximum temperatures (1970 - 2018) for Hyden range from 16.5 °C in July to 33.7 °C in January. The average minimum temperatures range from 4.6 °C in July to 15.9 °C in January (BoM 2018). Highest and lowest daily temperatures of 48.6 °C and -5.6 °C have been recorded in February (2007) and July (1982) respectively.

A summary of the temperature data collected since 1970 is shown in Figure 3-1.

Figure 3-1: Average Temperature Statistics for Hyden (BoM 009617)



3.3 Topography

The Project footprint has an average elevation of approximately 435 m relative to Australian Height Datum (RL AHD) (Kidman and Blueprint, 2017) and generally slopes gently towards the east. The elevation ranges from approximately 460 m RL AHD in the north-western and south-western portions of the Project site to approximately 420 m RL AHD near the eastern boundaries. Based on the available topographic contours, there are no distinct, recognisable natural landforms or significant drainage lines.

Given the former land use of the Project area (former Mt Holland Gold mine), there are localised variations in surface elevation. The steepest natural gradients (5 - 6 degrees) in the Development Envelope are associated with a subtle ridgeline located to the northeast of the accommodation village. Steeper gradients are associated with the historic mining operation, where slope angles range from 15 - 20 degrees on waste rock dumps, 20 - 35 degrees on the TSFs or over 80 degrees in abandoned pits (Kidman and Blueprint, 2017).

3.4 Geology

3.4.1 Regional Geology

The Project site is located in the Mt Holland Gold Field, which covers southern sections of the Archaean Southern Cross – Forrestania Greenstone Belt, which extends over 300 km in a north-northwest alignment.

Regional mapping identified two distinct lithostratigraphic units within the Belt; an ultramafic metavolcanic suite and a sequence of overlying immature clastic metasediments. These units are regionally folded with a north plunging synform, steep east and shallow west limbs (East and West ultramafic-mafic domains) with a core of ultramafic-mafic-sedimentary rocks (central domain). The Greenstones are predominantly mafic and ultramafic flows, generally intercalated with banded iron formations (BIF), cherts, and clastic sediments. Regional metamorphism is recorded at amphibolite grade, with local areas of retrograde chlorite metamorphic facies. The Belt is enclosed by syntectonic granitoids.

3.4.2 Local geology

The geology of the Project site comprises predominantly basaltic and gabbroic rock formations from the Archean period, which date back between 4 and 2.5 billion years. The rock composition of the Project site is igneous rocks, including metamorphosed mafic to ultramafic volcanic and intrusive rocks (Australian Geoscience Information Network).

The Earl Grey pegmatite was emplaced into the mafic and ultramafic lithologies of the Mid-Eastern ultramafic belt in the central Forrestania Greenstone Belt.

The Mid-Eastern ultramafic belt is overlain to the west by a porphyroblastic garnet-actinolite schist, presumed to be a deformed basal unit of the upper sedimentary succession. The contact between the upper and lower successions appears to be at least partly structural, and has historically been interpreted as a major regional shear zone.

The weathering zone around the Earl Grey pegmatite is around 30 to 40 m deep, with few instances of outcrop or subcrop in the area. The area is mostly covered by a thin (up to 5 m) veneer of laterite which is underlain by an alluvial zone of pallid grey to mottled clay material. The regolith becomes increasingly iron-rich toward the base of the weathering profile, with ferric induration common.

3.4.3 Soil Types

Environmental undertook a soil assessment in 2017 (MBS Environmental 2017). The assessment identified two physically and chemically distinctive soil types within the Project site, namely:

- A gently undulating sandplain landform which the dominant soil type is a duplex sandy gravel (DAFWA Soil Group 302). This soil profile consists of a shallow gravelly sand over a compacted lateritic gravel in a sandy clay matrix and is present on topographically elevated areas, usually identifiable by sandplain heath vegetation with scattered eucalypts;
- Broad valleys and drainage line landforms in which the dominant soil type is a yellow/brown loamy duplex (DAFWA Soil Group 508). This soil profile consists of a shallow sandy loam over a compacted sandy clay or clay and is present on lower lying landscapes and drainage lines, usually identifiable by low eucalypt woodland *Melaleuca* shrubs; and
- Topsoil (A Horizon) was noted to occur across the Project site in both soil types described above to approximately 200 mm depth and suitable for rehabilitation purposes. MBS Environmental (2017a) also noted that the B-Horizon encountered within the broad valleys and drainage line landforms (DAFWA Soil Group 508) may not be as suitable for rehabilitation due to naturally occurring alkaline, saline and highly sodic characteristics.

3.5 Groundwater

3.5.1 Regional Hydrogeology

The main groundwater sources in the Southern Cross province are derived from:

- Regional catchment controlled flow systems in fresh and weathered fractured rock;
- Tertiary paleochannel Wollubar Sandstone;
- Calcrete units, normally located near drainage lines; and
- Shallow alluvium, commonly along drainage lines or near the base of outcropping large granite bodies or Banded Iron Stone Ridges.

Table 3-1: Summary of aquifer types

Aquifer	Description
Fractured rock aquifers	Characterised by secondary porosity and permeability, resulting in complex fracturing commonly enhanced by chemical dissolution. Small quantities of potable water commonly occur in fractures within granite outcrops in the Southern Cross Province. However, these systems are generally limited in extent and poorly recharged and are therefore unlikely to provide a sustainable water supply. Larger fractured rock aquifers are less common but have been exploited by other mining operations. They are characterised by high permeability and low aquifer storage, which can make them susceptible to dewatering particularly if the fractures are limited in extent. Recharge may be constrained, depending on the hydraulic connection to surface.
Wollubar Sandstone	Provides one of the largest sources of groundwater for mineral processing in the Eastern Goldfields Region. The sandstone forms locally branching bodies ranging from 10 to 40 m in thickness and 100 to 1,000 m in width. The aquifer is characterised by high permeability, but modest aquifer storage due to their linear geometry. Salinities vary from hypersaline low down in the palaeochannel system

Aquifer	Description
	to brackish in the upper reaches and within tributaries, i.e. in areas more influenced by rainfall recharge.
Calcrete units	Mostly occur in the northern part of the Eastern Goldfields Region as discrete units alongside surface drainage lines and at low points in the topography. The units are generally thin (less than 15 m), with high permeabilities where they have been affected by dissolution and fracturing, and low aquifer storage. The aquifers can be high yielding. However, they are vulnerable to dewatering under sustained pumping. Recharge is through rainfall infiltration and interaction with surface water after larger rainfall events. Salinities are generally low, ranging from fresh to brackish.
Alluvial deposits	Can form minor aquifers in the region, where they extend below the water table. The deposits tend to be thin and limited in extent, occurring within palaeo-drainages and alongside topographic highs such on the flanks of ridges or at the base of granite outcrops. Permeabilities are variable, depending on the presence of silt and clay, and aquifer storage low.

3.5.2 Local Hydrogeology

Based on the hydrogeological investigation undertaken by Groundwater Resource Management (GRM) in February and October 2017 (GRM 2018), the groundwater sampling and analysis at 11 bores within the Development Envelope recorded the following results:

- The depth to the water table at the bores sampled ranged from 58 to 70 m bgl;
- Groundwater was neutral to slightly alkaline with pH values varying between 7.23 and 8.16;
- Groundwater was saline to hypersaline with total dissolved solids (TDS) levels varying between 7,640 mg/L and 119,000 mg/L. The highest salinity groundwater was recorded in the north-eastern part of the proposed pit (KEGR098);
- Groundwater was classified as very hard with elevated concentrations of bicarbonate, calcium and magnesium. Sodium and chloride were identified as the dominant ions; and
- Slightly elevated concentrations of some metals and metalloids including arsenic, cadmium and copper were recorded. The values remained below the groundwater investigation levels adopted by GRM, which were the livestock drinking water guidelines (i.e. ANZECC, 2000, now superseded to ANZG, 2018).

Groundwater flow direction provided by GRM (2019) indicate groundwater is likely to flow east and southeast towards the Deborah Palaeovalley.

3.6 Biodiversity

Covalent have undertaken numerous biological surveys/studies for the assessment of the Project under Part IV of the EP Act. The following sections provide a summary of the biological values recorded during these surveys/studies in relation to the Concentrator and Power Plant.

Any potential disturbance to flora and vegetation and fauna, during construction and operation of the Concentrator and Power Plant, will comply with the conditions set out in Ministerial Statement 1118 (Appendix 5 – Attachment 5A).

3.6.1 Fauna

Three broad fauna habitats were identified within the Project DE:

- Mallee woodlands;
- Salmon Gum woodland; and
- Shrublands.

None of the habitats were considered to be restricted or unique in the region. Although the fauna habitats identified are extensive in the region, they are regionally significant in that they are part of the relatively continuous area of habitat known as the Great Western Woodlands. Uncommon habitat types, such as granite outcrops, salt lakes or freshwater wetlands, are absent from the DE. Historically cleared areas, waste dumps and open pits are present in the study area, and are only likely to support a small complement of native fauna. Approximately 58 ha of Mallee Woodland habitat inside the south western corner of the DE was burnt in 2013.

As noted in Section 2.2, the majority of the Prescribed Premise consists of previously cleared land with some ruderal regrowth which has been assessed as already disturbed.

Vertebrate Fauna

One frog, 32 reptiles, 77 birds, 18 native mammals and five introduced mammals were recorded within the Project DE.

Twelve Threatened and Priority vertebrate fauna species have the potential to occur in the Project DE and the local area, of which five were recorded inside the Project DE:

- Malleefowl;
- Chuditch;
- Western Brush Wallaby,
- Peregrine Falcon; and
- Inland Western Rosella.

Table 3-2 provides a summary of the Threatened and Priority fauna species recorded at the Project site and surroundings.

Table 3-2: Threatened or Priority Fauna Species at the Project DE and Surroundings

Scientific Name	Common Name	Commonwealth EPBC Act ^[1,2]	WA Biodiversity Act ^[2,3]	Notes on occurrence within Project DE
Birds				
<i>Falco peregrinus</i>	Peregrine Falcon	--	OS	Recorded in DE
<i>Leipoa ocellata</i>	Malleefowl	VU	VU	Recorded in DE
<i>Platycercus icterotis xanthogenys</i>	Inland Western Rosella	--	P4	Recorded in DE

¹ -- Not listed

² EN – Endangered; CR – Critically Endangered; VU – Vulnerable; MI – Migratory

³ OS – Other specially protected fauna; CD – Species of special conservation significance (conservation dependent fauna);

P1 – Priority One: Poorly-known species; known from one or a few locations (generally less than five), which are potentially at risk on lands not managed for conservation; P2 – Priority Two: Poorly-known species; known from one or a few locations (generally less than five), some of which are on lands managed for conservation; P3 – Priority Three: Poorly-known species; known from several locations and not appearing to be under imminent threat; P4 – Priority Four: Rare, Near Threatened and other species in need of monitoring.

Scientific Name	Common Name	Commonwealth EPBC Act ^[1,2]	WA Biodiversity Act ^[2,3]	Notes on occurrence within Project DE
<i>Calyptorhynchus latirostris</i>	Carnaby's Black Cockatoo	EN	EN	Not recorded in DE, May occur
<i>Apus pacificus</i>	Fork-tailed Swift	MI	MI	Not recorded in DE Largely aerial species. Site is unlikely to be of significance to this species.
Mammals				
<i>Dasyurus geoffroii</i>	Chuditch, Western Quoll	VU	VU	Recorded in DE
<i>Notamacropus irma</i>	Western Brush Wallaby	--	P4	Recorded in DE
<i>Phascogale calura</i>	Red-tailed Phascogale	VU	CD	Not recorded in DE Low likelihood of occurring
<i>Nyctophilus major tor</i>	Central Long-eared Bat	--	P3	Not recorded in DE May occur
Reptiles				
<i>Paroplocephalus atriceps</i>	Lake Cronin Snake	-	P3	Not recorded in DE May occur
<i>Aspidites ramsayi</i>	Woma	-	P1	Not recorded in DE Likely to be locally extinct

Subterranean Fauna (Stygofauna and Troglafauna)

Stygofauna have not been recorded in the search area (10,000 km² surrounding the Project DE), reflecting a combination of few surveys and the generally poor prospectivity of the hydrogeological landscape in the vicinity of the Project DE. Stygofauna records in the Yilgarn are for the most part confined to calcrete aquifers, with surveys in consolidated geologies in the southern Yilgarn recording no stygofauna or only depauperate communities.

Eleven species of troglafauna have been recorded in the search area, in banded iron formation (BIF) geology at Mt Caudan in the Parker Range, approximately 60–70 km north of the DE. These species are likely to be confined to BIF of the Parker Range.

Based on geology, it is unlikely that troglafauna occur in the proposed pit. Due to extensive weathering in some areas, it is possible, but unlikely, that troglafauna occur in the borefield. Any troglafauna community that does occur is likely to be depauperate. Furthermore, activities in the borefield will not threaten troglafauna because there will be no excavations.

Surficial deposits in the palaeochannel to the east of the development envelope, particularly calcrete, are considered prospective for subterranean fauna, especially stygofauna, which may occur in fresh and brackish surficial aquifers. Calcretes in the Yilgarn typically provide good habitat for subterranean fauna and have been found to host rich communities. Based on the results of numerical modelling, the connectivity between these calcrete aquifers and fractured rock aquifers in the DE, including both the mine pit and proposed/existing borefield, is low. Potential subterranean fauna habitat in

palaeochannel units, including calcrete, will not be removed through excavations. The inferred risk of drawdown in these units is low (Bennelongia 2018).

Overall, the Project is not considered to pose a significant threat to subterranean fauna; and such no specific subterranean fauna management is proposed.

Short Range Endemic Fauna

Forty-eight species belonging to SRE Groups (i.e. various ground-dwelling invertebrate groups likely to contain SRE species) have been recorded in the Project search area. There are no records of confirmed SRE species or listed invertebrate species. Twenty-three of the species belonging to SRE Groups appear to be widespread, six are unlikely (but potential) SRE species and 19 are potential SREs. The relatively high proportion of potential SRE species is partially a reflection of data limitations, including the small number of records for each species and limited information about the habitats the species occupy. In reality, most potential SRE species are probably widespread (Bennelongia 2019).

The size of the area covered by Project is negligible compared with the likely ranges of the SRE Group species that may be present. Overall, it is considered unlikely that the Project will have significant conservation implications for SRE or listed terrestrial invertebrate species and no specific SRE management is proposed.

3.6.2 Flora and Vegetation

The Proposal is located in the Southern Cross subregion of the Coolgardie Bioregion based on the Interim Biogeographic Regionalisation for Australia (IBRA). The major greenstone belts in the district that form the banded ironstone hills are the main source of topographical relief.

Two regional Beard vegetation system associations, Forrestania 511 and Skeleton Rock 519, are represented within the DE. Forrestania 511 is characterised by salmon gum and morrel medium woodland. Skeleton Rock 519 is characterised by shrublands and mallee scrub dominated by *Eucalyptus eremophila*. Both vegetation associations occur within the Southern Cross subregion of the greater Coolgardie Region. Less than 2% of each of these vegetation associations has been cleared within the Coolgardie Region and the Southern Cross Subregion, showing negligible loss of vegetation to date at both a regional and subregional scale.

No Threatened Ecological Communities (TEC) listed under the EPBC Act or BC Act occur within the DE.

The majority of the DE is situated within the Priority 3 ecological community; Ironcap Hills Vegetation complexes (Mt Holland; Middle, North and South Ironcap Hills; Digger Rock and Hatter Hill).

A qualitative statistical review of species and vegetation communities observed within the Project DE as compared to the Ironcap Hills vegetation complexes was completed by Mattiske Consulting Pty Ltd (Mattiske) in October 2018 (Mattiske, 2018a). The statistical analysis reveals a poor correlation between the identified vegetation communities, dominant vegetation types and representative species associated with Ironcap Hills Vegetation Complexes in addition to the lack of comparative landforms and geology associated with the PEC (Mattiske 2018a). Given this analysis, it is considered the Proposal is not expected to result in significant impacts to the Ironcap Hills PEC. Consultation with DBCA confirmed this assessment under the Part IV assessment approved in Ministerial Statement 1118.

As noted in Section 2.2, the majority of the Prescribed Premise consists of previously cleared land with some ruderal regrowth which has been assessed as already disturbed.

Weeds

During the weed assessment surveys completed for the Project:

- No Weeds of National Significance weeds listed under the EPBC Act were recorded;
- No Declared Weeds listed under the BAM Act 2007 according to the current listings by the (DPIRD 2019) were recorded; and
- A total of 12 weed species (out of a potential of 20 which occur in within 40 km) were recorded (Mattiske 2019b).

4 Emissions, Discharges and Waste

The Earl Grey Lithium project is located within Unallocated Crown Land, approximately 105 km south- southeast of Southern Cross and 1.5 km northeast of Mt Holland in the Yilgarn Mineral Field of Western Australia. Access to the Project area is via Marvel Loch-Forrestania Road. The location is remote in regards to sensitive land use receptors with exception of the accommodation village and associated personnel in which the village will accommodate. Environmental receptors within the Project DE are discussed in Section 3.6.

4.1 Concentrator Siting

The Concentrator will be constructed in proximity to the new accommodation village for the Project, which will house up to 600 personnel (maximum capacity), which will be used for the major construction activities of the Project.

The site for the Concentrator is outside of the MS 1118 Exclusion Zones to avoid environmental impacts. The Concentrator has been designed to maximise utilisation of previously cleared areas, however 27.30 ha of native vegetation clearing will be required.

4.2 Emissions

4.2.1 Emissions to Air

Construction

Gaseous and dust emissions to air during general construction activities, will be short lived, include the potential to impact air quality through the generation of particulate dust emissions from these activities. Air emissions have the potential to affect human health and amenity and may also impact the fauna and flora sensitive receptors which are in close association with the site.

Construction activities will include:

- Use of heavy lifting equipment for the initial construction and mobilisation phase; and
- Vehicle and machinery combustion emissions utilised during the construction of the facilities.

Operation

During construction, dust emissions will be managed to as low as reasonably practicable (ALARP). Operational activities will include:

- Material movement of equipment, supplies delivered to the site and removal of sludge waste;
- Light vehicle movements; and
- Maintenance activities.

4.2.2 Noise Emissions

Construction

An increase in local noise emissions can be expected during construction of the proposed Concentrator, which has the potential to affect human health and amenity at noise sensitive receptors; however, the camp will be the nearest premises, located approximately 1,500 m south of the proposed facility. As such, impacts from potential noise emissions generated during construction on the camp residents are expected to be limited. Noise and vibration emissions can be expected to disturb fauna environmental receptors.

Operation

The Noise Assessment (Lloyd George, 2019) completed for the Earl Grey Lithium Mine determined during worst-case meteorological conditions, noise at the accommodation village is predicted to exceed the assigned levels. The accommodation facilities are located within the development envelope for the mine and therefore, are not required to comply with the 'assigned levels' for occupied premises under the Environmental Protection (Noise) Regulations 1997. However, Covalent aims to ensure noise levels are within acceptable criteria to protect the health and amenity of the camp residents. Noise emissions will be minimised through restricted work hours with construction activities generally conducted in daylight hours.

4.2.3 Odour Emissions

Odour emissions have the potential to affect human health and amenity; however, the facility is remote from communities and other odour sensitive receptors. The camp will be the nearest premises, located approximately 1500 m south of the proposed facility and as such, impacts from potential odour emissions on the camp residents are expected to be limited. Construction and operation of the Concentrator are not expected to generate odour emissions

Appropriate design, management, inspection and maintenance of the facility will mitigate the risk of odour emissions.

4.2.4 Light Emissions

Construction

Lighting is required for the safe operation of plant and machinery and access. Lighting is known to disorient and distract fauna. Construction will take place in daylight hours and as such minimal lighting at these facilities during construction site should be required.

Operation

Operation of the Concentrator will be 24 hours a day and lighting will be required around the plant for the safety of personnel. Where possible, lighting will be installed to ensure directional downward illumination to minimise excessive light glare and potential impact on fauna.

4.2.5 Discharge to Land and Water

Water and sediments generated via runoff from the rockfill embankment batter slopes will be managed by perimeter drains and sediment ponds. Runoff will flow into the perimeter drains and then into the sediment ponds where fine particles will be allowed to settle and clarified runoff will be discharged into natural drainage channels (refer to Section 5.6 for details of sediment ponds for the two proposed layouts).

The concentrator area will be bunded, with clean / dirty water directed to relevant sumps and storage ponds.

4.2.6 Solid / Liquid Wastes

Construction

All general construction site waste (e.g. packaging, office and municipal waste) will be collected on site and directed to recycling facilities or disposed of at an appropriately licenced landfill facility.

Operation

As discussed in Section 0, the waste (tailings) from the Concentrator will be disposed of either at the WRD (DMS reject coarse tails) or at the TSF (fine tails).

4.2.7 Chemical Storage

Chemicals used in the construction, commissioning and operation of the Concentrator will be stored in designated hazardous material storage areas that will:

- Be capable of meeting the volume and storage requirements for each substance (e.g. combustibles, corrosives, oxidising agents, etc.);
- Be capable of containing spills or leaks to chemical containers;
- Display relevant dangerous goods classification;
- Incompatible materials are physically isolated; and
- Be compliant with relevant regulations and Australian Standards.

5 Emissions Management Controls

5.2 Construction phase- Emission to Air

5.2.1 Dust Emissions

Site clearing, earthworks and the construction of the Concentrator will require the operation of heavy machinery, including trucks, loaders, graders and dozers. Preparation of the foundation works will involve clearing of ruderal regrowth vegetation (in previously disturbed areas), topsoil stripping, compacting of the foundation and excavation and removal of soils unsuitable for the foundation. These activities have the potential for generating dust emissions from sources such as:

- Continuous mobile equipment movement over unconsolidated soil;
- Placement/dumping, excavation and compaction; and
- Wind erosion of exposed and disturbed soil surfaces.

Dust emissions have the potential to impact on adjacent vegetation within the development envelope and can lead to habitat degradation and loss. Amenity and/or health impacts to nearby sensitive human receptors can also result from dust emissions. The closest sensitive receptors to the concentrator area will be the accommodation village.

Control measures for minimising and managing dust emissions and air quality will be defined in the Covalent Construction Environment Management Plan currently being prepared and will be implemented at the site. Key control measures for minimising dust emissions that are relevant to the construction phase of the Concentrator include:

- Use of water carts as needed to wet down dust generating surfaces such as roads, earthworks areas and clearing areas;
- Topsoil stripping and spreading activities will be restricted during high winds if dust cannot be adequately controlled;
- Use of weather forecasting to predict extreme weather conditions likely to result in increased dust emissions so that Covalent can minimise the impact through application of additional dust controls or modified activities;
- Use of defined haul routes for mobile equipment travelling on unsealed surfaces or roads.
- Reduced vehicle speed limits in areas of unconsolidated soil; and
- Dust monitoring undertaken by Covalent indicates that the development has the greatest influence on local air quality due to dust emissions. Additional monitoring may be established prior to commencing the Project activities and will therefore apply throughout the construction and operation of the expanded mine.

Any complaints relating to dust emissions will be recorded and investigated.

5.2.2 Noise Emissions

The operation of heavy machinery and mobile equipment for the civil works of Concentrator will contribute to the existing noise emissions from the Mine. Noise emissions produced from earthmoving associated with construction of the Concentrator could potentially impact on receptors located to the south of this infrastructure. Aside from the accommodation village, located approximately 1.5 km from the concentrator plant there are no sensitive receptors within 5 km of the Development Envelope.

Key control measures for minimising and managing the impact of noise emissions that are relevant to the construction phase of the Concentrator include:

- Mobile equipment used for the construction of the Concentrator will be operated and serviced in line with the manufacturer's specifications;
- Maximum sound power levels are specified for Contractor equipment;
- Construction of the Concentrator will take place predominately during daylight hours, thereby limiting noise emissions during the night; and
- Complaints relating to noise will be recorded and investigated as per the Covalent Incident Management Procedure.

5.2.3 Lighting

Covalent will implement a CEMP which will include the management of light emissions. The earthworks and construction of the Concentrator will take place predominantly during daylight hours therefore minimising the impact of light emissions on nearby receptors. In the event night works are required, lighting will be required for safety reasons. Lighting will be placed to provide downward light on the work areas minimising excessive glare.

5.3 Construction phase - Emission to Land

5.3.1 Reagents

Reagents will be stored in bunded areas and any spills will be contained and cleaned up immediately using appropriate spill kits and disposed of according to MSDS guidelines.

No reagents are expected to affect the local environment and small amounts of reagent will remain attached to final products of concentrate and tailings. Since concentrate is transported off site using containers there is very low risk to the local environment.

5.3.2 Hydrocarbons

There is potential for emissions to land to occur due to spills or leaks of hydrocarbons from storage areas or from vehicles or mobile equipment. Direct releases to the ground can contaminate the affected soil and potentially spread to water receptors through infiltration or stormwater runoff if not appropriately managed.

Spill incidents require appropriate management to minimise contamination of soil and the potential for contaminants to spread to surrounding water receptors.

Covalent will implement a number of management procedures in the CEMP outlining requirements for hydrocarbon storage, disposal, spill clean-up and maintenance practices to minimise the risk of releases.

Priority control measures which will be implemented throughout the construction phase to minimise the impact of hydrocarbon and chemical releases include:

- Hydrocarbons will be stored within secondary containment (i.e. bunding) which meets the requirements of Australian Standard (AS) 1940:2017;
- Spill kits will be located close by to refuelling areas, mobile refuelling facilities, workshops and storage areas;
- If a hydrocarbon release occurs it will be controlled, contained and removed using spill kit materials or other absorbent material. Contaminated soils will be collected and disposed to an appropriately licenced waste facility;

- Hydrocarbon and chemical spills are reported internally as an environmental incident and larger spills with the potential to cause contamination are reported externally to DWER;
- Mobile equipment used for the construction of the Concentrator will be operated and serviced in line with the manufacturer's specification; and
- Servicing and refuelling of mobile equipment and vehicles on the Premises will only be undertaken within designated servicing and refuelling facilities.

Assuming that the above controls are implemented and understood by all personnel, hydrocarbon impacts are expected to be minor and temporary.

5.4 Construction - Emission to Water

There are a number of ephemeral creeks located within or close to the project Development Envelope.

Hydrocarbon spills occurring during construction of the Concentrator if not appropriately cleaned up has the potential to contaminate surface. As stated in Section 3.5, depth to groundwater is approximately 58 m below ground level, therefore, it is considered unlikely groundwater would be impacted. Implementation of the controls to minimise the impact of hydrocarbon spills outlined in Section 9.3.2 will minimise the risk of this occurring.

Clearing of ruderal regrowth vegetation to establish the Concentrator also has the potential to result in erosion and sedimentation within creeks. Surface water runoff from cleared areas typically has an increased runoff rate due to removal of vegetation (which acts to slow the flow of water across an area) and contains collected sediments. Increased runoff rates from cleared areas can potentially result in erosion within the flow path and sedimentation if suitable controls are not in place. Erosion and accumulation of sediments within creeks can lead to a change in streamflow conditions and/or an increase in turbidity that may impact existing ecological conditions.

Based on the topography of the Concentrator, site significant surface water flows likely to cause excessive erosion and sedimentation are not expected to occur, particularly if construction is undertaken in the dry summer months. Temporary bank/bunds will be established upstream (of cleared areas to divert runoff away from the cleared area. If runoff containing sediments is observed to occur from the cleared area, Covalent will install sumps to control runoff and minimise the risk of sedimentation.

5.5 Operations phase - Emission to Air

5.5.1 Dust Emissions

While the majority of the concentrator feed is within a wet circuit, with the exception of the initial crusher area, dust emissions from commissioning and operation of the concentrator/ROM area can be expected from:

- Transport and handling of the ore at the ROM area;
- Processing through the ore crushing and screening plant; and
- Material transfer points around chutes and conveyor belts.

Key control measures for minimising dust emissions relevant to the operational phase of the Concentrator are similar to those listed for Construction, however additional controls include:

- High levels of site occupancy during operations will provide higher levels of passive surveillance for dust;
- ROM bin has an enclosure to all sides except the entry side;

- Water sprays are used at the ROM bin and transfer points in the crushing circuit.
- Design applied to all transfer points (speed and trajectory) will seek to minimise dust generation during operation;
- Transfer points will also have skirts along their interface zones with conveyors;
- Two insertable type dust collector are to be installed (primary Crusher and Screen);
- Bag house style dust collector servicing the reclaim tunnel feeders to conveyor transfer points;
- Captured dust is placed back on to the conveyor system;
- Sprays ore transfer to crushed ore stockpile (COS);
- Use of water carts as needed to wet down dust generating surfaces such as roads, earthworks areas and clearing areas;
- High moisture content in wet tails ensures minimal dust generation from these areas;
- Use of weather forecasting to predict extreme weather conditions likely to result in increased dust emissions so that Covalent can minimise the impact through application of additional dust controls or modified activities; and
- Use of defined haul routes and reduced vehicle speed limits for mobile equipment travelling on unsealed surfaces or roads.
- Depositional dust gauges will also be located within the flora exclusion zones (refer to Attachment 7 contained in Appendix 7) to monitor potential dust deposition on flora and vegetation.
- A site-based weather station will also be utilised to monitor and record weather conditions.

5.5.2 Air Quality

The processing of ROM Ore through the Concentrator will produce dust emissions. Combustion emissions from diesel powered heavy machinery will also be produced. However, the operation of mobile diesel-powered pumps, will only have a temporary impact on local air quality, are unlikely to impact nearby sensitive receptors and are not considered to generate significant emissions. Combustion emissions will be minimised by ensuring that vehicles and heavy equipment/machinery are operated and maintained in accordance with the manufacturer's specifications.

5.5.3 Odour

The operation of the Concentrator and Power Plant are not expected to produce any offensive odours.

5.5.4 Noise Emissions

Operation of the Concentrator will contribute to existing noise emissions from the Premise. The primary noise sources will include:

- Operation of the rock crushing and screening plant at the Concentrator; and
- Transfer of the concentrate and tailings through the Concentrator.

Key control measures for minimising the impact of noise emissions throughout the operation of Concentrator include:

- Noise attenuation methods will be considered for plant and equipment design for the Concentrator;
- Mobile equipment will be operated and serviced in line with the manufacturer's specifications; and
- Maximum sound power levels are specified for Contractor equipment.

Complaints relating to noise will be recorded and investigated as per the Covalent Incident Management Procedure.

5.5.5 Lighting

Operation of the Concentrator will be 24 hours a day and lighting will be required around the plant for the safety of personnel. To the extent it does not compromise operational safety, where possible lighting will be installed to ensure directional downward illumination to minimise excessive light glare and potential impact on fauna.

5.6 Operations phase - Emission to Land

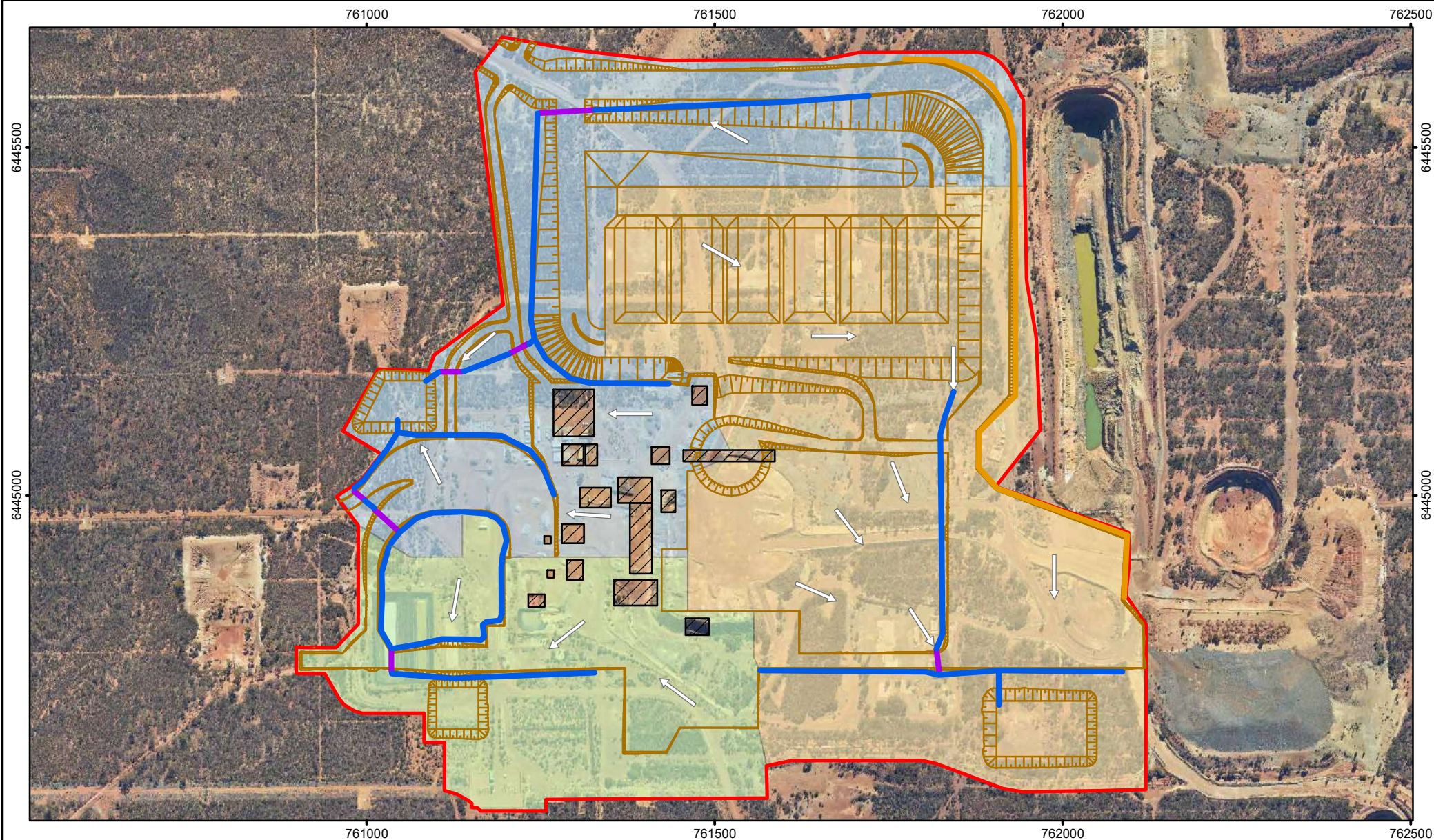
Spills or discharges of water containing a range of process chemicals at the Concentrator can impact surface water sources and nearby flora and fauna. Process plant and storage areas can also impact on surrounding and nearby surface water and groundwater receptors through transportation of chemicals and hydrocarbons via stormwater. All process plants and reagent storage areas will be located within impervious bunding that is designed to capture spillage and rainfall reducing the risk of release to the environment. In line with the relevant Australian Standard, the bunding will be sized to contain 110% of the capacity of the largest storage vessel within the bund. Bunds will be graded to a sump from where the contained material can be pumped back to the processing facility or discharged to the environment where it meets discharge quality limits.

As indicated in Figure 5-1 the sheet flows from the three catchment zones within the premise boundary will be directed to unlined sediment ponds. The sediment pond capacity for each of the three sediment ponds is outlined in Table 5-1, which is based on a 24-hour 1& AEP rainfall event.

Table 5-1: Uncontaminated Sheet flow Catchments and Sediment Pond Design Capacity Criteria

Catchment Zone	Estimated catchment area (m ²)	Sediment requirements volume (m ³)	Pond stage	Sediment pond freeboard capacity	Sediment Pond dimensions (m) (L X W x H)
1 (blue)	317,000	29,925		300 – 500 mm to the embankment crest.	75 x 75 x 5
2 (peach)	409,000	38,610			140 x 90 x 4
3 (yellow)	191,000	18,030			70 x 75 x 3

Those areas within the process plant where reagents are stored or have the potential for the sheet flow to be contaminated will be developed as a bunded containment area (refer to Figure 5-1 and Figure 5-2). Surface flows within these bunded containment areas will be directed to grated sumps from where the potentially contaminated water will be pumped back to the processing facility. The bunded containment areas are sized to contain 110% of the capacity of the largest storage vessel contained within the area.



- Legend**
- Drainage Channel
 - Berm
 - Culvert
 - Bunded Containment Area
 - ⇐ Surface Flow
 - Bulk Earthworks
 - Concentrator

- Area 1
- Area 2
- Area 3

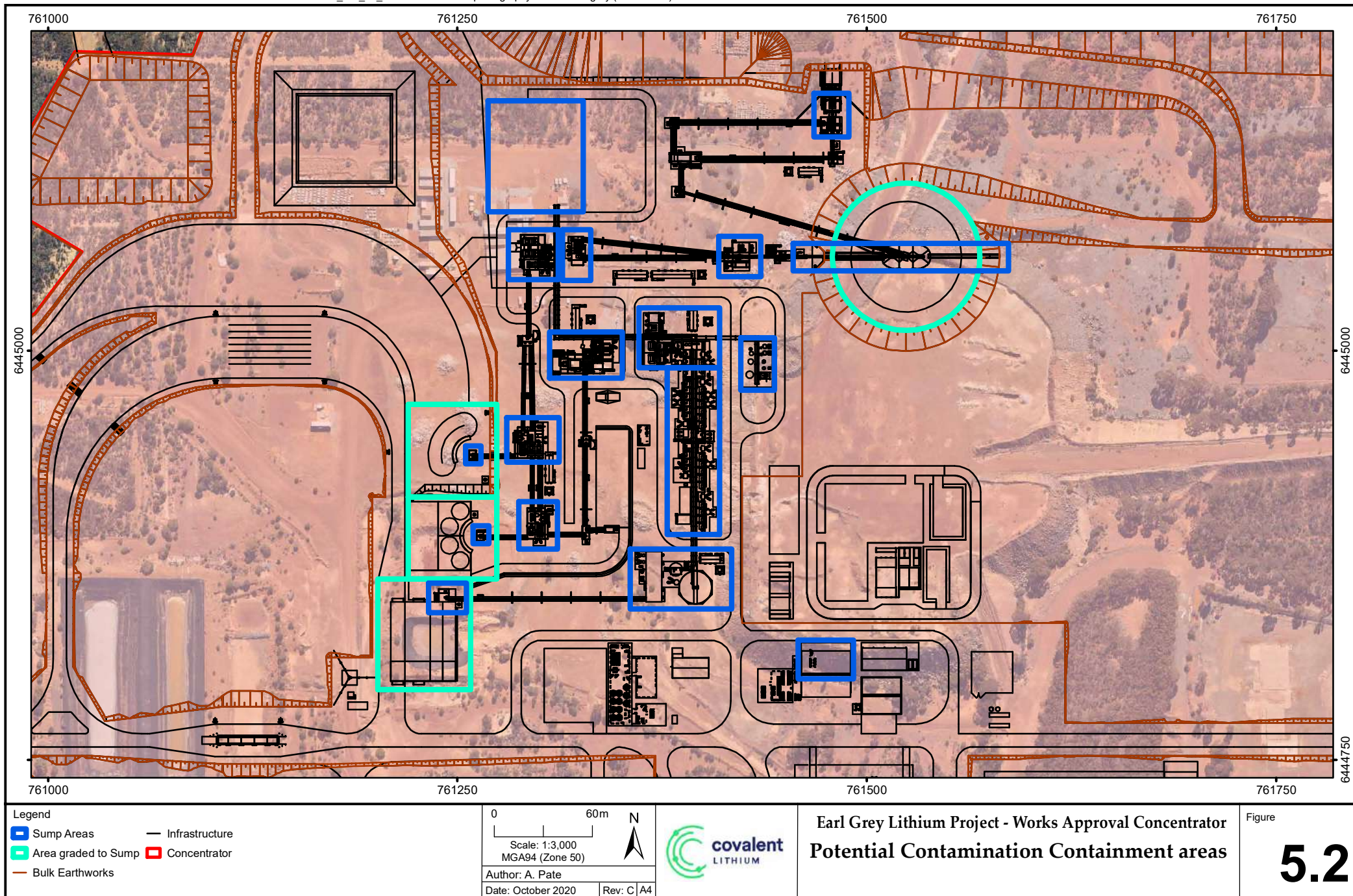
0 150m N
 Scale: 1:7,500
 MGA94 (Zone 50)
 Author: A. Pate
 Date: October 2020 Rev: D A4



Earl Grey Lithium Project - Works Approval Concentrator Storm Water Management

Figure

5.1



6 Environmental Management System

Covalent Lithium has committed to developing an environmental management system (EMS) to facilitate the management of environmental responsibilities for all phases of the project (construction, operation and closure). Over the life of the project, the EMS will enable Covalent Lithium to systematically assess and review its environmental impacts, in addition to implementing programs for the management of environmental impacts and obligations.

The Covalent Lithium Earl Grey Lithium Project EMS is expected to apply appropriate standards (AS/NZ ISO 14001:2004 Environmental Management System Standard) that are internationally recognised, accepted and include a model for continuous improvement.

Covalent Lithium recognises that there are five key elements to the EMS. These are:

- Policy;
- Planning;
- Implementation;
- Measurement and evaluation; and
- Management review.

Development of the EMS will be consistent with overall project implementation. The Project is currently undergoing formal impact assessment by the Commonwealth and State agencies, and Covalent Lithium is in the detailed design phase of the project therefore, key components of an EMS have been developed and where directly relevant to the proposal are described below:

6.1 Environmental Policy

Covalent Lithium's Environmental Policy outlines its intentions and commitment to environmental performance. It provides a framework for action and for setting of environmental objectives and targets and can be provided on request.

6.2 Environmental Planning

Planning is fundamental to good environmental management. Planning for the Project involves:

- Reviewing the construction, operational and closure phases of the proposed work including the Concentrator;
- Undertaking an environmental risk assessment, specifically identifying potential environmental impacts associated with the activities and identifying suitable control measures for reducing the risk of the potential impact to 'As Low As Reasonably Practical' (ALARP);
- Considering legal and other requirements (including all relevant legislation, mining tenement conditions, and the conditions of other licenses). Ensuring compliance with relevant laws and site-specific conditions is recognised to be a minimum standard of operation; and
- Developing an environmental management program.

6.3 Implementation and Operation

The active implementation of the EMS components by all employees and contractors is essential to achieve agreed objectives and targets. Implementation for the Project to ensure that:

- Structure and responsibilities for environmental management are assigned and communicated to all employees;
- Employees are provided with the appropriate training and possess the required competencies and awareness in order to fulfil their environmental responsibilities;

- The environmental aspects relevant to the proposal are communicated to individuals during inductions;
- Documentation and document control is maintained;
- Emergency preparedness and response plans relevant to the proposal are developed and implemented should the need arise;
- Compliance with legal requirements is regularly assessed; and
- Opportunities for environmental improvement are identified and incorporated into future project plans.

6.4 Checking

The checking and corrective action steps of the EMS cycle relevant to the proposal include, but are not limited to:

- Monitoring, measuring and reporting;
- Problem and cause identification and evaluation;
- Preventative action implementation; and
- Corrective action implementation.

Covalent Lithium will keep and manage its records effectively in order to develop a reliable source of information for the project.

6.5 Management Review

The management review process will be undertaken to assess the ongoing suitability and effectiveness of system components for the larger project once implemented. The management review is designed to ensure continual improvement of the EMS, taking into account results of checking and corrective actions undertaken, correcting performance deficiencies and evaluating required resources and timeframes.

7 Stakeholder Engagement

The key stakeholders for the Earl Grey Lithium Project include:

- Department of Biodiversity Conservation and Attractions (DBCA) including Western Shield Group;
- Department of the Agriculture, Water and the Environment (Federal) (DAWE);
- Department of Jobs, Tourism, Science and Innovation (DJSTI);
- Department of Planning Land and Heritage (DPLH);
- Department of Housing (DoH);
- Department of Mines, Industry Regulation and Safety (DMIRS);
- Department of Water and Environmental Regulation (DWER);
- Environmental Protection Authority Service Unit (EPASU);
- Holland Track (public access);
- Shire of Yilgarn;
- Local communities (Yilgarn, Hyden);
- Main Roads Western Australia (MRWA);
- Non-Government Organisations (NGOs);
- Native title claimants – Marlinyu Ghoorlie Native Title Claimant Group;
- Security holders;
- South west towns along the key transport route to Kwinana refinery;
- Neighbouring land users, mining operations and tenement holders; and
- Water Corporation.

7.2 Stakeholder Engagement Strategy

Covalent has developed and implemented an external stakeholder consultation strategy for ongoing social engagement and community investment.

This includes:

- Open and effective communication;
- Two-way communication;
- Clear, accurate and relevant information;
- Timeliness;
- Transparency, requiring a process for communication and feedback;
- Collaboration, working cooperatively to seek mutually beneficial outcomes;
- Inclusiveness, with the aim of recognising, understanding and involving stakeholders early and throughout the process; and
- Integrity, with engagement undertaken in a manner that fosters mutual respect and trust.

The outcomes of the consultation strategy are recorded in a Stakeholder Consultation Register. Consultation to date has comprised predominately of meetings and correspondence with a number of State and Federal Departments and Agencies, Local Government Authorities, and non-government organisations and interest groups.

Covalent is committed to ongoing stakeholder identification, communication, engagement and consultation through the planning and approval phase, and through to construction, operational and closure phases of the Project. The following key project milestones will result in further engagement with relevant stakeholders being undertaken:

- Prior to submission of the Phase 1 Mining proposal and Mine Closure Plan (MCP) - Continued meetings with DMIRS to discuss project approvals and the best way forward;
- Prior to submission of Works Approval documentation - Continued meetings with DWER to discuss project approvals pathways under relevant legislation and best ways forward;
- Prior to issue of Ministerial Statement by the EPA – Consultation and updates to relevant stakeholders, including the local community, Aboriginal groups, NGOs and relevant local, state and federal government agencies; and
- Prior to issue of Federal Approval by DAWE including the relevant non-government organisations and local, state and federal government agencies.

7.3 Stakeholder Consultation

A copy of the stakeholder engagement register is provided in Appendix 6.

8 Risk Assessment

Taking into account the DWER Guidance Statement: *Risk Assessments* (released by the then named Department of Environmental Regulation in 2017), Covalent has prepared a risk assessment to identify potential emissions from the proposed activities and the potential sources, pathways and receptors of those emissions, and proposed controls to manage potential emissions to determine a risk rating. The risk assessment has been based on the shown in Table 8-1.

Table 8-1: Risk Rating Matrix

		Consequences				
		Insignificant	Minor	Moderate	Major	Severe
Likelihood	Rare	Low	Low		Medium	High
	Unlikely	Low	Low	Medium	High	High
	Possible	Low	Low	Medium	High	Extreme
	Likely	Low	Medium	High	Extreme	Extreme
	Almost certain	Low	Medium	High	Extreme	Extreme

Risk = consequence vs likelihood

The following criteria (DWER 2017) are used to determine the consequence and likelihood of a risk event occurring Table 8-2 and Table 8-3.

Table 8-2: Consequence matrix

Consequence	Consequence descriptor	
	Environment	Health
Severe	On-site impacts: catastrophic Off-site impacts (local scale): high level Off-site impacts (wider scale): mid level Mid to long term or permanent impact to an area of high conservation value or special significance	Loss of life Adverse health effects: high level or ongoing medical treatment Local scale impacts: permanent loss of amenity
Major	On-site impacts: high level Off-site impacts (local scale): mid level Off-site impacts (wider scale): low level Short term impact to an area of high conservation value or special significance	Adverse health effects: mid level or frequent medical treatment Local scale impacts: high level impact to amenity
Moderate	On-site impacts: mid level Off-site impacts local scale: low level Off-site impacts wider scale: minimal	Adverse health effects: low level or occasional medical treatment

Consequence	Consequence descriptor	
	Environment	Health
		Local scale impacts: mid level impact to amenity
Minor	On-site impacts: low level Off-site impacts (local scale): minimal Off-site impacts (wider scale): not detectable	Local scale impacts: low level impact to amenity
Slight	On-site impact: minimal Specific Consequence Criteria (for environment) met	Local scale: minimal impact to amenity Specific Consequence Criteria (for public health) criteria met

Table 8-3: Likelihood matrix

Likelihood	Likelihood description
Almost certain	The risk event is expected to occur in most circumstances.
Likely	The risk event will probably occur in most circumstances.
Possible	The risk event could occur at some time.
Unlikely	The risk event will probably not occur in most circumstances.
Rare	The risk event may only occur in exceptional circumstances.

The potential emissions, sources, pathways and receptors that have been identified for the construction, commissioning and operation of the Concentrator are outlined in Table 8-4. This table also identifies the potential impacts, proposed controls and associated risk ratings. A detailed risk assessment is undertaken for any activity which has been identified as having a 'medium' risk rating or higher detailed risk rating assessment includes:

- A description of the potential emissions, sources, pathways and receptors;
- Any controls that have been identified for the risk event;
- An assessment of the consequence and likelihood; and
- Risk analysis rating and residual risk rating.

Table 8-4: Risk analysis

Source	Potential Emissions	Pathway	Potential Receptor	Potential Impacts	Risk analysis (prior to management control measures)			Proposed management control measures	Residual risk rating (after management control measures)			Detailed risk assessment required?
					Consequence	Likelihood	Risk matrix rating		Consequence	Likelihood	Risk matrix rating	
Construction of Concentrator	Dust	Air: windborne particulate (dust) emissions generated during construction activities machinery operation and vehicle movements.	Residential: None, the nearest receptors is the accommodation village located approximately 1,500 m away.	Health and amenity: None, given the distance to the nearest receptors, dust emissions are not expected to affect health or amenity.	Insignificant	Likely	Low	Dust emissions will be managed via standard operating procedures, including: - dust suppression (water sprays, water trucks, control of vehicle movements) during construction; and - rehabilitation of disturbed areas. Standard management procedures are expected to effectively mitigate the risk of dust emissions.	Insignificant	Possible	Low	Risk pathway is low, detailed assessment is not required. However, further detail on controls provided in Section 4.2.1 and Section 5.2.1.
			Terrestrial ecosystems: Vegetation, including vegetation adjacent to the Premises.	Declining health of vegetation including reduced ability for photosynthesis due to dust deposition / smothering. Native vegetation is expected to be reasonably tolerant to dust deposition.	Minor	Possible	Low		Minor	Rare	Low	
	Hydrocarbon	Hydrocarbon spill causing soil contamination / seepage to groundwater	Soils (direct contact) Surface water (runoff) Groundwater (infiltration)	Contamination of soil / surface and / or groundwater	Minor	Possible	Low	<i>Australian Standard AS1940 – Storage and handling of flammable and combustible liquids.</i> Hydrocarbons will be managed via standard operating procedures, including: - storage in bunded areas / secondary containment; - appropriate labelling of storage areas; and - provision of spill response equipment. Regular maintenance of hydrocarbon storage facilities will be undertaken. Standard hydrocarbon and spill management procedures are expected to effectively mitigate the risk of hydrocarbon contamination	Insignificant	Unlikely	Low	Risk pathway is low, detailed assessment is not required. However, further detail on controls provided in Section 4.2.7 and Section 5.3.
	Noise	Air: windborne noise emissions generated during construction activities including vehicle movements.	Residential: None, the nearest receptors is the accommodation village located approximately 1,500 m away.	Health and amenity: None, given the distance to the nearest receptors, noise emissions are not expected to affect health or amenity.	Insignificant	Rare	Low	<i>Environmental Protection (Noise) Regulations 1997.</i> Noise emissions will be managed via standard operating procedures, including: - restricted work hours; construction activities will be conducted in daylight hours.	Insignificant	Rare	Low	Risk pathway is low, detailed assessment is not required. However, further detail on controls provided in Section 4.2.2 and Section 5.2.2.

Source	Potential Emissions	Pathway	Potential Receptor	Potential Impacts	Risk analysis (prior to management control measures)			Proposed management control measures	Residual risk rating (after management control measures)			Detailed risk assessment required?
					Consequence	Likelihood	Risk matrix rating		Consequence	Likelihood	Risk matrix rating	
								Standard management procedures are expected to effectively mitigate the risk of noise emissions				
	Light	Air: light emissions generated during construction activities.	None	None, given construction activities will be conducted in daylight hours light emissions will not occur.	-	-	-	None, given construction activities will be conducted in daylight hours light emissions will not occur.	-	-	-	-
	General wastes	Solid / Liquid Waste	None. Any general wastes generated during construction will be removed from site by a licensed contractor, or disposed of at an existing licenced landfill facility (if appropriate)	Soil / groundwater contamination. Windblown litter (amenity).	Moderate	Possible	Medium	General wastes will be managed via existing Part V Licence L6284/1992/12 and standard operating procedures including: - sufficient recycling and general waste collection areas will be established and labelled with the relevant waste type to facilitate the management of waste; - recyclable materials will be separated from other waste and recycled wherever possible; and - non-recyclable materials will be transported to, and disposed of, at an approved landfill facility onsite or an off-site facility. Standard waste management procedures are expected to effectively mitigate the risk of general waste emissions	Minor	Rare	Low	Risk pathway is low, detailed assessment is not required. However, further detail on controls provided in Section 4.2.6 and Section 5.3.
Operation of the Concentrator	Odour	Air: windborne odour emissions generated during operation of the Concentrator	Residential: None, the nearest receptors is the accommodation village approximately 1,500 m from the Concentrator.	Health and amenity: None, given the distance to the nearest receptor, odour emissions are not expected to affect health or amenity.	Moderate	Possible	Medium	- The Concentrator will be appropriately designed and operated to mitigate the risk of odour emissions. - Inspection and maintenance will be undertaken. - Odour control system to be installed	Minor	Rare	Low	Risk pathway is low, detailed assessment is not required. However, further detail on controls provided in Section 4.2.3.and Section 5.5.3.
	Light	Air: light emissions generated during operation activities.	Terrestrial fauna	May disorient terrestrial fauna	Moderate	Possible	Medium	- Lighting around the Concentrator to be installed to minimise the impact of lighting on terrestrial fauna	Minor	Rare	Low	Risk pathway is low, detailed assessment is not required. However, further detail on controls provided in Section 4.2.4 and Section 5.5.5.

Source	Potential Emissions	Pathway	Potential Receptor	Potential Impacts	Risk analysis (prior to management control measures)			Proposed management control measures	Residual risk rating (after management control measures)			Detailed risk assessment required?
					Consequence	Likelihood	Risk matrix rating		Consequence	Likelihood	Risk matrix rating	
	Dust	Air: windborne particulate (dust) emissions generated during construction activities machinery operation and vehicle movements.	Residential: None, the nearest receptors is the accommodation village located approximately 1,500 m away.	Health and amenity: None, given the distance to the nearest receptors, dust emissions are not expected to affect health or amenity.	Insignificant	Likely	Low	Dust emissions will be managed via standard operating procedures, including: - dust suppression (water sprays, water trucks, control of vehicle movements) during construction; and - rehabilitation of disturbed areas. Standard management procedures are expected to effectively mitigate the risk of dust emissions.	Insignificant	Possible	Low	Risk pathway is low, detailed assessment is not required. However, further detail on controls provided in Section 4.2.1 and Section 5.5.1.
			Terrestrial ecosystems: Vegetation, including vegetation adjacent to the Premises.	Declining health of vegetation including reduced ability for photosynthesis due to dust deposition / smothering. Native vegetation is expected to be reasonably tolerant to dust deposition.	Minor	Possible	Low		Minor	Rare	Low	
	Noise	Air: windborne noise emissions generated during construction activities including vehicle movements.	Residential: None, the nearest receptors is the accommodation village located approximately 1,500 m away.	Health and amenity: None, given the distance to the nearest receptors, noise emissions are not expected to affect health or amenity.	Insignificant	Rare	Low	<i>Environmental Protection (Noise) Regulations 1997.</i> Noise emissions will be managed via standard operating procedures, including: - restricted work hours; construction activities will be conducted in daylight hours. Standard management procedures are expected to effectively mitigate the risk of noise emissions	Insignificant	Rare	Low	Risk pathway is low, detailed assessment is not required. However, further detail on controls provided in Section 4.2.2 and Section 5.5.4.

9 Works Approval Fees

The Work Approval fee relates to the cost of the works, including all capital costs (inclusive of GST) associated with the construction and establishment of the Concentrator. A breakdown of the fees is provided below.

Category Number	Category description	Capital expenditure
5	Processing or beneficiation of metallic or non-metallic ore	More than \$95,000,000

10 References

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Mattiske (2019b), Preliminary Weed Survey 2019, Earl Grey Lithium Project, unpublished report prepared for Covalent Lithium by Mattiske Consulting Pty Ltd.

Appendices

Appendix 1: Attachment 1A – Proof of occupier status

13 October 2020

Dr Phil Gorey
Deputy Director General of Resource and Environmental Regulation
DMIRS Resource and Environmental Compliance Division
100 Plain Street
Perth WA 6004

Dear Dr Gorey,

We write this letter in support of the mining proposal submitted to the Department of Mines, Industry Regulation and Safety pursuant to the Mining Act 1978 (WA) on or around the date of this letter (**Mining Proposal**) by Covalent Lithium Pty Ltd (ACN 623 090 139) (**Covalent**) as manager of the Mt Holland Joint Venture and for and on behalf of the Mt Holland joint venturers (MH Gold Pty Ltd and SQM Australia Pty Ltd) in relation to the mining proposal to be undertaken by the joint venture with respect to the Earl Grey lithium deposit (forming part of the Mount Holland Lithium Project).

MH Gold Pty Ltd (**MH Gold**) and Montague Resources Australia Pty Ltd (**Montague**) are both wholly owned subsidiaries of Australian Light Minerals Pty Ltd (**ALM**). ALM is a subsidiary of Wesfarmers Ltd and was previously known as Kidman Resources Limited (**Kidman**). Both MH Gold and Montague are currently the registered holders or applicants (solely or jointly or in conjunction with SQM) in relation to the tenements listed in the table below which are the subject of the Mining Proposal:

Tenement	Registered Holder	Joint Venture Tenement	To be transferred to Joint Venture	Covalent Authorised for Mining Proposal
G77/129	MH Gold	Yes		Yes
G77/130	MH Gold	Yes		Yes
G77/131	MH Gold	Yes		Yes
G77/132	Montague	No	Yes	Yes
G77/133	Montague	No	Yes	Yes
G77/134	MH Gold	Yes		Yes
G77/136	MH Gold	No	Yes	Yes
M77/1065	Montague	No	No	Yes
M77/1066	Montague	Yes		Yes
M77/1080	Montague	Yes		Yes
L77/199	MH Gold	No	Yes	Yes
L77/205	MH Gold	Yes		Yes
L77/207	MH Gold	No	Yes	Yes

L77/208	MH Gold	Yes		Yes
L77/295	MH Gold	No	Yes	Yes
L77/296	MH Gold	No	Yes	Yes
L77/298	MH Gold	No	Yes	Yes
L77/301	MH Gold	Yes		Yes
L77/313	MH Gold (50%) SQM (50%)	Yes		Yes
L77/322	MH Gold (50%) SQM (50%)	Yes		Yes
L77/323	MH Gold (50%) SQM (50%)	Yes		Yes

In relation to the tenements above highlighted grey, ALM, Montague and MH Gold (amongst others) agreed to transfer 50% of their interests in such tenements to MH Gold Pty Ltd (where relevant) and SQM Australia Pty Ltd (**SQM**). While a 50% beneficial interest in such tenements passed to SQM and MH Gold (where relevant), the formal transfer of such tenements has not yet occurred.

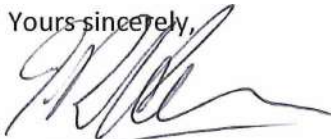
For those tenements marked in the table above as being jointly applied for in the names of MH Gold and SQM, these are also joint venture tenements required for the Project. These tenements, together with the tenements highlighted in grey, are the current **Joint Venture Tenements**.

By way of an unincorporated joint venture agreement dated 21 December 2017 (as amended) between MH Gold, Montague and SQM (amongst others) (**JV Agreement**) Covalent was appointed manager of the Mount Holland Lithium Project to develop the Earl Grey lithium deposit and has authority to apply for and carry out the Mining Proposal in relation to these tenements.

In relation to the remainder of the tenements above that are not Joint Venture Tenements, with the exception of M77/1065, MH Gold, Montague and SQM have agreed in principle to transfer these tenements to the Joint Venture. Whilst this transfer is taking place, MH Gold and Montague authorise Covalent to submit the Mining Proposal as agent for and on behalf of the joint venturers and access such tenements on their behalf to carry out the Mining Proposal. MH Gold and Montague also authorise Covalent to submit the Mining Proposal as agent for and on behalf of the joint venturers and access M77/1065 on their behalf to carry out the Mining Proposal as agent for and on behalf of the joint venturers.

Please do not hesitate to come back to me with any queries in relation to the above.

Yours sincerely,



Ian Hansen
Chief Executive Officer

Appendix 2: Attachment 1B - ASIC company extract



ASIC

Australian Securities & Investments Commission

Current Company Extract

Name: COVALENT LITHIUM PTY LTD

ACN: 623 090 139

Date/Time: 23 December 2019 AEST 05:51:17 PM

This extract contains information derived from the Australian Securities and Investments Commission's (ASIC) database under section 1274A of the Corporations Act 2001.

Please advise ASIC of any error or omission which you may identify.

EXTRACT

Organisation Details	Document Number
Current Organisation Details	
Name: COVALENT LITHIUM PTY LTD	7EAC63743
ACN: 623 090 139	
ABN: 70623090139	
Registered in: Western Australia	
Registration date: 27/11/2017	
Next review date: 27/11/2020	
Name start date: 30/07/2018	
Status: Registered	
Company type: Australian Proprietary Company	
Class: Limited By Shares	
Subclass: Proprietary Company	

Address Details	Document Number
Current	
Registered address: Level 4, 96-100 Albert Road, SOUTH MELBOURNE VIC 3205	6E0628143
Start date: 27/11/2017	
Principal Place Of Business address: Level 4, 96-100 Albert Road, SOUTH MELBOURNE VIC 3205	6E0628143
Start date: 27/11/2017	

Contact Address
Section 146A of the Corporations Act 2001 states 'A contact address is the address to which communications and notices are sent from ASIC to the company'.
Current
Address: GPO BOX M978, PERTH WA 6843
Start date: 11/12/2019

Officeholders and Other Roles	Document Number
Director	
Name: PABLO ANDRES ALTIMIRAS CEARDI	7E9744123
Address: San Carlos De Apoquindo 3037 House 4 Las, Condes Santiago 7620128, Chile	
Born: 28/07/1979, SANTIAGO, CHILE	
Appointment date: 27/11/2017	
Name: IAN ROBERT HANSEN	9EAA22829
Address: 22 Rookwood Street, MOUNT PLEASANT WA 6153	
Born: 06/10/1961, PERTH, WA	
Appointment date: 23/09/2019	
Name: AARON JOHN HOOD	9EAA22829
Address: 6 Geraldine Street, COTTESLOE WA 6011	
Born: 25/06/1980, PERTH, WA	
Appointment date: 23/09/2019	
Name: LUIS EUGENIO PONCE LEROU	9EAA25412

Address: Las Cujas 2950, Depto 408, Vitacura, Santiago
Chile, Chile

Born: 14/09/1951, SANTIAGO, CHILE

Appointment date: 19/11/2019

Appointed Auditor

Name: ERNST & YOUNG

7EAF58640

Address: 11 Mounts Bay Road PERTH WA 6000

Start date: 21/05/2018

Share Information

Share Structure

Class	Description	Number issued	Total amount paid	Total amount unpaid	Document number
ORD	ORDINARY	10	10.00	0.00	6E0628143

Members

Note: For each class of shares issued by a proprietary company, ASIC records the details of the top twenty members of the class (based on shareholdings). The details of any other members holding the same number of shares as the twentieth ranked member will also be recorded by ASIC on the database. Where available, historical records show that a member has ceased to be ranked amongst the top twenty members. This may, but does not necessarily mean, that they have ceased to be a member of the company.

Name: SQM AUSTRALIA PTY LTD

ACN: 621 414 659

Address: C/- TMF CORPORATE SERVICES (AUST) PTY LIMITED, Level 16, 201 Elizabeth Street, SYDNEY NSW 2000

Class	Number held	Beneficially held	Paid	Document number
ORD	5	yes	FULLY	6E0628143

Name: MH GOLD PTY LIMITED

ACN: 608 814 204

Address: Level 4, 96-100 Albert Road, SOUTH MELBOURNE VIC 3205

Class	Number held	Beneficially held	Paid	Document number
ORD	5	yes	FULLY	6E0628143

Financial Reports

Balance date	Report due date	AGM due date	Extended AGM due	AGM held date	Outstanding	Document number
30/06/2018	31/10/2018				no	7EAF58640

31/12/2018	30/04/2019				no	030534736
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Documents

Note: Where no Date Processed is shown, the document in question has not been processed. In these instances care should be taken in using information that may be updated by the document when it is processed. Where the Date Processed is shown but there is a zero under No Pages, the document has been processed but a copy is not yet available.

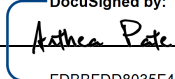
Date received	Form type	Date processed	Number of pages	Effective date	Document number
27/11/2017	201 Application For Registration As 201C A Proprietary Company 201D Name Not Specified In Application	27/11/2017	3	27/11/2017	6E0628143
14/12/2017	484A1 Change To Company Details Change Officeholder Name Or Address	14/12/2017	2	14/12/2017	7E9744123
12/01/2018	205Z Notification Of Resolution Changing Company Name - Not Approved	12/01/2018	2	09/01/2018	7E9806570
17/01/2018	205A Notification Of Resolution Changing Company Name	17/01/2018	2	11/01/2018	6E2790838
27/06/2018	410B Application For Reservation Of A New Name Upon Change Of Name	27/06/2018	3	27/06/2018	030280518
30/07/2018	205A Notification Of Resolution Changing Company Name	30/07/2018	2	26/07/2018	7EAC63743
31/10/2018	388 (FR 2018) Financial Report 388I Financial Report - Small Proprietary Company That Is Controlled By A Foreign Company 388E Company - Appoint Change Name/address Of Auditor	31/10/2018	23	30/06/2018	7EAF58640
20/03/2019	388I (FR 2018) Financial Report Financial Report - Small Proprietary Company That Is Controlled By A Foreign Company	28/03/2019	26	31/12/2018	030534736

01/10/2019	484E Change To Company Details Appointment Or Cessation Of A Company Officeholder	01/10/2019	3	01/10/2019	9EAA22829
27/11/2019	484E Change To Company Details Appointment Or Cessation Of A Company Officeholder	27/11/2019	2	27/11/2019	9EAA25412

End of Extract of 4 Pages

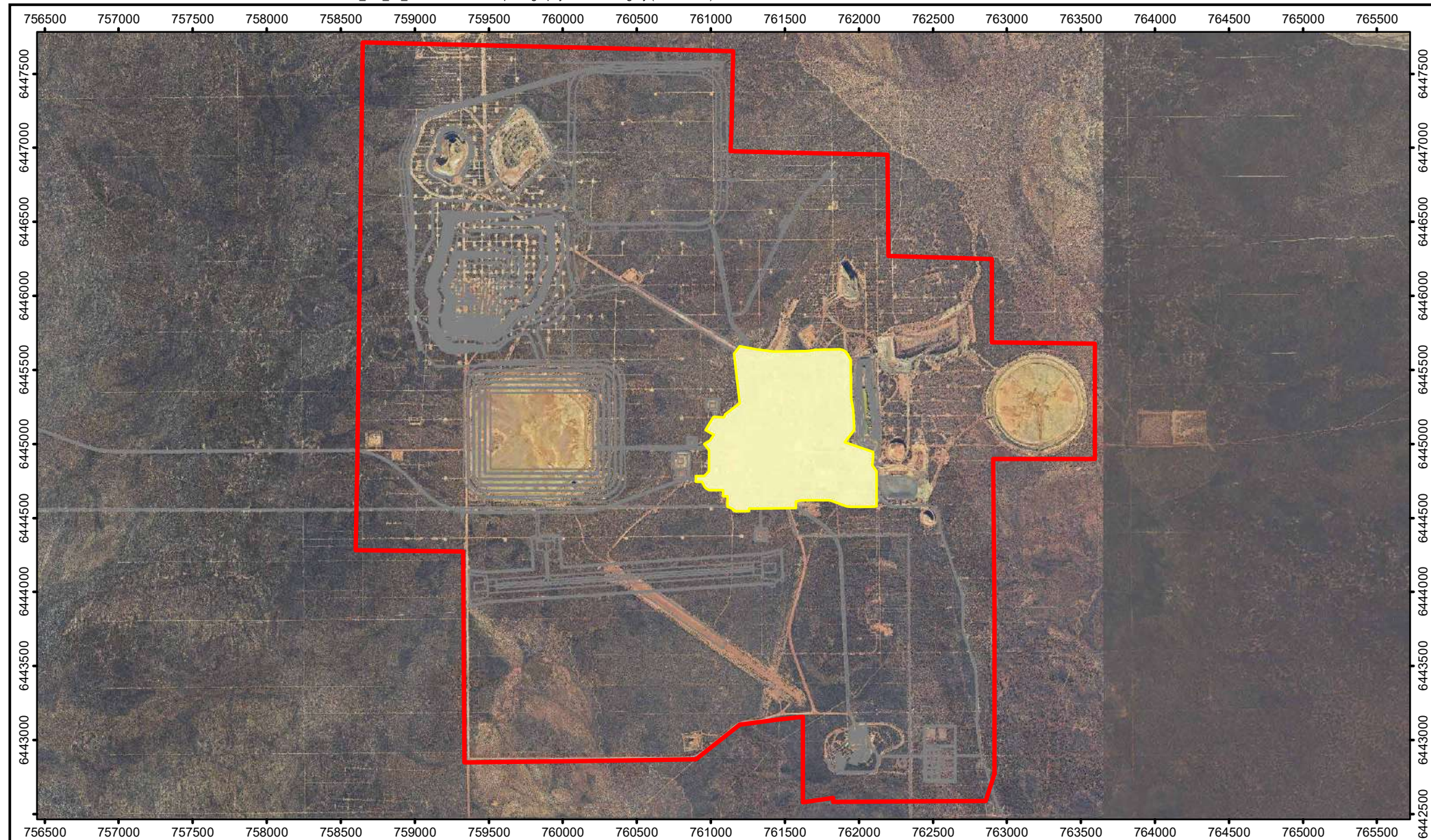
**Appendix 3: Attachment 1C – Authorisation to act as representative of the occupier
(Corporate endorsement)****Corporate endorsement:**

I hereby certify that to the best of my knowledge, the information contained within this Work Approval Supplementary Information document is true and correct and addresses all the requirements of the Works Approval Application Form (Part V, Division 3, Environmental Protection Act (1986) and the Environmental Protection Regulations (1987).

Name:	<u>Anthea Pate</u>	Position:	<u>Manager Environment & Approvals</u>
Signed:	<div><div>DocuSigned by:</div><div> FDBBFDD8035F44E...</div></div>	Date:	<u>20/10/2020</u>

(NB: The corporate endorsement must be given by tenement holder(s) or a senior representative authorised by the tenement holder(s), such as a Registered Manager or Company Director)

Appendix 4: Attachments 2 - Prescribed Premise Map and Prescribed Premise Boundary Coordinates



- Legend
- Infrastructure
 - ▬ Prescribed Premise Boundary
 - ▬ Concentrator

0 700m N
 Scale: 1:35,000
 MGA94 (Zone 50)
 Author: A. Pate
 Date: October 2020 Rev: A A4



Earl Grey Lithium Project - Works Approval Concentrator
 Works Approval Boundary

Attachment

Prescribed Premise Boundary Coordinates (GDA 94 projected to MGA94 Zone 50)

Pnt	MGA_East	MGA_North
1	762916	6442772
2	762855	6442587
3	762226	6442586
4	761825	6442583
5	761825	6442608
6	761621	6442580
7	761621	6443156
8	761439	6443137
9	761195	6443102
10	760898	6442870
11	760346	6442862
12	759353	6442850
13	759334	6442850
14	759325	6444273
15	758601	6444282
16	758613	6444929
17	758614	6444980
18	758649	6447712
19	761151	6447652
20	761138	6447117
21	761134	6446977
22	761468	6446968
23	762194	6446954
24	762199	6446270
25	762899	6446249
26	762898	6445687
27	763593	6445678
28	763594	6444897
29	762906	6444899
30	762916	6443895
31	762916	6442772

Appendix 5: Attachment 5A – Ministerial Statement 1118

THIS DOCUMENT

This document has been produced by the Office of the Appeals Convenor as an electronic version of the original Statement for the proposal listed below as signed by the Minister and held by this Office. Whilst every effort is made to ensure its accuracy, no warranty is given as to the accuracy or completeness of this document.

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Published on: 21 November 2019

Statement No. 1118

STATEMENT THAT A PROPOSAL MAY BE IMPLEMENTED
(*Environmental Protection Act 1986*)

EARL GREY LITHIUM PROJECT

Proposal: Proposal to develop a pegmatite-hosted lithium deposit at the abandoned Mt Holland mine site, located 105 km south-southeast of Southern Cross, Shire of Yilgarn.

Proponent: Covalent Lithium Pty Ltd
Australian Company Number 623 090 139

Proponent Address: Level 18, 109 St Georges Terrace, Perth WA 6000

Assessment Number: 2123

Report of the Environmental Protection Authority: 1651

Pursuant to section 45 of the *Environmental Protection Act 1986*, it has been agreed that the proposal described and documented in Table 2 of Schedule 1 may be implemented and that the implementation of the proposal is subject to the following implementation conditions and procedures:

1 Proposal Implementation

1-1 When implementing the proposal, the proponent shall not exceed the authorised extent of the proposal as defined in Table 2 of Schedule 1, unless amendments to the proposal and the authorised extent of the proposal have been approved under the EP Act.

2 Contact Details

2-1 The proponent shall notify the CEO of any change of its name, physical address or postal address for the serving of notices or other correspondence within twenty-eight (28) days of such change. Where the proponent is a corporation or an association of persons, whether incorporated or not, the postal address is that of the principal place of business or of the principal office in the State.

3 Time Limit for Proposal Implementation

- 3-1 The proponent shall not commence implementation of the proposal after five (5) years from the date of this Statement, and any commencement, prior to this date, must be substantial.
- 3-2 Any commencement of implementation of the proposal, on or before five (5) years from the date of this Statement, must be demonstrated as substantial by providing the CEO with written evidence, on or before the expiration of five (5) years from the date of this Statement.

4 Compliance Reporting

- 4-1 The proponent shall prepare, and maintain a Compliance Assessment Plan which is submitted to the CEO at least six (6) months prior to the first Compliance Assessment Report required by condition 4-6, or prior to implementation of the proposal, whichever is sooner.
- 4-2 The Compliance Assessment Plan shall indicate:
 - (1) the frequency of compliance reporting;
 - (2) the approach and timing of compliance assessments;
 - (3) the retention of compliance assessments;
 - (4) the method of reporting of potential non-compliances and corrective actions taken;
 - (5) the table of contents of Compliance Assessment Reports; and
 - (6) public availability of Compliance Assessment Reports.
- 4-3 After receiving notice in writing from the CEO that the Compliance Assessment Plan satisfies the requirements of condition 4-2 the proponent shall assess compliance with conditions in accordance with the Compliance Assessment Plan required by condition 4-1.
- 4-4 The proponent shall retain reports of all compliance assessments described in the Compliance Assessment Plan required by condition 4-1 and shall make those reports available when requested by the CEO.
- 4-5 The proponent shall advise the CEO of any potential non-compliance within seven (7) days of any non-compliance being known.
- 4-6 The proponent shall submit to the CEO the first Compliance Assessment Report fifteen (15) months from the date of issue of this Statement addressing the twelve (12) month period from the date of issue of this Statement and then

annually from the date of submission of the first Compliance Assessment Report, or as otherwise agreed in writing by the CEO.

The Compliance Assessment Report shall:

- (1) be endorsed by the proponent's Chief Executive Officer or a person delegated to sign on the Chief Executive Officer's behalf;
- (2) include a statement as to whether the proponent has complied with the conditions;
- (3) identify all potential non-compliances and describe corrective and preventative actions taken;
- (4) be made publicly available in accordance with the approved Compliance Assessment Plan; and
- (5) indicate any proposed changes to the Compliance Assessment Plan required by condition 4-1.

5 Public Availability of Data

5-1 Subject to condition 5-2, within a reasonable time period approved by the CEO of the issue of this Statement and for the remainder of the life of the proposal the proponent shall make publicly available, in a manner approved by the CEO, all validated environmental data (including sampling design, sampling methodologies, empirical data and derived information products (e.g. maps)), management plans and reports relevant to the assessment of this proposal and implementation of this Statement.

5-2 If any data referred to in condition 5-1 contains particulars of:

- (1) a secret formula or process; or
- (2) confidential commercially sensitive information;

the proponent may submit a request for approval from the CEO to not make these data publicly available. In making such a request the proponent shall provide the CEO with an explanation and reasons why the data should not be made publicly available.

6 Flora and Vegetation Environmental Management Plan

6-1 The proponent shall implement the proposal to meet the following environmental outcome:

- (1) The proponent shall ensure there is no proposal-related direct or adverse indirect impacts to flora and vegetation within the exclusion zones as shown on Figure 3 and delineated by coordinates in Schedule 2.

- 6-2 Prior to the commencement of ground disturbing activities, the proponent must undertake pre-clearance vegetation and flora survey(s) within the development envelope in accordance with *Technical Guidance – Flora and Vegetation Surveys for Environmental Impact Assessment*.
- 6-3 In order to meet the requirements of condition 6-1, the proponent shall update and submit to the CEO the Flora and Vegetation Environmental Management Plan on advice of the Department of Biodiversity, Conservation and Attractions within six (6) months of this Statement being issued.
- 6-4 The proponent shall not commence ground disturbing activities until such a time as the Flora and Vegetation Environmental Management Plan required by condition 6-3 is approved by the CEO.
- 6-5 The Flora and Vegetation Environmental Management Plan shall:
- (1) include details of the timing, methods, limitations and results of the pre-clearance surveys required by condition 6-2 and demonstrate how the findings of the survey(s) have been considered, including provision of mitigation measures.
 - (2) include actions to ensure that dust, weeds and fire are appropriately managed within the development envelope.
 - (3) specify trigger criteria that must provide an early warning that the threshold criteria identified in condition 6-5(4) may not be met;
 - (4) specify threshold criteria to demonstrate compliance with the environmental outcome specified in condition 6-1;
 - (5) specify monitoring to determine if trigger criteria and threshold criteria are exceeded;
 - (6) specify trigger level actions to be implemented in the event that trigger criteria have been exceeded;
 - (7) specify threshold contingency actions to be implemented in the event that threshold criteria are exceeded; and
 - (8) provide the format and timing for the reporting of monitoring results against trigger criteria and threshold criteria to demonstrate that condition 6-1 has been met over the reporting period in the Compliance Assessment Report required by condition 4-6.
- 6-6 After receiving notice in writing from the CEO that the Flora and Vegetation Environmental Management Plan satisfies the requirements of conditions 6-3 and 6-5 the proponent shall:

- (1) implement the provisions of the Flora and Vegetation Environmental Management Plan; and
- (2) continue to implement the Flora and Vegetation Environmental Management Plan until the CEO has confirmed by notice in writing that the proponent has demonstrated the objective specified in condition 6-1 has been met.

6-7 In the event that monitoring, or investigations indicates exceedance of threshold criteria specified in the Flora and Vegetation Environmental Management Plan, the proponent shall:

- (1) report the exceedance in writing to the CEO within seven (7) days of the exceedance being identified;
- (2) implement the threshold contingency actions specified in the Flora and Vegetation Environmental Management Plan within twenty-four (24) hours of the exceedance being reported as required by condition 6-7(1) and continue implementation of those actions until the CEO has confirmed by notice in writing that it has been demonstrated that the threshold criteria are being met and the implementation of the threshold contingency actions is no longer required;
- (3) investigate to determine the cause of the threshold criteria being exceeded;
- (4) investigate to provide information for the CEO to determine potential environmental harm or alteration of the environment that occurred due to threshold criteria being exceeded; and
- (5) provide a report to the CEO within twenty-one (21) days of the exceedance being reported as required by condition 6-7(1). The report shall include:
 - (a) details of threshold contingency actions implemented;
 - (b) the effectiveness of the threshold contingency actions implemented, against the threshold criteria;
 - (c) the findings of the investigations required by conditions 6-7(3) and 6-7(4);
 - (d) measures to prevent the threshold criteria being exceeded in the future;
 - (e) measures to prevent, control or abate the environmental harm which may have occurred; and

- (f) justification of the threshold remaining, or being adjusted based on better understanding, demonstrating that objectives will continue to be met.

6-8 The proponent:

- (1) may review and revise the Flora and Vegetation Environmental Management Plan, or
- (2) shall review and revise the Flora and Vegetation Environmental Management Plan as and when directed by the CEO.

6-9 The proponent shall implement the latest revision of the Flora and Vegetation Environmental Management Plan, which the CEO has confirmed by notice in writing, satisfies the requirements of condition 6-4.

7 Terrestrial Fauna Environmental Management Plan

7-1 The proponent shall implement the proposal to meet the following environmental outcomes and objectives:

- (1) The proponent shall ensure there is no proposal-related direct or adverse indirect impacts to malleefowl mounds within the exclusion areas as shown on Figure 4 and delineated by coordinates in Schedule 2.
- (2) The proponent shall ensure there is no direct or indirect proposal-related significant adverse impacts to malleefowl and chuditch within the development envelope.
- (3) The proponent shall ensure there is no removal of active malleefowl mounds within the development envelope.

7-2 In order to meet the requirements of condition 7-1, the proponent shall prepare and submit to the CEO a Terrestrial Fauna Environmental Management Plan on advice of the Department of Biodiversity, Conservation and Attractions within six (6) months of this Statement being issued.

7-3 The proponent shall not commence ground disturbing activities until such a time as the Terrestrial Fauna Environmental Management Plan required by condition 7-2 is approved by the CEO.

7-4 The Terrestrial Fauna Environmental Management Plan shall:

- (1) outline how the pre-clearance surveys will be undertaken using LIDAR or similar technology;
- (2) outline the procedure for capture and release of chuditch, and malleefowl if required, prior to clearing of native vegetation;

- (3) specify trigger criteria that must provide an early warning that the environmental objectives identified in condition 7-1 may not be met;
- (4) specify threshold criteria to demonstrate compliance with the environmental objectives specified in condition 7-1;
- (5) specify monitoring to determine if trigger criteria and threshold criteria are exceeded;
- (6) specify trigger level actions to be implemented in the event that trigger criteria have been exceeded;
- (7) specify threshold contingency actions to be implemented in the event that threshold criteria are exceeded; and
- (8) provide the format and timing for the reporting of monitoring results against trigger criteria and threshold criteria to demonstrate that condition 7-1 has been met over the reporting period in the Compliance Assessment Report required by condition 4-6.

7-5 After receiving notice in writing from the CEO that the Terrestrial Fauna Environmental Management Plan satisfies the requirements of condition 7-4, the proponent shall:

- (1) implement the provisions of the Terrestrial Fauna Environmental Management Plan; and
- (2) continue to implement the Terrestrial Fauna Environmental Management Plan until the CEO has confirmed by notice in writing that the proponent has demonstrated the objectives specified in conditions 7-1 have been met.

7-6 In the event that monitoring, tests, surveys or investigations indicates exceedance of threshold criteria specified in the Terrestrial Fauna Environmental Management Plan, the proponent shall:

- (1) report the exceedance in writing to the CEO within seven (7) days of the exceedance being identified;
- (2) implement the threshold contingency actions specified in the Terrestrial Fauna Environmental Management Plan within twenty-four (24) hours of the exceedance being reported as required by condition 7-6(1) and continue implementation of those actions until the CEO has confirmed by notice in writing that it has been demonstrated that the threshold criteria are being met and the implementation of the threshold contingency actions is no longer required;

- (3) investigate to determine the cause of the threshold criteria being exceeded;
- (4) investigate to provide information for the CEO to determine potential environmental harm or alteration of the environment that occurred due to threshold criteria being exceeded; and
- (5) provide a report to the CEO within twenty-one (21) days of the exceedance being reported as required by condition 7-6(1). The report shall include:
 - (a) details of threshold contingency actions implemented;
 - (b) the effectiveness of the threshold contingency actions implemented, against the threshold criteria;
 - (c) the findings of the investigations required by conditions 7-6(3) and 7-6(4);
 - (d) measures to prevent the threshold criteria being exceeded in the future;
 - (e) measures to prevent, control or abate the environmental harm which may have occurred; and
 - (f) justification of the threshold remaining, or being adjusted based on better understanding, demonstrating that objectives will continue to be met.

7-7 The proponent:

- (1) may review and revise the Terrestrial Fauna Environmental Management Plan, or
- (2) shall review and revise the Terrestrial Fauna Environmental Management Plan as and when directed by the CEO.

7-8 The proponent shall implement the latest revision of the Terrestrial Fauna Environmental Management Plan, which the CEO has confirmed by notice in writing, satisfies the requirements of condition 7-4.

8 Offsets

8-1 The proponent shall undertake offsets with the objective of counterbalancing the significant residual impact on the following environmental values:

- (1) 386 ha of foraging and breeding habitat for malleefowl (*Leipoa ocellata*);
- (2) 386 ha of foraging and potential breeding habitat for chuditch (*Dasyurus geoffroii*);

- (3) 69 individuals of Ironcap Banksia (*Banksia sphaerocarpa* var. *dolichostyla*); and
- (4) 6,957 individuals of *Microcorys* sp. Mt Holland (D. Angus DA2397),

as a result of the implementation of the proposal, as defined in Table 2 of Schedule 1 and delineated by coordinates in Schedule 2.

Threatened Fauna Land Acquisition Strategy

- 8-2 Within twelve (12) months of the publication of this Statement, the proponent shall prepare and submit a Threatened Fauna Land Acquisition Strategy to the requirements of the CEO.
- 8-3 The Threatened Fauna Land Acquisition Strategy, as required by condition 8-2, shall:
 - (1) identify an initially unprotected area, or areas, to be acquired and protected for conservation that contains malleefowl and chuditch foraging and breeding habitat, in consultation with the Department of Biodiversity, Conservation and Attractions;
 - (2) demonstrate how the proposed offset counterbalances the significant residual impact to 386 ha of foraging and breeding habitat for malleefowl, and 386 ha of foraging and potential breeding habitat for chuditch, as identified in condition 8-1, through application of the principles and completion of the WA Offsets Template, as described in the WA Environmental Offsets Guidelines 2014, and the *Environment Protection and Biodiversity Conservation Act 1999* Environmental Offsets Policy Assessment Guide (October 2012), or any approved updates of these guidelines, to demonstrate how the proposed offset counterbalances the significant residual impact to malleefowl and chuditch, as identified in condition 8-1;
 - (3) demonstrate how the proposed offset aligns with the *National Recovery Plan for Malleefowl Leipoa ocellata* and the *Chuditch (Dasyurus geoffroii) Recovery Plan*, or any subsequent revisions of these plans;
 - (4) identify the environmental values of the offset area(s);
 - (5) identify and commit to a protection mechanism for any area(s) of land acquisition, being either the area(s) is ceded to the Crown for the purpose of management for conservation, or the area(s) is managed under other suitable mechanisms for the purpose of conservation as agreed by the CEO;
 - (6) if any land is to be ceded to the Crown for the purpose of management for conservation, the proponent will identify:

- (a) the quantum of, and provide funds for, the upfront works associated with establishing the conservation area;
 - (b) the quantum of, and provide a contribution of funds for, the management of this area for seven (7) years after completion of purchase; and
 - (c) an appropriate management body for the ceded land;
 - (7) detail the monitoring, reporting and evaluation mechanisms for management and/or rehabilitation actions; and
 - (8) define the role of the proponent and/or any relevant management authority.
- 8-4 Within six (6) months of receiving notice in writing from the CEO, on advice of the Department of Biodiversity, Conservation and Attractions, that the Threatened Fauna Land Acquisition Strategy satisfies the requirements of conditions 8-2 and 8-3, the proponent shall implement the approved Threatened Fauna Land Acquisition Strategy.
- 8-5 The proponent:
- (1) may review and revise the Threatened Fauna Land Acquisition Strategy; or
 - (2) shall review and revise the Threatened Fauna Land Acquisition Strategy as and when directed by the CEO.
- 8-6 The proponent shall implement the latest version of the Threatened Fauna Land Acquisition Strategy, which the CEO has confirmed by notice in writing, satisfies the requirements of condition 8-3.

Flora Offset Strategy

- 8-7 Within twelve (12) months of the publication of this Statement, the proponent shall prepare and submit a Flora Offset Strategy to the requirements of the CEO.
- 8-8 The Flora Offset Strategy required by condition 8-7 shall:
- (1) identify an area, or areas, to be protected, managed and/or rehabilitated for conservation that contains the flora values identified in condition 8-1 on advice of the Department of Biodiversity, Conservation and Attractions;
 - (2) demonstrate how the proposed offset counterbalances the significant residual impact to 69 individuals of *Banksia sphaerocarpa* var. *dolichostyla* and 6,957 individuals of *Microcorys* sp. Mt Holland (D. Angus DA2397), as identified in condition 8-1 through application of

the principles and completion of the WA Offsets Template, as described in the WA Environmental Offsets Guidelines 2014, and the *Environment Protection and Biodiversity Conservation Act 1999* Environmental Offsets Policy Assessment Guide (October 2012), or any approved updates of these guidelines;

- (3) identify the environmental values of the offset area(s);
- (4) identify and commit to a protection mechanism for any area(s) of land acquisition, being either the area(s) is ceded to the Crown for the purpose of management for conservation, or the area(s) is managed under other suitable mechanisms for the purpose of conservation as agreed by the CEO;
- (5) if any land is to be ceded to the Crown for the purpose of management for conservation, the proponent will identify:
 - (a) the quantum of, and provide funds for, the upfront works associated with establishing the conservation area;
 - (b) the quantum of, and provide a contribution of funds for, the management of this area for seven (7) years after completion of purchase; and
 - (c) an appropriate management body for the ceded land;
- (6) where rehabilitation and/or other on-ground actions are proposed, state the objectives and targets to be achieved, including completion criteria, which demonstrate:
 - (a) how on-ground management or rehabilitation actions will result in a tangible improvement to the environmental value(s) being offset; and
 - (b) the consistency of the objectives and targets with the objectives of any relevant Recovery Plans or area management plans;
- (7) detail the management and/or rehabilitation actions and a timeframe for the actions to be undertaken;
- (8) detail any funding arrangements and timing of funding for conservation activities;
- (9) detail the monitoring, reporting and evaluation mechanisms for management and/or rehabilitation actions; and
- (10) define the role of the proponent and/or any relevant management authority.

- 8-9 Within twelve (12) months of receiving notice in writing from the CEO, on advice of the Department of Biodiversity, Conservation and Attractions, that the Flora Offset Strategy satisfies the requirements of conditions 8-7 and 8-8, the proponent shall substantially commence implementation of the actions within the approved Flora Offset Strategy.
- 8-10 The proponent shall continue to implement the approved Flora Offset Strategy until the CEO has confirmed by notice in writing that it has been demonstrated that the objectives and targets in the Flora Offset Strategy have been met and therefore the implementation of the actions is no longer required.
- 8-11 The proponent:
- (1) may review and revise the Flora Offset Strategy; or
 - (2) shall review and revise the Flora Offset Strategy as and when directed by the CEO.
- 8-12 The proponent shall implement the latest version of the Flora Offset Strategy, which the CEO has confirmed by notice in writing, satisfies the requirements of condition 8-8.

[signed on 21 November 2019]

Hon Stephen Dawson MLC
MINISTER FOR ENVIRONMENT

Table 1: Summary of the Proposal

Proposal Title	Earl Grey Lithium Project
Short Description	<p>The proposal is to develop a pegmatite-hosted lithium deposit at the abandoned Mt Holland Mine Site, in a Development Envelope of 1,984 ha.</p> <p>The mining proposal involves a footprint of 667 ha of land, including new clearing of up to 386 ha of native vegetation, for a mine pit, waste rock dump, integrated waste landform, processing plant, airstrip, accommodation village and associated infrastructure.</p>

Table 2: Location and authorised extent of physical and operational elements

Column 1	Column 2	Column 3
Element	Location	Authorised Extent
<i>Physical elements</i>		
Mine and associated infrastructure	Figure 2	Clearing of no more than 386 ha of native vegetation, within a development envelope of 1,984 ha
<i>Operational elements</i>		
Mining	Figure 2	Earl Grey open cut pit

Table 3: Abbreviations and Definitions

Acronym or Abbreviation	Definition or Term
Adverse	Impacts likely to change the conservation status or significantly change the local population numbers of a species.
CEO	The Chief Executive Officer of the Department of the Public Service of the State responsible for the administration of section 48 of the <i>Environmental Protection Act 1986</i> , or his delegate.
EP Act	<i>Environmental Protection Act 1986</i>
ha	Hectare
Ground disturbing activities	Activities that are associated with the substantial implementation of a proposal including but not limited to, digging (with mechanised equipment), blasting, earthmoving, vegetation clearance, grading, gravel extraction, construction of new or widening of existing roads and tracks.
km	kilometres
LIDAR	A remote sensing technology which uses the pulse from a laser to collect measurements which can then be used to create 3D models and maps of objects and environments. LIDAR is an acronym of Light Detection and Ranging.
m	Metre
Threatened Flora and Fauna	Flora and Fauna listed as Threatened under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> or <i>Biodiversity Conservation Act 2016</i> .

Figures (attached)

Figure 1 Regional Location

Figure 2 Earl Grey Lithium Project development envelope and proposal footprint

Figure 3 Conservation Significant Flora Exclusion Zones

Figure 4 Malleefowl Mound Exclusion Zones

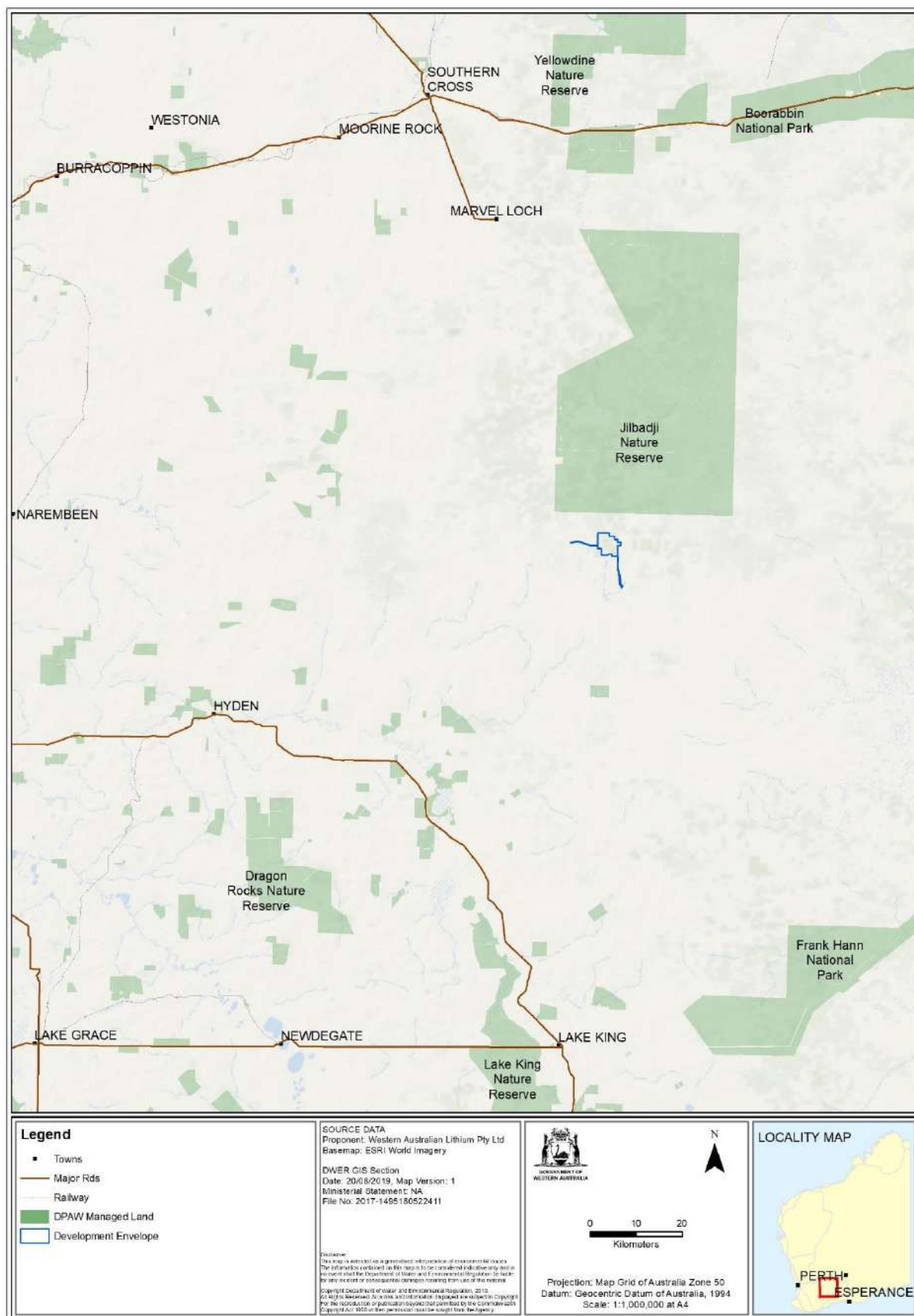


Figure 1: Regional Location



Figure 2: Earl Grey Lithium Project development envelope and indicative footprint

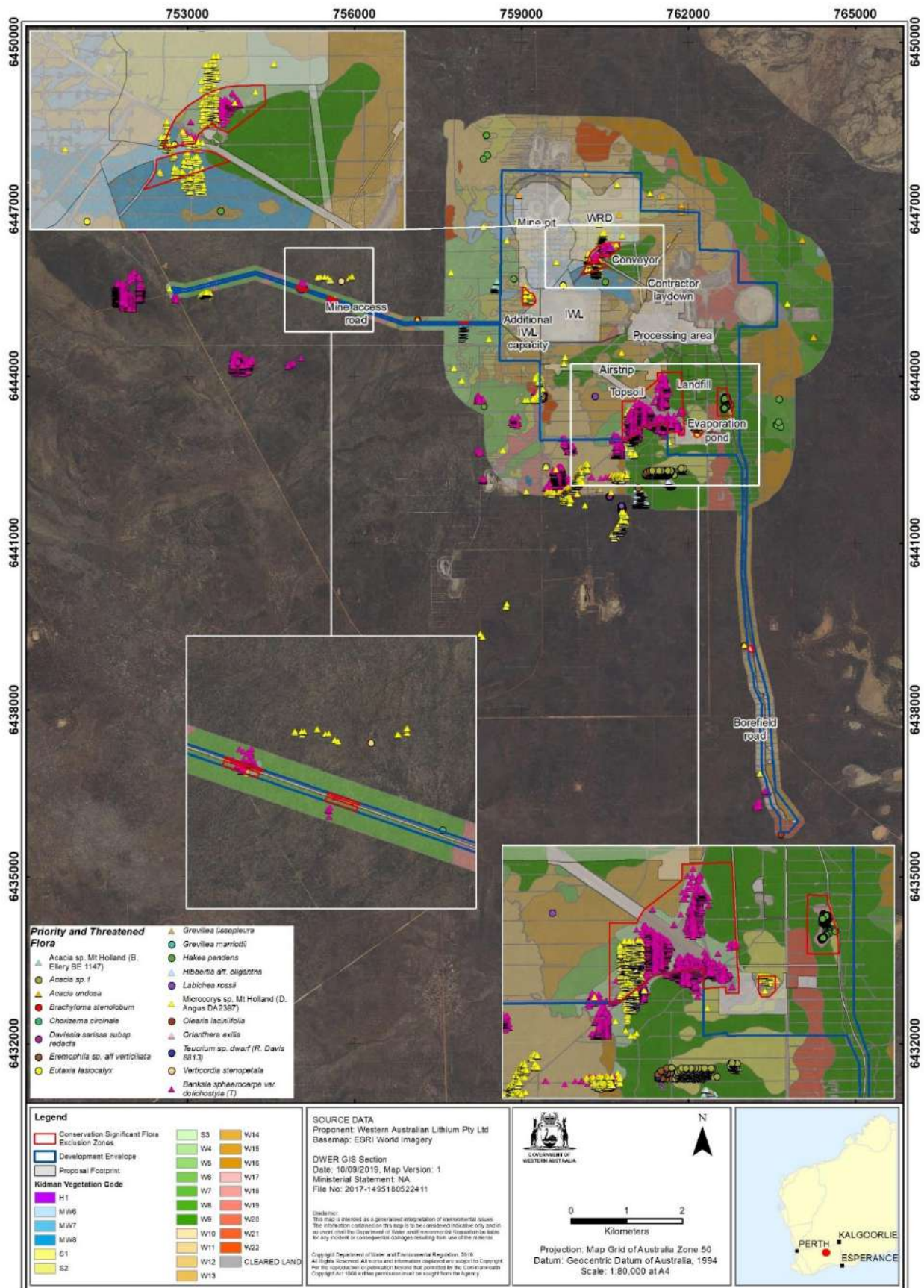


Figure 3: Conservation Significant Flora Exclusion Zones

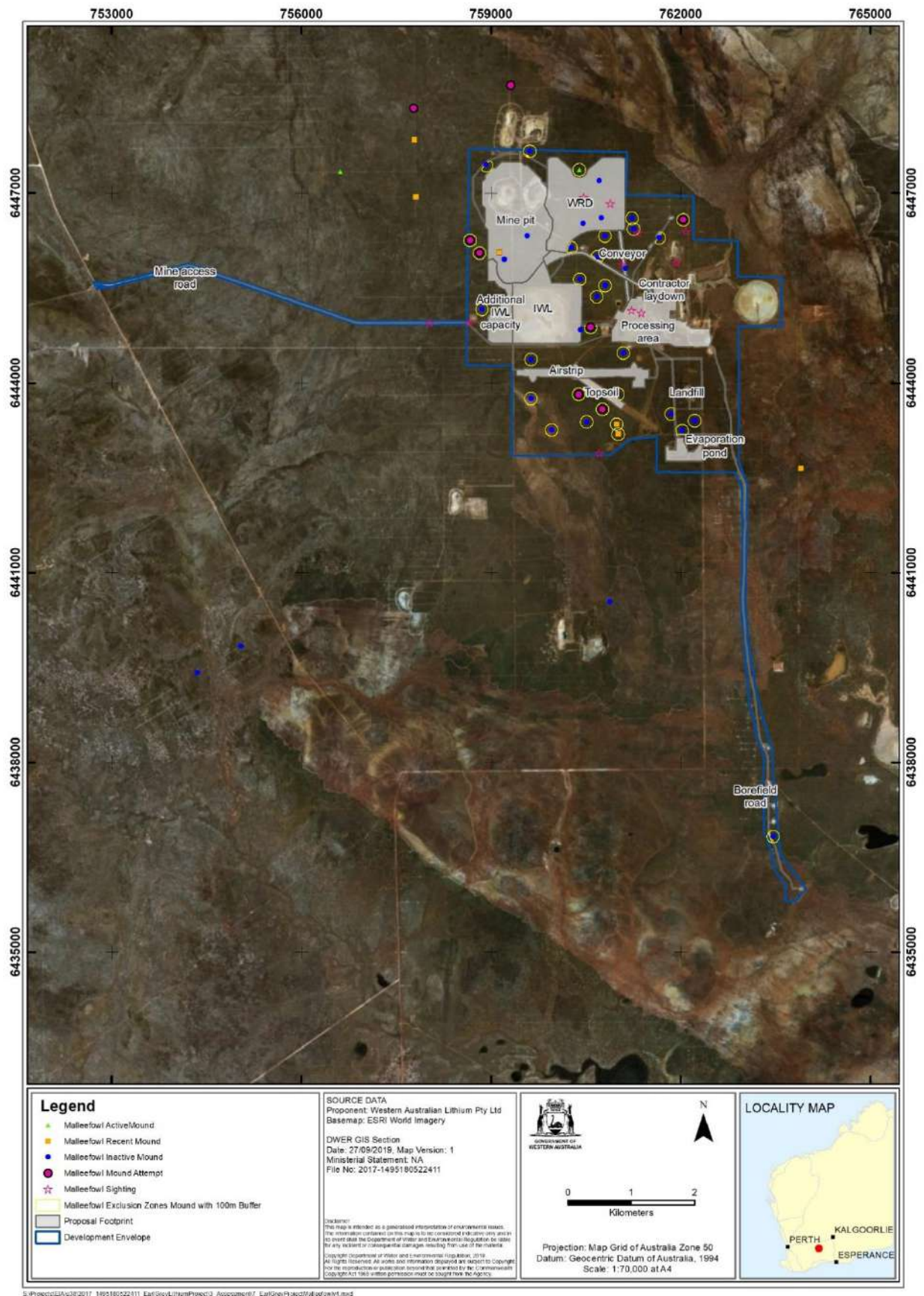


Figure 4: Malleefowl Mound Exclusion Zones

Schedule 2

All coordinates are in metres, listed in Map Grid of Australia Zone 50 (MGA Zone 50), datum of Geocentric Datum of Australia 1994 (GDA94).

Coordinates defining the areas shown in Figures 3 and 4 of Schedule 1, and referred to in Ministerial Conditions 6 and 7 are held by the Department of Water and Environmental Regulation under the following reference numbers:

Development Envelope DWERDT199591

Conservation Significant Flora Exclusion Zones DWERDT199595

Malleefowl Mound Exclusion Zones DWERDT208081

Appendix 6: Attachment 5B – Stakeholder Engagement Register

Earl Grey Lithium Project - Stakeholder Register

Stakeholder	Date	Type	Persons Involved	Summary of Communication	Comments Received and Issues Raised	Proponent Response and/or Resolution	Stakeholder Responses to Changes
Department of Mines, Industry, Regulation and Safety (DMIRS)	16/02/17	Meeting	DMIRS: Ian Mitchell (Team Leader – Operations, Environment), Richard Smetana (Environmental Officer). Kidman: Chris Williams (General Manager) Blueprint Environmental Strategies: Siobhan Pelliccia (Environmental Advisor)	Overview of project presented to DMIRS, focusing on proposed operations, environmental setting, baseline study results, presence of Chuditch, Mallee fowl and vulnerable flora, opportunities for rehabilitation of abandoned mine site.	DMIRS commented on the potential positive outcomes associated with rehabilitation of historic disturbances. DMIRS suggested a pre-referral meeting be held with the Office of the Environmental Protection Authority to discuss significant species.	Pre-referral meeting held with Office of EPA	Acceptable
Department of Water and Environmental Regulation–Environmental Protection Authority Service Unit (EPASU) and DMIRS	9/03/17	Meeting	EPASU: Robert Hughes (Manager, Mining and Industrial South Branch) Helen Butterworth (Acting Principal Environmental Officer, Mining and Industrial South Branch). DMIRS: Ian Mitchell Kidman: Chris Williams Blueprint Environmental Strategies: Siobhan Pelliccia, James Cumming	Kidman delivered a presentation that provided details on: the Project (location, access, history); the abandoned mine status of the project; the proposed mining operation; the environmental setting, completed baseline studies and preliminary impact assessment; potential impacts on vulnerable species, focusing on the Chuditch, Mallee fowl and Banksia; consultation that has occurred to date; the approvals pathway.	The EPASU recommended that Kidman consult with the Department of Parks and Wildlife the Commonwealth Department of the Environment and Energy, due to the presence of significant species. DMIRS reaffirmed that any Mining Proposal would be referred to DBCA and/or the EPASU for advice due to the presence of significant species.	Pre-referral meeting held with Office of EPA and DBCA engagement occurred	Acceptable
Department of Biodiversity, Conservation and Attractions (DBCA) – Environmental Management Branch	9/03/17	Phone Call	Blueprint Environmental Strategies: Siobhan Pelliccia DBCA: Daniel Coffey	Informed DBCA of meeting with the EPASU and DMIRS and requested a meeting to discuss the significant species in the Project area	DBCA communicated that although the Project was of interest, DBCA could not meet with proponents unless their project was located in DBCA managed land, or a formal request was made by DMIRS or the EPASU through a formal process.	Feedback acknowledged	N/A
Department of the Environment and Energy (DoEE)	20/03/17	Meeting in Canberra	DoEE: Dionne Cassanell (Senior Assessment Officer, Project Assessments West Section), Angela Gillman (Assistant Director, Project Assessments West Section), Karen Mexon (Assessment Officer), Cassandra Elliott (Assessment Officer). Kidman: Chris Williams, Michael Green (Exploration Manager) Blueprint Environmental Strategies: Siobhan Pelliccia, James Cumming	Summary of project presented to DoEE (as described above for the EPASU) with a focus on matters of national significance, including the Chuditch, Mallee fowl and <i>Banksia sphaerocarpa</i> var. <i>dolichostyla</i> .	Discussed possible approval pathways. DoEE commented that provision of fauna management plans would assist in the assessment process. DoEE would want to have a clear understanding of impacts and measures to avoid or minimise impacts and any residual impact remaining after implementation of management measures.	Referral to DoEE undertaken	Acceptable
Shire of Kondinin	28/03/17	Meeting	Shire of Kondinin: Mia Dohnt (CEO), Mark Burges (Manager of Works) Kidman: Kevin Dockery (Project Manager)	Overview of the Project and use of Shire roads and maintenance thereof. Opportunities for local employment and use of local services.	Shire road maintenance agreements to be implemented.	Further engagement to occur and agreements established	Acceptable
Shire of Yilgarn	29/03/17	Meeting	Shire of Yilgarn: Brian Jones (CEO), Robert Bosenberg (Manager of Works) Kidman: Kevin Dockery	Overview of the Project and use of Shire roads and maintenance thereof. Opportunities for local employment and use of local services.	Liaison with Shire of Yilgarn Regulatory Services was discussed in relation to Kidman ensuring compliance with current building codes and health regulations for buildings installed on site including construction of the accommodation village. Shire road maintenance agreements to be implemented.	Approvals to be submitted and agreements established	Acceptable
DBCA – Western Shield Group	5/05/17	Meeting	DBCA: Ashley Millar. Kidman: Chris Williams Blueprint Environmental Strategies: Siobhan Pelliccia, Jill Woodhouse Western Wildlife: Jenny Wilcox (Lead Zoologist)	Overview of Project presented with focus on findings of fauna survey occurrence of Mallee fowl and Chuditch.	Information on the Western Shield Program and ways in which Kidman can assist in the program through sponsorship and provision of survey results.	Further engagement to occur	Acceptable
Non–Government Organisations	16/05/17	Letters	Conservation Council of WA: Piers Verstegen (Director). National Malleefowl Recovery Team: Tim Burnard (National Coordinator) Wilderness Society: Peter Robertson (State Coordinator)	Introduction to Kidman and the Project. Recognition of stakeholder status. Invitation to meet to discuss the Project.	No comments received at time of submission.	N/A	N/A
DWER – EPA Service Unit	25/07/17	Meeting	EPASU: Richard Sutherland (Principal Environmental Officer, Mining and Industrial Assessments (South), Nyomi Bowers (Senior Assessment Officer) Kidman: Chris Williams, Lance Bosch Blueprint Environmental Strategies: Siobhan Pelliccia, James Cumming	Discussion covered: <ul style="list-style-type: none">• Key preliminary factors for the project.• Process and timeframe for a public environmental review.• Public and agency comments on the referral.• Perceived gaps in the environmental review document.• Approvals process for preliminary works.	Meeting minutes were taken and reviewed by EPA. Record maintained by Blueprint.	Referral document updated and submitted	Acceptable
Department of Jobs, Tourism, Science and Innovation (DDJTSI) & DMIRS	11/08/17	Meeting	DDJTSI: Gary Simmons (Executive Director) and Dylan Lipinski (General Manager – Strategic Projects) DMIRS: Ryan Hepworth (Senior Office – Environment), Tyler Sujdovic (Senior Office – Environment) Kidman: Kevin Dockery, Lance Bosch Blueprint Environmental Strategies: Siobhan Pelliccia	Discussion covered: <ul style="list-style-type: none">• Overview of the project presented.• Discussion regarding hold up of PoWs – exploration.	<ul style="list-style-type: none">• DMIRS and DDJTSI will then most likely contact the EPA to discuss further if there are any issues.• Prepare a brief memo that describes the proposed work (i.e. the necessity to complete resource drilling and sterilisation drilling), but also gives more context in terms of it being within a surrounding disturbed area (brownfields site etc.).• Described how impacts to vulnerable flora/fauna would be managed.• Provide maps etc.• Provide the memo firstly to DMIRS to review and comment and then forward to the DoEE (seeing as DDJTSI, DMIRS and EPA).	Approvals submitted	Acceptable

DMIRS	18/08/17	Memorandum	Sent to: DMIRS: Ryan Hepworth (Senior Office – Environment), Tyler Sujdovic (Senior Office – Environment) Sent from: Siobhan Pelliccia on behalf of Kidman.	Memorandum that described the proposed exploration activities at the Earl Grey Lithium Project. Provided for review and comment before being forwarded to the EPA and the DoEE.	<ul style="list-style-type: none"> The document provides a good overview of the exploration activities that you are proposing, and how potential impacts to MNES will be avoided or managed. Based on the information provided in the memo, the activities appear to be low-impact in nature and DMIRS would not consider the exploration programs to be an implementation of the broader Earl Grey Lithium project. 	Approval received	Acceptable
DWER (EPASU) and DoEE	28/08/17	Memorandum	Sent to: EPASU: Richard Sutherland (Principal Environmental Officer, Mining and Industrial Assessments (South). Nyomi Bowers (Senior Assessment Officer). DoEE: Dionne Cassanell (Senior Assessment Officer, Project Assessments West Section). Sent from: Siobhan Pelliccia on behalf of Kidman.	Memorandum that described the proposed exploration activities at the Earl Grey Lithium Project. Provided for review and comment before being forwarded to the EPA and the DoEE.	<ul style="list-style-type: none"> EPASU: No response. DoEE: As these activities are not within the scope of the current referral, it is appropriate that you conduct a self-assessment to determine whether there are or are likely to be significant impacts to matters of national environmental significance. If you consider the activities are likely to have significant impacts, the activities should be separately referred to us. The Department advised the safest approach, which provides legal certainty, would be to refer the action separately. The referral should include the proposed avoidance and mitigation measures discussed including the outcome of the onsite targeted survey for the Malleefowl assessed early in September 2017. 	Approval received	Acceptable
DMIRS – Environmental Branch	28/08/17	Meeting	DMIRS: Clare Grosser (Acting General Manager Minerals – South), Ryan Hepworth. Kidman: Chris Williams Blueprint Environmental Strategies: Siobhan Pelliccia	Kidman delivered a presentation that provided: <ul style="list-style-type: none"> An introduction to Kidman Resources Limited. An overview of the Project (location, access, history). A description of the abandoned mine status of the project. A description of the proposed mining operation. A description of the environmental setting, completed baseline studies and preliminary impact assessment. A discussion of potential impacts on vulnerable species, focusing on the Chuditch and Malleefowl. An overview of consultation that has occurred to date. A discussion about the approvals pathway. 	<ul style="list-style-type: none"> The area is considered to have unique biodiversity values. Kidman should consider looking at other Projects in the area that have been through a formal assessment process (e.g. Koolyanobbing Project). It may be possible for the Mining Proposal to be assessed in parallel with the ERD, however the Mining Proposal cannot be approved until after the Ministerial determination. Kidman should ensure they have a sound understanding of the contaminated sites status of the project. DMIRS will predominantly be providing input on aspects relating to waste rock management and mine closure. Regarding potential early works, it is possible that existing mining proposals that have been approved could be implemented, however approval is still required from the EPA and the Commonwealth Department of the Environment and Energy. Early works are generally limited to those that can be implemented 	Referral submitted and Mining Proposal to be submitted	Acceptable
National Mallee fowl Recovery Team	12/09/17	Meeting	National Malleefowl Recovery Team: Dr Elizabeth Kington (Project Officer, WA) Kidman: Chris Williams Blueprint Environmental Strategies: Siobhan Pelliccia Integrate Sustainability: Belinda Bastow (Environmental Advisor)	Overview of project presented, focusing on proposed operations, environmental setting, baseline study results, presence of Chuditch, Mallee fowl and vulnerable flora, opportunities for rehabilitation of abandoned mine site.	<ul style="list-style-type: none"> Mound data being incorporated into the national data. Project adopting the national mound monitoring protocol. Joining the national mound monitoring network. Approach adopted for remotely identifying mounds. Project participating in the national adaptive management/predator control study. 	Ongoing engagement will occur	Acceptable
Greening Australia	12/09/17	Meeting	Greening Australia (GA): Dr Blair Parsons (Director of Conservation – WA/NT), David Timmel (Business Development Manager). Kidman: Chris Williams Blueprint Environmental Strategies: Siobhan Pelliccia Integrate Sustainability: Belinda Bastow (Environmental Advisor)	Overview of project presented, focusing on proposed operations, environmental setting, baseline study results, presence of Chuditch, Mallee fowl and vulnerable flora, opportunities for rehabilitation of abandoned mine site.	<ul style="list-style-type: none"> Opportunities for traditional owner or aboriginal in the project. Proximity to the Jilbadji Nature Reserve. Intensity of the Malleefowl surveys. Potential opportunities for GA to provide services to project in areas such as offsets, on-ground environmental work and rehabilitation work. No obvious concerns about the project. 	Ongoing engagement will occur	Acceptable
DMIRS – MRF Branch	14/09/17	Meeting	DMIRS: Damian Montague (Acting Manager Abandoned Mines Program), Ryan Hepworth. Kidman: Chris Williams Blueprint Environmental Strategies: Siobhan Pelliccia	Overview of Project abandoned site status and proposed operations. Understanding of liabilities.	<ul style="list-style-type: none"> DMIRS to seek advice on application of the MRF to areas that will be utilised by Kidman where Kidman is rehabilitating liability landforms (such as the TSFs), how will MRF apply. Kidman to prepare a memorandum that provides an overview of the proposed operation with respect to abandoned infrastructure and set out queries regarding assumed liabilities and application of the MRF, for DMIRS to follow up on. 	DMIRS advice on MRF and Kidman liability is considered appropriate and MRF liabilities to be clarified as part of Mining Proposal	Acceptable
DWER – EPA Services and Board	15/11/17	Meeting	EPA Board: Tom Hatton EPA Services: Anthony Sutton, Robert Hughes, Nyomi Bowers Kidman: Chris Williams SQM: Nicolas Velar, Ignacio Torrejon Strategen: Darren Walsh, Mat Brook	<ul style="list-style-type: none"> Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV. 	<ul style="list-style-type: none"> Discussion regarding project timing and Draft Environmental Scoping Document. 	Referral submitted	Acceptable
City of Kalgoorlie–Boulder	21/11/17	Meeting	City of Kalgoorlie–Boulder: John Walker (Chief Executive Officer), John Bowler (Mayor), Alex Wiese (Executive Manager Economy and Growth). Cannings Purple: Charlie Wilson-Clark Kidman: Chris Williams	<ul style="list-style-type: none"> Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV. Discussion of Mungari SIA and other locations in Kalgoorlie and accessibility of utilities. 	<ul style="list-style-type: none"> Requested information about tailings and waste characteristics. 	Tailings and waste characteristics to be provided as part of engagement regarding Refinery location	Acceptable
Kalgoorlie Chamber of Minerals and Energy (CME)	21/11/17	Meeting	Kalgoorlie CME: Rowena Olsen (Manager Eastern Region) Cannings Purple: Charlie Wilson-Clark Kidman: Chris Williams	<ul style="list-style-type: none"> Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV. Understanding of labour market. 	<ul style="list-style-type: none"> Discussion regarding workforce characteristics and current market conditions. 	Engagement will continue	Acceptable
Kalgoorlie-Boulder Chamber of Commerce and Industry (KBCCI)	21/11/17	Meeting	KBCCI: Simone De Been (CEO) Cannings Purple: Charlie Wilson-Clark Kidman: Chris Williams	<ul style="list-style-type: none"> Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV. Understanding of labour market. 	<ul style="list-style-type: none"> Discussion regarding workforce characteristics and current market conditions. 	Engagement will continue	Acceptable

Port of Esperance	22/11/17	Meeting	Port of Esperance: Alan Byers, (General Manager Ports), Scott Bates, Katie Williams. Cannings Purple: Charlie Wilson-Clark Kidman: Chris Williams	<ul style="list-style-type: none"> Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV. Discussion of Port license, transport routes, on-site storage and handling. 	<ul style="list-style-type: none"> Provided information on DWER licence renewal. Provided information on truck routing, loading options, and storage capacity on site. Asked about port needs under future operational scenarios. 	Engagement will continue	Acceptable
Shire of Esperance	22/11/17	Meeting	Shire of Esperance: Victoria Brown (Mayor), Natalie Bowman, (Deputy Mayor), Matthew Scott (CEO), Matthew Walker (Director Asset Management), Shane Burge (Director Corporate Resources) Cannings Purple: Charlie Wilson-Clark Kidman: Chris Williams	Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV.	<ul style="list-style-type: none"> Requested information on use of port and potentially project characteristics related to use of port. Identified past issues and concerns regarding lead. Provided information on local workforce. 	Engagement will continue	Acceptable
Shire of Kondinin	22/11/17	Meeting	Shire of Kondinin: John Read (CEO), Alan George (Deputy CEO), Mark Burgess (Manager of Works), Sue Meeking (Shire President), Allen Smoker (Councillor) Cannings Purple: Charlie Wilson-Clark Kidman: Chris Williams	Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV.	<ul style="list-style-type: none"> Shire asked about the nature of the resource and the power and workforce requirements of the mine. Shire would like Kidman to engage the works department of Council to do upkeep and maintenance of roads. Shire would like the opportunity to provide services for the road to keep it safe and well maintained. 	Engagement will continue and agreement on roads to be reached	Acceptable
Shire of Yilgarn	23/11/17	Meeting	Shire of Yilgarn: Onida Truran (Shire President), Ray Hooper (Acting CEO), Robert Bosenberg (Executive Manager Infrastructure), Nic Warren (Manager Regulatory Services) Cannings Purple: Charlie Wilson-Clark Kidman: Chris Williams	Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV. Council briefing and community meeting could be held around the time the ERD is released for public comment, or beforehand. Kidman to follow up in early 2018.	<ul style="list-style-type: none"> Shire suggested Kidman hold briefing to full Council and a public meeting to introduce the project to the community. Also suggested a Fact Sheet could go into the local paper that is produced from the local resource centre. Shire stressed importance of understanding Kidman's schedule for road upgrades. Shire does not want to upgrade roads until Kidman is ready to use them. Shire enquired about water supply needs and food service standards/registration 	Engagement will continue and community consultation strategy to be developed	Acceptable
Shire of Coolgardie	24/11/17	Meeting	Shire of Coolgardie: James Trail (CEO), Jill O'Brien (Deputy CEO) Cannings Purple: Charlie Wilson-Clark Kidman: Chris Williams	Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV.	<ul style="list-style-type: none"> Shire enquired about workforce needs and characteristics of the resource. 	Engagement will continue	Acceptable
Goldfields Esperance Development Commission (GEDC)	24/11/17	Meeting	GEDC: Shayne Flanagan (CEO) Cannings Purple: Charlie Wilson-Clark Kidman: Chris Williams	Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV.	<ul style="list-style-type: none"> Provided information on GEDC's role and advocacy role. Provided information on ports, waste management, and workforce. 	Engagement will continue	Acceptable
DMIRS	24/11/17	Meeting	DMIRS: David Smith (Director General), Phil Gorey (Acting Deputy Director General) Strategen: Mat Brook Kidman: Chris Williams	<ul style="list-style-type: none"> Discussion of stakeholder engagement conducted by Kidman with local shires and other local agency stakeholders. Discussion of SQM operations and role of SQM in the Project. Update on approvals timeframes Mine closure plan requirements 	<ul style="list-style-type: none"> Enquiries regarding trucking and shipping of material, waste and existing liabilities. Discussion of market for lithium and regional outlook. 	Engagement will continue and Mining Proposal will include details on material movement, waste and existing liabilities.	Acceptable
Mt Holland Multi-Agency Site Visit	7/12/17	Site Visit	EPA Services: Robert Hughes. DMIRS: Ryan Hepworth DWER: Tim Gentle, Louise Lavery Kidman: Chris Williams DDJTSI: Steve Cosgrove, Steve Dawson SQM: Nicolas Velar, Mark Fones Strategen: Mat Brook, Matthew Jones	<ul style="list-style-type: none"> Site inspection and discussion of project, outcomes of environmental surveys. 	<ul style="list-style-type: none"> Offsets need to be considered. Management plans need to be outcome focused. 	Environmental Review Document submitted with offsets and management plans	Acceptable
Board Meeting	14/12/17	EPA Board Meeting Presentation	EPA Board EPASU Kidman: Chris Williams SQM: Nicolas Velar Strategen: Mat Brook	<ul style="list-style-type: none"> Provided overview of the Mt Holland project and introduced Kidman, SQM and the JV. Discussion of outcomes of environmental surveys. 	Discussion regarding project timing and Draft Environmental Scoping Document.	Environmental Review Document submitted	Acceptable
DWER – EPA Services	29/03/18	Meeting	EPA Services: Robert Hughes, Nyomi Bowers Covalent: David English Kidman: Chris Williams Strategen: Kane Moyle	<ul style="list-style-type: none"> Notification of formalisation of joint venture and joint venture management entity, WA Lithium (now known as Covalent Lithium Pty Ltd.). Discussion of proposed changes to site layout. Discussion of outcomes of environmental work and proposed surveys. Discussion of anticipated residual impacts. Discussion of proposed timeline and next steps 	Section 43a submission required	Section 43a applications submitted	Acceptable
Department of the Environment and Energy (DoEE)	10/05/18	Meeting in Canberra	DoEE: Dionne Cassanell (Senior Assessment Officer, Project Assessments West Section), Rod Whyte (Director, Project Assessments West Section) Covalent: David English Kidman: Chris Williams Strategen: Matthew Jones	<ul style="list-style-type: none"> Notification of formalisation of joint venture and joint venture management entity, WA Lithium (now known as Covalent Lithium Pty Ltd.). Discussion of proposed changes to site layout. Discussion of outcomes of environmental work and recent surveys. Discussion of anticipated residual impacts and potential offsets for MNES. Discussion of proposed timeline and next steps 	Offsets need to be considered. Proposals for offsets need to be consistent and provide certainty for both parties.	Offsets included in Environmental Review Document	Acceptable
DWER – EPA Services	18/09/18	Meeting	EPA Services: Anthony Sutton, Nyomi Bowers, Robert Hughes Covalent: David English, Colyn Louw Strategen: Kane Moyle	<ul style="list-style-type: none"> Update of proposed project timelines and next steps. Anticipated receipt of DMA comments. Potential Minor and Preliminary Works application. 	<ul style="list-style-type: none"> DMA comments to be received in October 2018. Covalent to send updated approvals schedule to EPA. 	Environmental Review Document re-submitted	Acceptable
DMIRS	5/10/18	Meeting	DMIRS: Karen Caple, Mike Wilde, Dan Endacott Covalent: Colyn Louw, Nicholas Vickery Strategen: Kane Moyle	<ul style="list-style-type: none"> Timing for the Mining Proposal submission. Minor and Preliminary Works. Interfaces with the EPA approvals. 		Mining Proposal to be submitted	Acceptable
DWER – EPA Services	10/10/18	Meeting	EPA Services: Robert Hughes, Nyomi Bowers, Bec Ryan Covalent: Jan de Jage Strategen: Kane Moyle, Tristan Sleight, Matthew Jones	<ul style="list-style-type: none"> Discussion on DMA comments. Adequacy of flora surveys for significant species Statistical Comparison of Vegetation within the Earl Grey Lithium Project with the Ironcap Hills Vegetation Complex. Environmental offsets and consideration in the ERD. 	<ul style="list-style-type: none"> Covalent to consider additional targeted surveys for significant flora. 	Additional targeted flora surveys completed and included in Environmental Review Document (Revision 5)	Acceptable

DMIRS	19/10/18	Email	DMIRS: Brad Jakowyna, Ryan Hepworth, Daniel Endacott Strategen: Louise Whitley Covalent: Nicolas Vickery	Clarification of approval requirements for camp infrastructure laydown area	<ul style="list-style-type: none"> No objection to temporarily storing infrastructure at laydown areas covered by approved Mining Proposals Strongly recommended to confirm with EPA if an approval to undertake minor or preliminary works is required 	Acknowledgment of activities which can occur under approved Mining Proposal and confirmation that EPA engagement will occur	Acceptable
DWER – EPA Services	19/10/18	Meeting	EPA Services: Nyomi Bowers Covalent: Colyn Louw Strategen: Matthew Jones Mattiske: David Angus	<ul style="list-style-type: none"> Review of DMA comment regarding targeted surveys for significant flora. Field survey methods for proposed additional targeted flora surveys. 	<ul style="list-style-type: none"> Covalent to conduct additional targeted surveys in November 2018 for significant flora. Results to be incorporated into the updated ERD 	Additional targeted flora surveys completed and included in Environmental Review Document (Revision 5)	Acceptable
DWER – EPA Services	14/11/18	Meeting Memorandum	EPA Services: Robert Hughes, Nyomi Bowers Covalent: Susanna Beech, Colyn Louw Strategen: Matthew Jones	<ul style="list-style-type: none"> Discussion of additional targeted significant flora survey results. Timing of resubmission of the updated ERD. 		Additional targeted flora surveys completed and included in Environmental Review Document (Revision 5)	Acceptable
DoEE	28/11/18	Telephone	DoEE: Dionne Cassanell Covalent: Susanna Beech	Discussion of a review conducted on the Offsets section in the ERD.		Amendments to Offsets in Environmental Review Document (Revision 5)	Acceptable
Office of Honourable Minister Stephen Dawson MLC Minister for Environment and Disability Services	28/11/18	Meeting	Minister's Office: Darren Forster Covalent: Susanna Beech, Mark Fones Cannings Purple Strategic Communications: Michael Cairnduff	Discussion of the Proposal and status of approvals.	Recommendations for key stakeholders were provided.	Engagement will continue	Acceptable
Malleefowl Recovery Team	5/12/19	Meeting – Skype	National Malleefowl Recovery Team: Tim Burnard, Liz Kington Covalent Lithium: – Susanna Beech, Colyn Louw	<ul style="list-style-type: none"> Presentation of proposal and fauna survey results relating to Mallee Fowl populations. Discussion regarding NMRT survey procedures, including Lidar, application of algorithm and ground surveys. Discussion relating to other protocols and procedures relating to clearing of vegetation and disturbance of Mallee Fowl mounds, breeding season, monitoring methods etc. Commitment to work with NMRT with respect to baseline survey and ongoing monitoring. Outlined that ERD to be publicly advertised and comments from NMRT 	Recommendations from NMRT relating to survey methods and disturbance of Mallee Fowl Mounds	NMRT to provide comments during public review of ERD. Covalent to work with NMRT with respect to baseline Mallee Fowl surveys and ongoing monitoring.	Acceptable
Non-government organisations – multiple stakeholders	13/12/18	Workshop – Covalent Lithium	Western Wildlife: Jen Wilcox Mattiske Consulting: Libby Mattiske, David Angus Wilderness Society: Kit Sainsbury Strategen Environmental Consultants: Kane Moyle, Tristan Sleigh, Louise Whitely Great Western Woodlands: Peter Price Covalent Lithium: Colyn Louw Wildflower Society: Brian Moyle	<ul style="list-style-type: none"> Workshop prior to public advertising of Environmental Review Document. Western Wildlife, Mattiske and Strategen delivered presentations that provided an outline of the proposed lithium mining project, baseline studies, environmental values, project impacts, management and mitigation measure, offsets etc. Discussions regarding impacts, mitigation measures and offsets. 	Recommendations by NGO's to minimize impact as much as possible and to continue to engage and consult with them in relation to mitigation and management measures.	NGO's will review ERD and provide public comments	Acceptable
DWER	17/12/18	Meeting - DWER	DWER: Danielle Eyre; Ana Mesquita; Louise Lavery; Timothy Gentle	<ul style="list-style-type: none"> Provided an overview of the proposed project including mine and refinery projects. Provided an outline of prescribed premises DWER provided an outlined of expected timelines – 120 days Discussion lessons learnt from other lithium projects 	DWER advised that early and ongoing consultation recommended	Commitment to ongoing consultation	Acceptable
DMIRS	18/12/18	Meeting - DMIRS	DMIRS: Laura Copeland, Rosemarie De Barrie	<ul style="list-style-type: none"> Provided an overview of the proposed project including mine including construction of project within historical Mt Holland Gold Mine site and use of existing disturbance and existing infrastructure such as TSF Outline baseline studies including materials characterization and geochemical assessments DMIRS provided an outline of Mining Proposal timeline Discussion regarding Minor or Preliminary Works and Major Project Mining Proposals 	DMIRS recommended ongoing and early consultation	Commitment to ongoing consultation	Acceptable
DWER	21/12/18	Meeting – DWER Ellam Street	DWER: Tania Liaghati	<ul style="list-style-type: none"> Provided an outline of the project Discussed groundwater abstraction licence application amendments currently being assessed and future applications Discussed strategy with respect to groundwater abstraction 	<ul style="list-style-type: none"> DWER advised that consultation prior to submission of 26D and 5C licence applications. Groundwater operating strategy required 	Commitment to ongoing consultation prior to submission of applications	Acceptable
DWER – EPA Services	8/01/19	Meeting DWER EPA Services	DWER EPA Services: Nyomi Bowers, Robert Hughes, Hans Jacob, Helena Mills Covalent Lithium: Susanna Beech, Colyn Louw Strategen Environmental Consultants: Louise Whiteley, Kane Moyle	<ul style="list-style-type: none"> Meeting to discuss the comments provided on the revised ERD (required work to be completed prior to release of ERD for public review). Discussed comments and surveys required Discussed timeline for EPA services assessment and public review of ERD 	Covalent to address comments and resubmit ERD	ERD must consider all impacts and include a robust Offset Strategy	Acceptable
DoEE	10/01/19	Meeting-telephone	DoEE: Dionne Cassannell	<ul style="list-style-type: none"> Discussion regarding comments on ERD Discussion with respect to impacts to fauna and flora and offsets strategy 	Covalent to address comments and resubmit ERD	ERD must consider all impacts and include a robust Offset Strategy	Acceptable
DJTSI	14/01/19	Meeting - Covalent	DJTSI: Steve Dawson, Marzia Zamir Covalent Lithium: Geoff Sheppard, Colyn Louw, Susanna Beech	Project update Approvals update – ERD comments	Discussed ERD comments – impacts to flora and fauna and offsets strategy	DJTSI available to assist with discussions with regulators regarding approval requirements and timelines	Acceptable
DWER – EPA Services	21/01/19	Submission	Covalent Lithium: Susanna Beech EPA Services: Nyomi Bowers	Resubmission of ERD	Comments addressed within updated ERD	Nyomi Bowers to provide updated timeframe for review of ERD and public review of ERD	Acceptable
DWER – EPA Services	28/01/19	Submission	Covalent Lithium: Susanna Beech EPA Services: Nyomi Bowers	Submission of Application for EPA Consent to Minor or Preliminary Works			

Marlinyu Ghoorlie	18/07/19	In person meeting in Kalgoorlie.	Covalent Lithium: Nicholas Vickery Marlinyu Ghoorlie: The Marlinyu Ghoorlie future acts group and their solicitor, Simon Blackshield.	Initial meeting with the Marlinyu Ghoorlie to provide information regarding the Mt Holland Lithium Project, including the proposed water pipeline, and to commence discussions regarding the negotiation of a Native Title Agreement. Subsequent discussions were had with Mr Simon Blackshield, solicitor for the Marlinyu Ghoorlie group.	The Marlinyu Ghoorlie future acts group was generally supportive of the project, subject to coming to an agreement regarding the terms of a Native Title Agreement.	Covalent to provide more information on the project and the parties to start negotiating a native title agreement.	Acceptable
DMIRS	1/08/19	In person meeting at DMIRS offices in Perth	Covalent Lithium: Susanna Beech, David Richards Blueprint: Siobhan Pelliccia Kidman Resources: Dominique Stewart DMIRS: Rob Irwin , Cassie Reynolds, Caitlin Williamson	Meeting to discuss DMIRS reporting requirements for Covalent and Kidman EGSs	<ul style="list-style-type: none">· Mining Proposal notes domains – reporting will need to be against domains for EGSs· MRF liability needs to be checked· Kidman tenements need to be reported on by Kidman – Covalent to supply information· OSR stamp duty assessment takes a year and a half· Need to determine whether Kidman has a PoW to use the roads or has it implemented the Blue Vein Mining Proposal· Need to determine where roads are existing and Kidman is the tenement holder, whether that means that there are rights to use the existing roads as purchased disturbance, or whether that triggers MRF reporting· DMIRS confirmed that there is no need to report on unused abandoned land, except for some parts of miscellaneous licences and the airstrip, as well as the camp footprint and access roads· PoW disturbance needs to be reported· AER and MRF data should be the same for the same reporting period· AER reporting is completed via EGS· Water licences may need owners changed· There will be two separate AERs submitted online· Kidman still looking for DMRIS approval of airport on 107/206· MPW MP and MCP should be approved within about a month· DMIRS recommended one flyover to capture data for MRF, then split disturbance across the two AERs· DMIRS will look at the tenement package and attribute any old EGS AER to the new EGSs· AER is to report all clearing and utilisation or areas· DMIRS recommended checking for radionuclides in tailings· Need to send a letter for each tenement with AER reporting requirement to request reporting at end of financial year· Bluevein MCP needs to be updated after the submission of the AER· Any changed tenements from M to G will need explanation and		Acceptable
DWER – Water Licencing	16/09/19	In person meeting at DWER offices in Vic Park	Covalent Lithium: Cliff Bennison, David Richards, Tim Botica, Alan Mulvaney Wescef: Trevor Naughton GHD: Mat Brook Kidman Resources: Dominique Stewart DWER: Kerrin Cox	Meeting to discuss water licence requirements for EGLP	<ul style="list-style-type: none">· DWER is limited to approving things that have been approved by the EPA· The Kidman 630 ML water licence has been amended to 358 ML with an updated expiry date· Water licences were transferred straight to Covalent, however they need to be Kidman and SQM· A GWOS is needed· DWER will parallel process applications, and then await EPA approval if it has not already been given· Monitoring requirements need to be put into the GWOS· It was confirmed that no beneficial users of the groundwater have been identified, due in the main to the hypersalinity· Annual and triennial reporting is needed· GWOS needs to propose commitments in the draft· Need to define how the gold and lithium project interface with regards to water usage· Impacts need to be monitored· GWOS needs to address risks (level 1,2,3) for the multiple tenements and licences· Modelling will be needed if reinjection is proposed· Works Approval would be needed for dewatering· Best to apply for full entitlement – DWER would then approve 10 year licence· GWOS should address each licence separately, with focus on the draw points		Acceptable

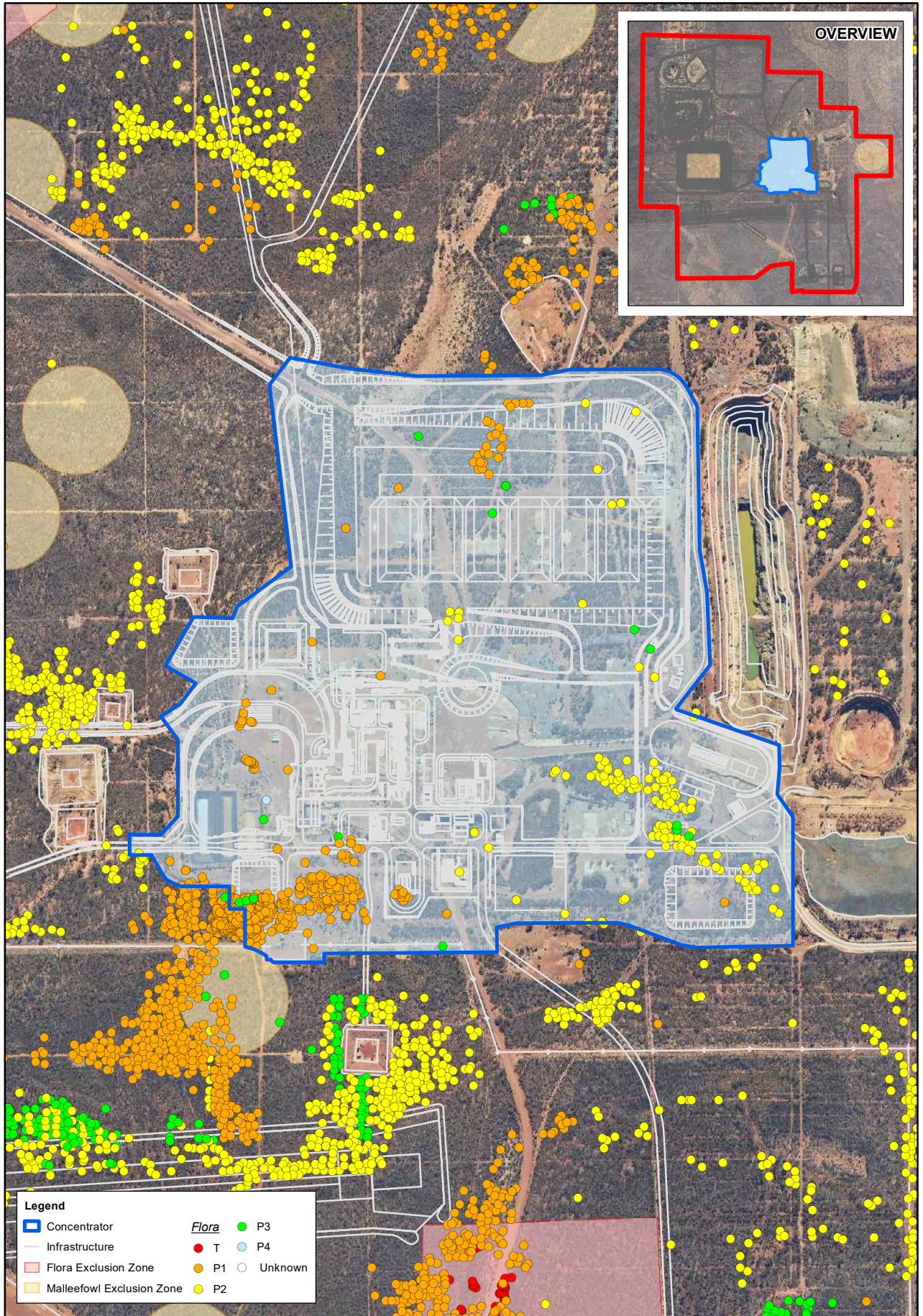
DMIRS	18/09/19	In person meeting at DMIRS offices in Perth	<p>Covalent Lithium: Cliff Bennison, David Richards, Alan Mulvaney, Tim Gilbert</p> <p>Wescef: Trevor Naughton</p> <p>GHD: Mat Brook, Louise Cockerton</p> <p>DMIRS: Rob Irwin, Rosemarie De Bari</p> <p>DJTSI: Steve Dawson</p>	Meeting to discuss Mining Proposal pre-application requirements	<ul style="list-style-type: none"> · Mine Pit details and Material Characterisation discussed. · DS-TSF is slightly alkaline and low in metals · DMIRS noted that leachate may contain tantalum, as well as thorium and other radioactive minerals – sampling needs to be sufficient over the various lithologies, and needs to be justified · Final RL of the DS-TSF and the WRL will be similar to surrounding landforms · Aerodrome specifications · DMIRS would refer the MP and MCP to the EPA once they are satisfied with the contents · There would be a 20 business day review period, with 10 business days being needed for DMA assessment and comments · DJTSI will try to assist with streamlining turn around times · DMIRS has informal communication with DMAs to see if they want to comment · Studies need to determine risks, which need mitigation actions taken and outcomes prescribed · Detailed geotechnical designs are a must · Detailed information with justifications are needed on ZOI assessments, permanent surface water diversions, design intensity to PMF, as well as internal and external TSF flood events · DMIRS encourages early contact for any areas where there is uncertainty · Third party reviews can help pick up issues with infrastructure such as evap ponds, ZOI, DS-TSF and WRLs – most important are the significant structures that are post-closure · There are no GW dependent ecosystems · An ephemeral water course runs west of the concentrator · It is optimal to backfill pits where possible A sterilisation report will be needed for DMIRS · DMIRS noted that main risks to manage were baseline information that needs to be in the correct format so that risks and management controls are clear, that there is sufficient quality in the risk assessments, and that completion and performance criteria is in accordance with guidance. · DMIRS will also focus on landform design, with design to ALARP – Landloch slopes designed to be less than 17 degrees, with height to 45 m, single slope design, 6 m berms with competent rock cover – design specs changing during assessment will throw out approval timeframes – expansion applications should not be submitted straight after an approval · Risk based approach means that the whole footprint needs to be risk assessed 		Acceptable
EPA Board	19/09/19	In person meeting at EPA Office, Joondalup	<p>Covalent Lithium: Mark Fones, David Richards, Mauricio Olivares, Paul Halstead</p> <p>Strategen: Louise Whitley, Kane Moyle</p> <p>DJTSI: Steve Dawson</p> <p>EPASU: Robert Hughes, Helen Butterworth</p>	Meeting to present the EGLP to the EPA Board and answer any questions	<ul style="list-style-type: none"> · Covalent presented an outline of the Earl Grey Lithium Project · Only one question was posed regarding permanent accommodation requirements, and the response was that about 250-300 persons would be housed onsite during operations on FIFO rosters 		Acceptable
DWER	26/09/19	In person meeting at DWER Office, Joondalup	<p>Covalent Lithium: Cliff Bennison, David Richards, Alan Mulvaney, Norman Smith, Yasantha Eleperuma, Tim Gilbert, Paul Halstead</p> <p>Wescef: Trevor Naughton</p> <p>GHD: Mat Brook</p> <p>DJTSI: Steve Dawson</p> <p>DWER: Timothy Gentle, Louise Lavery</p>	Meeting to discuss Works Approval pre-application requirements	<ul style="list-style-type: none"> · 12 Mt/yr of mining would be proposed · Other associated analytes associated with pegmatite could be an issue, but there is no evidence as yet for radioactive analytes · Various WAAs to be submitted by Covalent, which may be submitted in batches depending on when the approval is needed by · Key focus areas for DWER is the DS-TSF, dewatering and Critical Containment Facilities such as evaporation ponds · Covalent will be reusing as much of the already disturbed footprint as possible · Covalent may need to propose additional controls or monitoring such as DEM levels · DWER will be interested in the FMP which may need specific monitoring points – particularly interested in dust management and stormwater treatment · There are legacy impacts for the existing TSF · Risk based monitoring is needed based on sensitivities and environmental risk · DS-TSF discussions should start asap – 3rd party review by Mine Waste Consultants, compatibility assessments and Wave International · DWER are interested in the layout, capacity of facilities, stormwater management, bunding and containment facilities · Footprint can be moved if needed · DWER confirmed that no Works Approval is needed for a concrete batching plant · Air monitoring input would be good upfront · The commissioning period can be a couple of years – a commissioning plan needs to be submitted to DWER before construction has been completed · CCIRs are needed for TSFs, evap ponds, secondary containment ponds 		Acceptable

DMIRS	27/09/19	Meeting at DMIRS office	DMIRS: Rob Irwin Covalent Lithium: Cliff Bennison, Katherine Fox WesCEF: Trevor Naughton	<ul style="list-style-type: none"> Meeting to discuss exclusion zone, freshwater pipeline, topsoil storage 	<p>Generally try to excise areas of significance if possible from the approval - e.g. flora exclusion zones. However MS doesn't require this and can work without excising</p> <ul style="list-style-type: none"> Rob now believes can work around the flora exclusion zones Cant approve Mining Proposal if conflict with EPA Need to reference the mitigation measures captured in the management plan in the DMIRS approval e.g. water carts, dust suppressant for dust control Post approval can change management controls provided don't have an adverse impact. We wear the risk Erosion pinch point where WRD sits around mallee fowl next. Landloch doing modelling at the moment but this will be looked at closely Fauna exclusion zones - references no direct or indirect impacts. Rob advises we need to excise fauna exclusion zone from the DE Seek amendments post approval Inactive mounds have been included - Rob thought this strange but they are there regardless EPA discussion - keep things moving, which drove the current conditions 2-3m OK for topsoil stockpile height. Reference leading practice sustainability guideline for topsoil stockpiling - need to include commitments to this standard Topsoil stockpile procedure to be referenced Detailed design required for turkeys nests/evap dams. Same standards to be applied as for TSF. e.g >1 ha Could remove from initial application and address at later date Staged applications is pretty common and acceptable Quite common to get things up and running and change as we progress OK if timelines for various elements have a differently term of life. Eg. WRD for 15 yrs and pit dewatering for 5 yrs. <p>5. No problems</p>		Acceptable
DoEE	9/10/19	Teleconference	DoEE: Dionne Cassanell Strategen: Louise Whitely, Kane Moyle Covalent Lithium: Shane McAdam WesCEF: Trevor Naughton	<ul style="list-style-type: none"> Discuss MPW works and potential overlap with DoEE approval. 	<p>Some of the works are covered under the federal proposal e.g. Accommodation village, WWTP</p> <ul style="list-style-type: none"> Unlikely to be impacts that we care about however S74aa prohibits work commencing early No capacity to provide approval early works Variation required <p>If elements proposed aren't the same as original application, then can proceed at own risk</p> <p>Could put in a variation to excise early works provided no impact to MNE - safest option</p> <p>Variation application - what originally occurring v MPW, including new diagram showing development footprint</p> <ul style="list-style-type: none"> 20 Business days normal to assess variation Is it a substantial change (ie. Consistent with original proposal, any impact to MNE) Sent to delegate (internal position) for final decision Can prioritise this over the larger proposal Should be able to turn around in <6 weeks (TN estimate) Focus on task of cleaning up the site and not pre-empting the mine site All work is temporary and can be rehabilitated if minesite not 		Acceptable
Marlinyu Ghoorlie	25/10/19	In person meeting in Kalgoorlie.	Covalent Lithium: Nicholas Vickery, Tim Gilbert Marlinyu Ghoorlie: The Marlinyu Ghoorlie future acts group and their solicitor, Simon Blackshield.	<p>Follow up meeting with the Marlinyu Ghoorlie to provide further information regarding the Mt Holland Lithium Project and the water pipeline and to present the initial draft Native Title Agreement terms sheet. Subsequent discussions were had with Mr Simon Blackshield, solicitor for the Marlinyu Ghoorlie group.</p>	<ul style="list-style-type: none"> The Marlinyu Ghoorlie future acts group remained generally supportive of the project and will consider Covalent's proposed Native Title Agreement terms sheet once it is sent. 	Covalent to provide draft Native Title Agreement terms sheet.	Acceptable
Marlinyu Ghoorlie	29/10/2019 - 30/10/2019	Site Vist to Mt Holland with Marlinyu Ghoorlie	Covalent Lithium: Tim Gilbert Marlinyu Ghoorlie: Travis Tucker Marlinyu Ghoorlie: Charmaine Champion	<p>Site Visit by members of the Marlinyu Ghoorlie</p>	<ul style="list-style-type: none"> Covalent escorted two members of the MG for a site visit Kalgoorlie to Mt Holland return ON at Mt Holland Provided a fits hands view of the site, overview of the operations, disucssion ON flora and fauna, met other people at site Stayed overnight at camp and returned to Kalgoorlie 	Follow up meeting to be arranged for 11/12/2019	Acceptable
DBCA - Wheatbelt Branch	11/11/19	Telephone and email	Covalent Lithium: Shane McAdam DBCA Wheatbelt: Steve Durell and Greg Durell (Regional Manager)	<p>Request advice how to apply for a blanket Regulation 4 permit for access for all the different botanist consulating companies to a large variety of different Nature Reserves in the Wheatblet region, in order to find rare flora</p>	<p>Submit the Regulation 4 application through the Wildlife Licensing branch in Perth</p> <p>It's not necessary to list all the species or all the reserves. State 'all rerserves & UCL in Shire of Yilgarn' in the location section of the application</p> <p>Inform Wildlife Licencing that we have spoken to Wheatbelt Regional manager when submitting the application & to mark as 'urgent'</p>	Regulation 4 application submitted	Regulation 4 granted

DBCA / EPA	2/12/19	In person meeting at EPA Office, Joondalup	Covalent Lithium: Anthea Pate, Dave Richards Mattiske Consulting: Dave Angus, Libby Mattiske Strategen JBS&G: Kane Moyle, Louise Whitley DBCA: Lindsay Bourke EPASU: Helen Butterworth	Meeting to discuss the pre-clearance survey results & offset discussion and the draft flora environmental management plan	<ul style="list-style-type: none"> · Preclearance surveys have been completed · Covalent needs to demonstrate how preclearance survey results have been taken into account within the Flora and Vegetation Environmental Management Plan (FVEMP) · Covalent's use of Mattiske has meant that they are familiar with the flora species onsite and that a consistent approach has been used · Ironcaps Banksia and Microcorys sp. Mt Holland are easily identifiable outside of the Spring season · Two new species have been identified onsite: · Hibbertia sp. · Microcorys sp. Mt Holland broadleaf · Microcorys sp. Mt Holland and Microcorys sp. Mt Holland broadleaf are quite distinct · Mitigation measures are proposed as part of the FVEMP if limits are going to be exceeded · The percentage impacts proposed to conservation significant (CS) are problematic and too simplistic as risk should be associated with change in conservation status. · Covalent needs to show the rationale behind the percentage impact that they have proposed, noting that the ERD limited impact to below 10% · ~28 CS species were identified during the preclearance surveys, with ~six of them being new species · There is difficulty retrofitting new information about flora species into the ERD assessment framework which has been completed · The Principle of EIA needs to be applied, which is not to increase the threatened status of CS species · Applying a proposed percentage impact across a number of species is problematic as each species biology is different · Regional impacts should be an order of magnitude lower than local impacts · The Priority 4 species are essentially a watchlist of those species that have been delisted from being categorised as threatened · The proposed impacts would need to be justified for each species individually · Proposed rehabilitation needs to take into account the impact on each CS species and locations of rehabilitation will need to be considered (would make obtaining other approvals easier if locations included in the Flora MP). · Additional exclusion zones need to be formalised in the FVEMP to provide certainty about what is being protected · These additional exclusion zones need to be in place until 	No action required	Acceptable
Private landholder	9/12/19	Telephone & email	Covalent Lithium: Shane McAdam Land holder: Paul Guerini	Request permission to access the property located at the corner of Dunbar road & the edge of the Wheatbelt for the pupose of biological surveys for Offset fauna habitat assessment	<ul style="list-style-type: none"> · Access is granted · No need to notify of access on the day · Send sms message to Paul request email address so can get the permission in writing 	Email sent to supplied email address on 31/1/20 notifying an update on land access to date.	Paul supplied email address. No response to email on 31/1/20 of notification of updates on surveys to date
Department of Primary Industries and Regional Development	9/12/19	Telephone & email	Covalent Lithium: Shane McAdam DPIRD (Biosecurity & regulation, Agriculture & Food): Craig Robins	Discuss process for necessary permissions & permits to utilise the track that runs along the State Barrier fence	<ul style="list-style-type: none"> · Apply for 'Permit to use the State Barrier Fence' · Send permit directly to Graig Robins for approval 	Permit application submitted on 9/12/2019	Permit granted on 10/12/2019
Shire of Yilgarn	18/12/19	Meeting	Covalent: Ross Martelli & Cameron Levitzke Shire of Yilgarn: Peter Clarke & Rob Bosenburg	Meeting to discuss construction of the water pipeline, land access and roads.	Discussed various route options and construction methodologies for the water pipeline and concentrate haul road to Great Eastern Highway.	Incorporate feedback into process.	Ongoing
Stephens	18/12/19	Meeting	Covalent: Ross Martelli & Cameron Levitzke Stephens: Kim & Carolyn Stephens	Lunch meeting to provide a project overview, discuss the option to construct the water pipeline across the Stephens land and potential locations. Stephens provided a tour of possible locations and water pipeline connection and existing tanks.	In priciple agreement by the Stephens, agreement subject to liaising further on terms.	Covalent to provide compensation offer	Ongoing
Stephens	27/12/20	Meeting	Covalent: Cameron Levitzke Stephens: Kim & Carolyn Stephens	Lunch meeting to provide a project overview and continue discussions on the option to construct the water pipeline across the Stephens land.	In priciple agreement by the Stephens, agreement subject to liaising further on terms.	Covalent to provide compensation offer	Ongoing
Main Roads WA	1/02/20	Emails & phone calls	Covalent: Cameron Levitzke Main Roads: Russell Baulch	Various phone calls and emails to agree location and terms for constructing water pipeline under Great Eastern Highway.	Main Roads provided standard documentation and location preferences for Covalent review.	Location of pipeline amended	Ongoing
Marlinyu Ghoorlie	20/04/20	Teleconferen ce.	Covalent Lithium: Nicholas Vickery Marlinyu Ghoorlie: The Marlinyu Ghoorlie future acts group and their solicitors, Simon Blackshield and Rob Houston.	Teleconference with the Marlinyu Ghoorlie group to try and finalise the draft Native Title Agreement terms sheet. Subsequent discussions were had with Mr Simon Blackshield, solicitor for the Marlinyu Ghoolrie group.	- The Marlinyu Ghoorlie future acts group remained generally supportive of the project however the parties could not agree the draft Native Title Agreement terms sheet.	Covalent to send counterproposal.	Acceptable
Zwecks	11/05/20	Phone call	Covalent: Cameron Levitzke Zwecks: Melissa Zweck	Provided an overview of the Covalent Project and explained the requirement for the construction of power infrastructure adjacent to their property. Advised they would be happy to consider the lines being constructed in their land subject to appropriate compensation being received.	In priciple agreement.	Follow up meeting to discuss detail.	Ongoing

Symes	12/05/20	Phone call	Covalent: Cameron Levitzke Symes: Phillip Symes	Provided an overview of the Covalent Project and explained the requirement for the construction of power infrastructure and pump station. Advised he would be happy to consider the lines and pump station being constructed in their land subject to appropriate compensation being received.	In principle agreement.	Follow up meeting to discuss detail.	Ongoing
Riccardello and Musca	12/05/20	Phone call	Covalent: Cameron Levitzke Riccardello: Anna Riccardello	Provided an overview of the Covalent Project and explained the requirement for the construction of power infrastructure. Advised he would be happy to consider the lines and pump station being constructed in their land subject to appropriate compensation being received and discussions with other family members.	Further information requested.	Follow info to be provided.	Ongoing
Riccardello and Musca	13/05/20	Emails & phone calls	Covalent: Cameron Levitzke Riccardello: Anna Riccardello	Emailled overview of the Covalent Project and explained the requirement for the construction of power infrastructure.	Various emails and phone calls to clarify aspects of the project and compensation.	Follow info to be provided.	Ongoing
Riccardello and Musca	12/06/20	Email	Covalent: Cameron Levitzke Riccardello: Anna Riccardello & Dominic Musca	Specific questions relating to the technical aspects of the Western Power construction raised.	Responses from Western Power provided in email.	Acceptance of methodology.	Ongoing
Shire of Yilgarn	1/07/20	Meeting	Covalent: Tim Gilbert, Ric Colgan & Cameron Levitzke Shire of Yilgarn: Peter Clarke & Rob Rosenburg	Meeting to discuss construction of the water pipeline, land access and roads.	Discussed various route options and construction methodologies for the water pipeline and concentrate haul road to Great Eastern Highway.	Incorporate feedback into process.	Ongoing
Symes	2/07/20	Meeting	Covalent: Cameron Levitzke Symes: Phillip Symes	Further discussions on location, compensation and the project.	In principle agreement.	Draft agreement to be provided.	Ongoing
Zwecks	2/07/20	Meeting	Covalent: Cameron Levitzke Zwecks: Melissa & Andrew Zweck	Further discussions on location, compensation and the project.	In principle agreement.	Draft agreement to be provided.	Ongoing
DMIRS	17/07/20	Meeting (MS Teams)	Covalent: Anthea Pate, Nicholas Vickery & Brigitta Longbottom DMIRS: Rob Irwin & Felicity Huxtable	Project update (Section 45C/46, WRD change to TSF, DS TSF changed to WTSF etc) and clarity requested on certain elements within Mining Proposal.	Confirmed Mining Proposal will represent a 10 year Mine and WRL. Clarification provided on legacy and tenement queries. Implications of classification and assumptions for Mine Closure Plan.	Ongoing engagement will occur	Ongoing
DMIRS & DWER	23/07/20	Meeting (MS Teams)	Covalent: Anthea Pate, Ross Martelli & Brigitta Longbottom DMIRS: Rob Irwin & Felicity Huxtable DWER: Robert Hughes	Project update and concurrent environmental approval submissions, timing and implications for the Mining Proposal.	In principle agreement.	Ongoing engagement will occur	Ongoing
DWER, DBCA & DJTSI	28/07/20	Meeting (MS Teams)	Covalent: Anthea Pate & Brigitta Longbottom DWER: Helen Butterworth, Robert Hughes & Garry Ogston DBCA: Lindsay Bourke, Ruth Harvey, Murray Baker & Stuart Simmonds DJTSI: Steve Dawson Mattiske Consulting: Libby Mattiske & David Angus	Project update and review of comments provided on the Flora and Vegetation Management Plan by DBCA and EPA Services.	Workshop to be organised with relevant stakeholders to confirm acceptable impact to priority flora species.	Workshop to be organised.	Acceptable
DWER & DBCA	4/08/20	Workshop - DWER Joonadalup	Covalent: Anthea Pate & Brigitta Longbottom DWER: Helen Butterworth, Robert Hughes, Stuart Simmonds & Garry Ogston JBS&G: Louise Whitley Mattiske Consulting: Libby Mattiske & David Angus	Workshop leading on from meeting on the 28/07 to discuss specific priority flora species impacts. Agenda included background and history of the original EGLP EPA assessment, review of EPA Report 1651 and Ministerial Statement 1118, project update from Covalent, and Workshop to confirm methodology and acceptable percentage impact for priority flora species.	Limitations of acceptable impacts based on original EPA assessment in Report 1651 (10%). Additional flora surveys required.	Flora Management Plan to be resubmitted post Spring surveys.	Ongoing
Marlinyu Ghoorlie	7/08/20	In person meeting (Kalgoorlie).	Covalent Lithium: Nicholas Vickery Marlinyu Ghoorlie: The Marlinyu Ghoorlie future acts group and their solicitors, Simon Blackshield and Rob Houston.	Meeting with the Marlinyu Ghoorlie group to try and finalise the draft Native Title Agreement.	Native Title Agreement was finalised pending some minor outstanding issues.	Covalent to provide further draft of the Native Title Agreement.	Acceptable
DWER Contaminated Sites Branch	14/08/20	Phone call	Covalent: Brigitta Longbottom DWER: Justin Ritchie	Discussions on recent site classification as a known or suspected contaminated site (Possibly contaminated - investigation required).	Implications of classification and assumptions for Mine Closure Plan.	Ongoing engagement will occur	Ongoing
DWER - Works Approval Scoping Meeting	19/08/20	Teams Meeting	Covlanet: Anthea Pate - Carmen Standing, Christine Pustkuchen DMIRS: Karen Frehill GHD: Karen Frehill	Scoping meeting to discuss Works Approval submission requirements	Provided update on project. No surface Water management Plan required. Additional Works approvals to be submitted later for TSF etc	Ongoing engagement will occur	Ongoing
DMIRS & DJTSI	26/08/20	Meeting - DMIRS	Covalent: Anthea Pate & Cameron Levitzke DMIRS: Rob Irwin, Ian Mitchell DJTSI: Steve Dawson	Mt Holland general legacy and responsibilities.	Clarification received on available funding for MRF. DMIRS request Covalent to log legacy infrastructure on formal register.	Ongoing engagement will occur	Ongoing
DBCA	1/09/20	Meeting - DBCA	Covalent: Anthea Pate & Brigitta Longbottom DWER: Helen Butterworth, Robert Hughes, Stuart Simmonds & Garry Ogston DBCA: Lindsay Bourke, Murray Baker & Nicholas Woolfrey JBS&G: Louise Whitley Mattiske Consulting: Libby Mattiske & David Angus	EGLP Flora and Fauna Offset Strategies; overview of related approvals/discussions between Covalent and State and Federal regulators, suitability of proposed offset areas for addition to the DBCA conservation reserve system, clarification on the subdivision/acquisition/transfer process, overview of MOU agreement between parties, next steps to be implemented and by whom.	Agreement on suitability of offset areas for addition to the DBCA conservation reserve system. Clarification on DBCA resources available to facilitate process.	Covalent to commence process of what parcels of land are available for purchase.	Ongoing
DMIRS	10/09/20	Meeting (MS Teams)	Covalent: Anthea Pate, Bruce Rackham, Tim Gilbert SRK: Joe Rola DMIRS: Felicity Huxtable & Tyler Suidovic	Waste Rock Landform Geotech and air vent (Bounty) closure requirements.	In principle agreement on geotech requirements for WRL and information required for vents in Mining Proposal.	Ongoing engagement will occur	Ongoing
Marlinyu Ghoorlie	10/09/20	In person meeting in Pert (Covalent's offices).	Covalent Lithium: Nicholas Vickery, Ross Martelli, Ric Colgan, Ian Hansen, Aaron Hood, Mark Fones Marlinyu Ghoorlie: Tania Champion, Mark Champion	Signing ceremony for Native Title Agreement.	Covalent and the Marlinyu Ghoorlie representatives present agreed that they were looking forward to working together for their mutual benefit.		Acceptable
Shire of Yilgarn	22/09/20	Meeting (Shire of Yilgarn)	Covalent: Tim Botica & Craig Sutherland Shire of Yilgarn: Robert Rosenburg Primero: Michael Harder	Meeting to discuss construction of the water pipeline, land access and roads.	Discussed various restrictions in construction methodologies and location of water pipeline in road verge/drain.	Ongoing engagement will occur	Ongoing

Appendix 7: Attachment 7 - Siting and location map



0 0.2km N
Scale: 1:10,000
MGA94 (Zone 50)



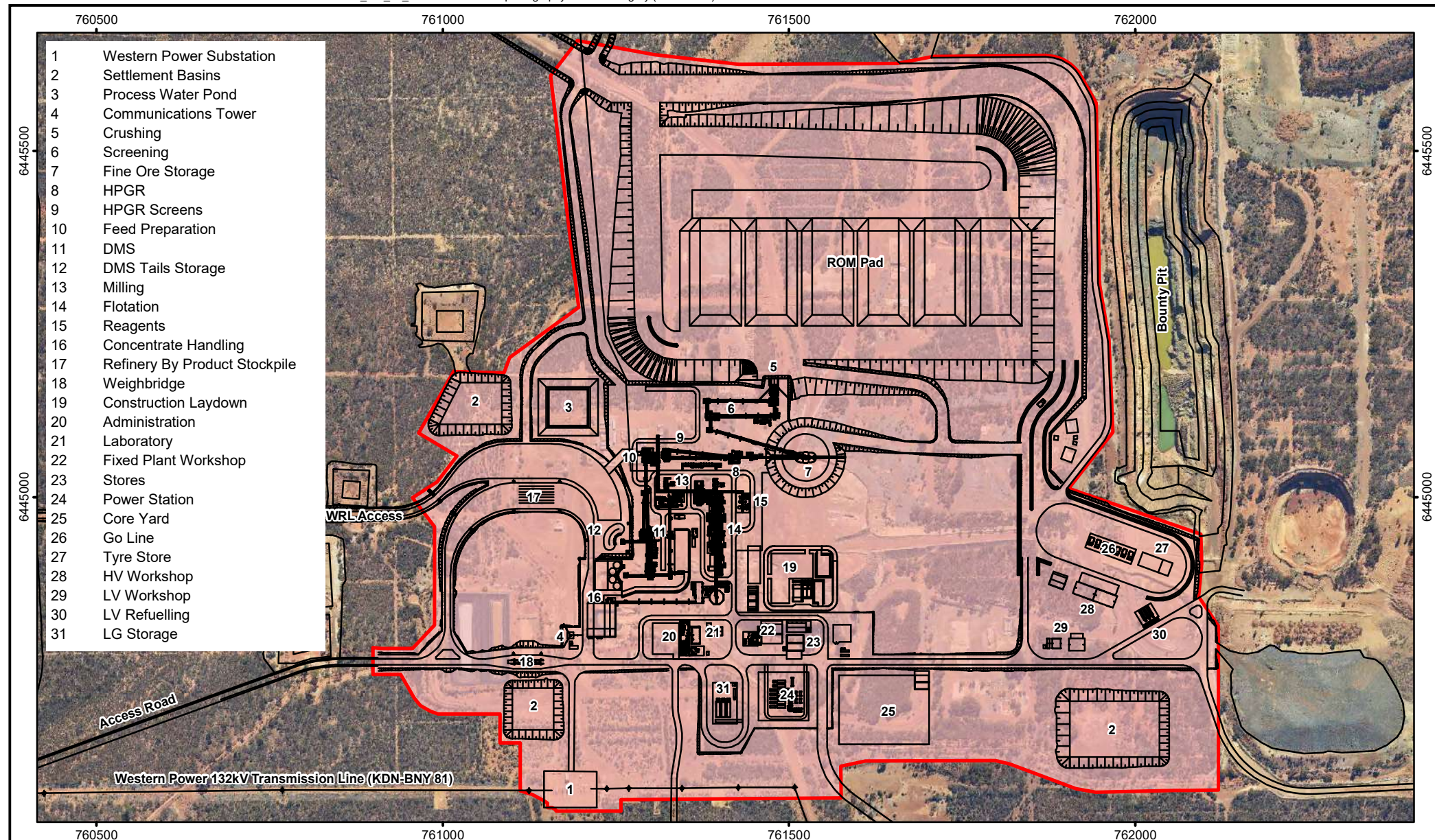
Earl Grey Lithium Project - Works Approval Concentrator

Locality and Sensitive Receptors

Attachment

7

Appendix 8: Attachment 8A – Concentrator Indicative Layout



Legend
 — Infrastructure
 ■ Concentrator

0 150m N
 Scale: 1:7,500
 MGA94 (Zone 50)
 Author: A. Pate
 Date: October 2020 Rev: B A4



Earl Grey Lithium Project - Works Approval Concentrator Indicative Concentrator Layout

Attachment

8a

Appendix 9: *Attachment 9 – Proposed fee calculation*

Industry Licensing System

Application Page 3 of 5
Works Approval Fees

Fee start date 04/03/2020

Fees calculator

If you are applying for a works approval you must provide the following details in accordance with the Environmental Protection Regulations 1987. Guidance on calculating works approval fees is available on the DWER website.

Fees relate to the cost of the works, including all capital costs (inclusive of GST) associated with the construction and establishment of the works proposed under the works approval application. This includes, for example, costs associated with earth works, hard stands, drainage, plant hire, equipment, processing plant, relocation of equipment and labour hire.

Costs exclude:

land purchase costs

Premises Component(s)

Category	Capacity Range	Fee	
05 - Processing or beneficiation of metallic or non metallic ore	More than 500 000 but not more than 5 000 000 tonnes per year	N/A	Remove
<input type="text" value="Selection required"/>	<input type="text" value="Select capacity range"/>		<input type="button" value="Add"/>
Total Premises Component(s)		N/A	

Premises construction cost

Total cost	Rate
<input type="text" value="More than \$95,000,000"/>	1405

Total Fee

Total Works Approval Fee \$57043.00

Attachment 10: Fee Calculator

Amendment application fee calculator (effective as of 1 July 2018)

Instrument No.	
Unit value (\$)	6.80

[illegible]

Note: Amendment fee is determined by the category with the largest fee units

Fee Payable	\$2,040.00
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Application for Works Approval

Part V Division 3 of the *Environmental Protection Act 1986*

Works Approval Number	W6460/2020/1
Applicant	Covalent Lithium Pty Ltd
ACN	623 090 139
File Number	DER2020/000521
Premises	<p>Earl Grey Lithium Project - Concentrator Southern Cross, WA</p> <p>Mining tenements: G77/129, G77/130, G77/131, G77/133, G77/134, G77/136, L77/205, L77/207, L77/208, L77/295, L77/296, L77/298, L77/313, L77/322, L77/323, M77/1065, M77/1066 and M77/1080</p> <p>As defined by the Premises map in Schedule 1 and the coordinates in Schedule 2 of the issued Works Approval</p>
Date of Report	12 February 2021
Decision	Works approval granted

**A/MANAGER, RESOURCE INDUSTRIES
REGULATORY SERVICES**

An officer delegated by the CEO under section 20 of the EP Act

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1. Decision summary

This Decision Report documents the assessment of potential risks to the environment and public health from emissions and discharges during the construction and operation of the Premises. As a result of this assessment, Works Approval W6460/2020/1 has been granted.

2. Scope of assessment

2.1 Regulatory framework

In completing the assessment documented in this Decision Report, the department has considered and given due regard to its Regulatory Framework and relevant policy documents which are available at <https://www.der.wa.gov.au>.

2.2 Application summary and overview of Premises

On 20 October 2020, Covalent Lithium Pty Ltd (applicant) submitted an application for a works approval to the department under section 54 of the *Environmental Protection Act 1986* (EP Act).

The application is to undertake works relating to the construction of a Concentrator processing plant to process 2 million tonnes per annum (Mtpa) of spodumene ore. The processed ore will be used to produce approximately 50,000 tonnes per annum (tpa) of Lithium Hydroxide (LiOH) at the Covalent Lithium Hydroxide plant at Kwinana.

The Concentrator is located approximately 105km south-southwest of the Southern Cross town-site on mining tenements M77/1066 and G77/129 (the Premises). The area was formally known as the Mt Holland Mine Site and is an historic gold mining operation which operated between 1988 and 2001. There are a number of old open pits within an approximate 10km radius of the site, including the existing Earl Grey pit.

The Premises relates to the category and assessed design capacity under Schedule 1 of the *Environmental Protection Regulations 1987* (EP Regulations) defined in Works Approval W6460/2020/1. The infrastructure and equipment relating to the premises category and any associated activities which the department has considered in line with *Guidance Statement: Risk Assessments* (DER 2017) are outlined in Works Approval W6460/2020/1.

Construction of the Concentrator is expected to begin in quarter 1 2021 and end in December 2021. The infrastructure to be constructed includes:

- Run of Mine (ROM) Pad
- ROM bin
- Crushing plant circuit
- Classification and Mica removal circuit
- Dense media separation (DMS) circuit
- Grinding and desliming circuit
- Magnetic material removal circuit
- Flotation circuit
- Product handling and storage area
- Reagent storage areas
- Reverse osmosis (RO) plant (0.073 Gigalitres of waste brine will be produced per year)
- Associated workshops and offices; and
- Power station (18MW)

Figure 1 outlines the infrastructure to be constructed and the proposed layout of the Concentrator.

Operation of the Concentrator

The Concentrator will process approximately 2 Mtpa of ore to produce approximately 0.4Mtpa of dry spodumene (5.5 wt% Li_2O) over the life of the mine. The Concentrator will operate 24 hours a day, 365 days a year, apart from periods of shut down for maintenance activities.

The process flow for the Concentrator has been summarised below in Table 1. A flow diagram has also been provided in Figure 2.

Table 1: Concentrator processing stages (Source: Covalent Lithium Pty Ltd, 2020)

Stage	Description
Crushing	A two-stage crushing circuit, including a primary and secondary crusher will deliver crushed ore to a coarse ore stockpile. The coarse ore drawn from the stockpile is screened. The screened oversize is fed to a tertiary crusher to produce a finer plant feed that is sufficiently liberated to maximise lithium recovery via the downstream DMS and flotation unit operations.
Classification and Mica rejection	Tertiary crusher undersize is slurried and pumped to a cyclone. The cyclone underflow feeds a Classifier which classifies at a given size. The dewatering overflow reports to the Stage 1 deslime in the grinding circuit. The Classifier overflow is screened at a given size to reject mica tails, with the balance of material reporting to the flotation feed circuit. The Classifier underflow reports to the DMS preparation screen, cutting at a given size and dewatering to generate a screened oversize as DMS feed
Dense Medium Separation (DMS)	The Classifier underflow is processed using a two stage DMS circuit. The DMS rejects low density minerals (rejected to DMS tails) and recovers high density coarse spodumene concentrate that is in turn conveyed to the coarse DMS product stockpile. The balance of materials from the DMS is combined with the screened Classifier overflow as feed to the flotation preparation circuit for further processing.
Grinding	The mid-sized DMS material reports to the ball mill feed, while the fines from the Classifier reports to the ball mill discharge hopper. This combined ball mill discharge stream is cycloned with its coarser underflow fraction requiring further grinding being recycled to the ball mill feed. The on-size material is pumped forward to the flotation preparation circuit.
Flotation Feed preparation	The ball mill cyclone overflow reports to desliming ahead of magnetic separation. The balance of material is processed using magnetic separation for the rejection of liberated magnetic and paramagnetic particles. The non-magnetic stream reports to another desliming step which dewateres the flotation feed prior to conditioning. A reject stream reports to the Mags and Deslime tails.
Flotation	The flotation circuit will produce a fine spodumene flotation concentrate and a flotation tailings. The flotation system separates lithium rich minerals which have a greater affinity to be lifted and then floated away from the balance of materials in the system. To achieve this the flotation circuit feed is conditioned at a given density before being diluted for processing. The float requires multiple stages (rougher, scavenging, and cleaning) with each step incrementally improving the lithium bearing mineral concentration and reducing the non-lithium minerals. Each cleaner bank generates a higher-grade stream that moves forward, with the lithium depleted tailing that is recycled
Tails	Coarse DMS reject (circa 0.1mdtpa) and the mica reject dry tails (circa 0.1mdtpa) will be stacked and in turn carted to the Waste Rock Landform (WRL) where it will be comingled and significantly diluted with the bulk waste rock. The wet plant tailings (circa 1.2 mtpa) will be thickened and then pumped to the wet Tailings Storage Facility (TSF), and decant water is recovered back to and recycled within the process plant

The final products, fine spodumene concentrate (from flotation circuit) and coarse spodumene

(from DMS plant) will be co-mixed and loaded into trucks to be taken to a refinery in Kwinana. The fine concentrate will be transported via conveyor to a covered storage shed. The coarse spodumene product will be conveyed and stacked adjacent to the fine spodumene storage shed. Both areas will be concrete lined to allow any run-off to be collected into sumps where water will be pumped back to be reused within the process.

Chemicals to be used during the process include sodium hydroxide, soda ash, chelating agent, flocculant, density modifier, collector, frother, diesel, wetting agent and dispersant. These chemicals will be stored within bunded areas in accordance with Australian standards and the Premises Dangerous Goods licence. All spills will be contained and cleaned up immediately using spill kits.

Water supply for processing will be provided by scheme water that will be sourced from an offtake pipeline from the Kalgoorlie- Goldfields water pipeline near Southern Cross. Recycled process liquor is expected to be high in total dissolved solids (TDS) and will be recycled back into the process. As saline water has a negative effect on flotation performance a reverse osmosis (RO) plant will be installed to treat this water.

Power will be supplied by an LNG fuelled power station constructed within the premises boundary. The capacity of the power station is expected to be 18MW which does not trigger Category 52 under the *Environmental Protection Regulations 1997*.

The Concentrator will produce six tailings streams which will be combined to form three waste streams, which will be disposed of at either a Tailings Storage Facility (TSF) proposed to be located to the north of the Concentrator; or mixed with mine waste at the Waste Rock Landform (WRL) proposed to be located to the west of the Concentrator.

The three waste streams expected to be produced by the Concentrator are:

1. Flotation tailings, magnetic separation overflow (magnetics) and deslime overflow (slimes) combined, then pumped to a TSF. The TSF has not been included in the scope of works to be covered by this works approval. A separate works approval application for the TSF will be submitted at a later date.
2. Dewatered Mica from the mica removal circuit, which is mechanically combined with the dewatered DMS rejects using a front-end loader. The combined material will then be transported to the WRL, for co-disposal with the mine waste. Approximately 3.3 Mtpa of DMS reject is expected to be disposed of to the WRL over the life of the mine. This equates to 10% of the material disposed of at the WRL. This waste stream will be assessed by the Department of Mines, Infrastructure Regulation and Safety (DMIRS) and has not been assessed as part of this works approval application.
3. The RO plant will produce wastewater (brine) which will be hypersaline. It is expected that approximately 0.073 Gigalitres of waste brine will be produced per year (200,000L/day). It is proposed that this water will be used for dust suppression on non-ore and non-sensitive areas (overburden dump) or discharged to the old Earl Grey Pit. This waste stream has been assessed as part of this application.

Operation of the Concentrator will not be approved under time limited operation conditions on this works approval as the TSF (required to contain the waste streams outlined in item 1 above) has not been included for assessment as part of this application.

There are plans for the transportation of Delithiated Beta Spodumene (DBS) and saline refinery residues (including Polished Filter Material (PFM) and Mixed Salt Material (MSM)) from the Kwinana lithium refinery to the Premises for disposal within the WRL in the future. Acceptance of refinery tails is subject to a separate approval under Part IV of the EP Act (s38 for the mine – receipt of waste) which the applicant anticipates submitting in Q1 2021. An amendment to any Premises operational licence for the disposal of this waste may also be required.

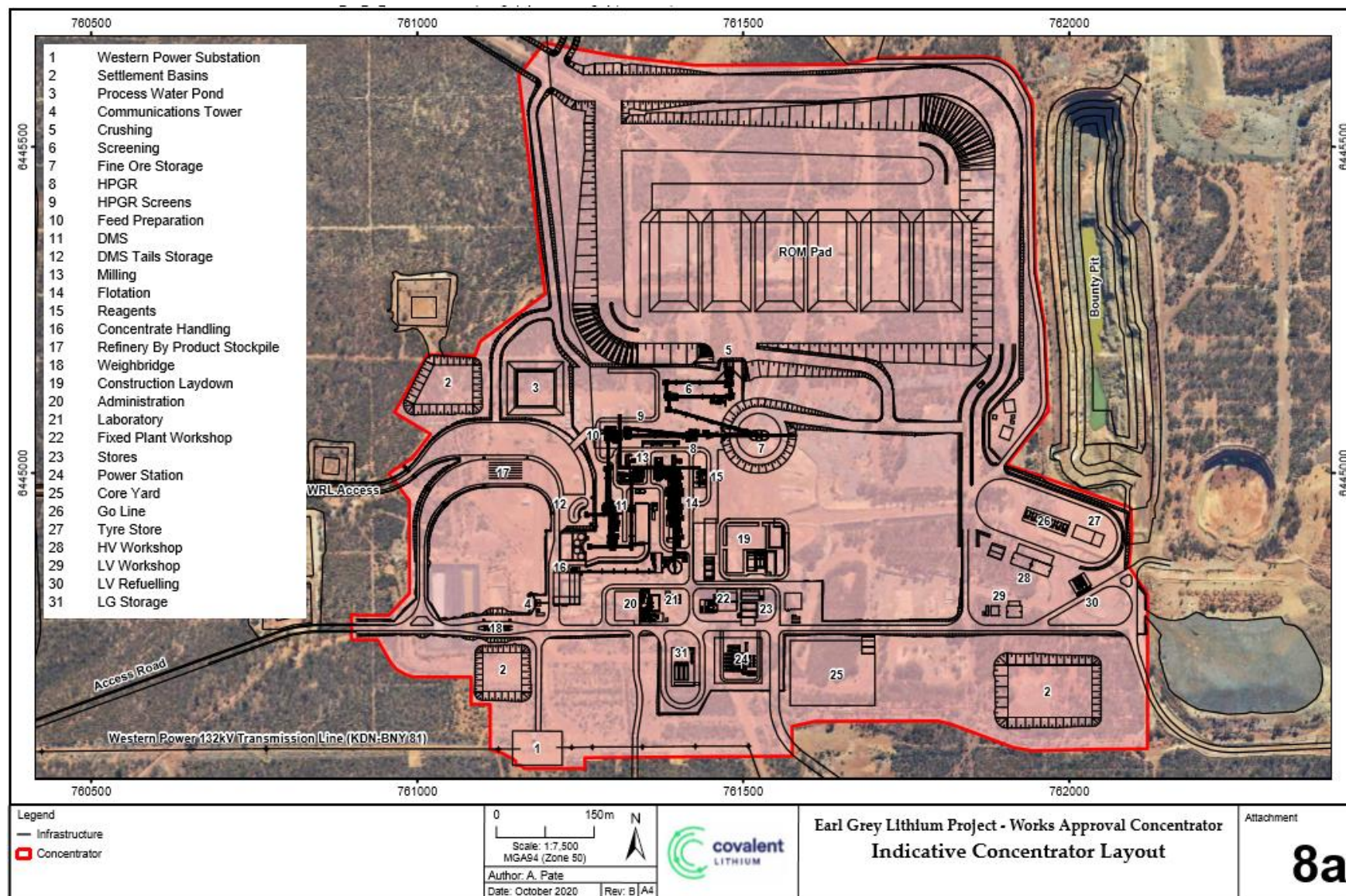


Figure 1: Concentrator layout (Source: Covalent Lithium Pty Ltd, 2020).

Works Approval: W6460/2020/1

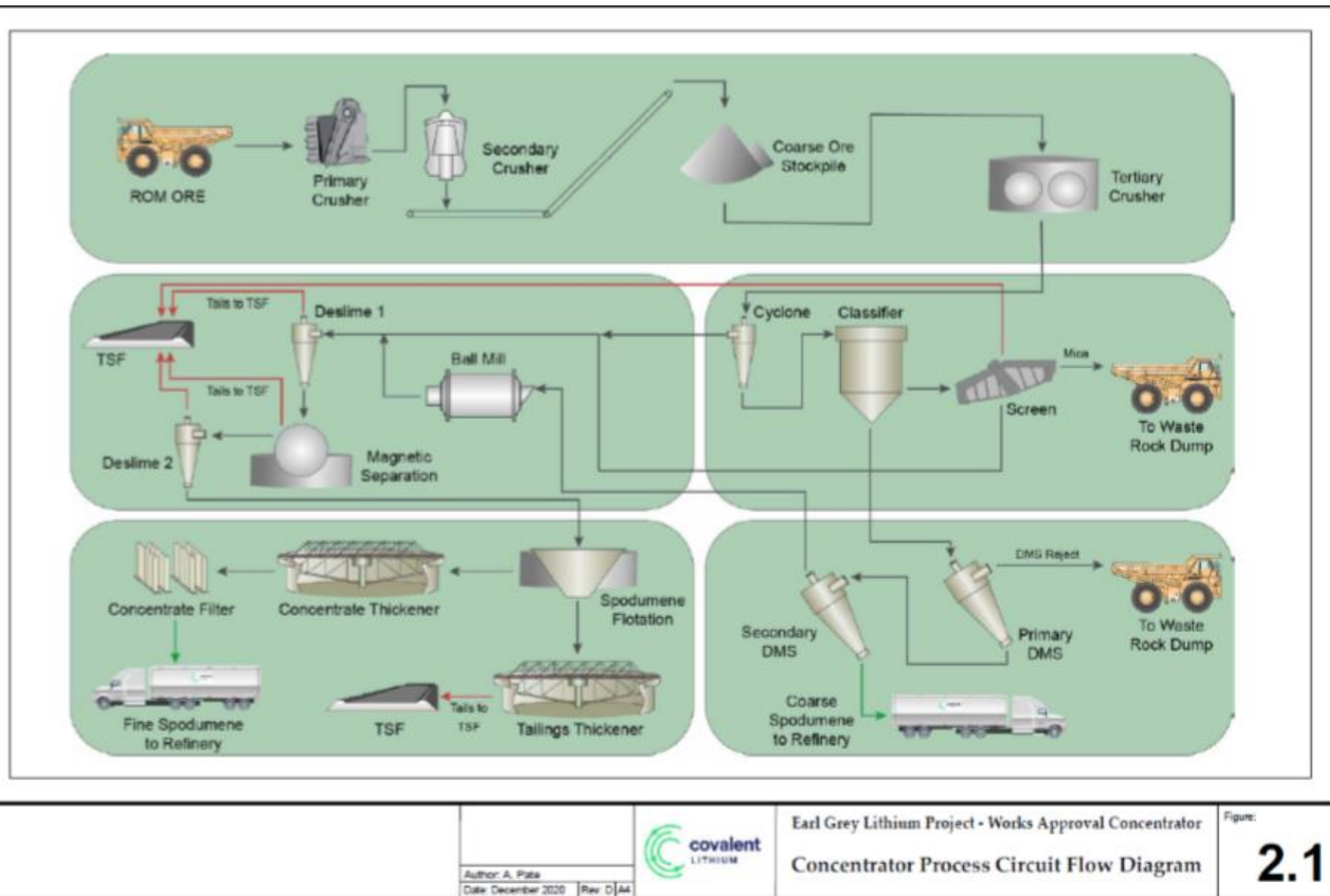


Figure 2: Process flow diagram (Source: Covalent Lithium Pty Ltd, 2020).

Works Approval: W6460/2020/1

2.3 Part IV of the EP Act

The Earl Grey Lithium Project was referred to the Environmental Protection Authority (EPA) by Kidman Resources Limited (the original proponent) in May 2017. Following a change of proponent, Covalent Lithium Pty Ltd is now the current proponent. The proposal is to develop a pegmatite-hosted lithium deposit at the abandoned Mt Holland mine site.

The EPA assessed the proposal at the level of Public Environmental Review with a four-week public review period. In the course of the assessment, the EPA examined potential impacts on the key environmental factors of Flora and Vegetation and Terrestrial Fauna and has concluded that the proposal is environmentally acceptable and can be implemented subject to conditions.

Ministerial statement 1118 was approved for the project and includes conditions which involve the development of environmental management plans and exclusion zones for the protection of conservation significant flora and fauna, and offsets to counterbalance the significant residual impact to flora species *Banksia sphaerocarpa* var. *dolichostyla*, *Microcorys* sp. Mt Holland (Priority 1) and fauna species chuditch and malleefowl.

3. Risk assessment

The department assesses the risks of emissions from prescribed premises and identifies the potential source, pathway and impact to receptors in accordance with the *Guidance Statement: Risk Assessments* (DER 2017).

To establish a Risk Event there must be an emission, a receptor which may be exposed to that emission through an identified actual or likely pathway, and a potential adverse effect to the receptor from exposure to that emission.

3.1 Source-pathways and receptors

3.1.1 Emissions and controls

The key emissions and associated actual or likely pathway during premises construction and operation which have been considered in this Decision Report are detailed in Table below. Table also details the proposed control measures the applicant has proposed to assist in controlling these emissions, where necessary.

Table 2: Proposed applicant controls

Emission	Sources	Potential pathways	Proposed controls
Construction			
Dust	Mobilization and placement of infrastructure, including, vegetation clearing, vehicle movements and earthworks.	Air/windborne pathway	<ul style="list-style-type: none">• Use of water carts as required to wet down dust generating surfaces (roads, earthwork areas and clearing areas;• Topsoil stripping and spreading activities will be restricted during high winds if dust cannot be adequately controlled;• Use of weather forecasting to predict extreme weather conditions likely to result in increased dust emissions so that the Applicant can minimise the impact through application of additional dust controls or

Emission	Sources	Potential pathways	Proposed controls
			<p>modified activities;</p> <ul style="list-style-type: none"> • Use of defined haul routes for mobile equipment travelling on unsealed surfaces or roads; and • Reduced vehicle speed limits in areas of unconsolidated soil.
Noise	Operation of heavy machinery and mobile equipment for the mobilisation and placement of infrastructure.	Air/windborne pathway	<ul style="list-style-type: none"> • Mobile equipment used for the construction of the Concentrator will be operated and serviced in line with the manufacturer's specifications; • Maximum sound power levels are specified for Contractor equipment; • Construction of the Concentrator will take place predominately during daylight hours, thereby limiting noise emissions during the night; and • Complaints relating to noise will be recorded and investigated as per the Covalent Incident Management Procedure.
Hydrocarbon spills/ leaks	Earthwork machinery	<p>Direct discharge to land / overland flow through stormwater</p> <p>Seepage to soil and groundwater</p>	<ul style="list-style-type: none"> • Hydrocarbons will be stored within secondary containment (i.e. bunding) which meets the requirements of Australian Standard (AS) 1940:2017; • Spill kits will be located close by to refueling areas, mobile refueling facilities, workshops and storage areas; • If a hydrocarbon release occurs it will be controlled, contained and removed using spill kit materials or other absorbent material. Contaminated soils will be collected and disposed to an appropriately licensed waste facility; • Hydrocarbon and chemical spills will be reported internally as an environmental incident and larger spills with the potential to cause contamination will be reported externally to DWER; • Mobile equipment used for the construction of the Concentrator will be operated and serviced in line with the manufacturer's specification; and • Servicing and refueling of mobile equipment and vehicles on the Premises will only be undertaken within designated servicing and refueling facilities
Sediment laden	Earth works required for	Direct discharge / overland flow	<ul style="list-style-type: none"> • The Applicant has stated within their application that based on the topography of the Concentrator site, significant surface

Emission	Sources	Potential pathways	Proposed controls
stormwater	construction	via stormwater	<p>water flows likely to cause excessive erosion and sedimentation are not expected to occur, particularly if construction is undertaken in the dry summer months.</p> <ul style="list-style-type: none"> Temporary bank/bunds will be established upstream (of cleared areas) to divert runoff away from the cleared area. If runoff containing sediments is observed to occur from the cleared area, the Applicant will install sumps to control runoff and minimise the risk of sedimentation.
Operation			
Dust	Operation of Concentrator; including transport and handling of ore, crushing and screening of ore and material transfer points around chutes and conveyor belts.	Air/windborne pathway	<ul style="list-style-type: none"> ROM bin has an enclosure to all sides except the entry side; Water sprays will be used at the ROM bin and transfer points in the crushing circuit; Design applied to all transfer points (speed and trajectory) will seek to minimise dust generation during operation; Transfer points will also have skirts along their interface zones with conveyors; Two insertable type dust collector will be installed (primary Crusher and Screen); Bag house style dust collector servicing the reclaim tunnel feeders to conveyor transfer points; Captured dust is placed back on to the conveyor system; Water sprays installed at ore transfer to crushed ore stockpile (COS); Use of water carts as needed to wet down dust generating surfaces such as roads, earthworks areas and clearing areas; High moisture content in wet tails ensures minimal dust generation from TSF; Use of weather forecasting to predict extreme weather conditions likely to result in increased dust emissions so additional dust controls or modified activities can be implemented; Use of defined haul routes and reduced vehicle speed limits for mobile equipment travelling on unsealed surfaces or roads; Depositional dust gauges will also be located within the flora exclusion zones to monitor potential dust deposition on flora and vegetation; and

Emission	Sources	Potential pathways	Proposed controls
			<ul style="list-style-type: none"> A site-based weather station will also be utilised to monitor and record weather conditions.
Noise	Operation of Concentrator (crushing and screening circuit) and transfer of concentrate and tailings.	Air/windborne pathway	<ul style="list-style-type: none"> Noise attenuation methods will be considered for plant and equipment design for the Concentrator; Mobile equipment will be operated and serviced in line with the manufacturer's specifications; Maximum sound power levels are specified for Contractor equipment; and Complaints relating to noise will be recorded and investigated as per the Covalent Incident Management Procedure.
Hydrocarbon/chemical spills and leaks Contaminated stormwater (contamination from Hydrocarbon or process chemical spills/ leaks and sediment runoff from stockpiles)	Operation of Concentrator, and associated machinery	Direct discharge to land / overland flow through stormwater Seepage to soil and groundwater	<ul style="list-style-type: none"> Areas within the process plant where hydrocarbons or reagents are stored or have the potential for sheet flow to be contaminated (stockpile areas, workshops, refueling areas etc.) will be developed as bunded containment areas. These areas will be directed to grated sumps from where potentially contaminated water will be pumped back to the processing facility. In line with AAS 1940:2017, the bunding will be sized to contain 110% of the capacity of the largest storage vessel within the bund. Spill kits will also be located close by to refueling areas, mobile refueling facilities, workshops and storage areas; If a hydrocarbon / chemical release occurs it will be controlled, contained and removed using spill kit materials or other absorbent material. Contaminated soils will be collected and disposed to an appropriately licensed waste facility; and Hydrocarbon and chemical spills are reported internally as an environmental incident and larger spills with the potential to cause contamination are reported externally to DWER.
Sediment laden stormwater	Water and sediments generated via runoff from the rockfill embankment batter slopes	Direct discharge / overland flow via stormwater	<ul style="list-style-type: none"> Sheet flow from the three catchment zones within the premises boundary will be directed to three unlined sediment ponds via perimeter drainage channels. Runoff will flow into the perimeter drains and then into the sediment ponds where fine particles will be allowed to settle.

Emission	Sources	Potential pathways	Proposed controls
			Water in these ponds will be allowed to evaporate. Periodic cleaning out of the sediment will occur when required.
RO plant brine for dust suppression	Direct discharge to land for dust suppression	Direct discharge to soil, overland runoff impacting vegetation.	Dust suppression brine applied only to the overburden dump and not onto roads therefore there will be no direct impact to vegetation.
Storage of RO plant brine in old Earl Grey Pit	Direct discharge to land	Seepage through soil into groundwater	None proposed. A high-density polyethylene (HDPE) above ground pipeline will carry brine to the pit. The pipeline will be banded and inspected on a regular basis.
Tailings (wet tailings, DMS reject /mica) disposal to TSF and WRL	<p>The disposal of wastes into a WRL or TSF has not been assessed as part of this works approval application. Waste disposal will be assessed as part of future works approval or licence applications.</p> <p>The construction of a TSF has not been included as part of this work approval application and therefore has not been assessed.</p>		

3.1.2 Receptors

In accordance with the *Guidance Statement: Risk Assessment* (DER 2017), the Delegated Officer has excluded employees, visitors and contractors of the applicant's from its assessment. Protection of these parties often involves different exposure risks and prevention strategies, and is provided for under other state legislation.

Table below provides a summary of potential human and environmental receptors that may be impacted as a result of activities upon or emission and discharges from the prescribed premises (*Guidance Statement: Environmental Siting* (DER 2016)).

Table 3: Sensitive human and environmental receptors and distance from prescribed activity

Human receptors	Distance from prescribed activity
<p>No human receptors (besides Applicant's mine site accommodation camp ~1500m from processing area))</p> <p>Nearest town is Marvel Loch located 75km north-west of the Premises.</p>	No human receptors within >10km of the premises.
Environmental receptors	Distance from prescribed activity
Threatened Ecological communities - Ironcap Hills banded ironstone formation	<p>The majority of the prescribed premises boundary is located within the Priority 3 ecological community (PEC); Ironcap Hills Vegetation complexes (Mt Holland; Middle, North and South Ironcap Hills; Digger Rock and Hatter Hill).</p> <p>A qualitative statistical review of species and vegetation</p>

	<p>communities observed within the Project area as compared to the Ironcap Hills vegetation complexes was completed by Matiske Consulting Pty Ltd (Matiske) in October 2018. The statistical analysis reveals a poor correlation between the identified vegetation communities, dominant vegetation types and representative species associated with Ironcap Hills Vegetation Complexes in addition to the lack of comparative landforms and geology associated with the PEC.</p> <p>Given this analysis, it is considered the Proposal is not expected to result in significant impacts to the Ironcap Hills PEC. Consultation with DBCA confirmed this assessment under the Part IV assessment approved in Ministerial Statement 1118.</p>
Underlying groundwater	<p>There are no registered bores within the site; however, 12 registered bores are located within approximately 4 and 10 km from the southern boundary of the site and two registered bores within approximately 6 and 10 km from the north-eastern boundary of the site (360 Environmental, 2020).</p> <p>Based on previous investigations, depth to the water table ranged from 58 meters below ground level (mbgl) to 70 mbgl. Groundwater is saline to hypersaline with total dissolved solids (TDS) levels varying between 7,640 mg/L and 119,000 mg/L. (360 Environmental, 2020).</p>
Threatened and Priority Flora	<p>Classified threatened (under the <i>WA Biodiversity Conservation Act 2016</i>) and vulnerable (under the EPBC Act) species <i>Banksia sphaerocarpa</i> var. <i>dolichostyla</i> are reported to be present at the site.</p> <p>Exclusion zones exist around threatened or priority flora present within the premise's boundary. This is managed under Ministerial statement 1118 (Flora management plan).</p>
Threatened fauna	<p>A number of conservation significant fauna species have been found recently (last 5 years) at the site. <i>Leipoa ocellate</i> (Malleefowl) and <i>Dasyurus geoffroyi</i> (Chuditch) have been sited within the premises boundary.</p> <p>Malleefowl mounds exist in close proximity to the processing area. Exclusion zones exist around mounds which is managed under Ministerial statement 1118 (Fauna management plan).</p>
Surface water	<p>No major surface water features within 5km of the site.</p> <p>The only notable surface water feature is a constructed ephemeral drainage line that starts at the northwest tip of the airstrip and runs northeast past the processing plant area. Apart from this constructed drainage line, the Project area does not intersect any other identifiable drainage lines or creeks, with runoff generally occurring as sheetwash in a northeasterly direction.</p>

3.2 Risk ratings

Risk ratings have been assessed in accordance with the *Guidance Statement: Risk Assessments* (DER 2017) for each identified emission source and takes into account potential source-pathway and receptor linkages as identified in Section 3.1. Where linkages are in-complete they have not been considered further in the risk assessment.

Where the applicant has proposed mitigation measures/controls (as detailed in Section 3.1), these have been considered when determining the final risk rating. Where the Delegated Officer considers the applicant's proposed controls to be critical to maintaining an acceptable level of risk, these will be incorporated into the works approval as regulatory controls.

Additional regulatory controls may be imposed where the applicant's controls are not deemed sufficient. Where this is the case the need for additional controls will be documented and justified in Table 4.

Works Approval W6460/2020/1 that accompanies this Decision Report authorises **construction only**. The conditions in the issued Works Approval, as outlined in Table 4 have been determined in accordance with *Guidance Statement: Setting Conditions* (DER 2015).

A licence is required to authorise emissions associated with the environmental commissioning and operation of the Premises i.e. operation of the Concentrator and disposal of wastes produced during operation. A risk assessment for the operational phase has been included in this Decision Report, however licence conditions will not be finalised until the department assesses the licence application.

A separate works approval is required for the construction of the tailing storage facility as this infrastructure has not been included in this application

Table 4: Risk assessment of potential emissions and discharges from the Premises during construction, commissioning and operation

Risk Event								Justification for additional regulatory controls
Source/Activities	Potential emission	Potential pathways and impact	Receptors	Applicant controls	Risk rating ¹ C = consequence L = likelihood	Applicant controls sufficient?	Conditions ² of works approval	
Construction								
Mobilization and placement of infrastructure, including, vegetation clearing, vehicle movements and earthworks.	Dust	Air/windborne pathway causing impacts to health and amenity	No Human receptors. Nearest town is Marvel Loch located 75km north-west of the Premises. Vegetation adjacent to the Premises Impacts to priority flora within premises managed under ministerial statement.	Refer to Section 3.1	N/A	N/A	N/A	Minimal dust emissions are expected to be generated from construction activities. Construction activities will occur over a short/medium-term period (12 months). The distance to residential receptors is considered to be too great for dust impacts from construction of the project to occur. The Delegated Officer considers that a pathway for dust / noise emissions does not exist. Any potential dust emissions can be regulated by section 49 of the EP Act.
	Noise	Air/windborne pathway causing impacts to health and amenity	No Human receptors. Nearest town is Marvel Loch located 75km north-west of the Premises.	Refer to Section 3.1	N/A	Yes	N/A	Minimal noise emissions are expected to be generated from construction activities. Construction activities will occur over a short/medium-term period (12 months). The distance to residential receptors is considered to be too great for noise impacts from construction of the project to occur. The Delegated Officer considers that a pathway for noise emissions does not exist. The provisions of the <i>Environmental Protection (Noise) Regulations 1997</i> are also applicable.
	Hydrocarbon spills or leaks	Direct discharge to land Overland runoff during rainfall events potentially causing ecosystem disturbance offsite.	Localized contamination of soils and vegetation. No nearby significant surface water features. Impacts to priority flora onsite managed under ministerial statement.	Refer to Section 3.1	C = Slight L = Unlikely Low Risk	Yes	N/A	Minimal hydrocarbon emissions are expected on site during construction activities (spills / leaks from vehicles and machinery). It is unlikely for hydrocarbon emissions to have an impact on offsite native vegetation due to the applicant's proposed controls. Therefore, no additional regulatory controls are required. Spills and leaks of hydrocarbons during construction can be regulated under the <i>Environmental Protection (Unauthorised Discharges) Regulations 2004</i> .
	Sediment laden stormwater	Direct discharge to land Overland runoff during rainfall events potentially causing ecosystem disturbance offsite.	Localized contamination of soils and smothering of native vegetation. No nearby significant surface water features. Impacts to priority flora onsite managed under ministerial statement.	Refer to Section 3.1	C = Slight L = Unlikely Low Risk	Yes	N/A	Minimal sediment emissions are expected on site during construction activities (stormwater runoff during rainfall events). It is unlikely for sediment emissions to have an impact on offsite native vegetation due to the applicant's proposed controls. Therefore, no additional regulatory controls are required.
Operation (includes wet commissioning) – time limited operations conditions not included due to TSF being assessed under a separate works approval.								
Operation of Concentrator. Screening, crushing, processing, unloading, loading and storage of material. Vehicle movements.	Dust	Air/windborne pathway causing impacts to health and amenity	No Human receptors. Nearest town is Marvel Loch located 75km north-west of the Premises.	Refer to Section 3.1	N/A	N/A	N/A	Some dust emissions are expected to be generated from operation of the Concentrator and associated infrastructure. The distance to residential receptors is considered to be too great for dust impacts from operation of the project to occur. The Delegated Officer considers that a pathway for dust emissions to human receptors does not exist.
		Air/windborne pathway	Native vegetation adjacent to	Refer to	C = Minor	Yes	Condition 1 –	Low level offsite impacts to vegetation may occur during

Works Approval: W6460/2020/1

Risk Event								Justification for additional regulatory controls
Source/Activities	Potential emission	Potential pathways and impact	Receptors	Applicant controls	Risk rating ¹ C = consequence L = likelihood	Applicant controls sufficient?	Conditions ² of works approval	
		potentially causing ecosystem disturbance due to smothering of vegetation.	premises Impacts to priority flora within premise boundary managed under ministerial statement.	Section 3.1	L = Unlikely Medium Risk		infrastructure requirements	operations due to the expected dust emissions generated by the crushing circuit of the Concentrator / loading and unloading of ore and products and vehicle movements. This risk event will probably not occur in most circumstances due to the applicant's proposed controls. The applicant's infrastructure controls (water sprays etc.) will be conditioned within the works approval.
	Noise	Air/windborne pathway causing impacts to health and amenity	No Human receptors. Nearest town is Marvel Loch located 75km north-west of the Premises.	Refer to Section 3.1	N/A	N/A	N/A	Noise emissions are expected to be generated during operation of the Concentrator however the distance to human receptors is considered to be too great for noise impacts to occur. The Delegated Officer considers that a pathway for noise emissions does not exist. The provisions of the <i>Environmental Protection (Noise) Regulations 1997</i> are also applicable.
	Hydrocarbon spills / leaks	Direct discharge to land Overland runoff during rainfall events potentially causing ecosystem disturbance offsite.	Localised contamination of soils. No nearby significant surface water features. Native vegetation (Impacts to priority flora managed under ministerial statement).	Refer to Section 3.1	C = Minor L = Unlikely Medium Risk	Yes	Condition 1 – infrastructure requirements	Low level onsite impacts and minimal off-site impacts from hydrocarbon emissions may occur during operations. It is unlikely for this risk event to occur due to the applicant's proposed controls. The applicant's infrastructure controls will be conditioned within the works approval. Operational conditions will be determined at licence stage.
	Sediment laden stormwater	Direct discharge to land Overland runoff during rainfall events potentially causing ecosystem disturbance offsite.	No significant nearby surface water features Native vegetation (Impacts to priority flora managed under ministerial statement).	Refer to Section 3.1	C = Minor L = Unlikely Medium Risk	Yes	Condition 1 – infrastructure requirements	Low level onsite impacts and minimal off-site impacts from sediment emissions may occur during operations. It is unlikely for this risk event to occur due to the applicant's proposed controls. The applicant's infrastructure controls will be conditioned within the works approval. Operational conditions will be determined at licence stage.
	RO plant brine	Direct discharge to land via spraying of water (with elevated salts and metals/ metalloids) for dust suppression.	Localised contamination of soils. No significant nearby surface water features	Refer to Section 3.1	C = Minor L = Unlikely Medium Risk	Yes	N/A	Low level onsite impacts to soil and minimal off-site impacts may occur from the use of RO brine for dust suppression activities. RO reject brine will be used as dust suppression water on the overburden dump. It will not be used on haul roads and therefore is unlikely to impact vegetation. It is unlikely for this risk event to occur due to the applicant's proposed controls. No additional regulatory controls required on the works approval. Operational conditions will be determined at licence stage.
		Direct discharge to land (storage of brine in RO Pit) via overtopping potentially causing ecosystem disturbance.	Localised contamination of soils and impacts to vegetation No significant nearby surface water features	Refer to Section 3.1	C = Minor L = Rare Low Risk	N/A	N/A	Mid-level onsite impacts to soil and vegetation may occur if the pit were to overtop causing a release of stored water to the environment (high in salts). This risk event may only occur in exceptional circumstances due to the large available storage volume within the old earl grey pit (approximately 1,216,240m ³). No additional regulatory controls required on the works approval. Operational conditions will be determined at

Risk Event								Justification for additional regulatory controls
Source/Activities	Potential emission	Potential pathways and impact	Receptors	Applicant controls	Risk rating ¹ C = consequence L = likelihood	Applicant controls sufficient?	Conditions ² of works approval	
								licence stage.
		Seepage of brine from Earl Grey Pit into groundwater resulting in impacts to groundwater quality.	Groundwater	Refer to Section 3.1	C = Minor L = Rare Low Risk	Yes	N/A	<p>The old Earl grey Pit will act as saline water storage for the premises. Waste brine from the RO plant will be transported via pipeline to the Earl Grey Pit for storage. It is estimated that on average 18m³/hr of brine will be deposited into the pit. Water from the pit will be used for dust suppression for the overburden dump.</p> <p>Depending on efficiency of the RO plant and level of salt in the process streams the salt content of the waste brine will vary from 9,000 mg/L to 45,000 mg/L. The average expected total dissolved solids (TDS) concentration of the brine from the RO plant is expected to be 15,000 mg/L (mainly as NaCl).</p> <p>Water currently in the Earl Grey Pit is from groundwater and surface water runoff. The groundwater monitoring data for the site indicates that water quality in the Earl Grey Pit ranges from 80,000 to 120,000 mg/L TDS.</p> <p>Low level onsite impacts to groundwater may occur due to the storage of the brine within the pit.</p> <p>However, this risk event may only occur in exceptional circumstances due to the large distance to the underlying groundwater table (Based on previous investigations, depth to the water table ranged from 58 to 70 mbgl) and the low permeability of the Earl Grey pit area (yields of less than 2 l/s based on previous hydrogeological testing results from the host rock lithologies in the Earl Grey pit area (Mining Proposal, 2020).</p> <p>No regulatory controls required on the works approval.</p> <p>Operational conditions will be determined at licensing stage if required.</p>
		Direct discharge to land via pipeline rupture (transport of brine to Earl Grey pit) potentially causing ecosystem disturbance offsite.	<p>Localised soils and vegetation (Impacts to priority flora managed under ministerial statement).</p> <p>No significant nearby surface water features</p>	Refer to Section 3.1	C = Minor L = Unlikely Medium Risk	Yes	N/A	<p>Low level onsite impacts may occur due to rupture of pipelines transporting RO brine due to the saline nature of the waste (15,000mg/L (mainly as NaCl)).</p> <p>This risk event is unlikely to occur due to the applicant's controls (bundling and inspections of pipelines).</p> <p>No regulatory controls required on the works approval.</p> <p>Operational conditions will be determined at licencing stage if required.</p>
	Disposal of wastes produced by the Concentrator (tailings, DMS reject and Mica).	The disposal of wastes into the waste rock landform or a tailings storage facility has not been assessed as part of this works approval. Waste disposal will be assessed as part of future works approval or licence applications. The construction of a tailings storage facility has not been included as part of this work approval application and therefore has not been assessed.						

Note 1: Consequence ratings, likelihood ratings and risk descriptions are detailed in the *Guidance Statement: Risk Assessments* (DER 2017).

Note 2: Proposed applicant controls are depicted by standard text. **Bold and underline text** depicts additional regulatory controls imposed by department.

4. Consultation

Table 5 provides a summary of the consultation undertaken by the department.

Table 5: Consultation

Consultation method	Comments received	Department response
Application advertised on the department's website 23/11/2020.	None received.	N/A
Local Government Authority advised of proposal 19/11/2020.	Response received on 18/12/2020 advising that the Shire of Yilgarn has no objections to the proposal.	Noted.
Department of Mines, Industry Regulation and Safety (DMIRS) advised of proposal 19/11/2020.	<p>DMIRS replied on 18/12/2020. The following summarises the comments that were made:</p> <ul style="list-style-type: none"> DMIRS is currently assessing a Mining Proposal (MP) (which includes a Mine Closure Plan (MCP)) from Covalent for the Earl Grey Lithium Project (REG ID 91617). The MP that DMIRS is currently assessing states that "Solid-based waste from the concentrator such as coarse rejects from the Dense Media Separation (DM) circuit will be deposited in the Waste Rock Landform whilst dewatered slurry-based tailings will be deposited within a proposed tailings facility (Phase 2 Mining Proposal, 2021)." The MP does not include; a Tailings Storage Facility (TSF), detailed properties of the processed waste, detail about the management required for processed waste, or detail about where the different process waste streams from the Concentrator will be disposed of. There is no further detail (besides the above sentence) provided about the placement of waste from the Concentrator into the waste rock dump. It is understood that this detail, along with the TSF design, will be provided in a future MP, which is planned to be submitted in Quarter 1, 2021. The current MP will not be assessing and approving the mixing of any processing or refinery waste with waste rock for disposal in the waste rock dump. Should Covalent wish to place processed waste from the Concentrator within a WRD this would need to be proposed within the Activity Details of the MP, and the environmental risk and any associated management of the waste stream detailed would also need to be included in the MP. Covalent would need to demonstrate that the disposal of the processed waste would meet 	Noted.

	<p>all of the DMIRS Environmental Objectives, including that “Mining activities are rehabilitated and closed in a manner to make them physically safe to humans and animals, geo-technically stable, geo-chemically non-polluting/non-contaminating, and capable of sustaining an agreed postmining land use, without unacceptable liability to the State.”.</p> <ul style="list-style-type: none"> • It is noted that the MP includes a 24.74 ha Processing Plant (Concentrator), whereas the area for the Concentrator in the Works Approval is listed as 96.30ha. Based on the figure provided in Appendix 4, Attachment 2 of the Works Approval, the ‘Concentrator’ area in the Works Approval also includes the Run of Mine (ROM) Pad, which is indicated as 25.77 ha in the MP. • From the surface water data provided with the MP, there appears to be limited surface water flows around this project, but it was noted that in extreme weather events, the main surface water drainage line at this project flows directly past the Concentrator area. It is noted that the Works Approval application is required to identify potential emissions, including Stormwater runoff. It is suggested that the stormwater bunding around the Concentrator is appropriately designed to deal with the surface water flows that could be experienced during operations. 	
DBCA, advised of proposal 19/11/2020.	Response received on 24/11/2020. No comments.	Noted.
Applicant was provided with draft documents on 24/12/2020. Comments were received on 25/01/2021 and 11/02/2021	<p>Comments regarding the wording of infrastructure requirements (Condition 1, table 1) of bunded containment areas were provided.</p> <p>New replacement map for figure 4 provided.</p>	Wording has been updated in consultation with applicant.

5. Conclusion

Based on the assessment in this Decision Report, the Delegated Officer has determined that a works approval will be granted to construct the Concentrator and associated infrastructure only, subject to conditions commensurate with the determined controls and necessary for administration and reporting requirements.

A licence is required to authorise emissions associated with the environmental commissioning and operation of the Concentrator. A risk assessment for the operational phase has been included in this Decision Report, however not all aspects of the operation have been assessed (i.e disposal of wastes produced by the Concentrator). Licence conditions will not be finalised until the department assesses the licence application.

A separate works approval is required for the construction of the TSF as this infrastructure has not been risk assessed.

References

1. 360 Environmental Pty Ltd August 2020, Detailed site investigation Mount Holland Mine Site, prepared for Covalent Lithium, Perth, Western Australia.
2. Covalent Lithium Pty Ltd 2020, *Earl Grey Lithium Project, Concentrator works approval supplementary information*, Perth, Western Australia.
3. Department of Environment Regulation (DER) 2016, *Guidance Statement: Environmental Siting*, Perth, Western Australia.
4. DER 2017, *Guidance Statement: Risk Assessments*, Perth, Western Australia.
5. DER 2015, *Guidance Statement: Setting Conditions*, Perth, Western Australia.
6. Earl Grey Lithium Project mining proposal 2020, document id COV-001-EN-PRP-0002, Reg ID 79070, Covalent Lithium Pty Ltd, Perth, Western Australia

Appendix 2: Application validation summary

SECTION 1: APPLICATION SUMMARY					
Application type					
Works approval	<input checked="" type="checkbox"/>				
Licence	<input type="checkbox"/>	Relevant works approval number:		None	<input type="checkbox"/>
		Has the works approval been complied with?			Yes <input type="checkbox"/> No <input type="checkbox"/>
		Has time limited operations under the works approval demonstrated acceptable operations?			Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
		Environmental Compliance Report / Critical Containment Infrastructure Report submitted?			Yes <input type="checkbox"/> No <input type="checkbox"/>
		Date Report received:			
Renewal	<input type="checkbox"/>	Current licence number:			
Amendment to works approval	<input type="checkbox"/>	Current works approval number:			
Amendment to licence	<input type="checkbox"/>	Current licence number:			
		Relevant works approval number:		N/A	<input type="checkbox"/>
Registration	<input type="checkbox"/>	Current works approval number:		None	<input type="checkbox"/>
Date application received		20/10/2020			
Applicant and Premises details					
Applicant name/s (full legal name/s)		Covalent Lithium Pty Ltd			
Premises name		Earl Grey Lithium Project			
Premises location		Mining Tenement M77/1066 and G77/129			
Local Government Authority		Shire of Yilgarn			
Application documents					
HPCM file reference number:		DER2020/00521			
Key application documents (additional to application form):		Application form Supplementary Information document Works approval zip file containing the shape files for the application			
Scope of application/assessment					

<p>Summary of proposed activities or changes to existing operations.</p>	<p>The applicant proposes to develop the Earl Grey Lithium Project (the Project) at the historical Bounty Gold mine site near Mount Holland. The Project will comprise the mining and processing of approximately 2 million tonnes per annum (Mtpa) of spodumene ore for the production of approximately 50,000 tonnes per annum (tpa) of battery quality Lithium Hydroxide (LiOH) at the Covalent Lithium Hydroxide plant at Kwinana, to be sold by Covalent shareholder into the international electric vehicle (EV) battery market.</p> <p>The works approval is for the construction of the Concentrator. A separate WAA for the TSF, which will receive the waste from the Concentrator, will be submitted prior to commissioning of the Concentrator. Therefore, this WAA is solely for the construction of the Concentrator and Covalent will seek an amendment to the WAA prior to commissioning</p>	
<p>Category number/s (activities that cause the premises to become prescribed premises)</p>		
<p>Table 1: Prescribed premises categories</p>		
<p>Prescribed premises category and description</p>	<p>Proposed production or design capacity</p>	
<p>Category 5 – processing beneficiation of metallic ore</p>	<p>2 Mtpa</p>	
<p>Legislative context and other approvals</p>		
<p>Has the applicant referred, or do they intend to refer, their proposal to the EPA under Part IV of the EP Act as a significant proposal?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Referral decision No: Managed under Part V <input type="checkbox"/> Assessed under Part IV <input checked="" type="checkbox"/></p>
<p>Does the applicant hold any existing Part IV Ministerial Statements relevant to the application?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Ministerial statement No: 1118 EPA Report No: 1651 There is currently a s45C application with Part IV to do with expanding developmental envelop to include a water pipeline. Does not involve the Concentrator.</p>
<p>Has the proposal been referred and/or assessed under the EPBC Act?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Reference No: 2017-7950</p>

Has the applicant demonstrated occupancy (proof of occupier status)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Certificate of title <input type="checkbox"/> General lease <input type="checkbox"/> Expiry: Mining lease / tenement <input checked="" type="checkbox"/> Expiry: Other evidence <input checked="" type="checkbox"/> Expiry:
Has the applicant obtained all relevant planning approvals?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	Approval: Expiry date: If N/A explain why?
Has the applicant applied for, or have an existing EP Act clearing permit in relation to this proposal?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	CPS No: N/A Clearing approved under ministerial statement.
Has the applicant applied for, or have an existing CAWS Act clearing licence in relation to this proposal?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Application reference No: N/A Licence/permit No: N/A
Has the applicant applied for, or have an existing RIWI Act licence or permit in relation to this proposal?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Application reference No: Licence/permit No: GWL201377(1) annual water entitlement 5,000kL duration 22/2/2019 to 29/5/2023 Process water supplied by scheme water sourced from Kalgoorlie-Goldfields water pipeline.
Does the proposal involve a discharge of waste into a designated area (as defined in section 57 of the EP Act)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Name: N/A Type: Has Regulatory Services (Water) been consulted? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Regional office:
Is the Premises situated in a Public Drinking Water Source Area (PDWSA)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Name: N/A Priority: N/A Are the proposed activities/ landuse compatible with the PDWSA (refer to WQPN 25)? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>

Is the Premises subject to any other Acts or subsidiary regulations (e.g. <i>Dangerous Goods Safety Act 2004</i> , <i>Environmental Protection (Controlled Waste) Regulations 2004</i> , <i>State Agreement Act xxxx</i>)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Dangerous Goods Safety Act 2004</i>
Is the Premises within an Environmental Protection Policy (EPP) Area?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Is the Premises subject to any EPP requirements?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Is the Premises a known or suspected contaminated site under the <i>Contaminated Sites Act 2003</i> ?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<p>Classification: possibly contaminated – investigation required (PC–IR)</p> <p>Date of classification: Oct 2020</p>

Attachment 9.4.2



Your Ref : 162764
Previous Ref :
Enquiries : Rosa Rigali (6551 9306)

1 September 2022

Application No: 162764 - Lot No 1416 Great Eastern Highway Bodallin

The Western Australian Planning Commission has received an application for planning approval as detailed below. Plans and documentation relating to the proposal are attached. The Commission intends to determine this application within 90 days from the date of lodgement.

Please provide any information, comment or recommended conditions pertinent to this application by 13th October 2022 being 42 days from the date of this letter. The Commission will not determine the application until the expiry of this time unless all responses have been received from referral agencies. If your response cannot be provided within that period, please provide an interim reply advising of the reasons for the delay and the date by which a completed response will be made or if you have no comments to offer.

Referral agencies are to use the Model Subdivision Conditions Schedule in providing a recommendation to the Commission. Non-standard conditions are discouraged, however, if a non-standard condition is recommended additional information will need to be provided to justify the condition. The condition will need to be assessed for consistency against the validity test for conditions. A copy of the Model Subdivision Conditions Schedule can be accessed: www.dplh.wa.gov.au

Send responses via email to referrals@dplh.wa.gov.au. **Always quote reference number "162764" when responding.**

This proposal has also been referred to the following organisations for their comments: *Western Power, Water Corporation, Public Transport Authority, Main Roads Wa, Dept Biodiversity, Conser & Attraction and LG Shire Of Yilgarn.*

Yours faithfully

A handwritten signature in black ink, appearing to read "Sam Fagan".

Ms Sam Fagan
Secretary
Western Australian Planning Commission

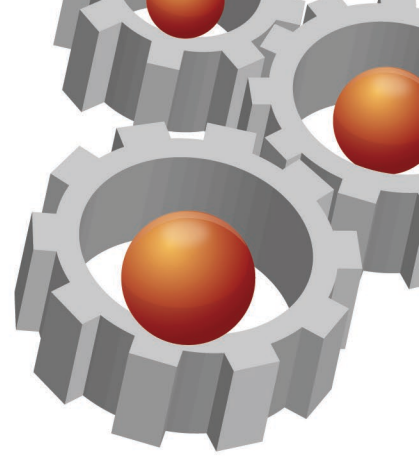
APPLICATION DETAILS

Application Type	Subdivision	Application No	162764
Applicant(s)	Dynamic Planning And Developments Pty Ltd		
Owner(s)	Timothy Della Bosca; Yilgarn Iron Pty Ltd		
Locality	Lot No 1416 Great Eastern Highway Bodallin		
Lot No(s).	1416	Purpose	Rural,Other
Location		Local Gov. Zoning	Railways,Rural/Mining,Public Purposes - Conservation Of Flora And Fauna,Public Purposes
Volume/Folio No.	1443/629	Local Government	Shire Of Yilgarn
Plan/Diagram No.	209061	Tax Sheet	
Centroid Coordinates	mE mN		
Other Factors	BUSHFIRE PRONE AREA, MRWA - STATE ROAD EXTERNAL REFERRAL, THREATENED ECOLOGICAL COMMUNITY BUFFER, REMNANT VEGETATION (NLWRA), PTA RAILWAY, UNALLOCATED CROWN LAND, DPW ESTATE		



DEPARTMENT OF PLANNING, LANDS AND HERITAGE	
DATE 31-Aug-2022	FILE 162764

DYNAMIC PLANNING
AND DEVELOPMENTS



Our Ref: 1517

10 August 2022

The Secretary
Western Australian Planning Commission
Locked Bag 2506
PERTH WA 6001

Dear Sir / Madam,

LOT 1416 GREAT EASTERN HIGHWAY, BODALLIN
FORM 1A APPLICATION FOR APPROVAL OF FREEHOLD SUBDIVISION

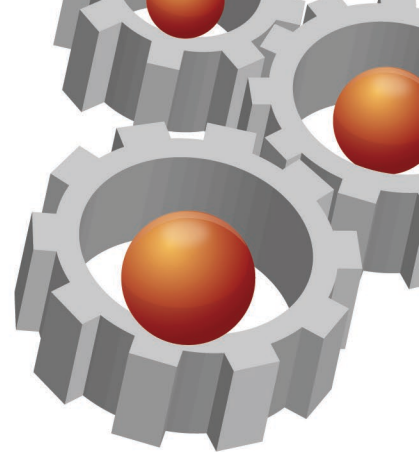
Dynamic Planning and Developments Pty Ltd (DPD) act on behalf of the registered proprietors of Lot 1416 Great Eastern Highway, Bodallin (herein referred to as the 'subject site'), being Yilgarn Iron Pty Ltd (subsidiary of Mineral Resources Limited). The purpose of this application is to seek conditional approval from the Western Australian Planning Commission (WAPC) for a proposed Freehold (Green Title) subdivision of the subject site.

For submission purposes, we provide the following information as part of this submission:

- This detailed submission providing the details of the proposed subdivision of the subject site.
- Copy of the applicable Certificate of Title pertaining the subject site (**Attachment 1**);
- Detailed plan of subdivision (**Attachment 2**);
- Flora and Fauna Report from Phoenix Environmental Sciences (**Attachment 3**); and
- A fully executed WAPC Form 1A pertaining to the application.

It is noted that payment of the requisite application fee being \$3,624.00 in this instance will be satisfied via the WAPC elodgement portal.

The sections below will explain the details of the proposal further.



SITE DETAILS

Legal Description

Lot 1416 Great Eastern Highway, Bodallin is legally described as “Lot 1416 on Deposited Plan P209061” and is wholly contained on Volume 1443; Folio 629.

Lot 1416 has a total area of 1315.39ha, however the parent lot has been serified into three (3) separate parcels of land by way of roads and the railway intersecting the site. The three separate land parcels making up the subject site are 608.462ha, 206.491ha, and 500.439ha in area, respectively.

A copy of the Certificate of Title of the subject site is contained in **Attachment 1**.

Regional and Local Context

The subject site is located within the municipality of the Shire of Yilgarn and is situated near the locality of Bodallin. The subject site is afforded frontage to Great Eastern Highway, and is intersected by a Railway Reserve. A portion of the subject site is zoned as ‘Rural/Mining’ under the provisions of the Shire of Yilgarn Local Planning Scheme No 2 (LPS 2). The remainder of the site is located within the Shire of Westonia, which does not have a Local Planning Scheme and as such is not zoned.

More broadly, the subject site is located approximately 45km east-northeast of Merredin, consists of a large section of remnant bushland as well as a portion of cleared area being used for agricultural purposes, and is intersected by a rail reserve and an unsealed road. The subject site is surrounded by three (3) unnamed conservation reserves, and is within 1km of another reserve area to the south.

Figures 1 & 2 below depict the subject site within its regional context and local context, respectively.

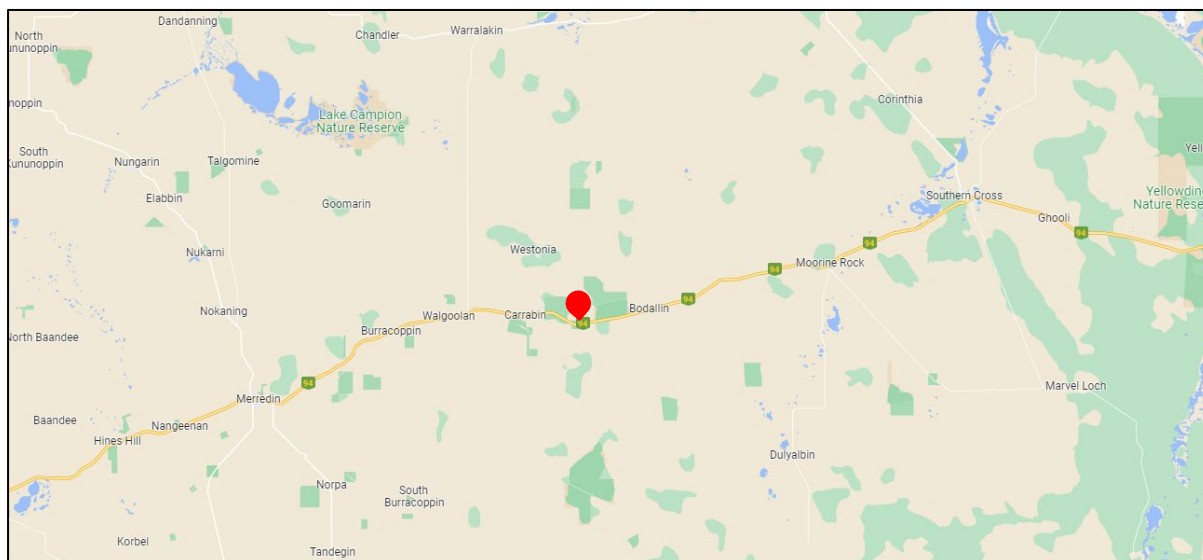


Figure 1 – Regional Context of Subject Site



DYNAMIC PLANNING
AND DEVELOPMENTS

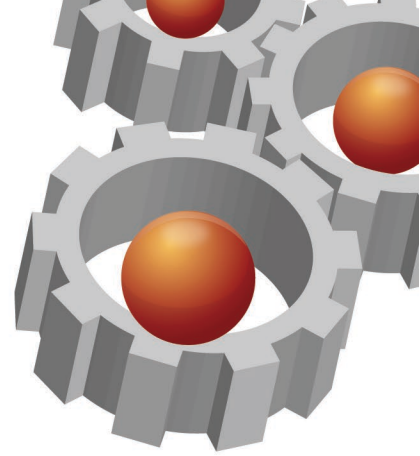
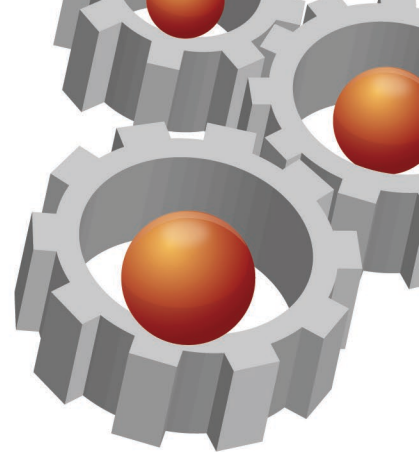


Figure 2 – Local Context of Subject Site



PROPOSAL: RURAL (GREEN TITLE) SUBDIVISION

This application seeks WAPC approval for the freehold (green title) subdivision of the subject site. Table 1 below provides a summary of the subdivision proposal.

	Proposed
Total Land Area (combined)	1,315.392ha
No. of Green Title Lots	1
No. of Conservation Lots	1
Minimum Lot Size	486.751ha
Maximum Lot Size	828.731ha

Table 1 – Subdivision Summary

The proposed subdivision looks to divide Lot 1416 into two (2) lots, one of which will be for the purpose of the conservation of biologically significant areas. This area was selected for reservation due to its high levels of well maintained vegetation areas (99.4% considered pristine in the report completed by Phoenix Environmental Sciences (Phoenix) in June 2021, per **Attachment 3**), as well as the presence of Threatened and Priority Ecological Communities (TECs and PECs). The report completed by Phoenix showed evidence of multiple priority species for both flora and fauna, and highlighted the area as an excellent example of an under-represented vulnerable bioregion that is poorly represented in the reserve system.

The 486.751ha lot, situated in the middle of Lot 1416, is proposed to be a Freehold lot remaining under the Rural/Mining zoning, as this section of the subject site has primarily been cleared and used for agricultural purposes. With regard to the conservation lot, it is proposed that the 828.731ha area will become part of a greater reserve area consisting of itself, and the neighbouring Lots 543, 544, 545, 546, 547, 557, 558 and 559. In combination with the neighbouring lots, the management and access to the conservation area will be possible from Great Eastern Highway via Lot 543, via Lot 544, or via a combination of Lots 557, 558 and 559. In this regard, it is not proposed to provide an access easement from Great Eastern Highway directly to the proposed conservation lot.

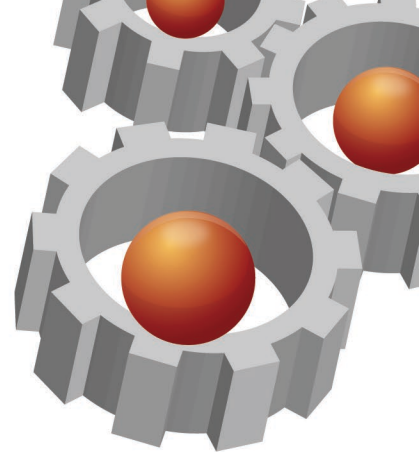
A copy of the proposed subdivision plan is contained as **Attachment 2**.

PLANNING CONSIDERATIONS

Shire of Yilgarn - Local Planning Scheme No. 2 (LPS2)

The subject site has a zoning of “Rural/Mining” under the Shire of Yilgarn Local Planning Scheme No 2 (LPS2). The LPS2 outlines the objectives of the “Rural/Mining” zone as the following:

The Rural/Mining Zone is to be used for agricultural, residential and public recreation uses. Extractive industry (mining) occurs widespread in the rural area of the Shire but, owing to its high impact, needs to be approved by Council after satisfactory advertisement.



The surrounding lots are classified as “Public Purpose” reserves.

As the proposal is to subdivide Lot 1416 into two (2) freehold lots for the purpose of reservation of environmentally significant areas, the proposed development will allow for the Council to offset some of the impact of the mining areas raised by LPS2. Given this context, the proposed subdivision is considered to be wholly appropriate.

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)

The subject site is classified as bushfire prone, with the entire area of the proposed conservation lot, and some of the proposed freehold lot, subject to SPP 3.7. As the proposed subdivision of the subject site is for conservation purposes, and does not include any habitable buildings and does not intensify development, there is no requirement to provide a BAL assessment or BMP as part of the subdivision.

WAPC Development Control Policy 3.4 - Subdivision of Rural Land (DCP 3.4)

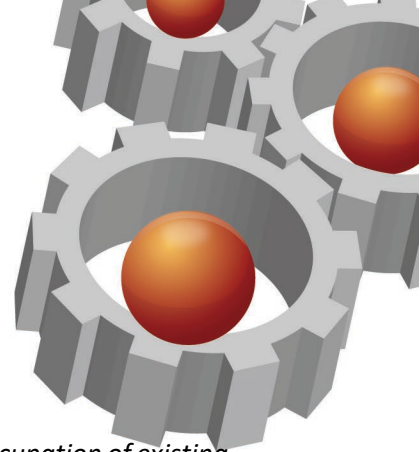
As an operational policy, DCP 3.4 aims to guide the subdivision of rural land to achieve the following objectives:

- a) *Support existing, expanded and future primary production through the protection of rural land, particularly priority agricultural land and land required for animal premises and/or the production of food;*
- b) *provide investment security for existing, expanded and future primary production, and promote economic growth and regional development on rural land for rural land uses;*
- c) *outside of the Perth and Peel planning regions, secure significant basic raw material resources and provide for their extraction;*
- d) *provide a planning framework that comprehensively considers rural land and land uses, and facilitates consistent and timely decision-making;*
- e) *avoid and minimise land use conflicts;*
- f) *promote sustainable settlement in, and adjacent to, existing urban areas; and*
- g) *protect and sustainably manage environmental, landscape and water resource assets.*

This proposal is entirely aligned with the objectives of DCP 3.4, as it aims to retain the existing rural land use and protect the environmental assets within the subject site.

Section 6 of DCP 3.4 outlines that rural subdivision may be considered under the following circumstances:

- a) *to realign lot boundaries with no increase in the number of lots, where the resultant lots will not adversely affect rural land uses;*
- b) *to protect and actively conserve places of cultural and natural heritage;*
- c) *to allow for the efficient provision of utilities and infrastructure and/or for access to natural resources;*

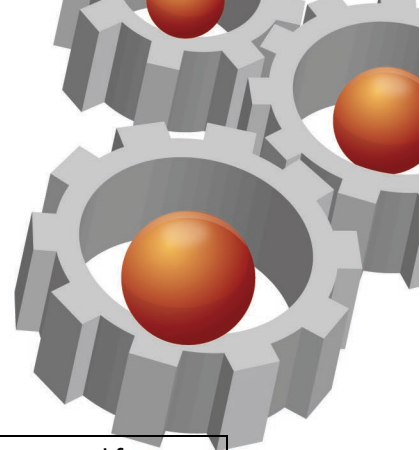


- d) *in the Homestead lot policy area (Appendix 2), to allow for the continued occupation of existing homesteads when they are no longer used as part of a farming operation; and*
- e) *for other unusual or unanticipated purposes which, in the opinion of the WAPC, do not conflict with this and other relevant policies and are necessary to the public interest.*

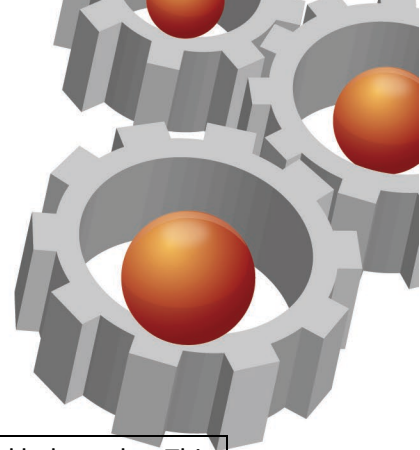
As this application proposes to create a conservation lot, the proposed subdivision achieves the objectives of clause *b* of section 6. The creation of the conservation lot will achieve environmental benefits by adding to the existing environmental reserve network in the area, as well as protect an area that is considered to have environmental value.

DCP 3.4 Section 6.5 provides elements that must be considered when proposing to create a Conservation lots. Per the first column of the below table, Section 6.5 states that “*Conservation lots may be created to conserve significant environmental features and remnant vegetation provided that:*

(a)	<i>the application includes advice from the Department of Parks and Wildlife, National Trust of Australia (WA), or another relevant agency, endorsing the suitability of the new lot for the intended purpose of retaining environmental values including:</i>	The findings from Phoenix Environmental Sciences (PES), who visited the subject site in 2020 and 2021, outline a variety of ecological communities that are of significance for environmental conservation, including Threatened Ecological Communities (TECs) and Priority Ecological Communities (PECs). Their report also highlighted that the site is of interest to the Department of Biodiversity and Attractions’ (DBCA).
i)	<i>the adequacy of the lot size proposed (if it is less than 40 hectares) to retain the conservation value in perpetuity; and</i>	N/A as the proposed lots are not less than 40ha.
ii)	<i>in-principle agreement to administer the necessary conservation covenant.</i>	Per section 5.3 of PES’s report, the subject site is a “property of interest” and “potentially meets all of the [required] criteria” (pg 51) per the DBCA’s strategic approach to acquiring land for conservation.
(b)	<i>generally at least 85 per cent of the area of the conservation lot has high environmental values or is covered by endemic or regenerated vegetation and/or wetland;</i>	The majority of the proposed conservation lot is considered to have high environmental value due to the presence of TECs, PECs and generally vulnerable flora and fauna species within the area. A total of 16 significant species were recorded and identified within and around the subject site, including 2 PEC invertebrates, alongside a variety of Priority 1 to 3 fauna species and an area Eucalypt Woodland that is classified as a TEC. This is combined with an almost entirely pristine condition recorded across the site.
(c)	<i>the proposed conservation lot has an appropriate shape having regard</i>	The proposed conservation lot follows the boundaries of the existing areas of vegetation around the cleared



	<i>for the native vegetation, natural features, bush fire management, water resources, property management and existing or proposed structures;</i>	rural used land, and making use of the natural features to produce the two lots. With regards to the management of bushfire and water resources, there is no proposed structural development nor existing structures on the proposed freehold rural lot so no management plan is proposed at part of this application.
(d)	<i>a conservation covenant in perpetuity with the Department of Parks and Wildlife, the National Trust of Australia (WA), or an alternative authority acceptable to the WAPC, is registered on the certificate of title as a condition of subdivision for the proposed conservation lot and that the covenant includes provisions that:</i>	This condition can be cleared once the Conservation lot is approved for subdivision and a new Certificate Title is created for the covenant to be placed upon.
i)	<i>prohibit further clearing (other than for necessary land and fire management requirements);</i>	No clearing on the proposed conservation lot or rural land lot is included as a part of this subdivision application, or will be permitted in the conservation area once the conservation lot is created excluding what is necessary for land management requirements.
ii)	<i>clearly delineate a building envelope and/or building exclusion area which is also shown on the subdivision plan; and</i>	No buildings exist on the subject site or are proposed in this subdivision application.
iii)	<i>prohibit stocking outside any existing cleared area.</i>	No stocking is proposed within this subdivision application, or will be permitted within the conservation area once the conservation lot is created.
(e)	<i>bushfire risk can be managed in accordance with WAPC guidelines without resulting in loss of conservation values; and</i>	Bushfire risk will be managed in accordance with WAPC guidelines without resulting in a loss of conservation values as the proposed subdivision follows the existing vegetation boundary and no structures exist or are proposed in a bushfire hazard area.
(f)	<i>the balance lot is suitable for the continuation of the rural land use and retains where practical, native or regenerated vegetation as an integral part of sustainable primary production, provided that this does not result in the division of</i>	The proposed balance lot is suitable for the continuation of the rural land use as its edges follow the existing cleared area boundaries. The balance lot is proposed to retain areas of native and regenerated vegetation along the boundaries connected to the adjacent conservation lots (both existing and proposed) as well as along an existing fence line that



<p><i>significant endemic vegetation in order to include a portion of that vegetation within the agricultural lot.”</i></p>	<p>intersects the middle of the proposed balance lot. This retention of vegetation in the balance lot does not divide significant areas of endemic vegetation from the proposed conservation lot.</p>
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Given the above information it is considered this proposal is wholly compliant with the provisions of DCP 3.4 and, as such, warrants favourable consideration by the Commission.

CONCLUSION

Given the above information, the proposed subdivision of the subject site is considered appropriate and justified on the basis that:

- The proposed subdivision provides an opportunity protect an area of the “Rural/Mining” zone that has high environmental value through a conservation reserve under the Shire of Yilgarn Local Planning Scheme No. 2;
- The proposed subdivision is compliant with the requirements of State Planning Policy 3.7 – Planning in Bushfire Prone Areas;
- The proposed rural subdivision is compliant with the provisions of the Western Australian Planning Commission Development Control Policy 3.4 Subdivision of Rural Land; and

Should you have any queries or require any clarification in regard to the matters raised, please do not hesitate to contact the undersigned, or Mr Neil Teo, on 9275-4433.

Yours Sincerely,



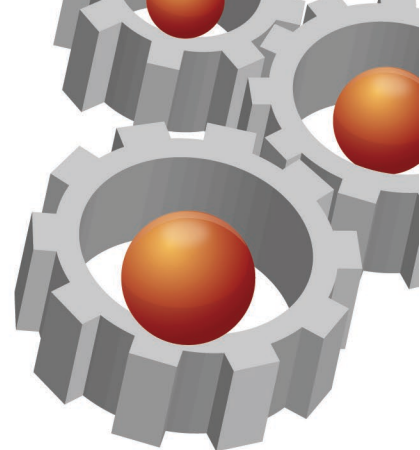
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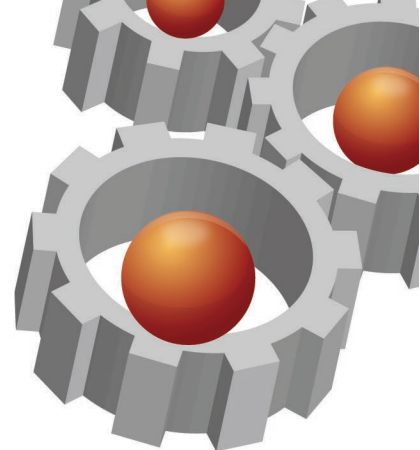
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DYNAMIC PLANNING
AND DEVELOPMENTS



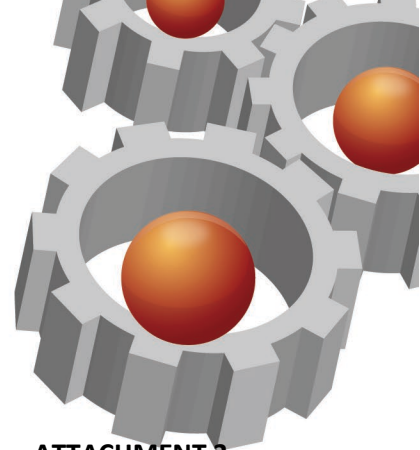
ATTACHMENT 1
Certificate of Title



ATTACHMENT 2
Proposed Plan of Subdivision



DYNAMIC PLANNING
AND DEVELOPMENTS



ATTACHMENT 3
Flora and Fauna Assessment



PHOENIX

ENVIRONMENTAL SCIENCES

Flora and Fauna Assessment of Lot 1416 for the Parker Range Project

Prepared for Mineral Resources Ltd

June 2021

Final Report



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Version history

Author/s	Reviewer	Version	Version number	Date submitted	Submitted to
S.Pynt, A.Perkins	J.Clark	Draft for client comments	0.1	19-May-20	Neil Smith
S. Pynt, K. Crews	N. Smith	Final to client	1.0	1 Feb 21	Neil Smith
J. Scanlon, A. Perkins	K. Crews	Draft. Updated report following 2 nd field trip	1.1	9 Jun 21	Neil Smith
J. Scanlon, A. Perkins	D. Leach	Final to client	2.0	21 Jun 21	Neil Smith

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Project codes: 1313-PR-MRL-BOT, 1314-PR-MRL-VER, 1402-PR-MRL-BOT, 1403-PR-MRL-VER

EXECUTIVE SUMMARY

Mineral Resources Ltd (MRL) is required, in accordance with Condition 10 of Ministerial Statement (MS) 892 to set up the Parker Range Conservation Trust and acquire land suitable for rehabilitation to offset the residual impacts to conservation significant fauna and flora from the Parker Range Iron Ore Project (PRIOP) and proposed private haul road (the Proposal). MRL has identified Lot 1416 as a potential offset site for the Proposal.

Lot 1416 is located approximately 45 km east north-east of Merredin in the Shire of Yilgarn, Western Australia in the South-west botanical province, enclosing approximately 862.1 ha of mostly undisturbed remnant native vegetation. Lot 1416 abuts three unnamed nature reserves and another is approximately 1 km due south; all of these in addition to the Lot itself comprised the study area for the offset site investigations.

MRL engaged Phoenix Environmental Sciences (Phoenix) in March 2020 to conduct a high-level assessment of the conservation values present within the study area, including:

- high-level vegetation structure (National Vegetation Information System (NVIS) Level 2) mapping
- general location, extent and condition of potentially significant vegetation and flora
- general location, extent and condition of potential habitat for significant fauna.

Lot 1416 was visited in Autumn, from 11 – 13 March 2020. A second survey of the larger study area was undertaken on 27-31 March 2021. Field methods for the flora and vegetation survey included relevé surveys, targeted searches for significant flora, Declared Pests and Weeds of National Significance (WoNS) and assessment of the presence of Threatened and Priority Ecological Communities (TECs and PECs). Field methods for the fauna component of the survey included habitat assessments for Malleefowl (*Leipoa ocellata*) and Chuditch (*Dasyurus geoffroyi*), and active diurnal searches for signs of significant fauna.

Database searches identified 589 plant taxa recorded within a 20 km radius of the study area representing 73 families and 230 genera; of these 36 were introduced plant taxa. A total of 37 relevés were sampled for flora, with 125 vascular plant taxa recorded, representing 34 families and 71 genera. The most diverse genera were *Eucalyptus*, *Acacia* and *Melaleuca*. No Declared Pests and WoNS were recorded.

Four Priority (P) species were recorded during the surveys: *Hydrocotyle corynophora* (P1), *Eutaxia lasiocalyx* (P2), *Notisia intonsa* (P3) and *Acacia crenulata* (P3), with records of significant flora from both Lot 1416 and the adjacent reserves. None of the significant flora are known from the PRIOP mine or proposed haul road. Based on a likelihood of occurrence assessment, Lot 1416 has the potential to support a high number of significant flora species, including several taxa of relevance to PRIOP and the proposed haul road.

According to regional scale mapping, the vegetation associations present in Lot 1416 have been heavily cleared, holding the status of Vulnerable at the bioregional and subregional scale, and are poorly represented in the reserve system. Seven broadly defined vegetation types were mapped in the study area from the field survey, representing a mix of *Eucalyptus* woodlands over *Melaleuca*, *Allocasuarina*, *Acacia* and *Santalum* shrublands.

Presence of the Eucalypt Woodland of the Western Australian Wheatbelt TEC was identified at 15 sites in the study area, with one site occurring in Lot 1416. The sites assessed as TEC broadly aligned with the Department of Biodiversity, Conservation and Attractions (DBCA's) mapping for this community.

Two significant fauna species of relevance to PRIOP, Malleefowl *Leipoa ocellata* (Threatened) and Chuditch *Dasyurus geoffroyi* (also Threatened) were recorded in the surveys. The majority of sites

assessed (55 of 66) had attributes of suitable breeding and foraging habitat for Malleefowl. A single old, degraded Malleefowl mound was located in the south of Lot 1416 and a track of this species was observed in the western reserve. This demonstrates that breeding has previously occurred in the study area and at least one adult is currently resident.

Chuditch was recorded from scats at two locations in the north of Lot 1416, and at two other locations in the eastern and western reserves, indicating the study area is used at least for dispersal by the species. Potential refuge and denning sites were also identified. The scats might be up to several years old and do not demonstrate that any individuals currently occur in the study area, but the mere presence of Chuditch (whether breeding, foraging, or traversing the area between other habitat patches) is sufficient to meet criteria for habitat critical to its survival and maintenance.

The eucalypt woodland present in the study area was identified as suitable for nesting by Western Rosella *Platycercus icterotis xanthogenys* (Priority 4); this species is also of relevance to PRIOP.

Lot 1416 connects the three adjacent conservation reserves, providing both a linkage between these and collectively (with the reserves) representing a large intact remnant within a heavily cleared landscape. Local fauna populations within the adjacent reserves are likely to be dependent on the fauna habitat and connectivity provided by Lot 1416. It also potentially has important value as a linkage between other reserves and remnants.

Four introduced mammals were recorded from numerous records, indicating they are active within the study area; three of these are predator species (cat, fox and dog) that present a threat to native fauna, including Malleefowl and Chuditch.

Based on the findings of this study, Lot 1416 presents a suitable site to offset the significant residual impacts of the proposed haul road (the Proposal) and contains values relevant to the PRIOP. Lot 1416 has potentially overlapping values to those that will be impacted by the proposed haul road and appears suitable for inclusion into the conservation estate in accordance with DBCA's strategic criteria, including:

- one confirmed significant flora species present and likely to contain several others
- provides habitat for significant fauna, including Threatened species
- contains vegetation communities that are not well represented in the conservation reserve system
- will contribute to better management outcomes for existing conservation reserves.

The value of the site to Malleefowl and Chuditch could be improved by management measures, including introduced predator control and installation of predator proof fences.

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1 INTRODUCTION

1.1 OVERVIEW AND SCOPE

The Parker Range Iron Ore Project (the Project; PRIOP) was acquired by Mineral Resources Limited (MRL) (through Polaris Metals Pty Ltd (Polaris), a 100% owned Subsidiary of MRL) from Cazaly Iron Pty Ltd (Cazaly) in August 2019. The PRIOP is located approximately 15 km southeast of Marvel Loch, within the Yilgarn Shire, in the Eastern Wheatbelt Region of Western Australia. PRIOP is approved under the *Environmental Protection Act 1986* (EP Act) via Ministerial Statement (MS) 892 (Minister for Environment; Water 2012).

In order to support the continued growth and optimisation of MRL's Yilgarn Operations, the PRIOP is now proposed to be developed as a satellite operation to the Yilgarn Iron Pty Ltd Koolyanobbing Project (Koolyanobbing Operations). MRL propose to develop a new private haul road (the Proposal) to link the Parker Range mining operation with the Koolyanobbing Operations for the processing of hematite iron ore and export to international markets.

The Proposal was determined to have significant residual impacts to breeding and foraging habitat of Chuditch (*Dasyurus geoffroyi*) and Malleefowl (*Leipoa ocellata*) and the potential to impact on individuals as a result of clearing and traffic interactions. Consequently, MRL is proposing the application of an offset for fauna habitat and incidental mortality.

Mineral Resources Ltd (MRL) is required, in accordance with Condition 10 of Ministerial Statement (MS) 892 to set up the Parker Range Conservation Trust and acquire land suitable for rehabilitation to offset the residual impacts to conservation significant fauna and flora of the PRIOP and proposed private haul road (the Proposal).

Lot 1416 has been identified by MRL as a potential offset site for the Proposal. MRL engaged Phoenix Environmental Sciences (Phoenix) in March 2020 to conduct a high-level assessment of the conservation values present within the Lot including:

- high-level vegetation structure (NVIS Level 2) mapping
- general location, extent and condition of potentially significant vegetation and flora, including an assessment for presence of the Eucalypt Woodland of the Western Australian Wheatbelt Threatened Ecological Community (TEC)
- general location, extent and condition of potential habitat for significant fauna including Malleefowl (*Leipoa ocellata*), Western Rosella (inland) (*Platycercus icterotis xanthogenys*) and Chuditch (*Dasyurus geoffroyi*).

Based on the findings of the reconnaissance survey, an additional site survey was conducted to further investigate the values of Lot 1416 and the adjacent conservation reserves to assess the site's suitability as an offset for the Proposal. The scope of the additional survey was as follows:

- undertake DBCA Threatened and Priority flora, fauna and ecological communities database searches to determine if there are any records of Malleefowl, Chuditch, *Baeckea grandibracteata* subsp. Parker Range and/or *Acacia concolorans* in the study area or vicinity – these were not undertaken for the previous survey due to time constraints.
- review desktop records for Chuditch and Malleefowl to determine if recent records exist within or in the vicinity of the study area. Consider desktop records in relation to the study area, e.g. within the study area, in nearby vegetation remnants, in conjunction with field survey records, to define likely usage value of the study area to each species.

- conduct a targeted survey for Chuditch and Malleefowl in the study area to determine presence and utilisation by these species.
- undertake a detailed habitat assessment for Chuditch and Malleefowl in the study area to determine level of species habitat suitability (Chuditch – level of hollow fallen logs and prey species present; Malleefowl – level of sandy substrate with leaf litter and foraging resources present). This will build on the existing habitat assessments conducted for Lot 1416.
- complete broadscale vegetation and habitat type mapping in the adjacent reserves, and condition mapping throughout the study area, extending the existing mapping for Lot 1416.
- conduct opportunistic searches for significant flora *Baeckea grandibracteata* subsp. Parker Range and *Acacia concolorans*.

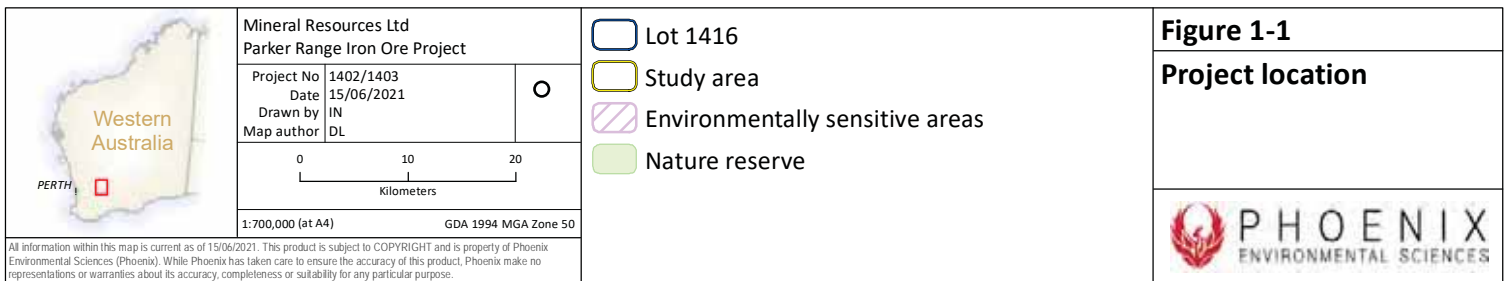
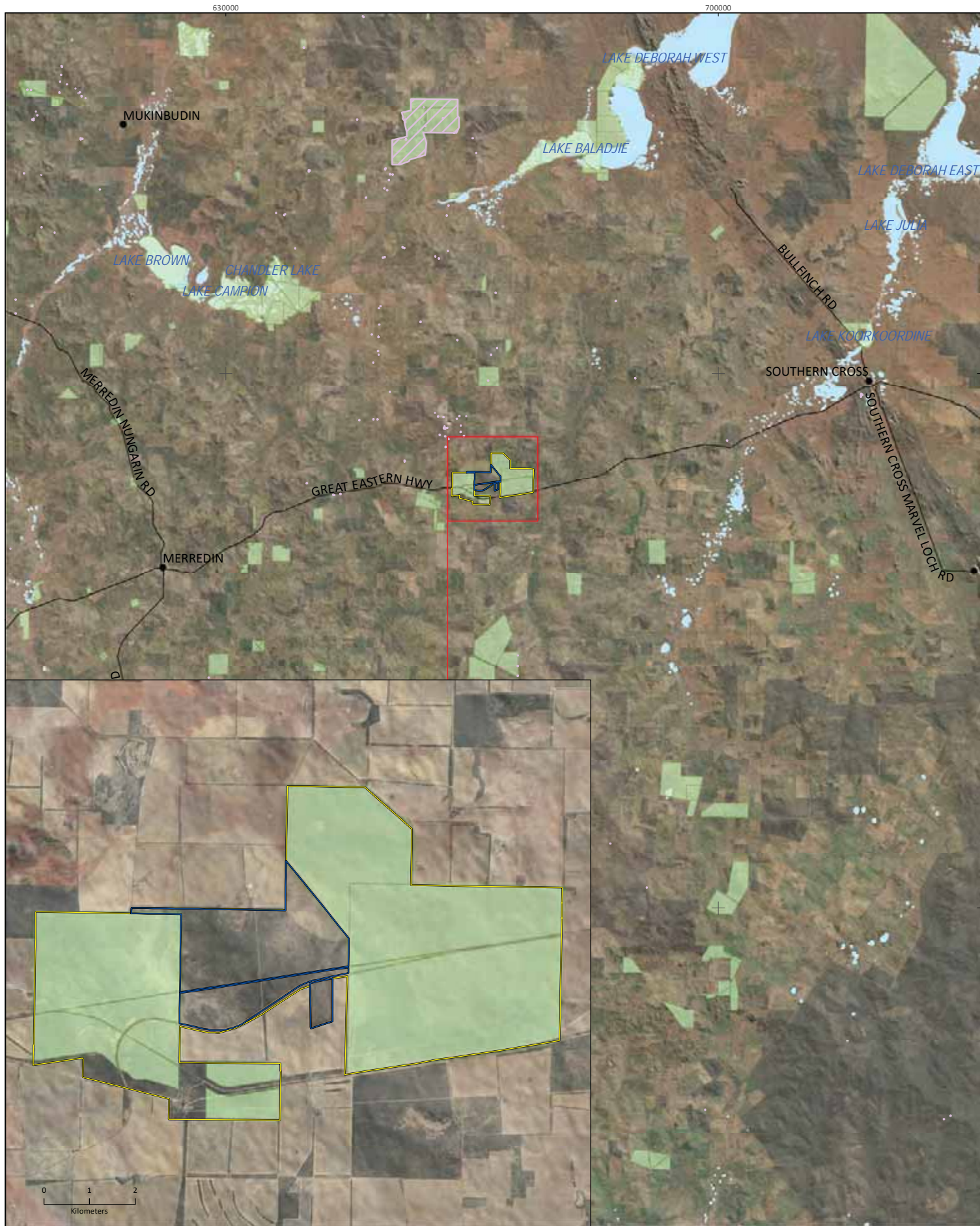
This report also provides brief comment on the overlap of biological values between Lot 1416 and those identified in the Public Environmental Review for the PRIOP mine area (Cazaly Resources Limited 2010) and more recently for the Proposal (proposed PRIOP haul road) (Mineral Resources Ltd 2021; Phoenix 2021). Reference to potential impacts on significant flora is based on the impact assessment in Mineral Resources Ltd (2021).

1.2 LOCATION AND STUDY AREA

Lot 1416 is located approximately 45 km east north-east of Merredin in the Shire of Yilgarn, WA in the South-west botanical province (Figure 1-1). It is approximately 75 km west of the Proposal and PRIOP.

The initial survey was conducted within Lot 1416 is approximately 862.1 ha of (mostly) undisturbed remnant native vegetation (Figure 1-2).

The wider study area for the second survey encompassed Lot 1416 and four adjacent reserves: R16000, R18583, R18584 and R28562 (Figure 1-2), totalling 4,699.6 ha.



2 METHODS

The survey was conducted in accordance with relevant survey guidelines and guidance, including:

- EPA Technical Guidance: Flora and vegetation surveys for Environmental Impact Assessment (EPA 2016a)
- EPA Technical Guidance: Terrestrial fauna surveys (EPA 2016c)
- EPA Technical Guidance: Sampling methods for terrestrial vertebrate fauna (EPA 2016b).

2.1 DESKTOP ASSESSMENT

A review of background environmental information for the study area was undertaken prior to the survey, including climate (Bureau of Meteorology (BoM), biogeography (IBRA 7) (DoEE 2016), soils (Stewart *et al.* 2008) and pre-European vegetation (Shepherd *et al.* 2002).

A search of several biological databases was undertaken using a 20 km search radius from the centre of area Lot 1416 to identify potential significant flora, fauna and ecological community values of the study area (Table 2-1).

To enable comparison of Lot 1416 with the PRIOP area, significant flora and fauna relevant to PRIOP were extracted from several documents:

- Cazaly Resources Limited (2010) – Parker Range Iron Ore Project - Mt Caudan Deposit, Environmental Impact Assessment (Public Environmental Review), for significant fauna of relevance to the mine
- Phoenix (2021) – Baseline flora, vegetation and fauna surveys for the Parker Range Haul Road Project, for significant fauna of relevance to the haul road
- Mineral Resources Ltd (2021) – for current list of significant flora that will be impacted by the mine and/or haul road.

Table 2-1 Database searches conducted for the desktop review

Database	Target group/s	Search extent	Timing of search
Protected Matters Search Tool (DoEE 2020)	Environment Protection and Biodiversity Conservation (EPBC) Act Threatened flora, fauna and ecological communities	Lot 1416 plus a 20 km buffer	Prior to initial survey in March 2020
DBCA NatureMap Database (DBCA 2020c)	Flora and fauna records	Lot 1416 plus a 20 km buffer	
Phoenix' biological database (Phoenix 2020). May include other clients records and previous desktop review data.	Flora and fauna records	Lot 1416 plus a 20 km buffer	
DBCA Threatened and Priority Flora (TPFL and WAHerb) databases (DBCA 2021c)	Threatened and priority flora	Study area plus a 20 km buffer	Prior to second survey in March 2021

Database	Target group/s	Search extent	Timing of search
DBCA Threatened and Priority Fauna database (DBCA 2021b)	Threatened and priority fauna	Study area plus a 20 km buffer	
DBCA Threatened and Priority Ecological Communities database (DBCA 2021a)	Threatened and priority ecological communities	Study area plus a 20 km buffer	

2.2 FIELD WORK

2.2.1 Survey timing and personnel

The initial survey of Lot 1416 was undertaken in autumn 2020, from 11–13 March by zoologist Simon Pynt and botanist Dr Andrew Perkins. The second survey of the study area was undertaken on 27-31 March 2021 by zoologist John Scanlon and botanist Dr Perkins.

2.2.2 Flora and vegetation

Field methods for the flora and vegetation survey included:

- relevé surveys
- targeted searches for significant flora, Declared Pests and Weeds of National Significance (WoNS)
- assessment of the presence of Threatened and Priority Ecological Communities (TECs and PECs).

Prior to the commencement of each field survey, data including satellite imagery, survey boundary, and pre-selected vegetation relevés were loaded onto electronic field devices. The field surveys involved conducting relevé sampling and collecting opportunistic flora specimens. All of the survey sites and flora specimen data were recorded digitally.

The second survey focussed on relevé sampling in the adjacent reserves, with supplementary relevés in Lot 1416, mapping of vegetation in the adjacent reserves, assessment for TEC and PEC presence throughout the study area and searches significant flora of relevance to PRIOP.

2.2.2.1 Relevés

Relevé locations were selected to sample the major vegetation types in the study area. A total of 37 relevés were sampled, consisting of nine relevés within Lot 1416 and 28 relevés in the adjacent reserves (Figure 2-1; Appendix 1). Data recorded included:

- a geographic coordinate
- a list of the prominent flora species present
- description of vegetation – a broad description utilising the structural formation and height classes based on National Vegetation Information System (ESCAVI 2003) to level II (NVIS Technical Working Group 2017)
- habitat – a brief description of landform and habitat
- geology – a broad description of surface soil type and rock type

- disturbance history – a description of any observed disturbance including an estimate of time since last fire, weed invasions, soil disturbance, human activity and fauna activity
- vegetation condition – using the condition scale in EPA (2016a) for the South-west Botanical Province
- height and percentage foliage cover (PFC) – a visual estimate of cover of total vegetation cover, cover of shrubs and trees >2 m tall, cover of shrubs <2 m, total grass cover and total herb cover
- photograph – a colour photograph of the vegetation.

2.2.2.2 Targeted flora searches

Targeted searches were undertaken for significant flora (Threatened and Priority), Declared Pests and WoNS. Remnant vegetation was traversed by foot in meandering transects with the searches focussed on habitats considered likely to support significant flora, in addition to previously recorded locations of significant plants or populations in close proximity to the study area.

If a flora species was considered to potentially be a significant species (i.e. similar floristic characteristics and occurring within suitable habitat) the following information was collected:

- GPS coordinates, including population boundary where applicable
- description of the habitat and floristic community in which the potential significant species was located
- population size estimate (i.e. estimated number of individual plants) where applicable
- specimen collection for taxonomic identification and lodgement at the WA Herbarium
- photograph of live plant *in situ* and description of important details, such as flower colour, height of individual or average height of population.

2.2.2.3 Assessment of the presence of TEC/PEC

Assessment and mapping of the extent of the Eucalypt Woodlands of the Western Australian Wheatbelt TEC was undertaken using a key and customised data collection template derived from conservation advice for the TEC (Threatened Species Scientific Committee 2015).

Thirty-seven sites were sampled for Eucalypt Woodland TEC assessments, nine within Lot 1416 and 28 in the adjacent reserves (Figure 2-1). Relevés were conducted for each site, recording habitat description, vegetation condition, plant species and a representative photo was taken for each site (Appendix 1). TEC assessments were conducted at each relevé where the vegetation present was evaluated against the diagnostic criteria for the TEC (refer to Appendix 3). The data was captured electronically in the field using Phoenix's customised data collection template (Mobile Data Studio) for the TEC.

In determining the presence of the TEC, features of the remnant woodland patch including vegetation condition, patch size and the density of mature trees was considered. Suitable patches were foot-searched, and the number of mature trees counted to determine if density was sufficient for the patch to be considered representative of the TEC.

2.2.2.4 Vegetation condition

The condition of vegetation was mapped across the study area based on the vegetation condition rating system for the South-west botanical province, as defined by EPA (2016a) (Table 2-2).

Table 2-2 Vegetation condition rating scale (EPA 2016a)

Condition rating	Description
Pristine	Pristine or nearly so, no obvious signs of disturbance or damage caused by human activities since European settlement.
Excellent	Vegetation structure intact, disturbance affecting individual species and weeds are non-aggressive species. Damage to trees caused by fire, the presence of non-aggressive weeds and occasional vehicle tracks.
Very Good	Vegetation structure altered, obvious signs of disturbance. Disturbance to vegetation structure caused by repeated fires, the presence of some more aggressive weeds, dieback, logging and grazing.
Good	Vegetation structure significantly altered by very obvious signs of multiple disturbances. Retains basic vegetation structure or ability to regenerate it. Disturbance to vegetation structure caused by very frequent fires, the presence of very aggressive weeds, partial clearing, dieback and grazing.
Degraded	Basic vegetation structure severely impacted by disturbance. Scope for regeneration but not to a state approaching good condition without intensive management. Disturbance to vegetation structure caused by very frequent fires, the presence of very aggressive weeds at high density, partial clearing, dieback and grazing.
Completely Degraded	The structure of the vegetation is no longer intact and the area is completely or almost completely without native species. These areas are often described as 'parkland cleared' with the flora comprising weed or crop species with isolated native trees and shrubs.

2.2.2.5 Significant flora likelihood of occurrence assessment

The likelihood of occurrence in Lot 1416 was assessed for each significant flora species identified in the database searches. Each species was assigned to one of three ratings:

- recorded – species recorded within the study area by previous or current survey
- possible – study area within known range of species; potential habitat within the Lot 1416, records within 5 km of Lot 1416 and may not have been detectable during survey (e.g. survey conducted outside flowering period, annual plant survey conducted outside likely period of occurrence, small herbaceous plant in dense vegetation), or entire area of habitat not thoroughly searched
- unlikely – Lot 1416 outside known range of species and/or no suitable habitat present in Lot 1416 and/or suitable/potential habitat present but Lot 1416 considered adequately searched for the species.

Likelihood of occurrence was also assessed for all significant species that will be impacted by the PRIOP mine and/or haul road, as identified by Mineral Resources Ltd (2021) to evaluate the suitability of Lot 1416 as an offset site for PRIOP in relation to significant flora values.

2.3 TERRESTRIAL FAUNA

Field methods for the fauna component of the survey included:

- general fauna habitat assessments (see 2.3.1)
- targeted searches for signs of Malleefowl and Chuditch (2.3.2)
- Malleefowl habitat assessments (2.3.3)
- Chuditch habitat assessments (2.3.4)
- Arid Bronze Azure Butterfly habitat assessment (2.3.5).

2.3.1 Habitat assessment

Initial habitat characterisation was undertaken using various remote geographical tools, including aerial photography (Google Earth®), land system maps and topographic maps. Habitats with the potential to support significant terrestrial fauna species were identified based on known habitats of such species within the Avon Wheatbelt bioregion. Tentative sites were selected for the terrestrial fauna surveys to represent all habitat types. Final survey site selection was conducted after ground-truthing of site characteristics.

At the broadest scale, site selection considered aspect, topography and land systems. At the finer scale, consideration was given to proximity to water bodies (drainage lines and creek), vegetation complexes and condition and soil type. Sites were primarily chosen to represent the best example of distinct habitats within the broader habitat associations of the study area with a focus on species of conservation significance identified in the desktop review. Habitat descriptions and characteristics were recorded at 66 fauna sites (Appendix 5).

2.3.2 Active searches

Active searches were undertaken throughout the study area. Active searches primarily targeted significant fauna species from direct sightings and secondary evidence. Searches were undertaken in any observable microhabitats considered likely to support such species.

2.3.3 Malleefowl habitat assessment

Assessment of the suitability of Lot 1416 to support Malleefowl was undertaken using a set of habitat/environmental variables considered critical to Malleefowl in Western and Central Australia, as described in the National Recovery Plan (Benshemesh 2007). Sites were assessed with a numerical score as a basis for mapping areas of suitable habitat in the study area (Figure 2-2). The score used is an unweighted sum of binary values (0 = absent, 1 = present) for the following attributes:

1. sandy substrate (sand/sandy loam/sandy clay)
2. litter (leaf litter forming distinct patches under trees/shrubs or - rarely in this area - continuous blanket over soil)
3. canopy (tall shrubs or trees forming more or less continuous canopy, contributing to suitable ground microclimates and screen from aerial predators)
4. level (ground approximately level, tending to prevent disturbance of soil and litter by rainfall runoff)
5. mallee (presence of any mallee-form *Eucalyptus* sp.)

6. *Melaleuca* (presence of any *Melaleuca* sp.)
7. *mulga* s.l. (presence of any *Acacia* sp. of subgenus *Juliflorae*)
8. *Triodia* (presence of any *Triodia* sp.).

Scores of four or greater (meaning a site contained at least 50% of features that comprise critical Malleefowl habitat) were considered to represent potential Malleefowl habitat. Sites that attained a value of four or greater were applied to vegetation type polygons and the entire polygon (usually) assigned as potential Malleefowl habitat. Where two or more sites were assessed within a single polygon, the higher score was applied unless features of the lower-scored site(s) were more representative. Where no site occurred within a polygon, polygons were classified based on scores for similar vegetation nearby and inspection of relative vegetation density.

2.3.4 Chuditch habitat assessment

Chuditch use a range of habitats including forest, mallee shrublands, woodland and desert, requiring adequate numbers of suitable den and refuge sites (horizontal hollow logs or earth burrows) and sufficient prey biomass (large invertebrates, reptiles and small mammals) to survive (DEC 2012).

Because of their high individual mobility and naturally low population density, assessment of habitat suitability would ideally be based on abundance of den/refuge sites and prey over considerable extents of space and time, in contrast to scoring attributes of a single location as for Malleefowl. In practice, prey abundance was not assessed quantitatively, but site descriptions include notes on presence/abundance of horizontal hollow logs, and presence of rock outcrop and breakaways forming structurally complex habitat for both refuge and foraging.

2.3.5 Arid Bronze Azure Butterfly habitat assessment

The Arid Bronze Azure Butterfly ('ABAB', *Ogyris subterrestris petrina*, Lycaenidae, Critically Endangered) is known from a small number of localities in the Wheatbelt and Goldfields. Its larvae inhabit nests of an ant, *Camponotus* sp. nr *terebrans*, which is associated with smooth-barked eucalypts on sandy soil and has an extensive but patchy and poorly documented distribution in WA (DBCA 2020a, b). Adult butterflies are observable only during a brief and variable flight season in spring, so that survey focuses on detecting the host ant species; large colonies of the host ant are the only known habitat supporting breeding by ABAB.

Ant survey was not initially part of the scope but was conducted opportunistically during the second visit (March 2021). At each site with sandy soil, if any smooth-barked eucalypts were present the trees were inspected for an 'apron' of sand and nest refuse around the base of the tree. If present, a closer inspection was made to detect nest openings or galleries adjacent to the trunk, and (if these were present) the soil slightly disturbed to expose ants. The formulae for number and spacing of sampled trees (DBCA 2020b) were not applied.

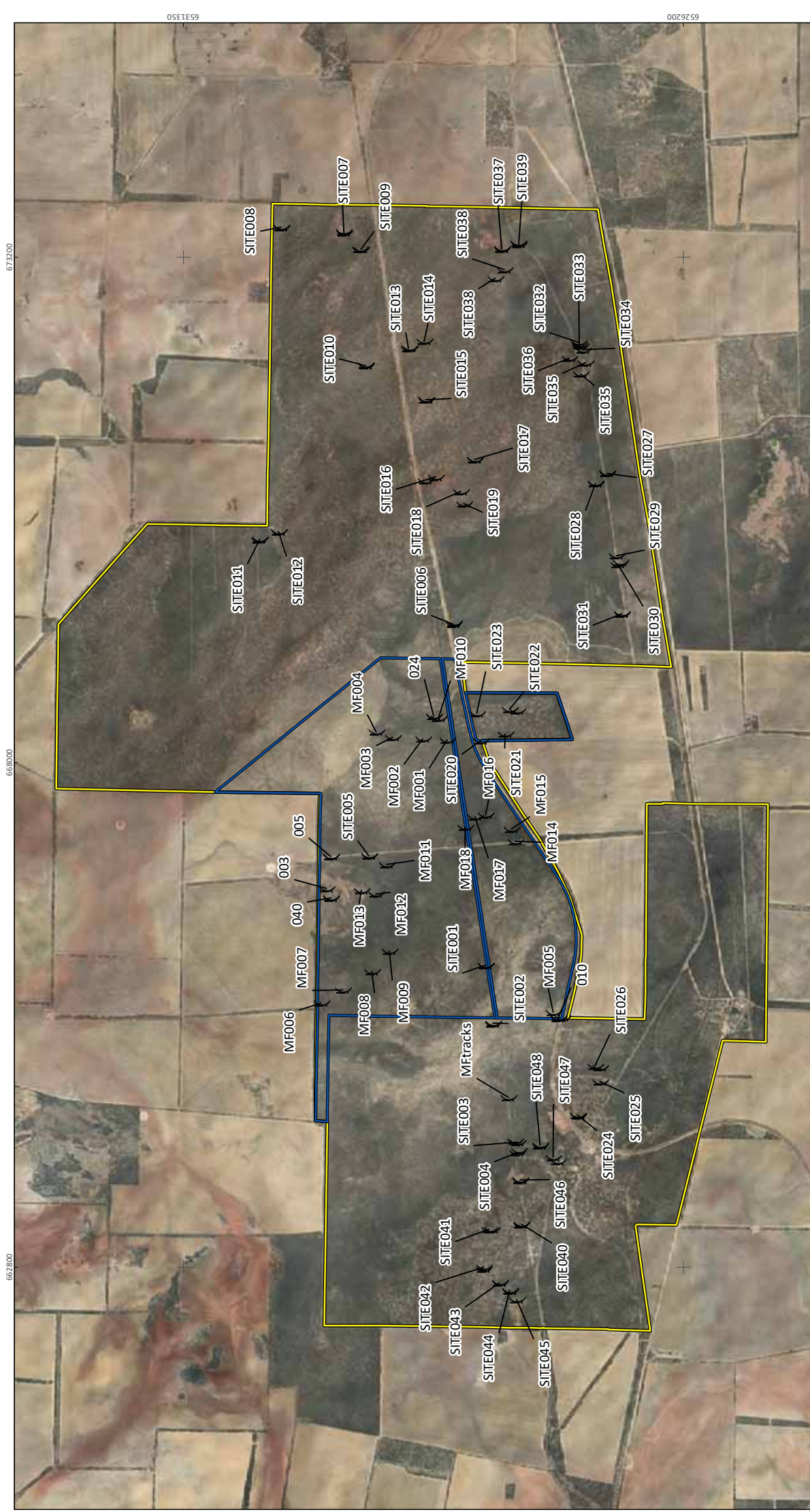
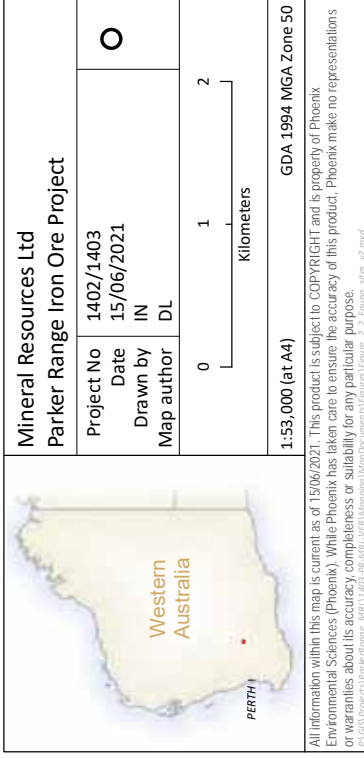
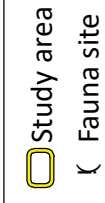


Figure 2-2

Fauna survey sites



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2.3.6 Significant fauna likelihood of occurrence assessment

Following the field survey, the likelihood of occurrence in Lot 1416 for each significant fauna species identified in the desktop review was assessed. Likelihood of occurrence in Lot 1416 was also assessed for any additional significant fauna species that were either recorded or considered to have potential to occur in the PRIOP mine area (Cazaly Resources Limited 2010) and/or Proposal area (Phoenix 2021). Species were assigned to one of four ratings:

- recorded – species recorded within the Lot 1416 by previous or current survey
- likely – Lot 1416 within current known range of species, suitable habitat within Lot 1416 and home range of species intersects Lot 1416 based on known records
- possible – Lot 1416 within current known range of species, suitable habitat within Lot 1416 and home range of species does not intersect Lot 1416 based on known records
- unlikely – Lot 1416 outside current known range of species or no suitable habitat present in Lot 1416.

2.4 PERSONNEL

The personnel involved in the surveys are listed in Table 2-3. All survey work was carried out under relevant licences issued by DBCA, as follows:

- Andrew Perkins flora collection permit – FB62000181
- Regulation 4 permit to conduct survey in DBCA managed land – CE006332.

Table 2-3 Survey personnel

Name	Qualifications	Role/s
Karen Crews	BSc Hons (Env. Biol.)	Project oversight and report review
Dr Andrew Perkins	PhD Botany	Field survey, taxonomy and reporting
Simon Pynt	BSc (Zoology)	Field survey and reporting
Dr John Scanlon	PhD (Zoology)	Field survey and reporting
Dr David Leach	PhD (Plant Biol.); BAppSc Hons (Cons. & Park Mgmt)	Vegetation analysis, mapping, report review
Dr. Ikrom Nishanbaev	PhD (GIS)	GIS

3 DESKTOP REVIEW RESULTS

3.1 CLIMATE

The study area is located in the Avon Wheatbelt bioregion (Beecham 2001) which is characterised as a region that experiences a dry Mediterranean climate with temperate, wet winters and warm dry summers. Most of the winter rainfall is derived from frontal systems originating in the south-west. The nearest BoM weather station with comprehensive data collection and recent historic climate data is Merredin (no. 010092) located 45 km east north-east from the study area (BoM 2020).

Daily mean temperatures at Merredin in the seven months preceding the initial survey were above average (Figure 3-1). Records from Merredin (BoM 2020) show well above average rainfall in the month preceding the initial survey but well below average falls for the three months prior (Figure 3-1).

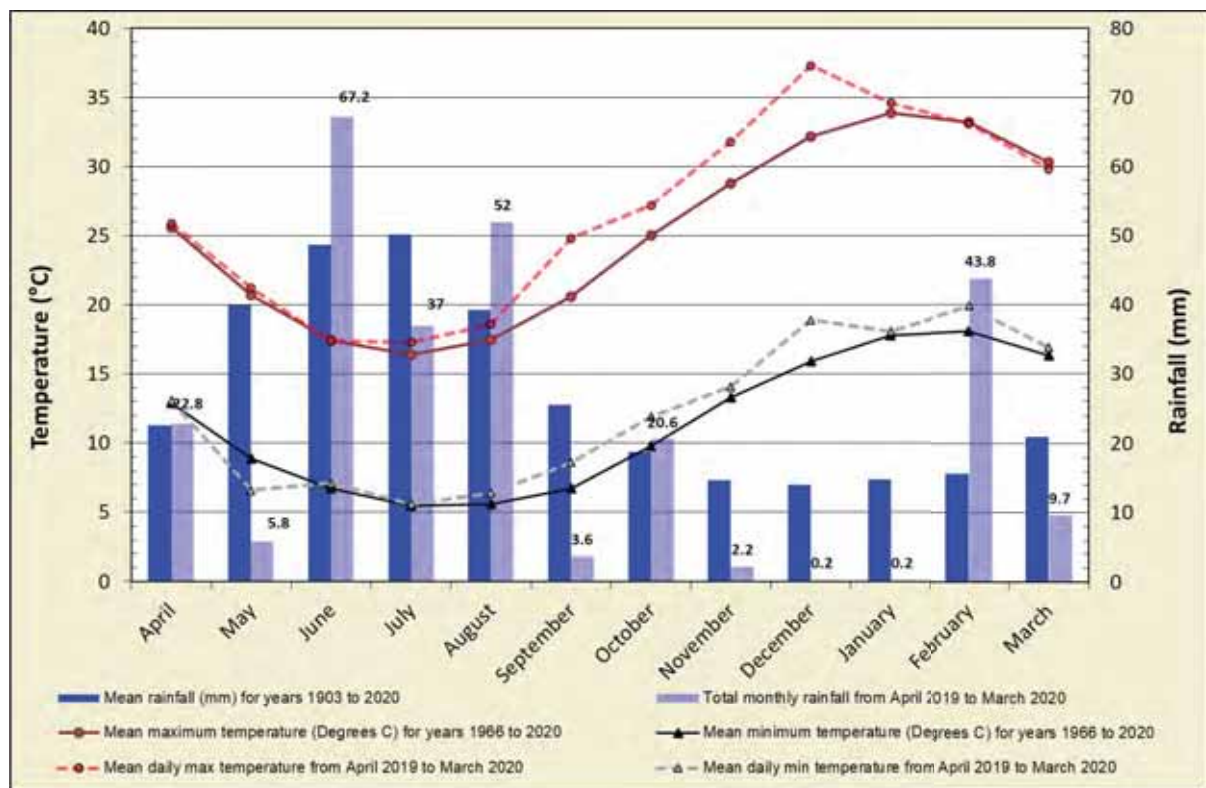


Figure 3-1 Annual climate and weather data for Merredin (no. 010092) and mean monthly data for the 12 months preceding the initial survey (BoM 2020)

3.2 INTERIM BIOGEOGRAPHIC REGIONALISATION FOR AUSTRALIA

The Interim Biogeographic Regionalisation of Australia (IBRA) classifies Australia's landscapes into large 'bioregions' and 'subregions' based on climate, geology, landform, native vegetation and species information (DoEE 2016). The study area is located in the Merredin subregion (AVW01) of the Avon Wheatbelt bioregion. Land use in the subregion is dominated by a mixture of dryland agriculture and grazing. Undulating plain and disconnected drainage of salt lakes dissect a Tertiary plateau in Yilgarn Craton (Beecham 2001). Lateritic uplands are dominated by yellow sandplain and are vegetated with Proteaceous scrub heaths. Quaternary alluvials and eluvials contain mixed eucalypt, *Allocasuarina huegeliana* and Jam-York Gum woodlands (Beecham 2001).

3.3 GEOLOGY, LAND SYSTEMS AND SOILS

The study area is located in the Yilgarn Craton and its geology is dominated by Archaean sedimentary rocks and granulite-facies metamorphics. Lot 1416 intersects two land systems (Table 3-1, Figure 3-2). According to the Surface Geology of Australia 1:1,000,000 scale, Western Australia database (Stewart *et al.* 2008), Lot 1416 and the adjacent reserves intersect seven geological formations (Table 3-2; Figure 3-2).

Table 3-1 Land systems and extent in study area

Land system	Description	Whole study area		Lot 1416		Adjacent reserves	
		ha	%	ha	%	ha	%
Tandegin	Sandplain dominated interfluvies with weakly indurated lateritised crests and upper slopes and long colluvial yellow sandplain upper to lower slopes. Unlateritised surfaces dominated by sodic and alkaline duplex soils.	4,499.4	95.7	857.1	99.4	3,642.2	94.9
Baladjie	Valley floors and lower slopes, in the northern Zone of Ancient Drainage, with calcareous loamy earth and alkaline red loamy duplex (mostly shallow). Woodland.	200.3	4.3	4.9	0.6	195.4	5.1

Table 3-2 Surface geology of the study area, extent by deposit type

Surface geology	Abbrev	Description	Whole study area		Lot 1416		Adjacent reserves	
			ha	%	ha	%	ha	%
Colluvium 38491	Qrc	Colluvium, sheetwash, talus; gravel piedmonts and aprons over and around bedrock; clay-silt-sand with sheet and nodular kankar; alluvial and aeolian sand-silt-gravel in depressions and broad valleys in Canning Basin; local calcrete, reworked laterite	275.0	5.9	0.0	0.0	275.0	7.2
Felsic intrusives 74292	Ag	Undifferentiated felsic intrusive rocks, including monzogranite, granodiorite, granite, tonalite, quartz monzonite, syenogranite, diorite, monzodiorite, pegmatite. Locally metamorphosed, foliated, gneissic. Local abundant mafic and ultramafic inclusions	88.4	1.9	87.4	10.1	0.9	0.0
Ferruginous duricrust 38498	Czl	Pisolitic, nodular or vuggy ferruginous laterite; some lateritic soils; ferricrete; magnesite; ferruginous and siliceous duricrusts and reworked products, calcrete, kaolinised rock, gossan; residual ferruginous saprolite	2729.6	58.1	453.6	52.6	2276.0	59.3
Gneiss, granulite, migmatite 74310	An	Banded granitic gneiss (monzogranitic to granodioritic), quartzofeldspathic gneiss with mafic bands, migmatite, granofels, mafic and felsic granulites, hypersthene-plagioclase-quartz granulite; schist, pelitic or mafic granofels	770.0	16.4	0.0	0.0	770.0	20.1
Mafic extrusive rocks 74255	Aby	Metabasalt, high-Mg basalt, tholeiitic basalt, carbonated basalt, agglomerate, mafic schist, dolerite, amphibolite; porphyritic basalt and dolerite; komatiitic basalt; mafic pyroclastics; minor mafic schist with granite intercalations	7.3	0.2	0.0	0.0	7.3	0.2
Metamorphic clastic sedimentary rocks 74437	Ayy	Metasandstone, metashale, metasilstone, metaconglomerate and meta-volcaniclastics, pelitic schists, phyllite, fuchsite quartzite with clasts quartzite and felsic volcanic rock; quartzite; pelitic and psammitic gneiss	297.2	6.3	0.0	0.0	297.2	7.7
Sand plain 38499	Czs	Sand or gravel plains; quartz sand sheets commonly with ferruginous pisoliths or pebbles, minor clay; local calcrete, laterite, silcrete, silt, clay, alluvium, colluvium, aeolian sand	532.1	11.3	321.0	37.2	211.1	5.5



Mineral Resources Ltd
Parker Range Iron Ore Project

Project No1402/1403

Date15/06/2021

Drawn byIN

Map authorDL

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Kilometers

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GDA 1994 MGA Zone 50

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PH033 Project 1402/1403 Parker Range Iron Ore Project

Lot 1416

Study area

Land system

Baladjie System

Tandegin System

Surface geology

Aby

Aey

Ag

An

AYY

Czl

Czs

Qa

Qrc

Figure 3-2

Land systems and surface geology in the study area

3.4 CONSERVATION RESERVES AND NATIONALLY IMPORTANT WETLANDS

Lot 1416 abuts three unnamed nature reserves immediately west (Unnamed WA18583), northeast (Unnamed WA18584) and east (Unnamed WA16000), and another (Unnamed WA28562) is approximately 1 km due south; all are part of the current study area (Figure 1-2). The Merredin subregion (AVW01) has 5.75% of its area in some form of conservation reserve (i.e. 5(1)(g) Reserve, 5(1)(h) Reserve, Conservation Covenant, Conservation Park, Conservation Reserve, Indigenous Protected Area, Nature Reserve, NRS Addition - Gazettal in Progress, Private Nature Reserve).

3.5 FLORA AND VEGETATION

3.5.1 Floristic diversity

The NatureMap (DBCA 2020c) database search identified 589 plant taxa recorded within a 20 km radius of Lot 1416 representing 73 families and 230 genera and comprised of 36 introduced flora and 553 native flora. The most prominent families were the Myrtaceae (96 taxa), Fabaceae (78 taxa), Asteraceae (55 taxa), Proteaceae (40 taxa), Poaceae (27 taxa), Orchidaceae (23 taxa) and Goodeniaceae (22 taxa). The most diverse genera were *Acacia* (45 taxa), *Eucalyptus* (39 taxa), *Grevillea* (20 taxa), *Melaleuca* (17 taxa) and *Eremophila* (13 taxa).

3.5.2 Significant flora species

The desktop review identified 32 significant flora recorded within a 20 km radius of Lot 1416 (Table 3-3) comprised of 12 Threatened taxa, three Priority 1 taxa, two Priority 2 taxa, 12 Priority 3 taxa and three Priority 4 taxa.

Four significant flora species returned in the database search are of direct relevance as they have either been recorded within proposed clearing areas for the PRIOP mine and/or the Proposal area, or are a risk of indirect impact (Cazaly Resources Limited 2010; Mineral Resources Ltd 2021; Phoenix 2021): *Lepidosperma lyonsii* (P1), *Verticordia mitodes* (P3), *Verticordia stenopetala* (P3), and *Banksia shanklandiorum* (P4) (Table 3-3).

Twenty additional significant flora species that were recorded in the PRIOP mine and/or the Proposal clearing areas were not returned in the database searches for Lot 1416 within the 20 km buffer (Table 3-4).

Table 3-3 Significant flora identified in the desktop review for Lot 1416

Species	Status	Habitat	Recorded flowering period	Relevance to PRIOP based on MRL (2021)
<i>Acacia ancistrophylla</i> var. <i>perarcuata</i>	P3 (DBCA list)	Red sand, clay loam, loam. Undulating plains.	Aug.-Sep.	
<i>Acacia cerastes</i>	P1 (DBCA list)	Skeletal soil. Rocky ironstone hillslopes.	Aug.-Nov.	
<i>Acacia crenulata</i>	P3 (DBCA list)	Clay, sandy clay, yellow sand. Rocky rises, granite outcrops, breakaways.	Apr., Oct.	
<i>Acacia filifolia</i>	P3 (DBCA list)	Yellow sand, gravelly lateritic sand. Sandplains.	May-Sep.	
<i>Acacia lobulata</i>	EN (EPBC & BC Acts)	Gritty loam or sand. Low granitic breakaways.	Jul.	
<i>Austrostipa blackii</i>	P3 (DBCA list)	Hill slopes, winter wet depression, red sandy clay soils, orange clay.	Sep.-Nov.	
<i>Banksia horrida</i>	P3 (DBCA list)	Sand, sometimes with gravel.	Apr.-Aug.	
<i>Banksia shanklandiorum</i>	P4 (DBCA list)	White/yellow sand with lateritic gravel.	Jun.-Aug.	Directly impacted by PRIOP mine
<i>Banksia sphaerocarpa</i> var. <i>dolichostyla</i>	VU (EPBC & BC Acts)	Lateritic gravel, grey sand.	Mar.-May.	
<i>Boronia adamsiana</i>	VU (EPBC & BC Acts)	Yellow sand/loam over laterite. Flats, road verges.	Jul.-Oct.	
<i>Dasymalla axillaris</i>	CR (EPBC & BC Acts)	Plains, flats, yellow sand, laterite.	Jul.-Dec.	
<i>Dicrastylis reticulata</i>	P3 (DBCA list)	Sandy soils, often over granite. Among granite rock, hills, flats.	Sep.-Dec.	
<i>Eremophila resinosa</i>	EN (EPBC & BC Acts)	Clay loam, gravelly sandy clay. Road verges.	Apr., Oct.-Nov.	
<i>Eremophila virens</i>	EN (EPBC & BC Acts)	Red/brown sand. Granite hillsides.	Aug.-Oct.	
<i>Eremophila viscida</i>	EN (EPBC & BC Acts)	Granitic soils, sandy loam. Stony gullies, sandplains.	Sep.-Nov.	
<i>Eucalyptus caesia</i> subsp. <i>magna</i>	P4 (DBCA list)	Loam. Granite outcrops.	May-Sep.	
<i>Eucalyptus crucis</i> subsp. <i>crucis</i>	VU/EN (EPBC Act; BC Act)	Sand, loam. Granite outcrops.	Oct.-Mar.	

Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Species	Status	Habitat	Recorded flowering period	Relevance to PRIOP based on MRL (2021)
<i>Eutaxia acanthoclada</i>	P3 (DBCA list)	Light brown sandy clay, shallow sandy loam, red clay over banded ironstone, gravel. Gently undulating plains.	Oct.-Nov.	
<i>Gastrolobium diabolophyllum</i>	CR (EPBC & BC Acts)	Yellow-brown sand over laterite. Broadly undulating dunes.	Sept.	
<i>Glossostigma trichodes</i>	P1 (DBCA list)	Aquatic herb, granite pools.	Sep.	
<i>Gompholobium cinereum</i>	P3 (DBCA list)	Yellow sand, clayey sand, brown loam, sandy gravel, laterite. Well-drained open sites, slopes, plains, roadsides.	Sep.-Nov.	
<i>Goodenia granitica</i>	P2 (DBCA list)	Brown sandy clay or loam over granite. Bases of outcrops, near water sources, valley floors.	Oct.-Nov., Feb.	
<i>Grevillea dryandroides</i> subsp. <i>hirsuta</i>	EN/VU (EPBC Act; BC Act)	White or yellow sand, laterite.	May, Sep.-Nov.	
<i>Hibbertia glabriuscula</i>	P3 (DBCA list)	Yellow sand over laterite. Sandplains with some laterite breakaways.	Sep.	
<i>Lepidosperma lyonsii</i>	P1 (DBCA list)	Pale orange skeletal sandy loam with banded ironstone gravel & rock, well-drained shallow stony loamy with quartz. Gentle hill slopes, upper slopes of large hill.	NA	Directly impacted by PRIOP haul road
<i>Lepidosperma</i> sp. Pigeon Rocks (H. Pringle 30237)	P3 (DBCA list)	Granite outcrops, hills, granitic loam,	Oct	
<i>Myriophyllum petraeum</i>	P4 (DBCA list)	Strictly confined to ephemeral rock pools on granite outcrops.	Aug.-Dec.	
<i>Roycea pycnophylloides</i>	EN/VU (EPBC Act; BC Act)	Sandy soils, clay. Saline flats.	Sep.	
<i>Symonanthus bancroftii</i>	EN/CR (EPBC Act; BC Act)	Disturbed areas, fine grey sand, moist grey mud over granite, edge of ephemeral wetland.	Jul.	
<i>Verticordia mitodes</i>	P3 (DBCA list)	Yellow sand. Undulating plains.	Oct.-Jan.	Directly impacted by PRIOP mine
<i>Verticordia pulchella</i>	P2 (DBCA list)	Sandy soils over granite.	Oct.-Nov.	
<i>Verticordia stenopetala</i>	P3 (DBCA list)	Yellow sand, sometimes with gravel. Undulating plains.	Oct.-Jan.	Directly impacted by PRIOP haul road

Table 3-4 Significant flora that will be impacted by PRIOP mine and/or haul road that were not identified in the database searches for Lot 1416

Species	Status	Relevance to PRIOP based on Mineral Resources Ltd (2021)
<i>Acacia asepala</i>	P2 (DBCA)	Directly impacted by PRIOP haul road
<i>Acacia concolorans</i>	P2 (DBCA)	Directly impacted by PRIOP mine and haul road
<i>Acacia desertorum</i> var. <i>nudipes</i>	P3 (DBCA)	Directly impacted by PRIOP haul road
<i>Baeckea grandibracteata</i> subsp. Parker Range	P1 (DBCA)	Directly impacted by PRIOP mine and haul road
<i>Bossiaea</i> sp. Jackson Range (G. Cockerton & S. McNee LCS 13614)	P3 (DBCA)	Directly impacted by PRIOP haul road
<i>Chamelaucium</i> sp. Parker Range (B.H. Smith 1255)	P1 (DBCA)	Directly impacted by PRIOP mine
<i>Cryptandra crispula</i>	P3 (DBCA)	Directly impacted by PRIOP mine and haul road
<i>Cyathostemon verrucosus</i>	P3 (DBCA)	Directly impacted by PRIOP haul road
<i>Hakea pendens</i>	P3 (DBCA)	Directly impacted by PRIOP mine and haul road
<i>Isopogon robustus</i>	T (CR EPBC Act; BC Act)	Potential for indirect impact by PRIOP mine
<i>Lepidosperma ferricola</i>	P3 (DBCA)	Directly impacted by PRIOP haul road
<i>Lepidosperma</i> sp. Mt Caudan (N. Gibson & M. Lyons 2081)	P1 (DBCA)	Directly impacted by PRIOP mine and haul road
<i>Lepidosperma</i> sp. Parker Range (N. Gibson & M. Lyons 2094)	P1 (DBCA)	Directly impacted by PRIOP mine
<i>Lissanthe scabra</i>	P2 (DBCA)	Directly impacted by PRIOP haul road
<i>Microcorys</i> sp. nov. (Parker Range)	New species	Directly impacted by PRIOP mine
<i>Phebalium drummondii</i>	P3 (DBCA)	Directly impacted by PRIOP haul road
<i>Rinzia torquata</i>	P3 (DBCA)	Directly impacted by PRIOP mine
<i>Stenanthemum bremerense</i>	P4 (DBCA)	Directly impacted by PRIOP haul road
<i>Verticordia multiflora</i> subsp. <i>solox</i>	P2 (DBCA)	Directly impacted by PRIOP haul road
<i>Westringia acifolia</i>	P1 (DBCA)	Directly impacted by PRIOP mine and haul road

3.5.3 Introduced flora

Of the 36 introduced flora, two are a WoNS and four are declared pests in WA (Table 3-5).

Table 3-5 Declared pests and WoNS identified from the NatureMap (DBCA 2020c) search occurring within 20 km of Lot 1416

Taxa	Declared Pest	WoNS
* <i>Chondrilla juncea</i>	Y	
* <i>Chrysanthemoides monilifera</i>	Y	Y
* <i>Echium plantagineum</i>	Y	
* <i>Tamarix aphylla</i>	Y	Y

3.5.4 Vegetation associations

Regional scale vegetation mapping by Shepherd *et al.* (2002) defined six vegetation associations in Lot 1416 (Table 3-6). Vegetation association 36 occupies most of Lot 1416 (90.0%) and is described as shrubland thicket with *Acacia*-casuarina alliance. Remaining vegetation (association 8) is described as a salmon gum and gimlet woodland. The third association (128) represents rock outcrops and/or bare areas.

At the bioregional scale, associations 8 and 36 have between 10–30% of original extent remaining (Table 3-6) and are therefore assigned the status of Vulnerable. Both associations occur exclusively (or almost exclusively) within the Merredin subregion. All of the associations are poorly represented in DBCA managed lands, particularly 8 and 36 (Table 3-6).

According to the Shepherd *et al.* (2002) mapping, four of the six associations (8, 128, 536, and 1413) are also mapped within parts of the Proposal.

Table 3-6 Statewide extent of Pre-European vegetation associations present in Lot 1416 (Government of Western Australia 2019)

Veg. assoc.	Description	Scale	Pre-European extent (ha)	Current extent (ha)	Remaining (%) ¹	Current extent in DBCA lands (%)	Extent in study area		Lot 1416		Adjacent reserves		Present in the Proposal?
							ha	%	ha	%	ha	%	
8	Medium woodland; salmon gum & gimlet	WA	694,638.1	346,425.8	49.9	13.6							
		AVW bioregion	356,571.8	50,340.3	14.1	8.7	87.5	1.9	74.3	8.6	13.2	0.3	Yes
		AVW01 subregion	353,871.8	4,9941.6	14.1	8.7							
36	Shrublands; thicket, acacia-casuarina alliance	WA	495,430.7	226,242.2	45.7	12.1							
		AVW bioregion	300,997.0	72,745.1	24.2	13.3	2,869.9	61.1	775.7	90.0	2,094.2	54.6	No
		AVW01 subregion	300,997.0	72,745.1	24.2	13.3							
128	Bare areas; rock outcrops	WA	329,836.2	288,813.5	87.6	24.0							
		AVW bioregion	41,967.2	22,998.9	54.8	19.0	12.8	0.3	12.0	1.4	0.7	0.0	Yes
		AVW01 subregion	35,455.8	20,055.5	56.6	19.6							

Veg. assoc.	Description	Scale	Pre-European extent (ha)	Current extent (ha)	Remaining (%) ¹	Current extent in DBCA lands (%)	Extent in study area		Lot 1416		Adjacent reserves		Present in the Proposal?
							ha	%	ha	%	ha	%	
536	Medium woodland; morrell & rough fruited mallee (Eucalyptus corrugata)	WA	13,177.5	5,432.8	41.2	23.5	1,322.3	28.1	0.0	0.0	1,322.3	34.5	Yes
		AVW bioregion	4,330.0	2,098.7	48.5	4.7							
		AVW01 subregion	11,170.84	3,970.04	35.54	32.2							
1065	Mosaic: Shrublands; Medium woodland; wandoo & gimlet / York gum & Eucalyptus sheathiana mallee scrub	WA	862.7	434.5	50.4	86.9	274.8	5.9	0.0	0.0	274.8	7.2	No
		AVW bioregion	862.7	434.5	50.4	86.9							
		AVW01 subregion	862.7	434.5	50.4	86.9							
1413	Shrublands; acacia, casuarina & melaleuca thicket	WA	1,679,916.3	1,286,855.5	76.6	17.3	132.3	2.8	0.0	0.0	132.3	3.5	Yes
		AVW bioregion	546,675.55	174,102.84	31.85	7.3							
		AVW01 subregion	546,675.55	174,102.84	31.85	7.3							

¹Red cells = Vulnerable community (10-30% remaining), yellow cells = Depleted community (>30-50% remaining).

3.5.5 Threatened and priority ecological communities

A search of the DBCA Threatened and Priority Ecological Communities database identified one EPBC Act listed TEC that may occur within the study area, Eucalypt Woodlands of the Western Australian Wheatbelt, which is listed as Critically Endangered under the EPBC Act and Priority 3 by DBCA (Figure 3-3).

3.6 FAUNA

The desktop review identified a total of 152 vertebrate species as potentially occurring, as well as three significant invertebrate taxa (Table 3-7). A total of 16 significant species were returned, including three invertebrates, ten birds and three mammals (Table 3-8; Table 3-9).

Table 3-7 Summary of terrestrial fauna potentially occurring

Class	Introduced	Native	Total
Invertebrates ¹	0	3	3
Amphibia	0	3	3
Reptiles	0	24	24
Birds	3	103	107
Mammals	7	12	19
Total	10	145	155

1 – significant invertebrates only.

Table 3-8 Summary of Threatened and Priority taxa within Classes

Class	Number of Priority species	Number of BC Act listed species	Number of EPBC Act listed species	Total significant fauna
Invertebrates	2	1	1	3
Birds	0	10	8	10
Mammals	0	3	3	3
Total	2	14	12	16

Significant species records were dominated by birds, in particular Malleefowl (minimum distance of a record from Lot 1416 was 1.04 km in 2006, multiple records in adjacent reserves and highway verge). Three significant species identified in the desktop review have also been recorded from the PRIOP mine area (Cazaly Resources Limited 2010) and/or haul road (Phoenix 2021) (Table 3-9): Malleefowl (*Leipoa ocellata*), Tree-stem Trapdoor Spider (*Aganippe castellum*) and Chuditch (*Dasyurus geoffroyi*). The TPFA search shows four records of Chuditch between 30 and 50 km from Lot 1416, the most recent in 1977.

Five additional significant species that were recorded or considered to have potential to occur in the PRIOP mine area or haul road were not identified in the desktop review for Lot 1416:

- Lake Cronin Snake *Paroplocephalus atriceps* (P3) – possible in Proposal area
- Hooded Plover *Thinornis rubricollis* (P4) – possible in Proposal area (northern salt lakes)
- Common Greenshank *Tringa nebularia* (Mig.) – possible in Proposal area (northern salt lakes)
- Western Rosella (inland) *Platycercus icterotis xanthogenys* (P4) – recorded in mine area, likely in Proposal area
- *Isodon* sp. bandicoot, likely new taxon related to Quenda *Isodon fusciventer* (K. Travouillon pers. comm.) – recorded in the Proposal area.

Four species identified as having medium or high potential to occur in the PRIOP mine area (Cazaly Resources Limited 2010) no longer hold a conservation status: Rainbow Bee-eater, Shy Groundwren, White-browed Babbler (western wheatbelt) and Crested Bellbird (southern).

Table 3-9 Threatened and Priority species identified in desktop review

Scientific name	Vernacular	Status	Distance to study area (km)	Relevance to PRIOP based on Cazaly Resources Limited (2010) and Phoenix (2021)
Invertebrates				
<i>Aganippe castellum</i>	Tree-stem Trapdoor Spider	P4	4.7	Recorded mine area
<i>Idiosoma nigrum</i>	Shield-backed Trapdoor Spider	EN (BC Act), VU (EPBC Act)	Unknown	
<i>Daphnia jollyi</i>	a water flea (inland southwest)	P1	Unknown	
Birds				
<i>Actitis hypoleucos</i>	Common Sandpiper	Mig.	Unknown	
<i>Apus pacificus</i>	Fork-tailed Swift	Mig.	Unknown	Likely but low relevance
<i>Calidris acuminata</i>	Sharp-tailed Sandpiper	Mig.	Unknown	Possible in haul road (northern salt lakes)
<i>Calidris ferruginea</i>	Curlew Sandpiper	CR/Mig.	Unknown	Possible in haul road (northern salt lakes)
<i>Calidris melanotos</i>	Pectoral Sandpiper	Mig.	Unknown	Possible in haul road (northern salt lakes)
<i>Calyptorhynchus latirostris</i>	Carnaby's Black Cockatoo	EN	Unknown	
<i>Falco peregrinus</i>	Peregrine Falcon	OS (BC Act)	1.57	Likely in haul road
<i>Leipoa ocellata</i>	Malleefowl	VU	1.04	Recorded mine area and haul road
<i>Motacilla cinerea</i>	Grey Wagtail	Mig.	Unknown	
<i>Pezoporus occidentalis</i>	Night Parrot	CR (BC Act), EN (EPBC Act)	Unknown	
Mammals				
<i>Dasyurus geoffroii</i>	Chuditch	VU	Unknown	Recorded haul road
<i>Leporillus conditor</i>	Greater Stick-nest Rat	CD (BC Act), VU (EPBC Act)	Unknown	
<i>Phascogale calura</i>	Red-tailed Phascogale	CD (BC Act), VU (EPBC Act)	Unknown	Possible in haul road, although targeted surveys did not detect presence

4 FIELD SURVEY RESULTS

4.1 FLORA DIVERSITY

A total of 125 vascular plant taxa were identified from the 37 relevé surveys within the study area (Figure 2-1; Appendix 1), representing 34 families and 71 genera. The most diverse families were the Myrtaceae (myrtles) (34 taxa), Fabaceae (legumes) (17 taxa), Proteaceae (*Banksia* family) (seven taxa) and Poaceae (grasses) (11 taxa). The most diverse genera were *Eucalyptus* (18), *Acacia* (11) and *Melaleuca* (7). No Declared Pests and WoNS were recorded.

4.2 SIGNIFICANT FLORA

Two Priority 3 species, one Priority 2 species and a single Priority 1 species were recorded during the two survey visits (Figure 4-1):

- *Acacia crenulata* P3 – Recorded from three locations in Lot 1416 and adjacent reserves in the study area. Found in eucalypt woodlands on sandy soils often associated with breakaways or transitions in the yellow sands with granite or reddish-brown loam soils.
- *Eutaxia lasiocalyx* P2 – Recorded from one location in the study area east of Lot 1416. Found in woodland dominated by *Eucalyptus salubris*, on reddish-brown loam soils. The population observed represents a 78 km extension of range.
- *Hydrocotyle corynophora* P1 – Recorded at four locations in the study area east of Lot 1416. Found in open herbland dominated by winter annuals, on reddish-brown loam soils. The four populations observed represent a 53 km extension of range.
- *Notisia intonsa* P3 – Recorded at three locations in the study area east of Lot 1416. Found in open herbland dominated by winter annuals, on reddish-brown loam soils. The populations observed also represent a 53 km extension of range.

These four species are not known from within the PRIOP mine or Proposal study areas.

Likelihood of occurrence within Lot 1416 for the majority of significant flora identified in the database searches was assessed as 'Possible', including three species that will be impacted by PRIOP; *Banksia shanklandiorum*, *Verticordia mitodes*, and *Verticordia stenopetala* (Table 4-1). It is also considered possible that a further 12 additional significant flora that will be impacted by PRIOP and/or the Proposal area may occur in Lot 1416 (Table 4-2).

Table 4-1 Likelihood of occurrence in Lot 1416 for significant flora identified by database searches

Species ¹	Status	Potential to occur in Lot 1416
<i>Acacia ancistrophylla</i> var. <i>perarcuata</i>	P3 (DBCA list)	Possible
<i>Acacia cerastes</i>	P1 (DBCA list)	Unlikely
<i>Acacia crenulata</i>	P3 (DBCA list)	Recorded
<i>Acacia filifolia</i>	P3 (DBCA list)	Possible
<i>Acacia lobulata</i>	EN (EPBC & BC Acts)	Possible
<i>Austrostipa blackii</i>	P3 (DBCA list)	Unlikely
<i>Banksia horrida</i>	P3 (DBCA list)	Possible
<i>Banksia shanklandiorum</i>	P4 (DBCA list)	Possible
<i>Banksia sphaerocarpa</i> var. <i>dolichostyla</i>	VU (EPBC & BC Acts)	Possible
<i>Boronia adamsiana</i>	VU (EPBC & BC Acts)	Possible
<i>Dasymalla axillaris</i>	CR (EPBC & BC Acts)	Possible
<i>Dicrastylis reticulata</i>	P3 (DBCA list)	Possible
<i>Eremophila resinosa</i>	EN (EPBC & BC Acts)	Unlikely
<i>Eremophila virens</i>	EN (EPBC & BC Acts)	Possible
<i>Eremophila viscida</i>	EN (EPBC & BC Acts)	Possible
<i>Eucalyptus crucis</i> subsp. <i>crucis</i>	VU/EN (EPBC Act; BC Act)	Possible
<i>Eutaxia acanthoclada</i>	P3 (DBCA list)	Unlikely
<i>Gastrolobium diabolophyllum</i>	CR (EPBC & BC Acts)	Possible
<i>Glossostigma trichodes</i>	P1 (DBCA list)	Possible
<i>Gompholobium cinereum</i>	P3 (DBCA list)	Possible
<i>Goodenia granitica</i>	P2 (DBCA list)	Possible
<i>Grevillea dryandroides</i> subsp. <i>hirsuta</i>	EN/VU (EPBC Act; BC Act)	Possible
<i>Hibbertia glabriuscula</i>	P3 (DBCA list)	Possible
<i>Lepidosperma lyonsii</i>	P1 (DBCA list)	Unlikely
<i>Myriophyllum petraeum</i>	P4 (DBCA list)	Possible
<i>Roycea pycnophylloides</i>	EN/VU (EPBC Act; BC Act)	Unlikely
<i>Symonanthus bancroftii</i>	EN/CR (EPBC Act; BC Act)	Possible
<i>Verticordia mitodes</i>	P3 (DBCA list)	Possible
<i>Verticordia stenopetala</i>	P3 (DBCA list)	Possible

1 – species in bold will be directly impacted by PRIOP mine and/or haul road.

Table 4-2 Likelihood of occurrence in Lot 1416 for significant flora that will be impacted by PRIOP mine and/or Proposal study areas

Species ¹	Status	Potential to occur in Lot 1416	Suitable vegetation types in Lot 1416
<i>Acacia asepala</i>	P2 (DBCA)	Unlikely	
<i>Acacia concolorans</i>	P2 (DBCA)	Possible	EsAsOm
<i>Acacia desertorum</i> var. <i>nudipes</i>	P3 (DBCA)	Unlikely	
<i>Baeckea grandibracteata</i> subsp. Parker Range	P1 (DBCA)	Possible	EIAaaTk, EbAaaEm
<i>Bossiaea</i> sp. Jackson Range (G. Cockerton & S. McNee LCS 13614)	P3 (DBCA)	Unlikely	
<i>Chamelaucium</i> sp. Parker Range (B.H. Smith 1255)	P1 (DBCA)	Possible	EIAaaTk, EbAaaEm
<i>Cryptandra crispula</i>	P3 (DBCA)	Possible	EIAaaTk, EbAaaEm
<i>Cyathostemon verrucosus</i>	P3 (DBCA)	Unlikely	
<i>Hakea pendens</i>	P3 (DBCA)	Unlikely	
<i>Isopogon robustus</i>	T (CR EPBC Act; BC Act)	Unlikely	
<i>Lepidosperma ferricola</i>	P3 (DBCA)	Unlikely	
<i>Lepidosperma</i> sp. Mt Caudan (N. Gibson & M. Lyons 2081)	P1 (DBCA)	Unlikely	
<i>Lepidosperma</i> sp. Parker Range (N. Gibson & M. Lyons 2094)	P1 (DBCA)	Possible	EbAaaEm
<i>Leucopogon</i> sp. Yellowdine (M. Hislop & F. Hort MH 3194)	P1 (DBCA)	Possible	EbAaaEm
<i>Lissanthe scabra</i>	P2 (DBCA)	Possible	Rocky outcrop portions of AaAcc and EcMpfOm
<i>Microcorys</i> sp. nov. (Parker Range)	New species	Possible	EIAaaTk, EbAaaEm
<i>Phebalium drummondii</i>	P3 (DBCA)	Possible	EIAaaTk
<i>Rinzia torquata</i>	P3 (DBCA)	Possible	EIAaaTk, EbAaaEm
<i>Stenanthemum bremerense</i>	P4 (DBCA)	Unlikely	
<i>Verticordia multiflora</i> subsp. <i>solox</i>	P2 (DBCA)	Possible	EIAaaTk, EbAaaEm
<i>Westringia acifolia</i>	P1 (DBCA)	Possible	EIAaaTk

1 – excludes species already covered in Table 4-1.

4.3 VEGETATION

4.3.1 Vegetation types

Seven broadly defined vegetation types were mapped in the study area (Figure 4-2):

- EeMIAh – Low mallee woodland of *Eucalyptus erythronema* and *E. loxophleba* subsp. *lissophloia*, over mid sparse shrubland of *Melaleuca lateriflora*, *Eremophila ionantha* and *Alyxia buxifolia*, over low sparse shrubland of *Acacia hemiteles*, *Olearia muelleri* and *A. erinacea*.
- EcMpfOm – Mid open woodland of *Eucalyptus capillosa*, *E. sheathiana* and *E. tephroclada*, over variable sparse to open shrubland of *Melaleuca pauperiflora* subsp. *fastigiata* and *Alyxia buxifolia*, over low sparse shrubland of *Olearia muelleri* and *Acacia erinacea*.
- AaAcc – Variably present low to mid woodland of *Eucalyptus capillosa* and *E. loxophleba* subsp. *lissophloia*, over variable tall open shrubland of *Acacia acuminata*, *Allocasuarina campestris* and *A. acutivalvis* subsp. *acutivalvis*, over sparse tussock grassland of *Amphipogon caricinus* var. *caricinus* with or without *Borya constricta*.
- EsSaOm – Mid open woodland of *Eucalyptus salmonophloia*, *E. salubris* and *E. yilgarnensis*, over tall sparse shrubland of *Santalum acuminatum*, over low sparse shrubland of *Olearia muelleri*, *Atriplex vesicaria* and *Acacia merrallii*.
- EaSaf – Mid woodland of *Eucalyptus aequioperta*, over isolated shrubs of *Senna artemisioides* subsp. *filifolia* and *Scaevola spinescens* and *Olearia muelleri*.
- EbAaaEm – Low sparse to open mallee woodland of *Eucalyptus burrcopinensis* and/or *E. leptopoda* subsp. *leptopoda*, over tall shrubland of *Allocasuarina acutivalvis* subsp. *acutivalvis*, *A. spinosissima* and *Melaleuca conothamnoides*, over open sedgeland of *Ecdeiocolea monostachya*, *Lepidosperma sanguinolentum* and *Schoenus hexandrus*.
- ElAaaTk – Low sparse mallee woodland of *Eucalyptus leptopoda* subsp. *leptopoda*, over tall open shrubland to shrubland of *Allocasuarina acutivalvis* subsp. *acutivalvis* and *A. corniculata*, over low to mid open shrubland of *Thryptomene kochii*, *Grevillea paradoxa* and *Melaleuca conothamnoides*.

One of the vegetation types (EaSaf) was only present outside Lot 1416, while EsSaOm was only marginally represented in the Lot (Table 4-3). The remaining vegetation types were present both in and out of Lot 1416 (Table 4-3).

Table 4-3 **Extent of each vegetation type in study area**

Vegetation type	Whole study area		Lot 1416		Adjacent reserves	
	ha	%	ha	%	ha	%
EeMIAh	52.9	1.1	48.9	5.7	4.0	0.1
EcMpfOm	19.4	0.4	8.4	1.0	11.1	0.3
AaAcc	20.9	0.4	11.6	1.5	9.3	0.2
EsSaOm	1,664.3	35.4	0.03	0.0	1,664.3	43.4
EaSaf	7.2	0.2	0.0	0.0	7.2	0.2
EbAaaEm	1,609.1	34.2	553.5	64.2	1055.5	27.5
ElAaaTk	1,234.4	26.3	235.7	27.3	998.7	26.0
Cleared	91.6	2.0	4.0	0.5	87.6	2.3
Total	4,699.6	100.0	862.1	100.0	3,837.6	100.0

4.3.2 Vegetation condition

Vegetation condition in the study area was almost entirely rated as Pristine, both within Lot 1416 and in the adjacent reserves (Table 4-4; Figure 4-3). A fire scar visible on aerial imagery straddles the northeastern boundary of Lot 1416 (approximately 100 ha burnt within the Lot) that remains considered as Pristine condition.

Four introduced flora species were found during survey; *Bromus rubens*, *Centaurea melitensis*, *Lysimachia arvensis*, *Medicago minima*. None of these weeds are WoNS (Weeds of National Significance) or controlled Declared Pests under the Biosecurity and Agriculture Management Act 2007. All survey records of weeds occurred outside of Lot 1416. Where recorded, occurrences of introduced flora species were generally restricted to small areas in proximity to roads, tracks, and farmland. *Centaurea. melitensis*, *L. arvensis*, and *M. minima* were low in plant density, while *B. rubens* occurred in moderate density typical of introduced grasses.

Table 4-4 Extent of vegetation condition in the study area

Vegetation condition	Whole study area		Lot 1416		Adjacent reserves	
	ha	%	ha	%	ha	%
Pristine	4,473.0	95.2	856.5	99.4	3,616.5	94.2
Excellent	104.1	2.3	1.0	0.1	106.4	2.8
Very Good	16.3	0.3	0.6	0.1	15.7	0.4
Good	0.0	0.0	0.0	0.0	0.0	0.0
Degraded	11.4	0.2	0.0	0.0	11.4	0.3
Completely Degraded	0.00	0.0	0.0	0.0	0.0	0.0
NA Cleared areas	91.6	1.9	4.0	0.5	87.6	2.3
Total	4,699.6	100.0	862.1	100.0	3,881.4	100.0

4.3.3 Eucalypt Woodland TEC assessment

The 37 sites assessed for presence of the Eucalypt Woodland TEC indicated this community is present in 15 sites, with one of these sites within Lot 1416 (Table 4-5; Figure 4-4). All Eucalypt Woodland TEC sites were found to be located within the areas broadly identified as TEC by DBCA's Threatened and Priority Ecological Communities database (Figure 3-3). The remaining sites assessed not qualifying as Eucalypt Woodland TEC within Lot 1416 and the adjacent reserves (Table 4-5), were due to either; 1. An absence of TEC indicator *Eucalyptus* species within the site, 2. Patch sizes of eucalypt woodland being less than 2 hectares, or 3. A low tree canopy cover of less than 10 % for the diagnostic indicator eucalypt species (refer to Appendix 3).

Table 4-5 Eucalypt Woodland of the Western Australian Wheatbelt TEC assessment

Sample site	General vegetation type	Dominant canopy species	Co-dominant canopy species	Crown assessment	TEC Indicator species present	Indicator Eucalypt species dominance	Vegetation condition (Keighery 1994)	Eucalypt Woodland TEC assessment
Site001	Eucalypt woodland	<i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i>	None	Yes, > 10%	No	No	Pristine	No, NOT TEC
Site002	Eucalypt woodland	<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>	<i>Eucalyptus leptopoda</i> , <i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i> , <i>Eucalyptus moderata</i>	Yes, >10%	<i>Eucalyptus salmonophloia</i>	No	Pristine	No, NOT TEC
Site003	Mallee/ <i>Allocasuarina</i> /Acacia shrubland	<i>Allocasuarina acutivalvis</i> , <i>Allocasuarina spinosissima</i>	<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>	No, NOT TEC	No, NOT TEC	No, NOT TEC	Pristine	No, NOT TEC
Site004	Eucalypt woodland	<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>	<i>Eucalyptus salmonophloia</i> , <i>Melaleuca lateriflora</i>	Yes, >10%	<i>Eucalyptus salmonophloia</i>	No	Pristine	No, NOT TEC
Site005	Eucalypt woodland	<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>	<i>Melaleuca lateriflora</i>	Yes, > 10%	No	No	Pristine	No, NOT TEC
Site006	Eucalypt woodland	<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>	<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i> , <i>Melaleuca lateriflora</i>	Yes, > 10%	No	No	Pristine	No, NOT TEC
Site007	<i>Allocasuarina</i> /Acacia shrubland	<i>Allocasuarina acutivalvis</i>	<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>	No, NOT TEC	No, NOT TEC	No, NOT TEC	Pristine	No, NOT TEC
Site008	Mallee/ <i>Allocasuarina</i> /Acacia shrubland	<i>Allocasuarina corniculata</i>	<i>Thryptomene kochii</i>	No, NOT TEC	No, NOT TEC	No, NOT TEC	Pristine	No, NOT TEC
Site009	Mallee/Acacia shrubland	<i>Eucalyptus burracoppinensis</i> , <i>Eucalyptus leptopoda</i>	None	No, < 10%	No, NOT TEC	No, NOT TEC	Pristine	No, NOT TEC

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Sample site	General vegetation type	Dominant canopy species	Co-dominant canopy species	Crown assessment	TEC Indicator species present	Indicator Eucalypt species dominance	Vegetation condition (Keighery 1994)	Eucalypt Woodland TEC assessment
Site010	Eucalypt woodland	<i>Eucalyptus capillosa</i> , <i>Eucalyptus salomonophloia</i> , <i>Eucalyptus salubris</i>	<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>	Yes, > 10%	<i>Eucalyptus capillosa</i> , <i>Eucalyptus salomonophloia</i> , <i>Eucalyptus salubris</i>	Yes	Pristine	Yes, TEC
Site011A	<i>Allocasuarina</i> /Acacia shrubland	<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>	None	No, NOT TEC	No, NOT TEC	No	Pristine	No, NOT TEC
Site011B	Eucalypt woodland	<i>Eucalyptus capillosa</i>	<i>Callitris columellaris</i>	Yes, > 10%	<i>Eucalyptus capillosa</i>	Yes	Pristine	Yes, TEC
Site012	Eucalypt woodland	<i>Eucalyptus salomonophloia</i>	<i>Pittosporum angustifolium</i>	Yes, > 10%	<i>Eucalyptus salomonophloia</i>	Yes	Pristine	Yes, TEC
Site013	Open herbfield	None	None	No, NOT TEC	No, NOT TEC	No	Pristine	No, NOT TEC
Site014	Eucalypt woodland	<i>Eucalyptus longicornis</i> , <i>Eucalyptus salomonophloia</i> , <i>Eucalyptus salubris</i>	None	Yes, > 10%	<i>Eucalyptus longicornis</i> , <i>Eucalyptus salomonophloia</i> , <i>Eucalyptus salubris</i>	Yes	Pristine	Yes, TEC
Site016	Mallee/ <i>Allocasuarina</i> /Acacia shrubland	<i>Eucalyptus burracoppinensis</i> , <i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>	<i>Allocasuarina acutivalvis</i> , <i>Allocasuarina spinosissima</i>	Yes, > 10%	No, NOT TEC	No	Pristine	No, NOT TEC

Sample site	General vegetation type	Dominant canopy species	Co-dominant canopy species	Crown assessment	TEC Indicator species present	Indicator Eucalypt species dominance	Vegetation condition (Keighery 1994)	Eucalypt Woodland TEC assessment
Site018	Mallee/ <i>Allocasuarina</i> /Acacia shrubland	<i>Allocasuarina campestris</i> , <i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i>	None	Yes, > 10%	No, NOT TEC	No	Pristine	No, NOT TEC
Site020A	<i>Allocasuarina</i> /Acacia shrubland	<i>Allocasuarina corniculata</i> , <i>Acacia beauverdana</i>	None	No, NOT TEC	No, NOT TEC	No	Pristine	No, NOT TEC
Site021A	Eucalypt woodland	<i>Eucalyptus salubris</i>	<i>Eucalyptus yilgarnensis</i>	Yes, > 10%	<i>Eucalyptus salubris</i>	Yes	Pristine	Yes, TEC
Site-AP001	Eucalypt woodland	<i>Eucalyptus aequioperta</i>	None	Yes, > 10%	<i>Eucalyptus aequioperta</i>	Yes	Pristine	Yes, TEC
Site-AP002	Eucalypt woodland	<i>Eucalyptus salmonophloia</i> , <i>Eucalyptus yilgarnensis</i>	None	Yes, > 10%	<i>Eucalyptus salmonophloia</i>	Yes	Pristine	Yes, TEC
Site-AP004	Eucalypt woodland	<i>Eucalyptus salmonophloia</i> , <i>Eucalyptus capillosa</i>	<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>	Yes, > 10%	<i>Eucalyptus salmonophloia</i>	Yes	Pristine	Yes, TEC
Site-AP005	Eucalypt woodland	<i>Eucalyptus salubris</i>	None	Yes, > 10%	<i>Eucalyptus salubris</i>	Yes	Pristine	Yes, TEC
Site-AP006	Open herbfield	None	None	None	None	No	Pristine	No, NOT TEC
Site-AP007	Eucalypt woodland	<i>Eucalyptus yilgarnensis</i>	<i>Eucalyptus salmonophloia</i>	Yes, > 10%	<i>Eucalyptus salmonophloia</i>	Yes	Pristine	Yes, TEC

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Sample site	General vegetation type	Dominant canopy species	Co-dominant canopy species	Crown assessment	TEC Indicator species present	Indicator Eucalypt species dominance	Vegetation condition (Keighery 1994)	Eucalypt Woodland TEC assessment
Site-AP008	Eucalypt woodland	<i>Eucalyptus salmonophloia</i>	None	Yes, > 10%	<i>Eucalyptus salmonophloia</i>	Yes	Pristine	Yes, TEC
Site-AP009	Eucalypt woodland	<i>Eucalyptus salmonophloia</i> , <i>Eucalyptus salubris</i>	<i>Acacia ancistrophylla</i>	Yes, > 10%	<i>Eucalyptus salmonophloia</i> , <i>Eucalyptus salubris</i>	Yes	Pristine	Yes, TEC
Site-AP010	Mallee/ <i>Allocasuarina</i> /Acacia shrubland	<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>	<i>Allocasuarina corniculata</i> , <i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>	No, < 10%	No, NOT TEC	No	Pristine	No, NOT TEC
Site-AP011	Mallee/ <i>Allocasuarina</i> /Acacia shrubland	<i>Allocasuarina spinosissima</i> , <i>Eucalyptus burracoppinensis</i>	<i>Allocasuarina corniculata</i> , <i>Allocasuarina acutivalvis</i>	No, < 10%	No, NOT TEC	No	Pristine	No, NOT TEC
Site-AP012	Mallee/Acacia shrubland	<i>Eucalyptus burracoppinensis</i>	None	No, < 10%	No, NOT TEC	No	Pristine	No, NOT TEC
Site-AP013	Eucalypt woodland	<i>Eucalyptus capillosa</i> , <i>Eucalyptus tephroclada</i> , <i>Eucalyptus sheathiana</i>	None	Yes, > 10%	<i>Eucalyptus capillosa</i>	Yes	Pristine	Yes, TEC
Site-AP014	Mallee/Acacia shrubland	<i>Eucalyptus moderata</i>	<i>Eucalyptus calycogona</i> subsp. <i>miraculum</i>	Yes, > 10%	No, NOT TEC	No	Pristine	No, NOT TEC
Site-AP015	<i>Allocasuarina</i> /Acacia shrubland	<i>Acacia acuminata</i>	<i>Allocasuarina campestris</i> , <i>Allocasuarina corniculata</i>	No, NOT TEC	No, NOT TEC	No	Pristine	No, NOT TEC

Sample site	General vegetation type	Dominant canopy species	Co-dominant canopy species	Crown assessment	TEC Indicator species present	Indicator Eucalypt species dominance	Vegetation condition (Keighery 1994)	Eucalypt Woodland TEC assessment
Site-AP016	Eucalypt woodland	<i>Eucalyptus salubris</i>	<i>Eucalyptus salmonophloia</i>	Yes, > 10%	<i>Eucalyptus salmonophloia</i> , <i>Eucalyptus salubris</i>	Yes	Pristine	Yes, TEC
Site-AP017	Open herbfield	None	None	None	None	No	Pristine	No, NOT TEC
Site-AP018	Open shrubland	None	None	None	None	No	Pristine	No, NOT TEC
Site-AP019B	Eucalypt woodland	<i>Eucalyptus capillosa</i>	None	Yes, > 10%	<i>Eucalyptus capillosa</i>	Yes	Pristine	Yes, TEC

4.4 FAUNA AND HABITAT

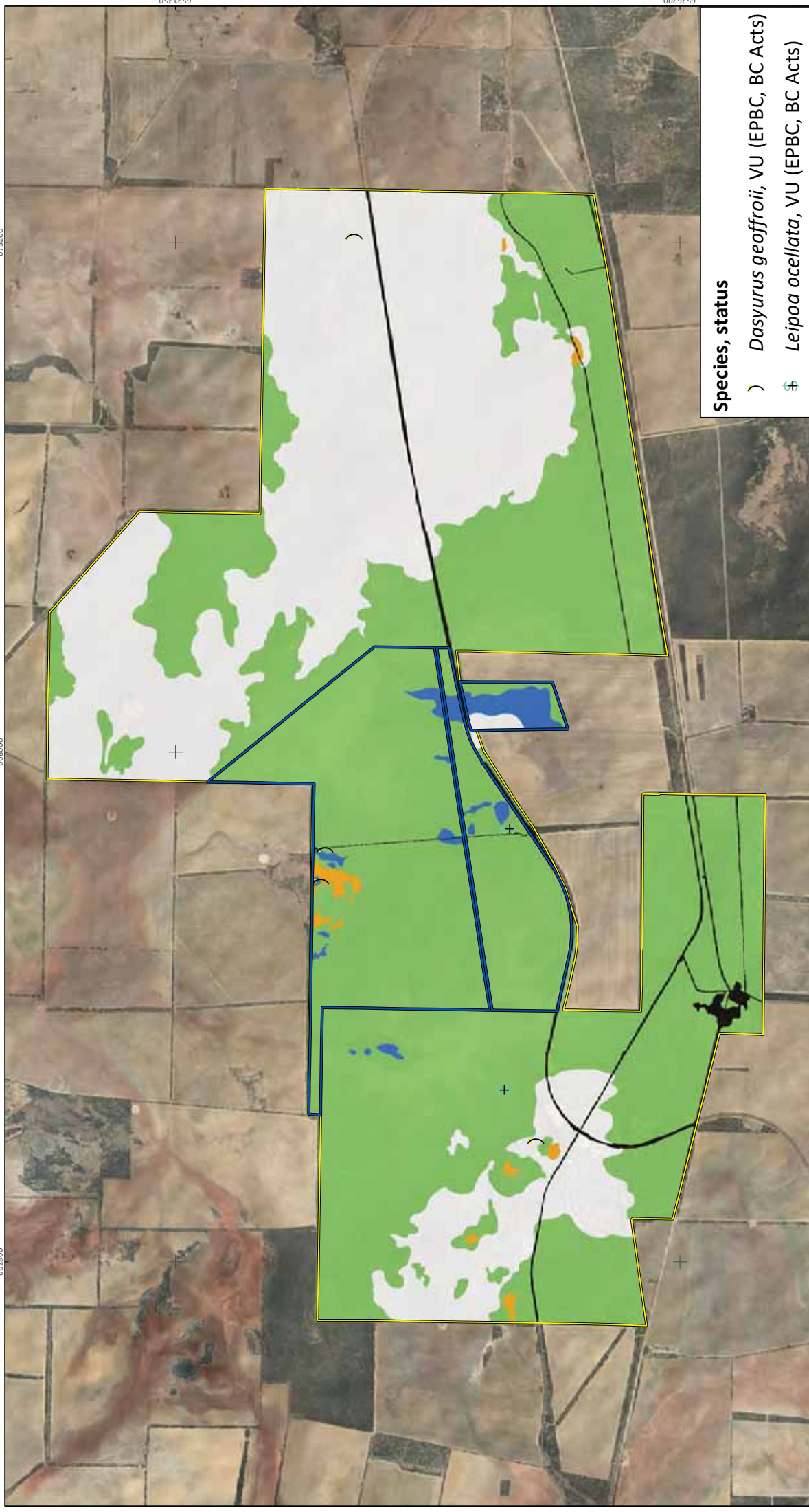
4.4.1 Fauna habitats

Five broad fauna habitats were identified in the study area (Table 4-6; Figure 4-5), four of which were considered suitable for significant fauna species that have been recorded from the PRIOP mine area or haul road (see sections 4.4.2.1 and 4.4.2.2). All habitats present in Lot 1416 were also present in the adjacent reserves. Lot 1416 is dominated by Open mallee woodland over *Allocasuarina*/*Acacia* shrubland (Table 4-6).

Several kinds of rock outcrops and ground features have not been mapped in detail and are hence not identified as a distinct habitat type but occur scattered within each of the habitats based on vegetation types, or at their boundaries. Granite outcrops occur as low domes or breakaways predominantly in the north and west of the study area, with or without overhangs and small caves at their edges. In the eucalypt woodland in the eastern part of the study area, there are some low granite outcrops and stony hills, and also a number of flat or hollowed areas interpreted as sinkholes or gilgai, where surface water drains through holes in a calcrete layer within the soil.

Table 4-6 Fauna habitats of the study area

Fauna habitat	Area (ha, %) total	Area (ha, %) Lot 1416	Area (ha, %) reserves	Comments
Mallee woodland	52.9 (1.1%)	48.9 (5.7%)	4.0 (0.1%)	Suitable Malleefowl breeding/foraging habitat; granite outcrops potential Chuditch habitat.
Eucalypt woodland	1,690.9 (36.0%)	8.4 (1.0%)	1,682.5 (43.8%)	Suitable Malleefowl breeding/foraging habitat; hollow logs, granite outcrops and breakaways potential Chuditch habitat, presence confirmed (scat recorded); potential Western Rosella habitat.
Open mallee woodland over <i>Allocasuarina</i> / <i>Acacia</i> shrubland	2,842.5 (60.5%)	789.2 (91.6%)	2,054.2 (53.5%)	Suitable Malleefowl breeding/foraging habitat (mound recorded in Lot 1416, track to west); granite outcrops and breakaways potential Chuditch habitat, presence confirmed (scat recorded).
Open eucalypt woodland over <i>Allocasuarina</i> / <i>Acacia</i> shrubland	20.9 (0.4%)	11.6 (1.3%)	9.3 (0.2%)	Suitable Malleefowl breeding/foraging habitat; hollow logs, granite outcrops and breakaways potential Chuditch habitat; potential Western Rosella habitat.
Cleared	91.6 (2.0%)	4.0 (0.5%)	87.6 (2.3%)	
Total	4,699.6 (100%)	862.1 (100%)	3,837.6 (100%)	



Species, status

)

Dasyurus geoffroii, VU (EPBC, BC Acts)

\$

Leipoa ocellata, VU (EPBC, BC Acts)

Mineral Resources Ltd

Parker Range Iron Ore Project

Project No

1402/1403

Date

15/06/2021

Drawn by

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Map author

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Kilometers

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GDA 1994 MGA Zone 50

Western Australia

PERTH

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PH 053 Project 1402/1403 Parker Range Iron Ore Project Mallee Woodland Values - 15 June 2021

Lot 1416

Study area

Fauna habitat

Eucalypt woodland

Mallee woodland

Open Eucalypt woodland over Allocasuarina/Acacia shrubland

Open Mallee over Allocasuarina/Acacia shrubland

None

Figure 4-5

Fauna habitats and significant fauna records

PHOENIX

ENVIRONMENTAL SCIENCES

4.4.2 Significant fauna

Two species of significant fauna that have been recorded within the PRIOP mine area and/or haul road were recorded during the field survey of Lot 1416:

- Malleefowl (see 4.4.2.1)
- Chuditch (see 4.4.2.2).

4.4.2.1 Malleefowl

One old, degraded Malleefowl mound was recorded in Lot 1416, and a set of tracks in the western reserve (Figure 4-5). The potential of fauna habitat to support Malleefowl was assessed at 66 locations in the study area (Figure 2-1; Table 4-7) and 55 of these recorded a score of ≥ 4 , indicating suitable Malleefowl breeding and foraging habitat. Most habitat used for foraging is also suitable for breeding, excepting drainage lines or flood-prone areas (not present in the study area).

Both Malleefowl records were in Open mallee over *Allocasuarina*/*Acacia* shrubland, but all vegetated habitat types within the study area, covering 4,608.1 ha (98.0% of the study area), were considered to include habitat suitable for Malleefowl (Table 4-6).

Table 4-7 Malleefowl habitat assessment scores

Site	Sand	Canopy	Litter	Ground Level	Mallee	<i>Melaleuca</i>	Mulga	<i>Triodia</i>	Score	Malleefowl Habitat
MF001	1	1	1	1	0	0	1	0	5	Yes
MF002	1	1	1	1	1	0	0	0	5	Yes
MF003	1	1	0	1	1	1	0	0	5	Yes
MF004	1	1	0	1	1	1	0	0	5	Yes
MF005	1	0	0	1	1	0	0	0	3	No
MF006	1	1	0	1	1	0	0	0	4	Yes
MF007	1	1	0	1	1	1	0	0	5	Yes
MF008	1	1	0	1	1	0	0	0	4	Yes
MF009	1	1	0	1	1	0	0	0	4	Yes
MF010	1	1	1	1	1	0	0	1	6	Yes
MF011	1	1	1	1	0	0	0	0	4	Yes
MF012	1	1	0	1	1	0	0	0	4	Yes
MF013	0	0	0	1	0	0	0	0	1	No
MF014	1	1	1	1	1	1	0	0	6	Yes
MF015	1	1	0	1	1	1	0	0	5	Yes
MF016	1	1	0	1	1	1	0	0	5	Yes
MF017	1	1	1	1	1	1	0	0	6	Yes
MF018	1	1	1	1	1	1	0	0	6	Yes
Site001	1	0	0	1	0	1	0	0	3	No
Site002	1	0	0	1	1	1	0	0	4	Yes
Site003	1	1	1	1	1	1	0	0	6	Yes
Site004	1	1	1	0	1	1	0	0	5	Yes
Site005	1	1	1	1	0	1	0	0	5	Yes
Site006	1	1	1	1	1	1	0	0	6	Yes
Site007	1	1	1	1	0	0	0	0	4	Yes
Site008	1	1	1	0	0	0	0	0	3	No

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Site	Sand	Canopy	Litter	Ground Level	Mallee	Melaleuca	Mulga	Triodia	Score	Malleefowl Habitat
Site009	1	1	1	1	0	1	0	0	5	Yes
Site010	1	1	1	1	1	1	0	0	6	Yes
Site011	1	1	1	1	1	1	0	0	6	Yes
Site012	0	1	1	1	1	1	0	0	5	Yes
Site013	1	1	1	1	1	0	0	0	5	Yes
Site014	1	1	1	1	1	0	0	0	5	Yes
Site015	1	1	1	1	1	0	0	0	5	Yes
Site016	1	0	1	1	1	0	0	0	4	Yes
Site017	1	1	1	1	1	1	0	0	6	Yes
Site018	0	0	1	0	0	1	0	0	2	No
Site019	0	0	1	0	0	1	0	0	2	No
Site020	0	1	1	1	0	1	0	0	4	Yes
Site021	1	1	1	1	0	1	0	0	5	Yes
Site022	1	1	1	1	1	1	0	0	6	Yes
Site023	1	1	1	1	1	1	0	0	6	Yes
Site024	1	0	0	1	0	1	0	0	3	No
Site025	1	1	1	1	1	1	0	0	6	Yes
Site026	1	1	1	1	1	1	0	0	6	Yes
Site027	1	1	1	1	1	1	0	0	6	Yes
Site028	1	1	1	1	1	1	0	0	6	Yes
Site029	1	1	1	1	1	1	0	0	6	Yes
Site030	1	0	1	1	1	1	0	0	5	Yes
Site031	1	0	1	1	1	1	0	0	5	Yes
Site032	1	1	1	1	0	0	0	0	4	Yes
Site033	1	0	1	1	1	1	0	0	5	Yes
Site034	1	1	0	1	1	1	0	0	5	Yes
Site035	0	1	1	1	0	1	0	0	4	Yes
Site036	1	1	1	1	1	1	0	0	6	Yes
Site037	1	1	1	1	1	1	0	0	6	Yes
Site038	1	0	1	1	0	0	0	0	3	No
Site039	1	1	1	1	1	1	0	0	6	Yes
Site040	1	1	1	1	1	1	0	0	6	Yes
Site041	0	0	1	1	0	1	0	0	3	No
Site042	1	0	0	0	1	1	0	0	3	No
Site043	1	1	1	1	0	1	0	0	5	Yes
Site044	1	1	1	1	1	1	0	0	6	Yes
Site045	0	0	1	0	0	1	0	1	3	No
Site046	0	1	1	1	0	1	0	0	4	Yes
Site047	1	0	1	1	1	1	0	1	6	Yes
Site048	1	0	1	1	1	1	0	0	5	Yes

4.4.2.2 Chuditch

Chuditch (*Dasyurus geoffroii*; VU) was recorded from scats at two locations in the north of Lot 1416, and at two other locations in the eastern and western reserves (Figure 4-5). The scats did not appear fresh, so do not demonstrate current occupancy.

Historically occurring across 70% of Australia, Chuditch are capable of occupying a variety of habitats from wet sclerophyll forest, eucalypt woodland and mallee shrubland to arid desert (DEC 2012). As a result, it is not possible to list a specific set of characteristics that are indicative of habitat suitability or to accurately predict the likelihood of occurrence; however, some key aspects are considered important for Chuditch survival in an area. These include adequate den resources (hollow logs, burrows or rock crevices), adequate prey resources (particularly large invertebrates) and sizeable areas of >20,000 ha (DEC 2012).

The 4,699.7 ha study area (including Lot 1416 and adjacent reserves) is well under the 20,000 ha threshold; however, potential refuge/den structures, including hollow logs and rock crevices were observed during the survey. Potential refuge and denning sites for Chuditch are provided in the study area by:

- relatively large horizontal hollow logs (present at varying density in both eucalypt woodland habitat types)
- granite outcrops and breakaways with overhangs and small caves (mostly observed in eucalypt woodland in the western part of the study area, but also scattered through all habitat types)
- sinkholes through calcrete layers, observed at several locations in eucalypt woodland habitat in eastern part of the study area (e.g. SITE010, SITE013, SITE017)
- burrows excavated by other medium-sized vertebrates (rabbit, fox, bungarra) which occur in all habitat types.

Further, the evidence of presence indicates Chuditch are utilising the study area, including Lot 1416, to some extent, at least for dispersal and possibly foraging and denning. Observations of prey resources were not undertaken during the survey. However, to the extent that Chuditch and fox overlap in diet (Glen *et al.* 2009; Glen & Dickman 2008), the numerous records of foxes in the study area indicate suitable food resources are present.

4.4.2.3 *Camponotus* sp. nr *terebrans*, host ant of ABAB

Only a single nest of a *Camponotus* ant species, possibly either *C. nigriceps* or *C. sp. nr terebrans*, was located during the second survey (-31.366792, 118.757211, near centre of Lot 1416). The nest architecture, structure and colouring of the ants appeared similar to that of the host species, but specific identity was not confirmed and no vouchers were collected. No other nests consistent with *C. sp. nr terebrans* were observed at nearby trees or in any part of the study area. Further survey to detect the ABAB would only be required only if a large colony of the host ant were present.

4.4.2.4 Other significant fauna species

Based on the likelihood of occurrence assessment (see 2.3.6), five additional significant fauna species from the desktop review may occur in the study area (Table 4-8). One of these, Western Rosella (inland) *Platycercus icterotis xanthogenys*, was previously recorded for PRIOP in the mine area. Although not identified in either the desktop database searches for Lot 1416, or the field survey, the study area represents suitable habitat within its known range, so it is considered possible.

The Red-tailed Phascogale and Western Brush Wallaby possibly occur, with suitable habitat present for the species and both having been recorded in small fragments of remnant vegetation in the wheatbelt throughout their range (Short *et al.* 2011). Both species were also considered to have potential to occur in the PRIOP haul road (Phoenix 2021), although fauna surveys did not record their presence.

A Peregrine Falcon was identified in the desktop review approximately 1.5 km to the west. The species is likely to visit the study area as part of its wider foraging range. Within the Wheatbelt, this species has been recorded roosting and nesting on telecommunications towers, wheat silos and similar infrastructure (Ecoscape 2012).

Unconfirmed foraging traces of a bandicoot likely to be an undescribed species of *Isoodon* smaller than the Quenda *I. fusciventer* (Travouillon 2019) were recorded in the PRIOP haul road (Phoenix 2021) in dense, low *Allocasuarina* shrubland. No evidence of this species was recorded during the field survey and it is considered unlikely to occur in the taller, more open *Allocasuarina* shrubland in Lot 1416.

Table 4-8 Significant fauna likelihood of occurrence assessment

Species	Status	Relevance to PRIOP based on Cazaly Resources Limited (2010) and Phoenix (2021)	Likelihood of occurrence in Lot 1416
Invertebrates			
<i>Idiosoma (Aganippe) castellum</i> Tree-stem Trapdoor Spider	P4 (DBCA list)	Recorded in mine area	Unlikely; study area lacks flood prone depressions and flats that support myrtaceous shrub communities necessary to support the species (Inglis 2007).
Reptiles			
<i>Paroplocephalus atriceps</i> Lake Cronin Snake	P3 (DBCA list)	Possible in haul road	Unlikely; outside known distribution.
Birds			
<i>Apus pacificus</i> Fork-tailed Swift	Mig. (EPBC & BC Acts)	Likely but low relevance	Possible; may occur over the study area intermittently in summer.
<i>Falco peregrinus</i> Peregrine Falcon	OS (BC Act)	Likely in haul road	Likely to occur or as part of foraging range. Possible resident in vicinity, but more likely to nest on artificial structures outside the study area than on trees.
<i>Leipoa ocellata</i> Malleefowl	VU (EPBC & BC Acts)	Recorded mine area and haul road	Recorded (old, degraded mound; fresh tracks); habitat suitable for foraging and breeding.
<i>Thinornis rubricollis</i> Hooded Plover	P4 (DBCA)	Possible in haul road (northern salt lakes)	Unlikely; no suitable wetland or saltlake habitat.
<i>Calidris acuminata</i> Sharp-tailed Sandpiper	Mig. (EPBC & BC Acts)	Possible in haul road (northern salt lakes)	Unlikely; no suitable wetland or saltlake habitat.

Species	Status	Relevance to PRIOP based on Cazaly Resources Limited (2010) and Phoenix (2021)	Likelihood of occurrence in Lot 1416
<i>Calidris ferruginea</i> Curlew Sandpiper	CR, Mig. (EPBC & BC Acts)	Possible in haul road (northern salt lakes)	Unlikely; no suitable wetland or saltlake habitat.
<i>Calidris melanotos</i> Pectoral Sandpiper	Mig. (EPBC & BC Acts)	Possible in haul road (northern salt lakes)	Unlikely; no suitable wetland or saltlake habitat.
<i>Tringa nebularia</i> Common Greenshank	Mig. (EPBC & BC Acts)	Possible in haul road (northern salt lakes)	Unlikely; no suitable wetland or saltlake habitat.
<i>Platycercus icterotis xanthogenys</i> Western Rosella (inland)	P4 (DBCA)	Recorded in mine area, Likely in haul road	Possible; suitable woodland habitat and potential breeding hollows present.
Mammals			
<i>Dasyurus geoffroii</i> Western Quoll, Chuditch	VU (EPBC & BC Acts)	Recorded in haul road	Recorded (scats); study area used at least for dispersal, potentially suitable foraging and denning habitat is present.
<i>Phascogale calura</i> Red-tailed Phascogale	EN (EPBC); CD (BC Act)	Possible in haul road	Possible; suitable habitat present.
<i>Notamacropus irma</i> Western Brush Wallaby	P4 (DBCA)	Possible in haul road	Possible; suitable habitat present, but viability dependent on habitat fragmentation and intensity of fox predation.
<i>Isodon</i> sp. Bandicoot, likely new taxon related to Quenda <i>Isodon fusciventer</i> (K. Travouillon pers. comm.)	Not assigned, equivalent to Priority at least (cf. Quenda P4)	Recorded in haul road	Unlikely; no suitable habitat present.

4.4.3 Introduced fauna

Thirty-three records of introduced fauna were obtained across the study area, including three predator species (Table 4-9).

Table 4-9 Introduced fauna recorded from the study area

Species	Record evidence	Number of records
Dog (<i>Canis familiaris</i>)	scats, tracks	6
Rabbit (<i>Oryctolagus cuniculus</i>)	scats, foraging evidence	5
Cat (<i>Felis catus</i>)	scats, tracks	12
Fox (<i>Vulpes vulpes</i>)	burrow, carcass, scats, sighting	10

5 DISCUSSION

5.1 FLORA AND VEGETATION

Lot 1416 is adjacent to three nature reserves (unnamed) and has the potential to contain a high diversity of flora, as suggested by results of the database searches (see 4.1). From high-level sampling of 37 sites throughout the study area, 125 species were recorded representing 34 families and 71 genera; this result should be considered a small subset of the potential species diversity. Detailed sampling of each vegetation type in appropriate seasons is required to more completely capture the floral diversity.

The four significant flora species recorded in the surveys; *Acacia crenulata* P3, *Eutaxia lasiocalyx* P2, *Notisia intonsa* P3 and *Hydrocotyle corynophora* P1; are not known from the PRIOP or Proposal study areas. However, the study area has the potential to support a high number of significant flora species, including several taxa that will be impacted by PRIOP (Table 4-1; Table 4-2). Targeted surveys at an appropriate seasonal time would be required to confirm presence, location and numbers of these species.

5.2 TERRESTRIAL FAUNA

All broad habitat types and most individual sites assessed (55 of 66) were suitable habitat for Malleefowl foraging and breeding. A single old mound was located in the south of Lot 1416, and tracks at one location in the western reserve demonstrate that one or more individuals are resident in the study area. Due to the density of shrubland habitat in the study area, detectability of the birds and nest mounds by ground survey is low. The DBCA database identified numerous Malleefowl sightings along the Great Eastern Highway immediately adjacent to the study area up to 2011; the lack of more recent local records may be an artefact of lagging updates, so does not necessarily indicate a decline. The presence and persistence of the species within Lot 1416 is likely tied to the connectivity and habitat suitability of the adjacent reserves, road verges, and other strips of remnant vegetation in the landscape.

Similarly, the survey identified presence of Chuditch in the study area. While usage of the study area by the species cannot be confidently determined from the limited evidence to date, one of two possible scenarios may be inferred:

- a) the study area has a resident Chuditch population of unknown number which is foraging and breeding within the study area; or
- b) the study area provides supporting habitat for foraging/breeding which occurs within nearby patches, noting though the relative isolation of the site from other vegetation remnants.

DEC (2012) gives a very inclusive definition of habitat critical to Chuditch survival and maintenance of important populations, which includes areas of natural vegetation used by Chuditch to breed, forage, or move from one area to another. The natural vegetation of the study area forms one of the largest contiguous remnants within the Wheatbelt, but is well below the threshold size of 20,000 ha considered 'key' to survival (DEC 2012). There are very few records of Chuditch in recent decades within ~100 km, so the status of the population in this area is poorly known (e.g. relative to populations in Jarrah forest); if remnants below the threshold size are too exposed to introduced predators, they may be occupied intermittently but act as population sinks on longer timescales. Presence of foxes, in particular, is likely to reduce Chuditch occupation of the study area in several ways including direct conflict, scent-mediated avoidance, and competition for food and den sites (Glen *et al.* 2009).

A single nest consistent with *Camponotus* sp. nr *terebrans*, host ant for the Arid Bronze Azure Butterfly, was located during the survey, i.e. the ant appears to be uncommon in the study area (if actually present, as identity was not confirmed) and no large colonies were detected. The habitat is therefore considered currently unsuitable for the ABAB.

More broadly, Lot 1416 contains a range of fauna habitats (and therefore likely supports a diverse assemblage of ground-dwelling reptiles and mammals, and bird species) which should act to provide added protection from predators and increased foraging and reproductive opportunities for common and significant fauna species. Most of the fauna species recorded in the study area are also known from the PRIOP mine area and/or Proposal area (Appendix 5), indicating they represent generally similar habitats.

The large number of introduced fauna records from limited survey effort, indicates they are active within the study area and present a threat to native fauna, including Malleefowl and Chuditch, particularly predator species (cat, fox and dog).

5.3 CONSIDERATION OF INCLUSION OF LOT 1416 INTO CONSERVATION ESTATE

MRL has received advice from DBCA (N. Smith, MRL, pers. comm., 11 November 2020) that Lot 1416 is a 'property of interest' for potential inclusion into the conservation estate. Further to this, DBCA has advised its strategic approach for additions to the conservation estate included the acquisition of lands:

- containing significant flora and fauna values
- containing communities and/or habitat that are not well represented in the reserve system
- those areas that contribute to better management outcomes for the existing reserves.

Based on this high-level assessment, Lot 1416 potentially meets all of the above criteria. The site potentially supports several significant flora species, as well as Threatened fauna species of relevance to PRIOP and the Proposal area (Chuditch and Malleefowl). The latter two species appear to be present in low numbers (or intermittently) in Lot 1416 and adjacent reserves, so that there is potential for resident populations to increase under favourable conditions of climatic variation or management actions such as control of introduced predators.

The vegetation associations of Lot 1416 have been heavily cleared, holding the status of Vulnerable at the bioregional and subregional scale, and are poorly represented in the reserve system. The Avon Wheatbelt bioregion is one of the most heavily modified bioregions in Australia, with a total vegetation loss of around 85%. Aside from the immediate impact of habitat destruction and modification, remnant vegetation suffers ongoing, longer term effects of fragmentation (Abensperg-Traun *et al.* 1996).

Lot 1416 is of particular importance in this regard because it connects the three adjacent conservation reserves, providing both a linkage between these and collectively (with the reserves) representing a large intact remnant within a heavily cleared landscape. Local fauna populations within the adjacent reserves are likely to be dependent on the fauna habitat and connectivity provided by Lot 1416. It also potentially has important value as a linkage between other reserves and remnants.

5.4 CONCLUSION AND RECOMMENDATIONS

Based on the findings of this study, Lot 1416 potentially presents a suitable site to offset the significant residual impacts of the Proposal area. The site has potentially overlapping values to those that will be impacted by PRIOP and the Proposal area and appears suitable for inclusion into the conservation estate in accordance with DBCA's strategic criteria.

Lot 1416 and the surrounding reserves may be important to regional populations of some Threatened fauna species even if they currently occur in low numbers, particularly Malleefowl and Chuditch. Further targeted surveys (e.g. LiDAR and ground-truthing to identify Malleefowl mounds, detailed mapping and ground survey of rock outcrops potentially providing Chuditch den sites) and subsequent monitoring would assist in better defining the utilisation of the study area by these species.

Ongoing monitoring and management of introduced predator species is recommended to reduce this threat on the local Malleefowl and Chuditch population. This can be achieved in part by 1080 baiting and cat trapping.

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Appendix 1 Flora survey site descriptions

Site details			
Site	Site001	Position (WGS84)	-31.353586, 118.752356
Slope	negligible	Topography	plain
Soil colour	red-brown	Soil texture	sandy loam
Rock cover (%)	30	Rock type	granite bolders

Observation details - visit 1 (11 Mar 2020)			
Sample description	Tall open woodland of <i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i>		
Habitat	open woodland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	not evident
Total veg. cover (%)	50	Tree cover (%)	30
Shrub cover (%)	20	Grass cover (%)	10
Herb cover (%)	5		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1	11-Mar-2020	unbounded	Andrew Perkins

Species (16)	Status	Cover (%)	Height (m)
<i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i>		30	10
<i>Santalum acuminatum</i>		10	2
<i>Alyxia buxifolia</i>		5	1.8
<i>Acacia erinacea</i>		5	0.4
<i>Olearia muelleri</i>		2	0.5
<i>Eremophila ionantha</i>		2	0.4
<i>Platysace trachymenioides</i>		2	0.4
<i>Thysanotus manglesianus</i>		1	0.9
<i>Dianella revoluta</i> var. <i>divaricata</i>		1	0.6
<i>Acacia hemiteles</i>		1	0.6
<i>Acacia merrallii</i>		1	0.4
<i>Enchylaena lanata</i>		1	0.4
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		1	0.2
<i>Waitzia acuminata</i> var. <i>acuminata</i>		1	0.1
<i>Podolepis capillaris</i>		1	0.1
<i>Sclerolaena diacantha</i>		1	0.1

Site details			
Site	Site002	Position (WGS84)	-31.365464, 118.757444
Slope	negligible	Topography	plain
Soil colour	red-orange, yellow	Soil texture	sandy loam
Rock cover (%)	0	Rock type	none

Observation details - visit 1 (12 Mar 2020)			
Sample description	Woodland with scattered emergent trees amongst mallee <i>Eucalyptus erythronema</i> , <i>Acacia erinacaea</i> and low isolated <i>Olearia muelleri</i> shrubs.		
Habitat	open woodland		
Disturbance	vehicle tracks		
Vegetation condition	Excellent	Fire age	not evident
Total veg. cover (%)	50	Tree cover (%)	50
Shrub cover (%)	10	Grass cover (%)	1
Herb cover (%)	1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1	12-Mar-2020	unbounded	Andrew Perkins

Species (12)	Status	Cover (%)	Height (m)
<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>		30	6
<i>Eucalyptus horistes</i>		10	7
<i>Eucalyptus salmonophloia</i>		5	15
<i>Acacia erinacea</i>		5	0.4
<i>Eucalyptus moderata</i>		3	12
<i>Melaleuca lateriflora</i>		2	3.1
<i>Olearia muelleri</i>		2	0.5
<i>Alyxia buxifolia</i>		1	2.2
<i>Eremophila ionantha</i>		1	1.4
<i>Acacia hemiteles</i>		1	1
<i>Acacia merrallii</i>		1	0.6
<i>Sclerolaena diacantha</i>		1	0.1

Site details			
Site	Site003	Position (WGS84)	-31.353303, 118.741131
Slope	negligible	Topography	plain
Soil colour	BLK	Soil texture	ALUV
Rock cover (%)	0	Rock type	none

Observation details - visit 1 (12 Mar 2020)			
Sample description	Isolated <i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i> over <i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i> and <i>A. spinosissima</i> dominant shrubland		
Habitat	shrubland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	not evident
Total veg. cover (%)	80	Tree cover (%)	60
Shrub cover (%)	40	Grass cover (%)	10
Herb cover (%)	1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1	12-Mar-2020	unbounded	Andrew Perkins

Species (7)	Status	Cover (%)	Height (m)
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		25	3.5
<i>Allocasuarina spinosissima</i>		25	3
<i>Ecdeiocolea monostachya</i>		20	0.6
<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>		10	3.5
<i>Grevillea didymobotrya</i> subsp. <i>didymobotrya</i>		1	1.7
<i>Acacia acuminata</i>		1	1.5
<i>Dianella revoluta</i> var. <i>divaricata</i>		1	1

Site details			
Site	Site004	Position (WGS84)	-31.365833, 118.770847
Slope	negligible	Topography	plain
Soil colour	yellow, grey, whitish	Soil texture	sandy loam
Rock cover (%)	0	Rock type	none

Observation details - visit 1 (12 Mar 2020)			
Sample description	Tall <i>Eucalyptus erythronema</i> subsp. <i>erythronema</i> woodland over low open shrubs of <i>Acacia erinacea</i> and <i>Olearia muelleri</i> .		
Habitat	woodland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	not evident
Total veg. cover (%)	50	Tree cover (%)	45
Shrub cover (%)	15	Grass cover (%)	1
Herb cover (%)	1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1	12-Mar-2020	unbounded	Andrew Perkins

Species (17)	Status	Cover (%)	Height (m)
<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>		35	5
<i>Acacia erinacea</i>		10	0.8
<i>Enchylaena lanata</i>		10	0.5
<i>Eucalyptus salmonophloia</i>		5	18
<i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i>		5	12
<i>Melaleuca lateriflora</i>		5	3
<i>Acacia hemiteles</i>		2	1.6
<i>Phebalium tuberculatum</i>		2	1.1
<i>Acacia merrallii</i>		2	0.6
<i>Olearia muelleri</i>		2	0.5
<i>Cassitya melantha</i>		1	2.5
<i>Melaleuca hamata</i>		1	1.9
<i>Eremophila ionantha</i>		1	1.5
<i>Austrostipa</i>		1	0.7
<i>Westringia cephalantha</i>		1	0.4
<i>Sclerolaena diacantha</i>		1	0.1
<i>Waitzia acuminata</i> var. <i>acuminata</i>		1	0.1

Site details			
Site	Site005	Position (WGS84)	-31.370178, 118.760222
Slope	negligible	Topography	plain
Soil colour	yellow, grey	Soil texture	sandy loam
Rock cover (%)	0	Rock type	none

Observation details - visit 1 (18 Mar 2020)			
Sample description	<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i> woodland over tall <i>Melaleuca lateriflora</i> shrubs over low open <i>Olearia muelleri</i> and <i>Acacia hemiteles</i> shrubland		
Habitat	mallee woodland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	not evident
Total veg. cover (%)	60	Tree cover (%)	50
Shrub cover (%)	15	Grass cover (%)	5
Herb cover (%)	1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1	18-Mar-2020	unbounded	Andrew Perkins

Species (11)	Status	Cover (%)	Height (m)
<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>		40	8
<i>Eucalyptus moderata</i>		10	13
<i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i>		10	12
<i>Eucalyptus subangusta</i> subsp. <i>cerina</i>		10	4.5
<i>Melaleuca lateriflora</i>		3	2.5
<i>Olearia muelleri</i>		2	0.5
<i>Acacia hemiteles</i>		1	1.5
<i>Dianella revoluta</i> var. <i>divaricata</i>		1	0.9
<i>Westringia cephalantha</i>		1	0.5
<i>Austrostipa</i>		1	0.5
<i>Waitzia acuminata</i> var. <i>acuminata</i>		1	0.1

Site details			
Site	Site006	Position (WGS84)	-31.354806, 118.755083
Slope	negligible	Topography	plain
Soil colour	yellow, grey, whitish	Soil texture	sandy loam
Rock cover (%)	20	Rock type	granite rocks

Observation details - visit 1 (19 Mar 2020)			
Sample description	Woodland of <i>Eucalyptus erythronema</i> subsp. <i>erythronema</i> and <i>Eucalyptus loxophleba</i> subsp. <i>Lissophloia</i> over <i>Eremophila granitica</i> and <i>Melaleuca lateriflora</i> shrubs		
Habitat	mallee woodland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	not evident
Total veg. cover (%)	70	Tree cover (%)	40
Shrub cover (%)	20	Grass cover (%)	10
Herb cover (%)	5		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1	19-Mar-2020	unbounded	Andrew Perkins

Species (21)	Status	Cover (%)	Height (m)
<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>		30	8
<i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i>		15	10
<i>Eremophila granitica</i>		5	1.8
<i>Triodia</i> sp.		5	0.5
<i>Borya constricta</i>		5	0.1
<i>Melaleuca lateriflora</i>		2	2.5
<i>Eucalyptus flocktoniae</i>		1	5
<i>Santalum acuminatum</i>		1	3.5
<i>Acacia crenulata</i>	P3 (DBCA list)	1	3.5
<i>Acacia colletioides</i>		1	2.5
<i>Melaleuca hamata</i>		1	1.9
<i>Alyxia buxifolia</i>		1	1.8
<i>Eremophila ionantha</i>		1	1.5
<i>Phebalium tuberculatum</i>		1	1.3
<i>Dianella revoluta</i> var. <i>divaricata</i>		1	1
<i>Acacia hemiteles</i>		1	0.9
<i>Thysanotus manglesianus</i>		1	0.7
<i>Platysace trachymenioides</i>		1	0.5
<i>Austrostipa</i>		1	0.4
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		1	0.3
<i>Waitzia acuminata</i> var. <i>acuminata</i>		1	0.1

Site details			
Site	Site007	Position (WGS84)	-31.3575734, 118.755542
Slope	negligible	Topography	plain
Soil colour	yellow, grey	Soil texture	sand, laterite
Rock cover (%)	5	Rock type	laterite

Observation details - visit 1 ()			
Sample description	Tall <i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i> shrubland with an occasional <i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i> over <i>Grevillea paradoxa</i> and <i>Grevillea didymobotrya</i> subsp. <i>didymobotrya</i> .		
Habitat	shrubland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	60	Tree cover (%)	40
Shrub cover (%)	19	Grass cover (%)	1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (10)	Status	Cover (%)	Height (m)
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		25	4.5
<i>Allocasuarina spinosissima</i>		15	3
<i>Baeckea elderiana</i>		5	2
<i>Grevillea paradoxa</i>		5	1.6
<i>Grevillea didymobotrya</i> subsp. <i>didymobotrya</i>		3	2.2
<i>Thryptomene kochii</i>		2.5	1.8
<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>		1	3.5
<i>Calothamnus gilesii</i>		0.5	1.5
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		0.5	0.3
<i>Borya constricta</i>		0.2	0.1

Site details			
Site	Site008	Position (WGS84)	-31.368357, 118.744386
Slope	gentle	Topography	plain
Soil colour	yellow	Soil texture	sand, laterite
Rock cover (%)	1	Rock type	laterite

Observation details - visit 1 ()			
Sample description	<i>Allocasuarina corniculata</i> shrubland with a mix of <i>Acacia beauverdiana</i> , <i>Thyrtomene kochii</i> , <i>Hakea meisneriana</i> over <i>Comesperma spinosum</i> , <i>Schoenus hexandrus</i> , and <i>Melaleuca conothamnoides</i> .		
Habitat	shrubland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	55	Tree cover (%)	30
Shrub cover (%)	20	Grass cover (%)	5
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (9)	Status	Cover (%)	Height (m)
<i>Allocasuarina corniculata</i>		15	2.5
<i>Thryptomene kochii</i>		10	1.4
<i>Melaleuca conothamnoides</i>		2	0.9
<i>Hakea meisneriana</i>		1	2.8
<i>Schoenus hexandrus</i>		1	0.3
<i>Euryomyrtus maidenii</i>		0.5	0.5
<i>Comesperma spinosum</i>		0.5	0.3
<i>Acacia beauverdiana</i>		0.5	
<i>Microcybe ambigua</i>		0.2	0.6

Site details			
Site	Site009	Position (WGS84)	-31.36889808, 118.7377635
Slope	negligible	Topography	plain
Soil colour	yellow, whitish	Soil texture	sand
Rock cover (%)	0	Rock type	None

Observation details - visit 1 ()			
Sample description	Open 'grasslands' of <i>Ecdeicola monostachya</i> , with scattered <i>Eucalytus rigidula</i> and <i>E. leptopoda</i> subsp. <i>leptopoda</i> and small shrubs of <i>Melaleuca calyptroides</i> over <i>Lepidosperma sanguinolentum</i> .		
Habitat	grassland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	45	Tree cover (%)	2
Shrub cover (%)	2	Grass cover (%)	40
Herb cover (%)	1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (10)	Status	Cover (%)	Height (m)
<i>Ecdeiocolea monostachya</i>		33	0.5
<i>Melaleuca calyptroides</i>		10	0.8
<i>Lepidosperma sanguinolentum</i>		3	0.7
<i>Eucalyptus rigidula</i>		1	3.5
<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>		1	3.5
<i>Melaleuca vinnula</i>		1	2.5
<i>Borya constricta</i>		1	0.1
<i>Schoenus calcatus</i>	Range extension	0.5	0.05
<i>Acacia dielsii</i>		0.3	1
<i>Lepidobolus preissianus</i> subsp. <i>volubilis</i>		0.2	0.1

Site details			
Site	Site010	Position (WGS84)	-31.372262, 118.716545
Slope	gentle	Topography	plain
Soil colour	grey, whitish, light-brown	Soil texture	sand, loamy sand
Rock cover (%)	0	Rock type	none

Observation details - visit 1 ()			
Sample description	Mixed open Eucalyptus woodland of <i>Eucalyptus capillosa</i> , <i>E. salubris</i> and <i>E. salmonophloia</i> , all with a patchy understory of mallees. <i>Melaleuca pauperifolia</i> subsp. <i>fastigata</i> also present.		
Habitat	woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	40	Tree cover (%)	30
Shrub cover (%)	5	Grass cover (%)	5
Herb cover (%)	0.5		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (19)	Status	Cover (%)	Height (m)
<i>Eucalyptus capillosa</i>		7.5	18
<i>Eucalyptus tephroclada</i>		7	6
<i>Eucalyptus sheathiana</i>		7	6
<i>Eucalyptus salmonophloia</i>		6	18
<i>Eucalyptus salubris</i>		6	12
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		5	0.2
<i>Olearia muelleri</i>		2.5	0.6
<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>		1	8
<i>Eucalyptus yilgarnensis</i>		1	6
<i>Exocarpos aphyllus</i>		1	1
<i>Melaleuca pauperiflora</i> subsp. <i>fastigiata</i>		0.5	3
<i>Santalum acuminatum</i>		0.5	2.5
<i>Alyxia buxifolia</i>		0.5	2
<i>Acacia hemiteles</i>		0.5	0.8
<i>Lomandra effusa</i>		0.5	0.3
<i>Waitzia acuminata</i> var. <i>acuminata</i>		0.3	0.1
<i>Acacia ancistrophylla</i>		0.2	0.8
<i>Acacia erinacea</i>		0.2	0.7
<i>Monachather paradoxus</i>		0.2	0.3

Site details			
Site	Site011A	Position (WGS84)	-31.37124846, 118.7252453
Slope	gentle	Topography	plain
Soil colour	yellow, orange	Soil texture	sand, laterite
Rock cover (%)	1	Rock type	laterite

Observation details - visit 1 ()			
Sample description	Tall <i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i> shrubland over shrubs of <i>Thryptomene kochii</i> , <i>Baeckea elderiana</i> , <i>Grevillea paradoxa</i> and <i>Amphipogon caricinus</i> var. <i>caricinus</i> .		
Habitat	shrubland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	66	Tree cover (%)	40
Shrub cover (%)	15	Grass cover (%)	1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (7)	Status	Cover (%)	Height (m)
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		25	4
<i>Baeckea elderiana</i>		5	2.5
<i>Thryptomene kochii</i>		3	2
<i>Grevillea paradoxa</i>		2.5	2.2
<i>Melaleuca conothamnoides</i>		0.5	0.8
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		0.5	0.2
<i>Acacia neurophylla</i> subsp. <i>erugata</i>		0.3	3

Site details			
Site	Site011B	Position (WGS84)	-31.3716, 118.7242
Slope	gentle	Topography	breakaway
Soil colour	grey, white	Soil texture	sand, rocks
Rock cover (%)	20	Rock type	calcrete, sandstone

Observation details - visit 1 ()			
Sample description	Whitish calcareous and sandy conglomerates breakaway with open <i>Eucalyptus capillosa</i> woodland, with fringing <i>Callitris columellaris</i> over shrubby <i>Acacia crenulata</i> and <i>Gastrolobium</i> aff. <i>floribundum</i> .		
Habitat	open woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	35	Tree cover (%)	20
Shrub cover (%)	5	Grass cover (%)	4
Herb cover (%)	1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (7)	Status	Cover (%)	Height (m)
<i>Eucalyptus capillosa</i>		15	15
<i>Callitris columellaris</i>		7.5	5
<i>Gastrolobium aff. floribundum</i>		2	1.3
<i>Styphelia serratifolia</i>		2	1
<i>Acacia crenulata</i>	P3 (DBCA list)	1.5	1.9
<i>Phebalium tuberculatum</i>		1	1.4
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		0.5	0.2

Site details			
Site	Site012	Position (WGS84)	-31.360297, 118.811575
Slope	gentle	Topography	plain
Soil colour	red-brown	Soil texture	loam
Rock cover (%)	3	Rock type	quartz, siltstone / mudstone

Observation details - visit 1 ()			
Sample description	<i>Eucalyptus salmonophloia</i> dominant open woodland, over <i>Pittosporum angustifolium</i> , <i>Santalum acuminatum</i> , over <i>Atriplex vesicaria</i> , <i>Acacia erinacea</i> & <i>Olearia muelleri</i> .		
Habitat	woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	30	Tree cover (%)	20
Shrub cover (%)	5	Grass cover (%)	0.1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (10)	Status	Cover (%)	Height (m)
<i>Eucalyptus salmonophloia</i>		15	22
<i>Atriplex vesicaria</i>		8	0.8
<i>Pittosporum angustifolium</i>		7	3
<i>Santalum acuminatum</i>		2	2.5
<i>Acacia erinacea</i>		2	1.2
<i>Austrostipa elegantissima</i>		0.5	0.7
<i>Senna artemisioides</i> subsp. <i>filifolia</i>		0.3	0.9
<i>Rhagodia preissii</i> subsp. <i>preissii</i>		0.2	0.6
<i>Olearia muelleri</i>		0.2	0.5
<i>Sclerolaena diacantha</i>		0.2	0.1

Site details			
Site	Site013	Position (WGS84)	-31.35366708, 118.8236505
Slope	gentle	Topography	plain
Soil colour	red-brown	Soil texture	clay loam
Rock cover (%)	5	Rock type	basalt

Observation details - visit 1 ()			
Sample description	Herbland on soft crumbly red brown loam. Small basalt rocks scattered on soil surface. A mixture of annual grasses, <i>Goodeniaceae</i> , <i>Fabaceae</i> & <i>Asteraceae</i> .		
Habitat	herbland / forbland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	15	Tree cover (%)	0
Shrub cover (%)	0	Grass cover (%)	8
Herb cover (%)	7		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (8)	Status	Cover (%)	Height (m)
<i>*Bromus rubens</i>	Weed	13	0.2
<i>Notisia intonsa</i>	P3 (DBCA list)	1	0.05
<i>*Lysimachia arvensis</i>	Weed	0.5	0.1
<i>*Medicago minima</i>	Weed	0.5	0.05
<i>*Centaurea melitensis</i>	Weed	0.4	0.3
<i>Asteridea athrixoides</i>		0.3	0.1
<i>Erodium cygnorum</i>		0.2	0.05
<i>Hydrocotyle corynophora</i>	Range extension	0.1	0.1

Site details			
Site	Site014	Position (WGS84)	-31.36231766, 118.7967193
Slope	gentle	Topography	plain
Soil colour	red-brown	Soil texture	clay loam, loam
Rock cover (%)	3	Rock type	quartz

Observation details - visit 1 ()			
Sample description	Mixed open woodland with open areas of dark red brown loam soil. Trees consists of <i>Eucalyptus longicornis</i> , <i>Eucalyptus salubris</i> , <i>Eucalyptus salmonophloia</i> , over <i>Santalum acuminatum</i> and <i>Pittosporum angustifolium</i> .		
Habitat	open woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	30	Tree cover (%)	15
Shrub cover (%)	15	Grass cover (%)	0.1
Herb cover (%)	0.5		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (14)	Status	Cover (%)	Height (m)
<i>Eucalyptus longicornis</i>		7.5	25
<i>Eucalyptus salubris</i>		7.5	15
<i>Templetonia ceracea</i>		6	1
<i>Eucalyptus salmonophloia</i>		5	20
<i>Santalum acuminatum</i>		3	2.5
<i>Atriplex vesicaria</i>		3	0.7
<i>Pittosporum angustifolium</i>		1.5	2
<i>Eucalyptus yilgarnensis</i>		0.5	6
<i>Austrostipa elegantissima</i>		0.5	0.6
<i>Haloragis trigonocarpa</i>		0.3	0.1
<i>Ptilotus exaltatus</i>		0.2	0.2
<i>Daucus glochidiatus</i>		0.2	0.2
<i>Sclerolaena diacantha</i>		0.2	0.1
<i>Hydrocotyle corynophora</i>	Range extension	0.1	0.1

Site details			
Site	Site016	Position (WGS84)	-31.36530837, 118.7823615
Slope	negligible	Topography	plain
Soil colour	yellow, whitish	Soil texture	sand
Rock cover (%)	0	Rock type	None

Observation details - visit 1 ()			
Sample description	A mixed shrubland with <i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i> , <i>A. spinosissima</i> , <i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i> , <i>E. burracoppinensis</i> , over shrubs of <i>Hakea erecta</i> , and <i>Melaleuca conothamnoides</i> .		
Habitat	shrubland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	60	Tree cover (%)	40
Shrub cover (%)	19	Grass cover (%)	1
Herb cover (%)	0.1		

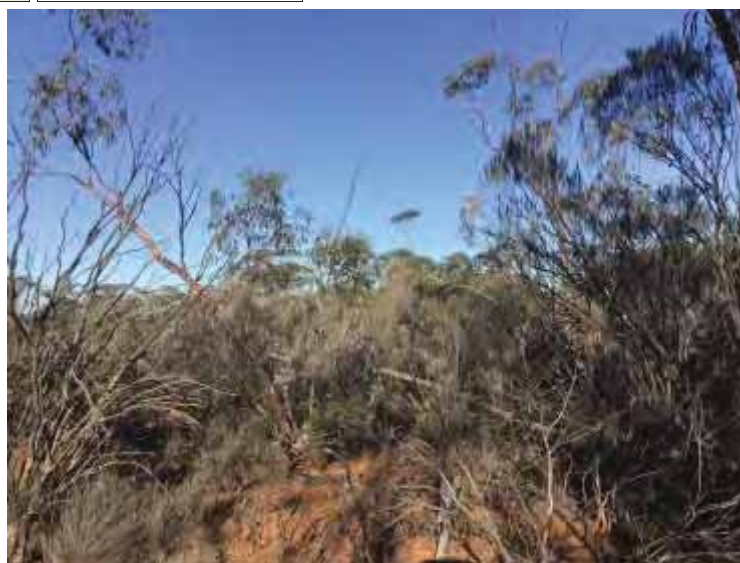


Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (11)	Status	Cover (%)	Height (m)
<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>		10	5
<i>Eucalyptus burracoppinensis</i>		10	5
<i>Allocasuarina spinosissima</i>		7.5	3
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		7.5	3
<i>Melaleuca conothamnoides</i>		7	0.6
<i>Hakea erecta</i>		3	2.8
<i>Schoenus hexandrus</i>		2	0.2
<i>Lepidosperma sanguinolentum</i>		0.5	0.6
<i>Drummondita hassellii</i>		0.5	0.6
<i>Euryomyrtus maidenii</i>		0.5	0.4
<i>Lepidosperma</i> sp. <i>Bandalup Scabrid</i> (N. Eveleigh 10798)		0.4	0.5

Site details			
Site	Site018	Position (WGS84)	-31.369651, 118.821019
Slope	negligible	Topography	plain
Soil colour	red-brown	Soil texture	loam, rocks
Rock cover (%)	20	Rock type	laterite

Observation details - visit 1 ()			
Sample description	Mixed mallee woodland with <i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i> , <i>Allocasuarina campestris</i> and <i>Acacia acuminata</i> , over shrubs of <i>Hibbertia stowardii</i> , over <i>Amphipogon caricinus</i> var. <i>caricinus</i> .		
Habitat	mallee woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	40	Tree cover (%)	20
Shrub cover (%)	20	Grass cover (%)	0.5
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (5)	Status	Cover (%)	Height (m)
<i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i>		15	6
<i>Allocasuarina campestris</i>		15	3
<i>Hibbertia stowardii</i>		15	1.3
<i>Acacia acuminata</i>		1	3
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		0.5	0.2

Site details			
Site	Site020A	Position (WGS84)	-31.34646102, 118.790439
Slope	negligible	Topography	plain
Soil colour	yellow, whitish	Soil texture	sand, laterite
Rock cover (%)	1	Rock type	laterite

Observation details - visit 1 ()			
Sample description	<i>Allocasuarina corniculata</i> & <i>Acacia beauverdiana</i> shrubland with occasional <i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i> , over <i>Grevillea paradoxa</i> , <i>Melaleuca conothamnoides</i> and <i>Euryomyrtus maidenii</i> .		
Habitat	shrubland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	60	Tree cover (%)	50
Shrub cover (%)	8	Grass cover (%)	1
Herb cover (%)	1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (12)	Status	Cover (%)	Height (m)
<i>Allocasuarina corniculata</i>		25	3.5
<i>Acacia beauverdiana</i>		15	4
<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>		5	5
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		5	3
<i>Grevillea paradoxa</i>		3	2
<i>Melaleuca conothamnoides</i>		3	0.7
<i>Euryomyrtus maidenii</i>		3	0.6
<i>Grevillea didymobotrya</i> subsp. <i>didymobotrya</i>		1	2
<i>Drummondita hassellii</i>		1	0.6
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		1	0.3
<i>Styphelia hamulosa</i>		0.5	0.9
<i>Thryptomene kochii</i>		0.3	1.5

Site details			
Site	Site021A	Position (WGS84)	-31.35578002, 118.822
Slope	gentle	Topography	plain
Soil colour	red-brown	Soil texture	clay loam, loam
Rock cover (%)	3	Rock type	quartz

Observation details - visit 1 ()			
Sample description	<i>Eucalyptus salubris</i> dominant woodland over shrubs of <i>Grevillea acuaria</i> , <i>Acacia erianacea</i> , <i>Santalum acuminatum</i> , <i>Eremophila ionantha</i> & <i>Exocarpus aphyllus</i> , over <i>Austrostipa elegantissima</i> .		
Habitat	woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	45	Tree cover (%)	40
Shrub cover (%)	5	Grass cover (%)	0.1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (14)	Status	Cover (%)	Height (m)
<i>Eucalyptus salubris</i>		35	11
<i>Eucalyptus yilgarnensis</i>		5	7
<i>Grevillea acuaria</i>		5	1
<i>Santalum acuminatum</i>		0.5	2.5
<i>Exocarpos aphyllus</i>		0.3	4
<i>Olearia muelleri</i>		0.3	0.6
<i>Daucus glochidiatus</i>		0.3	0.2
<i>Acacia erinacea</i>		0.2	1.3
<i>Eremophila ionantha</i>		0.2	0.9
<i>Eremophila decipiens</i> subsp. <i>decipiens</i>		0.2	0.6
<i>Austrostipa elegantissima</i>		0.2	0.5
<i>Acacia merrallii</i>		0.2	0.5
<i>Sclerolaena diacantha</i>		0.2	0.2
<i>Asteridea athrixoides</i>		0.1	0.1

Site details			
Site	Site-AP001	Position (WGS84)	-31.34828098, 118.824069
Slope	gentle	Topography	hill top
Soil colour	brown	Soil texture	clay loam, rocks
Rock cover (%)	5	Rock type	quartz, siltstone / mudstone

Observation details - visit 1 ()			
Sample description	Open <i>Eucalyptus aequisperma</i> woodland with scattered low shrubs of <i>Olearia muelleri</i> and <i>Maireana trichoptera</i> and <i>Austrostipa elegantissima</i> .		
Habitat	open woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	30	Tree cover (%)	28
Shrub cover (%)	1	Grass cover (%)	0.5
Herb cover (%)	0.5		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (10)	Status	Cover (%)	Height (m)
<i>Eucalyptus aequioperta</i>		29	16
<i>Olearia muelleri</i>		0.5	0.5
<i>Austrostipa nitida</i>		0.5	0.5
<i>Maireana trichoptera</i>		0.3	0.2
<i>Senna artemisioides</i> subsp. <i>filifolia</i>		0.2	0.6
<i>Austrostipa elegantissima</i>		0.2	0.5
<i>Roepera apiculata</i>		0.2	0.3
* <i>Bromus rubens</i>	Weed	0.2	0.2
<i>Daucus glochidiatus</i>		0.2	0.2
<i>Scaevola spinescens</i>		0.1	0.4

Site details			
Site	Site-AP002	Position (WGS84)	-31.35719396, 118.810371
Slope	negligible	Topography	plain
Soil colour	red-brown, red-orange	Soil texture	clay loam, loam
Rock cover (%)	3	Rock type	quartz

Observation details - visit 1 ()			
Sample description	Open woodland dominated by <i>Euclyptus yilgarnensis</i> , mixed with scattered <i>Eucalyptus salmonophloia</i> , over <i>Grevillea actuaria</i> , <i>Eremophila decipiens</i> subsp. <i>decipiens</i> , and <i>Acacia eriancea</i> .		
Habitat	woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	40	Tree cover (%)	35
Shrub cover (%)	5	Grass cover (%)	0.2
Herb cover (%)	0.2		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (11)	Status	Cover (%)	Height (m)
<i>Eucalyptus yilgarnensis</i>		25	0.9
<i>Eucalyptus salmonophloia</i>		10	12
<i>Grevillea acuaria</i>		5	0.7
<i>Santalum acuminatum</i>		0.3	2.8
<i>Acacia erinacea</i>		0.3	1
<i>Olearia muelleri</i>		0.3	0.6
<i>Sclerolaena diacantha</i>		0.3	0.2
<i>Eremophila decipiens</i> subsp. <i>decipiens</i>		0.2	0.8
<i>Atriplex vesicaria</i>		0.2	0.6
<i>Daucus glochidiatus</i>		0.2	0.2
<i>Exocarpos aphyllus</i>		0.1	1

Site details			
Site	Site-AP004	Position (WGS84)	-31.348716, 118.79191
Slope	negligible	Topography	plain
Soil colour	red-brown, light-brown	Soil texture	sandy loam, rocks
Rock cover (%)	3	Rock type	quartz

Observation details - visit 1 ()			
Sample description	Mixed open woodland with trees of <i>Eucalyptus salmonophloia</i> , <i>Eucalyptus capillosa</i> , <i>Eucalyptus erythronema</i> subsp. <i>erythronema</i> , over <i>Melaleuca pauperifolia</i> subsp. <i>fastigiata</i> and <i>Santalum acuminatum</i> .		
Habitat	open woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	35	Tree cover (%)	30
Shrub cover (%)	5	Grass cover (%)	0.5
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (12)	Status	Cover (%)	Height (m)
<i>Eucalyptus salmonophloia</i>		10	20
<i>Eucalyptus capillosa</i>		10	15
<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>		8	5
<i>Melaleuca pauperiflora</i> subsp. <i>fastigiata</i>		3	4
<i>Acacia crenulata</i>	P3 (DBCA list)	2	3.5
<i>Santalum acuminatum</i>		1	3.8
<i>Acacia hemiteles</i>		0.5	1
<i>Phebalium filifolium</i>		0.5	0.9
<i>Olearia muelleri</i>		0.5	0.6
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		0.3	0.3
<i>Acacia erinacea</i>		0.2	0.7
<i>Acacia merrallii</i>		0.2	0.6

Site details			
Site	Site-AP005	Position (WGS84)	-31.36309097, 118.812442
Slope	gentle	Topography	plain
Soil colour	red-brown	Soil texture	loam
Rock cover (%)	2	Rock type	quartz

Observation details - visit 1 ()			
Sample description	<i>Eucalyptus salubris</i> dominant open woodland, over <i>Santalum acuminatum</i> , <i>Acacia merrallii</i> , <i>Olearia muelleri</i> , over scattered <i>Sclerolaena diacantha</i> .		
Habitat	open woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	50	Tree cover (%)	45
Shrub cover (%)	5	Grass cover (%)	0.1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (9)	Status	Cover (%)	Height (m)
<i>Eucalyptus salubris</i>		35	12
<i>Olearia muelleri</i>		10	0.8
<i>Santalum acuminatum</i>		3	3
<i>Acacia merrallii</i>		2	0.6
<i>Sclerolaena diacantha</i>		2	0.1
<i>Acacia erinacea</i>		0.2	0.7
<i>Rhagodia preissii</i> subsp. <i>preissii</i>		0.2	0.6
<i>Austrostipa elegantissima</i>		0.2	0.5
<i>Atriplex vesicaria</i>		0.2	0.5

Site details			
Site	Site-AP006	Position (WGS84)	-31.36122901, 118.80597
Slope	gentle	Topography	plain
Soil colour	red-brown, red-orange	Soil texture	clay loam
Rock cover (%)	1	Rock type	quartz, siltstone / mudstone

Observation details - visit 1 ()			
Sample description	Open winter annual herbland on soft red brown clay loam soil, dominated by <i>*Bromus rubens</i> , <i>Halogoris trigonocarpa</i> , <i>Ptilotus exaltatus</i> & <i>Stellaria filiformis</i> .		
Habitat	herbland / forbland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	15	Tree cover (%)	0
Shrub cover (%)	0.1	Grass cover (%)	10
Herb cover (%)	5		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (11)	Status	Cover (%)	Height (m)
<i>*Bromus rubens</i>	Weed	10	0.1
<i>Haloragis trigonocarpa</i>		2	0.1
<i>*Medicago minima</i>	Weed	1	0.05
<i>Stellaria filiformis</i>		1	0.05
<i>Asteridea athrixioides</i>		0.5	0.1
<i>Aristida holathera</i> var. <i>holathera</i>		0.2	0.5
<i>Ptilotus exaltatus</i>		0.2	0.4
<i>Rytidosperma caespitosum</i>		0.2	0.3
<i>*Centaurea melitensis</i>	Weed	0.2	0.2
<i>Notisia intonsa</i>	P3 (DBCA list)	0.2	0.05
<i>Hydrocotyle corynophora</i>	Range extension	0.1	0.1

Site details			
Site	Site-AP007	Position (WGS84)	-31.36152598, 118.805999
Slope	gentle	Topography	plain
Soil colour	red-brown	Soil texture	loam
Rock cover (%)	4	Rock type	quartz

Observation details - visit 1 ()			
Sample description	Open mallee/mallet woodland dominated by <i>Eucalyptus yilgarnensis</i> with the occasional <i>Eucalyptus salmonophloia</i> , over <i>Acacia hemiteles</i> , <i>Acacia merrallii</i> , and <i>Eremophila decipiens</i> subsp. <i>decipiens</i> .		
Habitat	mallee woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	30	Tree cover (%)	25
Shrub cover (%)	5	Grass cover (%)	0.5
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (11)	Status	Cover (%)	Height (m)
<i>Eucalyptus yilgarnensis</i>		20	12
<i>Eucalyptus salmonophloia</i>		5	16
<i>Acacia hemiteles</i>		3	1.9
<i>Acacia merrallii</i>		2	0.7
<i>Acacia erinacea</i>		0.5	1
<i>Austrostipa elegantissima</i>		0.5	0.6
<i>Rytidosperma caespitosum</i>		0.3	0.3
<i>Sclerolaena diacantha</i>		0.3	0.1
<i>Eremophila decipiens</i> subsp. <i>decipiens</i>		0.2	1
<i>Daucus glochidiatus</i>		0.2	0.2
<i>Ptilotus exaltatus</i>		0.2	0.1

Site details			
Site	Site-AP008	Position (WGS84)	-31.367662, 118.7702
Slope	gentle	Topography	plain
Soil colour	grey, whitish, light-brown	Soil texture	sand, loamy sand
Rock cover (%)	2	Rock type	laterite

Observation details - visit 1 ()			
Sample description	Mixed eucalyptus woodland with emergent trees of mostly <i>Eucalyptus salmonophloia</i> and occasional <i>Eucalyptus tephroclada</i> , with a dominant mallee understory of <i>Eucalyptus sheathiana</i> , over the occasional <i>Grevillea huegelii</i> .		
Habitat	woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	45	Tree cover (%)	40
Shrub cover (%)	5	Grass cover (%)	0.1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (10)	Status	Cover (%)	Height (m)
<i>Eucalyptus sheathiana</i>		25	5
<i>Eucalyptus salmonophloia</i>		10	20
<i>Olearia muelleri</i>		3	0.6
<i>Eucalyptus tephroclada</i>		2.5	4
<i>Acacia merrallii</i>		1.5	1
<i>Grevillea huegelii</i>		1	1.6
<i>Phebalium filifolium</i>		0.5	1
<i>Acacia colletioides</i>		0.2	2.4
<i>Acacia erinacea</i>		0.2	0.8
<i>Alyxia buxifolia</i>		0.1	1

Site details			
Site	Site-AP009	Position (WGS84)	-31.37820404, 118.729003
Slope	negligible	Topography	plain
Soil colour	whitish, brown-grey, light-brown	Soil texture	sandy clay, sandy loam
Rock cover (%)	0	Rock type	None

Observation details - visit 1 ()			
Sample description	Open woodland with <i>Eucalyptus salubris</i> & <i>Eucalyptus salmonophloia</i> as the emergents, over dense clump of <i>Melaleuca pauperifolia</i> subsp. <i>fastiagata</i> , over scattered shrubs of <i>Santalum acuminatum</i> .		
Habitat	woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	40	Tree cover (%)	35
Shrub cover (%)	5	Grass cover (%)	0.1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (16)	Status	Cover (%)	Height (m)
<i>Melaleuca pauperiflora</i> subsp. <i>fastigiata</i>		15	4
<i>Eucalyptus salmonophloia</i>		12.5	18
<i>Eucalyptus salubris</i>		12.5	15
<i>Acacia ancistrophylla</i>		5	1
<i>Olearia muelleri</i>		2.5	0.6
<i>Santalum acuminatum</i>		2	2.5
<i>Templetonia ceracea</i>		1.5	0.7
<i>Exocarpos aphyllus</i>		1	3
<i>*Lysimachia arvensis</i>	Weed	0.3	1.5
<i>Austrostipa elegantissima</i>		0.25	0.7
<i>Acacia hemiteles</i>		0.2	0.8
<i>Acacia erinacea</i>		0.2	0.6
<i>Rytidosperma caespitosum</i>		0.2	0.2
<i>Sclerolaena diacantha</i>		0.2	0.1
<i>Maireana trichoptera</i>		0.2	0.1
<i>Atriplex vesicaria</i>		0.1	0.7

Site details			
Site	Site-AP010	Position (WGS84)	-31.379042, 118.797921
Slope	negligible	Topography	plain
Soil colour	yellow, light-brown	Soil texture	sand, loamy sand
Rock cover (%)	1	Rock type	laterite, None

Observation details - visit 1 ()			
Sample description	<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i> dominant shrubland with scattered mallee of <i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i> and <i>Hakea multilineata</i> , over <i>Thryptomene kochii</i> and <i>Melaleuca hamata</i> .		
Habitat	shrubland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	75	Tree cover (%)	30
Shrub cover (%)	40	Grass cover (%)	0.1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (10)	Status	Cover (%)	Height (m)
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		50	3.5
<i>Thryptomene kochii</i>		15	1.9
<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>		5	4.5
<i>Hakea multilineata</i>		5	4
<i>Allocasuarina corniculata</i>		5	2.5
<i>Grevillea paradoxa</i>		2	1.8
<i>Melaleuca hamata</i>		1	1.8
<i>Melaleuca conothamnoides</i>		1	0.6
<i>Euryomyrtus maidenii</i>		1	0.5
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		0.5	0.2

Site details			
Site	Site-AP011	Position (WGS84)	-31.37982602, 118.78915
Slope	negligible	Topography	plain
Soil colour	yellow, grey, whitish	Soil texture	sand
Rock cover (%)	0	Rock type	none

Observation details - visit 1 ()			
Sample description	<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i> shrubland with scattered mallee of <i>Eucalyptus burracopinensis</i> , over shrubs of <i>Hakea multilineata</i> , <i>Melaleuca conothamnoides</i> , <i>Schoenus hexandrus</i> , and <i>Phebalium filifolium</i> .		
Habitat	shrubland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	60	Tree cover (%)	40
Shrub cover (%)	20	Grass cover (%)	0.1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (14)	Status	Cover (%)	Height (m)
<i>Allocasuarina spinosissima</i>		20	3
<i>Eucalyptus burracoppinensis</i>		10	3.5
<i>Melaleuca conothamnoides</i>		10	0.6
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		5	3
<i>Allocasuarina corniculata</i>		5	2.5
<i>Hakea multilineata</i>		2.5	3.5
<i>Hakea erecta</i>		2.5	2
<i>Schoenus hexandrus</i>		2.2	0.2
<i>Lepidosperma sanguinolentum</i>		2	0.7
<i>Comesperma spinosum</i>		1	0.2
<i>Styphelia serratifolia</i>		0.7	
<i>Phebalium filifolium</i>		0.5	0.6
<i>Schoenus calcatus</i>	Range extension	0.3	0.05
<i>Santalum acuminatum</i>		0.2	1.8

Site details			
Site	Site-AP012	Position (WGS84)	-31.38060302, 118.782991
Slope	negligible	Topography	plain
Soil colour	yellow, light-brown	Soil texture	sand, sandy loam
Rock cover (%)	0	Rock type	None

Observation details - visit 1 ()			
Sample description	'Grassland' dominated by <i>Ecdiocola monostachya</i> , in association with small shrubs of <i>Melaleuca conothamnoides</i> , <i>Lepidosperma sanguinolentum</i> , <i>Schoenus hexandra</i> , and scattered shrubs of <i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i> .		
Habitat	grassland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	50	Tree cover (%)	5
Shrub cover (%)	15	Grass cover (%)	30
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (14)	Status	Cover (%)	Height (m)
<i>Ecdeiocolea monostachya</i>		25	0.8
<i>Melaleuca conothamnoides</i>		5	0.6
<i>Schoenus hexandrus</i>		5	0.2
<i>Melaleuca calyptroides</i>		3	0.8
<i>Eucalyptus burracoppinensis</i>		2.5	3
<i>Lepidosperma sanguinolentum</i>		2	0.6
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		1	3
<i>Allocasuarina corniculata</i>		1	2.8
<i>Styphelia hamulosa</i>		0.3	0.5
<i>Lepidobolus preissianus</i> subsp. <i>volubilis</i>		0.3	0.1
<i>Grevillea didymobotrya</i> subsp. <i>didymobotrya</i>		0.2	2
<i>Baeckea muricata</i>		0.2	0.9
<i>Euryomyrtus maidenii</i>		0.2	0.4
<i>Schoenus calcatus</i>	Range extension	0.2	0.05

Site details			
Site	Site-AP013	Position (WGS84)	-31.376689, 118.811771
Slope	gentle	Topography	plain
Soil colour	whitish, light-brown	Soil texture	sandy loam, loamy sand
Rock cover (%)	0	Rock type	None

Observation details - visit 1 ()			
Sample description	Mixed eucalyptus woodland consisting of emergent trees of <i>Eucalyptus capillosa</i> with dominant mallee consisting of <i>E. tephroclada</i> & <i>E. sheathiana</i> , all over scattered shrubs of <i>Olearia muelleri</i> , and <i>Phebalium tuberosum</i> .		
Habitat	woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	41	Tree cover (%)	35
Shrub cover (%)	5	Grass cover (%)	1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (8)	Status	Cover (%)	Height (m)
<i>Eucalyptus tephroclada</i>		20	4.5
<i>Eucalyptus capillosa</i>		10	18
<i>Eucalyptus sheathiana</i>		5	5
<i>Olearia muelleri</i>		3	0.6
<i>Phebalium tuberosum</i>		2	1.6
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		1	0.3
<i>Waitzia acuminata</i> var. <i>acuminata</i>		0.2	0.1
<i>Dianella revoluta</i> var. <i>divaricata</i>		0.1	0.6

Site details			
Site	Site-AP014	Position (WGS84)	-31.377033, 118.810919
Slope	gentle	Topography	plain
Soil colour	whitish, brown-grey, light-brown	Soil texture	sandy clay, loamy sand
Rock cover (%)	1	Rock type	chert

Observation details - visit 1 ()			
Sample description	Woodland with scattered emerging trees and Mallets of <i>Eucalyptus</i> ssp., over large dense clumps of <i>Melaleuca pauperifolia</i> subsp. <i>fastiagata</i> , over occasional <i>Olearia muelleri</i> .		
Habitat	woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	36	Tree cover (%)	35
Shrub cover (%)	0.8	Grass cover (%)	0.1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (7)	Status	Cover (%)	Height (m)
<i>Melaleuca pauperiflora</i> subsp. <i>fastigiata</i>		20	3.5
<i>Eucalyptus moderata</i>		10	15
<i>Eucalyptus calycogona</i> subsp. <i>miraculum</i>		3	4.5
<i>Eucalyptus sheathiana</i>		1	5
<i>Eucalyptus tephroclada</i>		1	3
<i>Olearia muelleri</i>		0.5	0.5
<i>Alyxia buxifolia</i>		0.1	0.6

Site details			
Site	Site-AP015	Position (WGS84)	-31.376379, 118.808711
Slope	negligible	Topography	plain
Soil colour	light-brown, orange	Soil texture	sand, sandy loam, rocks
Rock cover (%)	5	Rock type	granite - outcropping

Observation details - visit 1 ()			
Sample description	<i>Acacia acuminata</i> dominant shrubland mixed with <i>Thryptomene kochii</i> and occasional <i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i> , over shrubs of small leaves myrtles, over <i>Amphipogon caricinus</i> var. <i>carcinus</i> .		
Habitat	shrubland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	60	Tree cover (%)	50
Shrub cover (%)	5	Grass cover (%)	5
Herb cover (%)	0.5		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (9)	Status	Cover (%)	Height (m)
<i>Acacia acuminata</i>		30	4
<i>Hysterobaeckea setifera</i> subsp. <i>meridionalis</i>		15	3
<i>Rinzia carnosae</i>		5	1.6
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		4	0.2
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		2.5	4
<i>Allocasuarina campestris</i>		2.5	3.5
<i>Stylidium dielsianum</i>		1	0.02
<i>Ericomyrtus serpyllifolia</i>		0.5	0.9
<i>Waitzia acuminata</i> var. <i>acuminata</i>		0.2	0.1

Site details			
Site	Site-AP016	Position (WGS84)	-31.368233, 118.82176
Slope	gentle	Topography	plain
Soil colour	red-brown	Soil texture	clay loam, loam
Rock cover (%)	1	Rock type	quartz

Observation details - visit 1 ()			
Sample description	<i>Eucalyptus salubris</i> and <i>E. salmonophloia</i> woodland over sparse shrubs of <i>Olearia muelleri</i> , <i>Acacia merrallii</i> and <i>Templetonia ceracea</i> .		
Habitat	woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	45	Tree cover (%)	42.5
Shrub cover (%)	2.5	Grass cover (%)	0.1
Herb cover (%)	0.1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (8)	Status	Cover (%)	Height (m)
<i>Eucalyptus salubris</i>		42	13
<i>Acacia merrallii</i>		1.5	0.5
<i>Olearia muelleri</i>		1	0.5
<i>Eutaxia lasiocalyx</i>	Range extension	1	0.2
<i>Templetonia ceracea</i>		0.8	0.6
<i>Eucalyptus salmonophloia</i>		0.5	16
<i>Santalum acuminatum</i>		0.3	2.5
<i>Asteridea athrixioides</i>		0.2	0.1

Site details			
Site	Site-AP017	Position (WGS84)	-31.368298, 118.82283
Slope	negligible	Topography	plain
Soil colour	red-brown	Soil texture	clay loam
Rock cover (%)	3	Rock type	calcrete, quartz

Observation details - visit 1 ()			
Sample description	Herbland on soft, crumbly, red brown clay loam soil. Vegetation dominated by winter annuals, occasional low shrubs of <i>Grevillea acuarria</i> . An occasional, isolated <i>Eucalyptus salubris</i> tree within the herb field.		
Habitat	herbland / forbland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	15	Tree cover (%)	0.5
Shrub cover (%)	4	Grass cover (%)	10
Herb cover (%)	1		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (11)	Status	Cover (%)	Height (m)
<i>*Bromus rubens</i>	Weed	7.5	0.1
<i>Haloragis trigonocarpa</i>		2	0.1
<i>*Lysimachia arvensis</i>	Weed	1	0.1
<i>Grevillea acuarua</i>		0.5	0.6
<i>*Medicago minima</i>	Weed	0.5	0.05
<i>Asteridea athrixoides</i>		0.3	0.05
<i>Daucus glochidiatus</i>		0.2	0.2
<i>Notisia intonsa</i>	P3 (DBCA list)	0.2	0.02
<i>Eucalyptus salubris</i>		0.1	12
<i>*Centaurea melitensis</i>	Weed	0.1	0.3
<i>Hydrocotyle corynophora</i>	Range extension	0.1	0.1

Site details			
Site	Site-AP018	Position (WGS84)	-31.371751, 118.721665
Slope	gentle	Topography	plain
Soil colour	red-brown, orange	Soil texture	sand
Rock cover (%)	90	Rock type	granite - outcropping

Observation details - visit 1 ()			
Sample description	Granite outcrops with <i>Borya constricts</i> dominant, with patches of mostly Myrtaceous shrubs, <i>Acacia coolgardiensis</i> , <i>Dodonaea adenophora</i> , and <i>Hibbertia glomerosa</i> var. <i>glomerosa</i> over various herbs.		
Habitat	rockshelf		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	40	Tree cover (%)	5
Shrub cover (%)	10	Grass cover (%)	1
Herb cover (%)	24		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (12)	Status	Cover (%)	Height (m)
<i>Borya constricta</i>		20	0.05
<i>Hysterobaeckea petraea</i>		4	2.5
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		1.5	0.2
<i>Dodonaea adenophora</i>		0.5	0.8
<i>Waitzia acuminata</i> var. <i>acuminata</i>		0.4	0.1
<i>Acacia coolgardiensis</i>		0.3	2.5
<i>Melaleuca radula</i>		0.3	1.4
<i>Goodenia havilandii</i>		0.3	0.1
<i>Aristida contorta</i>		0.2	1
<i>Ericomyrtus serpyllifolia</i>		0.2	0.8
<i>Dianella revoluta</i> var. <i>divaricata</i>		0.2	0.8
<i>Hibbertia glomerosa</i> var. <i>glomerosa</i>		0.2	0.3

Site details			
Site	Site-AP019B	Position (WGS84)	-31.375697, 118.723349
Slope	gentle	Topography	plain
Soil colour	grey, whitish	Soil texture	sand
Rock cover (%)	0	Rock type	None

Observation details - visit 1 ()			
Sample description	Open <i>Eucalyptus capillosa</i> woodland over occasional <i>Melaleuca hamata</i> , <i>Acacia acuminata</i> , <i>Dodonaea viscosa</i> subsp. <i>spathulata</i> , over <i>Lomandra collina</i> , <i>Borya constricta</i> , and <i>Amphipogon caricinus</i> var. <i>caricinus</i> .		
Habitat	open woodland		
Disturbance	None evident		
Vegetation condition	Excellent	Fire age	
Total veg. cover (%)	35	Tree cover (%)	20
Shrub cover (%)	1	Grass cover (%)	8
Herb cover (%)	7		



Sample and effort summary				
Sample method	Visit	Sample date	Dimensions	Observer
Relevé	1		unbounded	Andrew Perkins

Species (16)	Status	Cover (%)	Height (m)
<i>Eucalyptus capillosa</i>		25	20
<i>Borya constricta</i>		10	0.05
<i>Lomandra collina</i>		3	0.3
<i>Amphipogon caricinus</i> var. <i>caricinus</i>		2.5	0.2
<i>Acacia acuminata</i>		0.5	4
<i>Phebalium filifolium</i>		0.5	1.7
<i>Lomandra effusa</i>		0.5	0.3
<i>Dodonaea viscosa</i> subsp. <i>spatulata</i>		0.3	1.8
<i>Waitzia acuminata</i> var. <i>acuminata</i>		0.3	0.1
<i>Allocasuarina acutivalvis</i> subsp. <i>acutivalvis</i>		0.2	4
<i>Melaleuca hamata</i>		0.2	3
<i>Santalum acuminatum</i>		0.2	2
<i>Acacia colletioides</i>		0.2	1.9
<i>Rinzia carnosus</i>		0.2	1
<i>Dianella revoluta</i> var. <i>divaricata</i>		0.2	0.8
<i>Austrostipa trichophylla</i>		0.2	0.2

Appendix 2 NVIS hierarchy

Western Australia Current Practice				National Standard	
Hierarchy of terms	Brief description in WA	Indicative scale	NVIS Level	Description	NVIS structural/floristic components required
Vegetation formation	Structure and growth form – e.g. Forest, Woodland.	1:5 000 000	I	Class	Dominant growth form for the ecologically or structurally dominant stratum.
Vegetation sub-formation	Structural and dominant vegetation layer - Eucalypt Forest, Banksia Woodland.	1:2 500 000 I	II	Structural Formation	Dominant growth form, cover and height for the ecologically or structurally dominant stratum.
Vegetation association	Structural form and dominant species – e.g. Medium woodland; York gum (<i>Eucalyptus loxophleba</i>) & Wandoo.	1:1 000 000 to 1:250 000	III	Broad Floristic Formation	Dominant growth form, cover, height and dominant land cover genus for the uppermost or dominant stratum.
Vegetation complex	Structural and floristic description linked to geomorphology – e.g. Quindalup Complex.	1:250 000 to 1:100 000	IV	Sub-Formation	Dominant growth form, cover, height and dominant genus and Family for the three traditional strata. (i.e. Upper, Mid and Ground).
Vegetation type	Floristic definition by strata with structural detail. Often represented with a code and floristic description.	1:100 000 to 1:10 000	V	Association	Dominant growth form, height, cover and up to three species for the three traditional strata. (i.e. Upper, Mid and Ground).
Plant community	Basic unit of vegetation classification, site specific and highly localised with detailed floristics for each stratum.	1:10 000	VI	Sub-Association	Dominant growth form, height, cover and up to five species for all layers/ strata.
Floristic Community Type	Floristic composition definition; e.g. Northern banksia woodlands over herb rich shrublands on the Swan Coastal Plain.	No absolute scale			

Appendix 3 Summary and Key to identification of Eucalypt woodlands of the Western Australian Wheatbelt TEC

Description based on (Department of the Environment 2015a): The Eucalypt Woodlands of the Western Australian Wheatbelt TEC is composed of eucalypt woodlands dominated by a complex mosaic of eucalypt species with a single tree or mallet form over an understorey that is highly variable in structure and composition. A mallet habit refers to a eucalypt with a single, slender trunk and steep-angled branches that give rise to a dense crown. Many eucalypt species are considered iconic within the Wheatbelt landscape, for example, *Eucalyptus salmonophloia* (salmon gum), *E. loxophleba* subsp. *loxophleba* (York gum), *Eucalyptus rudis* subsp. *rudis*, *E. salubris* (gimlet), *E. wandoo* (wandoo) and the mallet group of species. Associated species may include *Acacia acuminata* (jam), *Corymbia calophylla* (marri) and *Eucalyptus marginata* (jarrah). The understorey structures are often bare to sparse, herbaceous, shrub or heath, chenopod-dominated, thickets (*Melaleuca* spp.) and saline areas with *Tecticornia* spp. The main diagnostic features include location, minimum crown cover of the tree canopy of 10% in a mature woodland, presence of key species and a minimum condition according to scale of Keighery (1994) that depends on size of a patch, weed cover and presence of mature trees. A patch is defined as a discrete and mostly continuous area of the ecological community and may include small-scale variations and disturbances, such as tracks or breaks, watercourses/drainage lines or localised changes in vegetation that do not act as a permanent barrier or significantly alter its overall functionality. Each patch of the community includes a buffer zone, an area that lies immediately outside the edge of a patch but is not part of the ecological community. The buffer zone is designed to minimise this risk to the ecological community.

Woodland vegetation with a very sparse eucalypt tree canopy and woodlands dominated by mallee forms characterised by multiple stems of similar size arising at or near ground level are not part of the ecological community. The ecological community is not likely to be present if it is dominated by non-eucalypt species in the tree canopy, for instance *Acacia acuminata* (jam) or *Allocasuarina huegeliana* (rock sheoak) even though these species may be present as an understorey or minor canopy component.

The community occupies a transitional zone between the wetter forests associated with the Darling Range and the southwest coast, and the low woodlands and shrublands of the semi-arid to arid interior. The Wheatbelt region where the ecological community occurs mostly encompasses two IBRA2 subregions: Avon Wheatbelt subregion AVW01 Merredin and Avon Wheatbelt subregion AVW02 Katanning. Patches of the ecological community may extend into adjacent areas of the primary Wheatbelt bioregions, such as the easternmost parts of the Jarrah Forest bioregion forming an extension of the Avon Wheatbelt landscape in that they comprise areas subject to similar climate, landscape and threats. These outlier patches generally occur south of Northam, extending around the vicinity of localities such as Wandering, Williams, Kojonup and Mount Barker (All locations south of Perth), and are limited to areas that are not on the Darling range, receive less than 600 mm mean annual rainfall and overlie the Yilgarn Craton geology. A third IBRA2 subregion includes Mallee subregion MAL02 Western Mallee and is located south of Perth. The ecological community is generally associated with the flatter, undulating relief, including drainage lines and saline areas.

The WA Wheatbelt woodlands ecological community potentially corresponds to 45 Beard (Shepherd et al. 2002) vegetation associations. The most likely equivalents are with the 37 associations that are dominant or unique within the Wheatbelt regions.

Diagnostic 1 Location

Survey location occurs within one of the following three regions:

- Avon Wheatbelt bioregion - subregions AVW01 Merredin and AVW02 Katanning
- Mallee bioregion - MAL02 Western Mallee only

- Jarrah Forest bioregion – outlying patches in the eastern parts of JAF01 Northern Jarrah Forests and JAF02 Jarrah Forests adjacent to the Avon Wheatbelt, and are effectively an extension of the Avon Wheatbelt landscape. Within the Jarrah Forest bioregion, the ecological community occurs on landscapes that fall below 600 mm mean annual rainfall (Figure 1), are off the Darling Range, associated with the Yilgarn Craton geology and are generally heavily cleared. This covers the eastern to southeastern-most parts of the bioregion. The ecological community generally falls within the 300 to 600 mm average annual rainfall isohyets. The isohyets based on the latest 30-year average between 1976 to 2005 (BoM 2016) are most applicable to the current climatic regime.

.....2

Survey location occurs within region:

- Jarrah Forest bioregion – outlying patches in the eastern parts of JAF01 Northern Jarrah Forests and JAF02 Jarrah Forests adjacent to the Avon Wheatbelt. Within the Jarrah Forest bioregion, the ecological community occurs on landscapes that ARE ABOVE the 600 mm isohyet, are ON the Darling Range, NOT associated with the Yilgarn Craton geology and are NOT generally heavily cleared. This covers the eastern to southeastern-most parts of the bioregion. It generally DOES NOT fall within the 300 to 600 mm average annual rainfall isohyets. The isohyets based on the latest 30-year average between 1976 to 2005 (BoM 2016) are most applicable to the current climatic regime.

.....NOT TEC

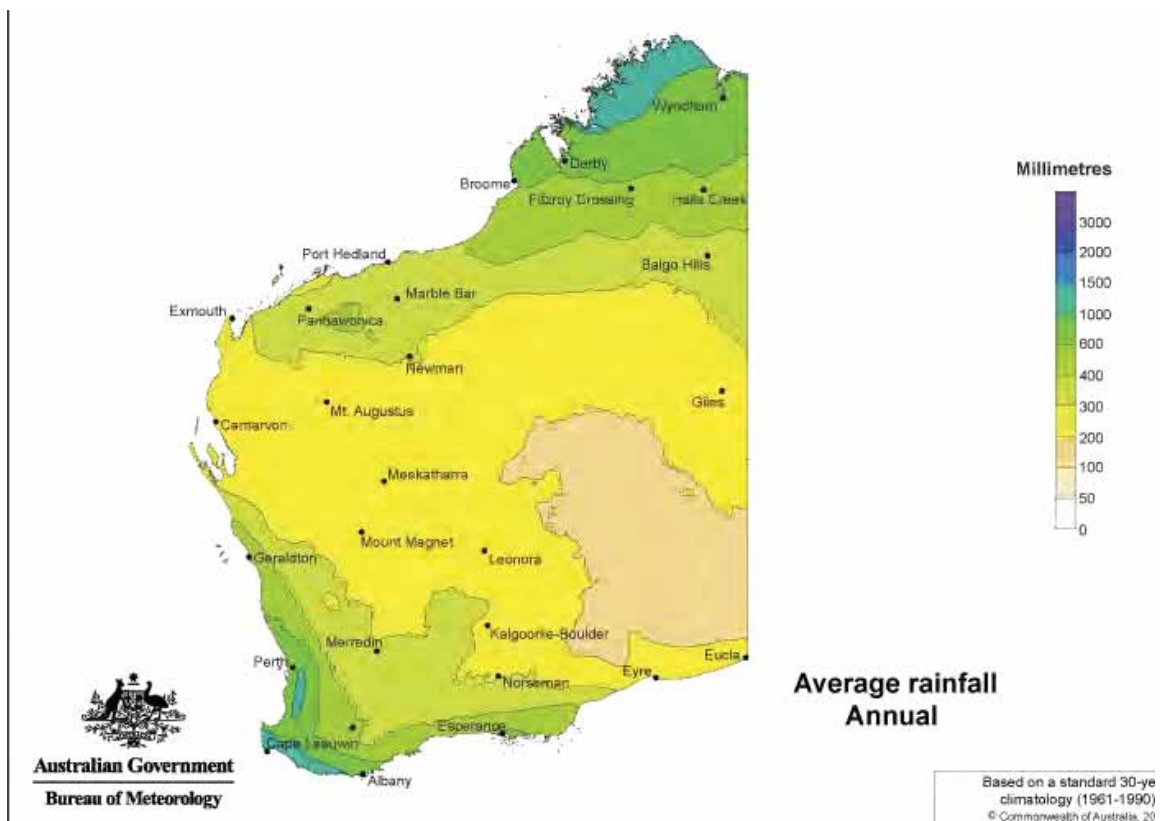


Figure 1 Isohyets of Western Australia (BoM 2016)

Diagnostic 2 Minimum crown canopy

The structure of the ecological community is a woodland in which the minimum crown cover of the tree canopy in a mature eucalypt woodland is 10% (crowns measured as if they are opaque). The maximum tree canopy cover usually is up to 40%. It may be higher in certain circumstances, for instance trees with a mallet growth form (multi-stemmed upper canopy) may be more densely spaced, or disturbances such as fire may result in an increased cover of canopy species during regeneration.

.....3

Crown cover of trees less than 10% but area recently disturbed (e.g. fire), presence of seedlings and/or saplings.

.....3

Crown cover of trees less than 10%, no evidence of recent disturbance, no presence of seedlings or saplings.

.....NOT TEC

Diagnostic 3 Dominant Eucalyptus tree canopy

One or more of the key tree species in Table 1 are dominant or co-dominant, the trees are predominantly single trunked, not mallee (multi-stemmed).

.....4

Other species are present in the tree canopy (e.g. species in Table 2 or other taxa) but these collectively do not occur as dominants in the tree canopy.

.....4

Dominant woodlands with a mallee subcanopy (lower tree layer of mallee or non-eucalypt tree species). Upper eucalypt tree canopy must be present dominated by key woodland species in Table 2 and have cover of 10% or more.

.....4

Other species are present in the tree canopy (e.g. species in Table 2 or other taxa) and these collectively do occur as dominants in the tree canopy.

.....NOT TEC

Table 1 Key eucalypt species. One or more of these species are dominant or co-dominant within a given patch of the ecological community

Scientific name	Common name/s
<i>Eucalyptus accedens</i>	powder-bark; powder-bark wandoo
<i>Eucalyptus aequioperta</i>	Welcome Hill gum
<i>Eucalyptus alipes</i>	Hyden mallet
<i>Eucalyptus astringens</i> subsp. <i>astringens</i>	brown mallet
<i>Eucalyptus capillosa</i>	wheatbelt wandoo
<i>Eucalyptus densa</i> subsp. <i>densa</i>	narrow-leaved blue mallet
<i>Eucalyptus extensa</i>	yellow mallet
<i>Eucalyptus falcata</i>	silver mallet
<i>Eucalyptus gardneri</i> subsp. <i>gardneri</i>	blue mallet
<i>Eucalyptus goniocarpa</i>	Lake King mallet

Scientific name	Common name/s
<i>Eucalyptus kondininensis</i>	Kondinin blackbutt
<i>Eucalyptus longicornis</i>	red morrel
<i>Eucalyptus loxophleba</i> subsp. <i>loxophleba</i>	York gum
<i>Eucalyptus melanoxydon</i>	black morrel
<i>Eucalyptus mimica</i> subsp. <i>continens</i>	hooded mallet
<i>Eucalyptus mimica</i> subsp. <i>mimica</i>	Newdegate mallet
<i>Eucalyptus myriadena</i>	small-fruited gum; blackbutt
<i>Eucalyptus occidentalis</i>	flat-topped yate
<i>Eucalyptus ornata</i>	ornamental silver mallet; ornate mallet
<i>Eucalyptus recta</i>	Mt Yule silver mallet; Cadoux mallet
<i>Eucalyptus rudis</i> subsp. <i>rudis</i>	flooded gum
<i>Eucalyptus salicola</i>	salt gum; salt salmon gum
<i>Eucalyptus salmonophloia</i>	salmon gum
<i>Eucalyptus salubris</i>	gimlet
<i>Eucalyptus sargentii</i> subsp. <i>sargentii</i>	salt river gum
<i>Eucalyptus singularis</i>	ridge-top mallet
<i>Eucalyptus spathulata</i> subsp. <i>spathulata</i>	swamp mallet
<i>Eucalyptus spathulata</i> subsp. <i>salina</i>	Salt River mallet
<i>Eucalyptus urna</i>	merrit
<i>Eucalyptus wandoo</i> subsp. <i>pulverea</i>	wandoo
<i>Eucalyptus wandoo</i> subsp. <i>wandoo</i>	wandoo

Table 2 Associated canopy species that may be present within the ecological community but are not dominant or co-dominant¹

Scientific name	Common name/s
<i>Acacia acuminata</i>	jam
<i>Allocasuarina huegeliana</i>	rock sheoak
<i>Corymbia calophylla</i>	marri
<i>Eucalyptus annulata</i>	prickly-fruited mallee
<i>Eucalyptus arachnaea</i> subsp. <i>arachnaea</i>	black-stemmed mallee
<i>Eucalyptus arachnaea</i> subsp. <i>arrecta</i>	black-stemmed mallet
<i>Eucalyptus armillata</i>	flanged mallee
<i>Eucalyptus calycogona</i> subsp. <i>calycogona</i>	square-fruited mallee
<i>Eucalyptus camaldulensis</i> subsp. <i>arida</i>	river red gum
<i>Eucalyptus celastroides</i> subsp. <i>virella</i>	wheatbelt mallee
<i>Eucalyptus cylindriflora</i>	Goldfields white mallee
<i>Eucalyptus decipiens</i>	redheart; moit
<i>Eucalyptus drummondii</i>	Drummond's mallee
<i>Eucalyptus eremophila</i>	sand mallee
<i>Eucalyptus erythronema</i> subsp. <i>erythronema</i>	red-flowered mallee
<i>Eucalyptus erythronema</i> subsp. <i>inornata</i>	yellow-flowered mallee
<i>Eucalyptus eudesmioides</i>	Kalbarri mallee
<i>Eucalyptus flocktoniae</i> subsp. <i>flocktoniae</i>	Flockton's mallee

Scientific name	Common name/s
<i>Eucalyptus gittinsii</i> subsp. <i>illucida</i>	northern sandplain mallee
<i>Eucalyptus incrassata</i>	ridge-fruited mallee
<i>Eucalyptus kochii</i> subsp. <i>plenissima</i>	Trayning mallee
<i>Eucalyptus leptopoda</i> subsp. <i>leptopoda</i>	Merredin mallee; Tammin mallee
<i>Eucalyptus loxophleba</i> subsp. <i>gratieae</i>	Lake Grace mallee
<i>Eucalyptus loxophleba</i> subsp. <i>lissophloia</i>	smooth-barked York gum
<i>Eucalyptus loxophleba</i> subsp. <i>supralaevis</i>	blackbutt York gum
<i>Eucalyptus macrocarpa</i>	mottlecah
<i>Eucalyptus marginata</i>	jarrah
<i>Eucalyptus moderata</i>	redwood mallee
<i>Eucalyptus obtusiflora</i>	Dongara mallee
<i>Eucalyptus olivina</i>	olive-leaved mallee
<i>Eucalyptus orthostemon</i>	diverse mallee
<i>Eucalyptus perangusta</i>	fine-leaved mallee
<i>Eucalyptus phaenophylla</i>	common southern mallee
<i>Eucalyptus phenax</i> subsp. <i>phenax</i>	white mallee
<i>Eucalyptus pileata</i>	capped mallee
<i>Eucalyptus platypus</i> subsp. <i>platypus</i>	moort
<i>Eucalyptus polita</i>	Parker Range mallet
<i>Eucalyptus sheathiana</i>	ribbon-barked mallee
<i>Eucalyptus sporadica</i>	Burngup mallee
<i>Eucalyptus subangusta</i> subsp. <i>subangusta</i>	grey mallee

The list is not comprehensive and presents the more common taxa encountered.

Diagnostic 4 Native understorey

A native understorey is present but is of variable composition, being a combination of grasses, other herbs and shrubs. A list of key species is summarised in Table 3. Any one of the structural understorey categories may or may not be present.

Bare to sparse understorey (e.g. under some mallet woodlands).

.....5

Herbaceous understorey – a ground layer of forbs and/or graminoids though a few, scattered shrubs may be present.

.....5

Scrub or heath understorey – comprises a mixture of diverse shrubs of variable height and cover. A ground layer of herbs and grasses is present to variable extent.

.....5

Chenopod-dominated understorey – a subset of the scrub category in which the prominent species present are saltbushes, bluebushes and related taxa (e.g. *Atriplex*, *Enchylaena*, *Maireana*, *Rhagodia* and *Sclerolaena*).

.....5

Thickets of taller shrub species understorey (e.g. *Melaleuca pauperiflora*, *M. acuminata*, *M. uncinata*, *M. lanceolata*, *M. sheathiana*, *M. adnata*, *M. cucullata* and/or *M. lateriflora*, *Allocasuarina campestris*

with *Melaleuca hamata* or *M. scalena*). A range of other shrub and ground layer species may occur among or below the thickets.

.....5

Salt tolerant species understorey (e.g. samphire, *Tecticornia* spp.).

.....5

Shrublands or herblands in which the tree canopy layer is very sparse to absent, either naturally or maintained so through long-term disturbance. Native vegetation where a tree canopy was formerly present is often referred to as 'derived' or 'secondary' vegetation. These sites would fall below the 10 per cent minimum canopy cover threshold for a woodland.

.....NOT TEC

Table 3 Understorey species

Scientific name	Common name/s
Shrubs	
<i>Acacia acuarina</i>	
<i>Acacia colletioides</i>	wait-a-while
<i>Acacia erinacea</i>	
<i>Acacia hemiteles</i>	
<i>Acacia lasiocalyx</i>	silver wattle
<i>Acacia lasiocarpa</i>	panjang
<i>Acacia leptospermoides</i>	
<i>Acacia mackeyana</i>	
<i>Acacia merrallii</i>	
<i>Acacia microbotrya</i>	manna wattle
<i>Acacia pulchella</i>	prickly moses
<i>Allocasuarina acutivalvis</i>	
<i>Allocasuarina campestris</i>	
<i>Allocasuarina humilis</i>	dwarf sheoak
<i>Allocasuarina lehmanniana</i>	dune sheoak
<i>Allocasuarina microstachya</i>	
<i>Argyrolottis turbinata</i>	
<i>Astroloma epacridis</i>	
<i>Banksia armata</i>	prickly dryandra
<i>Banksia sessilis</i>	parrot bush
<i>Beyeria brevifolia</i>	
<i>Bossiaea divaricata</i>	
<i>Bossiaea eriocarpa</i>	common brown pea
<i>Bossiaea halophila</i>	
<i>Callistemon phoeniceus</i>	lesser bottlebrush
<i>Calothamnus quadrifidus</i>	one-sided bottlebrush
<i>Calothamnus quadrifidus</i> subsp. <i>asper</i>	one-sided bottlebrush
<i>Comesperma integerrimum</i>	
<i>Conostylis setigera</i>	
<i>Dampiera lavandulacea</i>	
<i>Darwinia</i> sp. <i>Karonie</i>	
<i>Daviesia nematophylla</i>	
<i>Daviesia triflora</i>	
<i>Dodonaea bursariifolia</i>	
<i>Dodonaea inaequifolia</i>	
<i>Dodonaea pinifolia</i>	

Scientific name	Common name/s
<i>Dodonaea viscosa</i>	sticky hopbush
<i>Eremophila decipiens</i>	slender fuchsia
<i>Eremophila ionantha</i>	violet-flowered eremophila
<i>Eremophila oppositifolia</i>	weeooka
<i>Eremophila scoparia</i>	broom bush
<i>Exocarpos aphyllus</i>	leafless ballart
<i>Gastrolobium microcarpum</i>	sandplain poison
<i>Gastrolobium parviflorum</i>	
<i>Gastrolobium spinosum</i>	prickly poison
<i>Gastrolobium tricuspidatum</i>	
<i>Gastrolobium trilobum</i>	bullock poison
<i>Grevillea acuaria</i>	
<i>Grevillea huegelii</i>	
<i>Grevillea tenuiflora</i>	tassel grevillea
<i>Hakea laurina</i>	pincushion hakea
<i>Hakea lissocarpha</i>	honey bush
<i>Hakea multineata</i>	grass-leaf hakea
<i>Hakea petiolaris</i>	sea urchin hakea
<i>Hakea preissii</i>	needle tree
<i>Hakea varia</i>	variable-leaved hakea
<i>Hibbertia commutata</i>	
<i>Hibbertia exasperata</i>	
<i>Hibbertia hypericoides</i>	yellow buttercups
<i>Hovea chorizemifolia</i>	holly-leaved hovea
<i>Hypocalymma angustifolium</i>	white myrtle
<i>Leptomeria preissiana</i>	
<i>Leptospermum erubescens</i>	roadside teatree
<i>Lycium australe</i>	
<i>Australian boxthorn</i>	
<i>Melaleuca acuminata</i>	
<i>Melaleuca adnata</i>	
<i>Melaleuca atroviridis</i>	
<i>Melaleuca brophyi</i>	
<i>Melaleuca cucullata</i>	
<i>Melaleuca cuticularis</i>	saltwater paperbark
<i>Melaleuca halmaturorum</i>	
<i>Melaleuca hamata</i>	
<i>Melaleuca hamulosa</i>	
<i>Melaleuca lanceolata</i>	
<i>Rottneest teatree</i>	
<i>Melaleuca lateriflora</i>	gorada
<i>Melaleuca marginata</i>	
<i>Melaleuca pauperiflora</i>	boree
<i>Melaleuca radula</i>	graceful honeymyrtle
<i>Melaleuca raphiophylla</i>	swamp paperbark
<i>Melaleuca scalena</i>	
<i>Melaleuca strobophylla</i>	
<i>Melaleuca teuthidoides</i>	
<i>Melaleuca thyoides</i>	
<i>Melaleuca uncinata group</i>	broom bush
<i>Melaleuca viminea</i>	mohan

Scientific name	Common name/s
<i>Olearia muelleri</i>	
Goldfields daisy	
<i>Olearia</i> sp. Kennedy Range	
<i>Petrophile divaricata</i>	
<i>Petrophile shuttleworthiana</i>	
<i>Petrophile squamata</i>	
<i>Petrophile striata</i>	
<i>Phebalium filifolium</i>	slender phebalium
<i>Phebalium lepidotum</i>	
<i>Phebalium microphyllum</i>	
<i>Phebalium tuberosum</i>	
<i>Pimelea argentea</i>	silvery-leaved pimelea
<i>Pittosporum angustifolium</i>	
<i>Platysace maxwellii</i>	karno
<i>Rhadinothamnus rudis</i>	
<i>Santalum acuminata</i>	quandong
<i>Santalum spicatum</i>	sandalwood
<i>Scaevola spinescens</i>	currant bush
<i>Senna artemisioides</i>	
<i>Styphelia tenuiflora</i>	common pinheath
<i>Templetonia sulcata</i>	centipede bush
<i>Trymalium elachophyllum</i>	
<i>Trymalium ledifolium</i>	
<i>Westringia cephalantha</i>	
<i>Xanthorrhoea drummondii</i>	
Chenopods	
<i>Atriplex acutibractea</i>	toothed saltbush
<i>Atriplex paludosa</i>	marsh saltbush
<i>Atriplex semibaccata</i>	berry saltbush
<i>Atriplex stipitata</i>	mallee saltbush
<i>Atriplex vesicaria</i>	bladder saltbush
<i>Enchylaena lanata / tomentosa complex</i>	barrier saltbush
<i>Maireana brevifolia</i>	small-leaf bluebush
<i>Maireana erioclada</i>	
<i>Maireana marginata</i>	
<i>Maireana trichoptera</i>	downy bluebush
<i>Rhagodia drummondii</i>	
<i>Rhagodia preissii</i>	
<i>Sclerolaena diacantha</i>	grey copperburr
<i>Tecticornia</i> spp.	samphire
<i>Threlkeldia diffusa</i>	coast bonefruit
Forbs	
<i>Actinobole uliginosum</i>	flannel cudweed
<i>Asteridea athrixoides</i>	
<i>Blennospora drummondii</i>	
<i>Borya nitida</i>	pincushions
<i>Borya sphaerocephala</i>	pincushions
<i>Brachyscome ciliaris</i>	
<i>Brachyscome lineariloba</i>	
<i>Caesia micrantha</i>	pale fringe-lily
<i>Caladenia flava</i>	cowslip orchid

Scientific name	Common name/s
<i>Calandrinia calyptata</i>	pink purslane
<i>Calandrinia eremaea</i>	twining purslane
<i>Calotis hispidula</i>	bindy eye
<i>Carpobrotus modestus</i>	inland pigface
<i>Centipeda crateriformis</i> subsp. <i>crateriformis</i>	
<i>Chamaescilla corymbosa</i>	blue squill
<i>Chamaexeros serra</i>	little fringe-leaf
<i>Cotula coronopifolia</i>	waterbuttons
<i>Crassula colorata</i>	dense stonecrop
<i>Crassula exserta</i>	
<i>Dampiera juncea</i>	rush-like dampiera
<i>Dampiera lindleyi</i>	
<i>Daucus glochidiatus</i>	Australian carrot
<i>Dianella brevicaulis</i>	
<i>Dichopogon capillipes</i>	
<i>Disphyma crassifolium</i>	round-leaved pigface
<i>Drosera macrantha</i>	bridal rainbow
<i>Erodium cygnorum</i>	blue heronsbill
<i>Gilberta tenuifolia</i>	
<i>Gnephosis drummondii</i>	
<i>Gnephosis tenuissima</i>	
<i>Gnephosis tridens</i>	
<i>Gonocarpus nodulosus</i>	
<i>Goodenia berardiana</i>	
<i>Helichrysum leucopsidium</i>	
<i>Helichrysum luteoalbum</i>	Jersey cudweed
<i>Lagenophora huegelii</i>	
<i>Lawrencella rosea</i>	
<i>Lepidium rotundum</i>	veined peppergrass
<i>Podolepis capillaris</i>	wiry podolepis
<i>Podolepis lessonii</i>	
<i>Podotheca angustifolia</i>	sticky longheads
<i>Poranthera microphylla</i>	small poranthera
<i>Pterostylis sanguinea</i>	
<i>Ptilotus spathulatus</i>	
<i>Rhodanthe laevis</i>	
<i>Senecio glossanthus</i>	slender groundsel
<i>Spergularia marina</i>	
<i>Stylidium calcaratum</i>	book triggerplant
<i>Thysanotus patersonii</i>	
<i>Trachymene cyanopetala</i>	
<i>Trachymene ornata</i>	spongefruit
<i>Trachymene pilosa</i>	native parsnip
<i>Velleia cynopotamica</i>	
<i>Waitzia acuminata</i>	orange immortelle
<i>Zygophyllum ovatum</i>	dwarf twinleaf
Graminoids	
<i>Amphipogon caricinus</i> - <i>strictus</i> complex	greybeard grass
<i>Austrostipa elegantissima</i>	
<i>Austrostipa hemipogon</i>	
<i>Austrostipa nitida</i>	

Scientific name	Common name/s
<i>Austrostipa trichophylla</i>	
<i>Centrolepis polygyna</i>	wiry centrolepis
<i>Desmocladus asper</i>	
<i>Desmocladus flexuosus</i>	
<i>Gahnia ancistrophylla</i>	hook-leaf saw sedge
<i>Gahnia australis</i>	
<i>Harperia lateriflora</i>	
<i>Juncus bufonius</i>	toad rush
<i>Lachnagrostis filiformis</i>	blowngrass
<i>Lepidosperma leptostachyum</i>	
<i>Lepidosperma resinosum</i>	
<i>Lepidosperma sp. aff. tenue</i>	
<i>Lepidosperma tenue</i>	
<i>Lepidosperma viscidum</i>	sticky sword sedge
<i>Lomandra effusa</i>	scented matrush
<i>Lomandra micrantha</i> subsp. <i>micrantha</i>	small-flower matrush
<i>Lomandra nutans</i>	
<i>Meeboldina coangustata</i>	
<i>Mesomelaena preissii</i>	
<i>Neurachne alopecuroides</i>	foxtail mulga grass
<i>Rytidosperma caespitosum</i>	
<i>Rytidosperma setaceum</i> group	
<i>Schoenus nanus</i>	tiny bog-rush
<i>Schoenus sculptus</i>	gimlet bog-rush
<i>Schoenus subfascicularis</i>	

Diagnostic 5 Vegetation condition

Minimum condition for patches of the WA Wheatbelt Woodlands ecological community. For each category, both the weed cover and mature tree presence criteria must apply plus one of either patch size or patch width, depending on whether the patch is a roadside remnant or not.

Category A:

Patch corresponds to a condition of pristine / excellent / very good (Keighery, 1994) or a high RCV (RCC, 2014).

Exotic plant species account for 0 to 30% of total vegetation cover in the understorey layers (i.e. below the tree canopy).

Mature trees (diameter at breast height (dbh) of 30 cm or above) may be present or absent.

Patch size (non-roadside) 2 ha or more with no gap in native vegetation cover exceeding 50 m width.

.....TEC

Patch width roadside only (based on the native understorey component not width of the tree canopy)
5 m or more.

.....TEC

Patch corresponds to a condition of pristine / excellent / very good (Keighery, 1994) or a high RCV (RCC, 2014).

Exotic plant species account for 0 to 30% of total vegetation cover in the understorey layers (i.e. below the tree canopy).

Mature trees (diameter at breast height (dbh) of 30 cm or above) may be present or absent.

Patch size (non-roadside) less than 2 ha.

.....NOT TEC

Patch width roadside only (based on the native understorey component not width of the tree canopy) less than 5 m.

.....NOT TEC

Category B:

Patch corresponds to a condition of good (Keighery, 1994) or a medium-high RCV (RCC, 2014).

Exotic plant species account for more than 30, to 50% of total vegetation cover in the understorey layers (i.e. below the tree canopy).

Mature trees are present with at least 5 trees per 0.5 ha.

Patch size (non-roadside) 2 ha or more with no gap in native vegetation cover exceeding 50 m width.

.....TEC

Patch width roadside only (based on the native understorey component not width of the tree canopy) 5 m or more.

.....TEC

Patch corresponds to a condition of good (Keighery, 1994) or a medium-high RCV (RCC, 2014), AND retains important habitat features.

Exotic plant species account for more than 30, to 50% of total vegetation cover in the understorey layers (i.e. below the tree canopy).

Mature trees are present with at least 5 trees per 0.5 ha.

Patch size (non-roadside) less than 2 ha.

.....NOT TEC

Patch width roadside only (based on the native understorey component not width of the tree canopy) less than 5 m.

.....NOT TEC

Category C:

Patch corresponds to a condition of good (Keighery, 1994) or a medium-high RCV (RCC, 2014), AND retains important habitat features.

Exotic plant species account for more than 30, to 50% of total vegetation cover in the understorey layers (i.e. below the tree canopy).

Less than 5 mature trees per 0.5 ha are present.

Minimum patch size (non-roadside) 5 ha or more.

.....TEC

Patch size (non- roadside) less than 5 ha

.....NOT TEC

Category D:

Patch corresponds to a condition of degraded to good (Keighery, 1994) or a medium-Low to medium-high RCV (RCC, 2014).

Exotic plant species account for more than 50 to 70% of total vegetation cover in the understorey layers (i.e. below the tree canopy).

Mature trees are present with at least 5 trees per 0.5 ha.

Minimum patch size (non-roadside) 5 ha or more.

.....TEC

Patch width roadside only (based on the native understorey component not width of the tree canopy)
5 m or more

.....TEC

Patch corresponds to a condition of degraded to good (Keighery, 1994) or a medium-low to medium-high RCV (RCC, 2014).

Exotic plant species account for more than 50 to 70% of total vegetation cover in the understorey layers (i.e. below the tree canopy).

Less than 5 mature trees per 0.5 ha are present.

.....NOT TEC

Appendix 4 Terrestrial fauna survey site descriptions

Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	003	Position (WGS84)	-31.353666, 118.752557
Topography	hill slope	Soil texture	sandy loam
Slope	negligible	Rock type	granite - outcropping
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	11 Mar 2020	11 Mar 2020

Site description - visit 1 (11 Mar 2020)			
Open low salmon gum eucalyptus woodland over <i>Santalum</i> , <i>Acacia</i> , <i>Melaleuca</i> and <i>Eremophila</i> shrubs over sparse tussock grass over sparse <i>Borya</i> herbs on thin layer of red brown sandy loam on granite outcropping.			
Habitat	open woodland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	scattered
Tree cover (%)	40	Litter depth(cm)	0
Shrub cover (%)	15	Litter cover (%)	0
Grass cover (%)	5		
Herb cover (%)	2		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	005	Position (WGS84)	-31.354, 118.755989
Topography	hill slope	Soil texture	sandy loam, laterite
Slope	negligible	Rock type	none
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Foraging	0.60	11 Mar 2020	11 Mar 2020
1	Site description	0.00	11 Mar 2020	11 Mar 2020

Site description - visit 1 (11 Mar 2020)			
Open low mallee woodland with tall mulga trees over <i>Acacia</i> , <i>Allocasuarina</i> , <i>Melaleuca</i> and other mixed shrubs over tussock grass and some scattered <i>Triodia</i> and sparse herbs on whitish grey sandy loam with patches of leaf litter			
Habitat	open woodland		
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	80	Litter distribution	under vegetation
Tree cover (%)	60	Litter depth(cm)	0
Shrub cover (%)	30	Litter cover (%)	0
Grass cover (%)	5		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	010	Position (WGS84)	-31.375771, 118.738928
Topography	plain	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Birding	0.35	12 Mar 2020	12 Mar 2020
1	Foraging	0.17	12 Mar 2020	12 Mar 2020
1	Site description	0.00	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
Open Mallee woodland over shrubs of <i>Allocasuarina</i> , <i>Hakea</i> , <i>Grevillea</i> and other shrubs over sedges with some herb cover on yellow white sandy loam with rare leaf litter			
Habitat	mallee woodland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	55	Litter distribution	under vegetation
Tree cover (%)	20	Litter depth(cm)	0
Shrub cover (%)	10	Litter cover (%)	0
Grass cover (%)	30		
Herb cover (%)	5		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	024	Position (WGS84)	-31.363379, 118.771389
Topography	undulating plain	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Foraging	0.53	12 Mar 2020	12 Mar 2020
1	Site description	0.00	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
Mallee woodland over Mallee shrubs over <i>Triodia</i> grass on yellow orange sandy loam with continuous leaf litter			
Habitat	mallee woodland		
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	65	Litter distribution	even/continuous
Tree cover (%)	40	Litter depth(cm)	0
Shrub cover (%)	15	Litter cover (%)	0
Grass cover (%)	40		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	040	Position (WGS84)	-31.354081, 118.751512
Topography		Soil texture	sandy loam
Slope	gentle	Rock type	granite - outcropping, granite - roc
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Foraging	0.55	13 Mar 2020	13 Mar 2020
1	Site description	0.00	13 Mar 2020	13 Mar 2020

Site description - visit 1 (13 Mar 2020)			
<i>Melaleuca-Allocasuarina</i> tall shrubland with some low Mallee and <i>Santalum</i> over <i>Acacia</i> , Myrtaceae and other shrubs over tussock and sedge grasses over <i>Borya</i> herbs on salmon orange sandy loam rising gently from granite outcropping patchy leaf litter			
Habitat	shrubland		
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	75	Litter distribution	under vegetation
Tree cover (%)	50	Litter depth(cm)	0
Shrub cover (%)	30	Litter cover (%)	0
Grass cover (%)	5		
Herb cover (%)	5		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	041	Position (WGS84)	,
Topography	breakaway	Soil texture	sand, rock
Slope	gentle	Rock type	granite - outcropping, granite - roc
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Foraging	0.40	13 Mar 2020	13 Mar 2020

Site description - visit 1 (13 Mar 2020)

Tall *Melaleuca* shrubland with Mallee, *Acacia* tall shrubs over Myrtaceae dominant with some *Santalum* shrubs over tussock grass and some herbs on breakaway granite outcropping. Patchy leaf litter, some rock holes and crevices.

Habitat	woodland		
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	80	Litter distribution	
Tree cover (%)	60	Litter depth(cm)	0
Shrub cover (%)		Litter cover (%)	0
Grass cover (%)	5		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	MF001	Position (WGS84)	-31.364642, 118.768863
Topography	hill slope	Soil texture	sandy loam, laterite
Slope	negligible	Rock type	none
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.08	11 Mar 2020	11 Mar 2020

Site description - visit 1 (11 Mar 2020)			
Shrubland with tall <i>Allocasuarina</i> shrubs over Myrtaceae dominant shrubs over sparse tussock and sporadic sedge grass on yellow sandy loam with continuous leaf litter			
Habitat	shrubland		
Disturbance	historic operations, litter, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	65	Litter distribution	even/continuous
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	35	Litter cover (%)	90
Grass cover (%)	5		
Herb cover (%)	0		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	MF002	Position (WGS84)	-31.362385, 118.768916
Topography	hill slope	Soil texture	sandy loam, laterite
Slope	negligible	Rock type	none
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.23	11 Mar 2020	11 Mar 2020

Site description - visit 1 (11 Mar 2020)			
Shrubland with tall <i>Allocasuarina</i> shrubs over Myrtaceae dominant shrubs over sparse tussock and sporadic sedge grass on yellow sandy loam with continuous leaf litter			
Habitat	shrubland		
Disturbance	historic operations, litter, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	65	Litter distribution	even/continuous
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	35	Litter cover (%)	90
Grass cover (%)	5		
Herb cover (%)	0		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	MF003	Position (WGS84)	-31.359601, 118.769059
Topography	hill slope	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	red-orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.07	11 Mar 2020	11 Mar 2020

Site description - visit 1 (11 Mar 2020)			
Mallee over <i>Allocasuarina</i> shrubland over Myrtaceae dominant and other shrubs over sedge and tussock grasses over negligible herb on red-orange sandy loam with patchy leaf litter			
Habitat	shrubland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	80	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	50	Litter cover (%)	25
Grass cover (%)	15		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF004	Position (WGS84)	-31.35805, 118.769577
Topography	hill slope	Soil texture	sandy loam, laterite
Slope	negligible	Rock type	none
Soil colour	yellow	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.12	11 Mar 2020	11 Mar 2020

Site description - visit 1 (11 Mar 2020)			
Mallee shrubland with tall <i>Allocasuarina</i> , <i>Melaleuca</i> , <i>Hakea</i> over Myrtaceae dominant shrubs over sparse tussock and negligible herb on yellow whitish sandy loam with some laterite patchy leaf litter			
Habitat	shrubland		
Disturbance	vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	85	Litter distribution	under vegetation
Tree cover (%)	70	Litter depth(cm)	1
Shrub cover (%)	50	Litter cover (%)	40
Grass cover (%)	2		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF005	Position (WGS84)	-31.374886, 118.739539
Topography	plain	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	2.80	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
Open Mallee woodland over shrubs of <i>Allocasuarina</i> , <i>Hakea</i> , <i>Grevillea</i> and other shrubs over sedges with some herb cover on yellow whitish sandy loam with patchy leaf litter			
Habitat	mallee woodland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	55	Litter distribution	under vegetation
Tree cover (%)	20	Litter depth(cm)	1
Shrub cover (%)	10	Litter cover (%)	35
Grass cover (%)	30		
Herb cover (%)	5		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	MF006	Position (WGS84)	-31.353326, 118.740154
Topography	hill slope	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	yellow	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.07	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
Mallee- <i>Allocasuarina</i> shrubland over Myrtaceae dominant low shrubs over tussock grasses over negligible herbs on yellow sandy loam with patchy leaf litter			
Habitat	shrubland		
Disturbance	evidence of feral animals, litter, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	65	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	20
Grass cover (%)	10		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	MF007	Position (WGS84)	-31.355302, 118.741596
Topography	hill slope	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.03	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
Mallee- <i>Allocasuarina</i> shrubland over Myrtaceae dominant low shrubs over tussock grasses over negligible herbs on yellow sandy loam with patchy leaf litter			
Habitat	shrubland		
Disturbance	evidence of feral animals, litter, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	65	Litter distribution	scattered
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	20
Grass cover (%)	10		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	MF008	Position (WGS84)	-31.357985, 118.743649
Topography	hill slope	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.43	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
Mallee- <i>Allocasuarina</i> shrubland over Myrtaceae dominant low shrubs over tussock grasses over negligible herbs on yellow sandy loam with patchy leaf litter			
Habitat	shrubland		
Disturbance	evidence of feral animals, litter, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	65	Litter distribution	scattered
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	20
Grass cover (%)	10		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF009	Position (WGS84)	-31.359577, 118.745893
Topography	hill slope	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	not recorded	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	2.07	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
Mallee- <i>Allocasuarina</i> shrubland over Myrtaceae dominant low shrubs over tussock grasses over negligible herbs on yellow sandy loam with patchy leaf litter			
Habitat	shrubland		
Disturbance	evidence of feral animals, litter, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	65	Litter distribution	scattered
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	25
Grass cover (%)	10		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF010	Position (WGS84)	-31.363828, 118.771217
Topography	undulating plain	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	yellow-orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	2.13	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
Mallee woodland over Mallee shrubs over <i>Triodia</i> grass on yellow-orange sandy loam with patchy leaf litter			
Habitat	mallee woodland		
Disturbance	evidence of feral animals, litter, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	65	Litter distribution	scattered
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	15	Litter cover (%)	15
Grass cover (%)	40		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF011	Position (WGS84)	-31.359216, 118.755244
Topography	hill slope	Soil texture	sandy loam, laterite
Slope	negligible	Rock type	none
Soil colour	yellow-whitish	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.05	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
<i>Allocasuarina</i> shrubland over Myrtaceae dominant shrubs on creamy yellow lateritic sandy loam with continuous leaf litter			
Habitat	shrubland		
Disturbance	evidence of feral animals		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	85	Litter distribution	even/continuous
Tree cover (%)	80	Litter depth(cm)	1
Shrub cover (%)	50	Litter cover (%)	80
Grass cover (%)	0		
Herb cover (%)	0		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
Prepared for Mineral Resources Ltd

Site details			
Site	MF012	Position (WGS84)	-31.358236, 118.752046
Topography	undulating plain	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	yellow-whitish	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.07	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
Mallee, <i>Allocasuarina</i> shrubland with <i>Callitris</i> over Myrtaceae, <i>Eremophila</i> and other shrubs over tussock grass on whitish grey sandy loam with patchy leaf litter			
Habitat	shrubland		
Disturbance	evidence of feral animals		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	80	Litter distribution	under vegetation
Tree cover (%)	60	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	25
Grass cover (%)	5		
Herb cover (%)	1		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF013	Position (WGS84)	-31.356896, 118.752408
Topography	undulating plain	Soil texture	granite rocks
Slope	negligible	Rock type	none
Soil colour	red-orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	-7.77	12 Mar 2020	12 Mar 2020

Site description - visit 1 (12 Mar 2020)			
<i>Borya</i> herbland on granite outcropping with the outer edge of granite dominated by Myrtaceae and other shrubs			
Habitat	herbland / forbland		
Disturbance	evidence of feral animals		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	90	Litter distribution	none
Tree cover (%)	0	Litter depth(cm)	0
Shrub cover (%)	1	Litter cover (%)	0
Grass cover (%)	5		
Herb cover (%)	90		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF014	Position (WGS84)	-31.371118, 118.757996
Topography	undulating plain	Soil texture	sandy loam, loam, laterite
Slope	negligible	Rock type	none
Soil colour	red-orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.18	13 Mar 2020	13 Mar 2020

Site description - visit 1 (13 Mar 2020)			
Mallee, <i>Acacia</i> and <i>Melaleuca</i> shrubland over Myrtaceae dominant shrubs and other mixed low shrubs lateritic yellow sandy loam with patchy leaf litter			
Habitat	shrubland		
Disturbance	evidence of feral animals, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	85	Litter distribution	scattered
Tree cover (%)	65	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	30
Grass cover (%)	0		
Herb cover (%)	0		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF015	Position (WGS84)	-31.370733, 118.759294
Topography	undulating plain	Soil texture	sandy loam, laterite
Slope	negligible	Rock type	none
Soil colour	red-orange-whitish	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.05	13 Mar 2020	13 Mar 2020

Site description - visit 1 (13 Mar 2020)			
Mallee woodland over tall melaleuca over mixed low shrubland dominated myrtaceae with sporadic herbs on salmon colored lateritic sandy loam with patchy leaf litter			
Habitat	mallee woodland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	60	Litter depth(cm)	1
Shrub cover (%)	15	Litter cover (%)	40
Grass cover (%)	0		
Herb cover (%)	1		



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Site details			
Site	MF016	Position (WGS84)	-31.368321, 118.760733
Topography	undulating plain	Soil texture	sandy loam
Slope	negligible	Rock type	none
Soil colour	yellow-whitish	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.10	13 Mar 2020	13 Mar 2020

Site description - visit 1 (13 Mar 2020)			
Mallee woodland over tall <i>Melaleuca</i> shrubs over Myrtaceae and <i>Acacia</i> shrubs on whitish-salmon sandy loam with patchy leaf litter			
Habitat	mallee woodland		
Disturbance	none		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	65	Litter distribution	scattered
Tree cover (%)	65	Litter depth(cm)	1
Shrub cover (%)	20	Litter cover (%)	35
Grass cover (%)	0		
Herb cover (%)	0		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF017	Position (WGS84)	-31.367341, 118.760527
Topography	undulating plain	Soil texture	sandy loam, laterite
Slope	negligible	Rock type	none
Soil colour	red-orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.05	13 Mar 2020	13 Mar 2020

Site description - visit 1 (13 Mar 2020)			
Allocasurina woodland over melaleuca, Mallee and other myrtacea shrubs on yellow lateritic sandy loam with continuous leaf litter			
Habitat	woodland		
Disturbance	evidence of feral animals, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	even/continuous
Tree cover (%)	65	Litter depth(cm)	2
Shrub cover (%)	15	Litter cover (%)	80
Grass cover (%)	0		
Herb cover (%)	0		



Flora and Fauna Assessment of Lot 1416 for the Parker Range Project
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Site details			
Site	MF018	Position (WGS84)	-31.366446, 118.759382
Topography	undulating plain	Soil texture	sandy loam, laterite
Slope	negligible	Rock type	none
Soil colour	red-orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.07	13 Mar 2020	13 Mar 2020

Site description - visit 1 (13 Mar 2020)			
<i>Allocasuarina</i> woodland over mallee, <i>Melaleuca</i> and other Myrtaceae shrubs on yellow lateritic sandy loam with continuous leaf litter			
Habitat	woodland		
Disturbance	evidence of feral animals, vehicle tracks		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	even/continuous
Tree cover (%)	65	Litter depth(cm)	2
Shrub cover (%)	15	Litter cover (%)	75
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
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Site details			
Site	SITE001	Position (WGS84)	-31.368536, 118.744509
Topography	hill slope	Soil texture	ALUV
Slope	gentle	Rock type	ferrous - ironstone
Soil colour	BLK	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.78	28 Mar 2021	28 Mar 2021

Site description - visit 1 (28 Mar 2021)			
Mixed low-mid shrubland of <i>Allocasuarina</i> , <i>Acacia</i> , misc Myrtaceae and very few small mallees over tussocky sedges on gentle slope of sand and laterite			
Habitat			
Disturbance	Evidence of feral animals, Historic clearing,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	2	Litter depth(cm)	
Shrub cover (%)	55	Litter cover (%)	0.1
Grass cover (%)	1		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
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Site details			
Site	SITE002	Position (WGS84)	-31.369313, 118.73824
Topography	plain	Soil texture	sand, sandy loam
Slope	negligible	Rock type	none
Soil colour	yellow	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.30	28 Mar 2021	28 Mar 2021

Site description - visit 1 (28 Mar 2021)			
Low open mallee woodland over open <i>Allocasuarina</i> and mixed shrubs over sedges, <i>Borya</i> and moss.			
Habitat			
Disturbance	None evident,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	transported
Tree cover (%)	20	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	10
Grass cover (%)	10		
Herb cover (%)	0		



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Site details			
Site	SITE003	Position (WGS84)	-31.371746, 118.725411
Topography	plain	Soil texture	sandy loam, laterite
Slope	negligible	Rock type	ferrous - ironstone
Soil colour	yellow, grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	28 Mar 2021	28 Mar 2021

Site description - visit 1 (28 Mar 2021)			
Tall open <i>Allocasuarina</i> shrubland with sparsely scattered mallees over mid-tall small-leaf Myrtaceae			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	50	Litter depth(cm)	1
Shrub cover (%)	20	Litter cover (%)	40
Grass cover (%)	0		
Herb cover (%)	0		



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Site details			
Site	SITE004	Position (WGS84)	-31.371898, 118.724484
Topography	breakaway	Soil texture	sand, sandy loam
Slope	gentle	Rock type	ferrous - ironstone, granite - outcropping, granite - rocks
Soil colour	grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	28 Mar 2021	28 Mar 2021

Site description - visit 1 (28 Mar 2021)			
Low breakaway of weathered granite with grey mallee woodland and <i>Callitris</i> ; <i>Allocasuarina</i> upslope, copper-barked <i>Euc. salubris</i> down to W			
Habitat			
Disturbance	Historic clearing,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	45	Litter depth(cm)	2
Shrub cover (%)	10	Litter cover (%)	30
Grass cover (%)	0		
Herb cover (%)	0		



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Site details			
Site	SITE005	Position (WGS84)	-31.357523, 118.75618
Topography	plain	Soil texture	sand, sandy loam
Slope	negligible	Rock type	ferrous - ironstone
Soil colour	yellow	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	28 Mar 2021	28 Mar 2021

Site description - visit 1 (28 Mar 2021)			
Tall <i>Allocasuarina</i> shrubs over semi-closed mid-tall myrtaceous shrubland on yellow sand			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	50	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	80
Grass cover (%)	0		
Herb cover (%)	0		



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Site details			
Site	SITE006	Position (WGS84)	-31.365103, 118.781524
Topography	plain	Soil texture	sand
Slope	negligible	Rock type	none
Soil colour	yellow	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	28 Mar 2021	28 Mar 2021

Site description - visit 1 (28 Mar 2021)			
Patch of mallees over semi-closed mid shrubland of <i>Allocasuarina</i> , <i>Acacia</i> and mixed Myrtaceae over tussocky sedges			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	50	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	30
Grass cover (%)	5		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
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Site details			
Site	SITE007	Position (WGS84)	-31.354244, 118.823698
Topography	plain	Soil texture	sandy loam
Slope	negligible	Rock type	quartz
Soil colour	grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	29 Mar 2021	29 Mar 2021

Site description - visit 1 (29 Mar 2021)			
Open mixed Eucalypt forest over <i>Santalum</i> small trees and mixed low-mid open shrubland over tussock grasses and herbs, adjacent to treeless herbland patch on reddish cracking clay			
Habitat			
Disturbance	Historic clearing, Litter,		
Vegetation condition	Very Good	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	even/continuous
Tree cover (%)	30	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	20
Grass cover (%)	20		
Herb cover (%)	2		



Targeted fauna survey of Lot 1416 and adjacent reserves
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Site details			
Site	SITE008	Position (WGS84)	-31.348437, 118.824012
Topography	hill slope	Soil texture	sandy loam, rocks
Slope	gentle	Rock type	calcrete, granite - rocks
Soil colour	grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	29 Mar 2021	29 Mar 2021

Site description - visit 1 (29 Mar 2021)			
Rough-barked Eucalypt open forest over sparse patchy grasses, herbs and moss on grey-brown soil with abundant rounded calcrete pebbles and angular fragments of granite, quartzite, quartz.			
Habitat			
Disturbance	Historic clearing, Litter, Vehicle tracks,		
Vegetation condition	Good	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	60	Litter depth(cm)	1
Shrub cover (%)	1	Litter cover (%)	20
Grass cover (%)	1		
Herb cover (%)	1		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE009	Position (WGS84)	-31.355901, 118.821791
Topography	hill slope	Soil texture	sandy loam
Slope	gentle	Rock type	granite - rocks, quartz
Soil colour	red-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	29 Mar 2021	29 Mar 2021

Site description - visit 1 (29 Mar 2021)			
Mixed Eucalypt open forest (mostly <i>E. salubris</i>) over scattered tall shrubs (<i>Santalum</i> , <i>Exocarpus</i> , cf. <i>Melaleuca</i>) over patchy low shrubs and grasses			
Habitat			
Disturbance	Historic clearing,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	even/continuous
Tree cover (%)	60	Litter depth(cm)	1
Shrub cover (%)	10	Litter cover (%)	50
Grass cover (%)	2		
Herb cover (%)	1		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE010	Position (WGS84)	-31.356499, 118.809202
Topography	hill slope	Soil texture	sandy loam, rocks
Slope	gentle	Rock type	granite - outcropping, granite - rocks, quartz
Soil colour	red-orange, brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	29 Mar 2021	29 Mar 2021

Site description - visit 1 (29 Mar 2021)			
Eucalypt forest (mostly rough-barked, multi-stemmed) over <i>Santalum</i> and miscellaneous scattered low-mid shrubs, patches of grass and herbs			
Habitat			
Disturbance	Historic clearing, Vehicle tracks,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	40	Litter distribution	even/continuous
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	2	Litter cover (%)	40
Grass cover (%)	1		
Herb cover (%)	1		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE011	Position (WGS84)	-31.346952, 118.79021
Topography	hill top	Soil texture	sandy loam
Slope	negligible	Rock type	ferrous - ironstone, quartz
Soil colour	yellow, grey, whitish	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	29 Mar 2021	29 Mar 2021

Site description - visit 1 (29 Mar 2021)			
<i>Allocasuarina</i> tall shrubland over mixed low-mid shrubs, scattered mallee overstorey			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	50	Litter depth(cm)	1
Shrub cover (%)	20	Litter cover (%)	50
Grass cover (%)	1		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE012	Position (WGS84)	-31.34866, 118.791087
Topography	hill slope	Soil texture	clay loam
Slope	gentle	Rock type	granite - rocks, quartz
Soil colour	light-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	29 Mar 2021	29 Mar 2021

Site description - visit 1 (29 Mar 2021)			
Woodland of mixed <i>Eucalyptus</i> trees and mallees over patchy tall <i>Allocasuarina</i> and mid myrtaceous shrubs over patchy tussock grasses, pinkish brown soil (clay and grit, not sand)			
Habitat			
Disturbance	Vehicle tracks,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	30	Litter depth(cm)	2
Shrub cover (%)	30	Litter cover (%)	30
Grass cover (%)	10		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
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Site details			
Site	SITE013	Position (WGS84)	-31.360475, 118.811149
Topography	hill slope	Soil texture	sandy loam
Slope	gentle	Rock type	granite - rocks, quartz
Soil colour	brown, orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)

Salmon Gum woodland/open forest (~5% other Eucs) over scattered *Santalum*, *Exocarpus* etc mid-tall shrubs over *Atriplex*, *Senna?* and misc low-mid open shrubland

Habitat			
Disturbance	Historic clearing,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	even/continuous
Tree cover (%)	30	Litter depth(cm)	2
Shrub cover (%)	40	Litter cover (%)	50
Grass cover (%)	0.1		
Herb cover (%)	2		



Targeted fauna survey of Lot 1416 and adjacent reserves
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Site details			
Site	SITE014	Position (WGS84)	-31.361919, 118.81195
Topography	foot slope	Soil texture	sandy loam
Slope	negligible	Rock type	ferrous - ironstone, quartz
Soil colour	brown, orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
<i>Euc ?salubris</i> woodland over open low-mid shrubland of <i>Atriplex</i> and misc other species at foot of slope			
Habitat			
Disturbance	Historic clearing, Litter,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	even/continuous
Tree cover (%)	50	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	60
Grass cover (%)	1		
Herb cover (%)	5		



Targeted fauna survey of Lot 1416 and adjacent reserves
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Site details			
Site	SITE015	Position (WGS84)	-31.362133, 118.805622
Topography	undulating plain	Soil texture	sandy clay
Slope	gentle	Rock type	quartz
Soil colour	red-brown, brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
<i>Euc. yilgarnensis</i> mallee woodland with scattered <i>Euc salubris</i> and Salmon gums and open patches of herbland or <i>Acacia</i> mid shrubs on clay, cracking in parts, and scattered granite low outcrops			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	10	Litter cover (%)	40
Grass cover (%)	1		
Herb cover (%)	20		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE016	Position (WGS84)	-31.363167, 118.797259
Topography	undulating plain	Soil texture	sandy loam
Slope	gentle	Rock type	granite - rocks, quartz
Soil colour	red-orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Habitat			
Disturbance			
Vegetation condition		Fire age	
Total veg. cover (%)		Litter distribution	
Tree cover (%)		Litter depth(cm)	
Shrub cover (%)		Litter cover (%)	
Grass cover (%)			
Herb cover (%)			

Site description - visit 1 (30 Mar 2021)

Patchy woodland of *Euc. salubris*, *salmonophloia* and rough-barked sp. over *Santalum*, *Exocarpus*, *Acacia*, *Atriplex* low-mid shrubland over herbs and sparse tussock grasses

Habitat			
Disturbance			
Vegetation condition		Fire age	moderate (>5 years)
Total veg. cover (%)	40	Litter distribution	under vegetation
Tree cover (%)	30	Litter depth(cm)	1
Shrub cover (%)	20	Litter cover (%)	30
Grass cover (%)	1		
Herb cover (%)	2		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE017	Position (WGS84)	-31.366795, 118.799259
Topography	hill slope	Soil texture	sandy loam
Slope	gentle	Rock type	ferrous - ironstone, quartz
Soil colour	red-orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Rough-barked grey Eucalypt woodland with some <i>Euc salubris</i> mainly in narrow N-S strip, over mid-tall open shrubland of ? <i>Melaleuca</i> , <i>Santalum</i> , <i>Exocarpus</i> over mixed low shrubs			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	40
Grass cover (%)	0		
Herb cover (%)	2		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE018	Position (WGS84)	-31.365528, 118.795788
Topography	ridgeline	Soil texture	clay loam, rocks
Slope	gentle	Rock type	ferrous - ironstone, granite - outcropping, granite - rocks, quartz
Soil colour	red-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Open patchy woodland with big <i>Euc salmonophloia</i> and smaller <i>salubris</i> over mixed <i>Santalum</i> etc., <i>Melaleuca</i> etc. over low-mid shrubs			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	25	Litter depth(cm)	1
Shrub cover (%)	40	Litter cover (%)	20
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE019	Position (WGS84)	-31.36583, 118.794447
Topography	hill top	Soil texture	clay loam, rocks
Slope	moderate	Rock type	granite - outcropping
Soil colour	brown, grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Various smooth <i>Eucalyptus</i> species over open mid-tall shrubland of <i>Allocasuarina</i> , <i>Hakea</i> / <i>Grevillea</i> long-spine, mixed small-leaf shrubs on weathered granite outcrop and rubble			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	2
Shrub cover (%)	30	Litter cover (%)	20
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE020	Position (WGS84)	-31.367757, 118.768817
Topography	breakaway	Soil texture	rocks, clay loam and laterite
Slope	gentle	Rock type	ferrous - ironstone, granite - outcropping, granite - rocks
Soil colour	yellow, whitish, orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Very gradual eroded breakaway with mid-tall shrubland of <i>Acacia</i> , <i>Allocasuarina</i> , spiny <i>Grevillea</i> and small-leaved Myrtaceae above, mixed Euc woodland over similar shrubs below to east			
Habitat			
Disturbance	Litter, Vehicle tracks,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	30
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE021	Position (WGS84)	-31.370033, 118.769542
Topography	hill slope	Soil texture	sandy loam
Slope	gentle	Rock type	ferrous - ironstone
Soil colour	grey, whitish	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Smooth-barked <i>Eucalyptus</i> sp. to dbh 50 mm and <i>Callitris</i> mid trees over tall open shrubland of <i>Allocasuarina</i> and <i>Melaleuca</i> over misc low-mid shrubs			
Habitat			
Disturbance	Historic clearing,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	50	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	30
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
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Site details			
Site	SITE022	Position (WGS84)	-31.371069, 118.772145
Topography	drainage line	Soil texture	sandy loam
Slope	gentle	Rock type	granite - rocks, quartz
Soil colour	whitish, light-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Habitat			
Disturbance			
Vegetation condition		Fire age	
Total veg. cover (%)		Litter distribution	
Tree cover (%)		Litter depth(cm)	
Shrub cover (%)		Litter cover (%)	
Grass cover (%)			
Herb cover (%)			

Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site description - visit 1 (30 Mar 2021)			
Mixed smooth <i>Eucalyptus</i> woodland over scattered and patchy low-mid shrubs			
Habitat			
Disturbance	Historic clearing,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	50	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	50
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE023	Position (WGS84)	-31.367368, 118.771768
Topography	drainage line	Soil texture	sandy loam
Slope	gentle	Rock type	granite - rocks, quartz
Soil colour	light-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Mixed smooth <i>Eucalyptus</i> woodland over scattered and patchy low-mid shrubs			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	0	Litter distribution	
Tree cover (%)	0	Litter depth(cm)	
Shrub cover (%)	0	Litter cover (%)	0
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE024	Position (WGS84)	-31.377302, 118.728429
Topography	hill slope	Soil texture	sandy loam
Slope	gentle	Rock type	ferrous - ironstone
Soil colour	yellow, grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Open woodland of tall <i>Euc. salmonophloia</i> over tall open <i>Melaleuca</i> shrubland over <i>Santalum</i> and mixed low-mid shrubs			
Habitat			
Disturbance	Historic clearing, Vehicle tracks,		
Vegetation condition	Very Good	Fire age	moderate (>5 years)
Total veg. cover (%)	40	Litter distribution	transported
Tree cover (%)	30	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	40
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE025	Position (WGS84)	-31.379338, 118.732131
Topography	hill slope	Soil texture	sandy loam
Slope	gentle	Rock type	ferrous - ironstone
Soil colour	light-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Mixed <i>Eucalyptus</i> tree and mallee woodland over mixed scattered low shrubs and patchy tussock grasses			
Habitat			
Disturbance	Litter, Vehicle tracks,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	5	Litter cover (%)	40
Grass cover (%)	10		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE026	Position (WGS84)	-31.379313, 118.733636
Topography	plain	Soil texture	sandy loam, loam, clay loam and laterite
Slope	negligible	Rock type	ferrous - ironstone
Soil colour	yellow, grey, orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	30 Mar 2021	30 Mar 2021

Site description - visit 1 (30 Mar 2021)			
Salmon gums, mixed other <i>Eucalyptus</i> and tree <i>Hakea</i> scattered over <i>Allocasuarina</i> and <i>Melaleuca</i> mid-tall shrubland over low myrtaceous shrubs and scattered tussocky sedges			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	even/continuous
Tree cover (%)	50	Litter depth(cm)	2
Shrub cover (%)	40	Litter cover (%)	70
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE027	Position (WGS84)	-31.379091, 118.797956
Topography	undulating plain	Soil texture	sandy loam
Slope	negligible	Rock type	ferrous - ironstone
Soil colour	yellow, light-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Scattered mallees over mid-tall shrubland of <i>Allocasuarina</i> , small-leaf cf. <i>Melaleuca</i> , spiny <i>Grevillea</i>			
Habitat			
Disturbance	Firebreak,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	80	Litter distribution	under vegetation
Tree cover (%)	30	Litter depth(cm)	1
Shrub cover (%)	70	Litter cover (%)	80
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE028	Position (WGS84)	-31.378042, 118.796873
Topography	plain	Soil texture	sandy loam
Slope	negligible	Rock type	ferrous - ironstone
Soil colour	yellow, grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Mixed stand of mallees over <i>Callitris</i> and <i>Allocasuarina</i> tall shrubland (with <i>Hakea</i> and <i>Grevillea</i>) over cf. <i>Melaleuca</i> and <i>Acacia</i> mid shrubs, few patches of sedge tussocks			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	50	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	40
Grass cover (%)	0.1		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
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Site details			
Site	SITE029	Position (WGS84)	-31.380084, 118.789035
Topography	plain	Soil texture	sand, sandy loam
Slope	negligible	Rock type	none
Soil colour	yellow	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Scattered low mallees over <i>Allocasuarina</i> and <i>Hakea</i> mid-tall shrubland over mixed low shrubs and sedges			
Habitat			
Disturbance	Firebreak,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	50	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	70
Grass cover (%)	5		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE030	Position (WGS84)	-31.380476, 118.788356
Topography	plain	Soil texture	sand, sandy loam
Slope	negligible	Rock type	none
Soil colour	yellow, grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
<i>Allocasuarina</i> , <i>Hakea</i> and <i>Grevillea</i> mid shrubland over mixed low shrubs, sedges and mosses; scattered mallees >50 m away			
Habitat			
Disturbance	Firebreak,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	5	Litter depth(cm)	1
Shrub cover (%)	50	Litter cover (%)	30
Grass cover (%)	5		
Herb cover (%)	2		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE031	Position (WGS84)	-31.380651, 118.782796
Topography	plain	Soil texture	sand, sandy loam
Slope	negligible	Rock type	none
Soil colour	yellow, grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Habitat			
Disturbance			
Vegetation condition		Fire age	
Total veg. cover (%)		Litter distribution	
Tree cover (%)		Litter depth(cm)	
Shrub cover (%)		Litter cover (%)	
Grass cover (%)			
Herb cover (%)			

Site description - visit 1 (31 Mar 2021)			
Scattered low mallees and tall <i>Allocasuarina</i> shrubs over mixed low shrubs and sedges			
Habitat			
Disturbance	Firebreak,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	20	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	25
Grass cover (%)	30		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE032	Position (WGS84)	-31.376229, 118.812111
Topography	plain	Soil texture	sand, sandy loam
Slope	negligible	Rock type	ferrous - ironstone
Soil colour	yellow, grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Allocasuarina tall shrubland over low-mid spiny Grevillea			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	80	Litter distribution	under vegetation
Tree cover (%)	60	Litter depth(cm)	1
Shrub cover (%)	30	Litter cover (%)	30
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE033	Position (WGS84)	-31.376314, 118.81186
Topography	breakaway	Soil texture	sandy clay
Slope	gentle	Rock type	ferrous - ironstone, granite - outcropping, granite - rocks
Soil colour	yellow, grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Mixed <i>Eucalyptus</i> trees and mallees on slight slope of breakaway, over <i>Callitris</i> , <i>Acacia</i> and mixed low-mid shrubs			
Habitat			
Disturbance	Firebreak,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	1
Shrub cover (%)	20	Litter cover (%)	40
Grass cover (%)	1		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE034	Position (WGS84)	-31.376643, 118.811314
Topography	plain	Soil texture	sand, sandy loam
Slope	negligible	Rock type	ferrous - ironstone
Soil colour	grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Mixed mallee and <i>Melaleuca</i> low woodland with sparse low-mid mixed shrubs and patchy tussock grass/sedge			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	transported
Tree cover (%)	50	Litter depth(cm)	1
Shrub cover (%)	5	Litter cover (%)	25
Grass cover (%)	3		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE035	Position (WGS84)	-31.376898, 118.809887
Topography	depression	Soil texture	clay loam
Slope	gentle	Rock type	granite - outcropping, quartz
Soil colour	brown-grey, light-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Tall and mid <i>Hakea/Grevillea/Melaleuca</i> shrubland over tussock grasses on flats surrounding low granite dome			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	30	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	20
Grass cover (%)	20		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE036	Position (WGS84)	-31.375396, 118.810354
Topography	undulating plain	Soil texture	sandy loam
Slope	gentle	Rock type	ferrous - ironstone, quartz
Soil colour	red-orange, brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Salmon gums and <i>Euc salubris</i> tall mallees over patchy tall <i>Melaleuca</i> shrubland over <i>Exocarpus</i> , <i>Santalum</i> and mixed low-mid shrubs			
Habitat			
Disturbance	Historic clearing,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	30	Litter depth(cm)	2
Shrub cover (%)	30	Litter cover (%)	40
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE037	Position (WGS84)	-31.368984, 118.822107
Topography	hill slope	Soil texture	sandy loam
Slope	gentle	Rock type	ferrous - ironstone, quartz
Soil colour	red-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
<i>Euc salubris</i> with some <i>salmonophloia</i> and other <i>Eucalyptus</i> spp. over patchy low shrubs and tussocks			
Habitat			
Disturbance	Historic clearing, Litter,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	40
Grass cover (%)	5		
Herb cover (%)	2		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE038	Position (WGS84)	-31.368389, 118.818887
Topography	hill slope	Soil texture	sandy clay, sandy loam
Slope	gentle	Rock type	ferrous - ironstone, quartz
Soil colour	red-orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Habitat			
Disturbance			
Vegetation condition		Fire age	
Total veg. cover (%)		Litter distribution	
Tree cover (%)		Litter depth(cm)	
Shrub cover (%)		Litter cover (%)	
Grass cover (%)			
Herb cover (%)			

Site description - visit 1 (31 Mar 2021)

Grey spotted *Eucalyptus* sp. over open tall *Allocasuarina* shrubs over low-mid *Acacia*, *Grevillea* and misc shrubs over patchy tussock grass

Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	40
Grass cover (%)	1		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE039	Position (WGS84)	-31.370534, 118.822559
Topography	undulating plain	Soil texture	sand, sandy loam
Slope	gentle	Rock type	ferrous - ironstone
Soil colour	brown, yellow	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	31 Mar 2021	31 Mar 2021

Site description - visit 1 (31 Mar 2021)			
Scattered mallees and tall <i>Allocasuarina</i> over mixed low-mid shrubs and patchy tussock grass			
Habitat			
Disturbance	Firebreak, Vehicle tracks,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	2
Shrub cover (%)	30	Litter cover (%)	40
Grass cover (%)	10		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE040	Position (WGS84)	-31.372255, 118.716546
Topography	plain	Soil texture	sandy loam
Slope	negligible	Rock type	granite - rocks, quartz
Soil colour	light-brown, white	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	01 Apr 2021	01 Apr 2021

Site description - visit 1 (01 Apr 2021)			
<i>Euc. capillosa</i> , <i>salmonophloia</i> and <i>salubris</i> trees and mallees over mid-tall patchy shrubland of <i>Melaleuca</i> , <i>Santalum</i> , <i>Exocarpus</i> over patchy low shrubs and tussocks			
Habitat			
Disturbance	Historic clearing, Litter, Vehicle tracks,		
Vegetation condition	Very Good	Fire age	moderate (>5 years)
Total veg. cover (%)	40	Litter distribution	under vegetation
Tree cover (%)	30	Litter depth(cm)	2
Shrub cover (%)	5	Litter cover (%)	40
Grass cover (%)	10		
Herb cover (%)	1		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE041	Position (WGS84)	-31.369499, 118.715881
Topography	plain	Soil texture	clay loam
Slope	negligible	Rock type	granite - rocks
Soil colour	grey, light-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	01 Apr 2021	01 Apr 2021

Site description - visit 1 (01 Apr 2021)			
<i>Melaleuca</i> and <i>Allocasuarina</i> mid-tall shrubland over sedge tussocks and <i>Borya</i>			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	20	Litter depth(cm)	1
Shrub cover (%)	60	Litter cover (%)	20
Grass cover (%)	10		
Herb cover (%)	2		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE042	Position (WGS84)	-31.368802, 118.711653
Topography	drainage line	Soil texture	clay loam
Slope	gentle	Rock type	granite - rocks, quartz
Soil colour	grey, light-brown, orange	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	01 Apr 2021	01 Apr 2021

Site description - visit 1 (01 Apr 2021)			
<i>Euc capillosa</i> , <i>salmonophloia</i> and <i>salubris</i> open woodland over tall open <i>Melaleuca</i> and <i>Santalum</i> over scattered low myrtaceous shrubs			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	transported
Tree cover (%)	30	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	20
Grass cover (%)	0		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE043	Position (WGS84)	-31.37031, 118.710168
Topography	plain	Soil texture	sandy loam
Slope	negligible	Rock type	quartz
Soil colour	grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	01 Apr 2021	01 Apr 2021

Site description - visit 1 (01 Apr 2021)

Euc capillosa up to 120 mm dbh over *Callitris*, *Santalum*, scattered *Melaleuca* tall shrubs over mid *Acacia* wattle

Habitat			
Disturbance	Historic clearing,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	60	Litter depth(cm)	1
Shrub cover (%)	10	Litter cover (%)	70
Grass cover (%)	0.1		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE044	Position (WGS84)	-31.371276, 118.709311
Topography	plain	Soil texture	clay loam, rocks
Slope	negligible	Rock type	granite - outcropping, granite - rocks
Soil colour	grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	01 Apr 2021	01 Apr 2021

Site description - visit 1 (01 Apr 2021)			
Callitris, Melaleuca, Allocasuarina and Acacia wattle tall shrubland on and around flat-top granite outcrop			
Habitat			
Disturbance			
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	70	Litter distribution	under vegetation
Tree cover (%)	70	Litter depth(cm)	1
Shrub cover (%)	1	Litter cover (%)	50
Grass cover (%)	1		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE045	Position (WGS84)	-31.371916, 118.708394
Topography	hill slope	Soil texture	clay loam, loam, clay loam and laterite
Slope	gentle	Rock type	ferrous - ironstone, granite - rocks, quartz
Soil colour	yellow, grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	01 Apr 2021	01 Apr 2021

Site description - visit 1 (01 Apr 2021)			
?Borrow pit rehabbed with mixed low-mid shrubs and tussocks (?weird Triodia)			
Habitat			
Disturbance	Excavation, Large-scale clearing, Revegetation,		
Vegetation condition	Good	Fire age	moderate (>5 years)
Total veg. cover (%)	40	Litter distribution	under vegetation
Tree cover (%)	20	Litter depth(cm)	1
Shrub cover (%)	10	Litter cover (%)	10
Grass cover (%)	10		
Herb cover (%)	0		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE046	Position (WGS84)	-31.372058, 118.721321
Topography	hill top	Soil texture	clay loam, rocks
Slope	gentle	Rock type	granite - outcropping, granite - rocks
Soil colour	grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	01 Apr 2021	01 Apr 2021

Site description - visit 1 (01 Apr 2021)			
Granite outcrop with <i>Borya</i> patches flanked by <i>Acacia acuminata</i> , <i>Allocasuarina</i> , <i>Melaleuca</i> mid-tall shrubland over tussock grasses			
Habitat			
Disturbance	Historic clearing, Litter,		
Vegetation condition	Very Good	Fire age	moderate (>5 years)
Total veg. cover (%)	60	Litter distribution	under vegetation
Tree cover (%)	20	Litter depth(cm)	1
Shrub cover (%)	20	Litter cover (%)	10
Grass cover (%)	10		
Herb cover (%)	10		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE047	Position (WGS84)	-31.375517, 118.723368
Topography	hill slope	Soil texture	sand, sandy loam
Slope	gentle	Rock type	quartz
Soil colour	yellow, grey, light-brown	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	01 Apr 2021	01 Apr 2021

Site description - visit 1 (01 Apr 2021)			
<i>Euc capillosa</i> open woodland over sparse (mostly dead) <i>Allocasuarina</i> tall shrubs over scattered low-mid mixed shrubs over spinifex, tussock grasses and <i>Borya</i>			
Habitat			
Disturbance	Historic clearing, Litter,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	40	Litter distribution	even/continuous
Tree cover (%)	30	Litter depth(cm)	1
Shrub cover (%)	1	Litter cover (%)	50
Grass cover (%)	10		
Herb cover (%)	10		



Targeted fauna survey of Lot 1416 and adjacent reserves
Prepared for Mineral Resources Ltd

Site details			
Site	SITE048	Position (WGS84)	-31.37387, 118.725135
Topography	breakaway	Soil texture	sandy loam
Slope	moderate	Rock type	granite - rocks
Soil colour	grey	Rock cover (%)	0

Sample and effort summary				
Visit	Sample method	Sample quant. (hrs)	Date start	Date stop
1	Site description	0.00	01 Apr 2021	01 Apr 2021

Site description - visit 1 (01 Apr 2021)			
Top of breakaway <i>Callitris</i> and <i>Allocasuarina</i> tall shrubland, <i>Euc capillosa</i> open woodland over <i>Acacia acuminata</i> and <i>Melaleuca</i> tall shrubs on and below slope, <i>Callitris</i> again further down			
Habitat			
Disturbance	Historic clearing,		
Vegetation condition	Excellent	Fire age	moderate (>5 years)
Total veg. cover (%)	50	Litter distribution	under vegetation
Tree cover (%)	40	Litter depth(cm)	2
Shrub cover (%)	20	Litter cover (%)	50
Grass cover (%)	0		
Herb cover (%)	0		



Appendix 5 Vertebrate fauna desktop and field survey results

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
AMPHIBIANS													
Limnodynastidae	<i>Heleioporus albopunctatus</i>	Western Spotted Frog			•								
	<i>Neobatrachus albipes</i>	White-footed Trilling Frog			•								
	<i>Neobatrachus kunapalari</i>	Kunapalari Frog			•					•	•		•
	<i>Neobatrachus pelobatoides</i>	Humming Frog											
Myobatrachidae	<i>Pseudophryne guentheri</i>	Crawling Toadlet			•								
	<i>Pseudophryne occidentalis</i>	Western Toadlet											
REPTILES													
Agamidae	<i>Ctenophorus cristatus</i>	Crested Dragon			•				•		•	•	•
	<i>Ctenophorus isolepis citrinus</i>	Military Dragon			•					•			
	<i>Ctenophorus maculatus griseus</i>	Spotted Military Dragon			•						•		•
	<i>Ctenophorus ornatus</i>	Ornate Crevice Dragon			•								
	<i>Ctenophorus reticulatus</i>	Western Netted Dragon			•								
	<i>Ctenophorus salinarum</i>	Claypan Dragon									•		
	<i>Ctenophorus scutulatus</i>	Lozenge-marked Dragon									•	•	•
	<i>Moloch horridus</i>	Thorny Devil			•						•	•	•
	<i>Pogona minor minor</i>	Western Bearded Dragon			•				•	•	•		
	<i>Tympanocryptis cephalus</i>	Pebble Dragon											
Gekkonidae	<i>Christinus marmoratus</i>	Marbled Gecko			•								
	<i>Gehyra variegata</i>	Common Dtella			•					•	•	•	•
	<i>Heteronotia binoei</i>	Bynoe's Prickly Gecko			•					•	•		•
Carphodactylidae	<i>Nephurus stellatus</i>	Stellate Knob-tailed Gecko										•	

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
Diplodactylidae	<i>Underwoodisaurus milii</i>	Barking Gecko			•						•	•	
	<i>Crenadactylus ocellatus</i>	Clawless Gecko			•						•	•	
	<i>Diplodactylus calcicolus</i>	South Coast Gecko										•	
	<i>Diplodactylus granariensis</i>	Western Stone Gecko			•						•	•	
	<i>Diplodactylus pulcher</i>	Fine-faced Gecko			•						•		
	<i>Hesperoedura reticulata</i>	Reticulated Velvet Gecko							•		•	•	
	<i>Lucasium maini</i>	Main's Ground Gecko							•		•	•	
Pygopodidae	<i>Strophurus assimilis</i>	Goldfields Spiny-tail Gecko								•			
	<i>Strophurus spinigerus</i>	Soft Spiny-tailed Gecko							•			•	
	<i>Delma australis</i>	Southern (Marble-faced) Delma									•	•	
	<i>Delma butleri</i>	Butler's Delma											
	<i>Delma fraseri</i>	Fraser's Delma			•							•	
	<i>Lialis burtonis</i>	Burton's Legless lizard			•								
	<i>Pygopus lepidopodus</i>	Common Scaly-foot			•				•			•	
	<i>Cryptoblepharus buchananii</i>	Buchanan's Snake-eyed Skink									•	•	
	<i>Cryptoblepharus plagiocephalus</i>	Peron's Snake-eyed Skink			•								•
	<i>Ctenotus atlas</i>	Southern Mallee Ctenotus										•	
Scincidae	<i>Ctenotus impar</i>	Southwest Odd-striped Ctenotus										•	
	<i>Ctenotus leonhardii</i>	Leonhard's Ctenotus			•								
	<i>Ctenotus mimetes</i>	Checker-sided Ctenotus								•		•	
	<i>Ctenotus pantherinus</i>	Leopard Ctenotus											
	<i>Ctenotus schomburgkii</i>	Barred Wedge-snout Ctenotus										•	•
	<i>Ctenotus uber uber</i>	Spotted Ctenotus			•						•	•	•

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
	<i>Ctenotus xenopleura</i>	Wide-striped Ctenotus								•			
	<i>Cyclodomorphus melanops</i>	Spinifex Slender Bluetongue									•		
	<i>Egernia depressa</i>	Southern Pygmy Spiny-tail Skink											
	<i>Egernia formosa</i>	Goldfields Crevice skink									•		
	<i>Egernia richardi</i>	Bright Crevice Skink			•				•			•	
	<i>Eremiascincus richardsonii</i>	Broad-banded Sandswimmer									•		
	<i>Hemiergis initialis</i>	Southwestern Earless Skink										•	
	<i>Lerista distinguenda</i>	Southwestern Orange-tailed Slider										•	
	<i>Lerista gerrardii</i>	Bold-striped Robust Slider											•
	<i>Lerista kingi</i>	King's Lerista			•					•	•	•	
	<i>Lerista macropisthopus</i>	Unpatterned Robust Slider									•		
	<i>Lerista timida</i>	Timid Slider									•		•
	<i>Liopholis inornata</i>	Desert Skink							•				
	<i>Liopholis multiscutata</i>	Bull Skink			•							•	
	<i>Menetia greyii</i>	Common Dwarf Skink			•				•		•	•	
	<i>Morethia butleri</i>	Woodland Morethia Skink			•				•		•	•	
	<i>Morethia obscura</i>	Shrubland Morethia Skink											
	<i>Tiliqua occipitalis</i>	Western Bluetongue								•	•	•	
	<i>Tiliqua rugosa rugosa</i>	Bobtail								•		•	•
Varanidae	<i>Varanus giganteus</i>	Perentie									•		
	<i>Varanus gouldii</i>	Gould's Sand Monitor			•					•		•	•
	<i>Varanus rosenbergi</i>	Heath Monitor										•	
	<i>Varanus tristis</i>	Black-tailed Monitor								•	•		•

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
Typhlopidae	<i>Anilius australis</i>	Southern Blindsnake										•	
	<i>Anilius bicolor</i>	Dark-spined Blindsnake			•								
	<i>Anilius bituberculatus</i>	Prong-snouted Blindsnake									•		
	<i>Anilius hamatus</i>	Pale-headed Blindsnake									•		
Pythonidae	<i>Aspidites ramsayi</i>	Woma (southwest)	P1 (DBCA list)		•		•						
	<i>Morelia spilota imbricata</i>	Southwestern Carpet Python			•								
Elapidae	<i>Brachyurophis semifasciatus</i>	Southern Shovel-snout			•						•		
	<i>Furina ornata</i>	Moon Snake									•		
	<i>Paroplocephalus atriceps</i>	Lake Cronin Snake	P3 (DBCA list)				•						
	<i>Pseudechis australis</i>	Mulga Snake, King Brown			•			•			•		
	<i>Pseudonaja a. affinis</i>	Dugite (mainland)			•							•	
	<i>Pseudonaja mengdeni</i>	Gwardar, Western Brown Snake			•								
	<i>Pseudonaja modesta</i>	Ringed Brown Snake			•								
	<i>Simoselaps bertholdi</i>	Jan's Banded Snake			•						•	•	
	<i>Suta gouldii</i>	Gould's Hooded Snake			•								
	<i>Suta monachus</i>	Monk Snake									•		
	<i>Suta fasciata</i>	Rosen's Snake			•								
BIRDS													
Casuariidae	<i>Dromaius novaehollandiae</i>	Emu			•	•			•			•	•
Megapodiidae	<i>Leipoa ocellata</i>	Malleefowl	VU (EPBC & BC Acts)		•	•	•	•	•		•	•	•
Phasianidae	* <i>Pavo cristatus</i>	Indian Peafowl											•
Anatidae	<i>Tadorna tadornoides</i>	Australian Shelduck				•							
	<i>Chenonetta jubata</i>	Australian Wood Duck			•	•							

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
	<i>Anas gracilis</i>	Grey Teal				•						•	
	<i>Anas superciliosus</i>	Pacific Black Duck				•							
	<i>Malacorhynchus membranaceus</i>	Pink-eared Duck				•							
	<i>Aythya australis</i>	Hardhead				•							
Podicipedidae	<i>Tachybaptus novaehollandiae</i>	Australasian Grebe			•								
	<i>Poliiocephalus poliocephalus</i>	Hoary-headed Grebe			•								
Columbidae	<i>*Columba livia</i>	Rock Dove, Feral Pigeon			•			•					
	<i>*Streptopelia senegalensis</i>	Laughing Dove				•		•					
	<i>Phaps chalcoptera</i>	Common Bronzewing			•						•	•	•
	<i>Phaps elegans</i>	Brush Bronzewing										•	
	<i>Ocyphaps lophotes</i>	Crested Pigeon			•						•	•	•
Podargidae	<i>Podargus strigoides</i>	Tawny Frogmouth			•						•	•	
Eurostopodidae	<i>Eurostopodus argus</i>	Spotted Nightjar			•				•		•	•	
Aegothelidae	<i>Aegothales cristatus</i>	Australian Owlet Nightjar			•						•		
Apodidae	<i>Apus pacificus</i>	Fork-tailed Swift	Mig. (EPBC & BC Acts)					•					
Phalacrocoracidae	<i>Phalacrocorax melanoleucos</i>	Little Pied Cormorant				•							
Ardeidae	<i>Egretta novaehollandiae</i>	White-faced Heron				•							
	<i>Ardea ibis</i>	Cattle Egret						•					
	<i>Ardea modesta</i>	Great Egret						•					
Accipitridae	<i>Elanus caeruleus</i>	Black-shouldered Kite			•								
	<i>Hamirostra isura</i>	Square-tailed Kite			•							•	
	<i>Hamirostra melanosternon</i>	Black-breasted Buzzard			•								
	<i>Haliastur spheurnus</i>	Whistling Kite								•	•	•	

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
	<i>Milvus migrans</i>	Black Kite				•							
	<i>Accipiter fasciatus</i>	Brown Goshawk				•					•		
	<i>Accipiter cirrocephalus</i>	Collared Sparrowhawk				•					•	•	
	<i>Circus assimilis</i>	Spotted Harrier			•	•							
	<i>Aquila audax</i>	Wedge-tailed Eagle			•	•			•			•	•
	<i>Hieraeetus morphnoides</i>	Little Eagle			•	•						•	
Falconidae	<i>Falco cenchroides</i>	Nankeen Kestrel			•	•							
	<i>Falco berigora</i>	Brown Falcon			•	•			•		•	•	•
	<i>Falco hypoleucos</i>	Grey Falcon	VU (EPBC & BC Acts)					•					
	<i>Falco longipennis</i>	Australian Hobby			•	•						•	
	<i>Falco peregrinus</i>	Peregrine Falcon	OS (BC Act)			•	•				•	•	•
Rallidae	<i>Fulica atra</i>	Eurasian Coot				•							
	<i>Tribonyx ventralis</i>	Black-tailed Native-hen				•							
Otididae	<i>Ardeotis australis</i>	Australian Bustard										•	
Recurvirostridae	<i>Cladorhynchus leucocephalus</i>	Banded Stilt				•							
	<i>Himantopus himantopus</i>	Black-winged Stilt				•							
	<i>Recurvirostra novaehollandiae</i>	Red-necked Avocet				•							
Charadriidae	<i>Charadrius ruficapillus</i>	Red-capped Plover				•							
	<i>Elseymornis melanops</i>	Black-fronted Dotterel				•							
	<i>Thinornis rubricollis</i>	Hooded Plover	P4 (DBCA list)				•	•					
	<i>Vanellus tricolor</i>	Banded Lapwing				•							
Scolopacidae	<i>Actitis hypoleucos</i>	Common Sandpiper	Mig. (EPBC & BC Acts)			•		•					

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
	<i>Calidris acuminata</i>	Sharp-tailed Sandpiper	Mig. (EPBC & BC Acts)					•					
	<i>Calidris ferruginea</i>	Curlew Sandpiper (CR)	CR/Mig. (EPBC & BC Acts)					•					
	<i>Calidris melanotos</i>	Pectoral Sandpiper	Mig. (EPBC & BC Acts)					•					
	<i>Tringa nebularia</i>	Common Greenshank	Mig. (EPBC & BC Acts)			•	•						
Turnicidae	<i>Turnix varia</i>	Painted Button-quail										•	
	<i>Turnix velox</i>	Little Button-quail				•							
Laridae	<i>Larus novaehollandiae</i>	Silver Gull				•							
Cacatuidae	<i>Calyptrorhynchus banksii</i>	Red-tailed Black Cockatoo			•					•			•
	<i>Cacatua leadbeateri</i>	Major Mitchell's Cockatoo			•	•					•		•
	<i>Cacatua roseicapilla</i>	Galah			•				•	•			•
	<i>Cacatua sanguinea</i>	Little Corella				•							
	<i>Nymphicus hollandicus</i>	Cockatiel				•							
Psittaculidae	<i>Parvipsitta porphyrocephala</i>	Purple-crowned Lorikeet				•					•	•	•
	<i>Pezoporus occidentalis</i>	Night Parrot	EN (EPBC)/CR (BC Act)					•					
	<i>Polytelis anthopeplus</i>	Regent Parrot			•	•						•	
	<i>Platycercus icterotis xanthogenys</i>	Western Rosella (inland)	P4 (DBCA list)		•				•			•	
	<i>Platycercus zonarius</i>	Australian Ringneck			•	•			•	•	•	•	•
	<i>Platycercus varius</i>	Mulga Parrot				•							•
	<i>Melopsittacus undulatus</i>	Budgerigar				•							•
	<i>Neophema elegans</i>	Elegant Parrot				•			•			•	

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
Cuculidae	<i>Neophema splendida</i>	Scarlet-chested Parrot											•
	<i>Chrysococcyx basalis</i>	Horsfield's Bronze-Cuckoo				•			•		•	•	
	<i>Chrysococcyx lucidus</i>	Shining Bronze-Cuckoo				•							
	<i>Chrysococcyx osculans</i>	Black-eared Cuckoo						•			•		•
	<i>Cacomantis pallidus</i>	Pallid Cuckoo				•							
	<i>Cacomantis flabelliformis</i>	Fan-tailed Cuckoo			•	•					•		
Strigidae	<i>Ninox boobook</i>	Southern Boobook				•			•		•		
Tytonidae	<i>Tyto alba</i>	Barn Owl				•							
Halcyonidae	<i>Todiramphus pyrrhopygia</i>	Red-backed Kingfisher			•	•					•		
	<i>Todiramphus sanctus</i>	Sacred Kingfisher				•							
Meropidae	<i>Merops ornatus</i>	Rainbow Bee-eater			•	•		•		•	•	•	•
Climacteridae	<i>Climacteris rufa</i>	Rufous Treecreeper				•					•	•	
Maluridae	<i>Malurus splendens</i>	Splendid Fairy-wren			•								
	<i>Malurus lamberti</i>	Variiegated Fairy-wren				•					•		
	<i>Malurus leucopterus</i>	White-winged Fairy-wren			•	•							
	<i>Malurus pulcherrimus</i>	Blue-breasted Fairy-wren			•	•			•		•	•	•
Acanthizidae	<i>Sericornis frontalis</i>	White-browed Scrubwren										•	
	<i>Hylacola cauta</i>	Shy Heathwren (western)			•	•							
	<i>Pyrrholaemus brunneus</i>	Redthroat			•	•			•		•	•	•
	<i>Smicronis brevirostris</i>	Weebill			•	•			•		•	•	•
	<i>Gerygone fusca</i>	Western Gerygone			•	•					•		•
	<i>Acanthiza chrysorrhoa</i>	Yellow-rumped Thornbill			•	•					•		
	<i>Acanthiza robustirostris</i>	Slaty-backed Thornbill									•		

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
	<i>Acanthiza uropygialis</i>	Chestnut-rumped Thornbill			•	•			•		•		•
	<i>Acanthiza apicalis</i>	Broad-tailed (Inland) Thornbill			•	•			•		•	•	•
	<i>Aphelocephala leucopsis</i>	Southern Whiteface			•	•							
Pardalotidae	<i>Pardalotus punctatus</i>	Spotted Pardalote				•					•		
	<i>Pardalotus striatus</i>	Striated Pardalote			•	•			•		•	•	•
Meliphagidae	<i>Certhionyx variegatus</i>	Pied Honeyeater				•							
	<i>Gavicalis virescens</i>	Singing Honeyeater				•			•	•	•	•	•
	<i>Nesoptilotis leucotis</i> (ex Lich.)	White-eared Honeyeater			•	•			•	•	•	•	•
	<i>Lichenostomus cratitius</i>	Purple-gaped Honeyeater				•							
	<i>Ptilotula ornata</i>	Yellow-plumed Honeyeater				•			•		•	•	•
	<i>Purnella albifrons</i>	White-fronted Honeyeater			•	•			•		•		
	<i>Manorina flavigula</i>	Yellow-throated Miner			•	•			•	•	•	•	•
	<i>Acanthagenys rufogularis</i>	Spiny-cheeked Honeyeater			•	•				•	•	•	
	<i>Anthochaera carunculata</i>	Red Wattlebird			•	•			•	•	•	•	•
	<i>Epthianura albifrons</i>	White-fronted Chat			•	•							
	<i>Sugomel niger</i>	Black Honeyeater			•	•							
	<i>Glyciphila melanops</i>	Tawny-crowned Honeyeater			•	•				•		•	
	<i>Lichmera indistincta</i>	Brown Honeyeater			•	•			•	•	•	•	
	<i>Melithreptus brevirostris</i>	Brown-headed Honeyeater			•	•			•		•		
Pomatostomidae	<i>Pomatostomus superciliosus</i>	White-browed Babbler			•	•			•	•	•	•	•
Cinclosomatidae	<i>Cinclosoma clarum</i>	Copperback Quail-thrush				•					•	•	
Neosittidae	<i>Daphoenositta chrysoptera</i>	Varied Sittella			•	•			•		•	•	
Campephagidae	<i>Coracina novaehollandiae</i>	Black-faced Cuckoo-shrike			•	•			•		•	•	•

Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
	<i>Lalage tricolor</i>	White-winged Triller				•					•	•	
Pachycephalidae	<i>Pachycephala inornata</i>	Gilbert's Whistler			•	•					•	•	
	<i>Pachycephala occidentalis</i>	Western Golden Whistler				•				•			
	<i>Pachycephala rufiventris</i>	Rufous Whistler			•	•			•	•	•		•
	<i>Colluricincla harmonica</i>	Grey Shrike-thrush			•	•			•	•	•	•	•
	<i>Oreoica gutturalis</i>	Crested Bellbird			•	•			•	•	•	•	•
Artamidae	<i>Artamus personatus</i>	Masked Woodswallow				•							
	<i>Artamus cinereus</i>	Black-faced Woodswallow			•	•							
	<i>Artamus cyanopterus</i>	Dusky Woodswallow			•	•					•	•	
	<i>Artamus minor</i>	Little Woodswallow									•		
Cracticidae	<i>Cracticus torquatus</i>	Grey Butcherbird			•	•				•	•	•	
	<i>Cracticus nigrogularis</i>	Pied Butcherbird			•	•			•		•		•
	<i>Cracticus tibicen</i>	Australian Magpie			•	•					•		•
	<i>Strepera versicolor</i>	Grey Currawong			•	•			•		•	•	•
Rhipiduridae	<i>Rhipidura albiscapa</i>	Grey Fantail			•	•			•				
	<i>Rhipidura leucophrys</i>	Willie Wagtail			•	•				•	•	•	
Corvidae	<i>Corvus coronoides</i>	Australian Raven			•	•			•	•	•	•	•
	<i>Corvus bennetti</i>	Little Crow			•	•					•		
	<i>Corvus orru</i>	Torresian Crow			•	•							
Monarchidae	<i>Grallina cyanoleuca</i>	Magpie-Lark			•	•				•			
	<i>Myiagra inquieta</i>	Restless Flycatcher										•	
Petroicidae	<i>Microeca fascians</i>	Jacky Winter			•	•					•	•	•
	<i>Petroica boodang</i>	Scarlet Robin				•							

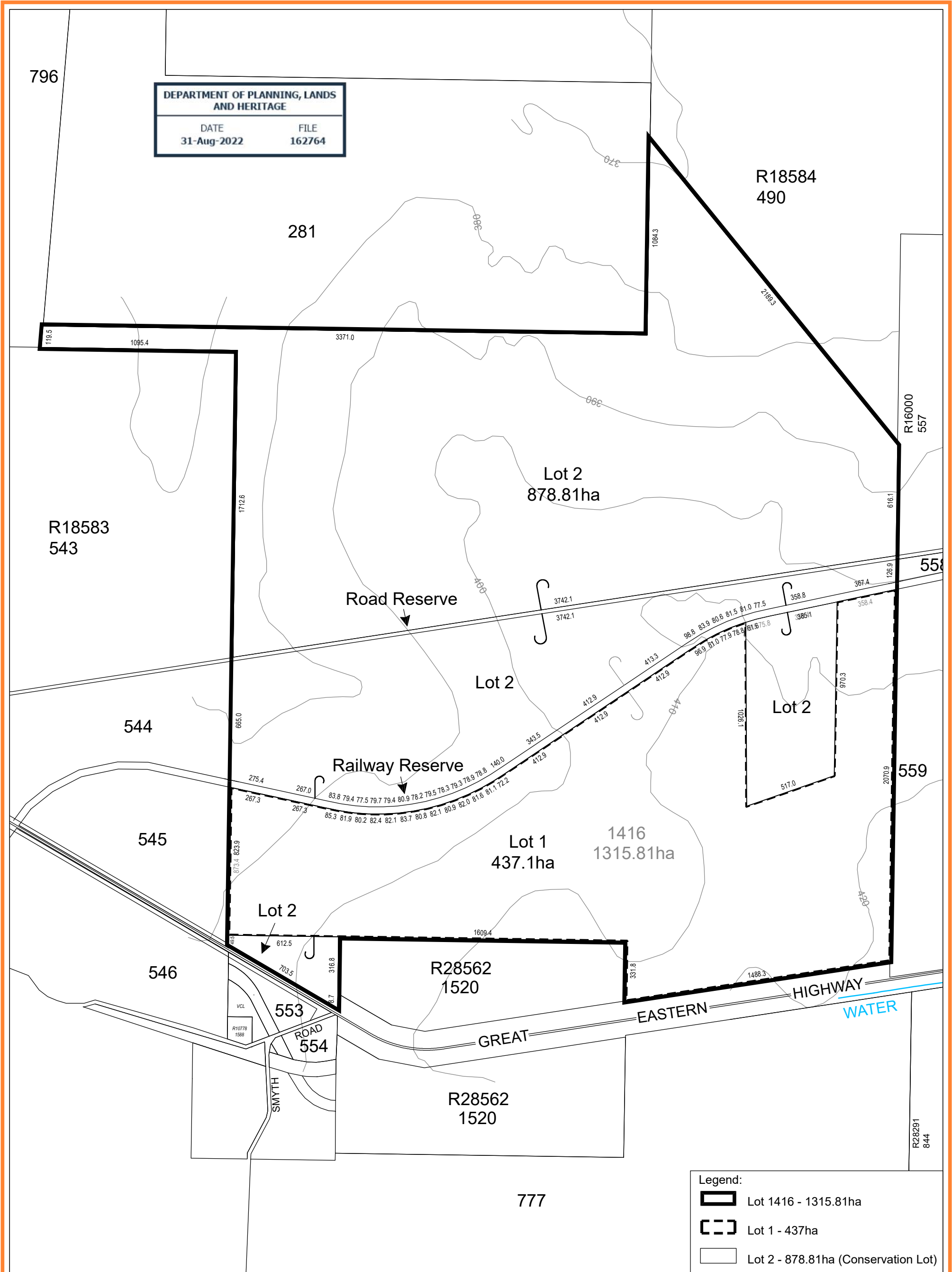
Family	Species	Common name	Status	Introduced	Desktop sources ¹							Haul Road	This survey
					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
	<i>Petroica goodenovii</i>	Red-capped Robin			•	•			•		•	•	•
	<i>Melanodryas cucullata</i>	Hooded Robin				•						•	•
	<i>Eopsaltria australis griseogularis</i>	Western Yellow Robin			•	•			•			•	
	<i>Drymodes brunneopygia</i>	Southern Scrub-robin			•	•			•			•	
Megaluridae	<i>Megalurus mathewsi</i>	Rufous Songlark				•							
Timaliidae	<i>Zosterops lateralis</i>	Silvereye			•	•				•			
Hirundinidae	<i>Cheramoeca leucosterna</i>	White-backed Swallow			•	•						•	•
	<i>Hirundo neoxena</i>	Welcome Swallow			•	•						•	
	<i>Petrochelidon nigricans</i>	Tree Martin			•	•					•		
Nectariniidae	<i>Dicaeum hirundinaceum</i>	Mistletoebird				•							
Estrildidae	<i>Taeniopygia guttata</i>	Zebra Finch			•	•							•
Motacillidae	<i>Anthus australis</i>	Australasian Pipit				•						•	
	<i>Motacilla cinerea</i>	Grey Wagtail	Mig. (EPBC & BC Acts)					•					
MAMMALS													
Tachyglossidae	<i>Tachyglossus aculeatus</i>	Echidna, Short-beaked Echidna								•		•	•
Dasyuridae	<i>Dasyurus geoffroii</i>	Chuditch, Western Quoll	VU (EPBC & BC Acts)		•		•					•	•
	<i>Ningaui yvonnae</i>	Southern Ningau										•	
	<i>Phascogale calura</i>	Red-tailed Phascogale, Keengoor	EN (EPBC)/CD (BC Act)		•		•						
	<i>Sminthopsis dolichura</i>	Little Long-tailed Dunnart			•				•			•	
	<i>Sminthopsis gilberti</i>	Gilbert's Dunnart										•	
	<i>Sminthopsis granulipes</i>	White-tailed Dunnart			•								

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	<i>Sminthopsis ooldea</i>	Ooldea Dunnart										•	
Myrmecobiidae	<i>Myrmecobius fasciatus</i>	Numbat, Walpurti	EN (EPBC & BC Acts)				•						
Thylacomyidae	<i>Macrotis lagotis</i>	Bilby	VU (EPBC & BC Acts)		•		•						
Peramelidae	<i>Isodon sp.</i>	Bandicoot sp.											
Potoroidae	<i>Bettongia lesueur graii</i>	Boodie (inland)	EX (EPBC & BC Acts)		•						•		
Macropodidae	<i>Macropus fuliginosus</i>	Western Grey Kangaroo							•	•	•	•	•
	<i>Notamacropus irma</i>	Western Brush Wallaby	P4 (DBCA list)				•					•	
	<i>Osphranter robustus erubescens</i>	Euro, Biggada (mainland)			•								
	<i>Osphranter rufus</i>	Red Kangaroo, Marlu											
	<i>Petrogale lateralis lateralis</i>	Black-flanked Rock-wallaby	EN (EPBC & BC Acts)				•						
Burramyidae	<i>Cercartetus concinnus</i>	Southwestern Pygmy Possum			•				•	•	•	•	
Molossidae	<i>Ozimops kitcheneri</i> ("sp. 4")	Southwestern Freetail-bat							•			•	
	<i>Ozimops petersi</i> ("sp. 3")	Inland Freetail-bat									•		
	<i>Austronomus australis</i>	White-striped Freetail-bat							•	•	•	•	
Vespertilionidae	<i>Chalinolobus gouldii</i>	Gould's Wattled Bat			•				•	•	•	•	
	<i>Chalinolobus morio</i>	Chocolate Wattled Bat							•	•	•		
	<i>Nyctophilus geoffroyi</i>	Lesser Long-eared Bat							?		•		
	<i>Nyctophilus major tor</i>	Southern Long-eared Bat							?				
	<i>Scotorepens balstoni</i>	Inland Broad-nosed Bat							•		•	•	
	<i>Vespadelus baverstocki</i>	Inland Forest Bat							?		•	•	
	<i>Vespadelus regulus</i>	Southern Forest Bat							?		•	•	

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					NMap	Birdata	TPFA	PMST	KLA 09	Eco 12	Biota 14	WW 17	
Muridae	<i>Leporillus</i> sp.	Stick-nest Rat	EX (EPBC & BC Acts) or VU (EPBC)/CD (BC Act)								•		
	<i>Notomys mitchelli</i>	Mitchell's Hopping-mouse			•				•		•	•	
	<i>Pseudomys albocinereus</i>	Ash-grey Mouse									•		
	<i>Pseudomys bolami</i>	Bolam's Mouse									•		
	<i>Pseudomys hermannsburgensis</i>	Sandy Inland Mouse									•		
Leporidae	<i>*Mus musculus</i>	House Mouse		•	•			•	•		•		
	<i>*Oryctolagus cuniculus</i>	Rabbit		•				•	•	•	•	•	•
	<i>*Bos taurus</i>	Domestic Cattle		•								•	•
Bovidae	<i>*Capra hircus</i>	Goat		•				•					
	<i>*Ovis aries</i>	Sheep		•						•			•
	<i>*Sus scrofa</i>	Pig		•				•					
Equidae	<i>*Equus asinus</i>	Donkey		•				•				•	
	<i>*Equus caballus</i>	Horse		•				•					
Canidae	<i>*Canis lupus familiaris</i>	Dog/Dingo		•				•	•	•		•	•
	<i>*Vulpes vulpes</i>	Red Fox		•				•	•	•		•	•
Felidae	<i>*Felis catus</i>	Domestic Cat		•				•	•	•		•	•

¹ Sources: NatureMap (DBCA 2019a), BirdData (Birdlife Australia 2020), Threatened and Priority Fauna Database (DBCA 2019b), Protected Matters Search Tool (DoEE 2020), KLA (2009), Ecoscape (2012), Western Wildlife (2017).





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