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Transmittal to the Minister

Hon Albert Jacob MLA
Minister for Environment

I am pleased to submit the Annual report 2012-13 of the Conservation Commission of Western Australia for the period 1 July 2012 to 30 June 2013 in accordance with section 31 of the *Conservation and Land Management Act 1984*.

Brian Easton
Chairman
Overview of the agency

Chairman’s report

As Chairman of the Conservation Commission, I am pleased to report on the delivery of management planning objectives and functions under the Conservation and Land Management Act 1984 (CALM Act) and our responsibilities as proponents of the Forest Management Plan (FMP) under the Environmental Protection Act 1986. In seeking to deliver the desired goals of the plan, the Conservation Commission has adopted a precautionary approach. We have been particularly concerned with the vulnerability of the forest to a changing climate and have sought extensive advice with the aim of achieving a balance between the range of environmental values and the provision of goods and services from the forest. Adaptive management will be a key component of this plan, recognising that there is incomplete knowledge of ecosystems and their response to natural and other disturbances.

I take this opportunity to emphasise the Conservation Commission’s appreciation of community involvement through the public comment period of the FMP. Public comment and engagement have been fundamental in carrying out our responsibilities within the framework of ecologically sustainable forest management. As Chairman, I am sensitive to the trust and responsibility placed in the Conservation Commission through the preparation of the FMP.

The Conservation Commission has assumed the preparation of the FMP through the Department of Environment and Conservation (DEC), deploying significant effort from members of the Commission. For example, in addition to monthly meetings of the Conservation Commission, members have engaged with DEC and the Forest Products Commission on a regular basis throughout the development of the proposed FMP.
In that regard, I wish to thank fellow Commissioners Dr Regina Flugge, Mr Brian Middleton and Mr Bill Mitchell for their active role and efforts as members of the Conservation Commission’s FMP review group. It was a demanding task.

It is also important to emphasise that the Conservation Commission has delivered responsibilities for other management plans under the CALM Act. It is pleasing to report that the Conservation Commission has prepared final management plans for the Parks and Reserves of Yanchep and Neerabup and the Ord River and Parry Lagoons Nature Reserves. The draft management plan for the Esperance and Recherche Parks and Reserves was also released for public comment during this reporting period. I thank Commissioners Brian Middleton and Dr David Newsome for their dedicated work through the Management Planning Review Committee.

I am confident that management plans prepared during this financial year will reflect the significant work of the Conservation Commission and resonate into the future as an example of solid interagency cooperation.

During the reporting period the Conservation Commission published reports in relation to the public nomination of old growth forest for the Warrup and Helms forest blocks and performance assessment documents in relation to biodiversity outcomes (prescribed burning) and performance assessment policy.

I wish to conclude by acknowledging the achievements of the late Director General Mr Keiran McNamara in conservation and land management in Western Australia over many years and the legacy of the late Commissioner, Mr Graeme Rundle, who was posthumously awarded the Member of the Order of Australia for his significant service to conservation and the environment in Western Australia. Mr Rundle served as a member of the Conservation Commission between 1990 and 2011.

Brian Easton
Chairman
Operational structure

The Conservation Commission is a body corporate under the CALM Act comprising nine members appointed by the Governor on the nomination of the Minister for Environment. As part of its functions, it has vested in it State forest, timber reserves, national parks, conservation parks, nature reserves, and relevant land referred to in section 5(1)(g) of the CALM Act. Appendix 1 lists the Conservation Commission’s functions as provided in section 19 of the CALM Act including the development of policies, the preparation of management plans for lands vested in or under the care, control and management of the Conservation Commission, whether solely or jointly with an associated body, and periodic assessments of the implementation of management plans by those responsible for implementing them, including DEC and, if the land is State forest or a timber reserve, the Forest Products Commission.

Board Membership

In accordance with the CALM Act, members of the Conservation Commission are to be persons who, in the opinion of the Minister, have knowledge of and experience in—

- the conservation or management of biodiversity, or
- environmental management, including the management of the natural environment for use for recreational purposes, or
- the sustainable use of natural resources, or
- have a particular function or vocational interest relevant to the functions of the Conservation Commission, and
- are able to make a contribution to the functions of the Conservation Commission.

One member is to be a person who, in the opinion of the Minister— has knowledge of and experience in Aboriginal cultural and Aboriginal heritage matters relevant to the functions of the Conservation Commission, and is able to make a contribution to the functions of the Conservation Commission.
The Conservation Commission is comprised of nine members who were appointed from 1 January 2012 until 31 December 2014.

Mr Brian Easton, Chairman

Mr Easton has a distinguished career in the Public Service spanning three decades. Mr Easton authored the report into the future of the Rottnest Island Authority (RIA) and was CEO of the RIA from 1995-99. He served as CEO at Perth Zoo from 1999-2003 and was also Vice President of the Executive Committee of the Australasian Zoos Association in this period. In 2003, Mr Easton became a Director of Melbourne Zoo assisting with strategic planning and designing new displays and visitor facilities. Mr Easton also operates a small property in the South West based on sustainable living practices and Chairs a local River Restoration Group engaged in community conservation education programs.

Mr William Mitchell AM, Deputy Chairman

Mr Bill Mitchell is a past long term President of both the Shire of Murchison and the WA Local Government Association. He has held positions on the WA Soil and Land Conservation Council, WA Rivers and Estuaries Council and is currently Chairman of Rangelands NRM WA. Bill is a retired pastoralist from the Murchison region of WA. He brings to the Commission extensive knowledge of matters related to the management of WA rangelands and of local government generally.
Ms Vanessa Davies

Vanessa Davies is an Aboriginal woman who has traditional connections to both Wongai and Noongar peoples in Western Australia. Vanessa is currently employed in the private sector as an Assistant Director with Serco Asia Pacific, working on the Acacia Prison contract with the WA State Government. Prior to joining Serco Asia Pacific, Vanessa was the Chief Executive Officer of the largest Aboriginal Medical Service in Australia, Derbarl Yerrigan Health Service Inc. Based on her current and previous employment history she has had comprehensive experience at executive management level working in government relations, justice, employment and education, health, community and Indigenous relations. Her employment history has involved working with various companies, organisations, governments and community groups in WA and throughout Australia. She began her career as a qualified secondary teacher, and in 2000 Vanessa completed a postgraduate Masters Degree in Management and Leadership through Curtin University’s Graduate School of Business. Vanessa is a proactive member of a number of Boards and advisory groups including the Swan River Trust, Aboriginal Cultural Materials Committee and State Training Board.
Dr Regina Flugge

Dr Regina Flugge has over 25 years’ experience in environment, climate change and sustainable development and has spent the majority of her career in the Pilbara region. Regina has a broad knowledge of natural resource management and substantial experience in the resources industry in Western Australia through roles with the Chamber of Minerals & Energy and Rio Tinto. Regina is currently the Senior Manager Environmental Sustainability at the RAC. Regina is also a non-executive director of Rangelands NRM WA and the Sustainable Energy Association and a member of the Coastal Planning & Coordination Council and the Air Quality Coordinating Committee. Regina’s past associations include membership of the Governing Council of the West Pilbara College of Technical and Further Education, Rangelands Regional Assessment Panel for the Natural Heritage Trust, Vice-Chair of Rangelands NRM WA and inaugural Chair of the Pilbara NRM Group. Regina maintains a keen interest in the biodiversity and ecosystems of the Pilbara region. Regina has Masters degrees in Science; Business Administration; and Management. In 2013 Regina also completed a Doctor of Business Administration degree. Regina is a member of the Australian Institute of Company Directors; Australian Institute of Management; National Environmental Law Association; and the Environment Institute of Australia and New Zealand.

Dr David Newsome

Dr David Newsome is an Associate Professor in the School of Environmental Science at Murdoch University. His principal research interests are the biophysical impacts of recreation and tourism in protected areas and the development and management of geotourism. David’s research and teaching focus on the sustainable recreational use of landscapes, maintaining the integrity of peri-urban reserves and the assessment and management of tourism activity in protected areas. He has co-authored and edited 5 books in the areas of natural area tourism, wildlife tourism and geotourism and is a member of the IUCN World Protected Areas Committee. His current interests include fostering protected area partnerships between China and Australia and promoting ecotourism in the ASEAN protected area network.
Mr Brian Middleton

Brian Middleton has an accounting practice in Margaret River. He has been president of Rotary, president of Margaret River High School P&C Association, treasurer of Friends of the Cape to Cape Track, chair of the Business Enterprise Centre, chair of the Margaret River Education Campus Board, chair of the shire’s Sustainability Advisory Committee and served six years as a shire councillor. His special interests are business and community development, education, and preserving significant natural heritage areas. He is a passionate bushwalker who believes preservation of wild spaces is vital in enabling and encouraging people to enjoy the wonders of nature.

Professor Ross Dowling

Professor Ross K. Dowling OAM MAICD is Foundation Professor of Tourism and Program Director, MBA & Cross Disciplinary Studies, in the Faculty of Business & Law at Edith Cowan University. He is an environmental scientist conducting international research, training and development of tourism in natural areas. His principal teaching, research and consultancy interests lie in ecotourism, geotourism and cruise ship tourism. He co-founded Ecotourism Australia and is the Immediate Past Chair of the Forum Advocating Cultural and Eco Tourism (FACET) in Western Australia. In Geotourism he is an Advisor, UNESCO Global Network of National Geoparks and Founder of the Global Geotourism Conferences. Prior to moving to Australia he worked in New Zealand where he was Foundation Advisory Officer with the Ministry for the Environment and was awarded a Nature Conservation Council Foundation Citation for his efforts in conservation education. He brings to the Commission knowledge and experience in relation to conservation and tourism development.

Mr Wade De Campo

Wade De Campo has been Manjimup shire president since 2005. He is a Fitter Machinist by trade and moved onto the family farm, then into managing the family transport business while still taking an active role in the farming division. Wade is managing director of De Campo Transport Pty Ltd and Arden Downs Pty Ltd. Wade is a member of the Pemberton chamber of commerce, chairman of the Warren Blackwood alliance and the rotary club of Manjimup. Wade is currently a member of following Council Committees: Chief Executive Officer Review Committee, Audit Committee, Manjimup Local Emergency Management Committee, Marketing Advisory Committee, Pemberton Townscape Committee and Plant Replacement Committee.
Dr Steve Harvey

Dr Harvey currently holds the role of Deputy Chief (Operations) for CSIRO’s Division of Earth Science and Resource Engineering, based at the Australian Resources Research Centre in Perth. The Division applies world-leading science and engineering know-how in support of Australia’s minerals and oil & gas sectors, and emerging areas of national importance such as carbon capture and storage and geothermal energy. In addition to its laboratories at the ARRC facility, the Division also has a presence in Brisbane, Sydney and Melbourne. Dr Harvey represents CSIRO’s interests on a number of boards of management and advisory groups including iVEC (the hub of advanced computing in WA), the John de Laeter Centre for Mass Spectrometry and the Australian Centre for Geomechanics. He has overall responsibility for managing the Division’s relationships with Western Australian government agencies and State-based universities. After completing his Doctorate in chemistry at UWA, Dr Harvey took up a position as a Postdoctoral Fellow at the University of Alabama (USA). He joined CSIRO in 1995, following 5 years in the Western Australian public sector in policy roles with the then Department of Transport.

The Conservation Commission holds meetings on the second Monday of every month, and during the reporting period the Conservation Commission held 12 meetings.

The Conservation Commission had the following three subcommittees operating during the reporting period:

- the Forest Management Plan Submissions Review Group
- Forest Management Plan Working Group
- Management Planning Review Committee

Executive support

In 2006 an operational relationship agreement was signed between the Conservation Commission and DEC that established the Conservation Commission service unit.

The Conservation Commission service unit had the following staff at 30 June 2013:

Director: Carol Shannon
Executive Assistant: Kelly Watkins
Senior Environmental Auditor: Tom Hughson
Environmental Auditor: Geoff Cullen
Policy Advisor: Wildaliz De Jesús
Policy Officer (Forest Management): Paul Roberts
Corporate Services support, including human resource management, financial services and information technology, is provided to the service unit by DEC under the operational relationship agreement.

Vested lands

As at 30 June 2013 the total area of the lands vested in the Conservation Commission was 19,201,510 hectares, approximately 7.5 per cent of the land area of Western Australia. Table 1 provides a summary of the land categories and Figure 1 demonstrates the variation in vested lands over time.

<table>
<thead>
<tr>
<th>Land classification</th>
<th>Area as at 30 June 2012 (ha)</th>
<th>Area as at 30 June 2013 (ha)</th>
<th>Change (ha)</th>
</tr>
</thead>
<tbody>
<tr>
<td>National parks</td>
<td>6,246,675</td>
<td>6,246,692</td>
<td>+17</td>
</tr>
<tr>
<td>Conservation parks</td>
<td>847,312</td>
<td>847,578</td>
<td>+266</td>
</tr>
<tr>
<td>Nature reserves</td>
<td>10,244,921</td>
<td>10,244,167</td>
<td>-754</td>
</tr>
<tr>
<td>State forests</td>
<td>1,304,442</td>
<td>1,304,442</td>
<td>0</td>
</tr>
<tr>
<td>Timber reserves</td>
<td>123,269</td>
<td>123,155</td>
<td>-114</td>
</tr>
<tr>
<td>CALM Act section 5(1)(g) and 5(1)(h) reserves</td>
<td>392,556</td>
<td>430,625</td>
<td>38,069</td>
</tr>
<tr>
<td>Section 8(a)*</td>
<td>0</td>
<td>4,851</td>
<td>4,851</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>19,159,175</strong></td>
<td><strong>19,201,510</strong></td>
<td><strong>42,335</strong></td>
</tr>
</tbody>
</table>

*Section 8(a) was implemented in the CALM Act 1984 in December 2012.
Agency Performance

The decisions of the Conservation Commission, the Commissioners and its service unit are guided by the following principles:

- compliance with relevant state government policies and national and international agreements, protocols and conventions relating to ecologically sustainable development and biological diversity conservation
- the application of the precautionary principle
- intergenerational equity
- involvement of Aboriginal people, consideration of their perspectives and cultural needs in particular protecting and conserving the value of the land to their culture and heritage
- community involvement, participation, appreciation and enjoyment in relation to the natural environment
- maintaining a diverse range of values, including cultural and heritage values.
The Conservation Commission’s activities and achievements during the past 12 months are detailed below under the key outcome areas of: management plans and performance assessment.

**Estate**

The Conservation Commission’s main objectives in relation to vested lands and strategies for delivering these are identified in Table 2.

<table>
<thead>
<tr>
<th>Objectives</th>
<th>Strategies</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Identify what is required for a comprehensive, adequate and representative reserve system for Western Australia</strong></td>
<td>Promote the maintenance and extension of a comprehensive, adequate and representative reserves system through the strategic acquisition of key lands and innovative funding.</td>
</tr>
<tr>
<td><strong>Consider proposed changes of purpose, or boundary of, land vested in the Conservation Commission, and</strong></td>
<td>Provide advice upon request to the Minister for Environment on applications for changes in purpose or boundaries, including advice on any contentious issues or activities and proposed excision of areas that are not of value in maintaining biological diversity.</td>
</tr>
<tr>
<td><strong>Evaluate potentially incompatible activities on vested lands with a view to maximising biological diversity.</strong></td>
<td>Consult and provide advice on matters relating to leases, licences, permits, mining tenements and any other activities on land vested in the Conservation Commission.</td>
</tr>
</tbody>
</table>

Advice on matters relating to leases, licences, permits, mining tenements and other activities such as utility infrastructure proposed on land vested in the Conservation Commission was provided to DEC during this reporting period. Table 3 summarises the Conservation Commission’s consideration of CALM Act leases, licences and permits.
### Table 3  CALM Act leases, licences and permits endorsed during 2012–2013

<table>
<thead>
<tr>
<th>CALM Act leases, licences and permits</th>
<th>Conservation Commission endorsement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial operations licences</td>
<td>35</td>
</tr>
<tr>
<td>Apiary authorities</td>
<td>251</td>
</tr>
<tr>
<td>Other leases and licences</td>
<td>66</td>
</tr>
</tbody>
</table>

### Management plans

In an ongoing effort to improve the development and delivery of management plans, the Conservation Commission has adopted three overall principles to guide the preparation of management plans. The planning framework is based on a strategic and integrated approach and is guided by the following principles:

- **a regional approach** – planning areas should relate to a suite of reserves within a geographical area rather than individual reserves
- **more concise documents** – plans should focus on relevant site specific values, threats and management responses
- **meaningful objectives** – plan objectives and strategies should be precise, specific, achievable, realistic, time-related and measurable whilst allowing for new opportunities as they arise. Plans should also relate to higher level commitments at the state, national and international levels.

The Conservation Commission ensures the implementation of this planning framework through the recommendations provided by its Management Planning Review Committee (MPRC). The MPRC facilitates liaison with DEC with the committee’s major functions being to improve the delivery of the Conservation Commission’s statutory responsibility for the preparation and submission to the Minister of proposed management plans and the review of expiring plans.
During the course of the reporting period the MPRC held nine meetings and provided recommendations to the Conservation Commission to ensure consistency with the Commission's management planning principles.

**Summary of management plan progress**

On advice from the Conservation Commission, the Minister for Environment released the *Esperance and Recherche parks and reserves draft management plan 2012* for a period of public comment during the year 2012-2013.

The Minister for Environment released the following final management plans during the year 2012-2013:

- *Parks and reserves of Yanchep and Neerabup management plan 2012*
- *Ord River and Parry Lagoons nature reserves management plan 2012*

The following tables provide an indication of progress of draft and final management plans at the end of the reporting period:

**Table 4a  Summary of draft management plans**

<table>
<thead>
<tr>
<th>Management plan area</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albany Coastal Reserves</td>
<td>Draft plan in preparation</td>
</tr>
<tr>
<td>Esperance and Recherche Parks and Reserves</td>
<td>Draft plan in preparation</td>
</tr>
<tr>
<td>Kalbarri National Park</td>
<td>Draft plan in preparation</td>
</tr>
<tr>
<td>Northern Yilgarn</td>
<td>Draft plan in preparation</td>
</tr>
<tr>
<td>Swan Coastal Plain South</td>
<td>Draft plan in preparation</td>
</tr>
</tbody>
</table>

**Table 4b  Summary of final management plans (in progress and released)**

<table>
<thead>
<tr>
<th>Management plan area</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barrow Island</td>
<td>Final management plan in preparation</td>
</tr>
</tbody>
</table>
Blackwood Plateau  | Final management plan in preparation
---|---
Ord River and Parry Lagoons Nature Reserves  | Final management plan released
Tuart Forest National Park  | Final management plan in preparation
Yanchep Neerabup  | Final management plan released
Yoorrooyang Dawang Conservation Parks  | Final management plan in preparation

**Forest Management**

During 2012–13, substantial work was undertaken by the Commission and its service unit in relation to forest management. As proponents of the FMP under the environmental impact assessment process governed by the *Environmental Protection Act 1986*, a key focus of the Commission was the release of the *Draft Forest Management Plan 2014-2023* for a 12 week public comment period, analysis of public submissions and preparation of a *Proposed Forest Management Plan 2014-2023*. This work included public meetings in Manjimup, Bunbury and Cannington, and interagency liaison with DEC, the Environmental Protection Authority and the Forest Products Commission (FPC). Members of the Commission undertook numerous visits to forest areas to sight specific issues and meet with community representatives.

**Old-growth forests**

Through the FMP, approximately 331,370 hectares of old-growth forest have been set aside from timber harvesting in formal and informal reserves. Detailed results including aerial maps of all old-growth assessments can be easily accessed via the Conservation Commission’s website at [www.conservation.wa.gov.au](http://www.conservation.wa.gov.au).

**Summary of assessment of reclassified old-growth forest review areas**

During the reporting period, areas of reclassified old-growth were assessed within FPC priority coupes. Approximately 33 hectares in 2 forest blocks were subject to reclassification work that was completed and endorsed by the Conservation
Commission. Of the 33 hectares assessed, no areas were determined to be old-growth forest. A report including maps for each of those areas assessed has been published on the Conservation Commission’s website.

**Public nomination of old-growth**

In accordance with the FMP and the Conservation Commission’s *Assessment criteria and process for the Conservation Commission review of old-growth amendments*, there is a public nomination process for persons to request the Conservation Commission to assess whether areas should be classified as old-growth forest in DEC’s corporate database. During the reporting period the Conservation Commission received two requests under that framework for the Warrup and Helms forest blocks. Reports have been published for these nominations.

**Helms compartment 02**

Helms forest block compartment 02 is approximately 700 hectares and contains predominantly jarrah forest. Both remote and field assessments were conducted in an area of approximately 560 hectares. Canopy sampling was undertaken and stump data was collected by the Conservation Commission service unit within the nominated area. A total of 209 hectares was determined to meet the criteria for minimally disturbed old-growth forest.

<table>
<thead>
<tr>
<th>Block name</th>
<th>Area found to be old-growth (ha)</th>
<th>Area found to be non old-growth (ha)</th>
<th>Total area assessed under nomination (ha)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Helms</td>
<td>209</td>
<td>350</td>
<td>559</td>
</tr>
</tbody>
</table>

**Performance assessment**

The following performance assessment documents were published in the reporting period 2012–13:

- *Biodiversity outcomes – prescribed burning*
• **Performance assessment policy**

The *Biodiversity outcomes – prescribed burning report* focuses on the effectiveness of DEC’s fire management system in meeting the following specified objectives:

- assessing the process and criteria used when determining biodiversity management as the primary objective of prescribed burning
- assessing the outcome of prescribed burning where the primary objective is biodiversity management.

The report states that there is an ongoing requirement for better outcome reporting and more clarity in establishing objectives and success criteria.

The *Performance assessment policy* was updated by the service unit to cater for changes in the management planning process and the shift to area based management plans. This document provides the basic framework through which performance assessments are selected and undertaken.

A number of other performance assessments are at various stages of completion. These include the *Parks of the Perth Hills* performance assessment and *Salinity Management in the southwest of Western Australia*. These assessment reports will be finalised and published in the next reporting year. Other performance assessments that are currently active include *Parks of the Fitzgerald Regional Planning Area* and *Animal Pests in the Pilbara*.

### Interaction with other agencies

In order to ensure it effectively conducts its responsibilities, the Conservation Commission works closely with a range of other agencies on a variety of issues. The Conservation Commission works collaboratively with DEC and other environmental bodies including the EPA and the Marine Parks and Reserves Authority. It also liaises with local government authorities and government agencies such as the FPC, Department of Mines and Petroleum, Department of Water, Main Roads Western Australia, the Department of State Development, and Office of the Auditor General for Western Australia.
Partnering with the not-for-profit Jawun Indigenous Corporate Partnerships organisation through the Public Sector Commission, the Conservation Commission supported a service unit secondment to the Ningkuwum Ngamayuwu Children and Family Centre in Halls Creek in late 2012. Whilst on secondment through the Jawun program, the service unit of the Conservation Commission participated in exchanging skills in the area of policy and procedures and Aboriginal cultural experience. Through this secondment, the Conservation Commission contributed to capacity-building and skills transfer in policy and procedures and the centre will be one of the first in Australia to produce an operations and policy manual for the implementation of the National Partnership Agreement on Indigenous Early Childhood Development.

**Significant issues impacting the agency**

The most significant issue impacting the Conservation Commission during this reporting period has been the allocation of resources required for the preparation of the draft Forest Management Plan 2014–2023.
Disclosures and legal compliance

Financial statements

Funding for the operation of the Conservation Commission is provided by DEC. The reporting and audit of expenditure is undertaken by DEC and, as required, incorporated into DEC’s annual report. The total expenditure by the Conservation Commission, and associated support unit, was $1,098,952.70 as identified in DEC’s 2012-2013 annual report.

Other legal requirements

Disability access and inclusion plan outcomes
(Disability Services Act 1993)

Under its operational relationship agreement with DEC, that agency’s policy relating to disability access and inclusion is adopted.

Compliance with public sector standards and ethical codes
(Public Sector Management Act 1994)

DEC undertakes human resource management for the Conservation Commission under an operational relationship agreement.

In the administration of the Conservation Commission, the Director has complied with the Public Sector Standards in Human Resource Management, the Western Australian Public Sector Code of Ethics and the Conservation Commission’s Code of Conduct.

Information on both the Code of Ethics and the Code of Conduct is provided to employees on commencement with the Conservation Commission.

No complaints have been lodged under the Code of Ethics during the reporting period and there have been no instances of misconduct.
Recordkeeping plans

As part of the Conservation Commission’s employee induction program, the service unit receives basic training in recordkeeping. This is conducted using DEC’s online Record Keeping Awareness Program. This addresses employee roles and responsibilities in regard to their compliance with the recordkeeping plan.

As the recordkeeping training program is provided by DEC, the review of its efficiency and effectiveness is conducted by DEC.

Ministerial directives

In the reporting period there have been no instances under the CALM Act section 24 where the Minister has given the Conservation Commission directions in writing with respect to the exercise or performance of its functions.

In accordance with the CALM Act section 17(4), there have been no instances where advice has been provided to the Minister under section 19(10) and the Minister has decided to act otherwise than in accordance with the recommendation.

Government policy requirements

Substantive equality


Information on DEC progress achieved in implementing the policy framework for substantive equality can be found in DEC’s Annual Report.

Occupational Safety, Health and Injury Management

(Public Sector Commissioner’s Circular 2012–05: Code of Practice: Occupational Safety and Health in the Western Australian Public Sector)

The Conservation Commission operates under a relationship agreement with DEC which includes the provision of occupational safety and health management and the adoption of Occupational Health and Safety policy and guidelines set forth by DEC.
### Table 6. Performance reporting: Occupational Safety, Health and Injury Management

<table>
<thead>
<tr>
<th>Measure</th>
<th>Actual Results</th>
<th>Results against Target</th>
<th>Comment on result</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2010-11 (1)</td>
<td>2012-13(2)</td>
<td>Target</td>
</tr>
<tr>
<td>Number of fatalities</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Lost time injury and/or disease incidence rate</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Lost time injury and/or disease severity rate</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Percentage of injured workers returned to work:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(i) within 13 weeks</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>(ii) within 26 weeks</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Percentage of managers trained in occupational safety,</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>health and injury management responsibilities</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

Note (1): This is a three-year trend, Thus, the year is to be three years prior to current reporting year (i.e. current year is 2012-13; previous year is 2010-11).

Note (2): The current year
Appendix 1 – Functions of the Conservation Commission

See section 19 of the Conservation and Land Management Act 1984

Policy
To develop policies:

- for the preservation of the natural environment of the State and the provision of facilities for the enjoyment of that environment by the community
- for promoting the appreciation of flora and fauna and the natural environment
- to achieve or promote the objectives of management plans in accordance with the CALM Act
- to advise the Minister on the development of policies for the conservation and management of biodiversity and biodiversity components throughout the State
- with the approval of the Minister, to cause study or research to be undertaken for the purposes of the development of policies.

Estate

- To have vested in it State forest, timber reserves, national parks, conservation parks, nature reserves, relevant land referred to in section 5(1)(g) of the CALM Act and to have the joint management function with other bodies as provided for in the CALM Act.
- To have the care, control and management of relevant land referred to in the CALM Act section 5(1)(h) placed with it.
- To consider any cancellation or change of purpose, or boundary alteration of land vested in or under the care, control and management of the Conservation Commission, whether solely or jointly with an associated body.
- To be consulted on matters relating to the granting of licences, leases, permits and mining tenement applications on land vested in the Conservation Commission.
Management plans

• In accordance with Part V of the CALM Act, to prepare and deal with proposed management plans for land vested in or under the care, control and management of the Conservation Commission, whether solely or jointly with an associated body.
• To submit proposed management plans to the Minister for approval.
• In relation to management plans for land vested in or under the care, control and management of the Conservation Commission, whether solely or jointly with an associated body:
  - to develop guidelines for monitoring; and
  - to set performance criteria for evaluating; and
  - to conduct periodic assessments of,
the implementation of the management plans by those responsible for implementing them, including the CEO and, if the land is State forest or a timber reserve, the Forest Products Commission.

Advice

• To advise the Minister on the application of the principles of ecologically sustainable forest management in the management of:
  - State forest and timber reserves; and
  - forest produce throughout the State.
• To advise the Minister on the production and harvesting, on a sustained yield basis, of forest produce throughout the State.
• To inquire into and after relevant consultation, to advise the Minister on any matter on which the Minister requests advice.
• Upon request, to provide advice on matters relating to lands vested in or under the care, control and management of the Conservation Commission, whether solely or jointly with an associated body, to any body or person, if to do so is in the public interest and it is practicable for the Conservation Commission to provide it.