



Government of Western Australia
Conservation and Parks Commission

Conservation and Parks Commission Annual Report 2016–17





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Conservation and Parks Commission

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TRANSMITTAL TO THE MINISTER

Hon Stephen Dawson MLC

Minister for Environment

I am pleased to submit the Annual Report of the Conservation and Parks Commission for the period 1 July 2016 to 30 June 2017 in accordance with section 31 of the *Conservation and Land Management Act 1984*.



Marion Fulker

Chair

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Cover photographs:

*Courtesy of West Kimberly District, Department of
Biodiversity, Conservation and Attractions*

OVERVIEW

Chair's report

On behalf of the Conservation and Parks Commission (the Commission), I am pleased to present the Annual Report for the period of 1 July 2016 to 30 June 2017.

The Commission respectfully acknowledges Aboriginal persons as the traditional owners of the lands and waters vested in it.

Conservation reserves jointly vested in the Commission have increased significantly over the past 12 months. I am pleased to report significant progress in this endeavour especially in relation to Aboriginal Joint Management through the dedication of the staff of the Department of Parks and Wildlife (now the Department of Biodiversity, Conservation and Attractions) and the Traditional Owners of the Kimberley.

During the reporting period, the Commission has focused on integrating the former Conservation Commission of Western Australia and the former Marine Parks and Reserves Authority into a single entity. I thank fellow Commissioners for their support in ensuring that the Commission operates on a strong governance foundation.

Building on the successes and achievements of its predecessors, the Commission has started the process of reviewing past policies to establish clear position statements on our key statutory functions, including those related to management planning and subsequent periodic performance assessments of the implementation of these plans.

The Commission has streamlined the delivery of its functions through improvements and innovation in its operating procedures. Learnings from the marine reserve performance assessment processes have been applied to the terrestrial estate. Advances in information technology have yielded exciting opportunities for monitoring and reporting to government and the community on the effectiveness of management plan implementation.

Achieving ecologically sustainable forest management continues to be the basis for the implementation of the Commission's *Forest Management Plan 2014–23* and this period saw progress in key management activities including the finalisation of frameworks, guidelines and protocols related to biodiversity conservation, and monitoring and reporting of key performance indicators. After 13 years, the Commission completed its last two assessments of public nominations of old-growth forests culminating in a total of 950 hectares of old-growth forest being identified through community involvement. The public nomination process will now be led by the Department of Biodiversity, Conservation and Attractions with outcomes monitored by the Commission.

The Kimberley region has long been recognised for its outstanding natural beauty and cultural significance; it is a place that is highly valued by the Western Australian community. The Commission has sought to ensure that Aboriginal communities are properly consulted and involved in the management of their lands. To that end, six Indigenous Land Use Agreements (ILUAs) and joint management arrangements were finalised with native title holders in the Kimberley with four new final management plans and one draft for public consultation approved by the Minister for Environment. Through the new reserves established in the Kimberley, the total area of marine parks in the State has almost doubled, while

the total area of terrestrial conservation reserves has increased by 5 per cent since 2015/16.

Over the next 12 months, the Commission will seek to develop a strategic plan that ensures biodiversity conservation and sustainable use can be retained by building on past experience, and maintaining and enhancing collaborative working relationships with our stakeholders.

During our foundation year, the Commission benefited from the support and leadership of the Director General of Department of Parks and Wildlife, Jim Sharp. Now under a new reporting structure, I look forward to a productive working relationship with Mark Webb, the Director General of the Department of Biodiversity, Conservation and Attractions.

The Commission is entrusted with protecting, conserving and protecting biodiversity and achieving ecologically sustainable use of vested areas throughout the State for current and future generations to appreciate and enjoy. It is a role that we undertake with both enthusiasm and diligence.

Marion Fulker

Chair

Operational structure

The Conservation and Parks Commission is a body corporate under the *Conservation and Land Management Act 1984* (CALM Act) comprised of seven members appointed by the Governor on the nomination of the Minister for Environment. As part of its functions, the Commission has vested in it:

- (i) State forest, timber reserves and marine reserves;
- (ii) unless section CALM Act 8B(2)(f) applies, national parks, conservation parks and nature reserves, either solely or jointly with an Aboriginal body corporate; and
- (iii) relevant land referred to in CALM Act section 5(1)(g).

The Commission also has the care control and management of relevant land referred to in section 5(1)(h) placed with it, either solely or jointly with another person or body.

Section 19 of the CALM Act relates to the functions of the Commission and include advising the Minister on the development of policies; to prepare and deal with proposed management plans for land and waters vested in or under the care, control and management of the 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 the then Department of Parks and Wildlife and, if the land is State forest or a timber reserve, the Forest Products Commission.

For the purpose of this report, vested land includes land in the care, control and management of the Commission.

Commission membership

Subject to sections 21(4) and 22 of the CALM Act, members are to be persons who, in the opinion of the Minister, have knowledge and experience or a particular function or vocational interest which is relevant to the functions of the Commission.

The members of the Conservation and Parks Commission are:

Marion Fulker – Chair



Marion Fulker is the Chair of the Conservation and Parks Commission. Marion accepted the position in May 2016, having notable experience in senior executive and board roles. Currently, Marion is also the CEO of the Committee for Perth, and an Adjunct Senior Research Fellow at the University of Western Australia. Previously, Marion has been the Executive Director of the Urban Development Institute of Australia (UDIA) WA Division, the Chair of the Heritage Council of Western Australia and the Director of Rugby

WA. Marion's education includes an MBA from Curtin Graduate School of Business. In 2015 Marion was recognised as one of Australia's 100 Women of Influence, in 2016 was the winner of a WA Telstra Businesswoman of the Year Award and has recently been named as a finalist in the 2017 Western Australian of the Year Awards. Her opinions on Perth's future are regularly sought by Government, industry and the media.

Professor Chris Doepel, PSM – Deputy Chair



Professor Chris Doepel is an Adjunct Professor in the School of Law at the University of Notre Dame Australia in Fremantle. Until March 2016, he was the Dean of Business and Chair of College Committees for Arts & Sciences, Business and Law at the University. Prior to undertaking this last role, he was also Dean of the Faculty of Law and Business at Murdoch University in Perth. Before joining Murdoch University in 2008, Chris was the Registrar and Chief Executive Officer of the National Native Title Tribunal. He has extensive experience as a senior manager in public administration and in the formulation of policy advice to governments. Chris holds a Bachelor of Jurisprudence, a Bachelor of Law, and a Master of Arts. He is an Associate Member of the Law Society of Western Australia, an Associate Member of the Chartered Institute of Arbitrators, and a fellow of the Australian Institute of Management. He is currently Chairman of the Western Australian judging panel for the Australian-American Fulbright Commission. In 2006, Chris was awarded a Public Service Medal (PSM) in the Australia Day Honours for his native title work.

Mrs Ingrid Cumming – Member



Ingrid Cumming is a Whadjuk Noongar woman from Fremantle, Western Australia. A graduate of Murdoch University and Melbourne Business School, during her career she has presented and published an article with the United Nations Women Leaders Collective in Israel; represented Indigenous Australian Business at the Supply Diversity forum in San Antonio, Texas; presented at TedXPerth, 2014; been a keynote at various conferences and leadership forums about Indigenous knowledge, leadership and reconciliation; and won Indigenous Business of the Year at the Belmont Small Business Awards in 2014. Earlier this year she became a board member of the National Indigenous Women in Business Group. In 2010, Mrs Cumming founded and became CEO of Kart Koort Wiern (Head Heart and Spirit): A Perth-based indigenous consultancy that also offers additional training and workshops across Australia and while promoting reconciliation and increasing awareness of Aboriginal and Torres Strait Islander strengths and strategy. In 2016, Ingrid joined forces with Kia Dowell and Chantal Harris to create the new company: Codeswitch. The trilogy brings together of 20 years of experience and innovation.

Dr Regina Flugge – Member



Dr Regina Flugge has over 25 years of experience in environment, climate change and sustainable development and has worked in the education, government, not-for-profit and corporate sectors. Dr Flugge's career includes substantial experience in the resources industry with the Chamber of Minerals & Energy and Rio Tinto, especially in the Pilbara region. Dr Flugge is the Chair of Rangelands NRM WA and was a member of the Conservation Commission of Western Australia. Her past associations include non-executive Director of the Sustainable Energy Association of Australia; member of the Air

Quality Coordinating Committee; Coastal Planning & Coordination Council; Governing Council of the West Pilbara College of TAFE; and the Rangelands Regional Assessment Panel for the Natural Heritage Trust. Dr Flugge has a Bachelor of Applied Science; Master of Science; Master of Business Administration; Master of Management; and is a Doctor of Business Administration. Dr Flugge maintains a keen interest in the biodiversity and ecosystems of the Pilbara region.

Mr Brian Middleton – Member



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 has served six years as a shire councillor. Mr Middleton's 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.

Mr Kim Colero – Member



Kim Colero was a Member of the Marine Parks and Reserves Authority (MPRA) from 2002 until the establishment of the Conservation and Parks Commission in 2016. Kim is Managing Director of JK Colero Enterprises P/L, an Australian fishing company, focusing on the Western Rock Lobster Industry. He has a history of involvement in the commercial fishing industry and is past President of the Dongara Professional Fisherman's Association Inc, past member of the Western Australian Fishing Industry Council Rock Lobster Sub-committee, past committee member of the Fisheries Adjustment Scheme and past member of the Rock Lobster Industry Advisory Committee (RLIAC). He was appointed to the Board of the Western Australian Fishing Industry Council (WAFIC) in January 2007 and was Chair of WAFIC 2009- 2011. Kim has been Chair of the Western Rock Lobster Council (WRLC) since 2015.

Professor Ross Dowling OAM – Member



Professor Ross Dowling is Foundation Professor of Tourism and the School of Business and Law at Edith Cowan University. Professor Dowling 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 a former Chair of the Forum Advocating Cultural and Eco Tourism (FACET) in Western Australia. Professor Dowling is a geotourism advisor for UNESCO Global Geoparks and a founder of the Global Geotourism Conferences. Prior to moving to Australia, Professor Dowling 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. Professor Dowling brings to the Commission knowledge and experience in relation to conservation and tourism development.

The Conservation and Parks Commission has members serving two separate terms: Ms Marion Fulker, Prof Chris Doepel and Mrs Ingrid Cumming serve for a three-year period from 7 May 2016 until 6 May 2019, while Dr Regina Flugge, Mr Kim Colero, Mr Brian Middleton and Prof Ross Dowling serve a two-year period from 7 May 2016 until 6 May 2018.

Committee

The Commission established and operated a Management Planning Review Committee (MPRC) during the reporting period. The MPRC consisted of three members of the Commission, being Prof Chris Doepel (Chair), Dr Regina Flugge and Mr Brian Middleton, staff from the Office of the Commission, and relevant staff from the Department of Parks and Wildlife.

The terms of reference for the MPRC include the development, in consultation with the Department of Parks and Wildlife, of an annual management plan preparation program, to review progress on indicative, draft and proposed management plans, consider proposed plan amendments and to make recommendations to the Conservation and Parks Commission.

Executive support

The Office of the Commission had the following staff at 30 June 2017:

Acting Director	Roland Mau, BAppSc (Hons) GradCertBus AdvDipPM DipGov(Inv) DipQA
Policy Advisor	Wildaliz De Jesús, BEnvSc MSEL JD
Principal Environmental Auditor	Tom Hughson, BForSc
Senior Environmental Auditor	Geoff Cullen, BA (Journalism) GradDipEnvMan GradCert (Ornithology)

Operational systems support was provided to the Commission by the Department of Parks and Wildlife under an Operational Agreement reviewed in August 2016.

Key legislation impacting on the Commission's activities

- *Aboriginal Heritage Act 1972*
- *Biodiversity Conservation Act 2016*
- *Conservation and Land Management Act 1984*
- *Contaminated Sites Act 2003*
- *Environmental Protection Act 1986*
- *Forest Products Act 2000*
- *Heritage of Western Australia Act 1990*
- *Land Act 1933*

- *Land Administration Act 1997*
- *Mining Act 1978*
- *Public Sector Management Act 1984*
- *Wildlife Conservation Act 1950*

Performance management framework

Table 1 below shows the relationship between the Conservation and Parks Commission’s desired outcomes and the appropriate government goal (identified in the Public Sector Commission annual reporting framework 2016/17).

Government goal	Desired outcome	Services and key performance indicators
Social and environmental responsibility	To conserve the State's biodiversity and ensure the conservation estate is managed in an ecologically sustainable manner.	1. Policy Development Key effectiveness indicator: 1. Clear policies for the preservation of the natural environment and the provision of facilities for the enjoyment of that environment by the community
		2. Vesting Authority Key effectiveness indicator: 1. Vested conservation estate area 2. Establishment and management of joint management arrangements 3. Use of and changes to vested estate purpose, area
		3. Management Planning Key effectiveness indicator: 1. Relevant performance criteria and monitoring tools 2. Relevant, concise and widely-read management plans 3. Relevant, concise and widely-read performance assessments
		4. Ministerial Advice Key effectiveness indicator: 1. Timely, relevant advice

AGENCY PERFORMANCE

Good governance

Since the establishment of the Conservation and Parks Commission on 7 May 2016, an Agreement for Communications between the Minister for Environment and Conservation and Parks Commission has been in place. A Memorandum of Understanding and an Operational Relationship Agreement between the Conservation and Parks Commission and Department of Parks and Wildlife were established to ensure a clear understanding of expectations and roles.

In line with the Public Sector Commission principles of good corporate governance for public sector boards, the Commission established a Charter, Code of Conduct, Conflict of Interest Policy and standard operating procedures, and an instrument of delegation of authority from the Commission. A draft risk management framework was prepared and a strategic planning process is underway.

Policy development and advice

The Conservation and Parks Commission established the basis for its policy advice into the future through its position statements. Specifically, the Commission's position statements are developed in connection with the performance of its functions which include its advisory role to the Minister for Environment and its preparation of management plans for land and waters vested in or under the control and management, whether solely or jointly with a joint responsible body. All of the Commission's position statements are developed to inform the Commission's functions under section 19 of the CALM Act.

There are 18 policies including position statements from the former Conservation Commission of Western Australia and Marine Parks and Reserves Authority. A policy review program was progressed to ensure that pre-existing policies and position statements were current and relevant.

Two new position statements were initiated, one to guide the Conservation and Parks Commission in the implementation of its periodic assessment function and the second to ascertain, protect, and conserve the value of the land to the culture and heritage of Aboriginal persons, particularly, in the preparation of management plans through the Department of Parks and Wildlife.

During this reporting period, two marine reserve related policies were updated and two were replaced. The two updated position statements were:

- *Position Statement on Artificial Structures in Marine Reserves* (May 2017); and
- *Position Statement on Application of the Marine Management Area reserve category in a marine conservation reserve planning process* (May 2017).

The two replaced policies were:

- *Marine Parks and Reserves Audit Policy* (July 2008); and
- *Marine Reserve Review and Audit Requirement* (May 2008).

These latter policies were superseded through the development of the following documents:

- *Guideline for the Periodic Assessment of Management Plans: Marine Reserves* (April 2017); and
- *Position Statement on Periodic Performance Assessment of the Implementation of Management Plans* (in progress).

Once finalised, Position Statements are made publicly available through the Commission's website www.conservation.wa.gov.au.

Forest Management Plan 2014–23: Old-growth forests

All old-growth forests in the south-west is protected from timber harvesting. Over 334,000 hectares of old-growth forest has been identified, with around 93 per cent protected in existing or proposed national parks, conservation parks or nature reserves. The remaining seven per cent of mapped old-growth forest is protected through the establishment of informal reserves under the Commission's *Forest Management Plan 2014–23* (FMP).

Under the FMP and the preceding forest management plan, the community has an opportunity to nominate areas of forest which may meet the criteria to be recognised as old-growth forest.

From 2005 until April 2017, the Commission (inclusive of work undertaken through the former Conservation Commission of Western Australia) assessed areas of forest nominated by the community that may have met the criteria to be classified as old-growth forest. Significant areas of previously unmapped old-growth forest were identified during that period with over 2700 hectares of forest nominated by the public for assessment and approximately 950 hectares of this area identified as meeting the requirements for old-growth forest.

The Commission completed two assessments of public nominated old-growth forest during this reporting period, these being the Boorara and Northcliffe forest blocks.

Boorara Assessment

Boorara forest block is situated approximately 15 kilometres south-east of the town of Northcliffe. The coupe area is 60 hectares and forms part of a Forest Products Commission's salvage operation plan following the 2015 Northcliffe bushfire. Boorara contains karri forest, jarrah forest, jarrah woodland and shrub herb and sedge lands. Surveys were conducted by Commission staff from July through to August 2016. The assessment identified 25 hectares of old-growth forest. These areas were determined as unavailable for timber harvesting at this time (i.e. pending dieback interpretation in about 2 years' time). The remaining 35 hectares within the coupe that did not meet the criteria for old-growth forest will remain available for timber harvesting.

Northcliffe Assessment

Northcliffe (03) forest block is situated approximately six kilometres south-east of the town of Northcliffe. The coupe area is 188 hectares and it was not burnt in the landscape scale bushfire that occurred during February 2015. Northcliffe 03 contains predominantly karri forest with some mixed forest of marri and blackbutt. Surveys

were conducted by Commission staff from April through to July 2016. The assessment identified 36 hectares of old-growth forest (including 4 hectares outside the coupe). These areas have been determined as unavailable for timber harvesting. The remainder of the coupe (approximately 156 hectares) did not meet the requirements for old-growth forest and remains available for timber harvesting.

The reports for Boorara and Northcliffe were made available to the public on the Commission's website.

In May 2017, the process for the assessment of public nomination of old-growth forest was transferred to the Department of Parks and Wildlife following the finalisation of the departmental procedures for the identification, assessment and demarcation of old-growth forest as agreed under the FMP.

The Conservation and Parks Commission was consulted by the Department of Parks and Wildlife in the finalisation of the *Guidelines for the Selection of Fauna Habitat Zones, Goals for Structural Diversity, Protocols for Measuring and Reporting on the Key Performance Indicators of the Forest Management Plan* as well as during the development of a *Forest Management Plan Mid-term Performance Review Reporting Framework*.

Periodic assessment

The Conservation and Parks Commission continued to engage with the Department of Parks and Wildlife to deliver the Commission's periodic performance assessment program. The implementation of an effective assessment process is an increasingly complex task as the State expands its marine parks and reserves system.

Considerable effort has been applied by the Commission in integrating the varied approaches to periodic assessment of the merged authorities (former Conservation Commission of Western Australia and former Marine Parks and Reserves Authority). The collation of key performance indicator (KPI) information is used to monitor management effectiveness. It is noted that over time, the structure of KPIs has changed to accommodate both the movement away from individual reserve management plans to regional management plans and continuous improvements in the reporting of KPIs.

The Commission is seeking innovation in the delivery of its periodic assessment program and during the reporting period completed development of cloud-based KPI data collection techniques. Online storage of KPI information will improve operational efficiencies in data collation and enable the Commission to leverage the information for effective monitoring and reporting.

Marine Park Key Performance Indicator (KPI) Status Reporting

The Commission compiled a summary of the 2016 individual marine park assessments trialling its cloud-based KPI data collection and reporting tool developed to improve operational efficiencies and management effectiveness evaluation.

This period was the first year of reporting for the *Eighty Mile Beach Marine Park Management Plan*. As in previous years, the Department of Parks and Wildlife provided the status reports for key performance indicators (KPIs) including both ecological and social assets, and these were then assessed against targets outlined in respective marine park management plans.

These status reports highlighted whether the management of the ecological and social assets were on track to meet management plan outcomes (targets). In marine park management plans that are not outcome based (i.e. Swan Estuary, Shark Bay and Marmion) assets were further articulated to align with modern management plans. New guidelines for the periodic assessment of marine reserve management plans were developed to support the reporting process.

Lakes and Wetlands of the Perth Metropolitan Area

The research and preliminary drafting of the periodic assessment of the *Lakes and Wetlands of the Perth metropolitan area* took place during the 2016–17 reporting period. The plans that were assessed are as follows:

- *Herdsmen Lake Regional Park Management Plan 2004;*
- *Yellagonga Regional Park Management Plan 2003;*
- *Beeliar Regional Park Management Plan 2006;*
- *Thomsons Lake Nature Reserve Management Plan 2005;* and
- *Forrestdale Lake Nature Reserve Management Plan 2006.*

A final report is expected to be released in the 2017–18 reporting period.

Estate planning

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

Table 2. Objectives and strategies for vested lands

Objectives	Strategies
Identify what is required for a comprehensive, adequate and representative reserve system for Western Australia	Promote the maintenance and extension of a comprehensive, adequate and representative reserves system through the strategic acquisition of key lands and waters and innovative funding.
Consider proposed changes of purpose, or boundary of, land and water vested in the Conservation and Parks Commission, and	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.
Evaluate potentially incompatible activities on vested lands and waters with a view to maximise biological diversity.	Consult and provide advice on matters relating to leases, licences, permits, mining tenements and any other activities on land vested in the Conservation and Parks Commission.

Thirteen CALM Act management plans were in preparation during 2016–17.

During this reporting period, the following plans were approved by the Minister for Environment in accordance with the CALM Act:

- Draft
 - *Parks and reserves of the south-west Kimberley and north-west Pilbara draft joint management plan.*
- Final
 - *Lalang-garram / Horizontal Falls and North Lalang-garram marine parks joint management plan;*
 - *North Kimberley Marine Park joint management plan;*
 - *Yawuru Nagulagun / Roebuck Bay Marine Park joint management plan;* and
 - *Yawuru Birragun Conservation Park joint management plan.*
- Final amendment
 - *Ngari Capes Marine Park management plan;* and
 - *Ningaloo Marine Park and Muiron Islands Marine Management Area management plan.*

Six ILUAs and joint management arrangements were finalised with native title holders, including Wilinggin, Dambimangari, Balanggarra, Yawuru, Nyangumarta-Karajarri and Bunuba. These will assist in the creation and joint management of new marine and terrestrial parks.

Estate management

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

Table 3. CALM Act leases, licences and authorities endorsed during this reporting period

Commercial operations licences	8
Apiary authorities	444
Other leases and licences	41

Note: Data supplied by the Department of Department of Parks and Wildlife 2017

Vested lands and waters

Table 4 provides a summary of lands and waters vested in the Conservation and Parks Commission during the financial year.

Table 4. Lands and waters vested in the Conservation and Parks Commission

Land classification	Area as at 30 June 2017 (ha)	Area as at 30 June 2016 (ha)
National parks	6,267,602	6,243,833
Conservation parks	1,084,346	849,076
Nature reserves	10,267,826	10,248,014
State forests	1,309,755	1,304,154
Timber reserves	123,139	123,135
CALM Act section 5(1)(g) and 5(1)(h)	1,097,606	441,600
Marine Park	4,307,613	2,239,612
Marine Nature Reserve	132,000	132,000
Marine Management Area	143,385	143,385
Total	24,733,272	21,724,809

Note: Data supplied by the Department of Parks and Wildlife 2017

DISCLOSURES AND LEGAL COMPLIANCE

Financial statements

In accordance with section 31(2) of the *Public Sector Management Act 1994*, the Conservation and Parks Commission is not a statutory authority within the meaning of the *Financial Management Act 2006*, but is a statutory body established by section 18 of the CALM Act.

Funding for the operation of the Conservation and Parks Commission is provided through the Department of Parks and Wildlife. Expenditure is managed and administered by the Conservation and Parks Commission and the reporting and audit of expenditure is undertaken by the Department of Parks and Wildlife.

Total expenditure for the Conservation and Parks Commission for the financial year ended 30 June 2017 was \$976,055.

Ministerial directives

No Ministerial directives were received during the financial year.

Other financial disclosures

Employment and industrial relations

Table 5. Staff profile at 30 June 2017

	Head count	FTE
Full-time permanent	3	2.84
Part-time permanent	0	0
Secondment	1	1
Total	4	3.84

Governance disclosures

At the date of reporting, no Commissioners or officers, or firms of which Commissioners or officers are members, or entities in which Commissioners or officers have substantial interests, had any interests in existing or proposed contracts with the Conservation and Parks Commission, other than normal contracts of employment of service; or had any interests in issues before or likely to come before the Conservation and Parks Commission for consideration, endorsement or consultation.

Board and committee remuneration

The Commission operates in accordance with Part III of the *Conservation and Land Management Act 1984*, the *Public Sector Management Act 1994*, and its Charter, Code of Conduct and other policies. The Commissioners remuneration is shown in Table 6.

Table 6. Commissioners remuneration

Position	Name	Gross/actual remuneration*	Period of membership
Chair	Marion Fulker	\$48,649.16	1/7/2016 to 30/6/2017
Deputy Chair	Chris Doepel	\$29,368.89	1/7/2016 to 30/6/2017
Member	Kim Colero	\$22,340.98	1/7/2016 to 30/6/2017
Member	Ingrid Cumming	\$22,340.98	1/7/2016 to 30/6/2017
Member	Ross Dowling	\$22,340.98	1/7/2016 to 30/6/2017
Member	Regina Flugge	\$23,065.98	1/7/2016 to 30/6/2017
Member	Brian Middleton	\$23,065.98	1/7/2016 to 30/6/2017

*includes 2015–16 back pay for members following the creation of the Conservation and Parks Commission on 6 May 2016.

The Conservation and Parks Commission met ten times during the reporting period. Attendance for the total number of eligible meetings for each member are shown in Table 7.

Table 7. Commissioner meeting attendance

Position	Name	Total	Attended
Chair	Marion Fulker	10	9
Deputy Chair	Chris Doepel	10	7
Member	Ingrid Cumming	10	7
Member	Kim Colero	10	10
Member	Ross Dowling	10	9
Member	Regina Flugge	10	10
Member	Brian Middleton	10	10

The Management Planning Review Committee met four times during the reporting period.

Other legal requirements

Disability access and inclusion plan outcomes

The Conservation and Parks Commission has adopted the Department of Parks and Wildlife's *Disability Access and Inclusion Plan 2015–20*.

Compliance with public sector standards and ethical codes

Conservation and Parks Commission staff were employees of the Department of Parks and Wildlife. The Department of Parks and Wildlife provided the framework for human resource management within the Conservation and Parks Commission through an Operational Relationship Agreement.

In the management and direction of the Office of the Conservation and Parks Commission, the Director has complied with Public Sector Standards in Human Resource Management, the Western Australian Public Sector Code of Ethics and the Conservation and Parks Commission's Code of Conduct.

Information on both the Code of Ethics and the Code of Conduct is provided to new employees and members of the Commission when they commence their roles.

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

Recordkeeping plans

The Conservation and Parks Commission prepared and finalised its *Record Keeping Plan 2016* in accordance with Section 19 of the *State Records Act 2000*. The purpose of this Record Keeping Plan is to set out the matters about which records are to be created by the Conservation and Parks Commission and how it is to keep its records.

The State Records Commission has endorsed the Conservation and Parks Commission's *Record Keeping Plan 2016*. Training in record management was undertaken by all staff members of the Office of Conservation and Parks Commission.

Government policy requirements

Substantive equality

The Department of Parks and Wildlife implements the State Government's *Policy Framework for Substantive Equality* primarily through management planning processes associated with the CALM Act.

Information on the Department's progress towards achievement in implementing the policy framework can be found in the *Department of Parks and Wildlife Annual Report 2016–17*.

Occupational safety, health and injury management

The Department of Parks and Wildlife's Occupational Safety and Health (OSH) policy requires managers to demonstrate, maintain, monitor and review OSH in the workplace and places a responsibility on employees to implement a cycle of continuous improvement.

The Conservation and Parks Commission works to the policy identified by the Department. The Conservation and Parks Commission Director is a safety officer.

No workers' compensation claims were recorded during the reporting period. The performance of the Conservation and Parks Commission with respect to OSH and injury management is shown in Table 8.

Table 8. Performance reporting: Occupational safety, health and injury management

Measure	Actual result	Results against target	Comment on result
	Reporting period 2016	Target	
Number of fatalities	0	0	Achieved
Lost time injury and/or disease incidence rate	0	0	Achieved
Lost time injury and/or disease severity rate	0	0	Achieved
Percentage of injured workers returned to work:			
(i) within 6 weeks	0	0	Achieved
Percentage of managers trained in occupational safety, health and injury management responsibilities	100%	100%	Achieved

