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MINUTES

Board:	<i>Woomera Prohibited Area (WPA) Advisory Board Meeting</i>	
Subject of Meeting:	Inaugural meeting of the Advisory Board	
Date:	18 December 2012	
Time:	Commenced: 0830 (Canberra Time) Pre-meeting with Chair 0815-0830	Concluded: 1305 (Canberra Time) Post-meeting with Chair 1305-1315
Chairperson:	Mr Stephen Loosley	
Place / Location:	Canberra / Russell Offices R2-G-Waratah Room	
Member Attendees:	Mr Stephen Loosley, Chair HON Paul Holloway, Deputy Chair Mr Brendan Sargeant, DEPSEC Strategy, Department of Defence (Defence) AIRMSHL Geoffrey Brown, Chief of Air Force (CAF) Mr Martin Hoffman, DEPSEC, Department of Resources, Energy and Tourism (RET) Ms Jan Mason, DEPSEC Asset Management & Parliamentary Services, Department of Finance and Deregulation (Finance) Dr Paul Heithersay, Deputy Chief Executive Resources and Energy, Department for Manufacturing, Innovation, Trade, Resources and Energy (DMITRE) Mr Andrew Fletcher, Chief Executive Officer, Defence SA	
Other Attendees	Mr Michael Shoebridge, FAS Strategic Policy Division, Defence Mr Angus Kirkwood, AS Arms Control, Defence AIRCDRE Noel Derwort, Commander Aerospace Operational Support Group Dr Guy Verney, Finance Ms Juliet Lautenbach, RET Ms Nicole Hinton, RET Ms Samantha Higgins, ED Woomera Prohibited Area Coordination Office (WPACO) Ms Julie Baird, Woomera Prohibited Area (WPA) Advisory Board Secretariat Ms Caroline Chalker, Director WPACO Mr Adam Robens, WPACO	
Apologies:	Mr Michael Shoebridge – Apologies provided for Agenda Items 1-5	

1. Introduction

Item #	Discussion	Action Item	Owner	By Date
1.1	<u>Opening:</u> The meeting was opened by Mr Stephen Loosley (Chair) at 0830.			
1.2	<u>Overview:</u> Mr Brendan Sargeant (Defence) provided an overview and background of the Woomera Prohibited Area (WPA) and advised that all Advisory Board meetings are to be held at the unclassified level.			

2. Chairman's welcome

Item #	Discussion	Action Item	Owner	By Date
2.1.	The Chair welcomed board members to the Inaugural meeting and noted the importance of the issues and the challenges ahead.			

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3. Role of the Advisory Board – Endorse Terms of Reference

Item #	Discussion	Action Item	Owner	By Date
3.1	The Chair raised the requirement to produce an annual report to the Minister. There was agreement that the report be tabled in Parliament.	Annual Advisory Board Reports to be tabled in the Parliament	WPACO	Following Advisory Board report.
3.2	The Chair opened for comments on the Terms of Reference. There was an update provided on the Reference Group and a discussion on the Group's interaction with the Advisory Board. The Chair suggested the Reference Group provide a written report and a joint meeting be held with the Advisory Board and Reference Group.	WPACO to schedule a joint meeting of the Advisory Board and Reference Group.	WPACO	For the Group to present its report.
3.3	Mr Martin Hoffman (RET) referred to paragraph 15 of the Terms of Reference and requested that the Board be provided with quarterly updates from WPACO/WTR.	WPACO to coordinate quarterly updates to the Board on clause 15.c.	WPACO/ DMITRE/ WTR	Two weeks prior to Board meeting
3.4	There was agreement for papers for Board meetings to be made available one week prior to meetings.	Update Business Rules, paragraph 11 to reflect that papers are to be available one week prior to meeting.	WPACO	31 Jan 13
3.5	The Chair confirmed that the Terms of Reference, as amended, were endorsed by the Board.	Terms of Reference endorsed.		

4. Overview of the WPA - Defence

Item #	Discussion	Action Item	Owner	By Date
4.1	AIRCDRE Noel Derwort (Commander AOSG) provided the Board with a presentation on the Woomera Prohibited Area and the Woomera Test Range and provided a CD copy of his presentation to all Board members.	After questions by the Board the presentation was noted.		

5. Overview of the WPA - Resources

Item #	Discussion	Action Item	Owner	By Date
5.1	Dr Paul Heithersay (DMITRE) provided a presentation on the Resources sector within the WPA. Ms Jan Mason (Finance) requested a copy of the presentations noting their comprehensive nature.	WPACO to provide a CD copy of the DMITRE presentation to Board Members.	WPACO	Action complete at meeting
5.2	Mr Andrew Fletcher (Defence SA) asked about the process for WPA access and the relationship between the work of DMITRE and WPACO, and requested a flow chart depicting the steps in the process.	WPACO to coordinate flowchart depicting access process including SA Government protocols.	WPACO/ DMITRE/ WTR	31 Jan 13

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6. Range Usage

Item #	Discussion	Action Item	Owner	By Date
6.1	<p>AIRCDRE Noel Derwort provided a presentation on Range usage. The presentation covered the Range Schedule, Defence use and Non-Defence use of the WPA and Compliance Monitoring.</p> <ul style="list-style-type: none"> - Mr Hoffman asked about the difference between the number of planned activities and actual activities that were undertaken and the reasons for the difference. CAF and AIRCDRE Derwort advised the Board that noting the nature of the trials, it is often unpredictable and range use can be over-programmed as a contingency. - Dr Guy Verney (Finance) asked about Kangaroo Shooters accessing the WPA without a permit. AIRCDRE Derwort advised that Pastoralists would advise them if unauthorised activities were being conducted on their land. They also conduct flyovers for pre-launch tests and signs were also used to advise non-defence users. - AIRCDRE Derwort added that Hi-Fire Trials were still delayed as a consequence of asbestos components in the rockets but that once it is remediated the full length of the range would be needed to undertake these trials. 	After questions by the Board the presentation was noted.		

7. Review Work Plan and Timeline

Item #	Discussion	Action Item	Owner	By Date
7.1	<p>The following documents were provided to Board Members: <i>'Implementation of the Recommendations of the Review of the Woomera Prohibited Area, Progress Report – December 2012'</i> and associated timeline chart. Mr Michael Shoebridge (Defence) then provided an update on the progress of each item. He noted the importance of securing a legislative drafter to develop the legislation, and that this dictated the proposed six month timeframe. The Minister's support for programming of the legislation would be important. Noting Defence's experience with the Defence Trade Controls Bill, Mr Shoebridge emphasised the importance of the consultation period, and advised the Board that the timeframe may need to be extended as the legislation is developed. Ms Jan Mason (Finance) noted that Finance cannot provide a full-time resource to WPACO, but would work on the cost recovery task.</p>	<p>WPACO to advise the Board of the name of a non-defence user who requested access to red zone.</p> <p><i>WPACO advises that the company was UXA Resources</i></p> <p>Defence SA/DMITRE to look into providing a staff member to assist with progressing implementation of the review.</p>	<p>ED WPACO</p> <p>Defence SA/ DMITRE</p>	<p>Complete</p> <p>31 Jan 13</p>
7.2	The Deputy Chair emphasised that recovery costs must be reasonable so as not to present a barrier to industry.	WPACO to consider when drafting legislation.		
7.3	The Chair sought advice from the Board on any requirement to develop specific South Australian legislation. The Board responded that the State legislation would be taken into account in developing Commonwealth legislation and added that SA might need to consider its interpretation of its own regulations in this context.	Noted by the Chair.		

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7.4	Mr Fletcher noted that in addition to resource considerations, Defence use and activities into the future are also of great importance to South Australia. He noted that while there is a good understanding of Defence use at present it is difficult to know quite what new technologies will bring into the future. The Board must be mindful of not putting in place flexibilities for industry that can't be adjusted in the future to support Defence use as required.	The Board acknowledged the importance of managing expectations in a co-existence model.		
7.5	Ms Samantha Higgins provided an update on the progress of Deed applications and the new administrative forms and provided a list of current Deeds to the Board. Ms Higgins discussed some of the security aspects that WPACO considers when processing the forms. AIRMSHL Brown advised the Chair on the major security challenges that are faced by the range. The Deputy Chair added comments on foreign ownership and takeovers which could be a particular challenge. There are a lot of issues to consider including what constitutes control.	After questions the Board noted the update.		

8. Business Rules and Reporting Requirements

Item #	Discussion	Action Item	Owner	By Date
8.1	Ms Mason requested the following inclusions to the Business Rules: <ul style="list-style-type: none"> - That a preamble with definitions be included in the document. - This should specifically cover ex-officio attendees, their aides and accompanying Departmental representatives and instances where these board members can be represented by other Departmental staff with the authority to act of their behalf. - Other external observers may be invited to attend a meeting by the Chair. - That a clause be inserted to allow future amendment of the Business Rules if required. 	Chair asked that the Department of Finance provide a submission reflecting the requested amendments. Noting comments received the revised Business Rules will be placed on the next meeting agenda.	Finance WPACO	14 Jan 13 2 Apr 13
8.2	Mr Andrew Fletcher sought clarification of distribution arrangements at clause 15.	Clause 15 to be redrafted to reflect 'by exception' withholding of material.	WPACO	2 Apr 13
8.3	Mr Martin Hoffman sought amendments to the Business Rules, <i>and following discussion it was agreed :</i> <ol style="list-style-type: none"> a) Reporting Arrangements at paragraph 1 and 2 be amended to include 'other stakeholder Ministers' in addition to the Minister for Defence. b) An addition be made after paragraph 2 to incorporate the function set out in Recommendation 57 c) that the Board be advised of summary statistical reporting on access requests, timing and conditioning, as well as any contentious access matters 	a) Paragraph 1 and 2 be redrafted to include 'other stakeholder Ministers' in addition to the Minister for Defence and the South Australian Premier. b) A new para to be drafted. c) Information to be provided prior to Board meetings	WPACO WPACO	2 Apr 13 2 Apr 13

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9. Meeting Schedule for 2013

Item #	Discussion	Action Item	Owner	By Date
9.1	The meeting schedule for 2013 was discussed by the board. The dates of 18-20 Mar 13 were confirmed, however the remaining dates are to be looked at by board members. Ms Mason (Finance) asked whether any of the 2013 dates coincided with Estimate hearings.	<p><i>WPACO advises that The March meeting has since been rescheduled to 9-11 Apr 13 in Woomera and availability has been confirmed with all Board Members</i></p> <p>All Board members to advise WPACO Secretariat of availability for proposed 2013 meeting schedule for:</p> <ul style="list-style-type: none"> - Tue 13 Jun 13 in Canberra - Wed 4 Sep 13 in Adelaide - Thu 14 Nov 13 in Canberra <p><i>WPACO confirms that parliament is not currently scheduled to be sitting and Estimate hearings are not scheduled for the remaining dates.</i></p>	Board Members	14 Jan 13
			Board Members	31 Jan 13
9.2	<p>There was general support for the next Board meeting in March to encompass the full three days that were allocated to enable members to conduct the following:</p> <ul style="list-style-type: none"> - Day 1 – Board Meeting in Woomera - Day 2 – Defence activities in WPA - Day 3 – Mine visit in WPA 	AIRCDRE Derwort to establish a program in consultation with WPACO.	AIRCDRE Derwort	28 Feb 13

10. Other Business

Item #	Discussion	Action Item	Owner	By Date
10	The Chair thanked all members Board and secretariat and provided particular thanks to AIRCDRE Derwort and Dr Paul Heithersay for their comprehensive presentations. The chair closed the meeting at 1305.			

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Board:	<i>Woomera Prohibited Area (WPA) Advisory Board Meeting</i>	
Subject of Meeting:	First Quarterly meeting in 2013 of the WPA Advisory Board	
Date:	9-11 April 2013	
Time:	Commenced: Start: 0900 on 9 April 2013	Concluded: 1700 on 11 April 2013
Chairperson:	Mr Stephen Loosley	
Place / Location:	Woomera Prohibited Area, South Australia	
Member Attendees:	Mr Stephen Loosley, Chair HON Paul Holloway, Deputy Chair Mr Michael Shoebridge, representing DEPSEC Strategy, Department of Defence (Defence) AIRMSHL Geoffrey Brown, Chief of Air Force (CAF) Mr Martin Hoffman, DEPSEC, Department of Resources, Energy and Tourism (RET) Ms Jan Mason, DEPSEC Business, Procurement and Asset Management, Department of Finance and Deregulation (Finance) Dr Paul Heithersay, Deputy Chief Executive Resources and Energy, Department for Manufacturing, Innovation, Trade, Resources and Energy (DMITRE) Mr Andrew Fletcher, Chief Executive Officer, Defence SA	
Other Attendees	Mr Angus Kirkwood, AS Arms Control, Defence Mr Reg Carruthers, Acting Director Woomera Test Range, Aerospace Operational Support Group Dr Guy Verney, AS Heritage, Environment and Land Policy Branch, Finance Ms Pru Freeman, Deputy Executive Director Mineral Resources, DMITRE Ms Samantha Higgins, ED Woomera Prohibited Area Coordination Office (WPACO) Ms Julie Baird, Woomera Prohibited Area (WPA) Advisory Board Secretariat	
Apologies:	Mr Brendan Sargeant, DEPSEC Strategy, Department of Defence (Defence)	

Day 1 Tuesday 9 April 2013 – Official Meeting

After travelling to Woomera and completing administrative arrangements, the Board received a tour of the Woomera Heritage Museum. This was followed by a brief on Compliance Monitoring Team (CMT) operations from SQNLDR Darren Shorter, Trials Security Manager from the Woomera Test Range.

1. Opening of Official Board Meeting

Item #	Discussion	Action Item	Owner	By Date
1.1	<u>Opening:</u> The official part of the meeting was opened by Mr Stephen Loosley (Chair) at 1325.			

2. Administration

Item #	Discussion	Action Item	Owner	By Date
2.1.	Ms Samantha Higgins (Defence) provided the Administration update.			

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3. Review of Action Items

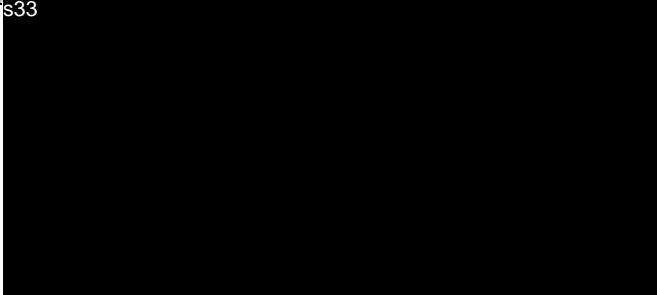
Item #	Discussion	Action Item	Owner	By Date
3.1	<p>The Minutes from 18 December 2013 were endorsed and the Agenda agreed.</p> <p>A review of the Action Item list was then undertaken by the Board. The list was agreed by the Board with further discussion on the Quarterly report, Flow Chart and Business Rules as noted below in Item 3.2, 3.3 and 3.4.</p> <p>It was agreed that In future the Action Item list is to be distributed one week prior to the meeting.</p>	<p>The 18 December 2013 Minutes were endorsed and the 9 April 2013 Agenda was agreed.</p> <p>Action Item list agreed.</p> <p>WPACO to distribute Action Item list one week prior to meeting along with other meeting papers.</p>	WPACO	One week prior to meeting.
3.2	<p>Mr Martin Hoffman (RET) noted the WPA Quarterly Report on WPA Access report was not circulated two weeks prior to the meeting as agreed. Following a discussion it was agreed that the quarterly report be circulated as soon as available after the end of the quarter and considered at the next scheduled meeting.</p>	<p>The WPA Quarterly Report on WPA Access is to be distributed to board members out of session after the end of each quarter and considered at the next scheduled meeting.</p>	DMITRE/ WPACO/ WTR	Two weeks after the end of each quarter.
3.3	<p>The Board discussed the Flow Charts and it was agreed that the process flowed logically on paper.</p> <ul style="list-style-type: none"> • Mr Andrew Fletcher (Defence SA) requested a higher level one page summary of the process. • Dr Paul Heithersay suggested that if there was an opportunity, the DMITRE and WPACO process should be run in parallel. It was agreed as a sensible idea to progress both processes as efficiently as possible, recognising that a Deed of Access could not be issued prior to a licence agreement. • Mr Hoffman noted that the Access requirements on the Flow Chart and the Legislation reflected 15 Business Days and 14 days respectively. It was agreed that there should be consistency between the two documents. • Mr Hoffman also noted that the Access box 'WTR to notify Company if additional time required for particular instances of access' did not reflect a time but was stated as 'time at Commonwealth discretion'. AIRMSHL Geoffrey Brown (CAF) advised that additional time could relate to security concerns and therefore it would be difficult to state a timeframe noting the complex liaison could be required. It was agreed that the box should reflect 'Time at best practice but at Commonwealth discretion'. <p>The Chair noted the useful discussion on the Flow Charts.</p>	<p>One page high level flow chart to be produced by DMITRE and WPACO.</p> <p>DMITRE to consider further.</p> <p>Access time to be aligned on Flow Chart and Legislation.</p> <p>WPACO to update Flow Chart box to read 'Time at best practice but at Commonwealth discretion'.</p>	<p>DMITRE/ WPACO</p> <p>DMITRE</p> <p>WPACO</p> <p>WPACO</p>	<p>15 May 13</p> <p>15 May 13</p> <p>15 May 13</p> <p>15 May 13</p>

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Item #	Discussion	Action Item	Owner	By Date
3.4	<p>The Board then discussed Outstanding Action Item 8.1 (the revised Business Rules) from the 18 Dec 12 meeting.</p> <ul style="list-style-type: none"> Ms Jan Mason (Finance) requested that paragraph 18 be updated to include the Minister for Finance and Deregulation. Ms Mason also requested that definitions be included in the Business Rules. Mr Fletcher requested that period of engagement for the Chair and Deputy Chair is included in the Business Rules. It was agreed that Paragraph 21 'Annual Report Tabling' of the Business Rules be amended to reflect November each year. 	<p>WPACO to update paragraph 18 to include Minister for Finance and Deregulation.</p> <p>WPACO to add definitions including definition of stakeholder ministers.</p> <p>WPACO to add period of engagement.</p> <p>WPACO to amend paragraph 21 to reflect November each year.</p>	<p>WPACO</p> <p>WPACO</p> <p>WPACO</p> <p>WPACO</p>	<p>15 May 13</p> <p>15 May 13</p> <p>15 May 13</p> <p>15 May 13</p>

4. Visit to US facility

Item #	Discussion	Action Item	Owner	By Date
4.1	<p>s33</p> 	<p>After discussion by the Board the brief was noted.</p>		

5. WPA Quarterly Report on WPA Access

Item #	Discussion	Action Item	Owner	By Date
5.1	<p>Ms Pru Freeman (DMITRE) presented the WPA Quarterly Report on WPA Access for the quarter ending 31 Dec 12.</p>	<p>After discussion by the Board the report was noted</p>		
5.2	<p>Ms Higgins presented the WPACO/WTR Statistics Report for the quarters ending 31 Dec 12 and 31 Mar 13.</p> <ul style="list-style-type: none"> Dr Heithersay noted that this was a very good story and asked if it could be made public. Mr Michael Shoebridge (Defence) suggested that it be included in the Board's Annual Report. Mr Loosley sought agreement by the Board for the Chair and Deputy Chair to brief the Minister for Defence, the Minister for Resources and Energy, the SA Premier and other Ministers who wished to be briefed. Subject to the Minister's approval the chair would possibly discuss with the Shadow Minister. Mr Hoffman requested that a line on the number of deeds issued but not executed be added to the WPACO section and denials be added to the WTR section. 	<p>WPACO to include statistics in the Board's Annual Report.</p> <p>agreed to Chairs request to brief Ministers, SA Premier and other interested Ministers.</p> <p>WPACO to add additional lines to report.</p>	<p>WPACO</p> <p>Chair</p> <p>WPACO</p>	<p>On production of Annual Report.</p> <p>At Chair's availability.</p> <p>15 May 13</p>

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6. WPACO update

Item #	Discussion	Action Item	Owner	By Date
6.1	<p>Mr Shoebridge provided the WPACO update to the Board.</p> <ul style="list-style-type: none"> Ms Mason requested a detailed work plan against all review recommendations to be included for the next mtg. Mr Shoebridge agreed noting that WPACO highest priority was progressing the legislation. Mr Fletcher noted that the South Australian Government was awaiting advice from the Commonwealth on the latest version of the Commonwealth/SA Government MOU. There was some discussion on the Reference Group which is being considered by the Minister. The Board noted that the convening of the Reference Group is important and would be a priority after the new legislation is implemented. WPACO will use the stakeholders identified for the Reference Group to consult on the legislation. 	<p>WPACO to update detailed work plan.</p> <p>WPACO to advise SA Government.</p> <p>Reference Group to be convened as a priority after legislation is implemented.</p>	<p>WPACO</p> <p>WPACO</p> <p>WPACO</p>	<p>1 week prior to next mtg.</p> <p>19 Apr 13</p> <p>Convened as a priority when legislation implemented</p>

7. WTR Update

Item #	Discussion	Action Item	Owner	By Date
7.1	<p>Mr Reg Carruthers (WTR) provided the WTR update to the Board.</p> <ul style="list-style-type: none"> Dr Heithersay offered his thanks for assistance with the Geoscience survey and commented on extant relations between DMITRE, mining companies and Indigenous groups inside the WPA and offered to discuss them with A/DWTR Reg Carruthers to assist Defence review working with Indigenous groups. AIRMSHL Brown agreed with the current exclusion window policy for Defence to close only the parts of the range being used, and the handing back of exclusion windows if Defence were not using them. Dr Heithersay advised that DMITRE would be happy to consider requests for additions/changes to SARIG that would assist WTR. <p>The Chair thanked Mr Carruthers for his comprehensive update.</p>	<p>A/DWTR and Dr Heithersay to informally discuss co-existence with Indigenous issues and report options for further cooperation at next board meeting.</p>	<p>DMITRE/WTR</p>	<p>15 May 13</p>

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8. South Australian Government update

Item #	Discussion	Action Item	Owner	By Date
8.1	Dr Heithersay provided the South Australian government update. The Chair thanked Dr Heithersay for a very valuable update to the Board.	After a discussion by the Board the update was noted. Ms Freeman to provide a CD copy of the presentation to WPACO for distribution to the Board.	DMITRE	30 Apr 13

10. Discussion Paper on Legislation

Item #	Discussion	Action Item	Owner	By Date
10.1	<p>Mr Shoebridge provided a brief to the Board on the WPA legislation and associated timeline and schedule risk.</p> <ul style="list-style-type: none"> The Board agreed that the discussion paper could be used as the public consultation paper. The Board also agreed that the discussion paper be updated to include the review in 2018 and the Reference Group. Mr Hoffman offered to provide some comments on the paper. Mr Shoebridge requested that these comments be provided as suggested text. Mr Paul Holloway (Deputy Chair) noted that cost recovery is most likely to be the most difficult and getting it right is a crucial element. Dr Verney noted that decisions made under the proposed legislation would also be subject to review under the Administrative Decisions Judicial Review Act 1976 (Cth)" The Chair noted at this point that he met with two South Australian Ministers in Adelaide on 8 Apr 13, The Hon Tom Koutsantonis MP, Minister for Mineral Resources and Energy and the Hon Jack Snelling MP, Minister for Defence Industries. Dr Heithersay and Mr Fletcher also attended. The Chair advised the board that the key South Australian stakeholders would be very happy if this legislation went through quickly. 	<p>WPACO to update Discussion Paper to include the review in 2018 and the Reference Group.</p> <p>RET to provide comments on the paper as suggested text.</p>	<p>WPACO</p> <p>RET</p>	<p>12 Apr 13</p> <p>12 Apr 13</p>

11. Remaining Meeting Schedule for 2013

Item #	Discussion	Action Item	Owner	By Date
11.1	The Chair requested that all Board members ensure that meeting dates were diarised.	<p>All Board members to diarise meeting dates.</p> <ul style="list-style-type: none"> Thu 13 Jun 13 Canberra Wed 4 Sep 13 Adelaide Thu 14 Nov 13 Canberra 	All board members	30 Apr 13

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9. Classified Briefing to Board Members

Item #	Discussion	Action Item	Owner	By Date
9.1	A Classified briefing was provided to cleared attendees by Mr Carruthers. Note: This Agenda Item was moved to the end of the meeting,	After a discussion the briefing was noted by the Board.		

12. Other Business and Close

Item #	Discussion	Action Item	Owner	By Date
12.1	As there was no further business the Chair thanked all for their contribution to a terrific meeting. The chair closed the official Board meeting at 1700 South Australian time.			

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Wednesday 10 April 2013 – Woomera Test Range inspection

Members were provided with a visit to the Woomera Test Range and a force preparedness demonstration on Wednesday 10 April 2013.

The visit and demonstration included:

- a) Visit and briefings at 5 Flight on the Heron UAV and ground control station at the airfield;
- b) Tour of the range at Lake Hart to view force preparedness demonstration;
- c) Heron imagery displayed on Rover 5 terminals;
- d) No. 4 Squadron JTAC demonstration and brief;
- e) F/A-18 drop of 2x2000 lb hi drag bombs and 'show of force' flypast;
- f) Common and typical direct support to ground forces demonstration;
- g) Visited /Toured Instrumented Building with presentation and video displays of trials;
- h) Demonstration of the Compliance and Monitoring team ops centre in town and field deployable vehicle and
- i) Tour of launcher site.

The visit and demonstration provided the board members with valuable insight into Defence's use of the area which will inform the Board's future discussions.

Thursday 11 April 2013 – Oz Mineral Prominent Hill Mine Visit

On Thursday the following attendees conducted a tour of Oz Mineral's Prominent Hill mine site:

- Mr Stephen Loosley
- Mr Paul Holloway
- Dr Paul Heithersay
- Mr Andrew Fletcher
- Mr Martin Hoffman
- Ms Jan Mason
- Mr Michael Shoebridge
- Ms Pru Freeman

Both the tour and briefing were comprehensive and all the attendees gained a real understanding of the operations of the mine.

The chair thanked management and staff and the delegation then returned to Adelaide.

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MINUTES

Board:	<i>Woomera Prohibited Area (WPA) Advisory Board Meeting</i>	
Subject of Meeting:	Second Quarterly meeting of the WPA Advisory Board for 2013	
Date:	13 June 2013	
Time:	Commenced: Start: 0930	Concluded: 1430
Chairperson:	Mr Stephen Loosley	
Place / Location:	Canberra ACT R1-5-DC Room	
Member Attendees:	<p>Mr Stephen Loosley – Chair, WPA Advisory Board Hon Paul Holloway – Deputy Chair, WPA Advisory Board Mr Brendan Sargeant, DEPSEC Strategy, Department of Defence - Member AVM Gavin Davies, DCAF representing AIRMSHL Geoffrey Brown, Chief of Air Force – Member Mr Bruce Wilson, A/DEPSEC representing Mr Martin Hoffman, DEPSEC, RET – Member Ms Jan Mason, DEPSEC Business, Procurement and Asset Management, Department of Finance and Deregulation (Finance)- Member Dr Paul Heithersay, Deputy Chief Executive Resources and Energy, DMITRE – Member Mr Andrew Fletcher, Chief Executive Officer, Defence SA – Member</p>	
Other Attendees	<p>Mr Angus Kirkwood, AS Arms Control Strategic Policy Division AIRCDRE Noel Derwort, Commander Aerospace Operational Support Group Mr Reg Carruthers, A/Director Woomera Test Range(WTR), Aerospace Operational Support Group Ms Samantha Higgins, ED WPACO Mr Ashley Cahif, Legal contractor to WPACO Ms Julie Baird, WPA Secretariat Ms Pru Freeman, Deputy Executive Director Mineral Resources, DMITRE Ms Georgette Elston, Director, Strategic Policy and Planning, Defence SA Ms Juliet Lautenbach, Manager, Metals, RET Ms Nicole Hinton, Director, RET secondee to WPACO Mr Mike Matthewson A/AS Heritage, Environment and Land Policy Branch, Finance</p>	
Apologies:	<p>AIRMSHL Geoffrey Brown, Chief of Air Force Mr Martin Hoffman, DEPSEC, RET – Member Mr Michael Shoebridge, FAS Strategic Policy Division Mr Brendan Sargeant, DEPSEC Strategy, Department of Defence provided apologies from 1330.</p>	

1. Opening of Official Board Meeting

Item #	Discussion	Action Item	Owner	By Date
1.1	<u>Opening:</u> Mr Stephen Loosley (Chair) opened the meeting. Apologies were noted and deputies were welcomed.			

2. Administration

Item #	Discussion	Action Item	Owner	By Date
2.1.	Ms Samantha Higgins (Defence) provided an Administration brief.			

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3. Minutes and Review of Action Items

Item #	Discussion	Action Item	Owner	By Date
3.1	The Minutes from 9-11 April 2013 were endorsed.	9-11 Apr 13 minutes endorsed.		
3.2	A review of the Action Item list was then undertaken by the Board. The list was agreed by the Board with the following discussions as noted in Action Items 3.3 to 3.8 below.	Action Item list agreed.		
3.3	Mr Andrew Fletcher (Defence SA) suggested for clarity that the Flow Chart be updated to reflect 'Applicant submits Access Request to WTR' and that contact details be included. The flow chart can then be placed on website. There was also a request to refrain from the use of acronyms and the Chair confirmed that the first time the name should be in full and then the acronym can be used. A definition table may also be used.	Flow Chart to be updated to reflect 'Applicant submits Access Request to WTR', contact details added and placed on website.	WPACO	30 Jun 13
3.4	Dr Paul Heithersay (DMITRE) advised that DMITRE had considered further Action Item 3.3.2 from the 9 Apr 13 meeting on how the DMITRE and WPACO could be improved by running its processes in parallel. No further improvements had been identified during DMITRE's consideration of the matter, however it was noted that visibility is provided through SARIG. Mr Loosley sought clarification that there were no issues with the current process. Dr Heithersay confirmed and it was agreed that the Action Item could be marked as complete.	Action Item 3.3.2 from 9 Apr 13 meeting is to be marked as complete.	WPACO	13 Jun 13
3.5	The Chair advised that Action Item 5.2.2 from 9 Apr 13 meeting should be marked as ongoing at this time. He has briefed the Defence Minister and envisaged that other briefings would occur prior to the next meeting.	Action Item 5.2.2 from 9 Apr 13 meeting to be marked as ongoing at this stage.	Chair	At Chair's availability.
3.6	Ms Higgins provided apologies for Action Item 6.1.1 from 9 Apr 13 meeting on the detailed work plan against all review recommendations due to the priority focus on the development of legislation. It was agreed that this would be provided by the next meeting.	Action Item 6.1.1 from 9 Apr 13 meeting remains outstanding and is to be actioned by next meeting.	WPACO	28 Aug 13
3.7	Ms Higgins advised that Action Item 6.1.3 from 9 Apr 13 meeting on the Reference Group remains outstanding and that the Defence Minister is still considering. Mr Fletcher asked whether the Chair could raise the matter again with the Minister. The Chair agreed and advised that the aim would be to have this Group established prior to the next meeting. The board noted that the Reference Group would be given a priority after the Legislation is implemented.	Action Item 6.1.3 from 9 Apr 13 meeting remains outstanding and Chair to speak with the Defence Minister.	WPACO	15 Jul 13
3.8	The Board then discussed the revised draft Business Rules. <ul style="list-style-type: none"> • It was agreed that Paragraph 10 be amended to reflect that an annual visit to Woomera is to occur rather than specify a day after the meeting. • It was agreed that the Definitions be amended to include Minister for Defence as a Stakeholder Minister and amend paragraphs as necessary to reflect 'other' stakeholder Ministers. 	<p>WPACO to update Paragraph 10 of the Business Rules.</p> <p>WPACO to amend Definitions and other paragraphs to reflect 'other' stakeholder Ministers.</p>	<p>WPACO</p> <p>WPACO</p>	<p>30 Jun 13</p> <p>30 Jun 13</p>

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Item #	Discussion	Action Item	Owner	By Date
	<ul style="list-style-type: none"> The board endorsed the Business Rules with the above changes. 	WPACO to distribute amended Business Rules as the endorsed document and note Action Item as complete.	WPACO	30 Jun 13

4-5. Legislation framework including Bill and Rules

Item #	Discussion	Action Item	Owner	By Date
4.1	Ms Higgins provided an overview of the Legislation framework and provided a presentation on key dates in relation to the WPA Review. Mr Ashley Cahif (Legal Contractor to WPACO) provided a presentation to the Board on the draft Rules. The Board noted Ms Higgins's overview and Mr Cahif's presentation.	After discussion the Board noted the overview and presentations.		
4.2	The Board also discussed compensation and the cap of \$2m. Mr Cahif advised the board that it was envisaged that comments on the compensation issue may be included in public submissions and if necessary would be further considered.	The Board noted that compensation to be considered further if comments are received in the public submission.	WPACO	31 Jul 13
4.3	Ms Higgins was asked in detail about Indigenous consultation. She spoke about the teleconferences and meetings that had occurred with the three main groups, and on the five issues raised by the Maralinga Tjarutja, and Defence's proposed advice to its Minister. There was discussion surrounding the excision of Section 400. State Government representatives and Defence (Air Force and WPACO) members provided clear views that the area should not be excised, primarily for reasons of the safety template for testing. RET noted the points made in the Maralinga Tjarutja 's letter may suggest there was a case to excise.	However, after discussion the Board accepted Ms Higgins' report and the reasons not to excise Section 400. The Board acknowledged Defence's proposed advice to its Minister.		
4.4	At the end of Agenda Items 4-5 Ms Higgins presented the 'Demerit Point Regime Discussion Paper' and the three main options as detailed. Ms Higgins advised that RET has previously raised some concerns about the Demerit System and it was agreed these could not be resolved fully prior to the rules going out for public comment. Mr Bruce Wilson, (RET) sought clarification that WPACO was looking at limiting the permit condition to "comply with all applicable Commonwealth and South Australian laws" to safety and security of testing of war materiel; and to comply with all Indigenous laws. RET subsequently advised that they were probably now more comfortable with these issues and undertook to review the whole package and provide further advice to Defence. The Board discussed whether the breach register would be made public. It was decided that WPACO is to consult with stakeholders and then provide a recommendation to the Board on whether the breaches should be made public.	WPACO to provide revised version of Rules and proposed Drafting Instructions to RET for its advice and clearance, in particular related to the Demerit Points scheme with any changes to the proposed approach, before the final instructions are sent to OPC. WPACO to consult with stakeholders and provide recommendation to Board on whether the breaches register should be made public.	WPACO and RET WPACO	26 Nov 13 One week before next meeting.

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Item #	Discussion	Action Item	Owner	By Date
	The Chair provided a summary that the Board was definitely in favour of a fair and practical demerit system and with the Minister having the ability to be able to reinstate. The system adopted should be reviewed by the Board in 12 months.	Demerit point system should be included on the Board's agenda 12 months after rules are finalised.	WPACO	Ongoing

6. Future implementation program

Item #	Discussion	Action Item	Owner	By Date
6.1	The Board acknowledged the significant work undertaken by the South Australian Government to facilitate harmonious relations between Defence and the mineral and energy resources sector prior to the Hawke Review – most notably, the February 2009 establishment of a joint State-Commonwealth Woomera Working Group and development/implementation of a pilot process to manage straightforward exploration access applications.	The Board acknowledged the advice.		
6.2	It was agreed that advertisements to advise on the stakeholder consultations/road show should be placed in the Roxby Downs and Coober Pedy newspapers, as required. Ms Higgins noted that all stakeholders were emailed directly and the South Australian Government then also forwarded on advice to its stakeholders.	WPACO to place advertisements on stakeholder consultations/roadshow in Roxby Downs and Coober Pedy newspapers, as required	WPACO	Newspaper printing deadlines did not enable advertisements to go in before road show.
6.3	Ms Juliet Lautenbach (RET) asked whether there was time in the two weeks to resubmit rules to the group for a group check. Ms Higgins confirmed that a consolidated list of submission comments would be provided detailing Defence's views on whether they should be adopted or not. The Chair confirmed that the process was agreed.	WPACO to issue a consolidated public submission document to South Australian and Commonwealth Agencies.	WPACO	31 Jul 13

7. WPA Quarterly Report on WPA Access

Item #	Discussion	Action Item	Owner	By Date
7.1	Ms Pru Freeman (DMITRE) gave a brief overview on the WPA Quarterly report and this was covered in more detail in the South Australian Government update presentation at Action Item 9. Ms Higgins provided interim quarterly figures to the board to 31 May 13 and advised that there were 17 Approved Personnel applications in that period that were one day late.	The update was noted by the Board.		

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8. WTR Update

Item #	Discussion	Action Item	Owner	By Date
8.1	AIRCDRE Noel Derwort (Air Force) provided the WTR update to the Board. The update included advice that WTR participated in a joint emergency exercise with Oz Minerals. The outcome of the exercise was successful and further built on the relationships with Oz Minerals. Also the Green Zone was closed for a successful test of JASSM which involved consultation with all existing users.	Following questions the update was noted by the Board.		
8.2	The update also included a discussion on Staffing and Information Technology (IT) issues experienced by WTR. AVM Gavin Davies (Air Force) suggested that an invitation could be provided to Chief Information Officer Group by the Advisory Board to advise on IT matters. The Chair noted that an appropriate invitation be sent to CIOG for the next meeting.	Air Force in conjunction with WPACO to issue an invitation to CIOG for the next Board meeting.	Air Force in conjunction with WPACO	31 Jul 13

9. South Australian Government update

Item #	Discussion	Action Item	Owner	By Date
9.1	DMITRE provided a South Australian Government 'Resources Update' presentation which included advice of a successful SARIG training and strategic planning day on 10 May between WTR and DMITRE where WTR also presented on the proposed exclusion zone management initiative. Key to this initiative is the introduction of providing declassified operational areas online via SARIG along with any air space limitations. A series of agreed next steps were also identified.	Following questions the Board noted the update.		

10. Remaining Meeting Schedule for 2013

Item #	Discussion	Action Item	Owner	By Date
10.1	The Chair noted that all Board members should now have future meeting dates diarised. <ul style="list-style-type: none"> • Wed 4 Sep 13 Adelaide • Thu 14 Nov 13 Canberra <p><i>Note: Both meetings were cancelled and the newly announced meeting being held in conjunction with the Woomera Open Day has been confirmed for Tuesday 3 December 2013 in Woomera</i></p>	Board members noted.		

11. Other Business and Close

Item #	Discussion	Action Item	Owner	By Date
11.1	The Board discussed the recent article in the Air Force newspaper on the Advisory Board's visit to the Woomera Prohibited Area in April. AVM Davies suggested that perhaps South Australia could do a small story on the joint emergency exercise with Oz Minerals. Dr Paul Heithersay (DMITRE) suggested the Mesa Journal and the South Australian Chamber of Mines and Energy Journal.	Mr Reg Carruthers (WTR) to commence an article on the Joint Exercise with Oz Minerals for inclusion in the Mesa Journal and the South Australian Chamber of Mines and Energy journal	WTR	5 Jul 13

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Item #	Discussion	Action Item	Owner	By Date
	It was suggested that the Whiskey Swamp rehabilitation could also be another good news story.	DMITRE to prepare an article on the Whiskey Swamp rehabilitation for inclusion in the Mesa Journal and the South Australian Chamber of Mines and Energy journal	DMITRE	5 Jul 13
11.2	Mr Carruthers suggested a Board meeting in Woomera with all the pastoralists and as part of a proposed 'Industry Day' for sometime in the final quarter of 2013.	Mr Carruthers to come with ideas to next meeting	WTR	4 Sep 13
11.3	As there was no further business the Chair thanked all for their contributions and closed the meeting.			

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MINUTES

Board:	<i>Woomera Prohibited Area (WPA) Advisory Board Meeting</i>	
Subject of Meeting:	Third Quarterly meeting of the WPA Advisory Board for 2013	
Date:	3 December 2013	
Time:	Commenced: 1000	Concluded: 2200
Chairperson:	Mr Stephen Loosley	
Place / Location:	Woomera Prohibited Area	
Member Attendees:	<p>Mr Stephen Loosley – Chair, WPA Advisory Board Hon Paul Holloway – Deputy Chair, WPA Advisory Board Mr Michael Shoebridge, representing DEPSEC Strategy, Department of Defence – Member AIRCDRE Noel Derwort, representing Chief of Air Force – Member Mr Martin Hoffman, DEPSEC, Department of Industry – Member Ms Jan Mason, DEPSEC Business, Procurement and Asset Management, Department of Finance – Member Dr Paul Heithersay, Deputy Chief Executive Resources and Energy, DMITRE – Member Mr Andrew Fletcher, Chief Executive Officer, Defence SA – Member</p>	
Other Attendees	<p>Mr Angus Kirkwood, AS Arms Control, Strategic Policy Division Ms Samantha Higgins, ED WPACO Ms Alice Stanley, Defence Legal Ms Danielle Tuckfield, WPA Secretariat Dr Guy Verney, AS Heritage, Environment and Land Policy Branch, Finance Ms Pru Freeman, Deputy Executive Director Mineral Resources, DMITRE Mr Toby Forde, Director, Strategic Policy and Planning, Defence SA</p>	
Apologies:	<p>Mr Brendan Sargeant, DEPSEC Strategy, Department of Defence – Member AIRMSHL Geoffrey Brown, Chief of Air Force – Member</p>	

1. Opening of Official Board Meeting

Item #	Discussion	Action Item	Owner	By Date
1	<u>Opening:</u> Mr Stephen Loosley (Chair) opened the meeting. Mr Loosley thanked Air Force for organising the open day and noted the attendance of the South Australian Governor in Woomera. Apologies were noted and deputies were welcomed.			

2. Administration

Item #	Discussion	Action Item	Owner	By Date
2	Ms Samantha Higgins (Defence) provided an Administration brief. Ms Higgins noted the participation of stakeholders in the meeting and that Mr Paul Reynolds, the opal miner, was unable to attend.			

3. Minutes

Item #	Discussion	Action Item	Owner	By Date
3	The Minutes from 13 June 2013 were endorsed.	13 June 2013 minutes endorsed.		

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4. Review of Action Items

Item #	Discussion	Action Item	Owner	By Date
4	A review of the Action Item list was then undertaken by the Board.	Board agreed all action items had been completed with the exception of the legislation.		
	4.4b Demerit Point Register Publication Discussion Paper. The Board discussed the paper and three options in relation to publication of demerit points. The Board agreed that the best approach was to remain neutral and the information will be treated by Defence in accordance with the <i>Freedom of Information Act 1982</i> .	Board agreed that the Rules remain neutral on demerit information; that it be governed by freedom of information laws.		
	6.1.1 Review recommendation update. Mr Shoebridge provided an update on the progress of the implementation of the Review recommendations. The administrative side of the process is in place and it is now a matter of getting the legislation introduced, which is the priority for 2014. He noted that the cost recovery recommendation, while not being acted upon at this stage, will be provided for in the legislation. Ms Mason suggested it would be useful to re-visit the cost effectiveness of the cost recovery option in the future. The Chair noted that there would be a review in 2018 and perhaps cost recovery could be included. Mr Shoebridge noted that WPACO was yet to seek the agreement of the new Minister about the establishment of the Reference Group.	Cost recovery option to be included in 2018 review of WPA coexistence scheme.	WPACO	2018

5. Update on legislation status

Item #	Discussion	Action Item	Owner	By Date
5	Mr Shoebridge noted that the proposed legislation was a high priority for the Minister, and gave an update on the likely timetable for introduction and passage of the proposed Bill – planned for introduction in Autumn, possibly passage in winter, but it depends on parliamentary timetable. Defence is expecting the Bill to be referred to Senate committee for inquiry. WPACO is currently conducting a Regulation Impact Statement on the advice of the Office of Best Practice Regulation. The RIS has to be agreed before policy approval for the legislation may be sought. The previous Bill was given a RIS waiver by the former government. Mr Shoebridge noted some changes to the Bill regarding compensation on just terms, recognising the railways as existing users and pastoralists in red zone, and that minor amendments would have to be made to the Defence Force Regulations 1952. Mr Shoebridge noted that Indigenous groups had recently been contacted. Ms Higgins noted that WPACO did invite them to today's events but they were unable to	Board noted the proposed timetable for introduction and passage of proposed legislation. That the next meeting is to be held in Adelaide, and Indigenous representatives	WPACO	End 2013

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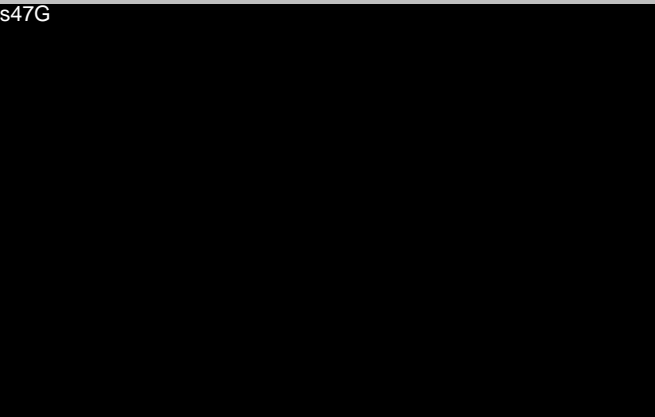
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Item #	Discussion	Action Item	Owner	By Date
	attend. Defence suggested that Indigenous groups could meet the Board in more convenient location, perhaps at meeting in Adelaide. Mr Loosley (Chair) noted that the Member for Grey, Mr Rowen Ramsey MP, was interested in what the Board was doing and that he had been in contact with Mr Ramsey's office. Mr Loosley also noted that the Shadow Minister for Defence may not be aware of issues involving Woomera and that he may call on him at some stage.	will be invited to attend. Mr Loosley to contact Shadow Minister for Defence	Chair	End Jun 14

6. Advisory Board Annual Report

Item #	Discussion	Action Item	Owner	By Date
6	Mr Shoebridge provided an update on the progress of the Board's Annual Report. WPACO had contacted stakeholders, a number of whom had responded and their input had been circulated. Ms Mason suggested the Annual Report would benefit from the inclusion of maps and suitable photos. DMITRE agreed to provide appropriate maps. Mr Loosley suggested the Report should highlight the importance of Woomera as a national asset in its overview. Dr Verney sought emphasis that the co-existence model is crucial to balancing the interests of all users.	DMITRE to provide maps and photos in addition to its text to WPACO for inclusion in Annual Report. Ms Higgins noted the likely timeframe for the Report and agreed WPACO would provide a draft out of session. A final report to be given to Ministers by the end of January 2014.	DMITRE WPACO WPACO	Dec 13 End Dec 13 End Jan 14

7. Existing user group meeting - Pastoralists

Item #	Discussion	Action Item	Owner	By Date
7	s47G  Mr David and Mrs Megan Henderson, pastoralists, Mount Vivian Station Mr and Mrs Henderson indicated defence activity did not have a big impact on their pastoral activities and that range staff keep them well informed.	The Board agreed that WPACO would track and report to the Board information on compensation claims from this point forward.	WPACO	31 Dec 13

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8. Existing user group meeting - Exploration

Item #	Discussion	Action Item	Owner	By Date
8	<p>Garry Ferris – Monax Mining</p> <p>Mr Ferris gave a presentation on Monax mining activities in the WPA. Mr Ferris also noted that the Range’s External Relations Manager’s (Lindsay) presentation was very informative, and helped him understand the need for the processes we place around operating in WPA.</p> <p>Mr Ferris indicated the company had not had any problems with access issues; that it was in constant liaison with the range and WPACO.</p> <p>Mr David Tisdall sent his apologies and the Apollo Minerals’ presentation was circulated to Board members out of session.</p>	After discussion the Board noted Mr Ferris’ presentation.		

11. Existing user group meeting - Rail

Item #	Discussion	Action Item	Owner	By Date
11	<p>Mr Brendan Lawson CEO AustralAsia Railway Corporation</p> <p>Mr Robert Easthope, Genesee Wyoming (concession owner)</p> <p>Ms Kirsten Alexander, Australian Rail Track Corporation, which holds the underlying title for the Tarcoola to Alice Springs rail leased to ARTC</p> <p>Mr Lawson spoke on behalf of the Rail groups to provide the Board with an explanation of the importance of the railway to economies of SA and NT. He stressed the heavy reliance on rail for supply chain and mining. He sought and was given information about the role and remit of the WPA Advisory Board.</p> <p>Members of the Board explained the aim of the co-existence scheme to ensure needs of all users taken into account when Defence activity is being planned, but ultimately rail operations may be interrupted at some point. The Range staff does its best to minimise impact to all users. The new scheme gives more certainty and predictability around Defence activity than before so should offer a better planning basis for non-defence user business.</p> <p>Ms Mason declared her role in the Department of Finance as having oversight of the Government Business Enterprise, ARTC.</p>	Board discussion about concerns raised by rail and suggested it meet with rail executives in Adelaide.	WPACO	Feb 14

12. Existing user group meeting – Operating Mine

Item #	Discussion	Action Item	Owner	By Date
12	Mr Ron Hardman, Arrium provided a presentation about its operations. He noted Arrium had experienced minimal impact to its operations in the WPA and that co-existence was working well from its perspective.	Board noted Arrium’s presentation		

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13. South Australian Government Update

Item #	Discussion	Action Item	Owner	By Date
13	Dr Heithersay noted that the WPA Atlas had been released and that the recent SA government gravity survey of the red zone had been very successful.	After discussion Board noted SA contribution.		

14. WPA Quarterly Report on WPA access

Item #	Discussion	Action Item	Owner	By Date
14	Ms Higgins noted Annual Report to be from end moratorium to end of third quarter (6 October 12 – 30 Sept 13) and provided interim quarterly figures to the Board. Mr Hoffman requested that trend data be included with the quarterly report statistics.	Provide future data reports in trend format.	WPACO	31 Jan 14

15. WTR update

Item #	Discussion	Action Item	Owner	By Date
15	Air Commodore Derwort provided the WTR update to the Board. No 'denials' to WPA entry requests was the common trend, but noting that actively minimising disruption carries a level of risk. Joint emergency exercise with Oz Minerals went very well and was a demonstration of working well together. Discussion around the risk the APS recruitment freeze presents.	Board noted update provided by WTR		

16. Further discussion on legislation framework including bill and rules

Item #	Discussion	Action Item	Owner	By Date
16	Board agreed no further discussion required on this agenda item, noting discussion of item 5.			

17. Advisory Board discussion/wrap up

Item #	Discussion	Action Item	Owner	By Date
17	Board noted concerns raised by Ilkurlka Roadhouse and agreed it would be sensible to improve communication from the WTR and WPACO. Mr Loosley concluded the meeting noting it had been a very successful year and a lot had been achieved. Thanked everyone who had contributed. Noted that the WPA Board annual report will initially extend from the end of the moratorium until 30 September 2013 in the first instance.	Confirmation that Ilkurlka Roadhouse is included on stakeholder list for notifications of activity in WPA. <i>WPACO confirms Ilkurlka is recorded on stakeholder list for notifications.</i>	WPACO	Complete

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18. Meeting schedule for 2014

Item #	Discussion	Action Item	Owner	By Date
18	Mr Loosley suggested three Board meetings take place in 2014 – March in Adelaide, June in Woomera and September in Canberra.	Liaise with relevant parties and coordinate schedule.	WPACO	31 Jan 14

UNCLASSIFIED**Minutes**

Board:	<i>Woomera Prohibited Area (WPA) Advisory Board Meeting 1/2014</i>	
Subject of Meeting:	First Meeting 2014	
Date:	Tuesday 18 February 2014	
Time:	Start: 0830	Finish: 1457
Chairman:	Mr Stephen Loosley	
Place / Location:	DMITRE Training Rooms 1 & 2, Level 7, 101 Grenfell St, Adelaide SA	
Members:	Mr Stephen Loosley - Chair, WPA Advisory Board Hon Paul Holloway - Deputy Chair, WPA Advisory Board Mr Peter Baxter, DEPSEC Strategy, Department of Defence - Member AVM Gavin Davies, Deputy Chief of Air Force, representing Chief of Air Force - Member Katherine Harman, General Manager, Minerals Productivity Branch representing DEPSEC Resources, Department of Industry - Member Dr Guy Verney, AS Heritage, Environment and Land Policy Branch representing DEPSEC Business, Procurement and Asset Management, Department of Finance - Member Dr Paul Heithersay, Deputy Chief Executive Resources and Energy, DMITRE - Member Mr Toby Forde representing, Chief Executive Officer, Defence SA - Member	
Other Attendees	Mr Michael Shoebridge, FAS Strategic Policy Division Mr Angus Kirkwood, AS Arms Control, Strategic Policy Division AIRCDRE Noel Derwort, Commander Aerospace Operational Support Group Mr Reg Carruthers, Director Woomera Test Range, Aerospace Operational Support Group Ms Samantha Higgins, ED WPACO Ms Alice Stanley, Defence Legal Ms Julie Baird, WPA Secretariat Ms Pru Freeman, Deputy Executive Director Mineral Resources, DMITRE Ms Cathy Lacar, Policy Officer, Resource Land Access Strategy Branch, DMITRE	
Apologies	AIRMSHL Geoffrey Brown, Chief of Air Force - Member Mr Andrew Fletcher, Chief Executive Officer, Defence SA – Member Mr Martin Hoffman, DEPSEC Resources, Department of Industry - Member Ms Jan Mason, DEPSEC Business, Procurement and Asset Management, Department of Finance – Member	

1. Opening of Official Board Meeting

Item #	Discussion	Action Item	Owner	By Date
1.0	<u>Opening</u> : Mr Stephen Loosley (Chair) opened the meeting. Mr Loosley thanked attendees and noted apologies and welcomed representatives.			

2. Administration

Item #	Discussion	Action Item	Owner	By Date
2.0	Ms Pru Freeman (DMITRE) provided an Administration brief during the course of the meeting.			

3. Minutes**UNCLASSIFIED**

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Item #	Discussion	Action Item	Owner	By Date
3.0	The Minutes from 13 June 2013 were endorsed.			


4. Review of Action Items

Item #	Discussion	Action Item	Owner	By Date
4.0	A review of the Action Item list was then undertaken by the Board.	The Board noted the action items and that completed items could be closed.		
4.1	3 Dec 13 meeting Action Item 5 – The Chair confirmed that the Shadow minister and the local member for Grey, Mr Rowan Ramsey MP had been briefed.			
4.2	3 Dec 13 meeting Action Item 7 - The Board was advised that the compensation claim remains outstanding. The claim is currently with the Defence Minister. Compensation claims are now reported on the quarterly report to the Board.			
4.3	3 Dec 13 meeting Action Item 11 – Defence SA advised that they contacted railway executives regarding the additional meeting. The rail executives advised that an additional meeting was not required as they were satisfied their views were put to the Board. During the call they enquired whether the Minister will be solely responsible for rail closures. They were advised that this was impractical but would pass on to the Board. Mr Michael Shoebridge confirmed that it would be impractical for the Minister to be solely responsible. Mr Loosley raised the issue of flooding causing rail closures and that this information would be useful to keep for comparison purposes. Air Force is to investigate whether obtaining this information is possible to enable the tracking of this data.	Defence is to investigate whether obtaining this information is possible to enable the tracking of this data.	Air Force / WPACO	31 Mar 14
4.4	9 Apr 13 meeting Action Item 6.1.3 - The Board reconfirmed that the Reference Group would be raised after the legislation was introduced.			
4.5	13 Jun 13 meeting Action Item 8.2 - AVM Gavin Davies advised that Peter Lawrence (Chief Information Officer) is comfortable to provide briefing on Information Technology issues, although was unable to attend this meeting. There is a possibility that he could attend the Woomera meeting.	Air Force / WPACO to determine if to be included as an Agenda Item for Woomera meeting and if attendance possible.	Air Force / WPACO	1 May 14

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5. Update on legislation status

Item #	Discussion	Action Item	Owner	By Date
5.0	<p>Mr Shoebridge provided an update on the legislation status. The bill was introduced as a private Senator's bill by Senator the Hon Don Farrell. This bill is substantially similar to the previous Government's Bill which lapsed when Parliament was prorogued. The Senate referred the bill to Senate Foreign Affairs, Defence and Trade Legislation Committee for inquiry and report. The reporting date of 11 February 2014 was extended to 4 March 2014.</p> <p>The Government intends to introduce its own bill for the Autumn 2014 sitting to take into account some of the consultation comments received. During the debate of the private Senators' bill on 13 February 2014, the Government was urged to bring forward amendments to this bill rather than introduce their own bill. The Government advised that a Regulation Impact Statement (RIS) was required and that no waiver would be given. The RIS was produced in close consultation with the Office of Best Practice Regulation.</p>	After discussion the Board noted the updated and thanked DMITRE for their contribution to the RIS.		
5.1	Following the update the Board discussed the issue surrounding excising Section 400. Mr Shoebridge and AIRCDRE Noel Derwort explained the issue with safety templates and the potential effect on other users if the safety template had to be moved if the area was excised. They also advised that the area would not be used for kinetic testing but non-kinetic testing would require the area for the safety template. AIRCDRE Derwort also advised that there was no risk to terrain or persons AVM Davies noted the importance of keeping Section 400 as part of the WPA and suggested that we should do more to show our understanding and acknowledgement of the cultural significance of Section 400 to the Maralinga Tjarutja people. The Chair agreed that providing this acknowledgement is important.			
5.2	<p>§§§</p> 			
5.3	The discussion moved to the up-coming user group meetings and Ms Samantha Higgins advised that since the Indigenous Groups were not able to make the Woomera meeting, Defence had asked them to attend	WPACO to prepare draft agreements for Indigenous groups	WPACO	End May 14

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Item #	Discussion	Action Item	Owner	By Date
	the Adelaide meeting. One group requested Defence pay costs to enable members to attend. Contracts were raised to affect payments to assist the groups. Ms Higgins advised that these contracts could be a way to start discussions once again on the working level arrangements. The Board agreed that we cannot continue to wait for a response from the Indigenous Groups regarding these agreements.			

6. WPA Advisory Board Annual Report

Item #	Discussion	Action Item	Owner	By Date
6.0	Mr Shoebridge provided an update on the progress of the Board's Annual Report and suggested that a conclusion be included.	WPACO to add a conclusion to Annual Report.	WPACO	8 Mar 14
6.1	The Chair suggested that he could provide a short forward/Chair's Summary for the report.	Chair to provide a Chair's Summary for inclusion in the Annual Report	Chair	8 Mar 14
6.2	The Board agreed to amend the front page photo and to move the Board's photo elsewhere in the report.	WPACO to amend Annual Report front page photo.	WPACO	8 Mar 14
6.3	Mr Toby Forde advised that Mr Andrew Fletcher has requested that Board members' names, number of meetings attended and a statement of fees paid to Board members be included. The Board agreed and that Board members' representatives could be included.	WPACO to add Board members names, number of meetings attended and a statement of fees paid to board members to the Annual Report.	WPACO	8 Mar 14

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7. Stakeholder group meeting – Conservation Council SA

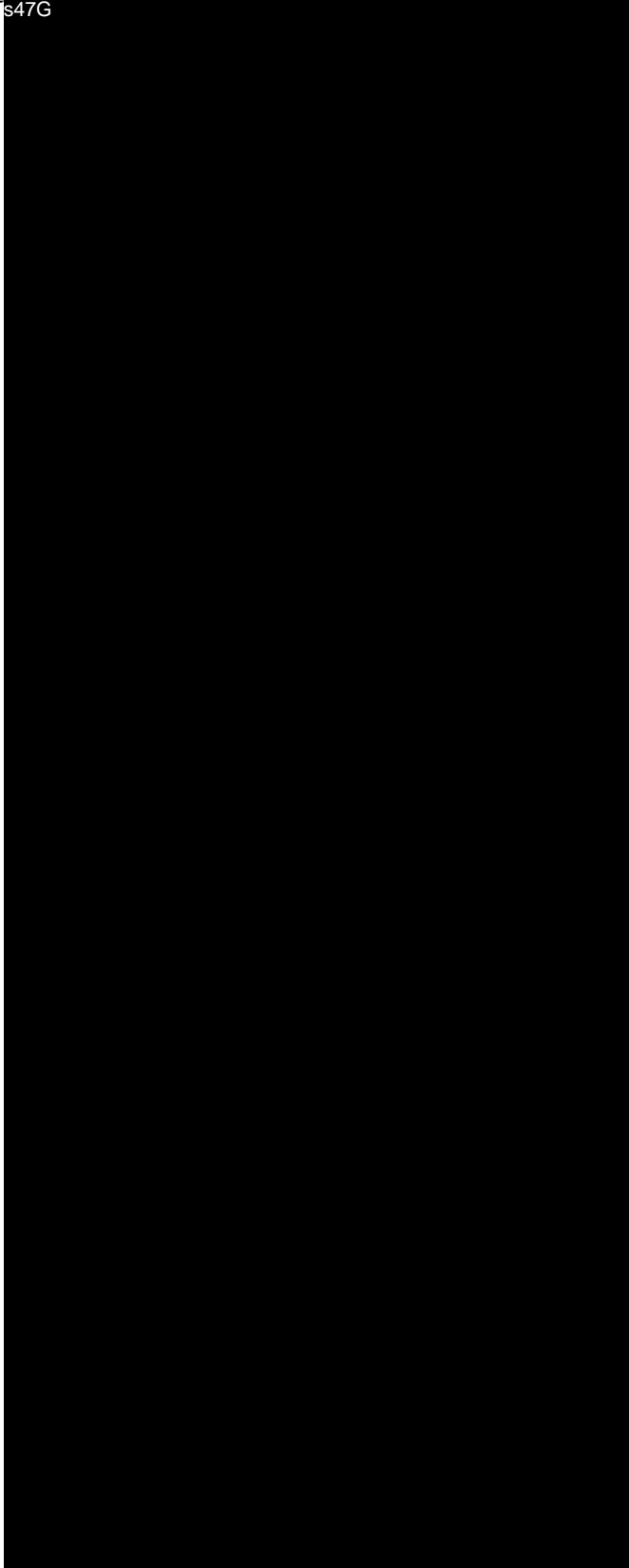
Item #	Discussion	Action Item	Owner	By Date
7.0	<p>The Board welcomed to the meeting Defence officers, Helen Blain, Director Heritage and Biodiversity Conservation and Mark Donaghey, Senior Environmental Manager in South Australia.</p> <p>The Board also welcomed to the meeting the Conservation Council of South Australia (Conservation SA) members, Mr Craig Wilkins, Chief Executive Officer since December 2013 and volunteer Mr Peter Croft, and invited Mr Wilkins to provide an opening statement prior to opening discussion up for questions and answers.</p> <p>Conservation SA referred to the WPA as a fragile land with significant importance and are concerned with both environment management and Indigenous heritage. They suggest that there are significant stretches of largely untouched land and are concerned that additional mining in the area would pose significant risks to the natural environment and needs to be done in a sensitive way. Mr Croft provided an example of damage to fragile land to indicate that damage lasts a long time. This occurred outside the WPA in the Yellabinna Regional Reserve and Wilderness Protection Area where a tyre track was still observed in a salt pan, 30 years after. Conservation SA advised that they were happy with how Defence has been managing the land to date and that 'Defence tends to be a good steward'.</p> <p>Conservation SA is seeking amendments to the Bill to reference environment requirements and that an area of 10,000 sq. kms be set aside as a Wilderness Protection area.</p> <p>The Board explained that the WPA is generally over SA Government land, which also includes pastoral leases; and that minerals exploration and production licences would still be subject to any South Australian legislative or Government requirements, which include environmental protection and rehabilitation processes.</p>	<p>The Board advised that consultation with Conservation SA and Indigenous groups would be ongoing and thanked Mr Wilkins and Mr Croft for their time.</p>		

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8. Stakeholder group meeting – Kokatha Uwankara

Item #	Discussion	Action Item	Owner	By Date
8	s47G 	The Board assured the Kokatha Uwankara people that consultation would continue.		

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Item #	Discussion	Action Item	Owner	By Date
	s47G			

9. Stakeholder group meeting – Antakirinja Matu -Yankunytjatjara Aboriginal Corporation

Item #	Discussion	Action Item	Owner	By Date
9	s47G	The Board thanked AMYAC for their attendance.		

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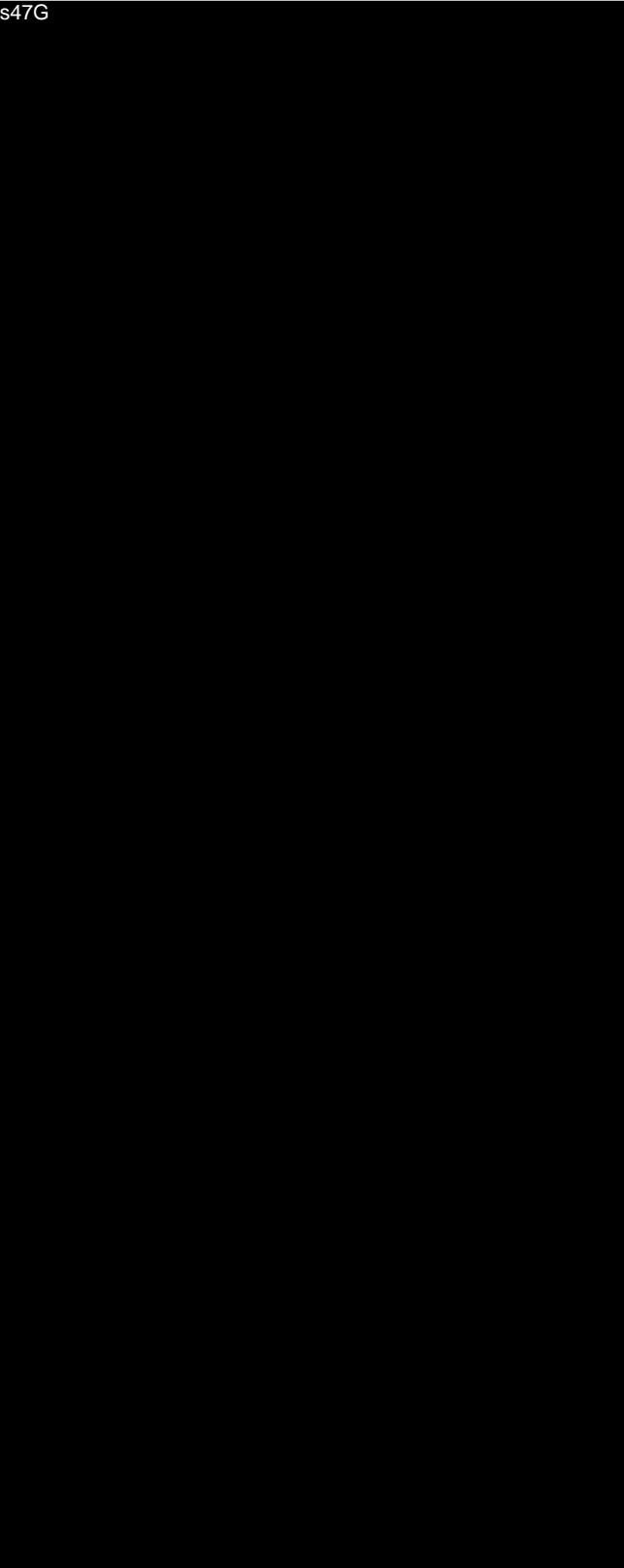
Item #	Discussion	Action Item	Owner	By Date
	s47G			

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10. Stakeholder group meeting – Combined meeting with Maralinga Tjarutja Community Inc and Anangu Pitjantjatjara Yankunytjatjara Aboriginal Corporation

Item #	Discussion	Action Item	Owner	By Date
10	s47G 	The Board thanked the attendees and noted that the Board was better informed.		

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Item #	Discussion	Action Item	Owner	By Date
	s47G 			

11. Stakeholder group meeting – South Australian Chamber of Mines and Energy (SACOME)

Item #	Discussion	Action Item	Owner	By Date
11.0	<p>The Board welcomed the following South Australian Chamber of Mines and Energy (SACOME) attendees to the meeting and invited SACOME to provide an opening statement prior to opening discussion up for questions and answers.</p> <ul style="list-style-type: none"> • Jonathon Forbes, Director of Industry Development • Dayne Eckermann, Policy Analyst and Researcher <p>SACOME discussed the results of a survey it had sent to its members who are operating within the Woomera Prohibited Area. The feedback was positive about interactions with Defence.</p>	The Board thanked SACOME for their attendance and for the excellent feedback.		
11.1	<p>Feedback was received on the Approved Personnel forms and comment received was that the new form is much better but would like the status to be valid for a period in excess of two years. They would also like to see the Approved Personnel forms and Access request forms processed in parallel. Defence agreed they would look at whether this could be amended.</p>	WPACO and WTR to look at processes for approving Approved Personnel and Access Requests in parallel.	WPACO / WTR	End May 14
11.2	<p>There were some concerns regarding exclusions and whether the risk of exploring in the WPA was worth it. The Chair noted how successfully the Prominent Hill mine was working and that this should be reassuring to companies considering exploring in the WPA. Mr Shoebridge explained how the exclusion periods are managed. The Board noted that there was more work needed in communicating how the exclusion periods and zones are managed.</p>	WPACO to look at adding Exclusion Period and Zone management in Second Reading Speech.	WPACO	Tied to Legislation
11.3	<p>Mr Forbes requested an update on the status of the Bill and Mr Shoebridge provided an update as was provided to the Board in Item 5.0. Mr Forbes also raised the Reference Group and that the names originally provided may need to</p>	WPACO will contact SACOME to get a current contact list when Reference Group is to be	WPACO	Tied to Legislation

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Item #	Discussion	Action Item	Owner	By Date
	be reviewed. Mr Shoebridge suggested that the Reference Group may be larger than was originally intended.	stood-up.		

12. Stakeholder meeting wrap-up

Item #	Discussion	Action Item	Owner	By Date
12.0	The Board agreed that the meeting with stakeholders was very useful and on balance positive. It was agreed that we need to be proactive in finalising the Working Level Agreements. (Action to progress the Working Level Agreements is at Action Item 5.3)			
12.1	The Deputy Chair suggested that it is too early to drop back meetings to half yearly and that the Board should consider maintaining its current tempo. It was also suggested that meetings with stakeholders could be done on an annual basis.			
12.2	The Board also discussed the excision of Section 400 and undertaking a full analysis on the impact if the excision was to proceed.	Air Force to undertake a full analysis on the impact if Section 400 excised.	Air Force	14 Mar 14

13. South Australian Government Update

Item #	Discussion	Action Item	Owner	By Date
13	Dr Heithersay provided a presentation on the South Australian Government quarterly report. He noted that there were ongoing feasibility studies for Hawks Nest and believes that this new mine will go ahead. He also noted that the Gravity Survey data had been used by Monax Alliance.	After discussion Board noted SA contribution.		

14. WPA Quarterly Report on WPA access

Item #	Discussion	Action Item	Owner	By Date
14	Ms Higgins presented the WPA Quarterly Statistics Report and new trend charts for the quarter ending 31 Dec 13	The Board noted the report.		

15. WTR update

Item #	Discussion	Action Item	Owner	By Date
15	Mr Carruthers provided the WTR update to the Board and noted that aerial patrols had commenced in this quarter. The Compliance Monitoring Team are now ringing ahead	Board noted update provided by WTR		

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Item #	Discussion	Action Item	Owner	By Date
	to advise tenement holders that they will be visiting sites. They find that this is increasing awareness and are on occasions being advised by tenement holders to look out for unusual activity occurring in certain areas which they have noticed.			

16. Meeting Schedule for 2014

Item #	Discussion	Action Item	Owner	By Date
16.0	<p>The Board noted the remaining Meeting Schedule for 2014 and agreed the geographical locations and that three meetings per year be held.</p> <ul style="list-style-type: none"> • Wed-Fri, 11-13 Jun 14 – Woomera Prohibited Area • Thu, 6 Nov 14 – Canberra <p>It was agreed to add at Woomera Prohibited Area as a meeting location to Terms of Reference and amended to three times per year.</p>	The Board noted the remaining meeting schedule.		
16.1	The Board agreed to invite the relevant Canberra Ministers to lunch on the day of the Canberra Board meeting on 6 Nov 14.	Invite relevant Canberra Ministers to lunch on the 6 Nov 14 Canberra Board meeting.	WPACO	15 Sep 14
16.2	The Chair suggested we invite the Premier to lunch on the day of the next Adelaide meeting.	Invite Premier to lunch on the next Adelaide Board meeting.	WPACO / DMITRE	Six weeks prior to next Adelaide meeting. 14 Mar 14
16.3	It was agreed to add Woomera Prohibited Area as a meeting location to Terms of Reference and amended to three times per year.	WPACO to update Terms of Reference.	WPACO	
16.4	Air Force agreed to look at availability of aircraft to include a visit to Maralinga during the June Board meeting in the WPA.	Air Force agreed to look at Aircraft availability to visit Maralinga during the 11-13 June Board meeting.	Air Force	28 Mar 14

17. Other Business and Close

Item #	Discussion	Action Item	Owner	By Date
17	The Chair thanked everyone for their attendance at this very productive meeting and thanked DMITRE for hosting.			

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Board:	<i>Woomera Prohibited Area (WPA) Advisory Board Meeting 2/2014</i>	
Subject of Meeting:	Second Quarterly Meeting 2014	
Date:	Friday 13 June 2014	
Time:	Start: 1000	Finish: 1255
Chairman:	Mr Stephen Loosley	
Place / Location:	Department of Defence Russell Offices R1-1-D006 Conference Room Canberra ACT	
Members:	Mr Stephen Loosley - Chair, WPA Advisory Board Hon Paul Holloway - Deputy Chair, WPA Advisory Board Mr Angus Kirkwood, Acting FAS, Strategic Policy Division, representing DEPSEC Strategy, Department of Defence - Member AIRMSHL Geoffrey Brown, Chief of Air Force - Member Mr Martin Hoffman, DEPSEC Resources, Department of Industry - Member Ms Jan Mason, DEPSEC Business, Procurement and Asset Management, Department of Finance - Member Ms Pru Freeman, Deputy Executive Director Mineral Resources, representing, Deputy Chief Executive Resources and Energy, DMITRE - Member Mr Andrew Fletcher, Chief Executive Officer, Defence SA – Member	
Other Attendees	AIRCDRE Stephen Osborne, Commander Aerospace Operational Support Group Mr Reg Carruthers, Director Woomera Test Range, Aerospace Operational Support Group Ms Samantha Higgins, A/AS Arms Control, Strategic Policy Division, Department of Defence Ms Alice Stanley, Defence Legal Ms Julie Baird, WPA Secretariat Ms Cathy Lacar, DMITRE Mr Toby Forde, Defence SA Dr Guy Verney, AS Policy and Advice Branch, Department of Finance Ms Donna Sharp, Department of Industry	
Apologies	Mr Peter Baxter, DEPSEC Strategy, Department of Defence - Member Dr Paul Heithersay, Deputy Chief Executive Resources and Energy, DMITRE - Member	
Material provided prior to meeting:	18 February 2014 Minutes Action Item List WPA Quarterly Report to 31 March 2014 WPA Quarterly Resources Tenement Activity Report to 31 March 2014 Review recommendations Updated Terms of Reference	

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1. Opening of Official Board Meeting

Item #	Discussion	Action Item	Owner	By Date
1.0	<u>Opening</u> : Mr Stephen Loosley (Chair) opened the meeting. Mr Loosley thanked attendees, noted apologies and welcomed representatives.			

2. Administration

Item #	Discussion	Action Item	Owner	By Date
2.0	Ms Samantha Higgins (Defence) provided the Administration brief.			

3. Minutes

Item #	Discussion	Action Item	Owner	By Date
3.0	The Minutes from 18 February 2014 were endorsed.			

4. Review of Action Items

Item #	Discussion	Action Item	Owner	By Date
4.0	A review of the Action Item list was then undertaken by the Board.	The Board noted the action items and that completed items could be closed.		
4.1	There was a discussion on Action Item 4.5 from 18 February 2014 meeting regarding a possible briefing by the Chief Information Officer on Information Technology infrastructure for the Woomera Test Range. It was agreed that this is best managed by Air Force in conjunction with the internal Defence Woomera Executive Board if required. The Chair requested that Air Force keep the Board informed on the issue and confirmed that the Action item could be closed.	WPACO to close Action Item. Air Force to keep Board informed on progress.		
4.2	Ms Higgins raised the Action Item 11.1 from the 18 February 2014 meeting on the Approved Personnel process and advised the Board how WPACO and WTR manage the Approved Personnel process through shared folders and confirmed that it is working well and that the information is available in real time.	WPACO to close Action Item.		

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4.3	<p>There was a discussion regarding Action Item 4.3 from the 18 February 2014 meeting on tracking of Rail data. Mr Reg Carruthers (Air Force) advised that the data is difficult to track formally but would continue to keep an awareness of closures and noted the importance of building a relationship with the Railway. AIRMSHL Geoffrey Brown (Chief of Air Force) confirmed that information would be useful to enable Defence to work with the Rail in the scheduling of trials. AIRMSHL Brown also suggested that real-time data on train movements would be useful.</p> <p>Ms Higgins mentioned that rail users originally raised concerns in their Senate Committee submission but were happier with the latest version of the Bill. Ms Higgins also mentioned that Defence would progress a Working Level Agreement with the Australian Rail Track Corporation (ARTC) and that ARTC had acknowledged that they held the outstanding action.</p>	<p>The Board agreed to close this Action Item.</p>		
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5. Legislative status update

Item #	Discussion	Action Item	Owner	By Date
5.0	<p>Before commencing the update Mr Angus Kirkwood (Defence) advised the Board that Mr Michael Shoebridge was leaving the position of FASSP to take up a new position.</p>	<p>The Board noted the move of Mr Shoebridge and the Chair thanked him for his contribution.</p>		
5.1	<p>Mr Kirkwood then provided the Board with an update on the Legislation. Mr Kirkwood thanked DMITRE and Defence SA for their contribution regarding the amendment to compensation rights.</p> <p>Mr Kirkwood also provided a brief on the details on the questions raised by the Parliamentary Joint Committee of Human Rights and the Standing Committee for the Scrutiny of Bills and Defence's responses. One of the queries related to a search of a person without consent. Defence advised that the power is required to ensure that people leaving the WPA are not removing war materiel or equipment. The Chair noted that the search power was an important power to have.</p>	<p>After discussion the Board noted the update of the Legislation.</p>		
5.2	<p>The Chair asked how close the Rules are to being finalised. Mr Hoffman advised that they still have some significant points resulting from feedback received from the mining industry. After some debate it was agreed that the Department of Industry, DMITRE/Defence SA and Defence would meet the following week to resolve. Defence confirmed the Rule will be a disallowable instrument.</p>	<p>The Board agreed that the Department of Industry, DMITRE/Defence SA and Defence would meet the following week to resolve.</p>	<p>Industry, DMITRE/Defence SA and Defence</p>	20 Jun 14

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6. Indigenous update

Item #	Discussion	Action Item	Owner	By Date
6.0	<p>Mr Kirkwood provided the Board with an update on the excision of Section 400 from the WPA. He advised the Board that the Minister for Defence was interested in the possibility of holding a ceremony in either Maralinga or Adelaide.</p> <p>There was a discussion around a new map of the WPA and that this could take up to three months to complete due to the process involved with the surveying work and the standards that are required. DMITRE agreed to lead development of the new map.</p> <p>Defence confirmed that it does not have to re-declare the whole area after excision and that it will not seek to increase the size of the WPA by the amount to be excised.</p>	<p>After discussion the Board noted the update on the Excision on Section and agreed that the excision of Section 400 was a good outcome.</p> <p>DMITRE to work towards the production of new WPA map</p>	DMITRE	
6.1	<p>Mr Kirkwood then provided the Board with an update on Indigenous Working Level Agreements (WLAs). He advised that following initial discussions last year and in response to Defence's proposed development approach, Maralinga Tjarutja (MT) had written to Defence outlining a number of additional considerations that they would like to see included. MT had also advised that they are not resourced and have requested funding. Defence is considering the funding request.</p> <p>It was noted that it is unlikely that all matters would be contained in one omnibus document and that development of WLAs would be an iterative process. Defence is currently drafting an agreement to respond to MT focussing on communication protocols and access arrangements to ensure safety and security on the WPA, whilst acknowledging traditional ceremonial activities that may occur.</p>	<p>Following some discussion on the liaison undertaken by the Compliance Monitoring Team with Indigenous groups, the Board noted the update.</p>		

7. WPA Advisory Board Annual Report update

Item #	Discussion	Action Item	Owner	By Date
7.0	<p>Ms Higgins provided an update on the WPA Advisory Board Annual Report, confirmed that it would be published online and that relevant SA Ministers will be sent a copy. Mr Hoffman queried the timetable for the next Annual report and whether it was proposed to continue with the October to September period. It was agreed that as a transition the next Annual Report would cover the period 1 October 2013 to 30 June 2014 and is to be published by 31 October 2014 and subsequent Annual Reports by financial year.</p>	<p>WPACO to commence the next Annual Report for the period 1 October 2013 to 30 June 2014.</p>	WPACO	Oct 14

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8. Review recommendation update

Item #	Discussion	Action Item	Owner	By Date
8.0	Ms Higgins provided an update on the recommendations of the Review of the WPA.	The Board noted the update and agreed the following two action items.		
8.1	There was some discussion regarding the Reference Group. Mr Paul Holloway (Deputy Chair) noted that the role of the Reference Group is now different than what was originally envisaged. It was agreed that Ms Higgins is to send out the latest version of the Terms of Reference and proposed membership and that this would be progressed and agreed out of session by the Board.	WPACO to distribute revised Terms of Reference and proposed membership and Board to progressed and agreed out of session.	WPACO	30 Jun 14
8.2	Mr Andrew Fletcher (Defence SA) noted that the MOU was outdated and proposed a shorter document. It was agreed that WPACO and Defence SA would draft a revised MOU. It was also agreed that existing users and their rights to continue to occupy under existing arrangements would be referenced in MOU.	Defence SA/WPACO to draft a revised MOU.	Defence SA/WPACO	30 Sep 14

9. South Australian Government update

Item #	Discussion	Action Item	Owner	By Date
9.0	Ms Freeman provided a presentation titled Resources Update June 2014.	Following discussion the Board noted the presentation.		
9.1	Ms Freeman advised that as at 1 July 2014 there will be the establishment of a new Department known as the Department of State Development (DSD). This involves the merger of DMITRE, DFEEST, Arts SA, Aboriginal Affairs and Reconciliation, and Office of the Economic Development Board and Invest SA, plus Health Industries South Australia (HealthInSA). DSD will have a wide range of functions with six or possibly seven Ministers. DMITRE's policy and procedures will apply across the new Department.			

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10. WPA Quarterly Report on WPA access

Item #	Discussion	Action Item	Owner	By Date
10	<p>Ms Higgins and Mr Carruthers presented the WPA Quarterly Statistics Report for the quarter ending 31 Mar 14.</p> <p>Mr Carruthers sought confirmation if Board was still happy with the Woomera Test Range (WTR) format of the report. The Board agreed.</p> <p>The Board queried whether the statistics may involve some duplication of actual individuals seeking approval to the WPA.</p>	<p>The Board noted the report.</p> <p>WPACO to report on the total of Approved Person applications and also the total number of individual persons.</p>	WPACO	

11. WTR update

Item #	Discussion	Action Item	Owner	By Date
11.0	<p>Mr Carruthers provided the WTR update to the Board and advised 'Board-in-Confidence' the possibility of the establishment of RAAF Base Woomera.</p> <p>Mr Carruthers also provided a presentation on Green Zone management and an issue surrounding the management of the Corridor and Green Zones.</p>	<p>The Board noted the update provided by WTR and took on notice the issue of the Green Zone management.</p>		

12. Meeting Schedule for 2014

Item #	Discussion	Action Item	Owner	By Date
16.0	<p>The Board discussed the timing of the remaining 2014 December meeting. Mr Hoffman and Dr Heithersay have a meeting on the 11th December which conflicts with the Advisory Board dates. The Board agreed to look at the possibility of bringing forward the Woomera meeting and dinner to earlier in the week.</p> <p>It was noted that the Board's Terms of Reference refer to meetings being scheduled quarterly and that the Board had previously agreed to three meetings a year for the immediate future.</p> <p><i>Note: WPACO had previously amended the Terms of Reference to reflect that meetings would be held each year in Adelaide, Canberra and the Woomera Prohibited Area and this is reflected in paragraph 20. Paragraph 13 was not amended as it reflects that the Board should meet quarterly at the beginning, moving to half yearly. As the Board is still in the process of moving to half yearly this paragraph remains current.</i></p>	<p>WPACO to reschedule December meeting and dinner.</p>	WPACO	30 Jun 14

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13. Other Business and Close

Item #	Discussion	Action Item	Owner	By Date
17	The Chair thanked everyone for their attendance and noted the need to finalise outstanding issues with the WPA Rules within the next week.			

WPACO Contact Details

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A/ASAC

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MINUTES

Board:	<i>Woomera Prohibited Area (WPA) Advisory Board Meeting 3/2014</i>	
Subject of Meeting:	Third Meeting 2014	
Date:	Tuesday 9 December 2014	
Time:	Start: 1000	Finish: 2200
Chairman:	Mr Stephen Loosley	
Place / Location:	Woomera Prohibited Area CMT Conference Room, Building 657 (Just behind Butement Square of Derwang Avenue)	
Members:	<p>Mr Stephen Loosley - Chair, WPA Advisory Board Hon Paul Holloway - Deputy Chair, WPA Advisory Board Mr Peter Baxter, DEPSEC Strategy, Department of Defence - Member AIRCDRE Stephen Osborne, CDR AOSG representing Chief of Air Force - Member Ms Kathy Harman, General Manager, Coal & Minerals Productivity Branch representing DEPSEC Resources, Department of Industry - Member Mr Robin Renwick, Acting First Assistant Secretary, Commercial and Claims Division Business, representing DEPSEC Business, Procurement and Asset Management, Department of Finance - Member Ms Pru Freeman, Deputy Executive Director Mineral Resources, representing Deputy Chief Executive Resources and Energy, Department of State Development (DSD)- Member Mr Malcolm Jackman, Chief Executive Officer, Defence SA – Member (pending appointment)</p>	
Other Attendees	<p>Mr Reg Carruthers, Director Woomera Test Range, Aerospace Operational Support Group Ms Samantha Higgins, A/AS Arms Control, Strategic Policy Division, Department of Defence Ms Caroline Chalker, Director WPACO Mr Chris Guselli, Defence Legal Ms Julie Baird, WPA Secretariat Mr Nick Covey, WPACO Ms Louanne Holmback-Piggott, WPACO Ms Cathy Lacar, Department of State Development (DSD) Ms Georgette Elston, Defence SA</p>	
Apologies	<p>AIRMSHL Geoffrey Brown AO, Chief of Air Force - Member Ms Jan Mason, DEPSEC Business, Procurement and Asset Management, Department of Finance - Member Mr Martin Hoffman, DEPSEC Resources, Department of Industry - Member Dr Paul Heithersay, Deputy Chief Executive Resources and Energy, Department of State Development (DSD)- Member</p>	
Material provided prior to meeting:	<p>13 June 2014 Minutes Action Item List WPA Quarterly Reports to 30 June and 30 September 2014 WPA Quarterly Resources Tenement Activity Reports to 30 June 2014 and 30 September 2014 Parliamentary Sitting Calendar 2015 Final report on Review Recommendations WPA Users/Stakeholder Group briefs</p>	

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1. Opening of Official Board Meeting

Item #	Discussion	Action Item	Owner	By Date
1.0	<p><u>Opening:</u> Mr Stephen Loosley (Chair) opened the meeting. The Chair thanked attendees, noted apologies and welcomed representatives. The Chair also welcomed Mr Malcolm Jackman, Chief Executive Officer Defence SA to the Board.</p> <p>The Board wished to pass on its congratulations to Ms Jan Mason on her recent award.</p>	Board to send note of congratulations.	Chair	30 Jan 15

2. Administration

Item #	Discussion	Action Item	Owner	By Date
2.0	<p>Ms Samantha Higgins (Defence) provided the Administration brief.</p> <p>Mr Reg Carruthers gave a short brief on the airfield activities at lunch time.</p>			

3. Minutes

Item #	Discussion	Action Item	Owner	By Date
3.0	The Minutes from 13 June 2014 were endorsed with no changes.			

4. Review of Action Items

Item #	Discussion	Action Item	Owner	By Date
4.0	A review of the Action Item list was then undertaken by the Board.	The Board noted the action items and that completed items could be closed.		

5. User Group meeting – Paul Reynolds and Boro Rapaic, Coober Pedy Miners Association

Item #	Discussion	Action Item	Owner	By Date
5.0	<p>The Chair welcomed Mr Paul Reynolds and Mr Boro Rapaic from the Coober Pedy Miners Association and thanked them for taking the time to meet with the Board. Introductions were then conducted around the table.</p> <p>Mr Reynolds and Mr Rapaic then provided the Board with an overview of their experiences with Opal mining within the WPA. Mr Reynolds advised that he found everything to be going quite well and that they had been receiving quite a few letters recently from the WPA Coordination Office (WPACO). Some key comments centered on the difficulties experienced by some members with completing the required forms, compliance patrols and the notification of closures. Mr Rapaic felt that it would</p>	The Chair wished Mr Reynolds and Mr Rapaic the best of luck with their prospecting and thanked them both for their time. WTR to look at closure notice signage for Opal miners.	WTR	Prior to next closure.

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Item #	Discussion	Action Item	Owner	By Date
	<p>be helpful if signs advising of the upcoming closures could be placed on the main entrances to the fields a few weeks prior to the closure. Mr Reynolds felt that the signs would be better placed within town.</p> <p>There was some discussion around compliance monitoring and patrols. Mr Carruthers advised that members could expect to see a greater compliance monitoring presence in the future now that the legislation has been implemented.</p>			

6. User group meeting – Ryan Koch, Exploration Geologist and Adam Bond, Project Manager, SAPEX (Petroleum Deed)

Item #	Discussion	Action Item	Owner	By Date
6.0	<p>The Board welcomed Mr Ryan Koch, Exploration Geologist and Mr Adam Bond, Project Manager of Linc Energy (SAPEX) and thanked them for coming to speak with the Board. Introductions were then made. SAPEX provided a PowerPoint presentation on their petroleum tenements both within and outside of the WPA. They are in the process of drilling three wells in the Arckaringa Basin, one of which is located within the WPA. In late January-early February an Atlas Drilling Rig will arrive at Fox 1 which is located within the WPA. This work is expected to take approximately 30 days. SAPEX also has plans to drill wells on their other tenements in the WPA within the next few years.</p> <p>The Board was interested in the possible future infrastructure requirements. Mr Bond advised that there would be a reasonable footprint required which would include roads, pipelines and tank farms.</p> <p>There was a discussion on the transfer of the Deed of Access to a Permit and Mr Koch sought confirmation that the transfer to a permit would be seamless. The company confirmed that it had just submitted its permit application.</p>	<p>After discussion the Board wished SAPEX well in their exploration endeavours and thanked them for their presentation.</p>		

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7. User group meeting – Connie Beadell, Beadell Tours

Item #	Discussion	Action Item	Owner	By Date
7.0	<p>The Board extended a warm welcome to Ms Connie Beadell from Beadell Tours and introductions were made.</p> <p>Ms Beadell then proceeded to provide the Board with an overview of their operations. Ms Beadell, along with her husband Mick Hutton, runs tag along tours which often include driving through the WPA. In the past this had included tours of the Red Zone (Mt. Eba Road), although Ms Beadell noted that this has not been permitted for some time. As a result their tours are no longer as focussed on the town of Woomera.</p> <p>Ms Beadell advised that early notice of exclusion periods is important for their business to enable the scheduling or rescheduling of tours. She also mentioned that the website is very useful in providing information about the exclusion periods.</p> <p>Ms Beadell noted that most people crossing the Anne Beadell Highway were small 4WD groups – not tour groups. There are 45 plaques in the desert placed throughout the area by Len Beadell. Beadell Tours maintain these and replace the many that have been stolen over the years.</p> <p>When asked about tours to Maralinga Tjarutja lands, Ms Beadell advised that they had trouble contacting anyone at Maralinga to get permission to enter. They had tried several times to seek to visit Emu and Maralinga Village but were not able to visit.</p> <p>Ms Beadell advised that her husband has been worried about the highway closure affecting Ilkurlka Roadhouse in Western Australia as their visitor numbers have dropped off. A suggestion was to provide notification of an alternative route such as north from Cook to Vokes Hill Corner.</p>	<p>The Board thanked Ms Beadell for a fascinating presentation.</p> <p>WPACO to look at advising alternative routes during exclusion periods.</p>	WPACO	30 Jan 15

8. Static display and F/A-18 Hornet air display

Item #	Discussion	Action Item	Owner	By Date
8.0	<p>The Board proceeded to the airfield to engage with stakeholders and view the static display and F/A-18 air display.</p>			

9. WPACO update

Item #	Discussion	Action Item	Owner	By Date
9.0	<p>Ms Higgins provided the WPACO update and covered the following areas:</p> <p><u>Legislation update</u></p> <p>The Board was advised that the <i>Defence Legislation</i></p>	<p>Following discussion the Board noted the updates and agreed the Action Item on investigating an alternative option for the</p>		

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Item #	Discussion	Action Item	Owner	By Date
	<p><i>Amendment (Woomera Prohibited Area) Act 2014</i> passed through the Senate on 26 June 2014, passed through the House of Representatives 16 July 2014 and received Royal Assent on 8 August 2014 and is now in effect. The legislation established Part VIB of the Defence Act. The amendments are supported by the Woomera Prohibited Area Rule 2014 which provides for the issue of permits and access to the WPA. The Rule was placed on the Federal Register of Legislative Instruments on 26 August 2014.</p> <p><u>Section 400 update</u> Ms Higgins updated those Board members who were unable to attend the recent acknowledgement event for the excision of Section 400 of the Maralinga lands from the WPA. The event was held on 5 November 2014 with the Maralinga Tjarutja community at Maralinga airfield. The event was attended by approximately 300 people, including the Minister for Defence, Senator David Johnston; the Minister for Indigenous Affairs, Senator Nigel Scullion; Senator for South Australia, Senator Nick Xenophon; the Member for Grey, Rowan Ramsey; the South Australian Minister for Aboriginal Affairs; Reconciliation Ian Hunter, and a number of Board members.</p> <p><u>Workshops Adelaide and Coober Pedy</u> Defence, along with Department of State Development (DSD) representatives, hosted a workshop in Adelaide on 13 October 2014 and another in Coober Pedy on 14 October 2014. The Adelaide workshop was to update exploration companies and resource sector representatives, on the amended Defence legislation and outline the implications for their access to the WPA. Approximately 40 people attended the Adelaide workshop. The Coober Pedy workshop was to update Opal miners and extractive mineral businesses on the new Defence legislation and outline the implications for their access to the WPA. Approximately 15-20 people attended the Coober Pedy workshop.</p> <p>Ms Higgins thanked the Department of State Development for the use of their offices and Mr Peter Lane for his assistance with the Opal miners and the processing of their access notification paperwork.</p> <p><u>Working Level Agreements update</u> Ms Higgins provided an update on Working Level Agreements and advised that Defence is progressing the development of draft working level agreements to establish communication protocols with Indigenous groups, and permissions for the Pastoralists and the Railway.</p> <p><u>Reference Group update</u> A revised Terms of Reference and membership list was circulated for working level comment in late October. To</p>	Reference Group.		

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Item #	Discussion	Action Item	Owner	By Date
	<p>date, Defence SA and Department of Industry have provided comments which are being consolidated. It was agreed by the Board that a Town Hall style of meeting would not work for the various stakeholder groups noting their individual needs and circumstances. It was suggested that, as an alternative, we could look at an electronic forum or feedback via the website; and base a Reference Group on the communication Defence is already undertaking with different stakeholder groups.</p> <p><u>WPA Advisory Board Annual Report update</u> Ms Higgins advised that Defence is consolidating some final amendments to the Annual Report and hopes to proceed to publication shortly.</p> <p><u>Review recommendation update</u> Ms Higgins sought comments on the Final Report of the review recommendations which was distributed to the Board along with the final agenda. The Board noted the report and agreed that this would be the final update on the review recommendations.</p>			

10. WPA Quarterly Report on WPA access including WTR update

Item #	Discussion	Action Item	Owner	By Date
10.0	<p>Ms Caroline Chalker provided the WPACO Quarterly Report update. The Board was advised that since the new legislation was introduced 10 permits have been issued, seven of which were to replace existing Deeds of Access and three of the permits were from new applicants. An additional three applications to transfer Deeds of Access were in progress.</p> <p>Ms Chalker also advised that Defence had drafted a response for the Minister to send to the Deputy Prime Minister in relation to a representation by South Australian Road Transport Association about the impact of the planned road closures. This letter included details of the various ways in which Defence advises stakeholders of the closures. Defence will continue to engage with stakeholders and users of the WPA to examine ways in which notification management processes and communication can be improved.</p>	Following discussion the Board noted the update.		
10.1	<p>Mr Reg Carruthers provided the WTR update to the Board and also advised that the introduction of aerial patrols earlier in the year had assisted the Compliance Monitoring Team in focussing their ground patrols. Mr Carruthers also noted that there were some lessons learnt during their recent trial.</p>	The Board noted the update provided by WTR.		

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11. South Australian Government update

Item #	Discussion	Action Item	Owner	By Date
11	<p>Ms Pru Freeman provided the South Australian Government update and advised that exploration within the WPA is picking up, particularly in the eastern part.</p> <p>Mr Malcolm Jackman advised that a 10 year State Policy for Defence is to be released soon, which includes mention of Woomera. Mr Jackman noted that testing within the WPA brings economic investment to the state, as will the Range upgrade.</p> <p>Noting the timings for the day it was agreed that the formal PowerPoint presentation would not be shown. This would be emailed to Board members separately.</p>	Following discussion the Board noted the presentation. WPACO to send copy of the South Australian Government PowerPoint presentation.	WPACO	24 Dec 14

12. Meeting Schedule for 2015

Item #	Discussion	Action Item	Owner	By Date
12.0	The Chair suggested three Board meetings take place in 2015 – March in Adelaide, June/July in Woomera and November/December in Canberra.	WPACO to liaise with relevant parties and coordinate schedule.	WPACO	15 Feb 14

13. Other Business and Meeting Close

Item #	Discussion	Action Item	Owner	By Date
13	The Chair thanked everyone for their attendance and also thanked the Compliance Monitoring Team for hosting the meeting.			

14. Official Dinner

Item #	Discussion	Action Item	Owner	By Date
14	<p>The Board attended the WPA Stakeholders dinner hosted by AIRCDRE Osborne where Mr Loosley and Mr Baxter provided short speeches.</p> <p>The guest speaker, WGCDR Jonathon McMullan, CO 5FLT, RAAF Base Amberley, spoke about how the experience and training conducted at Woomera had a direct effect on preparing the pilots for their operational deployments to Afghanistan.</p>			

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MINUTES

Board:	<i>Woomera Prohibited Area (WPA) Advisory Board Meeting 1/2015</i>	
Subject of Meeting:	First Meeting 2015	
Date:	Friday 1 May 2015	
Time:	Start: 1000	Finish: 1400
Chairman:	Mr Stephen Loosley AM	
Place / Location:	Defence SA Board Room Level 4, 151 Pirie St Adelaide SA 5000	
Members:	Mr Stephen Loosley AM - Chair, WPA Advisory Board The Hon Paul Holloway - Deputy Chair, WPA Advisory Board Ms Samantha Higgins, Acting Assistant Secretary Arms Control , representing Mr Peter Baxter, Deputy Secretary Strategy, Department of Defence - Member AIRMSHL Geoffrey Brown AO, Chief of Air Force - Member Ms Tooley Elliott, Acting First Assistant Secretary, representing Ms Jan Mason, DEPSEC Business, Procurement and Asset Management, Department of Finance - Member Mr John Ryan, Associate Secretary, Department of Industry and Science - Member Dr Paul Heithersay, Deputy Chief Executive Resources and Energy, Department of State Development (DSD) - Member Mr Malcolm Jackman, Chief Executive Officer, Defence SA - Member	
Other Attendees and support	Ms Caroline Chalker, Director WPACO Mr Chris Guselli, Defence Legal Ms Julie Baird, WPA Secretariat Mr Reg Carruthers, Director Woomera Test Range, Aerospace Operational Support Group Ms Pru Freeman, Deputy Executive Director Mineral Resources (DSD) Ms Cathy Lacar, Department of State Development (DSD) Ms Georgette Elston, Defence SA	
Apologies	Mr Peter Baxter, Deputy Secretary Strategy, Department of Defence - Member Ms Jan Mason, DEPSEC Business, Procurement and Asset Management, Department of Finance – Member Dr Paul Heithersay, Deputy Chief Executive Resources and Energy, Department of State Development (DSD) - Member (Absent from 1000-1120)	
Material provided prior to meeting:	9 December 2014 Minutes Action Item List WPA Quarterly Report WPA Quarterly Resources Tenement Activity	

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1. Opening of Official Board Meeting

Item #	Discussion	Action Item	Owner	By Date
1.0	<p>Opening: Mr Stephen Loosley (Chair) opened the meeting. The Chair welcomed attendees and representatives, and thanked Defence SA for hosting the meeting.</p> <p>The Chair advised the Board that Ms Jan Mason was on leave pending retirement and extended the Board's thanks for the contribution of Ms Mason. Mr John Edge is acting in the position, but was not available to attend the meeting and Ms Tooley Elliot was welcomed as the Department of Finance representative.</p> <p>The Chair noted that this was the last meeting of the Chief of Air Force, AIRMSHL Geoffrey Brown. He extended the Board's thanks and noted the excellent contribution and active support provided by AIRMSHL Brown.</p> <p>It was noted that the <i>ex officio</i> appointment of Mr Malcolm Jackman is still pending the Prime Minister's approval.</p> <p>Mr John Ryan was welcomed to his first meeting. The Chair advised that the paperwork for the <i>ex officio</i> appointment for Mr Ryan is progressing.</p>	The Board noted the updates.		

2. Administration

Item #	Discussion	Action Item	Owner	By Date
2.0	<p>Ms Samantha Higgins (Defence) provided the Administration brief.</p> <p>The Deputy Chair, Mr Paul Holloway, extended the Board's congratulations to Mr Loosley on his Australia Day Honour.</p>	The Board noted the Administration brief.		

3. Minutes

Item #	Discussion	Action Item	Owner	By Date
3.0	The Minutes of 9 December meeting were endorsed with no changes.	The Minutes were endorsed.		

4. Review of Action Items

Item #	Discussion	Action Item	Owner	By Date
4.0	A review of the Action Item list was then undertaken. The Board agreed that the following action items could be closed:	WPACO to close the four action items as agreed by Board and add Demerit	WPACO	31 May 15

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Item #	Discussion	Action Item	Owner	By Date
	<p>Meeting 9 Dec 14 #5 Exclusion Period - signage Meeting 9 Dec 14 #7 Exclusion Period - alternate routes Meeting 18 Feb 15 #16.1 and 16.2 Invitations</p> <p>Ms Higgins suggested that as the next meeting will be held in about one year from the legislation being passed, the Demerit Points Action Item from 13 Jun 13 4.4 on the Demerit System could now be included on the Board's next Agenda.</p>	System review to the Board's next Agenda.		

5. WPACO update

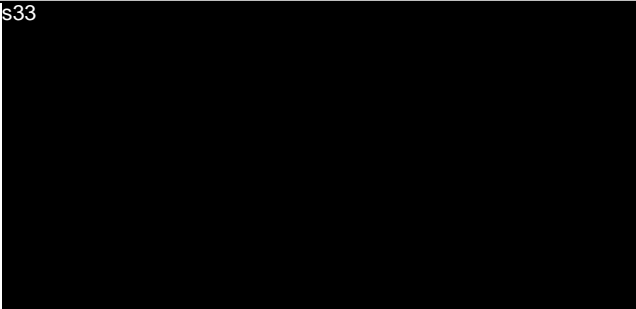

Item #	Discussion	Action Item	Owner	By Date
5.0	Ms Higgins updated the Board on the implementation of the Legislation, recent acquisitions, Reference Group and Existing User arrangements.	5.1: WPACO to review the application of the <i>Legislative Instruments Act 2003</i> to the exclusion notification requirements in the <i>Woomera Prohibited Rule 2014</i> .	WPACO	2016 Rule Review
5.1	There was a discussion by the Board on the delay in notifying users of cancellation or temporary suspension of exclusion period due to the requirement to first place notice of these on the Federal Register of Legislative Instruments. It was agreed that this needed to be investigated further.	WPACO Note: <i>The requirements of the Legislation dictate the process that is to be followed. Without an amendment to the Rule the Commonwealth is obligated to comply.</i>		
5.2	Ms Higgins advised Board members that Cu-River had applied to WPACO for an 'in-principle' approval of a Resource Exploration permit for seven exploration tenements and a Resource Production permit of the acquisition for the Cairn Hill mine. Both applications for 'in-principle approval were granted.	5.2: The Board noted the Cu-River applications and subsequent approvals.		
5.3	The Board discussed the 'virtual' Reference Group and agreed that the stakeholder engagement that is already being undertaken should continue along with an agreed 12 month engagement plan.	5.3: A 12 month engagement plan to be developed and included on the Board's next Agenda.	Defence SA /WPACO	15 Jul 15
5.4	Ms Higgins advised that prior to the Board meeting lawyers representing S. Kidman and Co (a pastoral company which owns a number of pastoral properties, including Anna Creek which is located within the WPA) met with WPACO representatives to discuss sale of the company. Mr Jackman then provided the Board with some background on the Kidman company and the expected interest in the properties.	5.4: Defence SA continuing to progress changes to the SA conveyancing law to note the Defence Act.	Defence SA	15 Jun 15

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Item #	Discussion	Action Item	Owner	By Date
5.5	<p>Ms Higgins noted that Defence SA is progressing mechanisms to address the need for South Australia to amend its conveyancing law to advise pastoralist buying and selling within the WPA that it is covered by the Defence Act. Ms Higgins also advised that Defence will be working on 'in-principle' approval application forms for prospective buyers and the conditions which might be placed on any purchaser.</p> <p>The Board was advised that the 'Working Level Agreement' drafted for discussion/negotiation with the Maralinga Tjarutja (MT) had not yet been considered by the MT as the new Manager has been unwell since commencement. Their legal adviser indicated Defence should not to expect advice anytime soon. The Board agreed that it would be beneficial to adopt a consistent approach with all 'existing users' and supported the progression of a formal Permission for each of these groups; and the issuing of a specific Direction for each exclusion period.</p>	5.5: WPACO to progress a formal Permission for each user group and a specific Direction for each exclusion period.	WPACO	30 Sep 15

6. Use of the WPA for non-Defence purposes testing

Item #	Discussion	Action Item	Owner	By Date
6.0	<p>s33</p>  <p>The Board discussed possible solutions which included suggested changes to the Space Activities Act and the WPA Rule. It was agreed that Australia's national interest needed to be considered against economic and other interests. Mr Jackman noted there could be an economic benefit to the State to allow other use. A change to the WPA Rule could be by a two Minister approval process. The Board agreed that further detailed analysis of forward space opportunities would be required before changing the WPA Rule to broaden the types of exclusionary activities that can be undertaken at Woomera. The SA Government expressed concern that changing the WPA Rule, by the two Minister approval process, would effect a de facto change to coexistence policy without full consultations.</p> <p>s33</p> 	Department of Industry, Innovation and Science and WPACO to investigate the options to broaden the Space Activities Act and the WPA Rule to extend types of testing that can be undertaken at Woomera.	Department of Industry, Innovation and Science / WPACO	30 Sep 15

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Item #	Discussion	Action Item	Owner	By Date
6.1	Mr Ryan then provided a brief on the National Radioactive waste management project and the call for nominations from landowners.	The Board noted the brief.		

7. WPA Quarterly Report on WPA access

Item #	Discussion	Action Item	Owner	By Date
7.0	Ms Caroline Chalker provided the WPACO Quarterly Report update. The Board was advised that since the new legislation was introduced 37 permits have been issued and that 14 letters have been sent to Deed holders who had not yet applied to transition to a permit. Ms Chalker noted the decline in approved person applications.	The Board noted the update provided.		

8. WTR update

Item #	Discussion	Action Item	Owner	By Date
8.0	Mr Reg Carruthers provided the Woomera Test Range (WTR) update to the Board and advised that WTR had recently hosted rail executives at the base. He noted that the relationship was now quite strong. AIRMSHL Geoffrey Brown advised that RAAF Base Woomera has now been established.	Following discussion the Board noted the Air Force update.		

9. South Australian Government update

Item #	Discussion	Action Item	Owner	By Date
9.0	Ms Pru Freeman provided the Department of State Development update and Dr Paul Heithersay briefed the Board on the Copper Strategy for South Australia and the upcoming Copper Summit. Mr Jackman provided the Board with the Defence SA brief and noted a number of the current Defence projects underway. There was also a short discussion on Defence's First Principles Review.	Following discussion the Board noted the presentation and updates.		

10. Meeting Schedule for 2015

Item #	Discussion	Action Item	Owner	By Date
10.0	Mr Carruthers is to investigate if the next Board meeting in Woomera can be aligned with WTR, perhaps Hi-Fire, or 20 Squadron activity.	WTR to investigate options for next Board meeting in Woomera.	WTR	15 Jun 15

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11. Other Business and Meeting Close

Item #	Discussion	Action Item	Owner	By Date
11.0	The Chair thanked everyone for their attendance and again emphasised the Board's appreciation to AIRMSHL Brown and wished him the best for his future.			

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Board:	<i>Woomera Prohibited Area (WPA) Advisory Board Meeting 1/2016</i>	
Subject of Meeting:	First Meeting 2016	
Date:	Monday 18 July 2016	
Time:	Start: 1330	Finish: 1557
Chairman:	Mr Stephen Loosley AM	
Place / Location:	Defence Committee Room Level 5, Building R 1 Russell ACT 26002	
Members:	Mr Stephen Loosley AM - Chair, WPA Advisory Board The Hon Paul Holloway - Deputy Chair, WPA Advisory Board Air Marshal Leo Davies AO, CSC - Chief of Air Force Mr Tom Hamilton - First Assistant Secretary Strategic Policy, representing Deputy Secretary, Strategic Policy and Intelligence, Department of Defence Mr John Edge - Deputy Secretary, Commercial and Government Services, Department of Finance Mr Rob Heferen - Deputy Secretary, Department of Industry, Innovation and Science Ms Pru Freeman - Deputy Executive Director Mineral Resources, representing Dr Paul Heithersay PSM, Deputy Chief Executive Resources and Energy, Department of State Development Mr Andy Keough CSC - Chief Executive Officer, Defence SA	
Other Attendees and support	Mr John Anderson, A/AS Arms Control/ Director, WPACO Mr Chris Guselli, Defence Legal Mr Nick Covey, WPACO Secretariat AIRCDRE Stephen Meredith AM, Commander, Air Warfare Centre Mr Reg Carruthers, Director Woomera Test Range, Air Warfare Centre Ms Cathy Lacar, Project and Policy Officer, representing Ms Pru Freeman, Deputy Executive Director, Mineral Resources, Department of State Development (DSD) Ms Julie Barbaro, Executive Director, Strategy and Communication and Performance and Government Relations Defence SA	
Apologies	Dr Paul Heithersay - Deputy Chief Executive Resources and Energy, Department of State Development (DSD) - Member Ms Samantha Higgins - Assistant Secretary, Arms Control, Department of Defence	
Material provided prior to meeting:	1 May 2015 Minutes WPA Advisory Board Annual Report 2014-15 Review of the Advisory Board – Terms of Reference Draft agenda – WAP Advisory Board meeting 18 July 2016	

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2/10

1. Opening of Meeting

Item	Discussion	Action Item	Owner	By Date
1.0	<p><u>Opening</u>: Mr Stephen Loosley (Chair) opened the meeting. The Chair provided an <i>Acknowledgement of Country</i> and welcomed the new WPA Board (Board) members and supporting staff.</p> <p>New Board ex officio members include:</p> <ul style="list-style-type: none"> ▪ Air Marshal Leo Davies AO, CSC - Chief of Air Force (CAF); ▪ Mr John Edge - Deputy Secretary, Commercial and Government Services, Department of Finance; ▪ Mr Andy Keough CSC - Chief Executive Officer, Defence SA; and ▪ Mr Rob Heferen - Deputy Secretary, Department of Industry, Innovation and Science (appointment pending). <p>The Chair advised the Board that Mr Peter Baxter, Deputy Secretary, Strategic Policy and Intelligence, was on leave pending retirement and that Mr Tom Hamilton, First Assistant Secretary Strategic Policy, was representing Mr Baxter.</p> <p>Other representatives attending the WPA Board for the first time were welcomed including:</p> <ul style="list-style-type: none"> ▪ Air Commodore Stephen Meredith AM, Commander, Air Warfare Centre; and ▪ Ms Julie Barbaro, Executive Director, Strategy and Communication and Performance and Government Relations, Defence SA. <p>Apologies were received from:</p> <ul style="list-style-type: none"> ▪ Dr Paul Heithersay - Deputy Chief Executive Resources and Energy, Department of State Development (DSD) – Member; and ▪ Ms Samantha Higgins - Assistant Secretary, Arms Control, Department of Defence 	The Board noted the updates.		

2. Administration

Item	Discussion	Action Item	Owner	By Date
2.0	Mr Anderson provided the administration brief.	The Board noted the brief.		

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3. Endorsement of Minutes from 1 May 2015 and the 2014-15 WPA Advisory Board Annual Report

Item	Discussion	Action Item	Owner	By Date
3.0	<p>The Minutes of the 1 May 2015 meeting were endorsed with no changes.</p> <p>The 2014-2015 WPA Advisory Board Annual Report was endorsed with no changes.</p>	<p>The Minutes were endorsed.</p> <p>The Annual Report was endorsed.</p> <p>The report will be published on the WPACO website.</p>	WPACO	29 July 16

4. Review of the WPA Advisory Board

Item	Discussion	Action Item	Owner	By Date
4.0	<p>The Chair opened the discussion about the review of the Advisory Board and invited Mr Anderson to outline the conduct of the review.</p> <p>Mr Anderson outlined that the Terms of Reference would guide the review and that assessments would be required against each term, stressing that the Australian Government required that the views of stakeholders be taken into consideration - and that they would be consulted accordingly. It would also be beneficial to the review if formal submissions were made.</p> <p>The Board noted the Terms of Reference for the review of the Advisory Board.</p> <p>In the context of the review, the Chair made opening remarks about the importance of the WPA to Defence and to the other, non-Defence users, noting that the WPA also included significant South Australian Government infrastructure.</p> <p>The Chair then outlined the original intent for the Board – namely to help identify an appropriate balance between Defence interests and those of other stakeholders including Aboriginal groups, rail, pastoralists, miners and tourism. This would be important given the forthcoming 2018 review of co-existence and that it might be timely to consider what improvements could be made.</p> <p>The Chair noted that feedback indicated WPACO (with the guidance of the Board) had done a good job to date, largely as a result of establishing healthy and open relationships with stakeholders – and that this similarly applied to the Woomera Test Range (WTR) . The Chair also noted the importance of stakeholder</p>	<p>Industry/ WPACO to coordinate consultation for the three reviews: Post Implementation Review, 2016 Interim Rule Review and WPA Board Review.</p>	WPACO	End September 2016

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Item	Discussion	Action Item	Owner	By Date
	<p>engagement, citing the value of the WTR open days and stakeholder dinners.</p> <p>The Chair finally noted that a key strength of the Board was the members’ willingness to work together, remaining flexible and receptive to the agendas of others.</p> <p>The Chair then invited other members’ perspectives on the operation of the Board and the co-existence framework more broadly.</p> <p>The Deputy Chair discussed the formation of the Board in the context of the Hawke Review and noted one of the key objectives of the co-existence framework was to balance all parties’ needs and reduce the commercial risk to resource companies in the WPA.</p> <p>The Deputy Chair also agreed that the Board had worked well to date, but noted that the downturn in the resources sector had also reduced the matters for Board consideration. That said, the Board had a continuing role to manage or intervene in matters before they escalated.</p> <p>The Deputy Chair noted that the South Australian Government continues to require a formal way to represent its interests to the Commonwealth, regardless of any decision on the Board’s future.</p> <p>The Deputy Chair noted the need for the Board to recognise increasing Aboriginal interests in the WPA and how they might be considered. The Board noted that some Aboriginal groups had expressed an interest in Board membership.</p> <p>Ms Freeman agreed that the South Australian Government requires a forum for State officials to interact with Commonwealth decision makers at the highest possible levels. Ms Freeman noted that while there is currently a relative lull in resource activity, this was beginning to change and that the Board construct is well placed to deal with strategic issues as they arise.</p> <p>The South Australian Government is keen to ensure that the WPACO continues to be well resourced and noted that the existing co-existence framework and ‘WPACO model’ had been viewed favourably at COAG. The South Australian Government considers that WPACO should continue to report to an external</p>			

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Item	Discussion	Action Item	Owner	By Date
	<p>authority. The South Australian Government is also keen to maintain direct involvement in the resource activity reporting process and any dispute resolution.</p> <p>Mr Keough broadly outlined the role of Defence SA. Mr Keough also noted his support for the continuation of the Board and considered that it should be a forum to deal with higher-order issues that may also need to be addressed through legislative change, but that it was important to avoid bureaucratic layers in seeking resolution of issues. Mr Keough further noted that the current lull in resource activity provided an opportunity to be organised for future challenges.</p> <p>Mr Hamilton was of the view that there was an ongoing requirement for a suitable forum for exchange and consideration of strategic and higher-level issues. Mr Hamilton noted that the review needs to consider the Board's achievements since establishment against the review Terms of Reference; how the Board has met its responsibilities and supported decision making; and how it may contribute to the management of the WPA into the future.</p> <p>Mr Heferen noted the importance of co-existence, especially for Industry and the resources sector, and that potential challenges for the Board lie ahead. Mr Heferen advised that Industry is keen for the current structures to remain but remains open to a different or improved Board formulation to maintain the spirit of the Board's establishment</p> <p>Mr Edge noted that the Board would play an important role once the inevitable upturn in resource activity occurs.</p> <p>Air Marshal (AM) Davies stated that Air Force's view was that the Board has served its purpose to date, and noted that a number of issues of a strategic nature previously addressed by the Board had matured and were now more for tactical consideration for Air Force or Defence. AM Davies also agreed that there is a continuing requirement for the South Australian Government to be able to engage with Defence about strategic issues.</p> <p>AM Davies finally noted that the review should consider if the role and focus of the Board each needs to be refined.</p>			

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Item	Discussion	Action Item	Owner	By Date
	<p>The Chair noted there was general consensus that the Board should continue in some form but saw the need to determine an appropriate structure and role into the future. The Chair invited submissions to support the review process.</p> <p>Members then discussed the consultation proposed for the Advisory Board review, noting it would be coordinated with the consultation for the Post Implementation Review and the Interim Review.</p> <p>Members noted that the consultation program for the Post Implementation Review and Interim Rule Review was targeted towards the resources sector. There was general agreement that existing users and the broader stakeholder population would also be invited to provide submissions should they so choose.</p>	<p>The Board noted the general consensus of members about the Board's role to date.</p> <p>The Board noted the proposed scope for consultation program and the need to consult widely with resource and other stakeholders.</p>		

5. Review of Action Items

Item	Discussion	Action Item	Owner	By Date
5.0	A review of the Action Item list was undertaken.		WPACO	2016 Rule Review
5.1	Item 5.1 The Board noted the requirement for Defence to register legislative instruments in relation to the use and/or cancellation of exclusion periods. WPACO advises stakeholders by email of any revocation or amendment to previously published exclusion periods as soon as they occur, ahead of the instruments being registered.	5.1 Action item closed.		
5.3	Item 5.3 The Board noted that WPACO has a 'virtual reference group' with whom it engages about exclusion period updates, Green Zone closures and changes to legislative or other arrangements that have the potential to affect stakeholders. The Board noted that the requirement for a formal Reference Group had changed over time and agreed to retain the existing WPACO engagement arrangements for the present time. The Board noted that the need for a formal Reference Group may be considered later, possibly to support engagement for the 2018 review of co-existence.	5.3: Action item closed.		
5.4	Item 5.4 Ms Lacar advised that changes to the South Australian Property Information Report had been made and that prospective purchasers of pastoral leases within the WPA would become aware of the possible conditions of access under the <i>Defence Act 1903</i> during due diligence.	5.4: Action item closed.		

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5.5	<p>Item 5.5 The Board noted that WPACO and Air Force are progressing the Working Level Agreements (WLA) with each of the six WPA Aboriginal groups as well as the 'Permission' under the Defence Force Regulations for all pastoral lease holders (refer also to Agenda Item 6.3).</p> <p>The Board noted that Air Force proposes a grant program to assist the participation of Aboriginal groups in the WLA process.</p> <p>Item 6.0 Mr Anderson advised that WPACO continues to work with the Department of Industry, Innovation and Science on matters associated with the <i>Space Activities Act 1998</i> and the issues arising with the Defence legislative framework. Mr Anderson re-affirmed that Defence legislation permitted the use of the WPA for the testing of war materiel only.</p>	<p>5.5: WPACO / RAAF to progress WLA and permissions.</p> <p>6.0: WPACO will continue to provide updates on this matter.</p>	<p>WPACO/ AF/WTR</p> <p>WPACO</p>	<p>End Jul 17</p> <p>30 Sep 16</p>
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6. WPACO Update

Item	Discussion	Action Item	Owner	By Date
6.1	<p>Mr Hamilton outlined the current requirements for the Post Implementation Review (PIR) into the Government's response to the Hawke Review; the 2016 Interim Rule Review, with its focus on matters that may affect long-term resources sector investment in the WPA; and the WPA Board Review already discussed.</p> <p>Mr Hamilton also stressed that any substantive matters likely to be raised during the review process would be deferred for consideration in the context of the 2018 Review into co-existence.</p> <p>Mr Anderson advised that the consultation period for the reviews would be for 30 days in accordance with Office of Best Practice requirements, and that a plan was being advanced between Industry and Defence with SA Government input.</p>	The Board noted the brief.	WPACO	30 Sep 16
6.2	<p><i>Working Level Agreements/Indigenous Heritage Management Plan</i></p> <p>Mr Anderson provided an update on the Indigenous Heritage Management Plan (IHMP). The Board noted that Defence Estate and Infrastructure Group (E&I) is working closely with WPACO, WTR and South Australian Government agencies on the IHMP. The Board also noted recent amendments under the <i>SA Aboriginal Heritage Act 1988</i> meant that IHMP consultation would be undertaken through Recognised Aboriginal Representative Bodies (RARBs).</p>			

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Item	Discussion	Action Item	Owner	By Date
6.3	<p>AM Davies noted that Defence's ongoing relationships with WPA Indigenous groups provided the 'bedrock' to the co-existence framework and upheld the ability to test within the WPA.</p> <p>Ms Freeman noted the South Australian Government's appreciation of updates on Aboriginal group engagement and asked for this to continue.</p> <p>The Board noted that priority had been given to undertaking cultural heritage surveys on Kokatha lands associated with the WPA PASTA target area and Project 3024 within the WPA Red Zone</p> <p><i>Permissions</i> Mr Guselli noted that WPACO will shortly issue a formal access 'permission' to each pastoral lease holder within the WPA. Pastoralists are existing users under the <i>Woomera Prohibited Area Rule 2014</i> and the permission will formalise their access arrangements under the <i>Defence Force Regulations 1952</i>. Pastoralists will receive a covering letter and FAQs to support the issue of the permission. The WTR District Liaison Officer will also hand deliver the permissions and answer any queries arising.</p>	Updates (as required)	WPACO	
6.4	<p><i>Industry / stakeholder engagement</i> Mr Anderson provided a summary of industry and general stakeholder engagement activities during the 2015-2016 Financial Year.</p>			

7. South Australian Government update

Item	Discussion	Action Item	Owner	By Date
7.1	<p>Mr Keough provided Defence SA's update. Mr Keough highlighted the importance of its close working relationship with Defence, and that Defence SA could help resolve operational and strategic issues as they arise.</p> <p>Mr Keough noted that Defence SA was looking to consolidate after recent staffing changes. Mr Keough discussed the South Australian Government's work to encourage a 'space-enabled economy' and noted the International Astronautical Congress will be held in Adelaide in September 2017. Defence SA will continue to be the interface between Defence and the South Australian Government.</p> <p>Mr Keough also acknowledged that work on the MOU</p>	<p>The Board noted the update provided.</p> <p>Defence SA to consider</p>	Defence SA	

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Item	Action Item	Owner	By Date
	Mr Carruthers also discussed WTR's ongoing engagement with WPA Aboriginal groups, planned visits to Maralinga and Oak Valley and its support of NAIDOC week activities in Coober Pedy. Mr Carruthers noted that the WTR Compliance Monitoring Team (CMT) recently received a NAIDOC week award for its work with Aboriginal groups.		

9. WPACO report on WPA access – permits and personnel

Item	Discussion	Action Item	Owner	By Date
9.0	<p>Mr Anderson provided the quarterly reports for January to March 2016 and April to June 2016 along with summary tables showing the change in permits and personnel since the commencement of WPA Rule 2014. The reduced activity in permit application and issue reflects the downturn in commodity prices.</p> <p>Mr Anderson noted that one applicant had been refused a Resource Exploration permit on national security grounds. That applicant has a right of review but has not made a submission at this stage.</p> <p>Mr Carruthers added a brief update on the CMT activities including the use of aerial surveys and proposed future use of UAVs.</p> <p>Ms Lacar noted BHP's appreciation to WPACO in relation to the efficient processing of a Resource Exploration permit and Approved Person applications.</p>	Following discussion the Board noted the presentation and updates.		

10. Next Meeting for 2016

Item	Discussion	Action Item	Owner	By Date
10.0	Defence SA offered to host the next meeting of the Board in September, which is proposed for mid-month and is to consider the Review of the Advisory Board.	WPACO to check diaries and confirm the date of the next Board meeting in Adelaide.	WPACO	29 July 16

11. Other Business and Meeting Close

Item	Discussion	Action Item	Owner	By Date
11.0	No other business was raised. The Chair thanked everyone for their attendance and invited Board members to provide submissions to the respective reviews. Meeting closed at 15:57.	Board members to facilitate submissions to reviews appropriate.	Board members	End August 2016

UNCLASSIFIED