



Government of **Western Australia**
Department of **Mines and Petroleum**
Mineral Titles

A Guide to the Mineral Titles Division 2016



Contents

Message from our Executive Director	1
Mineral Titles Division	2
Why do we need minerals?	6
How our mining tenement system works	8
Exploring the Mineral Titles Division	10
A closer look at our staff	12
Significant milestones	14
Application process	16

Cover: Staff from the Mineral Titles Division – August 2014

Disclaimer

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Message from our Executive Director



I take great pleasure in introducing this helpful guide about the Department of Mines and Petroleum's (DMP) Mineral Titles Division.

This is our second guide, which aims to be easy to understand not only for experienced industry professionals but also for everyday people.

It summarises our Division's key roles and the benefits we offer Western Australia. We also introduce some of our staff members.

To give you a quick idea of the scale of the Division's

responsibilities, we look after about 20,000 mineral titles that stretch across 21 per cent of our State, covering an area nearly the same size as France.

Looking at the year ahead, we will remain committed to improving our approval and compliance processes, and reducing pending tenement applications.

Initiatives including amendments to Warden's Court procedures and enhancements to our business systems have seen the backlog of mining tenement applications drop from more than 18,000 in February 2007 to 3876 at the end of 2014-15. The financial year also saw 93 per cent of mining titles granted within our target of 65 business days.

All of this work is extremely important, as our State is one of the most diverse resource regions in the world. More than 50 different mineral products are commercially produced by our minerals sector, which was worth \$75.4 billion in 2014-15. That is a legacy worth supporting and we will continue to do that.

Ivor Roberts
Department of Mines and Petroleum
Mineral Titles Executive Director

Mineral Titles Division

What do we do?

A key role of our Division is to provide efficient and timely mineral title approvals, essential for the long-term growth of this State's minerals sector and economy.

Our Division administers all mineral tenements in Western Australia and maintains title registry systems. This includes State exploration and mining tenement and online mapping system Mineral Titles Online, as well as Tengraph Online – which displays the position of mineral tenements in relation to other land information.

Other products and services provided by our Division include advice on land access matters and approval requirements, assistance with Native Title processes, and the administration of statutory requirements of tenement holders.

Employing about 150 people, our head office is located at DMP's Mineral House building in East Perth. The Division also has regional offices located in Karratha, Broome, Coolgardie, Kalgoorlie, Leonora, Marble Bar, Meekatharra, Mount Magnet, Norseman and Southern Cross.

How does our work benefit our State?

The secure and equitable mineral tenement system that our Division administers ensures the State is able to attract private investment in mineral exploration and development. In 2014-15, mineral exploration expenditure in Western Australia, much of it in regional parts of the State, sat at \$900 million, while the value of minerals produced reached \$75.4 billion.

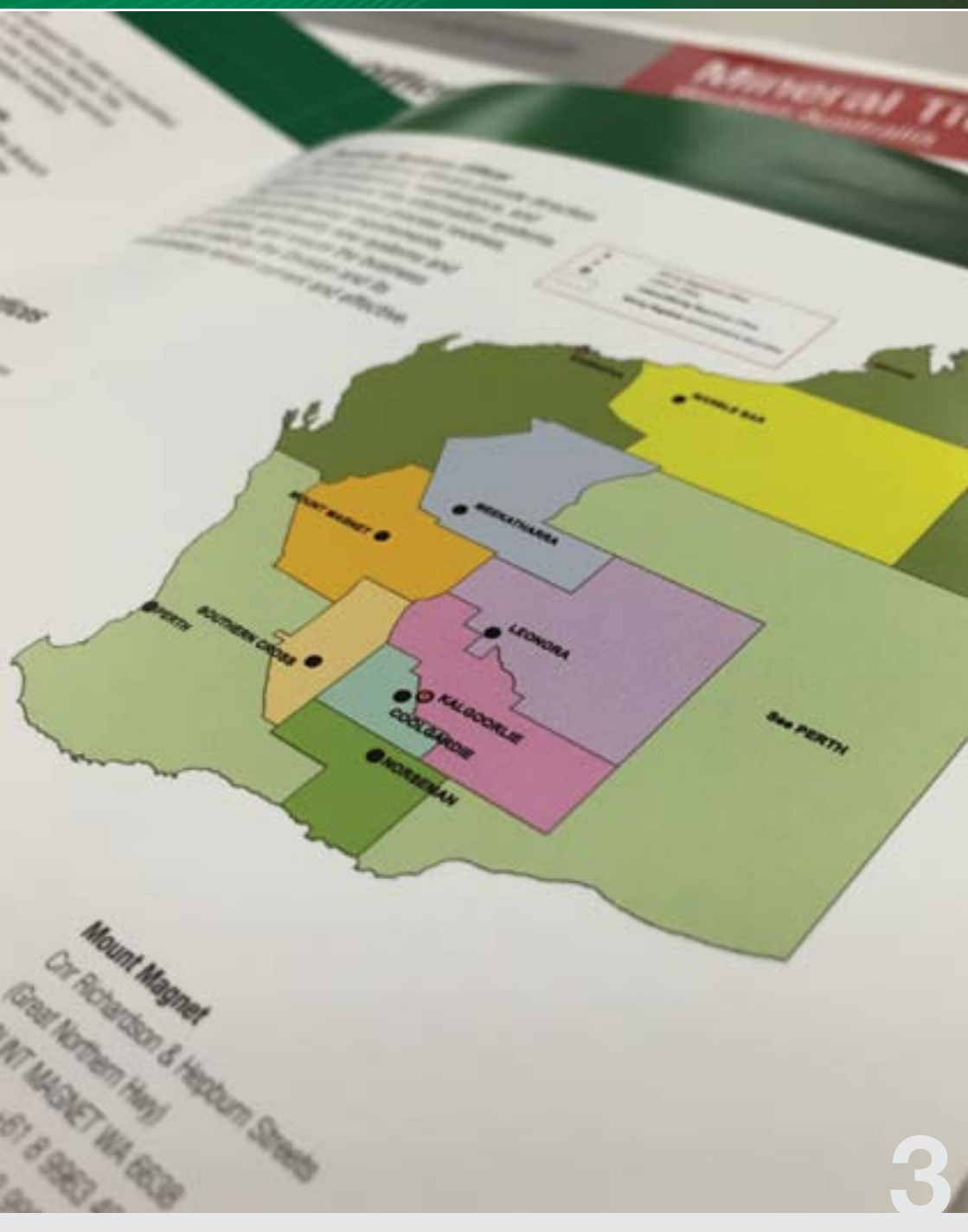
By supporting the sector, our Division ensures crucial royalties continue to be collected from mineral producers, which contribute to important State services and infrastructure such as roads, hospitals and schools. During the past decade, mineral royalties have increased from \$706 million in 2004-05 to \$5.88 billion in 2014-15.

value of
minerals produced

\$75.4
billion

in 2014-15





Mineral Titles Division

Mining workers employed



Mining royalties collected



Mineral sector value



Mining tenements granted



Miner's Rights granted



Why do we need minerals?

The State's minerals help you enjoy your everyday life in more ways than most realise. We've captured some of the major minerals produced in Western Australia below.



Iron ore

Iron ore remained the State's most valuable resource sector in 2014-15, with 71 per cent of total sales valued at \$53.8 billion. Iron is the world's most commonly used metal, and iron ore is a key ingredient of steel. Steel is used primarily for structural engineering and maritime purposes, and products include automobiles, boats and machinery. The cutlery that you eat with is made from stainless steel, which is an iron alloy.



Gold

Gold was Western Australia's second most valuable mineral sector in 2014-15, with \$9 billion in sales. The mineral's high malleability, ductility, electrical conductivity, and corrosion and chemical resistance have led to its continued use in jewellery, electrical connectors and coloured glass.



Alumina

Alumina was Western Australia's third most valuable mineral in 2014-15, increasing 20 per cent in value to reach \$5 billion. Alumina or aluminium oxide is extracted from bauxite to make aluminium metal that is widely used in the transport, packaging and electrical sectors. A single Boeing 747 contains 66,000kg of aluminium.



Heavy mineral sands

In 2014-15, the value of Western Australia's heavy mineral sands reached \$471 million. Heavy mineral sands include titanium minerals, which help produce the titanium dioxide pigment used in products such as paints, paper and plastics. They also include zircon, which is used in ceramic tiles and sanitary ware. The microwave in your kitchen includes mineral sands in its paint and glass.



Nickel

In 2014-15, nickel was Western Australia's fourth most valuable mineral sector, worth \$3.2 billion. Nickel is corrosion-resistant, which has led to its use in plating metals such as iron and brass, coating chemistry equipment, and certain alloys that retain a high silvery polish. Nickel has also been widely used in coins, though its rising price has led to some replacement with cheaper metals. Other uses for nickel include rechargeable batteries, stainless steel and even guitar strings.

How our mining tenement

Western Australia's minerals belong to the Crown and any person or company wishing to conduct exploration or mining activities needs to obtain a mineral tenement.

These can be obtained from the Division, which provides advice on land access and availability, processes mining title applications, maintains the title registry system through Mineral Titles Online and Tengraph Online, and administers statutory requirements of tenement holders.

The Division is guided by a framework which governs how mineral exploration and mining activities can occur in the State – in line with the *Mining Act 1978* and Mining Regulations 1981.

Tenements and related land are issued to individuals or companies that apply and fulfil all the conditions first, under our 'first-in-time principle'.

To ensure new and prospective areas continue to be available for exploration, the Division ensures exploration and mining tenements meet annual expenditure commitments; offer reports on land activities; and partially surrenders exploration tenements after six years.

Exploration Licences operate on a graticular boundary system and are offered in lots of consecutive blocks, each of which measures one minute in latitude by one minute in longitude or around three square kilometres.

Key differences between tenements

To get a good idea of the different conditions placed on the State's tenements – which include Prospecting Licences, Exploration Licences and Mining Leases – have a look at the table to the right.

Miner's Rights are also issued by the Division, allowing prospecting on Crown land and up to 20 kilograms of ore and samples to be taken.



Exploratory and mining tenements

	Prospecting Licences	Exploration Licences	Mining Leases
Area limit	200 hectares	Up to 70 blocks in all areas, except 200 blocks in greenfield areas	No maximum area
Life	4 years + one 4 year extension	5 years + one 5 year extension + two periods of 2 year extensions + one year extensions	21 years + option for renewal
Purpose	Designed for prospectors. Gives right to explore and apply for a Mining Lease	Gives right to explore and apply for a Mining Lease	Allows mining and minerals to be removed
Comment	Special Prospecting Licences for gold can be issued at maximum size of 10 hectares	Licence area does not need to be marked out, with 40% of land to be surrendered after 6 years	No limit on number of leases held. Must be supported by Mining Proposal, Mineralisation Report or Resource Report

Infrastructure tenements

	General Purpose Leases	Miscellaneous Licences
Area limit	10 hectares	None
Life	21 years with renewal option	21 years with renewal option
Purpose	Operating machinery and depositing or treating tailings	Roads, pipelines or water services
Comment	Applications must include development construction proposal or describe intentions	Can be applied for over and co-exist with other mining tenements

Exploring the Mineral Titles

The Mineral Titles Division is supported by a 150-strong staff base across four different Branches.

A guide to these Branches and their staff is listed below.

Tenure and Native Title Branch

Provides advice on land access and availability, and processes and determines mining title applications. Some of the Branch's key experts include:

Tenure Officers

Process mining tenement applications, prepare application recommendation notes for the Minister for Mines and Petroleum, grant tenements, and process and register tenement dealings.

Native Title Officers

Represent the State in expedited procedure matters in the National Native Title Tribunal, and advise on Native Title.

Right to Negotiate Project Officers

Process applications through the Native Title process, including negotiations between tenement applicants and Native Title parties, and attend mediation at the National Native Title Tribunal and on-country meetings.

Legislation and Compliance Branch

Administers tenement holders' statutory requirements, taking action when conditions are not met. Some of the Branch's key experts include:

Legislation and Compliance Project Officers

Provide input into progressing mining project approvals and changes to land use planning schemes and tenure.

Warden's Court Officers

Responsible for the smooth running of Mining Warden's Courts, including organising files for Court schedules and other administrative functions.

Compliance Officers

Monitor granted tenements performance and initiate forfeiture action for non-performance, including processing exemption applications, forfeiture action for non-compliance, adding environmental conditions to titles, receiving performance bonds and processing tenement surrenders.

Title Spatial Services Branch

Provides spatial administration for mining tenure, accurately positions all current and historical mining tenure in Tengraph, and provides spatial analysis, advice and products. Some of the Branch's key experts include:

Geospatial Officers

Undertake compilation and spatial integration of mining tenement data from current and historic sources into Tengraph, evaluate complex mining tenure information to resolve anomalies with the spatial integration of data.

Business Systems Branch

This Branch develops and maintains online systems that support the management of mineral titles. Some of the Branch's key experts include:

Business Systems Officers

Direct the development, maintenance and support of mineral title information systems by conducting business process reviews, researching and identifying new systems and technologies, and ensuring systems remain current and effective.

A closer look at our staff



Sharon Wilkinson

Project Officer

After joining our Division in 2007, Sharon has fulfilled various customer service, tenure and Warden's tenure roles across the State – including Perth, Marble Bar, Norseman, Coolgardie and Leonora. In her current role as Project Officer, Sharon looks after the Meekatharra mineral fields, approving mining tenement applications, registering dealings, and representing DMP in the future act right to negotiate procedures. Sharon enjoys the daily challenges of the role, and the great interaction she has with colleagues and the public. Born in Dampier, Sharon loves dogs and plays netball, and enjoys quality time with her partner on the weekends.



Amanda Kickett

Title Services Officer

Amanda grew up in Perth and joined our Division in 2012 in an administrative role through the

David Wirrpanda Foundation. In 2014, she became a Title Services Officer at the Mining Information Counter at DMP's Mineral House headquarters in East Perth. Amanda provides customer service to internal and external customers, and processes mining tenement applications. Amanda relishes the role, as she enjoys the diversity of the work and interacting with customers. She is a family-oriented person and has a two-year-old daughter.



Carolyn Martin

Senior Geospatial Officer

Joining our Division as a Senior Geospatial Officer in 2010, Carolyn has worked in similar positions across Queensland and the Northern Territory for the past decade. Born in Darwin, she now leads a team of talented geospatial officers, creating maps and answering location-based questions involving mining tenements and Native Title. Carolyn takes great pleasure in her work, as she enjoys the company of her colleagues and everyday technical challenges that are thrown her way. In 2014 Carolyn received an Education Award and grant by the Australasian Hydrographic Society.

In 2015 Carolyn was invited by the Western Australian Museum to join the *Two Lost Ships* project to document the HMAS Sydney and HSK Kormoran. On her weekends, Carolyn enjoys travelling, motorcycling and gardening.



Patrick Elliott
Acting
Warden's
Tenure Officer

Patrick is acting as a Warden's Tenure Officer at the Division, following a year as a Senior Titles Officer. The main focus of his current position is to facilitate the smooth running of the Warden's Court, where applications for mining tenements are contested. Patrick takes pleasure in dealing with the issues that can crop up on a daily basis and liaising with a large range of stakeholders from different backgrounds across the department and Court. Having lived in England for most of his life, Patrick spends his spare time with his two young boys.



Lexi Moore
Customer
Service
Officer

As a Customer Service Officer at the Division's Leonora Mining Registrar office, Lexi has fulfilled other positions such as Acting Regional Mining Registrar and Tenure Officer since 2010. Born in Kalgoorlie, Lexi is at home when dealing with one of her main responsibilities – the processing of tenement applications. Lexi has flourished in the broad role, as it allows her to work at other outstations across the State covering everything from Section 40e Permits to Prospecting Licences. Lexi spends most of her spare time with her son and likes to catch up on the latest television shows and films.

Significant milestones

During the years, the support we have offered to the management of mineral titles in the State has grown from strength to strength as the sector has further developed. See our major events below.

1892

Southern Cross Mining Registrar office opened

1896

Mining Registrar office established in Marble Bar

1897

Mining Registrar office opened in Leonora

1894

Department of Mines established, with Mining Registrar offices in Coolgardie and Kalgoorlie

1912

Mining Registrar established in



1970

Department of Mines
and Petroleum's
Mineral House
headquarters
opened in East Perth

2000

Mining Registrar office
opened in Karratha

office
Meekatharra

1988

Mineral House expanded
to accomodate more
departmental staff

Application process

Our Division allows people or companies to lodge applications for Prospecting Licences, Exploration Licenses and Mining Leases online or in person at any DMP office. Once we receive any of these applications, all details are entered into our Mineral Tenement Register and Tengraph system, before people with any interests in the land are notified. After no objections are received during our standard 35-day objection period, these applications are sent to the Warden.

To give you a better idea of what happens next for each type of application, follow the simple processes shown below.

how to obtain a Prospecting License

Mining Registrar assesses for compliance, before checking for the execution of, or offer to enter into, a Regional Standard Heritage Agreement or Alternative Heritage Agreement

Tenement referred to DMP's Native Title Unit, to go through the expedited procedure

how to obtain an Exploration License

Mining Registrar assesses for compliance to recommend application for grant and refers application to Tenure Office

Tenure Officer checks for the execution of, or offer to enter into, a Regional Standard Heritage Agreement or Alternative Heritage Agreement

how to obtain a Mining Lease

Mining Registrar assesses for compliance to recommend application for grant and refers application to Tenure Office

Tenure Officer refers to DMP's Resources Safety, Geological Survey and/or Environment Divisions for comment and recommendation

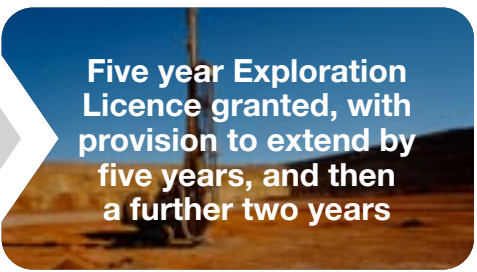
Successful applicants are bound by ongoing reporting provisions and payment of rent. Should an applicant not meet one of these requirements, they may be liable to forfeiture.

Tenement referred back to Mining Registrar to determine whether requirements are met



Four-year Prospecting Licence granted, with provision to extend for further four years

Application referred to Native Title Unit to go through the expedited procedure before referring back to the Tenure Officer for determination



Five year Exploration Licence granted, with provision to extend by five years, and then a further two years

If recommended, application referred to Right to Negotiate Project Officer to assess Native Title issues

Application referred back to Tenure Officer for determination



Mining Lease granted

Regional Offices

Broome

+61 4 28 714 402

Marble Bar

+61 8 9176 1625

Coolgardie

+61 8 9026 7930

Meekatharra

+61 8 9981 1008

Kalgoorlie

+61 8 9021 9499

Mount Magnet

+61 8 9963 4040

Karratha

+61 8 9186 8888

Norseman

+61 8 9039 0642

Leonora

+61 8 9037 6106

Southern Cross

+61 8 9049 1107

Government of Western Australia
Department of Mines and Petroleum
Mineral House, 100 Plain Street
East Perth, Western Australia 6004

Tel: +61 8 9222 3333

Fax: +61 8 9222 3862

Email: dmp@dmp.wa.gov.au

www.dmp.wa.gov.au/MineralTitles

