

DAS Helptext for Pre-Phase II Proposal Submissions

This document contains the helptext for proposals submitted **prior to the launch of DAS Phase II on 30 June 2025**. It is intended for proponents in the following situations:

- Existing draft proposals lodged before the implementation of DAS Phase II
- Proposals submitted prior to DAS Phase II that require amendment or renewal

Note:

If your proposal has already been submitted and is currently under one of the following statuses—**With Assessor**, **With Referral**, **With Assessor – Requirements**, or **With Approver**—it will continue to follow the previous process.

Region

Select one DBCA Region only.

If your proposal spans more than one region, then discuss with DBCA whether to prepare one proposal per region or nominate one region to oversee the approval on behalf of all regions.

If a proposal covers multiple regions/districts and/or is highly complex or likely to cause significant environmental damage then the proposal will be referred to the Deputy Director General (DDG) (or Conservation and Parks Commission (CPC) or Executive Director (ED) of appropriate division), to delegate responsibility appropriately.

Internal GIS data sources (DBCA proponents ONLY)

- Search 'region' in DBCA GIS Corporate Data Menu
- [Regional office map and office details](#)

External GIS data sources (non-DBCA proponents ONLY)

- Search 'DBCA Region' in - <https://data.wa.gov.au/slip>
- [Regional office map and office details](#)

District

Refers to DBCA districts. At this stage you can only select one district. If proposal covers more than one district, leave the district text box blank.

Internal GIS data sources (DBCA proponents ONLY)

- Search 'district' in DBCA GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- Search 'DBCA District' in - <https://data.wa.gov.au/slip>
 - [DBCA District Boundaries](#)

Activity type , Sub Activity 1, Sub Activity 2

Scope: this matrix applies to department-managed lands where departmental or third party activities may directly impact/disturb values (outside of an existing licensing system).

Activity type	Descriptions / inclusions	Sub-activity level 1	Sub-activity level 2
*Public utilities	Establishing new public utilities (on ground works only).	Establishment	
	Maintaining existing utilities.	Maintenance	Within existing corridor Outside of existing corridor
Native forest harvesting	Includes activities to prepare for (landings, track establishment, demarcation) undertake timber harvesting activities including post-harvest silvicultural treatments.	All	
Log salvage	Includes log salvage from clearing activities including mines, BRM, utilities, roads and tracks, recreation sites and fencelines. Also includes trees felled for safety and/or burn security in fire management activities.	After planned event (e.g. fenceline clearing)	
		After unplanned event (e.g. bushfire)	
Plantation management	Includes activities to prepare for (landings, track establishment, demarcation) timber harvesting activities, harvesting and regeneration.	Harvesting	
		New or re-establishment	
Recreation sites and trails	Includes development, upgrade, reconstruction, maintenance and enhancement of recreation sites, car parks and recreational trails. If the proposal involves work on a *building or structure e.g. toilet, shelter, camp kitchen, refer to DBCA Building Act Compliance Guidelines 2012.	Rehabilitation to native forest	
		Establishment	
		Maintenance - major	
		Maintenance - minor	

OFFICIAL

		Establishment
Roads and tracks	Includes construction (excluding BRM), upgrades, and maintenance of permanent or temporary roads or tracks.	Maintenance - major Maintenance - minor
Basic raw material	Includes all operations to locate, mine, supply, maintain and rehabilitate basic raw material.	Establishment Continued use
Fire management	Includes burn prescriptions, silvicultural burning, tree felling for burn security (pre-ignition) and construction of new waterpoints. Includes ground disturbance activities including scrubrolling, fuel modification, access construction and maintenance. Emergency access, bushfire suppression, secondary fireline construction, tree felling for safety (post-ignition), new water point construction. Tree felling for burn security (post-ignition).	Prevention and preparedness Response (and recovery)
Pest management	Includes control of weeds and pest animals including native pest species. Includes third parties undertaking pest management activities on CALM Act land. Does not include Wildlife Licensing matters off CALM Act land.	Non-commercial Commercial
Research site	Includes site selection and all activities associated with research infrastructure.	
Marine	Includes marine-based tourism operations, infrastructure, facilities, and scientific research.	Marine based tourism operations Research Marine infrastructure (e.g. moorings)
Defence and emergency training		
Water management	Includes construction of, drainage channels and/or drainage from, or to, department-	Installation Maintenance

managed land and installation of monitoring or extraction bores.

Fenceline construction / clearing Includes site selection, clearing and maintenance

Apiary sites Includes site selection, clearing and maintenance

Other Revegetation or restoration works

***Utilities** are power, water, communications, sewage.

* Please refer to [Building Act Compliance Guidelines \(DBCA, 2019\)](#) (internal only). A **structure** is defined under the *Building Act 2011*. Structures includes; toilets, shelters, camp kitchens, jetties, and antennas, fences, retaining walls if they are attached to a building.

Category

1. Discretion should be used for sensitive or potentially contentious activities which should be escalated for advice/approval as required.
2. "Specially protected areas for conservation" include: declared rare (threatened) flora site; specially protected fauna; threatened ecological communities
3. "Specially protected areas for heritage" include: registered Aboriginal sites; national heritage sites; State register of heritage places; places on municipal inventories

1.0 Proposal title

Apply your organisations standard naming conventions for naming documents.

For example: FPC harvesting operations use a forest block (abbreviation code), compartment number and year (2 digits). For activities conducted in reserves identify gazetted name and reserve number.

1.1 Proposal purpose and description

Provide a clear description of the purpose (objective/s) and need for this proposal. Include a brief overview of proposed works, highlighting any potential areas of concern.

For timber harvesting the default response is 'Harvesting timber in accordance with Government legislation and policy'.

1.2 In which Local Government Authority (LGA) is this proposal located?

List any other information which may assist in locating the activity, such as nearest road or intersection, locality etc.

1.3 Describe where this proposal is located

List any other information which may assist in locating the activity, such as nearest road or intersection, locality etc.

1.4 What are the dominant vegetation types and species?

Identify the dominant vegetation type and species.

Internal GIS data sources (DBCA proponents ONLY)

GIS Corporate Data Menu:

- Search 'Vegetation' on DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- Search ' in <https://data.wa.gov.au/slip>
- [Natural Resource Information \(WA\)](#)

References (protocols and webpages, where available)

- A good overview of vegetation types and species is provided in the Regional profiles of Biodiversity Audit II [DBCA WA Biodiversity Assets](#).

1.5 What is the planned start date for this proposal?

The date the proposal is scheduled to be started, the date of the earliest start date of all sub-activities associated with this proposal.

Dates are important for considering seasonal restrictions and for planning purposes, such as scheduling Departmental supervision/monitoring requirements.

1.6 What is the planned completion date for this proposal (if known)?

The date when all sub-activities associated with the proposal are scheduled to be completed, the date all sub-activities have been completed according to Management response and/or actions to remove or minimise impacts and approval conditions. May also be known as the expiry date.

1.7 Are these planned dates?

If dates are fixed and/or combined, are there any implications to consider if the proposal is delayed? This provides a better understanding of any date restrictions/limitations.

1.8 Enter the duration, timing and frequency of the proposed activity (and sub-activities, if applicable)? List Sub-Activities, Duration (days/months/years), Timing (when, approx. dates/season) and Frequency

What is the expected duration and timing of proposed activity/ies?

List information for each activity separately. For example, if rehabilitating a degraded area, the key steps may involve;

Activity Type - Rehabilitation		
Sub-Activities	Duration (days/months/years)	Timing (when, approx. dates, season) And Frequency
Weed spraying	1 day	Per quarter (commence 2 years prior to planting season)
Ground preparation (e.g. ripping)	3 days	One block prior to opening rains of wet season
Planting/fertilising	3 days	One block following opening rains (July/August)

Duration - indicate the total span of working time for a specified activity. This is generally the amount of working time between the start and finish of the activity. Specify the most appropriate unit of measurement i.e. days, months, years.

Timing - indicate when (date, season) the activity/sub-activities are likely to occur.

Frequency - indicate how often the activity is going to happen, e.g. activity will be performed 1 week every 3 months.

It's important to know the duration and timing/frequency of activity/ies to provide an indication of effort, timing and resources involved.

If the duration more or less corresponds to the difference between the start and completion dates, or if there is uncertainty this box can be left intact.

1.9 What is the maximum area directly affected by this proposal (hectares or linear distance (specify distance)?

The proposal needs to quantify the extent of all associated activities to provide for a detailed assessment.

Determine the maximum area affected by the proposal. Hectares or linear distance (specify unit of measurement) or both hectares and linear distance.

Consider all activities associated for the life of the proposal.

1.10 Attach a map (and shapefiles) identifying the maximum area directly affected by this proposal.

The location and extent of each component that makes up the proposal should be mapped at a scale that enables it to be adequately assessed.

Attach digital georeferenced maps of site and maximum area affected.

Show all relevant information clearly (legible), include;

- map date
- created by who
- scale
- datum/projection

1.11 Who will be responsible for implementation of this proposal? (Provide name, position title, contact details as email and phone/mobile. You may specify different contacts for different phases)

List the officer responsible for supervising on-ground implementation of the proposal [supervisors name, position title and contact details (email, mobile/phone)]. You may specify different contacts for different phases.

If an on-ground supervisor is yet to be determined list the officer responsible for assigning the supervisor.

If different officers are responsible for supervising different parts of a proposal, list the officers for the different phases. For example; a) Pre-Operational Planning b) Rooding c) Harvesting d) Silviculture.

1.12 Will the proposal require monitoring to inform management actions?

Provide details and a summary of the monitoring program/s associated with this proposal. Attach monitoring plan/s if available.

Each monitoring program should include;

- objective/s
- method/s
- responsibilities; who will conduct monitoring
- timing; how often and when (dates)
- reporting requirements; who and how will data be analysed, who will analysis/reports be provided to, to inform/adapt Management response and/or actions to remove or minimise impacts?
- storage requirements; where will data be stored for easy retrieval

For example, monitoring may be required to ensure the proposal does not adversely impact threatened species. If monitoring indicates adverse impacts activities may require suspension.

References (protocols and webpages, where available)

- [DBCA Threatened and priority flora resources](#)

1.13 Were alternative, activities, strategies and/or locations, considered which may achieve the purpose of the proposal whilst reducing effects on identified values?

It's important to be constantly challenging the design or development of a proposal by considering alternatives that could provide better overall outcomes for the Department.

If yes, briefly outline the other options considered and provide a short justification as to why they were not preferred or outline how the proposal was adjusted to reduce impacts.

If no, comment on why other options were not considered.

For timber harvesting, no alternative options are considered necessary as the coupe area has been defined by the 3 year and annual harvest plans, as required under the Forest Management Plan (FMP).

1.14 Attach relevant proposal design/details

Development of new sites and facilities may include;

- site design drawings/details/photographs
- visitor information and interpretation materials
- disability access and inclusion plans

If the proposal involves work on a building or structure e.g. toilet, shelter, camp kitchen, please refer to [Building Act Compliance Guidelines \(DBCA, 2019\)](#). This document assists DBCA staff to comply with the Building Act which binds the Crown. It sets out the regulatory framework, the process to obtain a building permit and the various certificates that are required. There is a flowchart to help users.

Key contacts

- PVS Coordinators

References (protocols and webpages, where available)

- [Building Act Compliance Guidelines \(DBCA, 2019\)](#)
- [Disability Discrimination Act 1992](#) - access for more
- [Public Health Act 2016 \(WA\)](#) - waste treatment (and possibly sale of food/beverages)
- [Occupiers' Liability Act 1985](#) - visitor risk management

2.0.1 Specify

For the 'Other' category specify details.

2.0 What is the land tenure or classification?

Management response and/or actions to remove or minimise impacts

Select all relevant tenure within the proposal area. It is important to know the tenure because it determines which legislation applies to the land.

National Parks and Conservation Parks

- Reserved under the *Land Administration Act 1997* for the purpose of a "national park".
- Vested in Conservation and Parks Commission (CPC, the Commission) under the *Conservation and Land Management Act 1984* (CALM Act).
- National Parks have outstanding natural values which are managed for public use and enjoyment. They also have national significance for scenic, cultural or biological values, and can accommodate recreation that maintain these values.
- Conservation parks have mostly regional or local, rather than national significance.
- Both are managed for sustainable tourism and recreation, to conserve plants and animals and to preserve features of archaeological, historical or scientific interest.
- National parks can be jointly placed under the "care, control and management" of the CPC and Aboriginal Body Corporate that holds native title rights and interests over the area. Refer s8AA of the CALM Act.

Nature reserves and Marine Nature Reserve

- Created under CALM Act and are vested in the CPC.
- Nature reserves have high conservation values as they represent natural ecosystems and provide habitat for particular species of plants and animals.
- Nature reserves are terrestrial areas set aside for the conservation of native plants and animals.
- These reserves are managed to protect and restore natural environments, and to promote the study and appreciation of nature.
- Recreational activities that are compatible with this purpose are permitted.
- Marine Nature Reserves have almost identical management aims to terrestrial nature reserves. The CALM Act excludes aquaculture, fishing, pearling and petroleum exploration or production. Seismic surveys, however, may be permitted subject to an Environmental Impact Assessment by the Department of Water and Environmental Regulation (DWER). Recreational activities and tourism that have minimal impact are permitted provided that nothing is collected or taken.

State Forest and Timber Reserves

- Created under CALM Act and are vested in the CPC.
- State forest is managed for purposes that include recreation, nature conservation, water catchment protection and the sustainable harvest of native and exotic timber species. It also provides for commercial activities such as beekeeping and the sustainable harvesting of native plants.
- Timber reserves created under the CALM Act are managed similarly to State forest. Some timber reserves outside the main forest areas are progressively being evaluated for possible reservation into State forest or conservation reserves.
- The harvesting of timber is regulated under the *Forest Products Act 2000* by the Forest Products Commission (FPC).

Other CALM Act Reserves e.g. 5(1) (g) or 5(1) (h)

- Reserves defined in section 5(1)(g) were created under the *Land Act 1933* and those defined in section 5(1)(h) are created under the *Land Administration Act 1997*.
- These are reserves vested in 5 (1)(g) or placed under the care, control and management of the Commission or the Conservation and Land Management Executive Body (CALM Executive Body) 5(1)(h).
- The reserves are managed for a variety of purposes including conservation, recreation, tourism, infrastructure, traditional Aboriginal uses, education and scientific research.
- Parks and Wildlife's offices and depots are now vested through s5(1)(h) of the CALM Act.
- Previously these reserves were described as miscellaneous reserves in the department's annual report.

Regional Parks

- Lands recognised through a statutory land planning scheme.
- Areas recognised as having regionally significant value for conservation, recreation and community use.
- There are 11 regional parks in and around metropolitan Perth that protect a range of natural areas, including foreshores, ocean beaches, wetlands and the Darling Scarp.
- Regional parks can comprise lands with a variety of tenures. These may include government land vested in Commonwealth or State bodies, local government authorities and private freehold lands where the agreement of the landowner is obtained.
- Regional parks may also include unmanaged reserves or unallocated Crown land. Regional parks provide an opportunity for coordinated land use planning and management. Parks and Wildlife works closely with local government, private landholders and community groups to manage these areas.
- Each regional park has a community advisory committee made up of people from local communities, who advocate for the park's management on behalf of various stakeholders, including conservationists, scientists, friends groups and recreational users.

Marine Park

- Created under CALM Act and are vested in the CPC.
- Marine parks are created to protect natural and cultural values, while permitting compatible recreation and commercial activities.
- To manage activities within a marine park, areas may be classified into four different areas: sanctuary, recreation, special purpose or general use.
 - **Sanctuary areas**
 - Are ‘look but don’t take’ areas, providing high level protection for natural and cultural values.
 - Sanctuary areas allow recreation and tourism activities that do not compromise conservation values.
 - Commercial and recreational fishing, pearling, aquaculture and petroleum production are not permitted.
 - **Recreation areas**
 - Provide for conservation and recreation, including recreational fishing where this is compatible with the primary purpose of the recreation area.
 - Commercial fishing, pearling, aquaculture and petroleum production are not permitted.
 - **Special purpose areas**
 - Managed for a particular use or issue, such as the protection of habitat or nursery grounds, or cultural heritage values.
 - Commercial and recreational activities may be allowed if it they are compatible with the primary purpose of the area.
 - **General use areas**
 - Are those areas not included in any of the other three zones.
 - General use areas are managed to conserve natural values while allowing other uses such commercial and recreational fishing, aquaculture and pearling and sustainable tourism and nature-based recreation.

Marine Management Area

- Created under CALM Act and are vested in the CPC.
- Marine Management Areas are created to maintain areas of high conservation values while allowing commercial and recreational activities.
- These areas are created under section 62 of the CALM Act for a particular management purpose.

- Examples include the Muiron Islands Marine Management Area and Barrow Island Marine Management Area.

Non-CALM Act Crown Reserve (inc. UCL/UMR)

- Unallocated Crown Land (UCL) or unmanaged reserves (UMR), administered by the Department of Planning, Lands and Heritage (DPLH)
- UCL/UMR make up 38% of WA
- A memorandum of understanding between Parks and Wildlife and DPLH relates to such lands outside town sites and the Perth Metropolitan region, where Parks and Wildlife is responsible for fire management preparedness, and control of weeds and pest animals.
- The coordination and control of bushfires on these lands, however, remains the responsibility of the Department of Fire and Emergency Services (DFES) and local government authorities.

CALM Executive Body freehold and Crown owned freehold

- **CALM Executive Body freehold** (e.g. South West plantation lands) and **Crown owned freehold** lands are owned by Western Australian Planning Commission (WAPL) and managed by Parks and Wildlife Service
- Parks and Wildlife holds or manages freehold land for two main purposes - conservation or commercial softwood plantations.
- Some WAPL owned freehold land within the Perth metropolitan area is managed by Parks and Wildlife for conservation purposes awaiting the lands reservation as conservation reserves.
- Freehold land in the South West is held the name of the Conservation and Land Management Executive Body or the Chief Executive Officer and is used for commercial softwood plantations.
- Other freehold land has been purchased with environmental offset funds and awaits reservation as conservation reserves.
- Historically Parks and Wildlife has acquired some pastoral leases and continues to manage these lands under an interim management arrangement prior to their intended reservation as conservation reserves.

FPC managed plantation (profit a prendre)

- A profit à prendre is a right to take a natural resource or produce of the land, for example, the right to plant a forest on someone else's land, with the profits from the timber being shared between the profit à prendre holder and the land owner.

Other

- **Swan Canning Riverpark**
 - In 2015, the role and functions of the Swan River Trust were merged with the Parks and Wildlife Service.

- Day-to-day management of the Swan Canning Riverpark is now a function of Parks and Wildlife which, working with other divisions and government agencies, ensures a focus on the highest priorities in river science, protection, conservation and management.

#Legislated Lands and Waters (Managed Lands) – land that is either vested or managed by DBCA under a legislated ACT. (includes lands that have come across as part of the recent merger and that we now have a management responsibility for).

#Lands and Waters – Department Interest (Interest Tenure) - shows lands which DBCA have a management interest in; such as ex-pastoral lease being held as UCL, freehold land purchased, and any other lands that we have been recognised as manager for but not vested under any Act administered by DBCA.

The proponent can obtain a Property Interest Report from Landgate to confirm tenure and any interests affecting the proposal area.

If DBCA has an interest in the area, then the Land Services Coordinator or Coordinator Land Planning Program are listed contacts for further information. If the land is Crown land obtain a Reserve Enquiry Details report from the Land Services Unit.

References (protocols and webpages, where available)

- DBCA Policy Statement 18 ‘Parks, Tourism and Visitor Services’ June 2017
- DBCA Corporate Guideline 18 ‘Tenure Boundaries’ June 2015
- [DPLH Crown Land Reserves](#)
- Department of Planning, Lands and Heritage can provide tenure information through the Land Enquiry Form
- Proponents can purchase land title documents and a Property Interest Report from Landgate

Internal GIS data sources (DBCA proponents ONLY)

GIS Corporate Data Menu:

- Search ‘Tenure’ on DBCAs GIS Corporate Data Menu (Managed Lands and Interest Tenure)
- Search ‘Forest Management Plan’ on DBCAs GIS Corporate Data Menu
- Search ‘River Park (Rivers and Estuaries)’ on DBCAs GIS Corporate Data Menu
- Search ‘Regional Parks’ on DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- Search ‘Legislated Lands and Waters’, ‘Lands and Waters – Department Interest’ ‘Forest Management Plan’, ‘River Park (Rivers and Estuaries)’, ‘Regional Parks’, ‘Leases’ in <https://data.wa.gov.au/slip>

Key contacts

- Land Services Unit or GIS can confirm land tenure and classification, if required

- For marine reserves contact the Manager of the Planning Branch
- For terrestrial reserves contact the Land Services Coordinator

2.1 Is the proposal compatible with the purpose of the land tenure?

If yes, justify how the proposal and purpose of the land are compatible.

If no, justify the reason for the proposal and specify management actions or consider deferring proposal until the appropriate change to the tenure can be made.

Management response and/or actions to remove or minimise impacts

Provide a short justification of how the proposal is consistent with the purpose or proposed purpose of the land/waters as outlined below. Or defer the proposal until the appropriate change to the tenure or classification can be made.

DBCAs management activities on CALM Act lands are derived from management plans prepared by the CPC through the Department, or are conducted as necessary or compatible operations as defined under the Act.

#Necessary operations - means those that are necessary for:

- protection or preservation of persons, property, land, waters, flora or fauna
- protection or conservation of the value of the land or waters to the culture and heritage of Aboriginal persons
- the preparation of a management plan. [Section 33A (1) - CALM Act 1984].

#Compatible operations - are necessary operations:

- approved by the Minister as being compatible with the purposes for which the area is managed
- before a proposed operation is approved by the Minister there is a requirement to notify the public of the operation and
- includes the opportunity for written submissions. [Section 33A (2) CALM Act 1984].

If the activity is commercial, a commercial operations licence is required [[Commercial operations licensing](#)]. A commercial operation is defined as the selling of any product or service by any person, partnership, company or other organisation for the purpose of sale for profit or any other purpose that is directed to financial gain. This includes the supply of transport, information, instruction or supervision.

Land purposes; (abbreviated from CALM Act):

(a) **State forests or timber reserves**, to achieve the purpose, or combination of purposes, provided for in the proposed management plan, for example as outlined in the Forest Management Plan (2014-2023).

(b) in the case of **State forest or timber reserves planted with exotic species**, to achieve the optimum yield in production consistent with the satisfaction of long term social and economic needs;

(c) in the case of **national parks and conservation parks**, to fulfil so much of the demand for recreation by members of the public as is consistent with the proper conservation of the natural environment, the protection of flora and fauna and the preservation of any feature of archaeological, historic or scientific interest;

(d) in the case of **nature reserves** to conserve the natural environment, and to protect, care for, and promote the study of, flora and fauna, and to preserve any feature of archaeological, historic or scientific interest;

(da) in the case of **marine nature reserves, marine parks and marine management areas** reserved under Section 13:

- **marine nature reserves** - to conserve the natural environment, and to protect, care for, and promote the study of, flora and fauna, and to preserve any feature of archaeological, historic or scientific interest. Aquaculture, commercial fishing, recreational fishing and pearling activity shall not be carried out in a marine nature reserve except under certain licences (see Section 13A, CALM Act).
- **marine parks** – for allowing only that level of recreational and commercial activity which is consistent with the proper conservation of the natural environment, the protection of flora and fauna and the preservation of any feature of archaeological, historic or scientific interest (see Section 13B, CALM Act).
- **marine management area** - for managing and protecting the marine environment so that it may be used for conservation, recreational, scientific and commercial purposes (see Section 13C, CALM Act).

(e) in the case of **other land referred to in section 5(1)(g) or (h)**, to achieve the purpose for which the land was vested in, or for which the care, control and management of the land were placed with, the Commission, whether solely or jointly.

#CALM Act Section 5(1)(g) – land vested under the Land Act 1933.

#CALM Act Section 5(1)(h) – land vested under the Land Administration Act 1997.

References (protocols and webpages, where available)

- Conservation and Land Management Act (1984) [CALM Act 1984 \(WA\)](#)
- Landgate Property Interest Reports [Property-interest-reports](#)
- Internal - [Lands and waters managed by Parks and Wildlife_2018](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'tenure' on DBCAs GIS Corporate Data Menu (Managed Lands and Interest Tenure)
- Search 'riverpark' on DBCAs GIS Corporate Data Menu
- Search 'Regional Parks' on DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- Search 'DBCA Legislated Lands and Waters and Lands and Waters – Department Interest', 'River Park (Rivers and Estuaries)', 'Regional Parks' in <https://data.wa.gov.au/slip>

Key contacts

- DBCA Regional or District Manager
- DBCA Land Services Coordinator, Land Services Unit.

2.2 Is any part of the area subject to a planned tenure change (i.e. excision, exchanges or changes to the purpose or class of Crown Reserves)?

Management response and/or actions to remove or minimise impacts

If the proposal is for a proposed CALM Act tenure change, outline the legislative and approval requirements.

Tenure changes may involve **excision**, **exchange** or **changes to the purpose or class** of Crown Reserves.

Ensure the current and proposed tenure are compatible with the purpose.

Where possible, the Department will manage areas vested in the Conservation and Parks Commission (CPC) consistent with their intended future purpose and relevant Department policies, until they have been formally reclassified.

Is the proposal for a public work (water, power or sewer) or is to for a commercial development? If tenure change is with an external agency or private landholder, provide a copy of the written authority for this proposal to proceed.

Note - the references and GIS data sources listed below provide an indication of potential changes, however the true source is the Land Services Unit or the relevant DBCA Regional Manager.

If land is to be **excised** from a CALM Act reserve or the tenure of the CALM Act reserve is to be amended, contact the Land Services Coordinator or Senior Planning Officer (Native Title and Aboriginal matters) for advice.

If any part of the proposal is subject to a land **exchange**, only the Minister for Lands has the power to sell Crown land. Exchanges of land between agencies is completed by the Land Services Unit with approval, as required, from the Regional Manager, Director General, Conservation and Parks Commission and Minister for Environment.

References (protocols and webpages, where available)

- Department of Planning, Lands and Heritage can provide tenure information through the Land Enquiry Form - [Crown-land-enquiry-form](#)
- Proponents can purchase land title documents and a Property Interest Report from Landgate - [Property-interest-reports](#)
- Premier's Circular on Land Asset Sales Program (2015/06) - look up Premiers Circulars WA

- Forest Management Plan (2014-2023), Conservation and Parks Commission (CPC) of Western Australia, Appendix 1 (Reserve Proposals) [Forest Management Plan 2014-2023](#)
- Reserve Management Plans - <https://www.dpaw.wa.gov.au/parks/management-plans>
- DBCA Policy Statement 18 'Recreation, tourism and visitor services' June 2017
- DBCA Policy Statement 36 'Conservation Reserve System Policy Statement' June 2017
- DBCA Corporate Guideline 18 'Tenure Boundaries' June 2015

Internal GIS data sources (DBCA proponents ONLY)

- Search 'Tenure' on DBCAs GIS Corporate Data Menu (Managed Lands and Interest Tenure)
- Search 'River Park (Rivers and Estuaries)' on DBCAs GIS Corporate Data Menu
- Search 'Regional Parks' on DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- Search 'DBCA Legislated Lands and Waters and Lands and Waters – Department Interest', 'River Park (Rivers and Estuaries)', 'Regional Parks' in <https://data.wa.gov.au/slip>

Key contacts

- DBCA Regional Manager
- DBCA Land Services Coordinator, Land Services Unit 9219 8771.

2.3 Is any part of the area subject to a current or proposed lease or licence?

Management response and/or actions to remove or minimise impacts

Confirm if the proposal area is subject to a lease or licence (under the CALM Act) by checking GIS data, or contacting DBCAs Coordinator, Tourism and Concessions or the Property Unit.

Note there are three ways that leases can be granted on DBCA managed land, through the:

- CALM Act by the DBCA Parks and Visitor Services (PVS) Division\Tourism and Concessions Branch (Commercial Business Unit & Property Unit)
- CALM Act by the Regional and Fire Management Services\Regional Parks Unit
- Swan and Canning Rivers Management Act by the Rivers and Estuaries Division.

Is the proposal and existing lease or licence compatible?

Does the proposal require a separate entry/access to the area proposed for development? If so, how is this entry/access to be provided?

References (protocols and webpages, where available)

- [DBCA Commercial Operations Licensing](#)

- The Department of Planning, Lands and Heritage can provide tenure information through the Land Enquiry Form - [Crown-land-enquiry-form](#)
- Proponents can purchase land title documents and a Property Interest Report from Landgate - [Property-interest-reports](#)
- DBCAs Policy Statement 18 'Recreation, Tourism and Visitor services' June 2017
- DBCAs Policy Statement 41 'Beekeeping on Crown land'
- Swan and Canning Rivers Development Control Area
- DBCAs Corporate Guideline 32 'Recreation, Tourism and Visitor Services' June 2017
- DBCAs Corporate Guideline 23 'Semi-Permanent Sites on CALM Act Caravan Parks and Camping Ground Leases'

Internal GIS data sources (DBCA proponents ONLY)

- Search 'Leases –DPaW' on DBCAs GIS Corporate Data Menu
- Search 'Swan River Leases – Rivers and Estuaries' on DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- Search 'lease' in - <https://data.wa.gov.au/slip>

Key contacts

For further information, please contact one of the licensing officers in the Tourism and Concessions Branch, Parks and Visitor Services Division, on (08) 9219 9978 or licensing@dbca.wa.gov.au

- DBCA Coordinator, Tourism and Concessions (CALM Act leases and licences)
- DBCA Manager Regional Parks Unit
- DBCA Manager Strategic Programs (Rivers and Estuaries Division)

2.4 Is the proposal area covered by an exploration or tenement for mining operations?

Management response and/or actions to remove or minimise impacts

Identify whether any part of the area is likely to be impacted by mineral exploration or mining in the next 5 – 25 years. If yes, provide details of planned operations (company or tenement holder, map of affected areas, and where appropriate provide dates of when it is planned to be operated/mined) and specify any special management actions.

For harvesting, adjust silvicultural objectives and treatments accordingly (FEM Web Interim Guidelines for Silviculture).

Ensure tenement agreements do not affect BRM access.

References (protocols and webpages, where available)

- Forest Management Plan (2014-2023)

- Department of Mines, Industry Regulation and Safety

Internal GIS data sources (DBCA proponents ONLY)

- Search 'Mining' on DBCAs GIS Corporate Data Menu
 - Note: the tenement layer is refreshed regularly but may not be enough
 - In which case type in 'tene' in the data menu search tool and you'll also see a SLIP web service for the same layer which is updated by DMP
- Search 'Tenure' on DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- Search 'mining' in <https://data.wa.gov.au/slip>

Key contacts

- DBCA Mining Liaison officers
- DBCA Environmental Management staff
- DBCA Regional or District Manager
- DBCA Regional/District Sustainable Forest Management (SFM) officers

2.5 Is any part of the area adjacent to a formal conservation reserve or private property with a conservation covenant?

Management response and/or actions to remove or minimise impacts

Provide details (property location/owner, covenant holder, reserve information) and outline how the boundary will be demarcated to the appropriate level of accuracy. Specify management actions to protect the values of the reserve or conservation covenant.

DBCA Nature Conservation Covenant is a voluntary, legally binding document that has provisions restricting activities that might threaten the land's conservation values. Every conservation covenant is individually negotiated between the Department and the landowner and aims to maintain the conservation values of the bushland whilst allowing for flexibility to reflect the landowner's wishes for the land.

National Trust of Australia (WA's) Conservation Covenant is a permanent, legal agreement placed on a landholder's title, usually as part of a land subdivision process, to ensure protection of native remnant bushland vegetation. Such conservation covenants are entered into between the National Trust and private landholders in accordance with Section 21A of the National Trust of Australia (WA) Act 1964.

DAFWA Conservation Covenant is a voluntary agreement between a landowner and the Commissioner of Soil and Land Conservation (Commissioner) that aims to ensure that an area of land (or part of it) is conserved in its natural state for the future. Covenants may be registered as a memorial on the Certificate of Title for the land and may bind any future owners of the land. The Soil and Land Conservation Act provides for 2 types of covenants:

1. Conservation Covenant which is irrevocable. The term of these covenants is usually specified for perpetuity or a period of time.
2. Agreement to Reserve (ATR) which is not expressed as irrevocable. These covenants may be in perpetuity or for a specified time and may be varied or discharged by the Commissioner.

References (protocols and webpages, where available)

- For information on DBCA Nature Conservation Covenant Program go to - [DBCA nature-conservation-covenant-program](#)
- National Trust WA Conservation Covenants
- For information on DAFWA covenants to protect native vegetation go to - [Covenants-protect-native-vegetation](#)
- Partnerships in Nature Conservation 'A guide for landowners wishing to protect nature conservation values' - [Partnerships_in_nature_conservation_2010](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'covenant' in DBCA GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- For DAFWA Conservation Covenants WA search 'covenant' in <https://data.wa.gov.au/slip>

Key contacts

- Species and Communities Branch/Land for Wildlife Coordinator
- DBCA Regional/District Nature Conservation of

3.0 Does the proposal have a level of pre-approval?

Management response and/or actions to remove or minimise impacts

This explicitly refers to Government endorsement of the proposal, usually including recognition that some planning requirements have been met. Provide details of pre-approval and any specific management actions. The District or Regional Manager should be asked if the proposal has a level of pre-approval.

Types of pre-approval, include for example;

- Announced/unannounced Government commitment
 - Department of Premier and Cabinet website
- Cabinet Decisions
 - Obtain a copy of the cabinet decision
 - Provide date & title of the cabinet decision
- Director General correspondence

- Attach correspondence
- Minister for Environment Statement approving a development proposal
 - Provide details of the statutory assessment process
 - Stakeholder consultation
 - Conditions of approval
- Forest Management Plan (FMP 2014-2023)
 - Minister released the FMP in December 2013
 - FMP covers lands vested in the Conservation and Parks Commission within the State south-west
 - Focused on managing state forest and timber reserves
- Other (specify)
 - Obtain a copy of relevant correspondence to support the proposal

References (protocols and webpages, where available)

- Agreements between Government ministers and the Department, Department of the Premier and Cabinet website
- Ministerial media statements
- Director 's Office request and assignment of proposal
- Ministerial Liaison Unit or Director General's Office request

Key contacts

- DBCA District or Regional Manager
- DBCA Director or Director General's Office Policy Statement or Project Officer
- DBCA Manager Environmental Management

3.1.1 Select the applicable approval(s)

- Environmental Protection and Biodiversity Conservation (EPBC) Act (e.g. affects area of national significance)
- State Act Agreements (i.e. mining, e.g. Collie, Alcoa, Barrow Island)
- State planning policies and schemes (e.g. (e.g. Metropolitan Region Scheme, Peel Region Scheme)
- Environmental Protection Act (e.g. significant impact or strategic proposals)
- Swan Canning Development Control Area (e.g. proposal falls within or adjacent to this control area) Other (e.g. MOU)

3.1 Is this proposal subject to approvals under other State or Commonwealth processes (i.e. other than DBCA processes)?

State or Commonwealth processes (i.e. other than DBCA processes)

- ☐ **Environmental Protection and Biodiversity Conservation (EPBC) Act (e.g. area of national significance)**
- ☐ **State Act Agreements (i.e. mining, e.g. Collie, Alcoa, Barrow Island)**
- ☐ **State planning policies and schemes (e.g. Metropolitan, Peel and Greater Bunbury Schemes)**
- ☐ **Environmental Protection Act (e.g. significant environmental impact or strategic proposals)**
- ☐ **Swan and Canning Rivers Development Control Areas (e.g. proposal falls within this control area)**
- ☐ **Other (e.g. MOU, specify)**

Management response and/or actions to remove or minimise impacts

If certain environmental thresholds are likely to be exceeded, then the proposal may need to be referred/approved via other legislative processes.

Environmental Protection and Biodiversity Conservation (EPBC) Act

Is it likely the proposal will affect a matter of national environmental significance, for example, disturb a;

- place of national or world heritage (e.g. Shark Bay World Heritage area)
- wetland of international importance (e.g. Toolibin Lake, Lake Warden System)
- nationally threatened species or ecological community (e.g. Western Ringtail Possum)
- migratory species (e.g. Common Noddy, Curlew Sandpiper)

or have a significant impact on a

- water resource

and the proposal is located **outside** the RFA area?

The proposal may need to go to the Conservation and Parks Commission for advice and EPBC processes may need to be followed (i.e. require referral to the Australian Government Minister for the Environment). Seek DBCA Regional Manager advice on whether EPBC processes may need to be followed.

Note- Areas on the Swan Coastal Plain in Swan and South West regions and on the south coast in Warren Region area affected by this.

State Act Agreement

If the proposal is affected by a State Act Agreement then ensure the requirements and conditions imposed on the proposal align with the relevant agreement.

A State Act Agreement is a legal contract between the WA government and the proponent of a major project within WA. The terms and conditions contained within the State Agreement are ratified by an Act of parliament. The State Act Agreement details the rights, obligations, terms and conditions set on the project. A List of WA's State Agreements can be found at [List-of-state-agreements](#), some examples include Collie Coal, Barrow Island, Iron Ore agreements and Alcoa mining and alumina refineries.

Where applicable, also refer to Working Arrangements.

Working Arrangements provide further information on the requirements for each signatory e.g. DBCA and Alcoa and provide guidelines for managing operations.

State Planning Policies and Schemes (e.g. Perth and Peel Green Growth Plan)

State planning policies provide the highest level of planning policy control and guidance in WA. Prepared under Part 3 of the *Planning and Development Act 2005*. Policies cover a range of topics including for example, Coastal Planning (State Planning Policy 2.6), Basic Raw Materials (BRM, SPP 2.4), Bushland policy for the Perth Metropolitan Region (SPP 2.8) etc. SPP principles often guide decision making.

The Western Australian Planning Commission prepare region schemes for the effective planning and coordination of land use and development. The schemes are approved by Parliament. There are three region schemes in operation in WA - the Metropolitan Region Scheme, Peel Region Scheme and the Greater Bunbury Region Scheme.

Environmental Protection Act WA

Developing advice to include here

Swan Canning Development Control Area (DCA)

The DCA includes the waters of the Swan and Canning rivers and adjoining parks and recreation reserves. It extends upstream from the Fremantle Traffic Bridge to Moondyne Brook on the Avon River, to the Lower Diversion Dam on the Helena River, along Southern River to the Allen Road crossing and along the Canning River to its confluence with Stinton Creek. Proponents can use this webpage to determine if they are in the [Development Control Area](#).

If the proposal falls within the DCA

(i) Development Applications

The process for development applications in and around the rivers depends on the location of the proposed development with respect to the [Development Control Area](#). Guidance on [making a development application](#) is available, including the information that needs to be part of the application.

(ii) Permit Applications

Not all works, acts and activities in and around the Swan Canning Riverpark are considered development. These activities are addressed through an efficient permit process. Guidance on

a [making a permit application](#) is available, including the information that needs to be part of the application. Activities that may require a permit only include:

- signage, repairs and maintenance, emergency works, erosion control, temporary structures, works by a leaseholder, works by Schedule 5 authorities, fire hazard reduction, aircraft activity, maintenance dredging, scientific studies, commercial acts and activities, bank disturbance, river bed disturbance, taking worms or other invertebrates, removing or trimming trees or other vegetation, launching vessels outside a permitted launching place, organised events

(iii) Commercial Activities

Approval is required for commercial activities proposed in the River Reserve, such as a commercial charter vessel or ferry operation, and other activities for financial gain or reward. The Department is currently reviewing the process for application and approval of commercial activities. If you wish to apply for or renew an approval, please contact the Rivers and Estuaries Branch on details below.

If required, please [email the Rivers and Estuaries Branch Statutory Assessments Unit](#) or call 9219 9000 for further clarification on the correct approvals process for your application.

References (protocols and webpages, where available)

- Matters of National Significance - [EPBC Act 1999_Matters of National Environmental Significance Guidelines](#)
- Department of Planning, Lands and Heritage Website (State Planning Framework, and [WA State Planning Policies](#))
- Department of Jobs, Tourism, Innovation and Science website – State Act Agreements [What-is-a-state-agreement](#)
- Wetland of international importance summary can be found at [Wetlands-of-national-and-international-importance](#)
- [EPA Legislation](#)
- <http://www.epa.wa.gov.au/step-step-through-proposal-assessment-process>
- DBCAs website – Land Use Planning and Swan Canning River Park sub-menus
- Swan Canning Development Control Areas [Swan-canning-development-control-areas](#)
- [DBCA Corporate policies](#)
- [EPA/DWER Environmentally Sensitive Areas](#)
- [ESA fact sheet](#)
- The completion criteria for Alcoa's mining areas are available on the Department of State Development's website at: [Alcoa's Bauxite Mining Rehabilitation Program](#)
- <http://www.agriculture.gov.au/forestry/policies/rfa/regions/wa>
- [WA Regional Forest Agreement \(RFA\) Report](#)
- <http://www.environment.gov.au/epbc>

- [EPA assessment and approval process](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'Region Schemes – Metro, Peel, Bunbury' on DBCAs GIS Corporate Data Menu
- Search 'Local Planning Scheme' on DBCAs GIS Corporate Data Menu
- Search 'Forest Management Plan' on DBCAs GIS Corporate Data Menu
- For RFA boundary search 'regional' in DBCA GIS corporate data

External GIS data sources (non-DBCA proponents)

- Search 'scheme' - <https://data.wa.gov.au/slip>
- Search 'Forest Management Plan' - <https://data.wa.gov.au/slip>
- Search 'Environmentally Sensitive Areas' - <https://data.wa.gov.au/slip>
- Search 'Regional' - <https://data.wa.gov.au/slip>
- [WA Regional Forest Agreement](#)

Key Contacts

- DBCA Regional/District manager
- DBCA Regional/District Sustainable Forest Management (SFM) officers
- Conservation and Park Commission
- Coordinator Land Planning Program
- Land Services Coordinator
- Manager Environmental Management
- Manager Strategic Programs (Rivers and Estuaries Division)
- Manager Statutory Assessments (Rivers and Estuaries Division)
- Manager Regional Parks Unit

3.2 Is this proposal covered by an approved DBCA management plan?

Management response and/or actions to remove or minimise impacts

DBCA management plans, include, for example;

- Reserve/Area management plans or interim management plans
- Forest Management Plan
- Flora/fauna management/recovery plans or interim recovery plans
- Regional Nature Conservation Plan
- Recreational Master Plan

Provide reference details of the relevant management plan and ensure management actions throughout this proposal are consistent with the requirements of the plan.

If no, management plan use the provisions within this document to; obtain necessary operations approval or adapt formal instruments to assist with seeking approval.

Development of new sites and facilities will be communicated and directed through the preparation of **Recreation Master Plans** that provide a framework for development and site development plans that document in detail the level of development and change. The site design process will incorporate visitor information and interpretation to ensure the integration of visitor services and facilities e.g. mountain bike master plans.

References (protocols and webpages, where available)

- DBCAs approved park/area management plans [DBCA Management Plans](#)
- DBCA Website plants and animals Recovery plans and interim recovery plans search [DBCA Species and communities recovery](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'tenure' on DBCAs GIS Corporate Data Menu
 - Managed Tenure
 - Interest Tenure
- Search 'Forest Management Plan' on DBCAs GIS Corporate Data Menu
- Search 'Rivers and Estuaries' on DBCAs GIS Corporate Data Menu
- Search 'Regional Parks' on DBCAs GIS Corporate Data Menu
- Search 'Management Plan Coverage' on DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- Search 'DBCA legislated lands and waters' and 'Department interest' in <https://data.wa.gov.au/>

Key contacts

- DBCA Regional/District, Sustainable Forest Management (SFM) officers
- DBCA Regional Parks and Visitor Services (PVS) Leader
- DBCA Manager Planning Branch or Species and Communities Branch (Science and Conservation)
- DBCA Senior Planning Officer (Terrestrial)
- DBCA Planning Officer (Regional Parks)
- DBCA Senior Planning Officer (Native Title and Aboriginal matters)
- DBCA Land Services Coordinator (Crown land legislation and tenure matters)

3.3 Is the proposal area or activity subject to a, formal or informal, joint management agreement or vesting?

Management response and/or actions to remove or minimise impacts

These management documents provide overarching guidance and they relate to several DAS questions therefore if an item is checked ensure the information is consistent with the relevant questions e.g. stakeholder consultation or aboriginal heritage surveys. There is no need to duplicate information.

Make a list of the people and organisations based on your desktop assessment that need to be consulted for further information or to obtain necessary approvals.

Check with the regional/district manager if Conservation and Parks Commission or external stakeholders need to be consulted.

The Conservation and Parks Commission will need to be consulted if the proposal has a measurable effect on the conservation values of a reserve, alters the land tenure, grants an interest in the land to somebody, or concerns development of the land. If the Conservation and Parks Commission are to be consulted seek regional/district manager advice on who to contact for assistance and putting together a submission, if needed.

Conduct consultation to obtain the necessary information or approvals required and attach to this proposal.

Provide details of joint organisation/individual (name of group/s or person/s, e.g. Aboriginal Joint Management Bodies (JMBs), attach relevant documentation and justify compliance with the joint vesting/management/agreements. For example, specify how and when these groups/people are to be consulted and what information is to be provided/gained and detail any special management actions.

Jointly Vested

- S8AA of the CALM Act with Aboriginal entities
 - e.g. Kurriji pa Yajula Nature Reserve/Dragon Tree Soak Nature Reserves
- 5(1)(h) of the CALM Act with another entity
 - e.g. conservation reserves in the Ord Final Agreement Area

Jointly Managed

- S8A of the CALM Act (DBCA joint management over non-CALM Act land)
 - land is owned or vested in a different body, such as an Aboriginal body corporate, but the provisions of the CALM Act are applied to that land, e.g. Murujuga National Park
- S8C of the CALM Act
 - DBCA joint management over Unallocated Crown Land (UCL)
- S8E of the CALM Act
 - land designated as a Regional Park

- S56A of the CALM Act
 - DBCA joint management over CALM Act land
- S34B of the CALM Act Timber share-farming agreement

Formal Agreements

#Note - GSHA/ILUA and NSHAs provide overall guidance on Aboriginal engagement and heritage surveys requirements.

- Government Standard Heritage Agreement (GSHA)
 - The GSHA is the default template heritage agreement guiding ground-disturbing activities proposed by the State.
- Indigenous Land Use Agreements [ILUAs](#) - An ILUA is a voluntary agreement between a native title group and others about the use of land and waters.
 1. Ballardong People Indigenous Land Use Agreement
 2. Gnaala Karla Boodja Indigenous Land Use Agreement
 3. South West Boojarah Indigenous Land Use Agreement
 4. Wagyl Kaip and Southern Noongar Indigenous Land Use Agreement
 5. Whadjuk People Indigenous Land Use Agreement
 6. Yued Indigenous Land Use Agreement
- [Noongar Standard Heritage Agreement - South West Native Title Settlement](#) - ensures compliance with legislation when a planned activity may adversely impact an Aboriginal site.
- Memoranda of Understanding
 - e.g. MOU Pine Plantation Management Gngangara Mound
- Lease Agreement
 - e.g. accommodation in D'Entrecasteaux National Park
- Other
 - e.g. written agreements with neighbours

Informal Arrangements

- Friends of groups
 - e.g. Friends of Brixton Street Wetlands
- Joint research projects
 - e.g. with Natural Resource Management groups or research institutions/groups
- Other (specify)

References (protocols and webpages, where available)

OFFICIAL

- Refer to DBCAs approved management plans for information and guidance on joint vesting/management - [DBCA Management Plans](#)
- Refer to DBCAs Aboriginal Heritage Unit Webpage for an overview of Aboriginal involvement - [DBCA Aboriginal Involvement](#)
- [DBCA Joint Management](#)
- To find out further information about Native Title and Agreements go to;
 - [Native Title](#)
 - [Register of Indigenous Land Use Agreements \(ILUAs\)](#)
- Department of Aboriginal Affairs
- Search the internet with 'name of proposal/area' to find affiliated groups e.g. Friends of Brixton Street Wetlands
 - Note - information about informal arrangements may be difficult to ascertain so also check with the local DBCA district office

Internal GIS data sources (DBCA proponents ONLY)

- Search 'sensitive sites' folder in DBCAs GIS Corporate Data Menu
- Search 'management plan' in DBCAs GIS Corporate Data Menu
- Search 'ILUA' in DBCAs GIS Corporate Data Menu
- Search 'regional parks' in DBCAs GIS Corporate Data Menu
- [To be used with caution and preferably under advice from Key Contact] \\Sensitive Sites\Native Title – Determined Areas

External GIS data sources (non-DBCA proponents)

- For a list of registered indigenous corporations go to - Australian Government, Office of the Register of Indigenous Corporations <http://www.oric.gov.au/>
- Search <https://data.wa.gov.au/slip> using keywords, such as 'native title' for state government information on joint vesting/management
- For information concerning Aboriginal Heritage in WA go to - [Aboriginal sites or heritage places \(AHIS\)](#) to search for specific registered sites

Key contacts

- DBCA Regional/District Managers
- DBCA Aboriginal Heritage Unit (AHU)
- Native Title Negotiator
- DBCA Senior Planning Officer (Native Title and Aboriginal matters)
- DBCA Land Services Coordinator (Joint management agreements and tenure matters)

3.4 Does the proposal have the potential to affect adjacent property, or the land use activities of neighbours, or does neighbouring land use have the potential to affect the proposal?

Management response and/or actions to remove or minimise impacts

Provide details of possible impact/s and management actions to alleviate.

Notify adjacent landholders, including any government departments (e.g. Water Corporate), if applicable and include communications in question 3.5.

References (protocols and webpages, where available)

- DBCAs Policy Statement No. 65 'Good Neighbour', July 2007

Internal GIS data sources (DBCA proponents ONLY)

- Search 'tenure' on DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- Search 'DBCA Legislated Lands and Water' and 'DBCA Interest Lands and Waters'
- <https://data.wa.gov.au/slip>

Key contacts

- DBCA regional/district staff

3.5 Have or will interested stakeholders be notified, advised or consulted regarding the proposal?

Management response and/or actions to remove or minimise impacts

Interested stakeholders may include, other government agencies, adjacent landholders, local advisory groups or community groups etc.

Provide contact details: name, date, notification and advice/consultation/any issues or agreements.

References (protocols and webpages, where available)

- DBCA Policy Statement No. 65 'Good Neighbour' August 2007
- DBCA Corporate Guideline No. 32 'Recreation, Tourism and Visitor Services' June 2017

Internal GIS data sources (DBCA proponents ONLY)

- Search 'natural' in DBCAs GIS Corporate Data Menu for Natural Resource Management (NRM) groups

Key contacts

- DBCA Regional/district staff
- Local Shire for list of interest groups

- Natural Resource Management Group (e.g. NACC) for list of key stakeholders
- <http://www.nrm.wa.gov.au/>

3.6 Is a Regulation 4 Authority, licence or permit required to conduct activities associated with this proposal?

Management response and/or actions to remove or minimise impacts

Ensure appropriate authorities and licences have been obtained and are attached to the proposal. Include authorisation/license details, including number/s and expiry date/s and specify management actions.

Permission is required to conduct any commercial activity on lands and water managed by the DBCA. The processes for application and approval are dependent on the nature of the activity. For information on commercial activities see [Conducting commercial activities](#).

Note – DRA permits and the authorities and licences to take flora and fauna for non-commercial purposes from Crown land are covered under other questions in DAS.

Lawful authority is required to conduct activities which contravene or are not authorised under;

- Terms or conditions set out in contracts, permits, leases, licences, notices or other authority under the CALM Act 1984 or Regulations 2002
- Biodiversity Conservation Act 2016
- Forest Products Act 2000
- Biosecurity and Agricultural Management Act 2007
- Fish Resources Management Act 1994
- Terms and conditions of an authority under another written law

Regulation 4 Authority - written permission issued under CALM Regulation 4 (1) to grant lawful authority to a person/s to undertake certain activities that would otherwise be considered unlawful under the aforementioned Acts and Regulations.

Regulation 4 Authorities are issued for the following (but are not limited to);

- recreational activities and events (abseiling, races, car rallies, caving, cross country, orienteering, equestrian, sandboarding)
- setting-up/installing semi-permanent or permanent structures (e.g. fences, ramps, marques, signs, survey equipment)
- remove/damage/disturb any naturally occurring feature, including soil/stone/gravel/rocks/water (e.g. diverting drainage, fossicking, extraction)
- works associated with Wildlife Licences (e.g. for taking of flora or fauna)
- possession or use of firearms, spears, restricted devices
- bringing and allowing an animal on CALM lands
- accessing areas via locked gates

- bike-riding or driving off designated tracks or using off road vehicles
- launching and landing aircraft
- excavation for operational purposes and storing building materials
- camping in non-designated areas
- anchoring vessels

If the proposal requires the use of **firearms**, for example for pest animal management, Departmental authority to possess or use the firearm is required in conjunction with a Police Firearms Permit and a Field Shoot Plan (RFMS308).

On 1 January 2019, the [Biodiversity Conservation Act 2016](#) and [Biodiversity Conservation Regulations 2018](#) replaced the *Wildlife Conservation Act 1950* and the *Sandalwood Act 1929* and their associated regulations. The new licensing regime specifies licences for taking, disturbing, supplying, possessing, processing, dealing, importing and exporting activities in relation to flora and fauna. Transitional arrangements ensure that any current Wildlife Conservation Act or Regulations licences continue to be valid until they expire. When an existing licence expires, an application for renewal is required. A new application can be made online at the DBCA website [Licences and Authorities](#) or by contacting DBCA on wildlifelicensing@dbca.wa.gov.au.

References (protocols and webpages, where available)

- [DBCA Licences and authorities](#)

Key contacts

- wildlifelicensing@dbca.wa.gov.au.
- DBCA Regional/District manager or Sustainable Forest Management (SFM) officers
- DBCAs Wildlife Licensing Coordinator
- DBCA Wildlife officer
- DBCA Corporate Firearms Officer

4.0 Has a desktop check or field investigation indicated that the proposal area may contain, adjoin or impact on any floristic and/or wetland values?

Select all the applicable values:

- ☐ *Threatened Flora (Declared Rare Flora -DRF)*
- ☐ *Threatened Ecological Communities (TEC) and Priority Ecological Communities (PEC)*
- ☐ *Priority flora*
- ☐ *Endemic and Disjunct flora*
- ☐ *High floristic diversity (e.g. Whicher Scarp)*

Important wetlands;

- ☐ *Directory of Important Wetlands (DIWA)*
- ☐ *RAMSAR or wetland of national significance (within 200m of activity)*
- ☐ *Conservation Category Wetland (CCW)*
- ☐ *Other high value wetlands (e.g. claypans, bentonite lakes)*

Other floristic values or high value vegetation sites;

- ☐ *Environmentally Significant/Sensitive Areas*
- ☐ *Rehabilitation/Regeneration/Restoration areas*
- ☐ *Arboretums*
- ☐ *Unusual vegetation*

Management response and/or actions to remove or minimise impacts

1. Provide details on floristic/wetland values, identify where they occur, and comment on the degree to which these values are to be disturbed. List specific management actions for each.
 - DBCA provides a database search service to assist proponents in ascertaining if threatened or priority flora, fauna or ecological communities may be present at a particular location. See [DBCA_Threatened species and communities database searches](#)
2. Obtain advice from Regional/District Leader of Nature Conservation on whether a field survey and/or demarcation is required.
 - A desktop review is essential but not all activities require detailed survey information.
 - If a survey is required, identify survey specifications (e.g. survey method, seasonal requirements for species identification, data outputs, data repository, etc.).
 - If demarcation is required, ensure it's completed prior to activities commencing.
3. Provide a Flora Management Plan as an attachment where appropriate.
4. Ensure appropriate licence and authority has been obtained and is attached (include licence number/s and expiry date/s). Note activities with the potential, whether directly or indirectly, of taking Threatened Flora must complete an application for determination as to whether an Authorisation is required and the application must be submitted at least 6 weeks prior to the proposed "taking" of the species.
5. Advice must be documented and attached to this proposal

Additional specific management response and/or actions to remove or minimise impacts apply for;

- **Threatened Flora (DRF) or TEC/PEC** exclude from all activities or seek authority to take or modify. (Note- the approval for an Authority To Take (ATT) is valid for 12 months.

Proponents may seek a short extension, however longer extensions need to be reassessed/approved).

- Note: Banksia woodlands of the Swan Coastal Plain are now federally listed as a Threatened Ecological Community (TEC).
 - Proposals with the potential to significantly impact (e.g. significant changes in fire regime) on areas of Banksia woodlands on the Swan Coastal Plain need to be surveyed to identify if the area meets key diagnostic characteristics, conditions and size thresholds to trigger EPBC referral requirements (reference; *EPBC Conservation Advice, Banksia Woodlands A restoration guide for the Swan Coastal Plain*).
- See [Threatened Ecological Communities \(TEC\)](#) for more information on TEC/PECs and applying for authorisation to modify an occurrence of a TEC (Authorisation 45).
- **Priority Flora** should be managed similar to DRF
 - If permanent site disturbance will occur, e.g. firebreak construction, the site should be surveyed and priority flora avoided.
 - Where the destruction of Priority Flora cannot be avoided, an assessment of the impact should be reviewed by the District or Regional Manager and a decision on the activity either made, or referred to Species and Communities Branch (SCB), depending on the likely impact on the conservation of the species (as per notes here); and
 - Where the site will not be permanently disturbed, an assessment should be made of the likely impact of the activity on Priority Flora known to occur in the area, or likely to occur based on a habitat assessment. District or Regional Managers should determine the approval necessary to undertake the activity, and whether a survey is required for Priority Flora, based on the likelihood of susceptible species being present.
 - **Priority 1 and 2** flora should be referred to SCB for approval to take as these taxa are known from only a few populations and hence impacts to populations may affect the overall conservation status of the species. The rationale for referring P2 species to SCB is that their status as P2 (rather than P1) is on the basis that they do occur on DBCA-managed conservation areas, and hence there is an onus on DBCA to ensure their conservation in these areas.
 - **Priority 3** flora are known from several locations, and the species doesn't appear to be under imminent threat, or from a few but widespread locations. Therefore the perceived level of threat is less than P1 and P2's.
 - **Priority 4** flora are those which are considered rare and not currently threatened but require monitoring to ensure their conservation status does not change in the future.
 - The taking of **P3** and **P4** flora should be approved by the District or Regional manager (or delegated level – eg Regional Leader Nature

Conservation or Regional Ecologist). This is so that there is someone other than the proponent undertaking the operation reviewing the proposal to ensure environmental accountability – but there is no requirement to obtain endorsement from SCB. Any impacts to P3 and P4 taxa should, however, be sent to SCB for information only, to ensure that the Branch is aware of any cumulative impacts when assessing other activities.

- **As most priority flora are poorly known taxa, the precautionary principle should be practiced** to ensure those which potentially could meet threatened status are not impacted or impacts are minimised. Therefore DBCAs approval structure is also encouraged with private proponents where their project is not going through a formal assessment process such as an exemption under the EP Act and Regulations. The justification being that if they refer to DBCA we can provide advice to minimise environmental impacts that might otherwise require referral to the EPA or other assessment under the EP Act.
- To assist DBCA staff undertake an assessment and provide appropriate advice proponents are requested to complete an impact table (covering dot points listed here) . Note additional information regarding regional populations is requested where impacts at the population/local level are significant.
 - Species
 - Conservation code
 - Location details of population/community which will be impacted
 - Number of plants and parts of plants likely to be taken
 - Approx total number of mature plants in population
 - Approx other populations in 10km of activities, if known
 - Comments - list any exclusions or avoidance measures to lessen the impact or nature of impact (e.g. pruning only)
- **Endemic flora managed as Priority 4 taxon, disjunct managed equivalent to Priority 3 taxon.** Obtain advice from Regional/District Nature Conservation Leader/Ecologist/Senior Botanist on activities that may impact
- Important wetlands. Any action that has, will have or is likely to have, an impact on Ramsar wetlands (outside the RFA area) may be required to follow EPBC processes.

Updated threatened and priority flora planning data will be available in DBCAs Corporate GIS Data. [Florabase—the Western Australian Flora](#) has the current conservation codes for flora. Any queries regarding the listing of threatened and priority flora can be directed to TSSC@dbca.wa.gov.au. Specific threatened and priority flora can be provided via a request to flora.data@dbca.wa.gov.au.

Native flora (including flowers, seeds, whole plants, timber and firewood) is protected in Western Australia. For information about the licences required to take, supply, process and deal

in native flora, see the [Fact Sheet - Flora and Native Timber](#) 324.78 KB.

EPA/DWER Environmentally Sensitive Areas (ESAs) are declared by the Minister for the Environment under section 51B of the *Environmental Protection Act 1986* (EP Act).

- DWER ESAs are only relevant when;
 - DBCA or FPC **is not** the proponent, and
 - The proposal involves clearing within an ESA (which includes thinning under the Native Vegetation Clearing Regulations), and
 - The activity **is not** listed as exempt under Schedule 6 of the EP Act [EPA Act 1986 Schedule 6](#)
- A clearing permit **is not** required for works carried out by the DBCA in accordance with its functions on CALM managed lands.
- A clearing permit is required for non-DBCA proponents unless there is an exemption or DWER determined it was not required during the clearing referral process. See further information here; [Native vegetation clearing permits | Western Australian Government](#)
- **A clearing permit from DWER is required if the proposal involves clearing in an ESA that is not exempt under Schedule 6 of EP Act.**
- FPC and DBCA do not need a clearing permit for harvest coupes or roads that contain a DWER ESA. This is because under sections 7 and 8 of Schedule 6 (Clearing for which a clearing permit is not required) of the *Environmental Protection Act 1986*, FPC is exempt from requiring a permit:

7. Clearing under the *Forest Products Act 2000*, of vegetation maintained, or established and maintained, under section 10(1)(g) of that Act.

8. Clearing under a production contract or road contract entered into and having effect under the *Forest Products Act 2000*.

- For FPC operations these values are protected through the various other rulesets that apply to FPC operations through the broader FMP and RFA processes, and the harvest base maps prepared for each coupe by FMB therefore do not include the DWER ESA categories, and where there is overlap (e.g. FMP informal reserve and DWER ESA wetland) it is the FMP informal reserve boundary that applies.
- Under section 51B of the EP Act the Minister for Environment may declare by notice either a specified area of the State or a class of areas of the State to be an ESA.
- The **following areas are declared to be ESAs**:
 - a declared World Heritage property as defined in section 13 of the Environment Protection and Biodiversity Conservation Act 1999 of the Commonwealth;

- an area that is included on the Register of the National Estate (retired), because of its natural heritage value, under the Australian Heritage Council Act 2003 of the Commonwealth;
 - a defined wetland and the area within 50 metres of the wetland. Defined wetlands include Ramsar wetlands, conservation category wetlands and nationally important wetlands;
 - the area covered by vegetation within 50 metres of rare flora, to the extent to which the vegetation is continuous with the vegetation in which the rare flora is located;
 - the area covered by a threatened ecological community;
 - a Bush Forever site listed in “Bush Forever” Volumes 1 and 2 (2000), published by the Western Australia Planning Commission, except to the extent to which the site is approved to be developed by the Western Australia Planning Commission.
 - the areas covered by the Environmental Protection (Gnangara Mound Crown Land) Policy 1992;
 - the areas covered by the Environmental Protection (Western Swamp Tortoise Habitat) Policy 2002;
 - the areas covered by the lakes to which the Environmental Protection (Swan Coastal Plain Lakes) Policy 1992 applies; and
 - protected wetlands as defined in the Environmental Protection (South West Agricultural Zone Wetlands) Policy 1998.
- **Note - Western Power (WP) also identifies Environmentally Sensitive Areas (ESAs) to ensure certain areas are given special consideration by their employees/contractors.**
 - DBCA/WP current protocol (2018) requires WP contractors notify DBCA in advance of anticipated works in an WP ESA.
 - WP ESAs are maintained by WP in consultation with DBCA in WPs GIS database.
 - WP ESAs include areas containing; rare fauna habitat, DRF, priority flora, TECs, declared (noxious) weeds, conservation covenants, areas identified as having multiple chemical sensitivities
 - Disease Risk (Quarantine) Areas and Organic farms are also mentioned.

References (protocols and webpages, where available)

- DBCA provides a database search service to assist proponents in ascertaining if threatened or priority flora, fauna or ecological communities may be present at a particular location. See [DBCA Threatened species and communities database searches](#)
- Overview of DBCA Plant information & management
- <https://www.dbca.wa.gov.au/wildlife-and-ecosystems/plants>

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- DBCAs Corporate Policy Statement 35 'Conserving Threatened Species and Ecological Communities' October 2015
- Threatened and Priority Flora species lists go to – [DBCA Threatened Plants](#)
- Conservation status of WA's flora - [Florabase—the Western Australian Flora](#)
- [Conservation Codes for WA Flora and Fauna](#)
- [Science Project Management System \(SPMS\)](#) (internal only) - a corporately managed information system providing consistency in the recording and management of data relating to marine and terrestrial sites used for survey, monitoring and experimental studies throughout Western Australia. Contains the Data Catalogue and Scientific Site Register.
- Flora licenses and authorities - [Licences and Authorities](#)
- [DBCA Statewide Vegetation Statistics - 2018 Statewide Vegetation Statistics](#)
- Annual CAR Statistics Reports; Statewide Vegetation Statistics, South West Vegetation Complex Statistics and DBCA Terrestrial Lands Report (internal) DBCA Data Catalogue.
- For information on conserving and managing wetlands - [DBCA managing wetlands](#)
- [DBCA wetlands conservation research](#)
- Bush Forever sites - whole of government policy for the conservation of regionally significant bushland on the Swan Coastal Plain. For more information on Bush Forever sites head to - [Bush forever policy](#)
- For an overview of species and ecosystems in each biogeographical sub-region in WA go to the WA Biodiversity Audit II - [WA Biodiversity Audit II](#)
- WA's Environmental Protection Agency (EPA) land management guidance - <http://www.epa.wa.gov.au/policies-guidance/land>
- [DWER Clearing Permits](#)
- [Environmentally Sensitive Areas \(ESAs\)](#)
- [DWER A guide to the exemptions and regulations for clearing native vegetation \(2019\)](#)
- Federal Government's Environmental Protection and Biodiversity Conservation (EPBC) Act – nationally significant listed species see - <http://www.environment.gov.au/epbc/publications>
- [EPBC Referral Guidelines](#)
- Federal Government species profile and threats database - [Species Profile and Threats Database](#)

Internal GIS data sources (DBCA proponents ONLY)

- Using 'key words' use the search function in the DBCAs GIS Corporate Data Menu for each value e.g. 'environment' 'heritage' 'threatened' 'wetland'

- Biodiversity Information Office (BIO) is responsible for making Western Australian biodiversity data more discoverable, accessible, and useable. BIO developed the [Dandjoo biodiversity data platform](#) to mobilise data from all environment-related sectors, including government, industry, research, and the community.
- For information on WAs flora, descriptions, maps, images, conservation status and nomenclatural details go to [Florabase—the Western Australian Flora](#)
- [Australian Wetlands Database](#)
- Federal Government species profile and threats database - [Species Profile and Threats Database](#)

External GIS data sources (non-DBCA proponents)

- Precise locations of threatened and priority species not available to external persons. Required to submit a request to DBCAs Species and Communities Branch on fee for service basis.
- Search ‘flora’, ‘vegetation’, ‘wetlands’ - <https://data.wa.gov.au/slip>
- For information on WAs flora, descriptions, maps, images, conservation status and nomenclatural details go to [Florabase—the Western Australian Flora](#)
- Biodiversity Information Office (BIO) is responsible for making Western Australian biodiversity data more discoverable, accessible, and useable. BIO developed the [Dandjoo biodiversity data platform](#) to mobilise data from all environment-related sectors, including government, industry, research, and the community.
- [WA Biodiversity Audit II](#)
- [Australian Wetlands Database](#)
- Atlas of Living Australia - <http://spatial.ala.org.au>

Key contacts

- DBCA Regional/District Nature Conservation officers
- DBCA Regional Ecologist or Principal Botanist as required, or if unsure (esp. as spatial data may not be up-to-date with latest survey data)
- DBCA Species and Communities Branch
- Any queries regarding the listing of threatened and priority flora and fauna can be directed to TSSC@dbca.wa.gov.au .
- Botanical Gardens & Parks Authority website for list of relevant researchers

4.1 Has a desktop check or field investigation indicated that the proposal area may contain or adjoin or impact on, any fauna or special habitat values?

☐ **Threatened/rare and priority fauna**

☐ **Key critical habitat for listed threatened or specially protected species (including restricted habitat)**

☐ **Fauna recovery/translocation/release area**

☐ **Migratory birds - species protected under international agreements (e.g. JAMBA, CAMBA, ROKAMBA, Bonn)**

☐ **Other special fauna values (e.g. Short-Range Endemics (SRE), subterranean fauna, fire-sensitive species)**

☐ **Other high-value habitat sites (specify)**

Management response and/or actions to remove or minimise impacts

1. Clearly state what is present, where they occur, and comment on the degree to which these values are to be disturbed. List specific Management response and/or actions to remove or minimise impacts for each.
2. Obtain advice from the District/Regional Nature Conservation Leader on whether a field survey is required to determine suitable fauna management response and/or actions to remove or minimise impacts for the area.
3. Reasonable steps must be taken to determine if a threatened (and specially protected) species occurs in a proposal area and may be impacted by activities. Where an activity is likely to impact on a threatened (and specially protected) species a Section 40 authorisation is required to take. If the proposal is a lawful activity and is unlikely to impact on the threatened/specially protected species then a Section 40 authorisation is not required.

DBCAs has corporate GIS habitat data for bandicoots, threatened fauna, Western ringtail possum, Carnaby's cockatoo, Red-tailed Black Cockatoo, Baudin's Black Cockatoo, migratory waders, chuditch and Western swamp tortoise.

Data and/or information on threatened and specially protected fauna (Threatened and Priority Fauna Database) is available from corporate GIS data and Nature Map or can be requested directly from Species and Communities Branch (via fauna.data@dbca.wa.gov.au). Translocation and release areas can also be requested from Species and Communities Branch (via fauna.data@dbca.wa.gov.au).

Any proposal (outside the FMP area) that has, will have or is likely to have, an impact on migratory birds (agreements JAMBA, CAMBA, ROKAMBA and Bonn Convention) are required to undergo an EPBC Act environmental assessment process.

If the proposal requires fauna surveys the proponent must hold a 'Fauna disturbing (other purposes) licence'.

References (protocols and webpages, where available)

- Fauna information can be found at - [DBCA animals](#); includes;
 - Fauna profile sheets
 - Threatened and priority species lists (Specially Protected Fauna Notice, Threatened and Priority Fauna List)

- Recovery plans and interim recovery plans (e.g. Western Ringtail Possum)
- [DBCA Wildlife Licensing](#)
- DBCA Corporate Policy Statement no. 35 'Conserving Threatened Species and Ecological Communities' (October 2015)
- DBCA Corporate Guideline no. 35 'Listing and recovery of threatened species and ecological communities (October 2015)
- [EPBC Act List of Threatened Fauna](#)
- National/State Fauna Recovery/Management Plans/Conservation Advices ([Species Profile and Threats Database](#) and [DBCAs Threatened Animals](#))
- EPA guidance documents; Environmental Protection Policies (e.g. Western Swamp Tortoise), Technical Guidance and Reference Documents (e.g. fauna surveys/sampling methods, environmental quality data)
- **Fire Management Information Notes FMIN** (internal only) are an informative technical resource to provide assistance to departmental staff in the decision-making process when undertaking fire management. They are not intended to be prescriptive instruments setting out rules or standards for fire management operations. The FMINs are presented in three broad groups:
 - GENERAL (G) - those dealing with general fire management
 - ECOLOGICAL (E) - those dealing with fire management and ecosystems
 - SPECIES (S) - those dealing with fire management and individual species

Internal GIS data sources (DBCA proponents ONLY)

- Using 'key words' use the search function in the DBCAs GIS Corporate Data Menu for each value e.g. 'threatened' 'possum' 'Carnaby' etc.
- Biodiversity Information Office (BIO) is responsible for making Western Australian biodiversity data more discoverable, accessible, and useable. BIO developed the [Dandjoo biodiversity data platform](#) to mobilise data from all environment-related sectors, including government, industry, research, and the community.
- [WA Biodiversity Audit II](#)
- <http://data.museum.wa.gov.au/search/type/dataset>
- Browse & enter bird data at Birds Australia - <https://birddata.birdlife.org.au/>
 - Login to view non-sensitive (e.g. not breeding of vulnerable species, etc) data for sites.
 - Contact Birdlife for the full Great Cocky Count (GCC) data set or other species of interest.
 - This data is held by DBCA

External GIS data sources (non-DBCA proponents)

- Precise locations of threatened and priority species not available to external persons. Required to submit a request to DBCAs Species and Communities Branch on fee for service basis.
- Biodiversity Information Office (BIO) is responsible for making Western Australian biodiversity data more discoverable, accessible, and useable. BIO developed the [Dandjoo biodiversity data platform](#) to mobilise data from all environment-related sectors, including government, industry, research, and the community.
- Search fauna in WA Government - <https://data.wa.gov.au/slip>
- WA Biodiversity Audit II - <https://biodiversity-audit.dbca.wa.gov.au/>
- Browse & enter bird data at Birds Australia - <https://birddata.birdlife.org.au/>
 - Login to view non-sensitive (e.g. not breeding of vulnerable species, etc) data for sites.
 - Contact Birdlife for the full Great Cocky Count (GCC) data set or other species of interest.
- <http://data.museum.wa.gov.au/search/type/dataset>

Key contacts

- District/Regional Nature Conservation staff if required, or unsure.
- Principal Zoologist, Species and Communities Branch
- Carnaby's Black-Cockatoo Project Coordinator, Birdlife Australia

4.2 Has a desktop check or field investigation indicated that the proposal area may contain, adjoin or impact on, any landscape or geological features or a wilderness area with special value?

Management response and/or actions to remove or minimise impacts

Geological features may include for example; caves, karst, fossils, beaches, dunes, breakaways, granite outcrops.

Identify where there are areas that are sensitive to activities that may be affected by the proposal (now or in the future). Provide details and management actions that will conserve the identified values.

The land may contain or provide important scenic value, such as peaks or ranges at the regional level, or may provide important scenic or landscape values at the local level. Identify whether the proposal will impact on the scenic values or scenic experience. Construction of buildings, new roads and firebreaks may affect the wilderness value of an area and, if inappropriately located, have a long-term negative impact on scenic values.

References (protocols and webpages, where available)

- DBCAs Corporate Policy Statement 35 'Conserving Threatened Species and Ecological Communities' October 2015

- DBCAs Policy Statement No. 62 - 'Identification and Management of Wilderness and Surrounding Areas' October 2004
- DBCAs Policy Statement 80 'Protection and Management of Caves and Karst and Guideline' November 2015
- EPA Environment Factor Guideline – Landforms <http://www.epa.wa.gov.au/policies-guidance/environmental-factor-guideline-landforms>

Internal GIS data sources (DBCA proponents ONLY)

- Review topographical maps (e.g. for DEZ)

Key contacts

- DBCA Regional/District Nature Conservation Officers
- Regional Ecologist

4.3.1 Is the proposal associated with a Forest block?

Management response and/or actions to remove or minimise impacts

DBCA State Forest block/s and Compartment number/s.

Internal GIS data sources (DBCA proponents ONLY)

- Search 'block' and 'compartment' in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- Search 'forest blocks' in - <https://catalogue.data.wa.gov.au>

Key contacts

- DBCA Regional/District Sustainable Forest Management (SFM) officers

4.3.2 Does the area contain, or is it adjacent to, any forest that has been mapped as old-growth forest or that is "minimally disturbed" and may qualify as old-growth forest?

Management response and/or actions to remove or minimise impacts

The need to identify and protect old-growth forest applies to all DBCA managed land in the FMP area. The proponent of an activity is responsible for identifying and protecting old-growth forest.

The proponent must complete an inspection of the "minimally disturbed area" or the areas adjacent to the old-growth forest and complete and forward an Informal Reserve Amendment (IRA) Form (FEM020) to DBCA Forest Management Branch (FMB) if a potential additional area of old-growth forest has been identified.

DBCA Guideline SFM004 provides information on what activities may be permitted in old-growth areas (No – wildflower harvesting/seed collection/clearing vegetation, Maybe – baiting/trapping, weed control, some burning etc.).

Document investigations, confirm location of old-growth boundaries, demarcate prior to operation, provide up-to-date map and specify management actions in accordance with DBCA Guideline SFM004.

If mapped old-growth is subsequently shown not to be old-growth it may be able to be disturbed.

Old growth forest is defined as, ecologically mature forest where the effects of unnatural disturbance are now negligible. The definition focuses on forests in which the upper stratum or over-storey is in a late mature to senescent growth stage.”

References (protocols and webpages, where available)

- FEM Web\Guidelines\Guideline for protection of the values of informal reserves and fauna habitat zones (SFM004)
- FEM Web\Forms\Informal Reserve Amendment request FEM020 -[FEM Forms](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'old growth' in DBCAs GIS Corporate Data Menu
 - Note – the 'old growth image' is accurate at 1:2,000,000
- Data appears shifted to the east at scales less than 1:500,000
 - Contact DBCA Program Leader Harvest Planning, Forest Management Branch (FMB) if using this data for planning/operational purposes;
- Data is stored on Forest Management Information System (FMIS)
- Digital data is available with prior written permission of the custodian

External GIS data sources (non-DBCA proponents ONLY)

- Contact DBCA Program Leader Harvest Planning, Forest Management Branch (FMB) if using this data for planning/operational purposes;
- Data is stored on Forest Management Information System (FMIS)
- Digital data is available with prior written permission of the custodian
- https://www.dpaw.wa.gov.au/images/documents/conservation-management/forests/FMP/Map6_18NOV2013.pdf

Key contacts (Position titles ONLY)

- DBCA Regional/District, Sustainable Forest Management (SFM) officers

4.3.3 Has a desktop check or field investigation indicated that the area may contain, adjoin or impact on any Significant Trees or trees that may be eligible for Significant Tree status?

Management response and/or actions to remove or minimise impacts

DBCA Forest Management Branch (FMB) manages the significant tree register on department managed lands. FMB displays significant trees on base maps for harvesting and sensitivity maps when requested by districts.

If a tree is not registered, fill in a significant tree nomination form (FEM014) and submit it to relevant District/Region and FMB.

The Regional Manager and FMB Manager will determine if a tree is to be registered following formal assessment by FMB. If the tree is recommended for registration, FMB will prepare a management statement which must be endorsed by the Regional Manager and distributed to the relevant district manager and proponent.

If the tree has cultural significance, then nominate to RATIS.

Significant - refers to the physical or biological characteristics of eligible tree species represented by National Trust Significance Code 2, 3, 7, 9 or 10 (refer to; Significant Tree Procedures, Appendix 1, draft DBCA Forest Management Branch 2014).

References (protocols and webpages, where available)

- National Trust WA - <https://www.nationaltrust.org.au/wa/>
- 'Significant tree register nomination' form (F_FEM 014) can be found on FEMs Internal webpage under Forms [FEM Forms](#)
- DBCA Forest Management Branch Significant Tree Procedures, 2014 (Draft only)

Key contacts

- Regional/district Sustainable Forest Management offices
- Forest Management Branch Program Leader Harvest Planning

4.3.4 Has a desktop check or field investigation identified the area contains, or is it adjacent to, forest classified as an informal reserve?

Informal Reserve types:

- ☐ *River and stream zones*
- ☐ *Diverse ecotype zones (DEZ)*
- ☐ *Travel route zones*
- ☐ *Less well reserved vegetation complexes*
- ☐ *Poorly reserved forest ecosystem*
- ☐ *RFA accredited linkage zone*

Management response and/or actions to remove or minimise impacts

Detail the type of activity in each informal reserve and specify management actions that ensure compliance with “Guidelines for Protection of the Values of Informal Reserves and Fauna Habitat Zones” SFM004.

Show informal reserves and any areas excluded from activity (e.g. management convenience or unmerchutable) on the map to ensure compatible operations can be clearly identified.

If an informal reserve has not been identified in DBCAs GIS data submit an Informal Reserve Amendment (IRA) form to DBCA Forest Management Branch (FMB) to update corporate GIS records.

If the area contains any areas mapped as informal reserves that don't meet the criterion, submit an Informal Reserve Amendment (IRA) form to DBCA Forest Management Branch (FMB) and undertake actions relevant to its changed status.

Definitions from Appendix 11, FMP 2014-23 (reproduced here)

#River and stream zones:

- A 60-metre wide corridor in the area of first, second and third order streams, with all boundaries being at least 20 metres from the bank of the stream.
- A 150-metre wide corridor in the area of fourth order streams, with all boundaries being at least 50 metres from the bank of the stream.
- A 400-metre wide corridor in the area of fifth order streams, and streams of any higher category, with all boundaries being at least 100 metres from the bank of the stream.

#Diverse Ecotype Zones (DEZ) - Rock outcrops (greater than 0.2 hectares), swamps and wetlands, heath, sedge, herb and low-density woodland communities, sand dunes. Ecological characteristics will be used to determine the boundary of these zones, which are defined by vegetation codes (Appendix 11, FMP 2014-23).

#Travel route zones:

- A corridor that extends at least **200 metres from each side of Level 1 travel routes** (e.g. Seven Day Road) **in the Warren Region**
- A corridor that extends at least **100 metres from each side of Level 2 travel routes** (Boorara Road) **in the Warren Region.**
- A corridor that extends at least **200 metres from each side of the Bibbulmun Track** (Appendix 11, FMP 2014-23).
- The travel route zone will include the following buffers for the Munda Biddi Trail;
 - **200 metre zone around Munda Biddi Trail campsites** (i.e. 400 metre diameter zone)
 - **50 metre zone around bridges and crossings that form part of its designated route** (i.e. 100 metre total width of zone)
 - **50 metre zone around sections of constructed 'single' trail** (i.e. 100 metre total width of zone).

#Less well reserved - Vegetation complexes that have either:

- Less than five per cent of their pre-European area in existing or proposed formal and informal reserves (e.g. Fo - Forrestfield); or

- Between five and 10 per cent of their pre-European area in existing or proposed formal and informal reserves and less than 15 per cent of their pre-European area remaining (e.g. NWf2 - Newgalup).

#Poorly reserved forest ecosystem - Darling Scarp forest ecosystem that has less than 15 per cent of pre-European area in existing or proposed formal plus CAR informal reserves.

#RFA accredited linkage zones - The areas that provide a link between the proposed Milyeannup National Park and an adjacent stream zone, and a corridor between the Helena and Flynn parts of the proposed Helena Valley National Park

References (protocols and webpages, where available)

- Current informal reserve data to be sourced from DBCA Forest Management Branch (FMB)
- Guidelines for protection of the values of informal reserves and fauna habitat zones (SFM004) can be found on FEMs Internal Webpage under Current Guidelines [FEM Current Guidelines](#)
- Informal reserve amendment request forms (internal F-FEM 020A and external FFEM 020B) can be found on FEMs Internal Webpage under Forms [FEM Forms](#)
- Management of Access in Informal Reserves and Other Protected Areas Within State Forest and Timber Reserves (SFM Advisory Note No. 3, 2006) can be found on FEMs Internal Webpage under Advisory Notes [FEM Advisory Notes](#)
- Salvage of Logs in Association with Informal Reserves (SFM Advisory Note No. 5, 2007) [FEM Advisory Notes](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'stream' in DBCAs GIS Corporate Data Menu for stream buffers

External GIS data sources (non-DBCA proponents ONLY)

- Search 'stream hierarchy' in <https://data.wa.gov.au/>

Key contacts (Position titles ONLY)

- Regional/district Sustainable Forest Management (SFM) officers
- Forest Management Branch Senior Forester

4.3.5 Has a Fauna Distribution Information System (FDIS) report which outlines management actions to protect and conserve fauna or habitat during this proposal been completed?

Management response and/or actions to remove or minimise impacts

Attach a copy of the FDIS report and specify measures to implement management tasks or actions.

The FDIS system helps management according to precautionary principles by helping manage habitat to species that could inhabit an area, even if temporarily absent. The FDIS system

intersects a target area with mapped habitats to produce lists of species likely to occur in the target area, with likelihood rating. Management activities to protect species sensitive to various disturbances (prescribed fire, timber harvesting, roading) are listed to guide operations.

FDIS provides outputs including shape file, spreadsheet of predicted fauna presence and their sensitivities, spreadsheet of management tasks/actions, and HTML report of management tasks/actions.

References (protocols and webpages, where available)

- FDIS reports may be viewed on FEMWeb

Internal GIS data sources (DBCA proponents ONLY)

- FDIS reports can be found on the 'FDIS reports page' of the FEM intranet, found under 'operational planning', see link [FDIS_REPORTS](#) and it requires viewing privilege. Viewing privilege can be requested from webmaster using the link on the home page.
- FDIS is available for direct access by regional staff.

External GIS data sources (non-DBCA proponents ONLY)

not applicable. Seek advice through regional contact/liaison (below)

Key contacts

- DBCA Regional SFM Leader

4.3.6 Is it likely the proposal may impact on a Fauna Habitat Zone (FHZ)? Any disturbance activity within 500m of an FHZ needs to be referred to FMB.

Fauna Habitat Zones (FHZ)

☐ ***Final FHZ***

☐ ***Interim FHZ***

☐ ***Indicative FHZ***

Management response and/or actions to remove or minimise impacts

For 'final' or 'interim' FHZ, specify controls (according to management guideline SFM004) to minimise area affected during demarcation and activity.

For 'indicative' FHZ, the location may need to be revised in advance of the activity if it is within 500m of the indicative boundary. If so, contact DBCA Forest Management Branch (FMB) to arrange for the location of the FHZ to be finalised.

References (protocols and webpages, where available)

- DBCAs Guideline for protection of the values of informal reserves and fauna habitat zones (SFM004)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'fauna' on DBCAs GIS Corporate Data Menu

Key contacts

- Forest Management Branch

4.3 Is the proposal located within the Forest Management Plan (FMP - 2014-2023) area?

References (protocols and webpages, where available)

- Forest Management Plan [FMP 2014-2023](#)

Internal GIS data sources (DBCA proponents ONLY)

- FMP boundary to be shown in GIS corporate data

External GIS data sources (non-DBCA proponents)

- Search 'forest management plan' in - <https://catalogue.data.wa.gov.au>

Key contacts

- DBCA Regional/District, Sustainable Forest Management (SFM) officers

5.0 Is it likely the proposal will create any significant dust, noise or air quality impacts?

Management response and/or actions to remove or minimise impacts

A survey of baseline data for noise, dust and/or air quality may be required. Provide details of likely impacts and management actions to conserve the identified values.

References (protocols and webpages, where available)

- For information, standards, publications etc. on air and noise quality go to the Department of Water and Environmental Regulation (DWER) at - <https://www.der.wa.gov.au/your-environment/air> and <https://www.der.wa.gov.au/your-environment/noise>
- [National Light Pollution Guidelines for Wildlife - DCCEEW](#) - how to assess and manage light pollution impacts on protected wildlife, detailed guidance on how to manage artificial light, specific advice on how to protect marine turtles, seabirds and migratory shorebirds.

Key contacts

- Regional/District Manager
- Regional/District SFM Officer or Nature Conservation Officer
- Environmental Management Branch Manager

5.1 Is it likely the proposal may create soil disturbance?

Management response and/or actions to remove or minimise impacts

Soils disturbance may include; water/wind erosion, soil mixing/compaction or removal/scalping or deposition.

Areas considered unstable or fragile areas (e.g. caves, steep-slopes) are more conducive to soil disturbance.

Identify areas of soil disturbance, or areas likely to be affected, now or in the future. Detail how will the proposal be managed to; confine the area of disturbance, mitigate impact/s and rehabilitate damaged areas.

If necessary, demarcate unstable/fragile areas to ensure they are avoided.

If soil management limits are prescribed in departmental guidelines describe how activities will be conducted to stay within those limits.

An example of a proposal likely to create soil disturbance is clear-felling a plantation on a steep-slope. This activity will require specific tactics to manage surface water erosion and prevent landslips or slumping both during and following the operation.

References (protocols and webpages, where available)

- [DBCA Policy 80 Protection and Management of Caves and Karst \(November 2015\)](#)
- [Corporate Guideline 16 - Protection and Management of Caves and Karst.pdf \(sharepoint.com\)](#)
- [FEM Current Guidelines](#) – SFM005 Soil and Water Conservation Guideline
- [FEM Manuals](#) – FEM 001 - Manual of Procedures for the Management of Soils Associated with Timber Harvesting in Native Forests
- DAFWA information on managing soils - [Managing Soils WA](#) & [A simple guide to the main soils of WA](#)
- DBCA Forest Management Branch (FMB) produce landform maps for moist soil harvesting approvals (showing gravel/sand/clay content) based on soil type maps produced by Rab et al 2005
- [NRIInfo \(natural resource information\) for Western Australia](#) - soil-landscapes, land systems, land capability, land qualities, hydrology, vegetation type, pre-European extent, current extent, interim biogeographic regions of Australia

Internal GIS data sources (DBCA proponents ONLY)

- Search 'soil' and 'soil erosion' in the <https://data.wa.gov.au/slip>
- Search 'contours' in DBCAs GIS Corporate Data Menu for (5-10m) contours and 'DEM' for digital elevation models
- [Coastal vulnerability assessment WA projects list](#)
- For coastal vulnerability, including LiDAR surveys and bathymetric mapping go to - <https://www.planning.wa.gov.au/674.aspx>

External GIS data sources (non-DBCA proponents ONLY)

- Search 'soil' and 'soil erosion' in the <https://data.wa.gov.au/slip>

- FPC has data layer for steep slopes in Plantations

Key contacts

- DBCA Ecosystem Health Branch Land Management Officers (LMO)
- Parks and Visitor Services Operational Staff

5.2 Are there earthwork or drainage activities proposed that may disturb a high to moderate risk Acid Sulfate Soil area (e.g. road cuttings, de-watering, trenching)?

Management response and/or actions to remove or minimise impacts

These soils are harmless if undisturbed but if exposed to air they form sulfuric acid. Most organic soils are potential acid sulfate soils. If soil is disturbed by earthworks, lowering of water table or fire and soil is exposed to air it causes acidification. Acidity releases nutrients and metals which can impact on waterways.

Provide details on the site and management actions that are consistent with DWERs 'Treatment and management of soils and water in acid sulfate soil landscapes' 2015. For specific fire management advice refer to "A Guide to Preventing and Suppressing Bushfires on Organic and Acid Sulfate Soils" (DFES/DBCA 2017).

References (protocols and webpages, where available)

- Identification/investigation and management of Acid sulfate soils - [DWER Acid Sulfate Soils Guidelines](#)
- State Planning Policy Statement No. 2 'Environment and Natural Resources'

Internal GIS data sources (DBCA proponents ONLY)

- For Acid Sulfate Soils by region search 'ASSRM' in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- [DWER WA Acid sulfate soils](#)
- Search 'soil' in <https://data.wa.gov.au/slip>

Key contacts

- DBCA Senior Hydrologist
- DBCA Environmental Management Branch

5.3 Does the proposal area contain a contaminated site as listed on the contaminated sites register or does the proponent know or suspect the site could be contaminated?

Management response and/or actions to remove or minimise impacts

Specify how disturbance of the site will not occur or be treated in accordance with Contaminated Sites Act 2003.

An owner/occupier of a site or person who knows or suspects they have contributed to contamination must report a contaminated site to DWER.

#Contaminated – in relation to land, water or a site, means having a substance present in or on that land, water or site at above background concentrations that presents, or has the potential to present, a risk of harm to human health, the environment or any environmental value.

References (protocols and webpages, where available)

- DWERs webpage has further information on contaminated sites and their management [DWER Contaminated Sites](#)
- The contaminated site's database [DWERs Contaminated Sites Database](#) holds information on confirmed sites only, sites have been classified as;
 - Contaminated – remediation required
 - Contaminated – restricted use
 - Remediated for restricted use
 - Confirmed sites have a "Summary Record" PDF that provides site details and management actions
- If a site is suspected of illegal clearing of native vegetation, pollution, landfill levy, illegal dumping, plastic bag ban, other AND has the potential to be hazardous to the environment or people's health. DWER and Crime Stoppers WA now provide an online reporting system for anyone who suspects damage to the environment, visit [Crime Stoppers WA](#).

Internal GIS data sources (DBCA proponents ONLY)

- Search 'contaminated' DBCAs GIS Corporate Data Menu
- [DWERs Contaminated Sites Database](#) holds information on confirmed sites only

External GIS data sources (non-DBCA proponents ONLY)

- [DWERs Contaminated Sites Database](#) holds information on confirmed sites only

Key contacts

- Department of Water and Environmental Regulation

5.4 Does the proposal occur within a Department of Water and Environmental Regulation (DWER) Water Resource Management Area?

Department of Water and Environmental Regulation (DWER) Water Resource Management Areas:

- ☐ ***Public Drinking Water Source Area (PDWSA)***
- ☐ ***Public Drinking Water Protection Zones [e.g. Reservoir Protection Zone, (RPZ) or Well Head Protection Zone (WHPZ)]***
- ☐ ***Clearing Control Catchment (CAWS Act 1947)***

☐ **Proclaimed Groundwater Management Area (RiWI Act 1914)**

☐ **Declared Management Area (Waterways Conservation Act 1976, e.g. Avon River, Peel Inlet etc.)**

Management response and/or actions to remove or minimise impacts

If the proposal is located in a PDSWA, demonstrate how the proposal will meet management requirements to remove or minimise impacts for the assigned PDWSA Priority Area (Priority Area P1, P2, P3 and Unassigned).

If pesticides are proposed to be used within a PDWSA, provide details and demonstrate compliance with; 1) Department of Health's Guideline- PSC88, and 2) Dept. of Water's Strategic Policy Statement for "Protecting public drinking water source areas in WA" and specify any special management actions.

If the proposal impacts a RPZ or WHPZ contact the Department of Water and Environmental Regulation/Water Corporation. Provide contact details and management actions.

If the proposal involves clearing within a Clearing Control Catchment provide CAWS Act Licence to Clear number and expiry date.

If the proposal requires the taking of water in a proclaimed Groundwater Management Area provide DWER licence number.

If the proposal is in a Declared Management Area and it interferes with the 'bed or bank' of a watercourse/wetland provide evidence of approval from DWER or local authority. Provide details of permit to carry out works that interfere with watercourse/wetland (Section 11/17/21A permits). See [Do-I-need-a-permit?](#) For example, will the proposal damage, obstruct or interfere with water flow or the bed or bank of watercourses in proclaimed rivers, surface water management areas or irrigation districts.

If proposal involves the taking of water (not within a DWER Water Resource Management Area) indicate estimated quantity of water being drawn per annum and provide DWER licence number.

#Public Drinking Water Source Areas (PDWSA) in WA are proclaimed under; the Metropolitan Water Supply, Sewerage, and Drainage Act 1909 or the Country Areas Water Supply Act 1947, as catchment areas, water reserves or underground water pollution control areas.

References (protocols and webpages, where available)

- List of proclaimed PDWSAs refer to Water quality protection note no. 75 [Gazetted public drinking water source areas](#)
- DWER [Policy - Land use compatibility in PDWSAs](#)
- Land uses and activities that are considered appropriate for P1, P2, P3 areas are outlined in compatibility tables for PDWSA [WQPN 25 - Land use compatibility tables for public drinking water source areas](#)
- Department of Health's Guideline [PSC88 Use of herbicides in water catchment areas](#)
- [Type of water licences in WA](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'Public Drinking Water Supply Areas' and 'Public Drinking Water Protection zones' in
- search 'CAWSA' in DBCAs GIS Corporate Data Menu
- Search 'groundwater' in DBCAs FIS data menu

External GIS data sources (non-DBCA proponents ONLY)

- Search 'PDWSA' <https://data.wa.gov.au/slip>
- Search 'CAWSA' <https://data.wa.gov.au/slip>

Key contacts

- DBCA Regional/District Sustainable Forest Management (SFM) officers
- Department of Water and Environmental Regulation - drinkingwater@water.wa.gov.au

5.5 Is it likely the proposal may impact (e.g. contamination, dewatering) on groundwater resources (other than PDWSA) and/or dependent ecosystems, in the immediate or adjacent areas?

Management response and/or actions to remove or minimise impacts

Groundwater drainage on DBCA estate requires a NOID referred to the Commissioner for Soil and Land Conservation. DBCA is the proponent.

References (protocols and webpages, where available)

- DAFWA information on land drainage and the [Soil and Land Conservation Act 1945](#)
- DWER information on understanding groundwater and it's management can be found at - [Understanding groundwater](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'groundwater' and 'ASSRM' in DBCAs GIS Corporate Data Menu for groundwater areas

External GIS data sources (non-DBCA proponents ONLY)

- Search 'groundwater' and 'ASSRM' in <https://data.wa.gov.au/slip>

Key contacts

- DBCA Regional/District Sustainable Forest Management (SFM) officers
- DBCA Environmental Management Branch
- DBCA Hydrologist, Science and Conservation Division

5.6 Is it likely the proposal may impact on water quality (e.g. changes water chemistry, nutrient levels, or stream salinity) or surface water hydrology (e.g. cause sedimentation, impoundment, altered run-off, impeded drainage, waterlogging), in the immediate or adjacent areas?

Management response and/or actions to remove or minimise impacts

Provide details on where areas are currently affected or are likely to be affected in the future e.g. water quality in rivers and streams. Identify management to conserve values. Consider off site impacts to adjoining landholders, e.g. major, agricultural or domestic dams.

References (protocols and webpages, where available)

- Manual for the Management of Surface Water (2009). FEM Web\Manuals\FEM003
- Tools for the Management of Surface Water (2010) - program to help plan surface water management structures. FEM Web\Forms\Water\FEM017
- Tables and formulae for management of surface water SFM Field Guide No. 1 (2010)
- DWER information on understanding surface water and its management can be found at - [Surface water](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'stream' in DBCAs GIS Corporate Data Menu for stream buffers
- Search 'surface water' in <https://data.wa.gov.au/slip>

External GIS data sources (non-DBCA proponents ONLY)

- Search 'stream hierarchy' in <https://data.wa.gov.au/slip>
- Search 'surface water' in <https://data.wa.gov.au/slip>

Key contacts

- If unsure, contact the relevant regional Department of Water office. call 1800 508 885 or email licence.enquiry@water.wa.gov.au to confirm your licensing requirements.

6.0 Does the proposed activity risk spreading Phytophthora Dieback? If the activity will, or has the potential to move soil, mulch, Basic Raw Material (BRM), vegetative material and/or seedlings AND it is located in the southwest of WA in an area that receives >400mm annual rainfall THEN it is considered a Phytophthora Dieback risk.

Management response and/or actions to remove or minimise impacts

Complete a Dieback Risk Assessment, and a corresponding Dieback Management Plan (DMP), as required.

Prepare a Phytophthora Dieback Management Plan (FEM079) following instructions in the Phytophthora Dieback Management Manual (FEM079).

If the proposal is contained wholly within an infested area there is no dieback risk.

#Disease Risk Areas (DRA) boundary is an administrative boundary delineating areas of forest/vegetation subject to the risk of infestation from 'Dieback'. Strict quarantine and access restrictions apply to these areas therefore access permits are required. If yes, provide details of DRA permit number/s and expiry date/s.

References (protocols and webpages, where available)

- Internal -- [Managing dieback risk associated with disturbance activities](#)
- External -- [DBCA_Managing dieback risk associated with disturbance activities](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'dieback' in DBCAs GIS Corporate Data Menu for dieback occurrence mapping on Dept. managed estate
- Search 'disease' in DBCAs GIS Corporate Data Menu
- DIDMS has additional dieback mapping off-estate [Dieback Information Delivery and Management System \(DIDMS\)](#)

External GIS data sources (non-DBCA proponents ONLY)

- Search 'Forest Disease Risk Areas' - <https://data.wa.gov.au>

Key contacts (Position titles ONLY)

- DBCA Regional/District Nature Conservation Officers (or relevant dept. coordinator/leader based on proposal type)
- DBCA Disease Hygiene and Standards Officers (DHSO) – for disease management advice
- DBCA Disease Hygiene Coordinators (DHC), Forest Management Branch for Dieback, vegetation and disease management, mapping services

6.1 Is it likely the proposal will exacerbate any pest animal/insect or priority disease and/or expose native fauna or flora to their impacts (e.g. Armillaria, Cankers, foxes, feral cattle etc.)?

Management response and/or actions to remove or minimise impacts

Provide details of species presence (e.g. declared pests, uncontrolled stock, feral animals, damaging insects) and/or plant health issues (e.g. tuart decline, wandoo decline or) and/or disease occurrence (other than Phytophthora Dieback/Weeds, e.g. Armillaria, Cankers, Mundella Yellows), the likely impact/s (e.g. comment on whether vegetation is suffering, is it affecting the vigour or form), management actions, to minimise potential impact/s and conserve identified values (e.g. protect native flora showing resistance to the priority pests or diseases, if known to occur in the area).

If the operation could cause significant mortality of animals or birds (e.g. closure of artificial waters). Identify where the work is part of an ongoing control program. Identify where there are opportunities for existing control programs to be extended to this land.

A survey and map may be required – contact Regional NC/SFM Leaders for advice prior to proposal.

References (protocols and webpages, where available)

- [DBCA Western Shield information](#)
- DBCAs BugBase [DBCA pests & disease management](#)
- [DBCA Armillaria fact sheet_2013](#) & [DBCA Armillaria root disease in karri regrowth forests_2012](#)
- DBCAs Corporate Policy Statement 12 'Management of Pest Animals' August 2015
- Search 'insects' in FEM Web for common insect pest of WA southern jarrah forests (field guide)
- [National Threat Abatement Plans](#) (e.g.cats, foxes)
- [DBCA Jarrah leafminer_2009](#)
- For a list of Fauna Recovery & Management plans go to - [DBCA threatened animals](#)
- <https://www.agric.wa.gov.au/pests-weeds-diseases>
- WA Organism List (WAOL) lists declared pests under the Biosecurity and Agricultural Management (BAM) Act 2007 - [WAs declared pest list](#)

Key contacts

- DBCA Regional/District Nature Conservation officers
- DBCA Regional/District Sustainable Forest Management (SFM) officers
- DBCA Plant Disease Coordinator, Ecosystem Health Branch, for plant disease management advice
- DBCA Forest Management Branch for Dieback, Vegetation, and Disease management mapping services

6.2 Has a desktop check or field investigation indicated the area may contain, or adjoin an area that contains, declared, prohibited, or moderate/high rated environmental weeds as identified in DBCA's regional prioritisation lists?

Management response and/or actions to remove or minimise impacts

Provide details of species, and site and management actions to minimise potential spread.

If the proposal requires weed management, record species presence/distribution and management actions using DBCAs 'Weed Occurrence and Treatment Mapping App'.

References (protocols and webpages, where available)

- [DBCA Weed management](#)

- Includes information on weeds, how to identify, what you can do to help stop weeds, how to control weed and
 - How does PWS managed weeds including the Weed Prioritisation Process for DBCA and regional prioritisation lists
- DBCA Weed Occurrence and Treatment Mapping Application
 - Ecosystem Health Branch provides information on weed species by DBCA region, distribution and/or density, weed management effectiveness.
 - The App provides the ability to record this data.
- DBCAs Corporate Policy Statement 14 'Weeds Management' August 2015 [Corporate Policy Statement 14 - Weeds Management](#)
- [Florabase—the Western Australian Flora](#) provides information on WA weed species and known locations [Florabase Advanced Search: Origin: Alien](#)
- [Declared plants](#)
- [DAFWA weeds information](#)
- [Weeds of National Significance](#)
- <https://www.agric.wa.gov.au/biosecurity-quarantine/biosecurity>

Internal GIS data sources (DBCA proponents ONLY)

- Search 'weed' in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- Search 'weed' in <http://data.wa.gov.au>

Key contacts

- DBCA Regional/District Nature Conservation officers
- DBCAs Weeds Coordinator on weeds@dbca.wa.gov.au

6.3 Will the proposal involve the use of pesticides (includes insecticides, herbicides and fungicides) and/or storage/handling of hydrocarbons or other pollutants?

Management response and/or actions to remove or minimise impacts

Chemical application needs to follow the Code of practice for the use of agricultural and veterinary chemicals covered by the Department of Agriculture and Food WA (DAFWA).

Provide details of chemicals to be used, active ingredients, concentrations, application method and compliance with label requirements. Specify PPE and signage requirements. Attach the Material Safety Data Sheet (MSDS).

Summarise the spills management procedure (title and reference number) or attach Spills Management Plan, if available to demonstrate how site and management actions will minimise, manage and mitigate spills.

Hazardous substances - are substances that following exposure may have an adverse effect on health.

Appropriate information, instruction, training and supervision should be completed prior to undertaking tasks where the employee, contractor or volunteer may be exposed to, or required to use, the substance.

Hazardous substances in the workplace can include (pesticides, acids, oils, fumes, foams and retardants).

The Material Safety Data Sheet (MSDS) states how to safely store, use and handle the substance including required personal protective clothing and equipment (PPE). MSDSs are valid for 5 years. You must read the MSDS before using the hazardous substance. A copy of the MSDS for each hazardous substance must be easily accessible by those using the substance, and a copy included in the Hazardous Chemicals Register (HCR) available for emergency services personnel.

**The HCR is a register of all the hazardous substances at the work site. An up-to-date copy of the HCR should be kept at the entrance point to the work site, e.g. the reception area or front gate.*

MSDSs should be provided by the manufacture or supplier of the hazardous substance. Employee Relations and Safety Section recommends contacting the manufacturer or supplier for an up to date copy of the MSDS if one was not supplied or has expired.

References (protocols and webpages, where available)

- [ChemAlert](#)
- Chemical use information - [Weeds Australia](#)
- DBCAs Pesticide/Herbicide Signs Manual
- DBCA internal information on hazardous substances can be found at - [Hazardous Substances](#)
- Code of Practice for Use of Agricultural and Veterinary Chemicals in WA - [WA Code of practice for the use of agricultural and veterinary chemicals](#)
- [DAFWA chemical use information](#)
- Contact the Department of Health if pesticides detected in surface or groundwater

Key contacts

- DBCAs Regional/District Nature Conservation officers or nominated weeds coordinator

6.4 Will the proposal potentially affect fire management operations within/adjacent to the proposal area?

Management response and/or actions to remove or minimise impacts

Provide details of any current or future fire implications for the area (e.g. regeneration, fire reference areas, exclusion area, fire risk to people and infrastructure).

Ensure that the Dieback status of the burn boundary is interpreted, and that sensitivities checking for any potential new boundaries are conducted and incorporated into the consideration of this proposal.

Consideration should be given to the fact that following the proposal, the area may require specific fire management operations/activities to occur (e.g. prescribed burning, creation of firebreaks, creation of vegetation structure modification strips adjacent to proposal

For people – fire safety, adequate emergency access in the event of an emergency.

For asset/infrastructure – the materials, buffer, design

References (protocols and webpages, where available)

- DBCA Fire Management Services Fire Hub

Internal GIS data sources (DBCA proponents ONLY)

- Search ‘fire’ in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- Search ‘fire’ in WA government data - <https://data.wa.gov.au/slip>

Key contacts

- Regional/District Fire Coordinators
- Regional/District DBCA Regional/District, Sustainable Forest Management (SFM) officers
- Regional or District Operational Staff

6.5 Does the proposal occur in a known Unexploded Ordnance (UXO) area?

Management response and/or actions to remove or minimise impacts

Former military training areas with likely UXO presence have been defined into zones (FMS SOP086). Due to the sensitivity of this information, maps are not widely distributed. UXO maps are maintained by the Department of Fire and Emergency Services (DFES) UXO Unit. Fire Management Services (FMS) Branch and Regional/District Fire Coordinators hold copies of this information, which is available on request.

If yes, contact the RLFM or DFES for further information. If the proposal is likely to disturb soil a subject matter expert can be arranged to inspect and clear an area.

References (protocols and webpages, where available)

- (internal only) DBCA Fire Management Services Fire Hub [FIRE SOP086 Unexploded Ordnance](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search ‘UXO’ in DBCAs Spatial Support System <https://sss.dpaw.wa.gov.au/sss>

External GIS data sources (non-DBCA proponents ONLY)

- Search 'UXO' in WA government data - <https://data.wa.gov.au/slip>

Key contacts

- DBCA Regional/District Parks and Visitor Service Coordinators
- DBCA Regional/District Fire Coordinators
- Regional or District Operational Staff

6.6 Does the proposal require rehabilitation, restoration or revegetation of degraded or damaged areas?

Management response and/or actions to remove or minimise impacts

Attach rehabilitation plan and ensure seeding/planting is reviewed by District/Regional Leader of Nature Conservation. A seed list must be attached to this checklist.

References (protocols and webpages, where available)

- For landing and pit rehabilitation procedures search 'rehabilitation' FEM web
- Search 'rehab' in FMS Bushfire preparedness and response manual
- Search 'reveg' DBCAs Swan River Trust Guidelines for developing foreshore restoration plans
- Research on restoration ecology can be found at - Botanic Gardens & Parks Authority
- EPA Guidance for Rehabilitation found at [EPA Rehabilitation of Terrestrial Ecosystems 2006](#)
- Seed Collection Zones for SFM - [Seed Collection Zones for state forest management](#)

Key contacts

- DBCA Regional/District Nature Conservation officers
- DBCA Regional/District Sustainable Forest Management (SFM) officers

7.0 Is harvesting of native forest proposed?

Management response and/or actions to remove or minimise impacts

Forest types are Jarrah, Karri and Wandoo forests. Areas are classified by the dominant tree species. Mixed forest types containing karri are managed under the karri silvicultural guidelines. Areas subject to timber harvesting must be State forest, timber reserve or executive land. Three year indicative harvest plan can be found at [DBCA Planning-for-timber-harvesting](#). The approved annual harvest plan can be found at [FPC: Current harvest operations](#) If the area is not on the harvest plan, a request to add the area to the plan should be sent to FMB Program Leader Harvest Planning. The operation cannot proceed until the area is added to the harvest plan.

Where silvicultural treatments comply with silvicultural guidelines and associated documents for the Forest Management Plan area, summarise silvicultural treatments to be applied including post-harvest silvicultural treatments, if planned.

Silvicultural guidelines and procedures can be found at [CEMD_Current Guidelines](#), including the procedures for planning salvage harvesting activities. Complying with these guidelines and procedures ensures the operation is permitted under the Forest Management Plan 2014-2023. If the silvicultural treatment is outside of the current guidelines, the proponent should work with the Manager, Ecosystem Health to develop a request to the Conservation and Parks Commission (CPC) for their consideration. The operation cannot proceed until approved by the CPC.

Consider the proposed treatment area in relation to the 5–25-year mining envelope. If the area is to be mined in this window, then silvicultural treatment (including post-harvest treatment) should be applied in the knowledge the area will be mined in the near future.

When field stockpiling of timber products ensure the location of and timeframe for stockpiling is discussed and approved by the Regional SFM leader including consideration of the effect of stockpiles on post-harvest burning and Dieback management.

If harvesting is to occur in the Warren Region in the moderate salt sensitivity zone provide details of how harvesting will be conducted in accordance with the Procedure: Key Requirements for managing salt risk.

If the area contains any Forest Management Branch inventory plots demarcate the required management buffers and specify protection measures to be taken. Notify FMB when harvesting will commence.

Landing rehabilitation is to be undertaken in accordance with the Procedure: Landing and extraction track rehabilitation or provide explanation if not.

References (protocols and webpages, where available)

- FEM Web\Forms\Harvest plan variation (FEM021)
- Search 'salt' in FEM Web for 'Key requirements for managing salt risk' FEM033 applies to moderate risk (now only in Warren region) and partially-cleared catchments at risk of salinity.
- FEM Web\Forms\Significant tree register nomination (FEM014)
- FEM Web\Guidelines\Guideline for protection of the values of informal reserves and fauna habitat zones (SFM004)
- [Licences and Authorities - Parks and Wildlife Service](#)

Internal GIS data sources (DBCA proponents ONLY)

- <http://www.fpc.wa.gov.au/harvest-plans>
- Predicted Silvicultural Objectives Map (FEM Web) and/or Lignotuber surveys
- Search 'catchments' in DBCAs GIS Corporate Data Menu

- DBCA Forest Management Branch (FMB) is custodian of the Significant Tree register database for DBCA managed lands
- Current informal reserve data can be sourced from DBCA Forest Management Branch (FMB)

External GIS data sources (non-DBCA proponents ONLY)

- [FPC: Current harvest operations](#)
- Predicted Silvicultural Objectives Map (FEM Web) and/or Lignotuber surveys
- DBCA Forest Management Branch (FMB) is custodian of the Significant Tree register database for DBCA managed lands

Key contacts

- DBCA Regional/District, Sustainable Forest Management (SFM) officers
- DBCA Forest Management Branch (FMB) Program Leader Harvest Planning
- DBCA Regional/District Manager
- femweb@dpaw.wa.gov.au

7.1 Does the proposal seek to remove non-wood (bees-wax, honey, or seeds) forest produce or material from the site (other than basic raw material, rock, stone, soil, sand)?

Management response and/or actions to remove or minimise impacts

An approval must be obtained (permit, licence, or contract) and provide an estimate of the volume/weight of the produce or material. For example, seed collection by FPC requires a Scientific or Other Prescribed licence or if using contractors then a commercial licence is required.

References (protocols and webpages, where available)

- CALM and Forest Products Acts
- For DBCA licences and permits go to - [Licences and Authorities - Parks and Wildlife Service](#)

Key contacts

- Regional/district DBCA Regional/District, Sustainable Forest Management (SFM) officers
- DBCA Regional/District Nature Conservation officers
- Forest Management Branch

8.0.1 Is the site on a Heritage register?

Registered Heritage Sites

World Heritage list - sites represent the best examples of the world's cultural and natural heritage, for WA and they includes; the Ningaloo coast, Shark Bay and Purnululu National Park.

National Heritage list - natural, historic and indigenous places of outstanding significance to the nation and include for example, Porongurup, Fitzgerald and Lesueur National Parks.

Commonwealth Heritage list - sites owned or controlled by the Australian Government, such as Bindoon Defence Training area or Mermaid Reef in Rowley Shoals.

Aboriginal Registered site - An Aboriginal site means any place to which the Aboriginal Heritage Act 1972 applies by operations of Section 5. The register maintains information on protected areas, cultural material, other places and objects to which the AHA applies.

According to section 5 of the AHA an Aboriginal site is:

(a) any place of importance and significance where persons of Aboriginal descent have, or appear to have, left any object, natural or artificial, used for, or made or adapted for use for, any purpose connected with the traditional cultural life of the Aboriginal people, past or present;

(b) any sacred, ritual or ceremonial site, which is of importance and special significance to persons of Aboriginal descent;

(c) any place which, in the opinion of the Committee, is or was associated with the Aboriginal people and which is of historical, anthropological, archaeological or ethnographical interest and should be preserved because of its importance and significance to the cultural heritage of the State;

(d) any place where objects to which this Act applies are traditionally stored, or to which, under the provisions of this Act, such objects have been taken or removed.

State Register of Heritage places is a statutory list of places that represent the story of Western Australia's history and development, and include for example, forestry settlements, reserves and national parks. If considering development of a listed site work cannot proceed without Heritage Council advice and work must comply with this advice.

Local Government Heritage lists - previously known as Municipal Inventories are owned and managed by local governments. They record sites of local cultural and historic interest and include examples such as; King Jarrahs, Sawmills and pits. There are no statutory implications of listing other than the Heritage Council recommends any changes to the place are sympathetic to the heritage values.

Where areas are listed in the National Heritage List, the former Register of the National Estate, the State Register of Heritage Places and local government lists, management will seek to protect the heritage values of these places. Where appropriate, seek funding for conservation of sites listed on the National Heritage List, the former Register of the National Estate, the State Register of Heritage Places and local government lists.

For Aboriginal Sites;

1. It is important to assess the risks of disturbance activities impacting on aboriginal cultural heritage values
2. [Search Aboriginal cultural heritage places in WA](#)

3. Where there is an Standard Heritage Agreement in place abide by the terms in the agreement, for example;
 1. In the South West Native Title Settlement Area, abide by terms set out in the agreement i.e. [Noongar Standard Heritage Agreement - South West Native Title Settlement](#)
4. Document consultation and save all records

8.0 Has a desktop check or field investigation identified the proposal area contains or adjoins, a site that has or may have, cultural or heritage value?

Cultural heritage sites may include places, values, traditions, events and experiences that capture where we've come from, where we are now or that give context to where we are headed as a community. Sites of interest may include; present infrastructure, e.g. buildings, sheds, utilities, airfields, graves, sawpits, settlements, or places associated with historic or current usage, e.g. community use for special/historic events, or a place that holds relevance due to a past natural disaster. If a site is older than 60 years or considered to have cultural significance refer to the Government heritage property disposal process.

Provide details of significance and sensitivities of values and management actions to conserve identified (tangible/non-tangible) values.

Sites on lands and waters managed by the department that have potential heritage value are to be recorded in the Cultural Heritage (or appropriate database) and registered on the Recreation and Tourism Information System (RATIS). This database includes a current listing of the status of heritage places/sites on lands and waters managed by the department.

References (protocols and webpages, where available)

- DBCAs Corporate Policy Statement 18 'Recreation, Tourism and Visitor Services' June 2017
- DBCAs Corporate Guideline No. 32 'Recreation, Tourism and Visitor Services' June 2017
- EPBC Act, Heritage of WA Act, Maritime Archaeology Act and Historic, Shipwrecks Act (Commonwealth), Burra Charter.
- DBCAs Historic Heritage Policy (in draft)
- DBCAs Historic Heritage Guideline (in draft)
- RecData (Recreation Asset Database) User Manual (May 2016)
- DBCAs Aboriginal Heritage Unit webpage
- [Information on WAs historic heritage](#)
- [Overview of State Register of Heritage Places](#)
- [Overview of Aboriginal Heritage](#)
- [Aboriginal sites or heritage places \(AHIS\)](#)
- [AHIS User Guide](#)

- Fire Management Guideline No. 1 - [FMG No. 1 - Aboriginal Interests in Fire Management](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'heritage' on DBCAs GIS Corporate Data Menu
- Search 'world', 'national' and 'commonwealth' heritage sites on www.environment.gov.au/heritage/
- [Information on WAs historic heritage](#)
- [Overview of State Register of Heritage Places](#)
- [Overview of Aboriginal Heritage](#)
- [Aboriginal sites or heritage places \(AHIS\)](#)
- Search 'RATIS' in DBCAs GIS Corporate Data Menu
- ParksStats live reporting system available to all DBCA staff. Provides live reporting on visitation, recreation assets, campgrounds, visitor satisfaction and basic demographics - <https://parkstats.dbca.wa.gov.au>
- Search 'aboriginal' in DBCAs GIS Corporate Data Menu and check [Aboriginal sites or heritage places \(AHIS\)](#)

External GIS data sources (non-DBCA proponents ONLY)

- Search 'world', 'national' and 'commonwealth' heritage sites on www.environment.gov.au/heritage/
- [Information on WAs historic heritage](#)
- [Overview of State Register of Heritage Places](#)
- [Overview of Aboriginal Heritage](#)
- [Aboriginal sites or heritage places \(AHIS\)](#)

Key contacts

- DBCA Parks and Visitor Services (PVS) Systems Development Officer
- Regional/district DBCA Regional/District, Sustainable Forest Management (SFM) officers
- Parks and Visitor Service officers
- Parks and Visitor Service Systems Development Officer
- DBCAs Senior Planning Officer (DBCA Parks and Visitor Services (PVS))
- DBCAs Aboriginal Heritage Unit (AHU)
- Department of Aboriginal Affairs email heritageenquiries@dplh.wa.gov.au
- For jointly managed areas consult Aboriginal Joint Management Bodies (JMBs) to identify values and determine impacts

8.1 Does the proposal occur in an area with a Local Area Arrangement (LAA) that is signed or currently being developed?

Management response and/or actions to remove or minimise impacts

Consult with the nominated DBCA District Aboriginal Liaison Officer to see if a '**Local Area Arrangement (LAA)**' affects any part of the proposal area.

Each DBCA district maintains written records (includes a map) of all LAAs made between Aboriginal groups and the district.

If yes, describe the details and management actions e.g. visibility requirements, signage, notification/liaison with district.

References (protocols and webpages, where available)

- [DBCAs Corporate Guideline No. 22 'Aboriginal Customary Activities' July 2016](#)

Key contacts

- DBCA Regional/District nominated District Aboriginal Liaison Officer
- DBCAs Aboriginal Heritage Unit

8.2 Does the area contain any, scientific or reference sites, or research plots?

Management response and/or actions to remove or minimise impacts

Identify whether there are any research plots, long-term scientific study areas, or short-term reference sites that may be affected by the proposal. These types of uses are often highly valuable or irreplaceable, and local staff may be poorly informed about those that are part of long-term studies.

Provide details on the site and management actions to conserve the identified values of the site. Include specific requirements for plots from the database. For Departmental users see DBCAs Scientific Sites Register (SSR) to find out and register information about scientific sites.

References (protocols and webpages, where available)

- [Science Project Management System \(SPMS\)](#) (internal only) - a corporately managed information system providing consistency in the recording and management of data relating to marine and terrestrial sites used for survey, monitoring and experimental studies throughout Western Australia. Contains the Data Catalogue and Scientific Site Register.
- [DBCA Biological Surveys](#)
- For more information on monitoring of biodiversity in jarrah forests see - [ForestCheck](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'sci' for scientific study sites in DBCAs GIS Corporate Data Menu
- Search for 'soil' for soil reference sites in DBCAs GIS Corporate Data Menu

- Search 'plots' for timber species trial plots in DBCAs GIS Corporate Data Menu

Key contacts

- Contact local DBCA district for research by external parties

8.3 Will the proposal impact on public utilities?

Management response and/or actions to remove or minimise impacts

Demonstrate how the utilities will be protected during the proposal. Show affected utilities on map.

Internal GIS data sources (DBCA proponents ONLY)

- Search 'utilities' and 'communications' in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents ONLY)

- [Data WA](#)

Key contacts

- DBCA Regional/District Sustainable Forest Management officers

8.4 Will the proposal impact on the view shed or visual amenity from any; road/travel route, recreational track or trail, or recreation site/lookout or townsite/settlement?

Management response and/or actions to remove or minimise impacts

Provide details on the site and management actions to conserve the identified visual and view shed values.

If harvesting, refer to the procedure Jarrah Treemarking for Retention, Appendix 8.1. Include any additional management actions planned to manage proximity to these areas.

Depending on scale of the proposal a visual landscape assessment template could be developed.

Minimum requirement is to consider designated routes however the values of non-designated routes will also need to be considered.

References (protocols and webpages, where available)

- WAPC 'Visual Landscape Planning in WA – a manual for evaluation, assessment, siting and design'. [Visual landscape planning in WA](#)
- Explore Parks WA - [Explore Parks WA](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'key words' in DBCAs GIS Corporate Data Menu. E.g. tracks, Visual Landscape Mapping, townsites, etc.

Key contacts

- DBCA Regional/District Parks and Visitor Services (PVS) officers

8.5 Will the proposal conflict with any other DBCA planned or approved activities for the area?

Management response and/or actions to remove or minimise impacts

Provide details and management actions. Notify the relevant regional/district manager. An example of a conflicting proposal is walk trail construction or maintenance during the prescribed burning season.

References (protocols and webpages, where available)

- DBCAs three-year indicative timber harvest plans - [DBCA Timber Harvesting and the FMP](#)
- ParksStats live reporting system available to all DBCA staff. Provides live reporting on visitation, recreation assets, campgrounds, visitor satisfaction and basic demographic - <https://parkstats.dbca.wa.gov.au>
- DBCAs Corporate Policy Statement 8 'Negotiating Commercial Development and Activities' April 2016.

Internal GIS data sources (DBCA proponents ONLY)

- Corporate data\Topography\ search 'Tracks and Trails'
- search 'annual' for indicative burn program and 'harvest' for harvest plan

External GIS data sources (non-DBCA proponents ONLY)

- search 'burn' for DBCA Annual Indicative Burn Program - [Data WA](#)
- DBCAs three-year indicative timber harvest plans

Key contacts

- DBCA Regional/District Parks and Visitor Services (PVS) officers

8.6 Is it likely the proposal will introduce or increase risks to visitors?

Management response and/or actions to remove or minimise impacts

If yes, undertake a VRM inspection and risk assessment and identify suitable mitigation actions. Specify management actions to remove or minimise visitor risk.

References (protocols and webpages, where available)

- [DBCA Corporate Policy Statement No. 53. Visitor Risk Management](#)
- [DBCA Corporate Guideline No. 28 Visitor Risk Management](#)

Key contacts

- DBCA Regional/District Parks and Visitor Services (PVS) Leader

- Consult with VRM Coordinator if required or unsure

8.7 Will the proposal impact on other recreational activities and events in the area (e.g. horse riding or vehicle-based events)?

Management response and/or actions to remove or minimise impacts

Permission to conduct commercial or non-commercial activities on DBCA lands is obtained by gaining appropriate authorisation and licenses. Check with DBCA Parks and Visitor Services (PVS) staff and the recreational events calendar for potential conflict with organised events. Provide details on possible impact/s and management actions to alleviate. For example, are there any planned recreational activities likely to occur during the period of the proposal, if so provide details (dates, route etc). DBCA and the proponent should work to accommodate these activities wherever practicable.

References (protocols and webpages, where available)

- <https://parks.dpaw.wa.gov.au/whats-on>
- [Park Alerts System](#)

Internal GIS data sources (DBCA proponents ONLY)

- ParksStats is a live reporting system available to all DBCA staff.
 - It provides live information on visitation, recreation assets, campgrounds, visitor satisfaction and basic demographic - [DBCA ParkStats](#)
- RecData, VISTAT, Commercial Operators information can also be found at - <https://ratis.dpaw.wa.gov.au/>

Key contacts

- DBCA Regional/district Parks and Visitor Services (PVS) officers

8.8 Will the proposal introduce or increase visitor use to the site?

Select the applicable option(s)

- ☐ ***Amount of public use or misuse (e.g. degrade tracks)***
- ☐ ***Demand for facilities and services (e.g. rubbish disposal, toilets etc.)***
- ☐ ***Requirements for departmental staff supervision***

Management response and/or actions to remove or minimise impacts

Provide details and management actions.

References (protocols and webpages, where available)

- DBCAs Corporate Guideline No. 32 'Recreation, Tourism and Visitor Services' June 2017
- Visitor Risk Management Policy Statement 53 'Visitor Risk Management' October 2015

- DBCAs Corporate Guideline 28 'Visitor Risk Management' October 2015

Internal GIS data sources (DBCA proponents ONLY)

- ParksStats live reporting system available to all DBCA staff. Provides live reporting on visitation, recreation assets, campgrounds, visitor satisfaction and basic demographic
- [DBCA ParkStats](#)

Key contacts

- DBCA Regional/district Parks and Visitor Services (PVS) officers
- DBCA Visitor Risk Management (VRM) Coordinator if required or unsure

8.9 Will the proposal impact on approved commercial activities (tour operators, apiarist, wildflower picking)?

Management response and/or actions to remove or minimise impacts

Identify where and how the proposal has the capacity to affect approved commercial activities, provide details of who's affected (e.g. site details, name, contact details) and notify affected parties. Specify management actions to avoid or minimise impacting commercial activities.

An example of a proposal that may impact on commercial activities is the disruption of wildflower displays that are accessed by commercial tour operators or apiarists. If there is wildflower picking endorsement for the area, state the actions taken to avoid conflict.

External proponents can check by contacting either local DBCA PVS officers or DBCAs Commercial Operations licensing team.

References (protocols and webpages, where available)

- DBCAs Policy Statement No. 41 Beekeeping on Crown land & Guideline No. 21
- [DBCA Beekeeping on crown land in WA](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'apiary' in DBCAs GIS Corporate Data Menu. Intersect proposal area with apiary sites, create a shapefile and download attributes table into excel spreadsheet to review site information. Assess threat of the proposal to listed apiary sites. If there's a conflict, discuss with district manager as a letter to move site etc. from DBCA may be required. Save all records.
- ParksStats live reporting system available to all DBCA staff. Provides live reporting on visitation, recreation assets, campgrounds, visitor satisfaction and basic demographic
- [DBCA ParkStats](#)
- RecData, VISTAT, Commercial Operators information can also be found at
- <https://ratis.dpaw.wa.gov.au/>

Key contacts

- Contact DBCA District PVS officers to check District records for approved activities

- For Commercial activity enquires see [DBCA Commercial activity enquiries](#)

8.10 Does existing road/trail infrastructure provide adequate access for the proposal without the need for further work?

Management response and/or actions to remove or minimise impacts

The guiding principle for road management is that the proponent should leave/maintain access in a similar or better condition than it was found.

1. Using GIS identify current road classification (type and category) for all roads affected by this proposal.
2. For each Type and Category, detail the management considerations i.e. how the roads identified will be managed in relation to the activity (e.g. Type 1 road, Traffic Management will be used to ensure public safety during road works. OR Category E's - Tracks will be swept with blade to be free of flammable matter for the effective use as a firebreak).
3. Prepare a Road Access Plan outlining work required for each road and proposed changes to road type and category. Attach the Road Access Plan (CEM018).
4. Using the Hygiene Management Classification for Access (Appendix 18, Phytophthora Dieback Management Manual, 2017), identify the classification for all roads affected by this proposal. Roads classified as conditional or restricted will require a Dieback Management Plan. Attach Dieback Management Plan to question 6 (FEM079). Unrestricted Roads will not require a Disease Management Plan.

Consult the roading officer (or equivalent) within the DBCA district to discuss road condition and intended access.

Prepare and attach a Road Access Plan (CEM018) describing the proposed Type and Category of roads to be constructed and all other infrastructure.

Note - For DBCA procurements ONLY:

- Before procurement of any value is commenced staff **must** first obtain approval from their appropriate Manager.
- The person obtaining quotes/ managing the procurement process must not be the same person providing the final sign off on the purchase.
- If the value of work is >\$50,000, or work is of a complex and/or high risk nature, or is design work that leads to construction of any type, contact DBCAs Procurement Manager for works.
- For goods and/or services purchased <\$50,000 (incl. GST) the details must be recorded in a Verbal Quote Register. A Minor (Direct or Verbal) Quotation Record form may be used to summarise the procurement process.
- If the procurement relates to ICT, cleaning, security, high risk or design work that leads to the construction of any value the Procurement Manager must be contacted.

References (protocols and webpages, where available)

- [DBCAs Road Classification System \(Road Type and Category Descriptions\)](#)
- Road Access Plan (CEM018) [FEM forms](#)
- [DBCAs Roading Policy Statement No. 40 \(2016\) – Road Management](#)
- [DBCA Supply and Procurement of Goods and Services. Procurement Goods and Services Flowchart DBCA Operational Procedures for Procurement Goods & Services August 2019](#) (needs updating)
- Unsealed Roads Manual – Guidelines to Good Practice, issued by the Australian Roads Research Board (2009)
- [MRD Standards for building roads](#)
- MRD [RCC Handbook of Environmental Practice for Road Construction and Maintenance works](#)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'TGDB roads' in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- Search 'Roads' in <https://data.wa.gov.au/slip>
- Google maps (or similar GIS tool)

Key contacts

- District Roading Coordinator
- PVS Road Project Coordinator
- DBCA Regional/District Sustainable Forest Management (SFM) officers

8.11.1 Is the BRM sourced from a managed pit?

Management response and/or actions to remove or minimise impacts

If yes, Provide details [BRM pit reference information].

If no, prepare and attach Pit Management Plan - Checklist A (FEM022) including estimated quantity required Contractors Monthly BRM Extraction Summary (FEM028), map of pit locations Pit Management Map (FEM024). Include rehabilitation and seed list in annual approved program Pit Rehabilitation - Checklist B (FEM023).

The proposal should seek to facilitate rehabilitation of pits from past BRM extraction, where possible.

If the BRM required is located on CALM Act lands but is proposed to be used on roads off CALM Act lands, then the Conservation and Parks Commission needs to be consulted.

BRM sourced in situ and within the same risk profile e.g. same dieback category (if in the vulnerable zone) does not necessarily require a pit management plan (e.g. patch gravelling walk trail with material sourced from within trail alignment and with the same dieback status (i.e. infested).

Ensure mining tenement agreements do not affect BRM access.

References (protocols and webpages, where available)

- FEM Web\Advisory Note 7 - Use of BRM for Construction and Maintenance of Harvesting Roads
- [CEMD Forms](#)
 - BRM Management Plan (FEM022)
 - BRM Extraction Summary (FEM028)
 - BRM Management Map (FEM024)
 - BRM Rehabilitation Checklist (FEM023)
- Conservation and Parks Commission 's Position Statement No. 12 (2015) Basic Raw Materials: state government and local government access to lands vested in the Conservation and Parks Commission under the CALM Act (1984)
- [State Planning Policy 2.4 Basic Raw Materials \(BRM\)](#)
- State Planning Policy Statement 2.4 for BRM (2000)
- Dept. Of the Premier and Cabinet. Action Plan D for BRM Perth & Peel (Dec 2015)
- [DBCA Guideline for BRM Pit Rehabilitation](#)
- Dept. of Mines and Petroleum GeoView WA\Land Use Planning has regional basic raw material maps

Internal GIS data sources (DBCA proponents ONLY)

-

External GIS data sources (non-DBCA proponents)

- Search 'basic raw' in <https://catalogue.data.wa.gov.au>

Key contacts

- District Roding Coordinator
- PVS Road Project Coordinator
- DBCA Regional/District, Sustainable Forest Management (SFM) officers

8.12 Are there any access restrictions (temporary or permanent) that apply prior to, during, or post proposal?

Management response and/or actions to remove or minimise impacts

Identify the proposals access route on a map, indicating roads/tracks requiring temporary or permanent use, and those that have or will have road access restrictions applied. Ensure proposed access conforms to the area management plan or other agreements in place for the land. Prepare a Road Access Plan (CEM018) and specify access management actions (e.g. period of use).

Refer to Hygiene Management Classification for Access (Appendix 18) to determine roads classified as 'conditional' or 'restricted'.

To determine if there's an opportunity to close/rehabilitate non-strategic roads/tracks (i.e. those not required in the longer term) conduct a road network and user analysis both present and future (20yrs) in consultation with known stakeholders. Identify and investigate alternative routes as necessary.

Identify roads requiring rehabilitation in the Road Access Plan (CEM018) and the Dieback Management Plan (FEM079).

Update Department's Strategic Road Network database (SRN) with changes to roads.

References (protocols and webpages, where available)

- DBCAs Rooding Policy Statement No. 40 (2016) – Road Management
- FEM Web/forms/Road (and Basic Raw Material) Plan (CEM018)
- FEM Web/Guidelines/Guidelines for the Management and Rehabilitation of Basic Raw Material Pits
- Phytophthora Dieback Management Manual (FEM079)

Internal GIS data sources (DBCA proponents ONLY)

- Search 'TGDB roads' in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- Google maps (or similar GIS tool)
- <https://catalogue.data.wa.gov.au> - Search 'Roads'

Key contacts

- District Rooding Coordinator
- PVS Road Project Coordinator
- DBCA Regional/District Sustainable Forest Management (SFM) officers

8.13 Will the proposal involve the use of Restricted Access Vehicles (RAV) and will any of the roads detailed in the Road Access Plan (CEM018) require assessment and/or permits?

Management response and/or actions to remove or minimise impacts

Main Roads Heavy Vehicle Services (HVS) is responsible for administering road access for Restricted Access Vehicles (RAVs). RAVs must only operate on roads approved by Main Roads, under either an order (notice) or a permit.

MRD approval requires DBCA pre-approval for use of the strategic road network prior to a permit being issued.

- 1) Identify all roads to be used by RAV vehicles in the Road Access Plan CEM018 and on an accompanying map.
- 2) Indicate the type of equipment/machinery, and the season during which work is intended.
- 3) Identify which roads will be documented in the application to Main Roads and which roads are proposed for temporary closure.

If certain roads are not granted MRD approval they must be included into an 'operational worksite' for management by the proponent or alternatively upgraded to MRD RAV road standards.

Detail road improvements that are proposed to meet Main Roads RAV standards and the location of all necessary road closures in the CEM018.

Roads considered as part of an 'operational worksite' need to be shown on a map and submitted with this proposal showing the worksite boundary defined.

#RAVs are vehicles that exceed any of the following:

- a width of 2.5 metres;
- a height of 4.3 metres;
- a length of 19 metres for a vehicle combination;
- a length of 12.5 metres for a rigid vehicle;
- a gross mass of 42.5 tonnes;
- any other mass or dimension limit prescribed in the Road Traffic (Vehicles) Regulations 2014.

References (protocols and webpages, where available)

- Main Road Department (MRD) [Standard Restricted Access Vehicle \(RAV\) Route Assessment Guidelines_Nov 2019](#)

External GIS data sources (non-DBCA proponents)

- RAV mapping tool provides up to date map of the approved roads - <https://mrwebapps.mainroads.wa.gov.au/hvsnetworkmap>

Key contacts

- District (and DBCA Parks and Visitor Services (PVS)) Roding Coordinator
- DBCA Regional/District, Sustainable Forest Management (SFM) officers

8.14 Will the proposal conflict with other road users (e.g. school buses, landholders) and/or proposed road users, on CALM Act managed lands?

Management response and/or actions to remove or minimise impacts

Prepare a Traffic Management Plan in consultation with key stakeholders, identifying alternatives if necessary, providing details on how these issues will be addressed.

References (protocols and webpages, where available)

- DBCAs FMS Traffic Management Plan

Internal GIS data sources (DBCA proponents ONLY)

- Search 'TGDB roads' in DBCAs GIS Corporate Data Menu
- Search 'school' in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- Search 'school' in - <https://data.wa.gov.au/slip>

Key contacts

- District Rooding Coordinator
- PVS Road Project Coordinator
- Regional/district DBCA Regional/District Sustainable Forest Management (SFM) officers

8.15 Will the proposal require maintenance and/or use of other road authorities network or infrastructure?

Management response and/or actions to remove or minimise impacts

Contact Main Roads and/or the Local Government Authority to advise of proposed works and obtain approval. Provide contact details: name, date, notification and advice/consultation.

Prepare a Traffic Management Plan in consultation with key stakeholders, identifying alternatives if necessary, providing details on how issues will be addressed.

Internal GIS data sources (DBCA proponents ONLY)

- Search 'TGDB roads' in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- Search 'roads' in - <https://data.wa.gov.au/slip>

Key contacts

- District Rooding Coordinator
- PVS Road Project Coordinator
- DBCA Regional/District Sustainable Forest Management (SFM) officers

8.16 Is transfer of road management responsibilities or vesting (e.g. leases, easements) necessary for access to the proposal?

Management response and/or actions to remove or minimise impacts

Contact Main Roads and/or the Local Government Authority to advise of proposed works and obtain approval. Provide contact details: name, date, notification and advice/consultation.

Prepare a Traffic Management Plan in consultation with key stakeholders, identifying alternatives if necessary, providing details on how issues will be addressed.

Internal GIS data sources (DBCA proponents ONLY)

- Search 'TGDB roads' in DBCAs GIS Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- Search 'roads' in - <https://data.wa.gov.au/slip>

Key contacts

- District Rooding Coordinator
- PVS Road Project Coordinator
- DBCA Regional/District Sustainable Forest Management (SFM) officers

9.0 Is there any additional information relevant to this proposal that needs to be considered with this assessment?

Management response and/or actions to remove or minimise impacts

Provide details and specify management actions.

Internal GIS data sources (DBCA proponents ONLY)

- Corporate Data Menu

External GIS data sources (non-DBCA proponents)

- <https://data.wa.gov.au/slip>