



Minerals Research Institute of Western Australia

Information Statement 2018 Draft

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MRIWA.WA.GOV.AU

1. Structure and Functions

The Minerals Research Institute of Western Australia (MRIWA) is a statutory body established by the Western Australian Government under the *Minerals Research Institute of Western Australia Act 2013* to stimulate minerals research to support investment in, and operation of, a globally competitive minerals industry in Western Australia.

MRIWA's primary function is to provide and administer funding grants to carry out minerals research. MRIWA is also able to undertake and procure minerals research itself. It is able to collaborate with local, Australian and international research and scientific institutions.

As well as directly supporting minerals research projects, MRIWA funds are available for projects, programs and events that promote public awareness of, and interest in, minerals research, and to support relevant academic activities.

MRIWA has a scholarships program for PhD candidates and for final year students' Honours projects, where the field of study is relevant to the MRIWA objectives.

The expertise of MRIWA is available to the State Minister and the WA Government to foster and promote minerals research for the benefit of the State.

The Minerals Research Institute of Western Australia Act 2013 repealed the *Minerals and Energy Research Act 1987* thereby abolishing the Minerals and Energy Research Institute of Western Australia (MERIWA). All assets, rights and liabilities of MERIWA (the abolished Institute) were transferred to MRIWA on the commencement of the new Act.

The Minerals Research Institute of Western Australia is accountable to the Minister for Mines and Petroleum.

The Institute administers only *the Minerals Research Institute of Western Australia Act 2013*.

The purpose of the Institute is to foster and promote minerals research for the benefit of the State.

MRIWA's functions are to:

- Undertake, procure or manage minerals research projects;
- Provide funding to individuals or corporations to enable them to undertake or participate in minerals research or other associated activities, or to engage other persons to do so;
- Keep records about minerals research projects it undertakes, procures, manages or funds;
- Work with other people, authorities and institutions about minerals research;
- Maintain current knowledge of minerals research being undertaken;
- Promote public awareness and interest in minerals research;
- Foster academic activities related to minerals research; and
- Advise the Minister about minerals research.

The Act also has scope for regulations to be made to give additional functions to MRIWA.

(Refer <http://www.mriwa.wa.gov.au/about/wamri-act>, *Minerals Research Institute of Western Australia Act 2013*, Division 2 for a full description of the MRIWA functions.)

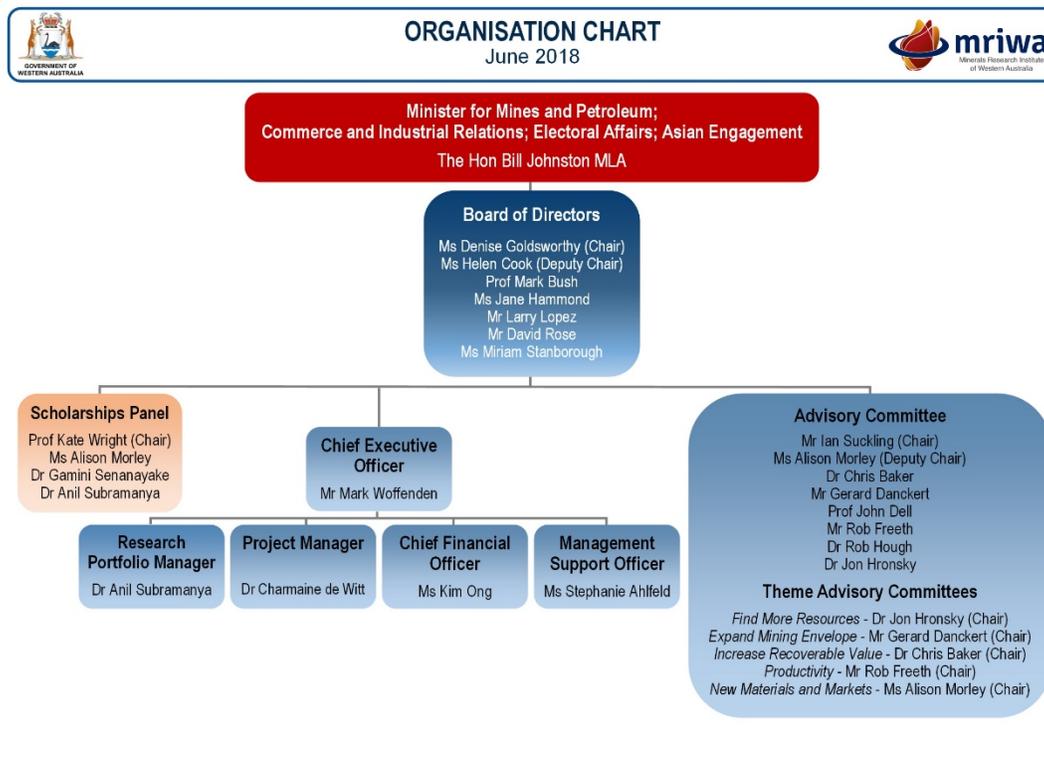
MRIWA is provided with all the powers it needs to perform its functions. In particular, it will be able to:

- Form, hold shares in, and otherwise participate in business arrangements (noting this function is constrained by proposed section 12);
- Enter into sponsorship agreements;

- Develop and profit from technology or other intellectual property; and
- Earn a profit from providing its services as a consultant or adviser.

MRIWA will be able to act in conjunction with any person or government agency in Australia or overseas.

2. Organisation



The control and management of the Institute are vested in a Board of Directors consisting of seven members. The Board is appointed by the Minister.

The Board is assisted by the Advisory Committee, whose functions are principally to:

- Review Applications for research grants with reference to such as, but not exclusively, the quality and relevance of the science, finance, sponsorship and project risks.
- Make recommendations to the Board on Applications for grants for research projects.

The members of the Advisory Committee are appointed by the Board.

The administration of the Institute is undertaken by the Chief Executive Officer with the assistance of Project Manager(s), the Chief Financial Officer and the Management Support Officer.

The Key Performance Indicators for MRIWA are:

- Key Effectiveness Indicator: Ratio of total cash investments in research projects to total approved MRIWA investment in those research projects.
- Key Efficiency Indicator: Total administration cost for the year as a percentage of the total cash value of research projects and the education program under management during the year.

3. Effect of MRIWA's Functions on Members of the Public

Except for those persons who are directly involved in undertaking the research projects, the general public is not involved in the day-to-day operations of the Institute.

4. Public Participation in Policy Formulation

The *Minerals Research Institute of Western Australia Act 2013* requires that the Minister must carry out a review of the operation and effectiveness of the Act as soon as is practicable after the fifth anniversary of its commencement.

Representatives of research entities, industry and government with an interest in minerals research contributed extensively during 2011-12 to preparing the proposal to establish the MRIWA. Government departments and industry and research representatives were consulted on the draft Bill to establish MRIWA.

5. Documents held by MRIWA

The following reports or pamphlets are available from MRIWA:

- Copies of all final project reports are down-loadable from the MRIWA website, once approved for publication by the MRIWA Board Chair - available free.
- Annual Report - available free.
- Application forms for Research Grants with explanatory notes - available free.

6. Freedom of Information Procedures and Access Arrangements

FOI Operations

It is the aim of the Institute to make information available promptly and at the least possible cost. Whenever possible, documents will be provided outside the FOI process.

If information is not routinely available, the *Freedom of Information Act 1992* provides the right to apply for documents held by the Institute and to enable the public to ensure that personal information in documents is accurate, complete, up to date and not misleading.

Freedom of Information Applications

Access applications have to:

- Be in writing;
- Give enough information so that the documents requested can be identified;
- Give an Australian address to which notices can be sent; and,
- Be lodged at the agency with any application fee payable.

Applications and enquiries should be addressed to the CEO (postal address: 100 Plain St, East Perth, WA 6004) or telephone (08) 6180 4343.

Applications will be acknowledged in writing and the applicant will be notified of the decision within 45 (calendar) days.

Freedom of Information Charges

A scale of fees and charges are set under the FOI Act Regulations. Apart from the application fee for non-personal information, all charges are discretionary. The charges are as follows:

1. Type of Fee

– Personal information about the applicant	No fee.
– Application fee (for non-personal information)	\$30.00
2. Type of Charge	
– Charge for time dealing with the application (per hour, or pro rata)	\$30.00
– Access time supervised by staff (per hour, or pro rata)	\$30.00
– Photocopying staff time (per hour, or pro rata)	\$30.00
– Per photocopy.	0.20 cents
– Transcribing from tape, film or computer (per hour, or pro rata)	\$30.00
– Duplicating a tape, film or computer information	Actual Cost
– Delivery, packaging and postage	Actual Cost
3. Deposits	
– Advance deposit of the estimated charges may be required:	25%
– Further advance deposit may be required to meet the charges for dealing with the application	75%

For financially disadvantaged applicants or those issued with prescribed pensioner concession cards, the charge payable is reduced by 25%.

Access Arrangements

Access to documents can be granted by way of inspection, a copy of a document, a copy of an audio or video tape, a computer disk, a transcript of a recorded, shorthand or encoded document from which words can be reproduced.

Notice of Decision

As soon as possible, but in any case within 45 days of receipt of application, the applicant will be provided with a notice of decision which will include details such as:

- The date which the decision was made;
- The name and the designation of the officer who made the decision;
- If the document is an exempt document the reasons for classifying the matter exempt; or the fact that access is given to an edited document; and,
- Information on the right to review and the procedures to be followed to exercise those rights.

Refusal of Access

An applicant who is dissatisfied with a decision of the Institute is entitled to ask for an internal review by the Institute. Application should be made in writing within 30 days of receiving the notice of decision.

Applicants will be notified of the outcome of the review within 15 days.

If the applicant disagrees with the result the applicant can apply to the Information Commissioner for an external review, and details would be advised to applicants when the internal review decision is issued.

7. Access and Points of Contact

The above documents are available on application by:

Telephone: (08) 6180 4340;
 E-Mail: enquiries@mriwa.wa.gov.au
 Mail: Mineral House, 100 Plain St, East Perth, WA, 6004
 Website: www.mriwa.wa.gov.au