

Our Governance

MRIWA's robust governance and contemporary fit-for-purpose corporate practices are outlined in this section highlighting some of the mechanisms in place to improve our performance, deliver business outcomes and ensure compliance.



Message from the Audit and Risk Committee Chair

The Audit and Risk Committee continued to focus on its core role of overseeing the financial and performance reporting and risk management systems and controls for the organisation with specific areas of focus for 2018-19 including:

- Initial “fresh eyes” review of our current processes and controls by the incoming CEO, Nicole Roocke with the aim of identifying areas for improvement and evolution for the organisation.
- Further enhancement to our governance framework and risk management controls including establishing as part of our strategic plan a separate pillar on governance. This has the overarching goal to continue to evolve robust governance and contemporary fit-for-purpose corporate practices.
- Overseeing the assessment of the appropriate accounting treatment and adjusted processes required to ensure compliance with several revised accounting standards that are now applicable, or are becoming applicable in the coming years. In particular in relation to AASB 15 and AASB 1058 relating to Revenue, AASB 9 regarding Financial Instruments and AASB 16 relating to Leases. The committee also ensured continued appropriate reporting on related-party transactions are in line with government requirements.
- Review and re-assessment of our IT security requirements and final approval of a fit-for-purpose IT security implementation plan and infrastructure upgrade.

- Tender process and evaluation of Deloitte as our Financial Services provider from 1 August 2019 in keeping with the arrangement of exemption from TI 824 and to ensure the appropriate level of financial support is provided to the organisation.

I would like to acknowledge and thank outgoing providers KPMG (in particular this year to Naustdal Moore) for their excellent contribution in helping establish and support the financial function to MRIWA over many years.

- Further consideration of the options for the Institute’s Effectiveness and Efficiency KPI targets in the future aligned to our new strategic plan and to ensure ongoing relevance and the highest level of transparency and accountability to government and other stakeholders.
- Scoped and commenced a Business Process review with emphasis on records management.
- Further updating the Institute’s policies to ensure contemporary consideration of all required policies as part of the yearly process commenced in 2016.

I would like to again acknowledge the work of my Committee members Larry Lopez and Mark Bush and thank them for their continued valuable contribution.

I also wish to acknowledge the work of the former CEO Mark Woffenden, our new CEO Nicole Roocke and Anil Subramanya and Stephanie Ahlfeld from MRIWA.

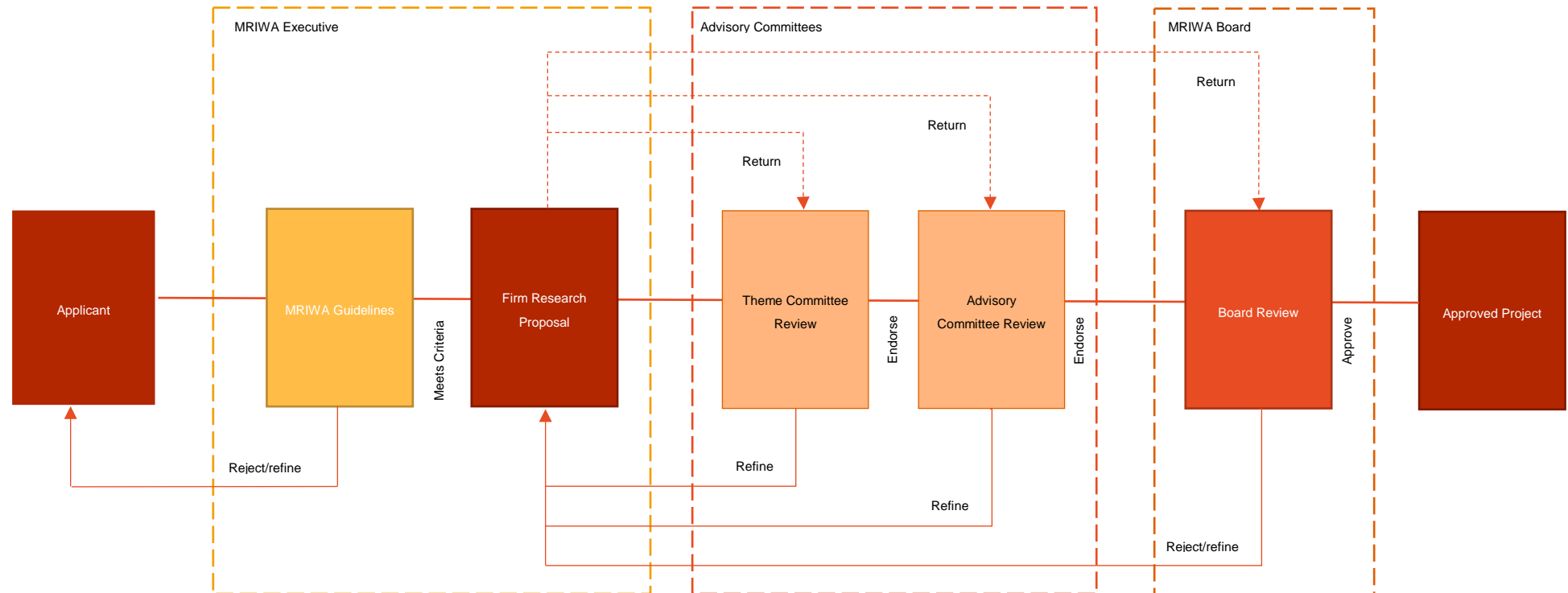
Helen Cook
Chair
Audit and Risk Committee



Committee Structure and Decision-Making Framework

MRIWA is committed to providing robust, transparent decision making in relation to investment decision into research projects, summarised below.

Research applications are developed by an Applicant with input from MRIWA, before being reviewed by the relevant Theme Committee(s) and then the Advisory Committee with a recommendation made to the MRIWA Board on each project. It is the role of the MRIWA Board to approve investment decisions in specific projects.



Disclosures

Shared Responsibilities with Other Agencies

The Institute did not share any responsibilities with any other agencies in 2018-19.

Ministerial Directives

There have been no Ministerial directives to MRIWA in 2018-19.

Other Financial Disclosures

Capital Works

MRIWA has no capital works projects.

Employment and Industrial Relations

As of 30 June 2019, MRIWA employed 3 people, equating to 2.8 full-time equivalents (FTE).

During the year 1 person ceased employment with MRIWA.

MRIWA employment profile

Employment Type	2017-18	2018-19
Fixed Term Full-Time	2	2
Fixed Term Part-Time	1	1

As required by Commissioner's Instruction No. 23: Conversion and Appointment of Fixed Term Contract and Casual Employees to Permanency a review of eligible positions was undertaken.

Staff Development

MRIWA is committed to supporting its employees through the provision of training and development opportunities.

The requirement for completion of online training modules on information technology security was introduced for all Board members and staff in 2018-19.

Diversity Profile

Diversity Group	2017-18	2018-19
Women on the Board	57%	57%
Women in SES	0	100%
Indigenous Australians	0	0
Employees from Culturally-Diverse Background	33%	33%
Employees with Disabilities	0	0
Youth (under 25 years)	0	0

Occupational Safety & Health; Workers Compensation and Injury Management

MRIWA is committed to providing a safe work environment. OHS policies and procedures are directly linked to the MRIWA Risk Register as the control mechanism for reducing the risk of injury of employees, students and visitors. All risks and controls are reviewed annually.

During 2018-19 there were no Workers Compensation claims lodged and there are no employees on return to work plans.

Unauthorised use of credit cards

Officers of MRIWA hold corporate credit cards where their functions warrant usage of this facility. Despite each cardholder being reminded of their obligations, one employee inadvertently utilised the corporate credit card for personal use. The matter was not referred for disciplinary action as the Chief Financial Officer noted prompt advice and settlement of the personal use amount, and the nature of the expenditure was immaterial and characteristic of an honest mistake.

Total Amount Expended and Period Outstanding	2018-19
Aggregate amount of personal use expenditure for the reporting period	\$1.32
Aggregate amount of personal use expenditures settled within 5 working day	-
Aggregate amount of personal use expenditures settled after 5 working days	\$1.32
Aggregate amount of personal use expenditures outstanding at balance date	-



Governance Disclosures

Advertising

In accordance with section 175ZE of the *Electoral Act 1907*, MRIWA has not incurred any expenditure for advertising, market research, polling, direct mail or media advertising.

Board and Committee Representation

To achieve its objective, MRIWA draws substantially on members of the minerals community contributing their experience and knowledge. This is particularly the case for the members of the Board, the Advisory Committee and Theme Advisory Committees.

Board Members are appointed in accordance with Section 27(1)(a) of the MRIWA Act and are remunerated by an annual fee set by the Public Sector Commissioner. The fee has not been varied since first established in 20 December 2013.

Further information on Board membership can be located in the [Overview](#) section of the Annual Report.

Membership of the Advisory Committee and Theme Advisory Committees are appointed in accordance with Section 60(1) of the MRIWA Act and are remunerated based on attendance at a rate set by the Public Sector Commissioner. The rate has not been varied since first established in 20 December 2013.

Representation on the various Committees is outlined below:

Advisory Committee Membership

The Advisory Committee met six (6) times in 2018-19.

Name	Position	Appointment Approved	Period of Membership
Ian Suckling ^(a)	Chair	1 Aug 2018	31 Dec 2020
Alison Morley	Deputy Chair	1 Feb 2018	31 Jan 2020
Christopher Baker ^(a)	Member	1 Feb 2018	31 Jan 2020
Gerard Danckert ^(a)	Member	1 Feb 2018	31 Jan 2020
John Dell ^(a)	Member	1 Feb 2018	31 Jan 2020
Rob Freeth ^(a)	Member	1 Feb 2018	31 Jan 2020
Rob Hough ^(a)	Member	1 Feb 2018	31 Jan 2020
Jon Hronsky ^(a)	Member	1 Feb 2018	31 Jan 2020

Find More Resources Theme Committee

The Find More Resources Theme Committee met three (3) times in 2018-19.

Name	Position	Appointment Approved	Period of Membership
Jon Hronsky ^(a)	Chair	1 Feb 2018	31 Jan 2020
Peter Bewick	Member	1 Feb 2018	31 Jan 2020
James Cleverley	Member	1 Feb 2018	10 Jul 2019
Ivor Roberts ^(a)	Member	1 Feb 2018	31 Jan 2020
Caroline Perring	Member	10 Sep 2018	31 Jan 2020

Notes

(a) Foregoes all remuneration and donates sitting fees back to MRIWA for the Education Program



Expand the Mining Envelope Theme Committee

The Expand the Mining Envelope Theme Committee met twice in 2018-19.

Name	Position	Appointment Approved	Period of Membership
Gerard Danckert ^(a)	Chair	1 Feb 2018	31 Jan 2020
John DeVries ^(a)	Member	1 Feb 2018	31 Jan 2020
Rick Stroud	Member	1 Feb 2018	7 Mar 2019
Rathy Brandes de Roos ^(a)	Member	15 Aug 2018	31 Jan 2020

Increase Recoverable Value Theme Committee

The Increase Recoverable Value Theme Committee met five (5) times in 2018 19.

Name	Position	Appointment Approved	Period of Membership
Christopher Baker ^(a)	Chair	1 Feb 2018	31 Jan 2020
Grant Caffrey ^(a)	Member	1 Feb 2018	31 Jan 2020
James Kyle	Member	1 Feb 2018	31 Jan 2020
Gamini Senanayake	Member	1 Feb 2018	31 Jan 2020
William Staunton	Member	1 Feb 2018	31 Jan 2020

Improve Productivity Theme Committee

The Improve Productivity Theme Committee met twice in 2018-19.

Name	Position	Appointment Approved	Period of Membership
Rob Freeth ^(a)	Chair	1 Feb 2018	31 Jan 2020
Tamryn Barker	Member	1 Feb 2018	31 Jan 2020
Charles Elliot ^(a)	Member	1 Feb 2018	31 Jan 2020
John Hearne ^(a)	Member	1 Feb 2018	31 Jan 2020
Melinda Hodkiewicz ^(a)	Member	1 Feb 2018	31 Jan 2020
Sabina Shugg	Member	1 Feb 2018	31 Jan 2020

New Products and Markets Theme Committee

The New Products and Markets Theme Committee met once in 2018-19.

Name	Position	Appointment Approved	Period of Membership
Alison Morley	Chair	1 Feb 2018	31 Jan 2020
Peter Oliver ^(a)	Member	1 Feb 2018	31 Jan 2020
Kathleen Wright ^(a)	Member	1 Feb 2018	31 Jan 2020
Ben Hammond ^(a)	Member	1 Feb 2018	27 Feb 2019

Scholarships Panel

The Scholarships Panel met twice in 2018-19.

Name	Position	Appointment Approved	Period of Membership
Kathleen Wright ^(a)	Chair	1 Feb 2018	31 Jan 2020
Gamini Senanayake	Member	1 Feb 2018	31 Jan 2020
Alison Morley	Member	1 Feb 2018	31 Jan 2020
Anil Subramanya	Member	1 Feb 2018	31 Jan 2020

Notes

(a) Foregoes all remuneration and donates sitting fees back to MRIWA for the Education Program

Contracts with Senior Officers

No member of MRIWA staff had any interest or benefit from any contract MRIWA entered.

Freedom of Information

The *Freedom of Information Act 1992* enables the public to apply for access to documents held by MRIWA. No freedom of information request was received by the organisation in 2018-19.



Public Sector Standards and Ethical Codes

All members of MRIWA Board, Advisory and Theme Committees are aware of the need to comply with Part 4 – Administration, Subdivision 3 of the *Minerals Research Institute Act 2013*, which sets out the provisions for disclosure of material personal interest, and the MRIWA's Code of Ethics and Conduct.

MRIWA has complied with Section 31(1) of the *Public Sector Management Act 1994* in the administration of the MRIWA's human resource management practices relating to Public Sector Standards, the Western Australian Public Sector Code of Ethics and MRIWA's Code of Ethics and Conduct.

MRIWA uses the Department of Mines, Industry Regulation and Safety's human resources services and is confident their human resources management principles have adequate checks in place to ensure compliance requirements are met.

In 2018-19 no breach claims were lodged in relation to either the Public Sector Standards or the WA Public Sector Commission's Code of Ethics.

MRIWA is compliant with the *Public Interest Disclosure Act 2003*. In accordance with this Act, our Chief Executive Officer is our designated Public Interest Disclosure Officer.

In 2018-19 we had no public interest disclosures lodged under the Act. MRIWA submitted the Public Sector Entity Survey to the Public Sector Commission with no reports for breach of discipline under the *Public Sector Management Act 1994*.

Bi-monthly reporting of MRIWA's gift and benefits register to the Board was introduced in 2018-19 to ensure no inappropriate acceptance of gifts or benefits and to monitor any notable trends.

Record Management Plan

MRIWA has a Record Management Plan which is due to be reviewed by December 2019 in accordance with section 28 of the *State Records Act 2000*.



Other Legal Requirements

Annual Estimates

Statement of Comprehensive Income

For the year ended 30 June 2019

	Estimate 2020 \$
COST OF SERVICES	
Expenses	
Research grants	8,800,766
Scholarships	320,174
Loss on disposal of assets	
Employee benefits expense	780,775
Institute Contractor fees	50,000
Board and committee fees and costs	117,202
Supplies and services	410,586
Other expenses	19,380
Accommodation expenses	47,250
Depreciation expense	3,870
Total cost of services	10,550,013
Income	
Revenue	
Interest revenue	200,000
Other revenue	41,462
Revenue from Industry Sponsorship	5,359,680
Total revenue	5,601,142
Total income other than income from State Government	5,601,142
NET COST OF SERVICES	4,948,871

	Estimate 2020 \$
Income from State Government	
State Government Grant	4,147,000
Resources received free of charge	47,250
Total income from State Government	4,194,250
Surplus/(Deficit) for the period	(754,621)
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD	(754,621)



Statement for Financial Position

As at 30 June 2019

	Estimate 2020 \$
ASSETS	
Current Assets	
Cash and cash equivalents	2,478,373
Restricted cash and cash equivalents	9,913,490
Receivables and other assets	579,766
Other Current Assets	50,000
Total Current Assets	13,021,629
Non-Current Assets	
Property, plant and equipment	13,580
Total Non-Current assets	13,580
TOTAL ASSETS	13,035,209

	Estimate 2020 \$
LIABILITIES	
Current Liabilities	
Payables	1,101,074
Provisions	69,304
Deferred revenue	2,900,000
Total Current Liabilities	4,070,377
Non-Current Liabilities	
Provisions NCL	-
Total Non-Current Liabilities	-
TOTAL LIABILITIES	4,070,377
NET ASSETS	8,964,832
EQUITY	
Accumulated surplus	8,964,832
TOTAL EQUITY	8,964,832



Statement of Cash Flows

For the year ended 30 June 2019

	Estimate 2020 \$
Cash flows from State Government	
Cash receipts from Government	4,147,000
Cash flows from operating activities	
Payments	
Research Grant Payments	(8,541,184)
Employee benefits	(780,775)
Institute Contractor Fees	(50,000)
Board and Advisory Committee Fees	(65,572)
Supplies and Services	(429,966)
GST Paid on Purchases	(902,115)
<i>Other payments</i>	
Receipts from Sponsors	4,779,914
Interest received	206,000
GST received on sales	477,991
Net GST refunded from ATO (or paid)	424,124
Cash generated from operations	(4,881,583)
Cash flows from investing activities	
Purchase of non-current assets	-
Net cash from investing activities	-

	Estimate 2020 \$
Cash flows from financing activities	
Related entities loans	-
Proceeds from other borrowings	-
HP Financing	-
Finance leases	-
Net cash from financing activities	-
Net increase in cash and cash equivalents	(734,583)
Cash and cash equivalents 1 July 2018/1 July 2019	13,126,446
CASH AND CASH EQUIVALENTS AT END OF YEAR	12,391,863

