



Department of
**Jobs, Tourism, Science
and Innovation**

Information Statement

2024 - 2025

Acknowledgement of Country

The Department of Jobs, Tourism, Science and Innovation acknowledges the Traditional Custodians throughout Western Australia and their continuing connection to the land, waters and community.

We pay our respects to all members of Aboriginal and Torres Strait Islander communities and their cultures, and to Elders past, present, and emerging.

Foreword

This information statement has been prepared and published in pursuant to the requirements of Part 5 of the *Freedom of Information Act 1992 (WA)* (the FOI Act). This statement has been prepared as a guide for the public about information held by the Department of Jobs, Tourism, Science and Innovation (the department) and how to access it.

In compliance with section 94 of the FOI Act, this statement provides guidance to the public in relation to the following matters:

- » Details of legislation administered by the department.
- » Details of the decision-making functions and structure within the department.
- » The availability and accessibility of information held by the department.

The Freedom of Information Statement published for Tourism Western Australia is available at [Tourism Western Australia](#).

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2. About Us

The Department of Jobs, Tourism, Science and Innovation drives the creation of local jobs and a stronger, more diverse Western Australian economy.

The department delivers initiatives on behalf of the Western Australian Government that supports the full spectrum of economic activity in Western Australia, from large-scale mining and industrial operations, to innovate startups and small to medium businesses across the state.

Led by Director General Rebecca Brown, the department has a strong focus on promoting the state nationally and internationally in order to increase trade and attract investment, and encourage tourists and students to consider Western Australia as their destination of choice.

The department fosters Western Australia's already leading science, research and innovation sectors to build a technologically advanced and prosperous future for all Western Australians.



Our mission

To promote Western Australia and advance the diversification and growth of the State's economy.

3. Legislation

3.1. Enabling Legislation

The Department of Jobs, Tourism, Science and Innovation was formed under the *Public Sector Management Act 1994* (WA) section 35(1)(b), by amalgamating the departments designated as the Department of State Development, Department of Commerce, and the Western Australian Tourism Commission. The resulting department was given effect from 1 July 2017.

The department complies with the following legislation in the performance of its functions:

- *Copyright Act 1993*
- *Crime and Corruption Commission Act 2003*
- *Criminal Code 1913*
- *Disability Services Act 1993*
- *Electronic Transactions Act 2011*
- *Equal Employment and Opportunity Act 1984*
- *Evidence Act 1906*
- *Fair Trading Act 1987*
- *Financial Management Act 2006*
- *Freedom of Information Act 1992*
- *Legal Deposit Act 2012*
- *Limitation Act 1935 and 2005*
- *Work Health and Safety Act 2020*
- *Privacy Act 1988*
- *Public Sector Management Act 1994*
- *State Records (Consequential Provisions) Act 2000*
- *State Records Act 2000*
- *State Supply Commission Act 1991*
- *Western Australian Tourism Commission Act 1983*

Tourism WA is a separate reporting entity under the *Freedom of Information Act 1992*. A list of Tourism WA's enabling and administered legislation is included in the Freedom of Information Statement published for Tourism Western Australia.

3.2. Administered Legislation

The department administers 16 Statutes and 64 State Agreements on behalf of the Western Australian Government. As part of this responsibility, we also negotiate new agreements, variations, terminations and repeals of State Agreement Acts as required.

This list outlines the Acts and Agreement Acts, by commodity, as at the end of the 2022-23 reporting year.

Statutes administered by the department

- *Government Agreements Act 1979*
- *Nuclear Activities Regulation Act 1978*
- *Texas Company (Australasia) Limited (Private) Act 1928*
- *The Commonwealth Oil Refineries, Limited (Private), Act, 1940*
- *State Agreements Legislation Repeal Act 2013*
- *Industry and Technology Development Act 1998*
- *Western Australian Jobs Act 2017*
- *Agent General Act 1895*
- *Western Australian Product Symbol Act 1972*
- *Western Australian Tourism Commission Act 1983*
- *Animal Resources Authority Act 1981*
- *Anzac Day Act 1960*
- *Western Australian Aged Sailors, Soldiers and Airmen's Relief Fund Act 1932*
- *Rottnest Island Authority Act 1987*
- *Chemistry Centre (WA) Act 2007*
- *Major Events Act 2023*

Agreement Acts administered by the department

Alumina

- *Alumina Refinery Agreement Act 1961*
- *Alumina Refinery (Pinjarra) Agreement Act 1969*
- *Alumina Refinery (Mitchell Plateau) Agreement Act 1971 [Agreement terminated]*
- *Alumina Refinery (Wagerup) Agreement and Acts Amendment Act 1978*
- *Alumina Refinery (Worsley) Agreement Act 1973*
- *Charcoal iron and steel*
- *Wundowie Charcoal Iron Industry Sale Agreement Act 1974*

Coal

- *Collie Coal (Griffin) Agreement Act 1979*
- *Collie Coal (Western Collieries) Agreement Act 1979*

Copper

- *Western Mining Corporation Limited (Throssell Range) Agreement Act 1985*

Diamonds

- *Diamond (Argyle Diamond Mines Joint Venture) Agreement Act 1981*

Energy

- *Goldfields Gas Pipeline Agreement Act 1994*
- *Ord River Hydro Energy Project Agreement Act 1994*
- *Pilbara Energy Project Agreement Act 1994 [Agreement terminated]*

Forest Products

- *Albany Hardwood Plantation Agreement Act 1993*

- *Bunbury Treefarm Project Agreement Act 1995*
- *Collie Hardwood Plantation Agreement Act 1995*
- *Dardanup Pine Log Sawmill Agreement Act 1992*
- *Wood Processing (WESFI) Agreement Act 2000*
- *Wood Processing (Wesbeam) Agreement Act 2002*

Gas

- *North West Gas Development (Woodside) Agreement Act 1979*
- *Barrow Island Act 2003 (which incorporates the Gorgon Gas Processing and Infrastructure Project Agreement)*
- *Natural Gas (Canning Basin Joint Venture) Agreement Act 2013 [Agreement terminated]*

Gold

- *Tailings Treatment (Kalgoorlie) Agreement Act 1988 [Agreement expired]*

Iron Ore and Steel

- *BHP Billiton (Termination of Agreements) Agreement Act 2006*
- *Iron Ore Agreements Legislation (Amendment, Termination and Repeals) Act 2011*
- *Iron Ore (Channar Joint Venture) Agreement Act 1987*
- *Iron Ore (FMG Chichester Pty Ltd) Agreement Act 2006*
- *Iron Ore (Goldsworthy-Nimngarra) Agreement Act 1972*
- *Iron Ore (Hamersley Range) Agreement Act 1963*
- *Iron Ore (Hamersley Range) Agreement Act Amendment Act 1968*
- *Iron Ore (Hope Downs) Agreement Act 1992*
- *Iron Ore (McCamey's Monster) Agreement Authorization Act 1972*
- *Iron Ore (Marillana Creek) Agreement Act 1991*
- *Iron Ore (Mount Bruce) Agreement Act 1972*
- *Iron Ore (Mount Goldsworthy) Agreement Act 1964*
- *Iron Ore (Mount Newman) Agreement Act 1964*
- *Iron Ore (Murchison) Agreement Authorization Act 1973*
- *Iron Ore (Rhodes Ridge) Agreement Authorisation Act 1972*
- *Iron Ore (Robe River) Agreement Act 1964*
- *Iron Ore (Wittenoom) Agreement Act 1972*
- *Iron Ore (Yandicoogina) Agreement Act 1996*
- *Iron Ore Processing (Mineralogy Pty Ltd) Agreement Act 2002*

Mineral Sands

- *Mineral Sands (Eneabba) Agreement Act 1975*
- *Mineral Sands (Cooljarloo) Mining and Processing Agreement Act 1988 [Agreement expired]*
- *Mineral Sands (Beenup) Agreement Act 1995*

Nickel

- *Nickel (Agnew) Agreement Act 1974*

- *Nickel Refinery (BHP Billiton Nickel West Pty Ltd) (Termination of Agreements) Agreement Act 2008*

Oil

- *Oil Refinery (Kwinana) Agreement Act 1952*
- *Anglo-Persian Oil Company Limited's (Private) Act 1919*

Salt

- *Dampier Solar Salt Industry Agreement Act 1967*
- *Evaporites (Lake MacLeod) Agreement Act 1967*
- *Leslie Solar Salt Industry Agreement Act 1966*
- *Onslow Solar Salt Agreement Act 1992*
- *Shark Bay Solar Salt Industry Agreement Act 1983*

Uranium

- *Uranium (Yeelirrie) Agreement Act 1978*

Miscellaneous

- *Cement Works (Cockburn Cement Limited) Agreement Act 1971*
- *Industrial Lands (CSBP & Farmers Limited) Agreement Act 1976*
- *Industrial Lands (Kwinana) Agreement Act 1964*
- *Paper Mill Agreement Act 1960 [Agreement expired]*
- *Pigment Factory (Australind) Agreement Act 1986 [Agreement expired]*
- *Railway (Roy Hill Infrastructure Pty Ltd) Agreement Act 2010*
- *Railway and Port (The Pilbara Infrastructure Pty Ltd) Agreement Act 2004*
- *Railway (BBI Rail Aus Pty Ltd) Agreement Act 2017*
- *Silicon (Kemerton) Agreement Act 1987*

Agreements terminated in 2022-23

- *Poseidon Nickel Agreement Act 1971*

New Statutes in 2022-23

- *Major Events Act 2023*
-

Variations in 2022-23

- *Collie Coal (Griffin Agreement Act 1979) Ratified Variation Agreement*

4. Agency Structure

The department consists of four groups (Strategy and International Engagement, Resources and Project Facilitation, Industry, Science and Innovation and Tourism WA) and is supported by Corporate Services, Legal Services and the Office of the Director General.

4.1. Organisational Structure



Rebecca Brown
Director General



Simone Spencer
Deputy Director General
Strategy and International
Engagement



Phil Gorey
Deputy Director General
Resources and Project
Facilitation



Tim Marney
Coordinator General
Economic Development



Linda Dawson
Deputy Director General
Industry, Science and Innovation



Steph Underwood
Managing Director
Tourism Western Australia

5. Functions

The department is Western Australia's lead agency for economic development, international trade and investment, and tourism. The department also leads the promotion and development of the defence, international education, science and innovation sectors in Western Australia.

5.1. Science and Innovation

Develops the state's science and innovation capacity and capabilities, encourages collaboration between government, industry and academia, promotes scientific excellence and innovative achievements, administers funding and leverages investment.

5.2. Policy, Planning and Economic Development

Provides strategic policy advice on state development issues, develops strategic infrastructure and is responsible for state significant projects. Promotes export market development and manages the Western Australian Government's network of international trade and investment offices.

5.3. Resources Development and Defence

Leads and assists the development and expansion of Western Australia's resources and industry sectors, improves local industry capability and participation, and promotes Western Australia's defence sector.

5.4. Tourism Western Australia

Promotes Western Australia as an extraordinary holiday destination, with a focus on marketing the state; developing, attracting and promoting major sporting, cultural and business events; and supporting the development of significant tourism infrastructure projects.

6. Public Participation

6.1. Decision Making

The avenues for direct public participation in the organisation's policy formulation and performance are limited. Information is made available through a range of mediums including public statements, news releases and Western Australian Government document collections.

6.2. Public Consultation

The department provides the public with opportunities to comment on proposals while they are being developed and prior to a final outcome being achieved or determined. In both strategic and statutory planning exercises, opportunity for comment and participation may be provided through:

- media statements
- announcements
- invitations to events
- invitations to submit tenders.

6.3. Feedback

The department respects our customers' right to complain if they are not happy with the services we provide, or the way in which they are provided. Our Complaints Policy provides information on how your complaint will be managed.

6.4. Written Requests

A member of the public can write to the department on the activity, service or any issues within the department's jurisdiction.

7. Information Held by the Department

7.1. Publications, reports and presentations

Publications that are free to the public are generally available in electronic format on the department's website. These publications and this information include, but are not limited to:

- annual reports
- presentations
- studies and public consultation documents.

7.2. Administrative files

The department produces and maintains comprehensive records on all its operations and activities. The following is a summary of the types of records for which an FOI application may be required:

- policy and strategic planning
- procedures
- internal and external correspondence
- employee records.

7.3. Information Centre

The department also maintains an Information Centre that holds material on:

- mineral and infrastructure projects
- mining and energy industries
- science, defence and other industry development
- State Agreements
- economics and statistics
- international trade.

8. Freedom of Information

8.1. What is Freedom of Information?

The *Freedom of Information Act 1992* (FOI Act) gives the public a right to access government documents, subject to some limitations.

Documents accessible under the FOI Act include paper records, plans and drawings, photographs, tape recordings, films, video tapes or information stored in a computerised form.

Anyone can also apply to have personal information about themselves in government documents amended if that information is inaccurate, incomplete, out of date or misleading.

The department's aim is to assist applicants in obtaining access to documents and at the lowest reasonable cost. Where appropriate, documents will be provided outside of the Freedom of Information process.

8.2. Freedom of Information Unit



Freedom of Information Coordinator
Department of Jobs, Tourism, Science and Innovation
Level 11, 1 William Street, Perth WA 6000



foi.jtsi@jtsi.wa.gov.au



(08) 6277 3000



www.wa.gov.au

8.3. Accessibility

The department is committed to ensuring accessibility for all members of the community to our facilities, services and information. In accordance with the department's Disability Access and Inclusion Plan (DAIP), Freedom of Information applicants with a disability can be provided copies of documents in a format that will enable them to access the information as readily as other people are able to access it. Information about the DAIP is available on the department's website.

8.4. Application

Applications for information under the Freedom of Information process must:

- be in writing
- be specific so that the search for documents can be done efficiently
- give an Australian address to which notices can be sent

- be lodged at the department together with any application fee payable.

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

8.5. Notice of Decision

A Notice of Decision will be issued by the department as soon as possible, within the statutory 45 days from receipt of a valid application.

The Notice of Decision will include details such as:

- the date the decision was made
- the name and designation of the officer who made the decision
- the reasons for claiming the document is exempt if access is refused
- information on the rights of review and the procedures to be followed to exercise those rights.

8.6. Amendment of Personal Information

Individuals can apply to the FOI Coordinator for the correction or amendment of any documents held by the department containing their personal information.

The application must be in writing, and you must give as much information as you can to show how or why the department's records are inaccurate, incomplete, out of date or misleading.

If the department decides to amend the information it will usually alter the record or add a further note in relation to the record. The department will inform you of its decision and reasons, together with your right of review if you are not satisfied.

8.7. Fees and Charges

Fees and charges are set under the Freedom of Information Regulations 1993. Apart from the application fee for non-personal information, all charges are discretionary.

Concessions

For impecunious applicants or applicants issued with a prescribed pensioner concession card, the charges payable are reduced by 25%. The reduction in fees does not apply to the application fee.

8.8. Right of Review

Internal review

Applicants who are dissatisfied with the decision of the department are entitled to ask for an internal review by the department. Applications 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 of the internal review the applicant can apply to the Information Commissioner for an external review. Details will be advised to applicants when the internal review decision is issued.

Should an applicant wish to proceed with a review, the application should:

- be in writing
- give particulars of the decision to be reviewed
- confirm an Australian address to which notices can be sent

No further fees apply to an application for internal review.

External review

Following an internal review, matters remaining in dispute can be submitted to the Office of the Information Commissioner for an external review. Such applications must be submitted to the Information Commissioner's office within 60 days from the date of the internal review decision for an applicant and 30 days by a third party.

No fees or charges apply to internal or external reviews.



Department of
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This publication is available on our website: www.wa.gov.au/JTSI

Copies available on request at:

Department of Jobs, Tourism, Science and Innovation Level 11, 1 William Street, Perth
Western Australia 6000

Tel +61 8 6277 3000 | E jtsi@jtsi.wa.gov.au

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