

NORTHERN TERRITORY  
DEPARTMENT OF RESOURCES

**MINING MANAGEMENT PLAN (MMP)  
STRUCTURE GUIDE FOR  
EXTRACTIVE/SMALL MINING/EXPLORATION  
OPERATIONS**

**ADVISORY NOTE**



**INSTRUCTIONS ON THE USE OF THIS DOCUMENT**

An Authorisation for Mining/Exploration Activities can only be issued on the completion and acceptance of a MMP.

An MMP is required for new projects, when operations change significantly from the previous plan or on an annual report basis for each active Mining/Exploration Area.

This Advisory Note contains instructions and some examples of Mine Management issues for consideration by extractive, small mines and exploration projects in the preparation of an MMP.

Each section contains examples of issues which may be relevant to an operation. The operator should assess which are relevant to their site, or whether other factors need consideration, but are not listed here.

The commitments to continuous improvement should have a defined objective and completion date placed on them so that there is a measurable time frame.

A Small MMP Template is available if required, on the department website at:  
[www.minerals.nt.gov.au/mineralsforms#mining](http://www.minerals.nt.gov.au/mineralsforms#mining)

**THIS ADVISORY NOTE AND PLAN IS NOT TO BE TAKEN AS A DEFINITIVE RESPONSE TO THE DEPARTMENTS REPORTING REQUIREMENTS BUT SHOULD BE UTILISED BY OPERATORS AS A BASIS TO THE DEVELOPMENT OF A PROJECT-SPECIFIC MINING MANAGEMENT PLAN (MMP) THAT INCORPORATES A PROGRAM OF CONTINUOUS IMPROVEMENT.**

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*Sections 35(3), 40 of the Mining Management Act*

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## 1.0 INTRODUCTION

### 1.1 PROJECT NAME AND LOCATION

- Project/Mine Name
- Location in context of distance to nearest town/major features/roads
- Support with a legible and detailed site location map and site diagram with information as described in Figures: Project Site Maps section. Aerial photographs could be employed for this information.

### 1.2 MINING INTERESTS

- Granted titles, title holder and date of grant.
- Associated title applications

### 1.3 OPERATOR DETAILS

Name of operator or company (as per Australian Securities and Investment Commission (ASIC) if applicable)

Address:

- Postal address
- Street address

Phone/Fax/Email:

- Business
- After Hours
- Fax
- Email

Key Personnel/Contact Person:

- Key contacts are generally Senior on-site personnel
- May include position eg. Mine Manager, OHS Officer, Environmental Officer, Exploration Manager
- Should be supported by Organisational Chart

### 1.4 STATUTORY REQUIREMENTS

List of current legislation, permits and conditions under which the mine/project will be operated. List may include, but is not limited to;

- *Mining Management Act*
- *Mining Management Regulations*
- *Mining Act*
- *Weeds Management Act*
- *Bushfires Act*
- *Australasia Railway (Special Provisions) Act*
- *Heritage Conservation Act*
- *NT Aboriginal Sacred Sites Act*
- *Native Title Act*
- *Aboriginal Land Rights (Northern Territory) Act*
- *Environment Protection & Biodiversity Conservation Act*
- *Atomic Energy Act*
- *Workplace Health and Safety Act*
- *Radioactive Ores and Concentrates (Packaging and Transport) Act (NT)*
- Code of Practice for Safe Transport of Radioactive Materials 2001
- Code of Practice for Radiation Protection and *Radioactive Waste Management in Mining and Processing (Mining and Processing Code)*
- Reporting requirements such as those for; production statistics; employment/injury and safety statistics; frequency of water quality reporting
- Lease conditions
- Authorisation conditions
- Requirements for reporting to any other statutory body eg. DNRETAS waste/water discharge permits, EPBC Act

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#### 1.5 NON-STATUTORY REQUIREMENTS

- Land use agreements
- Pastoral agreements
- Pre-eminent practices
- Land Council agreements
- Agreements with other Authorised operators on site if relevant

#### 1.6 IDENTIFIED STAKEHOLDERS

Outline of interested parties and their connection. This may include:

- Lease owner
- Land owner / occupiers
- Land claimants
- Neighbours and communities
- Tenement manager
- Government departments
- Shareholders

Outline the consultation process undertaken with the underlying landowners (eg as detailed in the NT Minerals Council Code of Conduct for Mineral Explorers in the NT).

## 2.0 PROJECT DETAILS

### 2.1 HISTORY OF DEVELOPMENT AND CURRENT STATUS/PREVIOUS EXPLORATION ACTIVITIES

- Outline of any previous site activities that are to be accounted for under the plan eg. any previous mining/exploration, rehabilitation completed
- Brief outline of any historical mining or exploration carried out in the area

The MMP is a backward and forward looking document for ongoing operations:

- Provide details of previous extraction amounts against that proposed in the last MMP
- Provide details of previous exploration activities carried out in the last twelve months under a current Authorisation

### 2.2 PROPOSED ACTIVITIES

Detail proposed activities for the next twelve months:

- Details of clearing, stripping and excavation or exploration program
- Screening, crushing washing etc.
- Size and number of disturbances eg drillpads, sumps, costeans, pits etc
- Type of machinery to be used/method of excavation
- Type of exploration to be undertaken eg. RAB, RC. Diamond, bulk sampling, etc.
- Number of holes and their location
- Depth of pits, holes etc
- Km of track clearing/construction
- Camp area required

### 2.3 MATERIAL RESERVES/ TARGET MATERIAL/MINERALS

- Estimated quantity and possible type eg. gravel, sand, topsoil, ore and grade
- Commodity extracting or exploring for.

### 2.4 EXPECTED MINE LIFE AND MINING SCHEDULE/ EXPLORATION SCHEDULE

- Amount of material to be excavated during period of the MMP (ie twelve months)
- Dates/schedules for construction/production
- How long is extraction/exploration expected to occur?
- What time of the year will extraction/exploration occur?
- The rate of extraction

### 2.5 WORKFORCE

Factors for consideration:

- Number in workforce
- Any relevant socio-economic aspects eg. source of labour, contractors/employees
- Work descriptions

### 2.6 SITE INFRASTRUCTURE & LOCATION

Factors for consideration:

- Buildings
- Septic
- Power
- Water
- Storage areas
- Camp requirements

Include this information on the site diagram.

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## 2.7 TRANSPORTATION AND SITE ACCESS

- Public roads
- Private roads
- Shared access
- Tracks

Include the above information on the site diagram

Other information for consideration:

- Site security eg gates
- Signs
- Consultation with the Department of Planning and Infrastructure (DPI) and any relevant agreements or conditions regarding access onto public roads

## 2.10 OTHER RELEVANT INFORMATION

- For example, how do multiple authorised operators interact on site
- Other information that supports the plan

### 3.0 CURRENT PROJECT SITE CONDITIONS

#### 3.1 LAND AREA TYPE

Map(s) (aerial or topographical) at appropriate scales may be included, supported by information such as:

- Land units
- Soil description
- Outline of ore resource
- Geology
- Vegetation

Reference to any reports/studies undertaken.

#### 3.2 HYDROLOGY

Map(s) (aerial or topographical) at appropriate scales may be included, supported by information such as:

- Surface water flows onto and out of the site area
- Groundwater occurrence locally
- Surface water and groundwater quality
- Location of bores
- Any present/planned uses or users of surface water and groundwater

#### 3.3 FLORA AND FAUNA

This may be supported by information such as:

- Identification of any rare and endangered species
- Information on plants and animals that may be affected by the mining/exploration activities.
- Description of any feral animals and weed species at the site
- Flora and fauna native to the area
- Current fire regime
- Flora or fauna of cultural significance in the area

Information may be sourced from the NT Department of Natural Resources, Environment, the Arts and Sport (<http://www.nt.gov.au/nreta/>) and the Commonwealth Department of the Environment, Water, Heritage and the Arts, Environmental Reporting Tool at <http://www.environment.gov.au/apps/boobook/mapservlet?app=ert>

#### 3.4 CURRENT LAND USE

Description of current land use on and adjacent to the project area. This may be supported by information such as:

- Land tenure and land use eg. traditional Aboriginal ownership, Parks and Reserves, pastoral properties, mining activities, communities and townships
- History of any past activities that have occurred on the project area

#### 3.5 HISTORICAL, ABORIGINAL, HERITAGE SITES

Identification of sites that may be affected by the mining activities. Map/s at appropriate scales should be included. This may show or be supported by information such as:

- any nominated/proposed and/or declared heritage places and objects
- results of an inspection of the Register of Sacred Sites maintained by the AAPA

## 4.0 ENVIRONMENTAL MANAGEMENT

### 4.1 ENVIRONMENTAL MANAGEMENT SYSTEM

- A report of progress made over the period on the status of development in any of the following areas (section 4.2-4.8)
- If organisations do not have a formalised system, they may use the following section headings as a basis to an environmental management system and environmental management plan
- Organisations with structured EMS and EMP may attach this to the MMP
- Section 4 should also deal with **uranium** exploration management of water and waste. A Radiation Management Plan may be included as an appendix

#### 4.1.1 ENVIRONMENT POLICY AND RESPONSIBILITIES

- Overview of Company environmental policies and commitments
- What targets have been set for environmental performance?
- Who is the person responsible for implementing environmental management?

#### 4.1.2 IDENTIFICATION OF ENVIRONMENTAL ASPECTS AND IMPACTS

- Identification of actual and potential environmental impacts and associated risk assessment
- What procedures are in place for identifying impacts

#### 4.1.3 OBJECTIVES AND TARGETS

- Detail the organisations environmental objectives and targets taking into account legal and other requirements and views of stakeholders
- Objectives should be SMART (Specific, Measurable, Achievable, Realistic and Timely)
- Targets should be regularly reviewed for continual improvement

#### 4.1.4 INDUCTION AND TRAINING

- Overview of environmental training and education process Eg.. Induction.
- What environmental issues are covered in the induction?
- Is additional training required or carried out? eg weed identification, emergency response training etc

#### 4.1.5 CONSULTATION

- What "stakeholder" groups have an interest in the mining area eg.. Local Government, Residents?
- Describe the consultation process with these groups on site related issues
- Describe the stakeholders consultation process to develop end land use objectives
- What consultation takes place with other Authorised operators on site?

#### 4.1.6 EMERGENCY PROCEDURES & INCIDENT REPORTING

- What environmental emergency procedures have been developed eg.. hydrocarbon spills, water discharge?
- Overview of management of environmental incidents and identified hazards.
- Incident reporting procedure both internal and external eg to the Department as soon as practicable as per s29 of the MMA

#### 4.1.7 ENVIRONMENTAL AUDITS AND INSPECTIONS

- Have any environmental audits or inspections been carried out or planned to be done?
- What were the findings of any reviews?
- How are issues/problems identified?

#### 4.1.8 DOCUMENTATION

- All objectives, targets, policies, responsibilities, procedures and environmental performance should be documented.
- Documentation should be available to staff and the department
- Outline where the above information is stored and who is responsible for review
- All documents referenced in the MMP should be included as appendices

## 4.2 ENVIRONMENTAL MANAGEMENT PLAN

Should detail what methods and procedures are in place to achieve the objectives and targets.  
Detail control measures for identified impacts.

### 4.2.1 WATER MANAGEMENT

Detail how impacts to surface and groundwater are managed.

- What surface and ground water management programs are in place?
- How is storm water and waste water managed?
- How is water for drilling & camps managed?
- Details of water extraction if applicable
- Detail how water encountered during drilling is tested for radioactivity when exploring for Uranium. How is this water managed?
- How is erosion managed?
- What water monitoring programs are in place?
- How are aquifers protected?

### 4.2.2 INVASIVE SPECIES MANAGEMENT

- What biological management programs are in place Eg.. vegetation clearing, weed control, and feral animal control?
- How is the potential movement of weeds managed eg.. vehicle cleaning?
- Have any weeds been identified in the area of interest? Do these require mapping for management purposes?
- How are weeds monitored?

Information on weeds may be obtained From DNRETAS (Department of Natural Resources, Environment, the Arts and Sport) at: <http://www.nt.gov.au/nreta/natres/weeds/>.

A Weed Management Advisory Note is available on the RDPIFR website at:  
[www.minerals.nt.gov.au/mineralsforms#mining](http://www.minerals.nt.gov.au/mineralsforms#mining)

### 4.2.3 FLORA & FAUNA MANAGEMENT

- Detail how impacts to the flora and fauna identified in section 3 will be minimised/managed, with particular emphasis on rare/endangered species
- How will this be monitored?

### 4.2.4 WASTE MANAGEMENT

- What waste management procedures are followed for domestic, industrial & sewage?
- Will any hazardous waste be generated on site? How will this be managed?
- Is there any waste rock material that requires management?

### 4.2.5 NOISE AND AIR QUALITY MANAGEMENT

- What programs are in place to deal with issues of noise and air (dust/emissions) quality?
- How is equipment modified to deal with these issues?
- How is dust and noise monitored?

### 4.2.6 CULTURE AND HERITAGE MANAGEMENT

- What management procedures are in place to minimize impacts to the identified cultural and heritage sites?
- How is this monitored?

### 4.2.7 HAZARDOUS MATERIALS AND HYDROCARBON MANAGEMENT

- **Describe the storage, transportation and handling of all dangerous goods and other hazardous substances (including radioactive materials and hazardous waste).**

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- Provide details on all aspects of hydrocarbon management across the site. Particular reference must be made to diesel spillage containment and leakage detection systems at vehicle refueling bays.

#### 4.3 ENVIRONMENTAL PERFORMANCE REPORTING

Presentation of measurable indicators to assess effectiveness of strategies to meet environmental objectives over reportable period.

Factors for consideration:

- Results of monitoring programs should be presented eg water, noise, dust, weeds etc
- Pollution and waste management and minimisation progress
- Progress made against environmental targets
- Progress towards achieving revegetation and closure objectives
- Environmental reviews/audits conducted

## 5.0 MINE CLOSURE AND REHABILITATION/EXPLORATION REHABILITATION

### 5.1 STATUS OF CURRENT REHABILITATION

- This section provides information on the amount of area disturbed and rehabilitated, per tenement, over the reportable period. Outstanding rehabilitation should be outlined
- A site map of the current status of rehabilitation should be considered

### 5.2 REHABILITATION PLANNING

- Planning should take into consideration results of the current management and monitoring programs as presented in Section 4 and LOM (Life of Mine)
- A schedule and outline of proposed works should be provided
- Rehabilitation methods to be used for different areas of the operation must be detailed. If referencing other documentation, this must be provided
- Exploration rehabilitation planning should include end of program rehabilitation ie plugging of drillholes, raking/ripping pads, infilling sumps etc.
- Detail how rehabilitation success will be monitored eg in terms of water, erosion, vegetation, stabilisation etc.
- Department Advisory notes are available online for general guidance however these are not statutory requirements and should be assessed for appropriateness for individual sites. Advisory notes are reviewed regularly and may change. If referencing this material it must be attached to the MMP for assessment against the site and proposed disturbance

### 5.3 TOPSOIL MANAGEMENT

- Is topsoil utilised in rehabilitation?
- How is topsoil managed to minimise weeds and maximise the viability of the contained seed?

### 5.4 REVEGETATION METHODS

- What revegetation programs are in place?
- Describe the methods of revegetation to be utilised eg natural regeneration, seeding, planting etc
- When will revegetation be undertaken?
- How will revegetation success be monitored?

### 5.5 FIRE MANAGEMENT

- What fire management programs are in place to protect rehabilitation? eg. firebreaks, scheduled burning etc.

### 5.6 CLOSURE PLANNING

Outline closure objectives and timing for the following areas on the site:

- Pits
- Waste Material Dumps (including tailings)
- Mine site infrastructure
- Dams and reservoirs
- Camp site
- Bores and pipelines
- Haul roads and tracks
- Exploration areas (grid lines, pads, sumps, drill holes, tracks, camp etc)
- Other

Factors for consideration;

- A statement of overall end land use objective/s for the site
- Objectives for close out of individual areas
- A map or picture of proposed final landform
- A time schedule of proposed works time (eg medium and long term)

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#### 5.7 REHABILITATION ACTIVITIES CONDUCTED

Determine the amount of disturbance created or reduced during the year on the tenement/s.

Describe:

- Area Opened: Any area where a disturbance has occurred
- Area Closed: Area which has been rehabilitated and returned to agreed close out criteria
- Total Outstanding: Total amount of current open ground
- As per MMP: Level of disturbance and closure consistent with MMP

#### 5.8 COSTING OF CLOSURE ACTIVITIES

Determine a cost for closure activities as per the department Security Calculation spreadsheet (available on the website at [www.minerals.nt.gov.au/mineralsforms#mining](http://www.minerals.nt.gov.au/mineralsforms#mining)) or equivalent.

Costing should cover issues such as:

- Removal of infrastructure and contamination
- Earthmoving
- Ripping
- Revegetation, including costs of materials and
- Drainage works
- Capping of drill holes
- Infilling of sumps

for the areas identified in closure planning.

#### 6.0 PERFORMANCE OBJECTIVES

**Performance objectives** are a list of proposed improvements to mine management issues on site. The objectives should include a measurable outcome (i.e. meeting a specific level), the time frame in which it will be completed (i.e. by when) and the person responsible for ensuring it is completed (i.e. a specific person).

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




## FIGURES: PROJECT SITE MAPS

### MAPS AND SITE LAYOUT

- Plans of current and proposed workings and infrastructure
- Lease boundaries
- Transport corridors and site access
- Public roads, private roads, tracks, shared access, site security, signage
- Easements - above or below ground electrical cables, gas pipelines, water pipelines, telephone
- Existing topographic features
- Areas to be cleared
- Undisturbed areas/areas of existing vegetation
- Clearings and intended clearing
- Drillhole/costean locations
- New tracks
- Waterways
- Buffer zones
- Rehabilitated areas
- Sensitive areas
- Cultural/heritage zones
- Order of preference for mining of areas
- Treatment processing area
- Existing and proposed buildings
- Stockpile material (product, topsoil, overburden)
- Pits
- Waste management – waste stockpiles
- Water management – bunding silt traps, water dams, drainage, settling dams
- Fuel storage (44's etc)
- Scale on all plans
- Date of drawing
- Orientation i.e. North point
- Contours

Be able to be overlaid on the previous mine plan

### The following key may be used to identify areas on the tenement:

-  Pits or working areas
-  Material Stockpile
-  Waste Stockpile
-  Topsoil Stockpile
-  Areas of Vegetation
-  Rehabilitated Areas
-  River, Stream or drainage line



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## APPENDICES

Any other document(s) referred to in the MMP should be included in the Appendix

Radiation Management plan.

Copies of approvals may be included in an Appendix.

Copies of monitoring reports to meet statutory requirements may be included in an Appendix.

Copies of rehabilitation agreements.

Copies of AAPA search results.

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### Attachment A – GLOSSARY OF TERMS

TERM	MEANING
<b>Serious Accidents</b>	Means an event on a mining site that causes material environmental harm
<b>Audit</b>	Means any systematic investigation or appraisal of procedures or operations for the purpose of determining conformity with prescribed procedures.
<b>CEO</b>	Means the Chief Executive Officer, within the meaning of the <i>Public Sector Employment and Management Act</i> , of the Agency administering this Act
<b>Competency</b>	In the opinion of the operator the person has the skills and knowledge to carry out the job
<b>Contractor</b>	Means a person who under a contract performs work or supplies a service in connection with a mining activity on a mining site
<b>Emergency Response</b>	A plan for the minimisation of environmental harm in the event of an emergency.
<b>Employee</b>	Means a person employed on a mine site
<b>Environment</b>	Means land, air, water, organisms and ecosystems on a mining site and includes; the well-being of humans; structures made or modified by humans; the amenity values of the site; and economic, cultural and social conditions
<b>Hazardous Material</b>	A substance having properties capable of having adverse affects on the environment.
<b>Critical Incidents</b>	means an event on a mining site that has the potential to cause a significant adverse effect on the environment.
Issues	An important topic of discussion or point in question I.e. management of risk
LOM (Life of Mine) planning	The incorporation of final land use objectives in the conduct of site activities, particularly relating to mine planning and rehabilitation.
<b>MMA</b>	<i>Mining Management Act</i>
<b>MSDS</b>	Material Safety Data Sheet. It is provided by manufacturer or supplier of hazardous materials, and describes the properties and nature of the material.
<b>Operator</b>	Means the operator for a mining site referred to in <i>Mining Management Act section 10</i> .
<b>Plant</b>	Includes machinery, pressure vessels, equipment, appliances, implements, scaffolding and tools, any component of the plant and anything fitted or connected to the plant