



Department of Planning,  
Lands and Heritage

Our ref: PLH2020P0696  
Enquiries: Michael Daymond (ph. 6551 9714)

Mr Matthew Scott  
Chief Executive Officer  
Town of Cottesloe  
PO Box 606  
COTTESLOE WA 6911

Transmitted via email: [town@cottesloe.wa.gov.au](mailto:town@cottesloe.wa.gov.au)

*Matthew*  
Dear Mr Scott

**WESTERN SUBURBS WORKING GROUP  
INVITATION TO NOMINATE REPRESENTATIVES**

A review of the number of State Government boards and committees was undertaken in 2009, resulting in the restructure of the Western Australian Planning Commission's (WAPC) District Planning Committees into an advisory role, prior to being formally abolished.

An opportunity has been identified to establish a Project Working Group (Working Group) for the western suburbs, as a vehicle for the relevant Councils to coordinate discussion on regional planning issues with each other and State Government.

The Department of Planning, Lands and Heritage is therefore establishing a Working Group to:

- Provide advice to the WAPC in respect to the preparation of strategic plans for the Stirling Highway corridor, from Broadway to McCabe Street, and the Fremantle railway line corridor, from Subiaco Station to the northern boundary of the City of Fremantle.
- Provide advice to the relevant decision-making authority in respect to the development of Activity Centres within the Stirling Highway and Fremantle railway line corridors.

A copy of the Terms of Reference is attached for your reference.

I invite you to nominate one elected member representative **and** one senior technical officer representative from the Town of Cottesloe to participate on the Working Group.

Other local governments invited to join the Working Group include the Cities of Nedlands and Subiaco, the Towns of Claremont and Mosman Park, and the Shire of Peppermint Grove, with representatives also requested from the Department of Transport, the Public Transport Authority and Main Roads WA. Representatives from other agencies who are not members of the Working Group may be invited to attend meetings as required.

I welcome your nomination of representatives from the Town of Cottesloe to join the Working Group. Details of your nominated representatives can be provided to Michael Daymond, Manager Special Projects, by email to [Michael.Daymond@dph.wa.gov.au](mailto:Michael.Daymond@dph.wa.gov.au)

Yours sincerely



Gail McGowan PSM  
Director General

2 November 2020

*Att: Terms of Reference*

## WESTERN SUBURBS WORKING GROUP

### TERMS OF REFERENCE

#### 1. PURPOSE

An opportunity was identified to establish a Project Working Group (Working Group) for the western suburbs, as a vehicle for the relevant Councils to coordinate discussion on regional planning issues with each other and State Government.

#### 2. ROLE

The Working Group will:

- Undertake the following streams of work (the project):
  1. Provide advice to the Western Australian Planning Commission in respect to the preparation of strategic plans for:
    - The Stirling Highway corridor, from Broadway to McCabe Street.
    - The Fremantle railway line corridor, from Subiaco Station to the northern boundary of the City of Fremantle.
  2. Provide advice to the relevant decision-making authority in respect to the development of Activity Centres within the Stirling Highway and Fremantle railway line corridors.
- Provide a forum for discussion between, and input from, key local government stakeholders.
- Identify and discuss matters relevant to the project including consideration of all relevant issues, opportunities and constraints, as follows:
  - Land use.
  - Density and built form.
  - Public transport and transit orientated development.
  - Traffic management.
  - Land tenure.
  - Aboriginal and historic heritage.

**Attachment 1** (map 1 and 2) defines the boundary of the project area.

#### 3. MEMBERSHIP

The membership of the Working Group shall comprise of the following:

- Department of Planning, Lands and Heritage (Working Group Chair).
- At least two senior officer representatives from the Department of Planning, Lands and Heritage, including one from Land Use Planning and one from Strategy and Engagement.
- One senior officer representative from the Department of Transport.

- One senior officer representative from the Public Transport Authority.
- One senior officer representative from Main Roads WA.
- One elected member representative **and** one senior technical officer representative from each of the following local government authorities:
  - Town of Claremont.
  - Town of Cottesloe.
  - Town of Mosman Park.
  - City of Nedlands.
  - Shire of Peppermint Grove.
  - City of Subiaco.

Alternative representatives for the Working Group may be nominated from time to time, and may substitute for a member of the group when the member is unavailable to attend a meeting.

#### **4. DURATION**

The Working Group has been established for the duration of the project which is expected to be a period of approximately 2 years.

#### **5. MEETINGS**

The Working Group will meet as required, to provide appropriate input and direction to the project.

The Department of Planning, Land and Heritage is responsible for providing secretariat support to the Working Group. The role of the secretariat is to ensure that the administrative needs to the Working Group and the Chair are met. The secretariat is expected to:

- prepare agenda papers for consideration by the working group (as required)
- distribute papers to members at least one week prior to the commencement of the meeting.

When relevant, specialist consultants, other stakeholders or senior technical officers from other agencies who are not members of the Working group may be invited to attend on behalf of, or in addition to a member. Prior agreement must first be obtained from the Chair.

Meetings will be held at the Head Office of the Department of Planning, Lands and Heritage, Gordon Stephenson House, 140 William Street, Perth. As an alternative, arrangements will be made to hold the meeting using audiovisual communication if, and when, required.

All Working Group members can either attend meetings in person or participate by using a telephone, or audiovisual communication, or any other means of instantaneous communication.

#### **6. MEETING CODE OF CONDUCT**

The Working Group meetings are intended to be constructive forums for open communication between members.

Any confidential information or discussions at the meetings must remain information privy only to Working Group members and the Department of Planning, Lands and Heritage.



## **7. MEETING AGENDA**

Meeting agenda and papers will be circulated at least one week prior to meetings by the Department of Planning, Lands and Heritage.

## **8. MEDIA COMMUNICATIONS**

No members of the Working Group are authorised to make statements to the media or comment on the work on social media platforms.

## **9. CONFIDENTIALITY**

Working Group members will be privy to information that is in preliminary or draft form and is not yet approved for public release. Therefore, members are to keep such information confidential at all times.



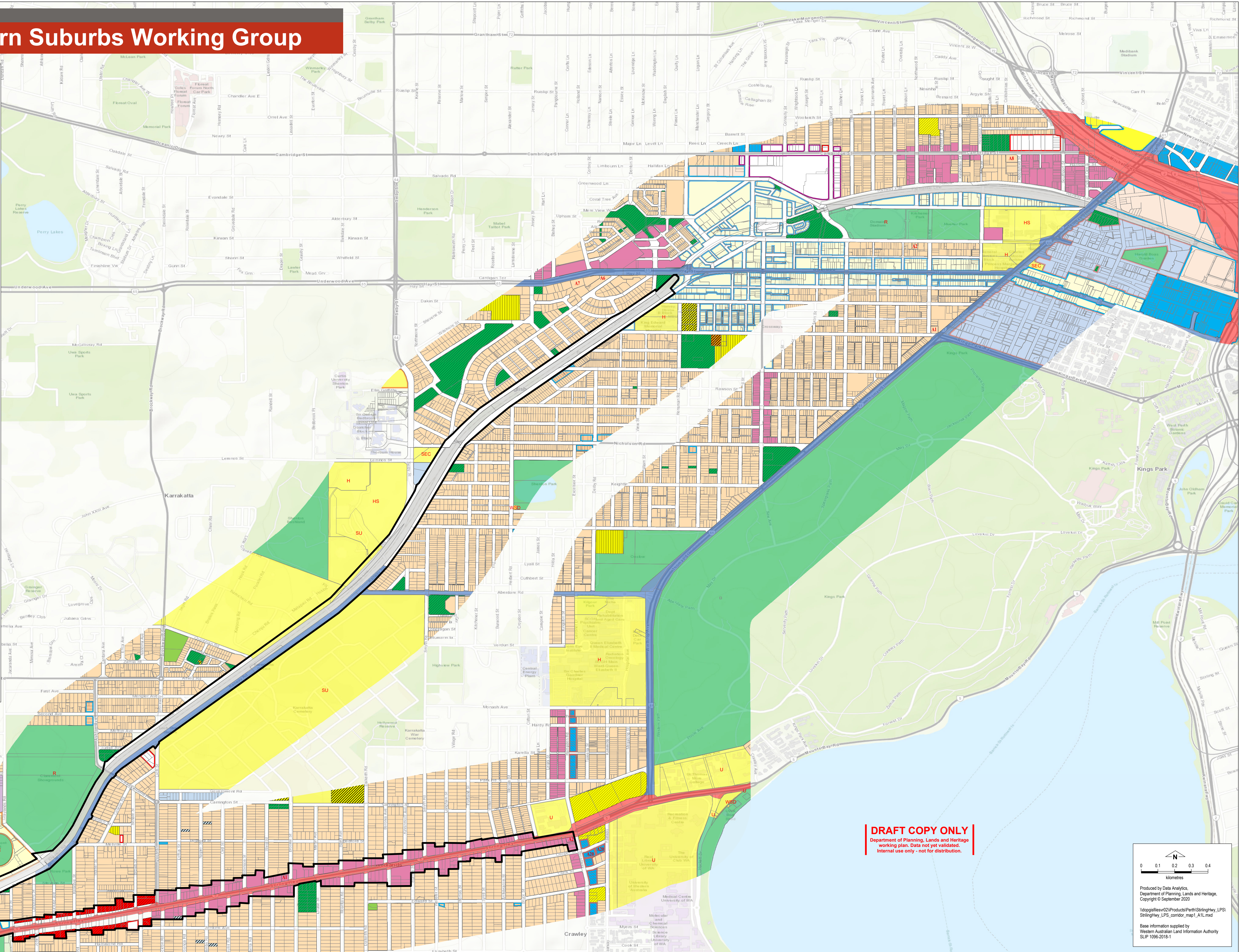


Map 1

# Western Suburbs Working Group

## Legend

- Project boundary
- Cadastre
- Planning control area
- Existing Region Scheme Reserves
  - Other regional roads
  - Parks and recreation
  - Parks and recreation - restricted public access
  - Primary regional roads
  - Public purposes - Commonwealth Government
  - Public purposes - high school
  - Public purposes - hospital
  - Public purposes - special uses
  - Public purposes - State Energy Commission
  - Public purposes - university
  - Public purposes - Water Authority of WA
- Railways
- Waterways
- Local Planning Scheme - Zones and Reserves
  - Cemetery
  - Centre
  - City centre
  - Civic and community
  - Commercial
  - Development
  - Drainage/waterway
  - Education
  - Educational
  - Government Services
  - Highway
  - Infrastructure Services
  - Light industrial
  - Local centre
  - Local reserves - recreation
  - Local road
  - Medical
  - Medical Services
  - Mixed use
  - Neighbourhood mixed use
  - No zone
  - Office/residential
  - Parks and recreation
  - Private community purposes
  - Public open space
  - Public purposes
  - Regional centre
  - Residential
  - Residential/commercial
  - Service commercial
  - Special use
  - Special zone - restricted use
  - Town centre
  - Urban development



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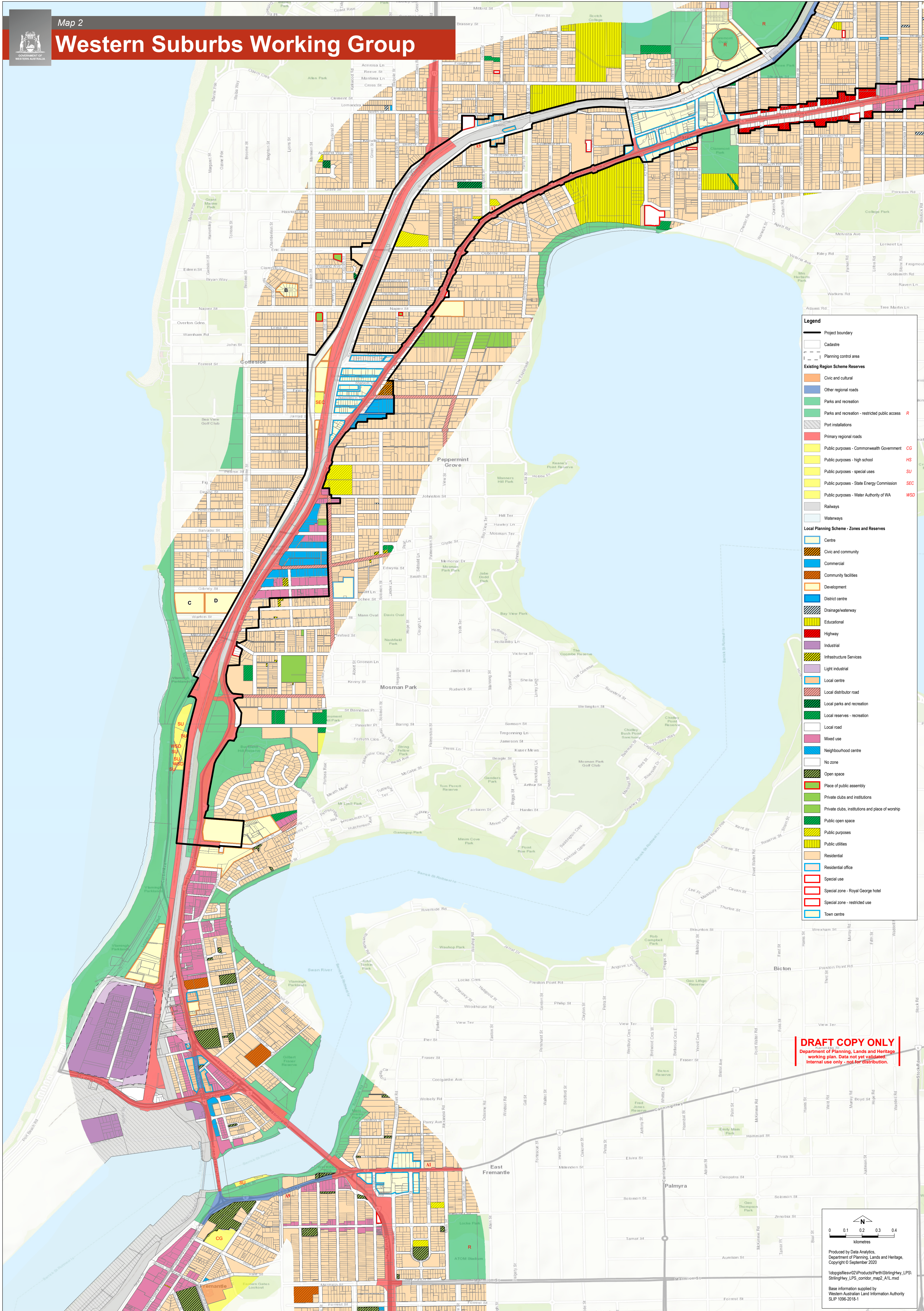
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Map 2

# Western Suburbs Working Group



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