



Department of **Planning,  
Lands and Heritage**



# Information Statement 2025

This Information Statement has been prepared in accordance with the *Freedom of Information Act 1992*.

## Statutory boards and committees



Department of Planning,  
Lands and Heritage



# WAPC

Western  
Australian  
Planning  
Commission



HERITAGE  
COUNCIL



Aboriginal  
Lands Trust



Aboriginal  
Cultural  
Heritage  
Committee

### This information Statement was prepared and is correct as at March 2026

The Department of Planning, Lands and Heritage acknowledges the traditional owners and custodians of land and waterways across Western Australia. The Department is committed to reconciliation to improve outcomes for Aboriginal and Torres Strait Islander peoples and to work together to provide a culturally-safe and inclusive environment.

#### Disclaimer

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This document is available in alternative formats on application to the Department's Corporate Communications directorate.

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## Introduction

This Information Statement provides details about the Department of Planning, Lands and Heritage's (the Department) operations, the kinds of documents held by the Department, and the procedures for accessing them.

This Information Statement has been prepared in accordance with section 94 of the *Freedom of Information Act 1992* (the FOI Act), which requires government agencies to publish an Information Statement annually.

## Department of Planning, Lands and Heritage

The Department is responsible for State-level land use planning and management and has oversight of Aboriginal cultural heritage and historic heritage matters.

The Department provides support to its Ministers and is responsible for administering a wide range of legislation within the Planning, Lands, Heritage and Aboriginal Affairs portfolios.

Our key responsibilities include:

- **Assessing and processing statutory planning applications**, including those lodged with the Western Australian Planning Commission (WAPC).
- **Coordinating Development Assessment Panels** to ensure independent, expert evaluation of significant development proposals.
- **Managing the Significant Development Pathway**, providing a streamlined process for major project assessments.
- **Leading regional planning** through region schemes, structure plans, regional strategies and infrastructure frameworks.
- **Supporting local planning** by maintaining local planning strategies, schemes and structure plans across local governments.
- **Delivering strategic State planning**, including policies, codes, position statements, development control policies and planning bulletins.
- **Protecting and managing Aboriginal heritage**, including administering approvals, maintaining heritage site information and supporting the Aboriginal Cultural Heritage Committee.
- **Leading heritage conservation** by supporting the Heritage Council of Western Australia, maintaining the State Register of Heritage Places and developing supporting policies and programs.
- **Supporting coastal protection initiatives**, including managing the Coastal Management Plan Assistance Program grants.
- **Overseeing land use and environmental planning**, including land supply, urban greening, hazard management and coastal planning.
- **Administering Crown land and related tenures**, including pastoral leases, Aboriginal land permits, Indigenous Land Use Agreements, land divestment activities and management of land acquired for infrastructure corridors, including the Dampier to Bunbury Natural Gas Pipeline (DBNGP) corridor.
- **Providing the Market Led Proposals secretariat.**

We also manage much-loved State assets such as Whiteman Park and Fremantle Prison and work closely with other state government departments on strategic government priorities such as [METRONET](#).

The Department supports the Heritage Council of Western Australia, Western Australian Planning Commission (WAPC), Pastoral Lands Boards, Development Assessment Panels, Aboriginal Cultural Heritage Committee and Aboriginal Lands Trust.



# Organisational Structure

Below is the organisational structure of the Department.

| DIRECTOR GENERAL                    |                                   |                                       |   |  |                                    |  |
|-------------------------------------|-----------------------------------|---------------------------------------|---|--|------------------------------------|--|
| REFORM, DESIGN and STATE ASSESSMENT | BUSINESS and CORPORATE SERVICES   | HERITAGE and PROPERTY SERVICES        | LAND USE PLANNING   | LAND USE MANAGEMENT                      | STRATEGY and ENGAGEMENT            | OFFICE of the DIRECTOR GENERAL         |
| Planning Frameworks                 | Financial and Commercial Services | Aboriginal Heritage Conservation      | Strategic Planning Instrument Preparations, Proposal Assessment, Determination and Implementation (delegated from WAPC) | Property and Risk Management             | Policy                             | Ministerial Services                   |
| Strategic Planning Initiatives      | Business Information Services     | Historic Heritage Conservation        | Statutory Planning Proposal Assessment and Determination (delegated from WAPC)  | Crown Land Administration                | Infrastructure Planning and Policy | Government Relations                   |
| Commission Services                 | People and Culture                | Aboriginal Heritage Review and Reform | Planning Advice, Assistance and Administration  | Land Asset and Lease Management          | Legal Services                     | Development Assessment Panels          |
| Design and Built Environment        | Governance and Performance        | Stakeholder Engagement                | Regional Planning Policy Preparation and Implementation   | Native Title Agreements and Partnerships | Strategic Projects                 | Government Architect Western Australia |
| Planning Appeals                    | Corporate Communications          | WAPC Property Services                | Significant Development Assessment Unit   | Land Management and Land Divestment      | Precincts and Projects             | Internal Audit                         |
|                                     | Investigations                    | Fremantle Prison                      |   |  | Land and Housing Coordination      | Enterprise Project Management Office   |
|                                     | Market-led Proposals              | Whiteman Park                         |   |  | Data Analytics                     | State Referral Coordination Unit       |
|                                     | Strategic Transformation          | Strategic Projects                    |   |  |                                    |  |
|                                     | Customer and Engagement           | Regional Services                     |   |  |                                    |  |

## Western Australian Planning Commission

The WAPC has State-wide responsibility for integrated urban and regional land use planning and development, working in conjunction with State and local government to develop a system, policies and plans for the long term benefit of the Western Australian community.

The WAPC is established under the *Planning and Development Act 2005* which defines its functions including:

- advising the Minister for Planning on strategic land use planning and development, legislation and planning schemes
- the preparation and implementation of the State Planning Strategy to provide a vision for the future development of Western Australia
- maintaining the State Planning Strategy to provide a vision for the future development of Western Australia
- developing integrated land use planning strategies and policies for the coordination of transport, infrastructure and development
- preparing and reviewing region schemes to cater for anticipated growth
- researching and developing planning methods and models relating to land use planning, land development and associated matters (including monitoring land and housing supply)
- reserving and acquiring land for public purposes in region planning scheme areas
- making statutory decisions on a range of planning application types including applications to subdivide land and significant development.

The WAPC operates with the support of the Department, which provides professional and technical expertise, administrative services, and resources to advise the WAPC and implement its decisions.

Current membership of the WAPC board and its committees can be found on the WAPC website [here](#).

## Development Assessment Panels

The Planning and Development (Development Assessment Panels) Regulations 2011 sets out how Development Assessment Panels (DAPs) function.

The DAPs have three panels (Metro Inner, Metro Outer and Regional) comprising of three Specialist Members and two Local Government Members.

DAPs have the power to determine developments over \$2 million, that meet specific criteria in an opt-in process.

DAPs exist to provide transparency, consistency and reliability in decision-making on complex and significant development applications.

DAPs are not involved with, or responsible for, the preparation of planning schemes or planning policy. Their decision-making powers for applications fit within the existing planning framework for the relevant local government area.

## Heritage Council of Western Australia

The Heritage Council of Western Australia (the Heritage Council) is a statutory authority established by the *Heritage Act 2018*. The Heritage Council is a body corporate and accountable for the finances and performance of the Heritage Council under the *Financial Management Act 2006*.

The Heritage Council comprises nine people appointed by the Governor of Western Australia on the advice of the Minister for Heritage.

The Heritage Council is responsible for fulfilling a range of functions under section 17 of the *Heritage Act 2018*, including to:

- advise the Minister for Heritage on heritage-related matters
- maintain the State Register of Heritage Places
- provide heritage advice to referring parties and agencies
- provide or facilitate financial or technical assistance
- endeavour to prevent the destruction, deterioration of, or damage to, heritage places
- encourage public interest in, and understanding of, the cultural heritage of the State
- promote or provide education and training on heritage related matters.

The Heritage Council determines the heritage-related strategy and policy, and makes key decisions on places to be entered into the State Register of Heritage Places.

It is also the State Government heritage advisor on planning-related strategies and policies.

## Aboriginal Lands Trust

The Aboriginal Lands Trust (ALT) is a statutory body established under the *Aboriginal Affairs Planning Authority Act 1972*. The strategic vision of the ALT is to improve the economic, social and cultural life of Aboriginal people by the divestment and sustainable management of the Aboriginal Lands Trust Estate.

ALT members represent the diverse make up of Western Australia's Aboriginal community. The ALT estate covers 22 million hectares of land in Western Australia with approximately 12,000 inhabitants across 142 permanent remote and regional settlements, including the five largest Aboriginal communities in the State.

## Aboriginal Cultural Heritage Committee

The Aboriginal Cultural Heritage Committee (ACHC) is established under section 39(1) of the *Aboriginal Heritage Act 1972* to:

- evaluate on behalf of the community the importance of places and objects associated with Aboriginal persons
- where appropriate, to record and preserve the traditional Aboriginal lore related to such places and objects
- to recommend to the Minister for Aboriginal Affairs places and objects which, in the opinion of the ACHC, are, or have been, of special significance to persons of Aboriginal descent and should be preserved, acquired and managed by the Minister
- advise the Minister for Aboriginal Affairs of any question referred to the Committee, and generally on any matter related to the objects and purposes of the *Aboriginal Heritage Act 1972*
- perform the functions allocated to the ACHC under the *Aboriginal Heritage Act 1972*.

## Pastoral Lands Board

The Pastoral Lands Board (PLB) is a statutory authority established under section 94 of the *Land Administration Act 1997* (LAA). It has joint responsibility with the Minister for Lands for administering Western Australian pastoral leases in accordance with Part 7 of the LAA.

Under section 95 of the LAA, the functions of the PLB are to:

- advise the Minister on policy relating to the pastoral industry and the administration of pastoral leases
- administer pastoral leases in accordance with Part 7 of the LAA
- ensure pastoral leases are managed on an ecologically sustainable basis
- develop policies to prevent the degradation of rangelands
- develop policies to rehabilitate degraded or eroded rangelands and to restore their pastoral potential
- consider applications for the subdivision of pastoral land and make recommendations to the Minister in relation to them
- establish and evaluate a system of pastoral land monitoring sites
- monitor the numbers and the effect of stock and feral animals on pastoral land
- conduct or commission research into any matters that it considers are relevant to the pastoral industry
- provide any other assistance or advice that the Minister may require in relation to the administration of Part 7 of the LAA
- exercise or perform such other functions as may be given under the LAA.

## Legislation administered

The Department assists the Minister for Planning and Lands in administration of the following Acts:

- *Anglican Church of Australia Diocesan Trustees and Lands Act 1918*
- *Anglican Church of Australia Lands Vesting Act 1892*
- *Anglican Church of Australia School Lands Act 1896*
- *Browse (Land) Agreement Act 2012*
- *Cambridge Endowment Lands Act 1920*
- *Canning Lands Revestment Act 1954*
- *Chevron-Hilton Hotel Agreement Act 1960*
- *City of Perth (Lathlain Park Reserves) Act 1950*
- *City of Perth (Leederville Park Lands) Act 1950*
- *East Carey Park Land Vesting Act 1957*
- *Forrest Place and City Station Development Act 1985*
- *Fremantle City Council Lands Act 1929*
- *Fremantle Endowment Lands Act 1929*
- *Fremantle Reserves Surrender Act 1912*
- *Geraldton Agricultural and Horticultural Society's Land Act 1914*
- *Geraldton Sailors and Soldiers' Memorial Institute Lands Vesting Act 1933*
- *Hope Valley-Wattleup Redevelopment Act 2000*
- *Jennacubbine Sports Council (Incorporated) Act 1965*
- *Land Administration Act 1997*
- *Land Administration Amendment Act 2000*

- *Land Administration (South West Native Title Settlement) Act 2016*
- *Machinery of Government (Planning and Infrastructure) Amendment Act 2002*
- *Metropolitan Region Improvement Tax Act 1959*
- *Metropolitan Region Scheme (Beeliar Wetlands) Act 2021*
- *Metropolitan Region Scheme (Fremantle) Act 1994*
- *Parks and Reserves Act 1895*
- *Perry Lakes Redevelopment Act 2005*
- *Perth Town Hall Act 1950*
- *Perth Town Hall Agreement Act 1953*
- *Planning and Development Act 2005*
- *Planning and Development (Consequential and Transitional Provisions) Act 2005*
- *Reserves Acts (various)*
- *Road closure Acts (various)*
- *Roman Catholic New Norcia Church Property Act 1929*
- *Swan Valley Planning Act 2020*
- *Town of Claremont (Exchange of Land) Act 1964*
- *War Service Land Settlement Scheme Act 1954*
- *Wittenoom Closure Act 2022*

The Department assists the Minister for Aboriginal Affairs in administration of the following Acts:

- *Aboriginal Affairs Planning Authority Act 1972* (administered by the Department of the Premier and Cabinet)
- *Aboriginal Communities Act 1979*
- *Aboriginal Heritage Act 1972.*

The Department assists the Minister for Heritage in administration of the following Act:

- *Heritage Act 2018.*

## Publicly available documents

The Department's website at [www.wa.gov.au/dplh](http://www.wa.gov.au/dplh) contains information on key services, as well as publications, planning and development policy information, current projects and policies, organisational structure and committee membership.

The online services include the application search function on the progress of personal subdivision and development applications, the ePlan service for the lodgement, payment and processing of planning subdivision and amalgamation applications, and the public mapping tool, PlanWA, that provides access to planning, land and heritage data across Western Australia.

Department and WAPC publications and technical reports are also available from the State Library of Western Australia. Items include but are not limited to:

- Department publications and reports
- WAPC publications and reports
- region schemes and amendments
- Environmental Protection Authority bulletins
- State Administrative Tribunal decisions
- professional journals, research and reports
- relevant annual reports.

The Department also publishes media statements, brochures, fact sheets, internal manuals, maps and statistical information on its website.

The Department's library holds a variety of books, heritage studies and reports. Many of these documents are available at the [State Library of Western Australia](http://www.sla.wa.gov.au).

The Department also provides information in response to a specific request from the public where the release is not required by law.

## Development Assessment Panels

The DAPs agendas and minutes are available on the Department's website. Agendas and minutes older than four years can be requested using the [DAPs document request form](#) on the Department's website.

All current applications to be considered by the DAPs are listed on the Department's website and regularly updated.

All inquiries regarding DAPs applications should be directed to [daps@dplh.wa.gov.au](mailto:daps@dplh.wa.gov.au)

## WAPC Committees

The following agendas and minutes are published [online](#):

- WAPC
- Statutory Planning Committee
- Part 11B Significant Development Pathway (this process provides a tailored assessment option for complex and significant development proposals)
- Swan Valley Statutory Planning Committee

Agendas and minutes older than four years can be requested using the [WAPC Request archived agendas and minutes form](#).

## Crown Land

The Department provides advice and assistance on policies, procedures and statutory requirements for the use and management of Crown land under the respective Crown land tenures and under the *Land Administration Act 1997*.

This includes:

- purchasing Crown land
- leasing Crown land
- roads
- reserves
- easements.

## State Register for Heritage Places

The [inHerit](#) portal contains comprehensive information about cultural heritage places listed in the State Register of Heritage Places.

## Aboriginal Heritage

The [Aboriginal Cultural Heritage Inquiry System](#) (ACHIS) provides information concerning Aboriginal heritage places in Western Australia, including:

- the location and extent of each place
- the assessment status of each place under the *Aboriginal Heritage Act 1972*
- any access restrictions to additional information that the Department holds in relation to the place
- any gender restrictions.

## Community 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 through [Have your say, WA!](#).

In both strategic and statutory planning exercises, opportunity for comment and participation may be provided through:

- community workshops and committees
- formal display and submission periods
- an opportunity to speak before a hearing forum
- the release of draft reports and recommendations.

The public is encouraged to participate in the preparation of all land use plans and policies.

Members of the public are invited to make submissions and participate through targeted communication vehicles such as local and community newspapers, the Department's online communications platforms, Government gazettes, local government officers, Department officers, mailbox delivery, personal briefings, specific community consultation sessions and targeted publications and reports.

## Non-public information

The Department hold operational, administrative, staffing and contractual information that is not generally available to the public.

Types of documents held by the Department for which a Freedom of Information (FOI) application is required include (but are not limited to):

- audit reports and supporting documentation
- business plans
- correspondence, except where documents solely involve the individual/organisation requiring the correspondence
- incident reports
- internal memos
- Ministerial correspondence and briefing notes
- minutes, agendas and related papers not published on the website
- personnel information: except where documents solely involve the individual requiring the correspondence
- service level agreements
- tender and quotation responses.

## Procedures for obtaining access to documents not publicly available

The FOI Act creates a general right of access to documents held by State and local government agencies.

Members of the public may submit formal FOI applications for documents held by the Department, which are not publicly available.

In accordance with section 12 of the FOI Act, a formal application for information must be:

- in writing
- give enough information to enable the requested documents to be identified
- give an Australian address to which notices can be sent
- accompanied by a \$30 application fee, unless the information relates to a personal matter, in which case it is free of charge (Note additional charges may apply for the processing of non-personal information, which may be reduced by 25 per cent for pensioners and financially disadvantaged persons)
- to the attention of Freedom of Information.

A [FOI application form](#) is available from the Department's website.

## Personal information held by the Department

The right to amend personal information in a document held by the Department exists to ensure that personal information which may be used by the Department does not unfairly harm the person referred to, does not misrepresent the facts or does not give a misleading impression.

Applicants must provide details and if necessary, documentation in support of their claim that the information they seek to have amended is inaccurate, out of date or misleading. In addition, applicants must indicate how they wish the amendment to be made within the options set out in the Act, namely:

- altering information
- striking out or deleting information
- inserting information
- inserting a note in relation to information.

On reaching a decision the Department will, within 30 days of receipt, give the applicant a written notice of its decision. Where the decision is made to amend information, the notice will give details of the amendment and where practicable, will include a copy of the amended document.

Requests for amendment of personal information held by the Department can be made to the FOI Team.

## Processing FOI applications

The Business and Corporate Service division is responsible for processing FOI applications for the Department. The FOI Team is the initial contact point for members of the public, applicants, third parties, the Office of the Information Commissioner and other public sector agencies for all FOI-related matters.

Under the FOI Act, the agency is required to respond to FOI applications within 45 days of receipt, unless an extension of time is granted.

### Freedom of Information

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Email: [FOI@dplh.wa.gov.au](mailto:FOI@dplh.wa.gov.au)



## FOI fees and charges

Applicable rate of fees and charges are set under the FOI Act. Apart from the application fee for non-personal information, all charges are discretionary. Details of fees and charges are listed.

| TYPE OF FEE  |   |
|--|---|
| Personal information about applicant   | No fee  |
| Application fee (for non-personal information)   | \$30.00   |
| TYPE OF CHARGE   |   |
| Charge for time taken dealing with the application   | \$30.00 per hour                                      |
| Charge for access time supervised by staff   | \$30.00 per hour                                      |
| Charges for photocopying   | \$30.00 per hour for staff time and 20 cents per copy |
| Transcribing from tape, film or computer   | \$30.00 (per hour, or pro rata)                       |
| Duplicating a tape, film or computer information   | Actual cost   |
| Delivery, packaging and postage  | Actual cost   |
| DEPOSITS   |   |
| Advance deposit may be required of the estimate charges  | 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 | 25%   |

## Rights of review

### Internal review

If applicants are dissatisfied with a decision, the FOI Act provides a process whereby that decision can be reviewed. In accordance with section 40 of the FOI Act, internal review applications should be forwarded in writing to the Department within 30 calendar days of the date of decision. The Department has 15 calendar days to provide a response.

An application for review of a decision will not be dealt with by the person who made that decision or by a person who is subordinate to the person who made the original decision.

### 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. No fees or charges apply to internal or external reviews.



## Decision making process

### Non-personal requests

