MINUTES

Ordinary Meeting

TUESDAY, 22 SEPTEMBER 2026

7.00PM

Burnie City Council, 80 Wilson Street, Burnie

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ORDER OF BUSINESS

OPEN SESSION

Min No.	Business	Page No
AO160-26	COUNCILLORS DECLARATIONS OF INTEREST	10
AO161-26	CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' SESSION' MEETING OF COUNCIL HELD ON 25 AUGUST 2026	11
PUBLIC QUESTION TIME		
AO162-26	PUBLIC QUESTIONS ON NOTICE	12
AO163-26	PUBLIC QUESTIONS WITHOUT NOTICE	13
PLANNING AUTHORITY		
AO164-26	TASMANIAN PLANNING SCHEME - PERMIT APPLICATION DA 2026/53 - 26 MALUNNA CRESCENT, PARKLANDS - EXTENSION TO EXISTING SINGLE DWELLING	15
MOTIONS ON NOTICE		
AO165-26	MOTION ON NOTICE - COASTAL PATHWAY	61
QUESTIONS WITHOUT NOTICE		
AO166-26	COUNCILLOR QUESTIONS WITHOUT NOTICE	64
OFFICERS' REPORTS		
AO167-26	COMMUNITY GRANTS 2026-27	65
AO168-26	CRADLE COAST WASTE MANAGEMENT GROUP ANNUAL PLAN AND BUDGET 2026-27	74
AO169-26	GOVERNANCE REPORT - AUGUST 2026	98
AO170-26	COMMUNICATIONS JOURNAL - SEPTEMBER 2026	112
MINUTES AND REPORTS OF COMMITTEES		
AO171-26	BICENTENNIAL COMMITTEE - UNCONFIRMED MINUTES OF MEETING HELD ON 10 SEPTEMBER 2026	117

ORDER OF BUSINESS

OPEN SESSION

Min No.	Business	Page No
AO172-26	BURNIE CITY YOUTH COUNCIL - UNCONFIRMED MINUTES OF MEETING HELD ON 20 AUGUST 2026	120
NON AGENDA ITEMS		
AO173-26	NON AGENDA ITEMS	125

MINUTES OF THE OPEN SESSION ORDINARY MEETING OF THE BURNIE CITY COUNCIL HELD AT THE CITY OFFICES ON TUESDAY, 22 SEPTEMBER 2026

HOUR: 5.59pm – 6.00pm
7.02pm – 7.25pm

TIME OCCUPIED: 24 minutes

PRESENT: Mayor T Brumby (Chairperson), Deputy Mayor G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease

Officers in Attendance:
General Manager (S Crawford), Deputy General Manager (D Aherne), Executive Manager Corporate Governance (M Neasey), Executive Manager Works and Infrastructure (P Porch), Executive Manager Financial Services (D Lohrey), Executive Manager Development Services (T McCarthy), Executive Manager Community Services (C Bryant) and Governance Officer (N French)

APOLOGIES: There were no apologies tendered

'CLOSED SESSION': COUNCIL

The General Manager advised that in his opinion, the agenda items listed below are prescribed items in accordance with Clause 17 of the *Local Government (Meeting Procedures) Regulations 2025* (confidential matters), and therefore Council may by absolute majority determine to close the meeting to the general public.

		Meeting Regulations Reference
AC102-26	COUNCILLORS DECLARATIONS OF INTEREST	17(2)(h)
AC103-26	CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 25 AUGUST 2026	17(2)(h)
AC104-26	LEAVE OF ABSENCE	17(2)(i)
AC105-26	MANAGEMENT REPORT - AUGUST 2026	17(2)(a)
AC106-26	NON AGENDA ITEMS	17(2)(h)
AC107-26	MATTERS CONSIDERED IN CLOSED SESSION	17(2)(h)
AC108-26	AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	17(2)(h)
AC109-26	COMPLETION OF CLOSED SESSION / MEETING ADJOURNMENT	17(2)(h)

RECOMMENDATION

"THAT the meeting be closed to the public to enable Council to consider agenda items AC102-26 to AC109-26 which are confidential matters as prescribed in Clause 17 of the Local Government (Meeting Procedures) Regulations 2025."

COUNCIL RESOLUTION

MOVED: ***Cr A Keygan***

SECONDED: ***Cr G Simpson***

"THAT the meeting be closed to the public to enable Council to consider agenda items AC102-26 to AC109-26 which are confidential matters as prescribed in Clause 17 of the Local Government (Meeting Procedures) Regulations 2025."

For: Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

Reg	Confidential Reason
17(2)(a)	Personnel matters, including complaints against an employee of the council
17(2)(b)	Industrial relations matters
17(2)(c)	Information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business
17(2)(d)	Commercial information of a confidential nature that, if disclosed, is likely to (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret
17(2)(e)	Contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal
17(2)(f)	The security of (i) the council, councillors and council staff; or (ii) the property of the council
17(2)(g)	Proposals for the council to acquire land or an interest in land or for the disposal of land
17(2)(h)	Information that is (i) of a personal and confidential nature; or (ii) provided to the council on the condition that it be kept confidential
17(2)(i)	Requests by councillors for leave of absence
17(2)(j)	Notifications by councillors of leave of absence for parental leave
17(2)(k)	Matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council
17(2)(l)	The personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area

In accordance with Regulation 40(1)(b) of the *Local Government (Meeting Procedures) Regulations 2025*, it is reported that the following matters were considered in Closed Session:

Agenda Item	**Title**	**Brief Description**
AC102-26	Councillor Declarations of Interest	A report to consider any declarations of interest by Councillors in any matter in the Agenda
AC103-26	Confirmation of Minutes of the Closed Session Meeting of Council held on 25 August 2026	A motion to confirm the Minutes of the previous meeting
AC104-26	Leave of Absence	A report to consider any requests for leave of absence; or notification of parental leave by a Councillor
AC105-26	Management Report – August 2026	A report that considers various operational updates of a confidential nature
AC106-26	Non Agenda Items	A report to consider dealing with any matter that is not on the Council Agenda
AC107-26	Matters Considered in Closed Session	A report containing a brief description of all reports considered by Council in the Closed Session
AC108-26	Authorisation to Disclose Confidential Information	A report that authorises the Mayor and General Manager to disclose information if required during the course of implementing the decisions of Council
AC109-26	Completion of Closed Session/Meeting Adjournment	This report confirms the completion of the Closed Session

RESUMPTION

At 7.00pm the Meeting of Council resumed in Open Session.

ACKNOWLEDGEMENT OF COUNTRY

Deputy Mayor G Simpson commenced the Open Session with the Acknowledgement of Country.

Burnie City Council acknowledges that every part of Australia is, always was and always will be, Aboriginal land. Burnie City Council pays respect to the pakana / palawa – original owners and cultural custodians – of all the lands and waters across trouwunna / lutruwita / Tasmania upon which pataway / Burnie is situated and where our Council meets.

VIDEO RECORDING AND LIVE STREAMING

It is noted that the open session of the Council Meeting is video recorded and live streamed.

The video recording will be made available to the public in accordance with Regulation 43 of the *Local Government (Meeting Procedures) Regulations 2025*. The live stream is accessible from https://webcast.burnie.tas.gov.au/

Participation in person at a Council Meeting is considered that attendees have given their consent to Council to broadcast images and speech to be video recorded and live streamed.

OPENING STATEMENT

In accordance with Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2025*, all persons attending the meeting are to be respectful of, and considerate towards, other persons attending the meeting.

Language and conduct at the meeting that could be perceived as offensive, defamatory or threatening to a person attending the meeting, or listening to the recording, is not acceptable.

PRAYER

The meeting was opened with prayer by Pastor Daniel Lyne from Romaine Park Christian Centre.

AO160-26 COUNCILLORS DECLARATIONS OF INTEREST

The Chairperson requested Councillors to declare any interest that they or a close associate may have in respect of any matter appearing on the agenda.

There were no declarations of interest.

AO161-26 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' SESSION' MEETING OF COUNCIL HELD ON 25 AUGUST 2026

RECOMMENDATION:

"THAT the minutes of the 'Open Session' of the Burnie City Council, held at the City Office on 25 August 2026, be confirmed as true and correct."

COUNCIL RESOLUTION

MOVED:	***Cr T Aitken***
SECONDED:	***Cr J Grave***
"THAT the minutes of the 'Open Session' of the Burnie City Council, held at the City Office on 25 August 2026, be confirmed as true and correct."	
For:	Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.
Against:	
	CARRIED UNANIMOUSLY

PUBLIC QUESTION TIME

AO162-26 PUBLIC QUESTIONS ON NOTICE
FILE NO: 15/5/5

In accordance with Regulation 36 of the *Local Government (Meeting Procedures) Regulations 2025* Council conduct a Public Question Time.

A limit of two questions received in writing by 5pm Tuesday, one week prior to the Council meeting, are treated as Public Questions on Notice – Reg 38.

Questions must relate to the activities of Council (Reg 38(2)), and should be clear and concise with minimal pre-amble. Statements will not be accepted – Reg 33(2).

Questions and answers cannot be debated – Reg 36(2).

You do not need to be present at the meeting to ask your question.

Your question and answer will be published in the Agenda and Minutes of the Council

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The following questions were submitted to Council on 20 August 2026 by Kevin Teasdale, of Burnie.

1) Why don't the parking rangers book cars at school in a no standing zone and bus zone?

As your staff said that it is not their responsibility and Police Officers say Burnie City Council is responsible. When you are responsible for all parking under the whole area of Burnie area.

Council's Parking Officers are authorised to enforce parking controls on roads and areas under Council's care, control and management. This includes applicable No Stopping, No Parking and other parking restrictions.

It is important to note that not all roads within the Burnie municipality are under Council's care, the enforcement responsibility of these can vary depending on the road.

Council are happy to investigate the specific school location if provided and confirm the applicable road authority and enforcement arrangements.

PUBLIC QUESTION TIME

AO163-26 PUBLIC QUESTIONS WITHOUT NOTICE
FILE NO: 15/5/5

In accordance with Regulation 36 of the *Local Government (Meeting Procedures) Regulations 2025* Council conduct a Public Question Time.

A limit of two questions received in writing after 5pm Tuesday, but before 5pm Friday, prior to the Council Meeting, are treated as a Public Questions without Notice – Reg 37(1). Questions received after this time will be deferred to the next scheduled Council Meeting and be treated as a Public Question on Notice.

Questions must relate to the activities of Council (Reg 37(2)), and should be clear and concise with minimal pre-amble. Statements will not be accepted – Reg 33(2).

You need to be present at the Council Meeting to ask your question.

If your question is accepted, it will be either answered at the Council Meeting or Taken on Notice and tabled in the Minutes of the following meeting.

If you are absent at the Meeting, the question will not be read or answered. Your question will be tabled at the next meeting as a Public Question on Notice.

If a question is refused, the Minutes will record your name and the reason for refusal – Reg 33(4).

There were no public questions without notice.

COUNCIL MEETING AS A PLANNING AUTHORITY

The Mayor advised that for item AO164-26 Council is acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993*.

The Mayor advised that the following provisions apply with respect to motions relating to recommendations on a land use planning process:

(a) a councillor moving a motion contrary to the recommendation is to:-

(i) provide the motion in writing; and

(ii) provide in writing supporting reasons for approval or refusal;

(b) the motion and supporting reasons for approval or refusal are to be provided to the general manager at least 24 hours prior to the meeting to allow for circulation and consideration by all members of the planning authority;

(c) the general manager is to ensure that the supporting reasons provided under paragraph (a)(ii) are recorded in the minutes, in accordance with Regulation 29 of the *Local Government (Meeting Procedures) Regulations 2025*.

PLANNING AUTHORITY

AO164-26 TASMANIAN PLANNING SCHEME - PERMIT APPLICATION DA 2026/53 - 26 MALUNNA CRESCENT, PARKLANDS - EXTENSION TO EXISTING SINGLE DWELLING

FILE NO: DD001.2026.00000053.001
PREVIOUS MIN:

1.0 RECOMMENDATION:

"THAT Council in its role as a planning authority under the Land Use Planning and Approvals Act 1993 determine in accordance with Section 51 and Section 57 of the Land Use Planning and Approvals Act 1993 and Clause 6.8 of the Tasmanian Planning Scheme to GRANT a Permit for application DA 2026/53 for an extension to an existing Single Dwelling on land described in CT 17972/23 and identified as 26 Malunna Crescent, PARKLANDS subject to the following conditions:-

Nature of Approval

1. ***That the use and development is to proceed and be maintained generally in accordance with the descriptions, commitments and requirements contained in the following documents – copies of which are attached and endorsed to form part of this permit:-***

   a) ***Existing Site Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A01, revision B, dated 27 August 2026;***
   b) ***Proposed Site Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A02, revision B, dated 27 August 2026;***
   c) ***Existing Floor Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A03, revision B, dated 27 August 2026;***
   d) ***Demolition Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A04, revision B, dated 27 August 2026;***
   e) ***Proposed Ground Floor Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A05, revision B, dated 27 August 2026;***
   f) ***Proposed First Floor Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A06, revision B, dated 27 August 2026;***
   g) ***Elevation 1 of 2, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A07, revision B, dated 27 August 2026;***
   h) ***Elevation 2 of 2, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A08, revision B, dated 27 August 2026;***
   i) ***Shadow Diagrams, as prepared by Murchinson Pty Ltd, Project No. MUR-2535, Revision B, Sheet No. A09, dated 27 August 2026;***
   j) ***Shadow Details, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A10, revision B, dated 27 August 2026;***

k) Additional Information (Email), as prepared by Rachel Innis, DA 2026/53 - 26 Malunna Crescent Parklands, dated 17 July 2026; and
l) Proposal Justification, as prepared by Rachel Innis, dated 28 August 2026.

Operating and Management Constraints

Nil

Notes:
1. It is the responsibility of the Permit holder to:-

a) identify the correct boundaries of the land and to ensure the structure will be located where approved;
b) cover all costs associated with the provision and construction of access to the site and with the connection of utilities;
c) have regard to the peaceful enjoyment and protection of occupation and use and development on adjacent land, and to program the nature and timing of work to minimise potential for disturbance, disruption or harm;
d) identify the need for and obtain all other permits or approvals which may be required by the law of Tasmania in relation to the conduct of the use and the carrying out of development on the land; and
e) notify the Planning Authority when the development is complete to enable conduct of an inspection to verify compliance to the terms and conditions of this Permit."

2.0 EXECUTIVE SUMMARY

Purpose and Background

Application has been made to Council seeking grant of a permit under the *Land Use Planning and Approvals Act 1993* (Act) for a second storey extension to an existing single dwelling on land identified in Certificate of Title 17972/23 and known as 26 Malunna Crescent, Parklands.

This report provides an assessment of the proposed use and development against the relevant requirements of the Tasmanian Planning Scheme (Scheme) taking into consideration the matters contained within one (1) representation received during the public exhibition period under section 57 of the Act.

Key Issues

The proposal invokes discretion under the following applicable standard within the planning scheme:

- Clause 8.4.2 – Setbacks and building envelope for all dwellings (P3) as a small section of the eastern portion of the first-floor extension will be outside of the permitted building envelope

One (1) representation was received during the statutory exhibition period. A summary of the issues raised and planning response is provided in Table 3.

It is noted that the 42-day timeframe in which Council must assess and determine the application under the Act lapsed on 1 September 2026. An extension of time has been sought from the applicant and agreed upon allowing an extension of time for the application to be determined by Council at its meeting of 22 September 2026.

3.0 SUPPORTING INFORMATION

Strategic Alignment

This report relates to the Council Plan Goal 2: Making liveable local communities; Goal 3: Making sustainably built and natural environments; Goal 4: Making culturally rich and vibrant communities.

Legal

The Council is established as a planning authority by definition under section 3(1) of the Act and must enforce the planning scheme under section 48 of the Act. The purpose of this report is to enable the planning authority to determine application DA 2026/53.

In accordance with section 57 of the Act and the planning scheme, this proposal is an application for a discretionary permit. Council, as the planning authority, may approve or refuse discretionary permit applications after considering both Council's planning scheme and the public representations received.

Council's assessment of this proposal should also consider the issues raised in any representations received, the outcomes of the State Policies and the objectives of Schedule 1 of the Act.

This report details the reasons for the officer recommendation. The planning authority must consider this report, but is not bound to adopt the recommendation. Broadly, the planning authority can:

1. Adopt the recommendation, or
2. Vary the recommendation by adding, modifying, or removing recommended reasons and conditions or
3. Replace an approval with a refusal (or vice versa).

Any alternative decision requires a full statement of reasons to comply with the Judicial Review Act 2000 and the Local Government (Meeting Procedures) Regulations 2025.

Finance

There are no specific financial impacts associated with assessment and determination of a permit application. Should the planning authority's decision on a permit application be appealed, there is the likelihood that the planning authority will be responsible for its own costs of representation and appearances before the Tasmanian Civil and Administrative Tribunal.

Relation to Council Policy

There are no Council policies relating to this report.

Discussion

Refer to report detail and attachments for further information.

Health and Safety

There are no health and safety impacts resulting from this report.

Risk

There is limited risk for the Council acting as planning authority, provided that decisions are made in accordance with the planning scheme and within the statutory assessment timeframe (or additional time as granted by the applicant).

Should the planning authority wish to make a decision against the professional advice provided, the reasons will need to be detailed.

The Act provides for penalties against a planning authority that fails to enforce its planning scheme (sections 63a and 64). Going against advice provided in the planning report, without seeking alternative qualified advice, may create unnecessary risk for the Council in exercising its statutory functions as a planning authority.

Should a decision by the planning authority be contrary to professional advice provided and the matter is taken to the Tasmanian Civil and Administrative Tribunal, Council would need to obtain separate professional advice to represent Council through the appeal process.

Associated risks include (but may not be limited to) –

a) The decision of a planning authority may be appealed if the applicant, or any person who has made a relevant representation during the exhibition period, is dissatisfied with the decision;
b) The applicant or a third party may allege breach of procedural fairness in relation to the execution of one or more of the statutory processes applicable to assessment and determination of a permit application;
c) The applicant will bring an action before the Tasmanian Civil and Administrative Tribunal (TASCAT) if the planning authority fails to make a decision within the

relevant statutory timeframe, in which event the planning authority will be liable for the costs of all parties;

d) A person may allege the planning authority has failed to exercise, or improperly exercised, a statutory power relating to assessment and determination of a permit application; or
e) A person may allege a planning authority, or a person appointed or employed by a planning authority has engaged in improper conduct relating to assessment and determination of a permit application.

A planning authority may minimise risk by –

a) Determining a permit application by reference only to the information provided with the permit application or in any representation received during the exhibition period;
b) Determining compliance by reference only to the regulatory provisions and processes which are relevant to the use or development described in the permit application;
c) Remaining impartial, observe all relevant processes, and not indicating any position on the application until the matter is presented for decision;
d) Not accepting or inviting any inducement relating to a decision on a permit application.

Environmental Sustainability

There are no environmental sustainability impacts to be considered in this report.

Consultation

Relevant Council Officers have been consulted in the preparation of this report.

Conflict Of Interest

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a material or general conflict of interest in relation to the matter of the report.

4.0 DETAIL

Subject Site

The subject site is identified in CT 17972/23 and known as 26 Malunna Crescent, Parklands.

An existing residential use exists on the property in the form of a single dwelling and outbuilding. The existing single dwelling is one story with a weatherboard exterior and colourbond roof.

The site is elevated and contains an area of 597m2. The site is embedded in a General Residential zone and backs onto Marist Regional College which is located to the south of the site.



Figure 1 – The front of the subject site (source: googlemaps street view – image capture February 2025)



Figure 2 – Areial photograph of the subject site (source: NearMap – flyover 7 August 2026, accessed 1 September 2026)

Zoning

The site is zoned General Residential under the Tasmanian Planning Scheme.



Figure 3 – Zoning of the subject site (source: The List Maps accessed 1 September 2026)

Proposal

The application proposes an extension to the existing single dwelling to create a two-story dwelling.

The dwelling currently has a floor area of 111.4m2. The proposal will create an additional floor area of 125.9m2 making a total floor area of 237.3m2.

The current floor plan will be reconfigured slightly to allow for stairs and a larger bathroom reducing the number of bedrooms on the ground floor to two.

The extension will add a fourth bedroom to the dwelling providing for two bedrooms on the first floor and an additional bathroom and living area.

The exterior of the current dwelling will be altered to brick veneer with new windows. The first floor (second story) will be clad in lightweight cladding with a Lysaght Trimdek roof cladding.

Applicable Codes

The following codes are identified as being applicable:-

- C2.0 Parking and Sustainable Transport Code (applicable to all use and development)

Applicable SAP's, SSQ's and LAO's

There are no applicable SAP's, SSQ's or LAO's.

Use Classification

Clause 6.2.1 of the Scheme requires that each use or development is categorised into one of the use classes listed in Table 6.2.

The proposed development falls within a residential use class defined within the planning scheme as:-

Use of land for self-contained or shared accommodation. Examples include a secondary residence, boarding house, communal residence, home-based business, home-based child care, residential care facility, residential college, respite centre, assisted housing, retirement village and single or multiple dwellings.

A residential use 'if for a single dwelling' is 'no permit required' in the General Residential zone.

Assessment Summary

Table 1 – Assessment against the relevant provisions within Zone 8.0 – General Residential.

Clause	Standard	Acceptable solution / performance criteria
8.3 - Use Standards – Not applicable as a residential use if a single dwelling is no permit required.		
8.4 - Development Standards for Dwellings		
8.4.1	Residential density for multiple dwellings	Not applicable
8.4.2	Setback and building envelope for all dwellings	Complies with A1
		Complies with A2
		Relies on P3
8.4.3	Site coverage and private open space for all dwelling	Complies with A1
		Complies with A1
8.4.4	Sunlight to private open space of multiple dwellings	Not applicable
8.4.5	Width of garages and carports for all dwellings	Not applicable

Clause	Standard	Acceptable solution / performance criteria
8.4.6	Privacy for all dwellings	Not applicable
		Not applicable
		Not applicable
8.4.7	Frontage fences for all dwellings	Not applicable
8.4.8	Waste storage for multiple dwellings	Not applicable
C2.0 Parking and Sustainable Transport Code		
C2.5.1	Car parking numbers	Complies with A1
C2.5.2	Bicycle parking numbers	Not applicable
C2.5.3	Motorcycle parking numbers	Not applicable
C2.5.4	Loading bays	Not applicable
C2.5.5	Number of car parking spaces within the General Residential Zone and Inner Residential Zone	Not applicable
C2.6.1	Construction of parking areas	Complies with A1
C2.6.2	Design and layout of parking areas	Complies with A1.1
		Complies with A1.2
C2.6.3	Number of accesses for vehicles	Complies with A1
		Not applicable
C2.6.4	Lighting of parking areas within the General Business Zone and Central Business Zone	Not applicable
C2.6.5	Pedestrian access	Not applicable
C2.6.6	Loading bays	Not applicable
		Not applicable
C2.6.7	Bicycle parking and storage facilities within the General Business Zone and Central Business Zone	Not applicable
		Not applicable
C2.6.8	Siting of parking and turning areas	Not applicable
		Not applicable
C2.7.1	Parking precinct plan	Not applicable

Table 2 – Assessment against Clause 8.4.2 – Setbacks and building envelope for all dwellings

8.4.2 Setbacks and building envelope for all dwellings	
Objective:	The siting and scale of dwellings: (a) provides reasonably consistent separation between dwellings and their frontage within a street; (b) provides consistency in the apparent scale, bulk, massing and proportion of dwellings; (c) provides separation between dwellings on adjoining properties to allow reasonable opportunity for daylight and sunlight to enter habitable rooms

	and private open space; and (d) provides reasonable access to sunlight for existing solar energy installations.

Acceptable Solutions	**Performance Criteria**
A3 A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must: (a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by: i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and (b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling: i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).	**P3** The siting and scale of a dwelling must: (a) not cause an unreasonable loss of amenity to adjoining properties, having regard to: i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property; ii) overshadowing the private open space of a dwelling on an adjoining property; iii) overshadowing of an adjoining vacant property; and iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property; (b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and (c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on: i) an adjoining property; or ii) another dwelling on the same site.

Assessment:

P3 –

The proposal is reliant on assessment against the Performance Criteria as the northern elevation shows that a portion of the eastern part of the extension will be located outside the building envelope. The remainder of the extension is shown as being within the building envelope.

The Performance Criteria requires the consideration of the following:-

a) not cause an unreasonable loss of amenity to adjoining properties, having regard to:
i. reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property;

Comment:

The topography of the area is such that it has a gradual slope to the east. The adjoining property to the east of the subject site is identified as 28 Malunna Crescent.

The applicant has provided shadow diagrams as part of their application. Shadow plans show that on 21 June, being the winter solstice where the sun is at its lowest and casts the most amount of shadow, that the adjoining dwelling at 28 Malunna Crescent will be clear of any overshadowing until 2pm when the sun starts to overshadow part of the western side of the dwelling.

The western side of the adjoining dwelling at 28 Malunna Crescent contains two windows, one of which is a highlight window. It is unclear whether these windows provide light to habitable rooms.

Nevertheless, the shadowing beginning at 2pm is not considered to be unreasonable for an unban area and for shadowing occurring in mid-winter. The windows will receive 5 hours of full sun for the morning and early afternoon up until 2pm.



Figure 4 – Photograph taken from Malunna Crescent of the western side of the adjoining dwelling at 28 Malunna Crescent showing window placement.

The shadow diagrams provided by the applicant show that the adjoining dwelling to the west of the subject site at 24 Malunna Crescent will be subject to very minimal overshadowing at 9am to the side of the dwelling and again minor shadowing at 10am and 11am to the driveway only. By 12pm, there is no shadowing on the property.

The proposed development is not considered to cause an unreasonable reduction in sunlight to habitable rooms of adjoining properties.

ii. overshadowing the private open space of a dwelling on an adjoining property;

Comment:

There will be some shadowing at 3pm to the southwest of the dwelling at 28 Malunna Crescent however the remainder of private open space associated with the dwelling will remain free of overshadowing. There is negligible shading to private open space.

There will be close to no shading of private open space in relation to the adjoining property at 24 Malunna Crescent aside from some morning shadowing of the driveway access and existing outbuilding.

There will be no unreasonable loss of amenity to adjoining properties caused by overshadowing of private space.

iii. overshadowing of an adjoining vacant property; and

Not applicable as there are no adjoining vacant properties.

iv. visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;

The proposed extension will be in line with the setback of the existing dwelling to the eastern boundary which sits at 3.79m as seen on the proposed site plan. Between the dwelling and the adjoining property sits the driveway for the subject site as can be seen in figure 5 below.

The dwelling will have a total height of 6.2m towards the rear of the dwelling and 6.9m towards the front of the dwelling.



Figure 5 – Showing the front of the subject site (dark blue dwelling) – (Source: ListMap – Accessed 7 September 2026)



Figure 6 – Proposed eastern elevation – 26 Malunna Crescent (Source: Sheet no.08 of drawing set prepared by Murchison Pty Ltd)

The dwelling is proposed to be clad in lightweight cladding. The style and colour of which have not been specified on the plans. Figure 6 above shows the eastern elevation of the proposed dwelling which will adjoin 28 Malunna Crescent. Whilst the structure appears large the elevation will be broken up by window openings and an entry porch.

The outlook for dwellings on the southern side of Malunna Crescent of which the subject site is located is to the north towards Bass Straight.

The main entry and aspect with regard to outdoor living and windows positioning within the dwelling at 28 Malunna Crescent is located on the northeast meaning from this entry and existing outdoor living (deck) area, the structure and bulk of the proposed extension will not be readily visible.



Figure 7 – Shows the entry/ deck area of the adjoining dwelling at 28 Malunna Crescent. The subject site is to the west (to the right in this photograph) – Source – Google Maps – image capture February

2026, accessed 7 September 2026.

In relation to bulk and scale when viewed from the adjoining property to the west at 24 Malunna Crescent, it is important to note that the proposed extension steps back inwards from the setback of the existing dwelling. This can be seen below in figure 8 which shows the front of the dwelling following the proposed extensions. The existing setback of the current dwelling at 1.9 and 1.8m to the western side boundary remains unchanged. The setback for the proposed first floor extension from the western side boundary is approximately 3.7m.

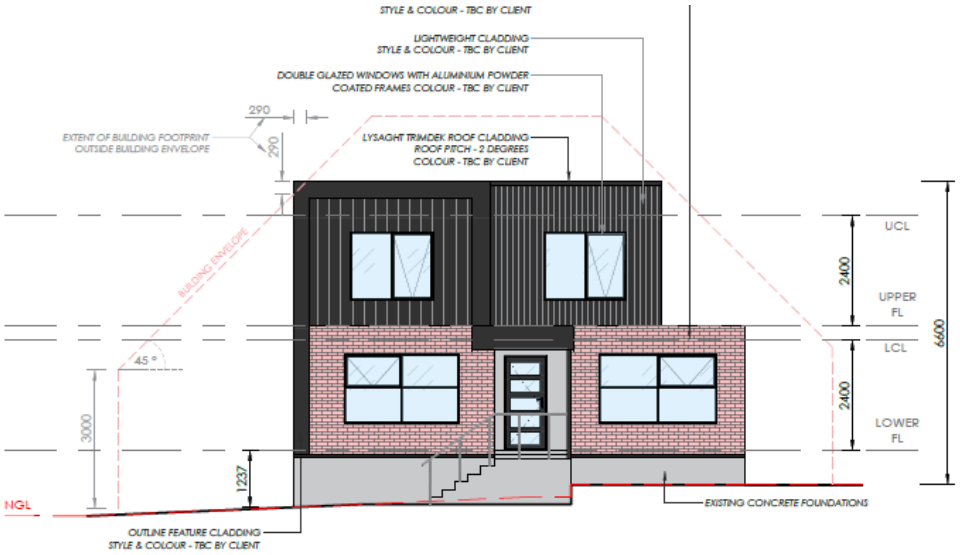


Figure 8 – Shows the proposed northern elevation (front) of the dwelling following the dwelling extension (Source – Sheet no. A07 of the drawing set prepared by Murchison Pty Ltd)

The dwelling at 24 Malunna Crescent is setback further from the frontage than the subject site. Whilst the proposed extension will change the outlook from windows within the adjoining dwelling on its eastern elevation, again, the main outlook for dwellings on the southern side of Malunna Crescent is to the north in the direction of Bass Straight.

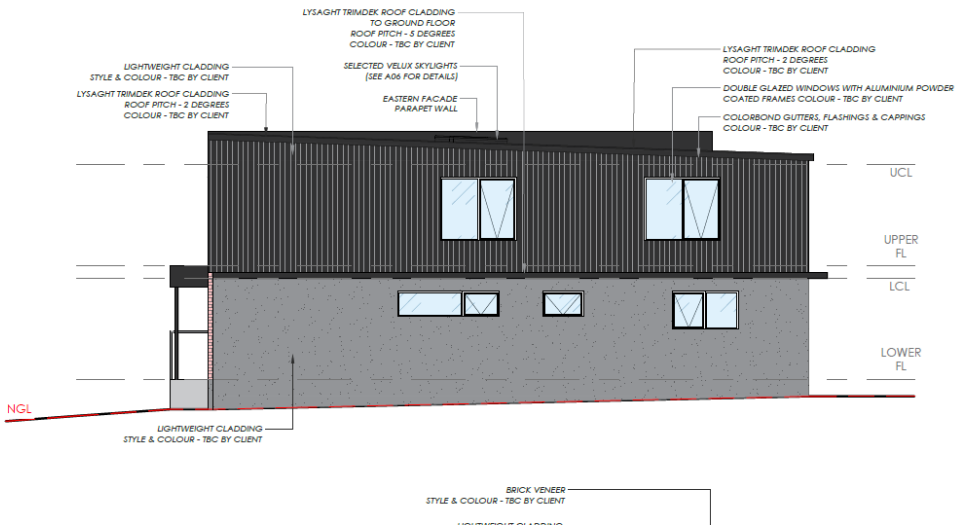


Figure 9 – The western elevation of the proposed dwelling.



Figure 10 – Shows the frontage of the adjoining dwelling at 24 Malunna Crescent (Source googlemaps image capture June 2023 – accessed 7 September 2026)

It is considered that whilst the extension will present as a visual change it will not be so unreasonable in bulk or scale that it would have an unreasonable impact on the amenity of adjoining properties.

(b) *provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and*

The proposed first floor extension will not alter the current setback of the dwelling to either side boundary. The setback to the eastern side boundary will remain at 3.79m and the setback to the western side boundary will remain at 1.9m. The setback to the frontage boundary will remain at 6.06m on the northwestern side; however, it will increase to 4.57m on the northeastern side. This is due to a 1.5m addition to the loungeroom at the front of the property which will extend the existing dwelling footprint 1.5m towards the front boundary. The dwelling will remain behind the established building line, however, it will site closer to its front boundary at this point due to the angle of the frontage property boundary.

The proposed extension will not be inconsistent with the separation of adjoining and established properties in the area.

(c) *not cause an unreasonable reduction in sunlight to an existing solar energy installation on:*
   i. an adjoining property; or
   ii. *another dwelling on the same site.*

The adjoining property at 28 Malunna Cresent contains a recently installed solar installation.

The solar installation appears to consist of a total of 18 panels mounted to the roof of the dwelling.

It is noted that the dwelling has a skillion roof that slopes from north to south, this can be seen in figure 4 above. It is not known whether the panels are mounted flat to the roof or tilted.



Figure 11 – Shows the subject site at 26 Malunna Crescent and the solar panels present on the adjoining dwelling to the east at 28 Malunna Crescent (Source Near Maps fly over 7 August 2026 – Accessed 7 September 2026)

The proposed dwelling extension will cause some overshadowing to the solar installation. Shadow diagrams, modelling 21 June, show that at 2pm a very small sliver of one of the panels on the southwestern side of the installation will be affected. By 3pm the shading will fully impact 5 panels and partially shade a further 3 panels.

The most important hours within which to receive sunlight in mid-winter are suggested to be between the hours of 9am and 3pm. In this respect the solar array will receive 5 hours of full sunlight out of a potential 6 hours. Please see figure 12 below showing shading of the solar installation at 2pm in green and at 3pm in red.



Figure 12 – Shadow Diagrams (Source – Sheet no. A10 of drawing set as prepared by Murchison Pty Ltd)

The test is whether this level of overshadowing is reasonable or unreasonable. At 3pm on 21 June the sun angle is extremely low minimising the effectiveness of the solar panels to generate electricity.

The small area of overshading to one panel at 2pm is negligible.

The solar installation will receive 5 hours of full sun from 9am until 2pm on 21 June. The shadowing diagrams have been produced for the worst-case scenario, mid-winter where the sun is at its lowest and will cast the longest shadow.

A loss of sun occurring from 2pm onwards in mid-winter is not considered to be unreasonable in a General Residential (urban) area.

It is concluded that the proposal can meet the tests contained within the Performance Criteria and the proposed extension will not cause an unreasonable loss of amenity to adjoining dwellings.

5.0 REPRESENTATION

Clause 6.10.1 of the Scheme requires a decision on a permit application to take into consideration all applicable standards and requirements of the planning scheme and any representations made during the public exhibition period, but only insofar as each such matter is relevant to the particular discretion being exercised.

There was one (1) representation received during the public exhibition period from the adjoining property owner at 28 Malunna Crescent, Parklands.

The representation and planning responses to the issues raised are provided in Table 4. While every effort has been made to include all issues raised, this summary should be read in conjunction with the representations which are included as an enclosure to this report.

Table 3 – Matters raised in representation and planning response

Issue Raised	Planning Response
The development as it is currently proposed does not meet the following Performance Criteria (8.4.2 Setbacks and building envelope for all dwellings (P3). Both the permit applicant, and their designer have failed to account for, or show the impact overshadowing will have upon the solar array installed on the roof of 28 Malunna Crescent. This PV system was installed in early February 2026 and consists of 18 panels in 2 parallel arrays totalling 7.94 KW production. The approximate position of the arrays is indicated on the attached images (unfortunately due to mobility issues, I am unable to climb onto the roof to provide more accurate measurements). Secondary to this, applicant and their designer have only shown overshadowing projections for the Winter Solstice, being both the day with the shortest period of daylight and the highest northerly declination of the sun. Even so, their own projection shows that, by 3pm on June 21, approximately 50% of our solar array would be affected by overshadowing and this would only increase during the remainder of daylight hours. This would amount to an unreasonable reduction in solar efficiency. Furthermore, what is not shown is the effect the overshadowing would have as the year moves towards the Summer Solstice, with longer periods of daylight. While the declination of the sun is shortened, longer days of overshadowing would also significantly impact	Council must assess the proposal against the Performance Criteria within Clause 8.4.2 – Setbacks and building envelope for all dwellings. This standard includes consideration of solar energy installations on an adjoining property and whether the proposed development will cause an unreasonable reduction in sunlight – see discussion in table 2 above. In response to the concerns raised, Council requested further shadow diagrams from the applicant. Given the installation date of the solar panels in early February and the slope of the roofline of the dwelling away from Malunna Crescent, the presence of the solar panels was not evident when the application was lodged. The applicant has provided further shadow diagrams showing the solar panel location in relation to anticipated overshadowing. The plan shows minor overshadowing to one of the panels on the northwestern corner of the roof at 2pm with shading impacting 5 panels at 3pm with an additional 3 panels impacted by partial overshadowing. It is important to note the shadow plans provided are calculated on 21 June being the shortest day of the year (mid-winter) when shadows cast are at their longest due to the low position of the sun in the sky. This is the worst-case scenario. From 21 June the shadow will gradually improve with the least amount of

our solar efficiency again causing an unreasonable reduction in sunlight. We formally request that the existing planning application be denied, pending a substantial redesign to restrict impact as per P3 part c.	shadowing occurring during the summer months when the sun sits at its highest in the sky. The approximate sunset time for 21 June is 4.54pm however after 2pm the position of the sun in the sky is already relatively low. The ability of the solar system to generate power after 2pm can drop significantly without the presence of overshadowing. In summer overshadowing would be minimal accounting for the higher position of the sun in the sky. In this instance, it is not considered that the reduction in sunlight to the solar array is unreasonable for a General Residential area.

ATTACHMENTS

1⇩. Public Notification Documentation

2⇩. Representation Received

3⇩. Extension of Time

4⇩. Additional Shadow Diagrams

COUNCIL RESOLUTION

MOVED: ***Cr K Dorsey***

SECONDED: ***Cr T Aitken***

"THAT Council in its role as a planning authority under the Land Use Planning and Approvals Act 1993 determine in accordance with Section 51 and Section 57 of the Land Use Planning and Approvals Act 1993 and Clause 6.8 of the Tasmanian Planning Scheme to GRANT a Permit for application DA 2026/53 for an extension to an existing Single Dwelling on land described in CT 17972/23 and identified as 26 Malunna Crescent, PARKLANDS subject to the following conditions:-

<u>Nature of Approval</u>

1. ***That the use and development is to proceed and be maintained generally in accordance with the descriptions, commitments and requirements contained in the***

following documents – copies of which are attached and endorsed to form part of this permit:-

- ***a) Existing Site Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A01, revision B, dated 27 August 2026;***
- ***b) Proposed Site Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A02, revision B, dated 27 August 2026;***
- ***c) Existing Floor Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A03, revision B, dated 27 August 2026;***
- ***d) Demolition Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A04, revision B, dated 27 August 2026;***
- ***e) Proposed Ground Floor Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A05, revision B, dated 27 August 2026;***
- ***f) Proposed First Floor Plan, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A06, revision B, dated 27 August 2026;***
- ***g) Elevation 1 of 2, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A07, revision B, dated 27 August 2026;***
- ***h) Elevation 2 of 2, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A08, revision B, dated 27 August 2026;***
- ***i) Shadow Diagrams, as prepared by Murchinson Pty Ltd, Project No. MUR-2535, Revision B, Sheet No. A09, dated 27 August 2026;***
- ***j) Shadow Details, as prepared by Murchison Pty Ltd, Project No. MUR-2535, Sheet No. A10, revision B, dated 27 August 2026;***
- ***k) Additional Information (Email), as prepared by Rachel Innis, DA 2026/53 - 26 Malunna Crescent Parklands, dated 17 July 2026; and***
- ***l) Proposal Justification, as prepared by Rachel Innis, dated 28 August 2026.***

<u>Operating and Management Constraints</u>

Nil

<u>Notes:</u>

1. It is the responsibility of the Permit holder to:-

- ***a) identify the correct boundaries of the land and to ensure the structure will be located where approved;***
- ***b) cover all costs associated with the provision and construction of access to the site and with the connection of utilities;***
- ***c) have regard to the peaceful enjoyment and protection of occupation and use and development on adjacent land, and to program the nature and timing of work to minimise potential for disturbance, disruption or harm;***
- ***d) identify the need for and obtain all other permits or approvals which may be required by the law of Tasmania in relation to the conduct of the use and the carrying out of development on the land; and***
- ***e) notify the Planning Authority when the development is complete to enable conduct of an inspection to verify compliance to the terms and conditions of this Permit."***

For: Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

PLEASE QUOTE
Your Ref:
Our Ref: DA 2026/53

Enquiries: Planning Department

80 Wilson Street, Burnie Tasmania
PO Box 973, Burnie TAS 7320

ABN: 29 846 979 690
Phone: (03) 6430 5700
Email: burnie@burnie.tas.gov.au
Web: www.burnie.tas.gov.au

We value your feedback on our service.
Tell us about it at www.burnie.tas.gov.au/feedback

NOTICE OF APPLICATION FOR LAND USE PERMIT

(Section 57(3) Land Use Planning and Approvals Act 1993)

Advice to Adjoining Land Owner or Occupier

Application No: -	**DA 2026/53**
Development Site: -	**26 Malunna Crescent PARKLANDS** **CT 17972/23**
Proposal: -	**Residential - Dwelling Extension**

Notice of the above application is served on you as an adjoining land owner or occupier.

The application may be viewed at -

Burnie City Council Customer Services Counter
Ground Floor, City Offices,
80 Wilson Street, Burnie

Between the hours of 8.45 am – 4.45 pm Monday to Friday inclusive (excluding public holidays) or on Council's website at www.burnie.tas.gov.au/permits

You are entitled to make representation in writing on any aspect of the proposal addressed to: -

General Manager,
Burnie City Council,
PO Box 973, Burnie 7320

or burnie@burnie.tas.gov.au by no later than 5.00 pm on **10 August 2026.** Council must have regard to any written representation received during the exhibition period when considering its decision on the application.

All persons who make representation will be notified within seven (7) days of the Council's decision. Any persons who made representation and is not satisfied with the Council decision may, under Section 61(5) of the *Land Use Planning and Approvals Act 1993*, lodge an appeal against that decision within fourteen (14) days of the date of that notice to: -

The Tasmanian Civil and Administrative Tribunal,
GPO Box 1311,
HOBART TAS 7001.

Should you have any enquiries regarding this development proposal, please do not hesitate to contact the Planning Department on (03) 6430 5700.

Troy McCarthy
EXECUTIVE MANAGER – DEVELOPMENT SERVICES
Date of Notice: - **25 July 2026**

BURNIE CITY COUNCIL
PO Box 973, BURNIE, TASMANIA 7320.
Ph : (03) 6430 5700
Email : burnie@burnie.tas.gov.au

BURNIE CITY COUNCIL

Land Use Planning and Approvals Act 1993

Tasmanian Planning Scheme

PERMIT APPLICATION

Office use only
Application No _____
Date Received _____
Permit Pathway - *Permitted/Discretionary*

Use or Development Site:

Street Address 26 malunna crest parklands burnie 7320

Certificate of Title Reference

Applicant

First Name Brodie **Second Name** James

Surname Knight

Postal Address: **Phone No:**

Mobile:

Email Address:

I/we consent for all giving of information and the serving of notices in relation to this application to be delivered electronically to the above email address? YES (●) NO ( )

Applicants Signature:

Owner (note – if more than one owner, all names must be indicated)

First Name Brodie **Second Name** James

Surname Knight

Postal Address: **Phone No:**

Permit Information (NB If insufficient space, please attach separate document)
Proposed Use:
Use Class residential
Documents included with the permit application to describe the Use
Proposed Development
Use class to which the development applies residential
Documents included with the permit application to describe the Development
Provisions and Standards relied upon for grant of a Permit

Instruction for making a permit application

a) ***Use or development?***

The application must provide a full description of the proposed use and/or development and of the manner in which the use and/or development is to operate.

"Use" is the purpose or manner for which land is utilised. "Development" is any site works (including any change in natural condition or topography of land and the clearing or conversion of vegetation), and the construction, alteration, or removal of buildings, structures and signs, required in order to prepare a site for use or to change existing conditions within a site. Subdivision is development.

Clause 6.2 Tasmanian Planning Scheme provides the use classes by which all use or development must be described. Development must be categorised by reference to the use class it is to serve.

b) ***Required Information***

Adequate statements, plans and specifications must be included within the permit application to address and demonstrate compliance with all applicable requirements of the planning scheme, including any site analysis, impact report and recommendation, and advice, consent or determination required from a State agency or utility entity.

The application must clearly identify the documents relied upon for determination.

Section 51(1AC) *Land Use Planning and Approvals Act 1993* provides that a permit application is not valid unless it includes all of the information required by a planning scheme. Clause 6.1 Tasmanian Planning Scheme prescribes the minimum information that is necessary in order to complete a valid permit application.

S54 *Land Use Planning and Approvals Act 1993* provides that the planning authority may require the applicant to supply further information before it considers a permit application. If the planning authority requires further information to more particularly address one or more of the applicable requirements of the Tasmanian Planning Scheme, the statutory period for determination of a permit application does not run until that information is answered to the satisfaction of the planning authority

c) ***Applicable Provisions and Standards***

The permit application must be assessed against the applicable provisions and standards of the Tasmanian Planning Scheme. The

application is to identify by reference the clauses it relies upon to demonstrate compliance. (eg *clause 8.4.3 (A1 – A4, and P5*)

d) ***Discretionary Permits***

If a permit is discretionary the permit application must be notified for a period of 14 days to allow opportunity for any interested person to consider the proposed use and/or development and to provide comment on the discretionary matter.

If a permit application relies on performance criteria to satisfy an applicable standard or is discretionary under another provision of the interim planning scheme, the permit is discretionary only with respect to that standard.

The Council must have regard to all representations received during the notification period on a discretionary matter when determining whether to grant or refuse a permit.

e) ***If the applicant is not the landowner***

If the applicant is not the owner of the land in the use or development site, the applicant is required to notify all of the owners either prior to or within 7 days from the date of making the permit application.

The permit application must identify all of the landowners; and the applicant must sign the application form to acknowledge the obligation to advise such landowners that the permit application has been made.

If the site includes land owned or administered by the Burnie City Council or by a State government agency, the consent in writing from the Council or the Minister responsible for Crown land must be provided at the time of making the application.

f) ***Applicant declaration***

It is an offence for a person to do any act that is contrary to a compliance requirement created under the section 63 *Land Use Planning and Approvals Act 1993*. The applicant is required to complete a declaration that the information given in the permit application is true and correct.

g) ***Payment of Fees***

The Council is not required to take any action on the permit application until all the relevant fees have been paid.

Value of use and/or development

Notification of Landowner/s
If land is not in applicant's ownership

I, , declare that the owner/each of the owners of the land has been notified of the intention to make this permit application.

Signature of Applicant Date

If the permit application involves land owned or administered by the BURNIE CITY COUNCIL

Burnie City Council consents to the making of this permit application.

General Manager (Signature) Date

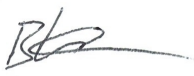
If the permit application involves land owned or administered by the CROWN

I, the Minister responsible for the land, consent to the making of this permit application.

Minister (Signature) Date

Applicant Declaration

I, Brodie James Knight
declare that the information I have given in this permit application to be true and correct to the best of my knowledge.

Signature of Applicant  Date 15/6/26

Office use only

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

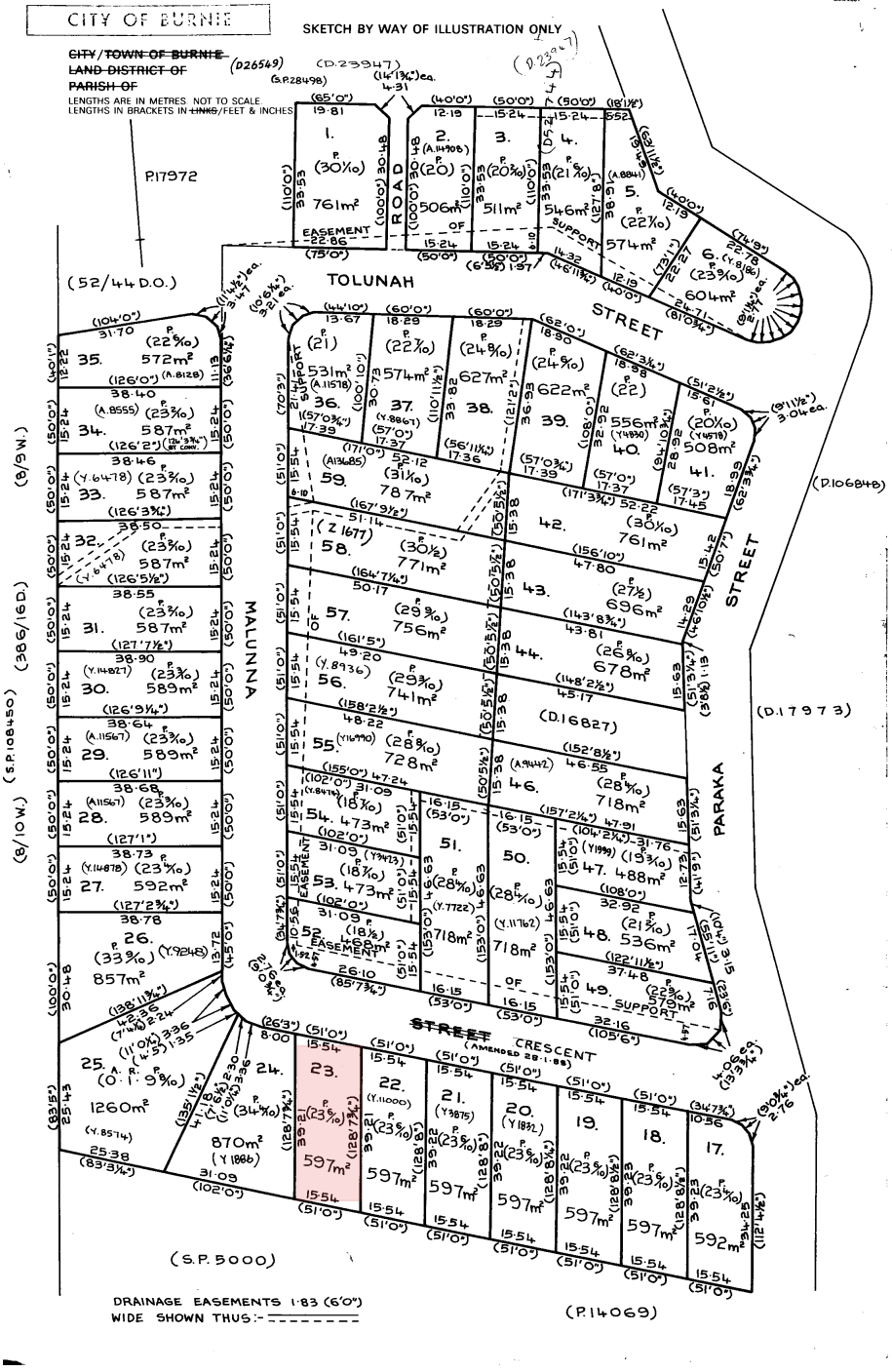
APPROVED FROM 20 APR 1982 ACTING DEPUTY RECORDER OF TITLES	CONVERSION PLAN	REGISTERED NUMBER P.17972
FILE NUMBER Z.1677	GRANTEE: PART OF 50 000 ACRES VAN DIEMENS LAND C°Y.	B. HILL. 30·3·82

CITY OF BURNIE

SKETCH BY WAY OF ILLUSTRATION ONLY

~~CITY/TOWN OF BURNIE~~
~~LAND DISTRICT OF~~
~~PARISH OF~~

LENGTHS ARE IN METRES NOT TO SCALE
LENGTHS IN BRACKETS IN ~~LINKS~~/FEET & INCHES



RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

Tasmania Governme

SEARCH OF TORRENS TITLE

VOLUME	FOLIO
17972	23
EDITION	DATE OF ISSUE
10	12-July-2025

EARCH DATE : 07-May-2026
EARCH TIME : 10.45 am

ESCRIPTION OF LAND

City of BURNIE
Lot 23 on Plan 17972
Being the land described in Indenture of Conveyance 25/0887
Derivation : Part of 50,000 acres granted to the Van Diemen's Land Company
Derived from W3982

CHEDULE 1

M787131 TRANSFER to BRODIE JAMES KNIGHT Registered 08-Nov-2019 at 12.01 pm

CHEDULE 2

Reservations and conditions in the Crown Grant if any
25/0887 CONVEYANCE Made Subject to Boundary Fences Condition
E422477 MORTGAGE to MyState Bank Limited Registered 12-July-2025 at 12.01 pm

NREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

Page 1 of

From:
Sent: Friday, 17 July 2026 2:05 PM
To: Planning
Cc:
Subject: Re: RFI - DA 2026/53 - 26 Malunna Crescent Parklands
Attachments: 0.MUR - 2535 - DA 28.05.26.pdf; Apple Maps - 28 Malunna Setback.png; Apple Maps - 28 Malunna.png

Categories:

Good afternoon,

Please find attached the revised documentation for the proposed development at 26 Malunna Crescent, Parklands.

The updated submission includes shadow diagrams demonstrating that the proposal will have negligible impact on the adjoining properties in terms of overshadowing.

As illustrated in the attached documentation, the proposed second storey extends only 290mm beyond the prescribed building envelope. Given the minor nature of this encroachment, together with the shadow analysis provided, the proposal is not expected to result in any loss of amenity to the adjoining properties.

In particular, the eastern neighbouring property at 28 Malunna Crescent has minimal glazing to its western elevation, indicating there are no primary habitable rooms directly affected by the proposal. Furthermore, the shadow diagrams confirm that any additional overshadowing extends only marginally into the private open space of No. 28 and is unlikely to adversely affect its usability.

Accordingly, the proposed development will not create any unreasonable impacts in terms of overshadowing, visual bulk or neighbourhood amenity for either 24 or 28 Malunna Crescent. The supporting documentation clearly demonstrates that the 290mm encroachment beyond the building envelope satisfies the intent of the planning provisions and does not give rise to any adverse planning impacts.

Should you require any further information, please do not hesitate to contact me.

Kind regards,
Raquel Innis
BUILDING DESIGNER
☎
Murchison Pty Ltd

1

ABN 35 618 741 567

From:
Sent: Thursday, 18 June 2026 16:21
To:
Cc:
Subject: Fee Payable - DA 2026/53 - 26 Malunna Crescent Parklands

Good afternoon Brodie,

Please find attached Council's invoice in relation to the Planning Permit Assessment DA 2026/53 - 26 Malunna Crescent Parklands.

Please be advised that your application will require further information once payment has been received. As part of your house extension is outside the building envelope (not minor protrusion), you will need to supply a statement or further information showing how your application meets the relevant Performance Criteria (8.4.2 Setbacks and building envelope for all dwellings (P3); see below).

P3
The siting and scale of a dwelling must:

(a) not cause an unreasonable loss of amenity to adjoining properties, having regard to:
  i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property;
  ii) overshadowing the private open space of a dwelling on an adjoining property;
  iii) overshadowing of an adjoining vacant property; and
  iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;

(b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and

(c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:
  i) an adjoining property; or
  ii) another dwelling on the same site.

If this information has not been received at the time of payment, we will need to issue you with a formal Request for Further Information and your application will be placed on hold until this is received.

Should you have any questions or require further assistance please contact the Planning Department on 03 64305 700 or planning@burnie.tas.gov.au

Kind regards,
Corinna Garland
Student Statutory Planner | Burnie City Council
80 Wilson Street (PO Box 973) Burnie TAS 7320
P: | www.burnie.tas.gov.au
Working hours: Mon to Fri, 8.00am – 5pm
We value your feedback on our service

DEVELOPMENT APPLICATION

DWELLING EXTENSION - 26 MALUNNA CRESCENT, PARKLANDS

PROJECT N°: MUR - 2535

DEVELOPMENT APPLICATION

DRAWING SCHEDULE

A00 Cover Page
A01 Existing Site Plan
A02 Proposed Site Plan
A03 Existing Floor Plan
A04 Demolition Plan
A05 Proposed Ground Floor Plan
A06 Proposed First Floor Plan
A07 Elevation 1 of 2
A08 Elevation 2 of 2
A09 Shadow Diagrams

SITE INFORMATION

SITE AREA: 597.0 m²

WIND SPEED: TBC
CLIMATE ZONE: 7
SOIL CLASSIFICATION: CLASS TBC
BUSHFIRE ATTACK LEVEL: BAL N/A
ALPINE AREA: N/A
CORROSION ENVIRONMENT: N/A

FLOOR AREAS

EXISTING FLOOR AREA:	111.4 m²	(12.0 SQUARES)
PROPOSED GROUND FLOOR AREA:	125.9 m²	(13.6 SQUARES)
PROPOSED FIRST FLOOR AREA:	97.5 m²	(10.5 SQUARES)

DWELLING EXTENSION - 26 MALUNNA CRESCENT, PARKLANDS

PROJECT N°: MUR - 2535

VOL - 17972
FOLIO - 23



SITE AREA:

DWELLING:	111.4 m²	(12.0 Sq.)
SHED:	96.0 m²	
SITE COVERAGE:	207.4 m²	(34.7%)
SITE AREA:	597.0 m²	

EXISTING SITE PLAN
SCALE 1:200

Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 539021287

PROPOSED RENOVATION
CLIENT(s):
PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS
PROJECT N°: MUR - 2535

REVISIONS		
REV.	DESCRIPTION	DATE
-	Development Application	28.05.26

EXISTING SITE PLAN

SCALE @ A3	DATE	DRAWN BY	CHECKED	SHEET N°.
1:200	28.05.26	RI	RI	A01

DEVELOPMENT APPLICATION ISSUE

These drawings remain the property of Murchison Pty Ltd and must not be reproduced or used in any form without written permission © 2026. All contractors are to verify dimensions on site before commencing work. DO NOT SCALE FROM DRAWINGS. ALL DIMENSIONS IN MILLIMETERS UNLESS STATED OTHERWISE.

VOL - 17972
FOLIO - 23



SITE AREA:

DWELLING FOOTPRINT:	125.9 m²	(13.6 Sq.)
SHED:	96.0 m²	
SITE COVERAGE:	221.9 m²	(37.2%)
SITE AREA:	597.0 m²	

PROPOSED SITE PLAN
SCALE 1:200

Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 539021287

PROPOSED RENOVATION
CLIENT(s):
PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS
PROJECT N°: MUR - 2535

REVISIONS

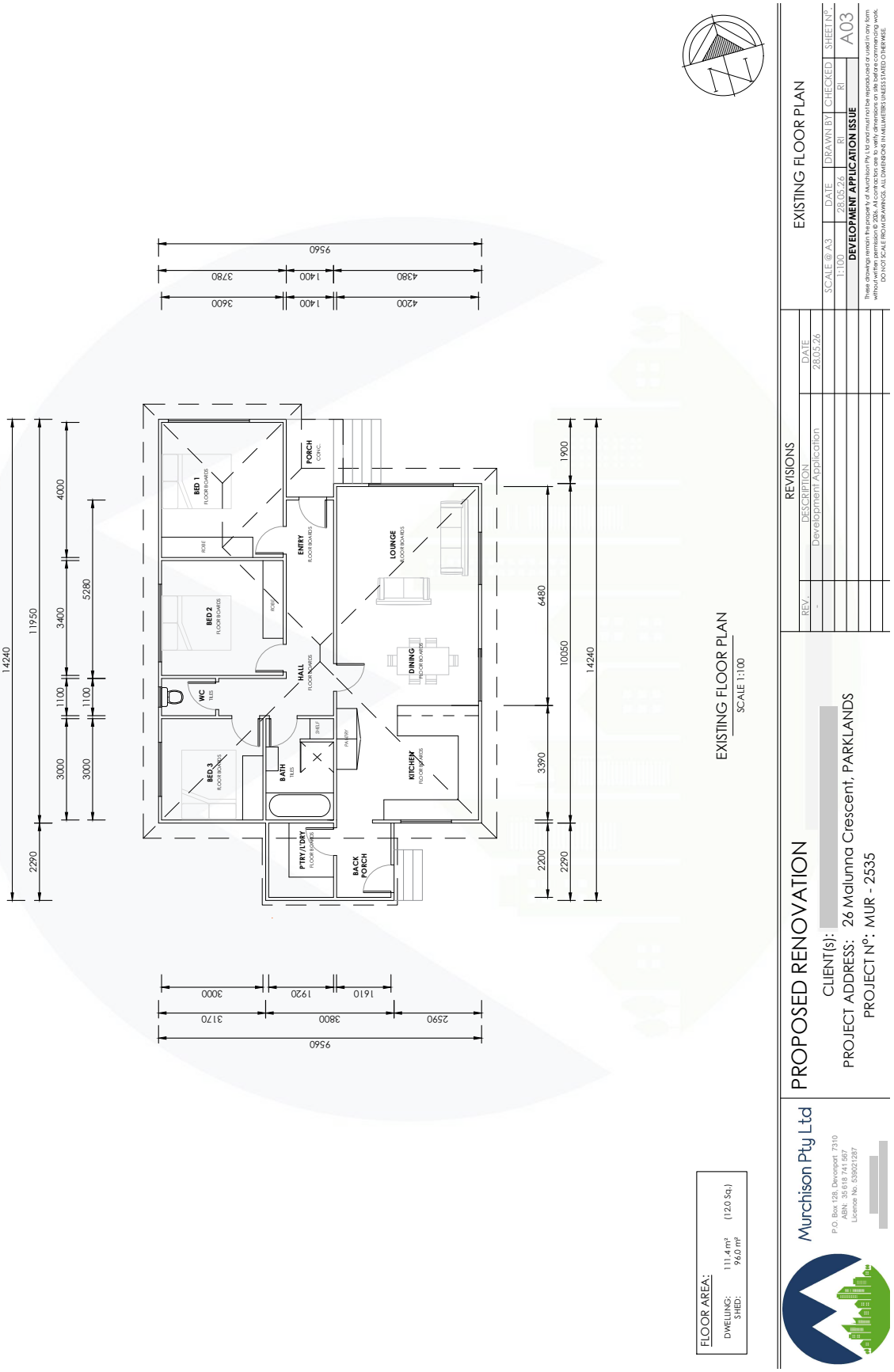
REV.	DESCRIPTION	DATE
-	Development Application	28.05.26

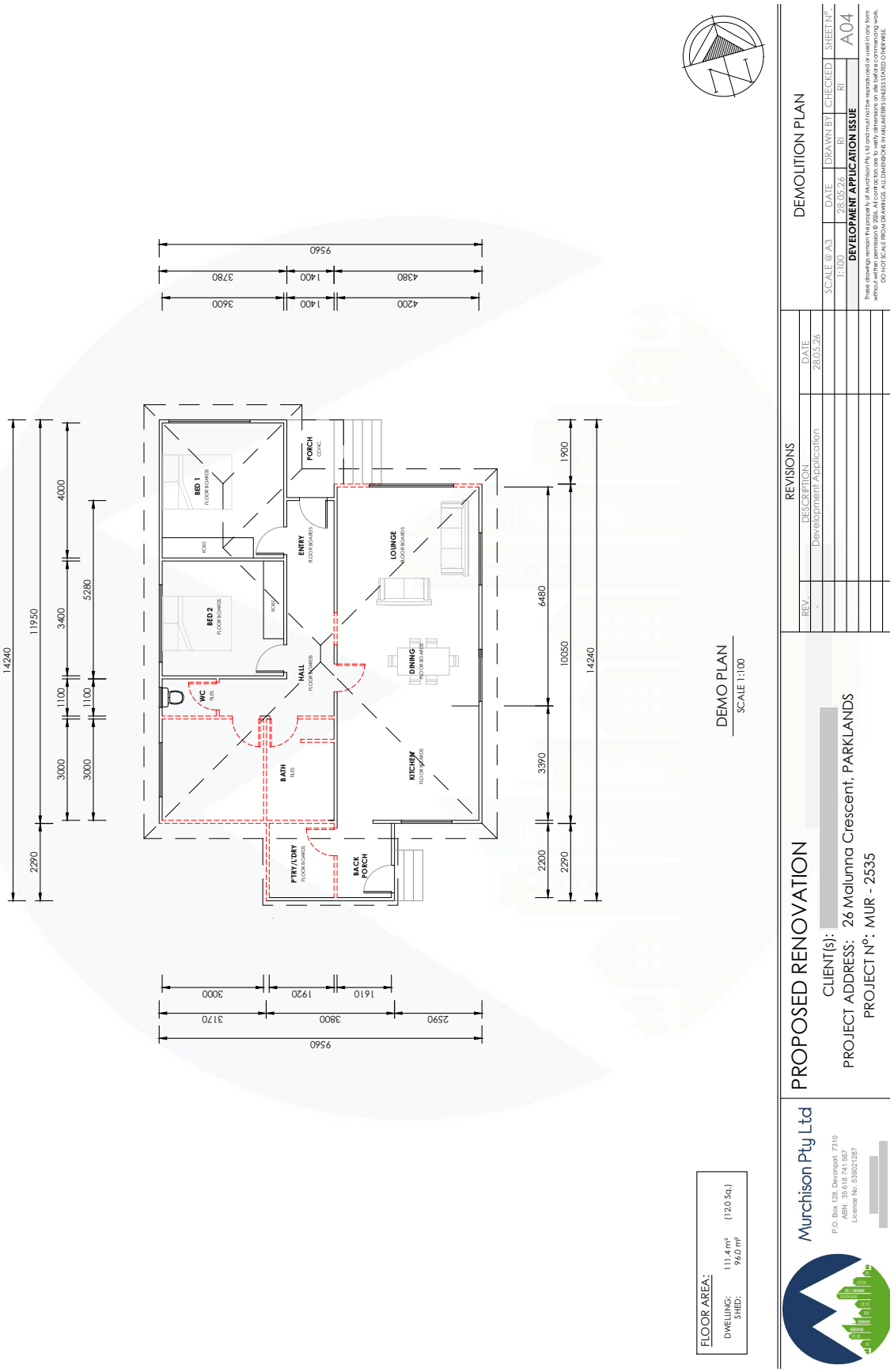
PROPOSED SITE PLAN

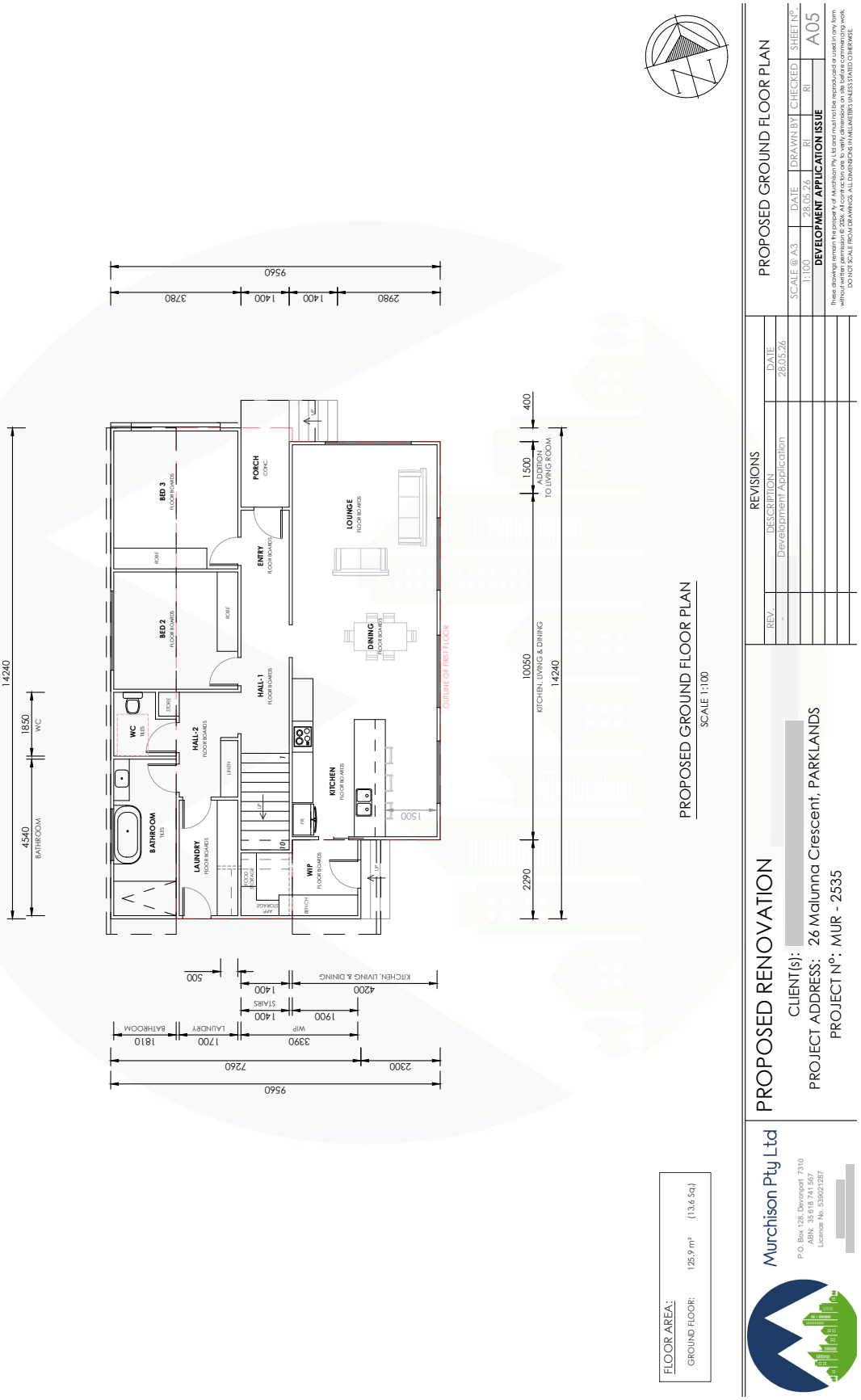
SCALE @ A3	DATE	DRAWN BY	CHECKED	SHEET N°.
1:200	28.05.26	RI	RI	A02

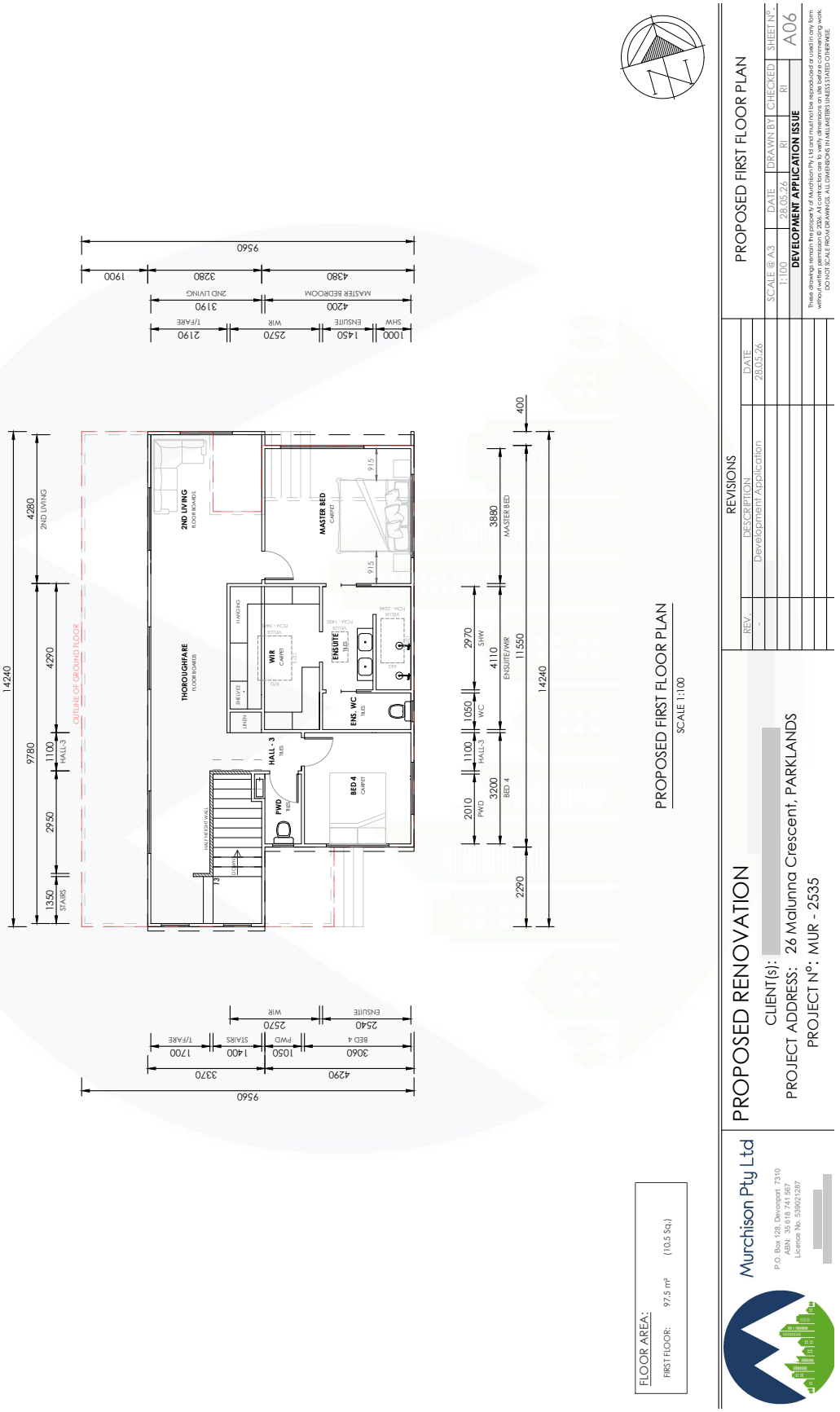
DEVELOPMENT APPLICATION ISSUE

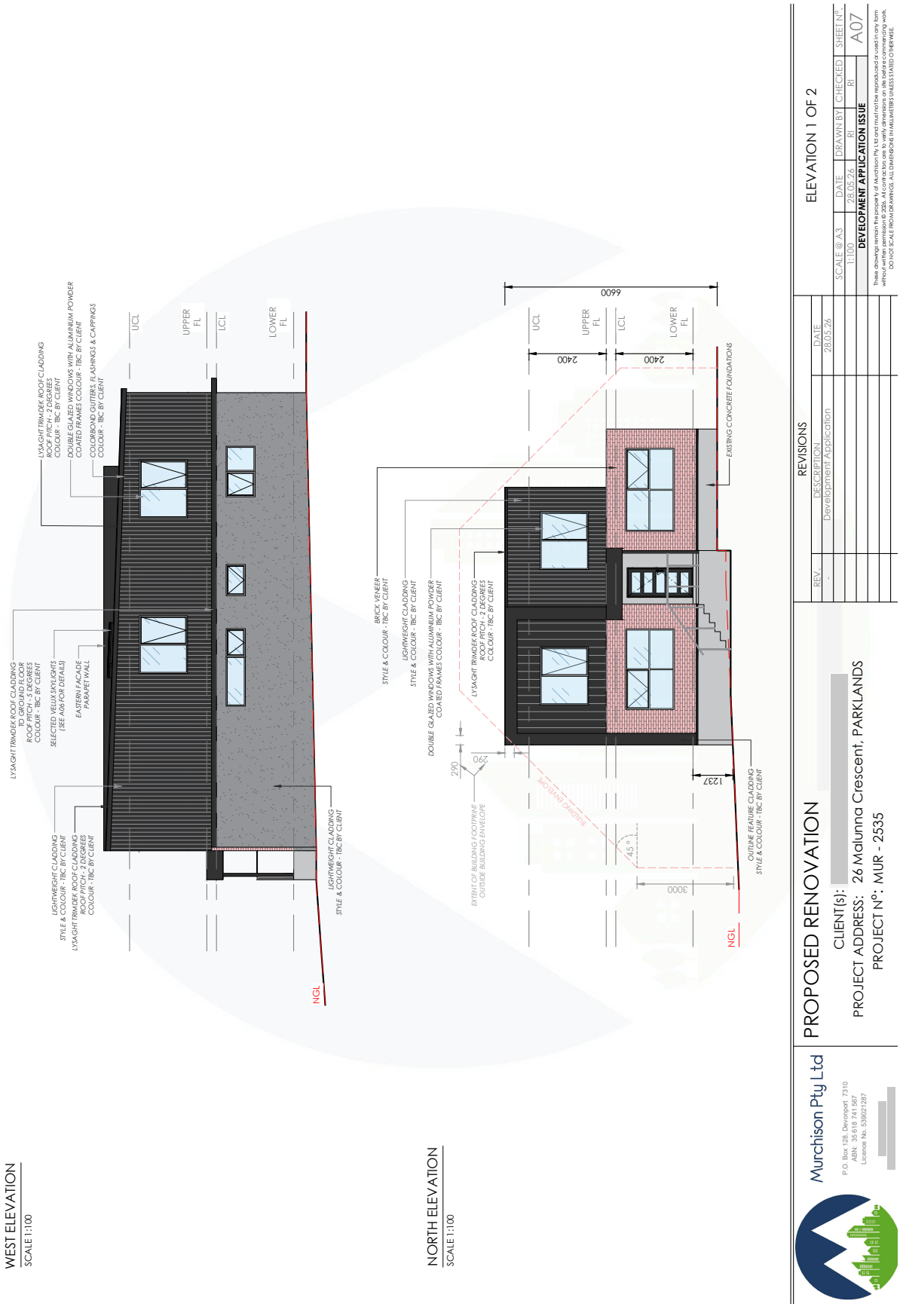
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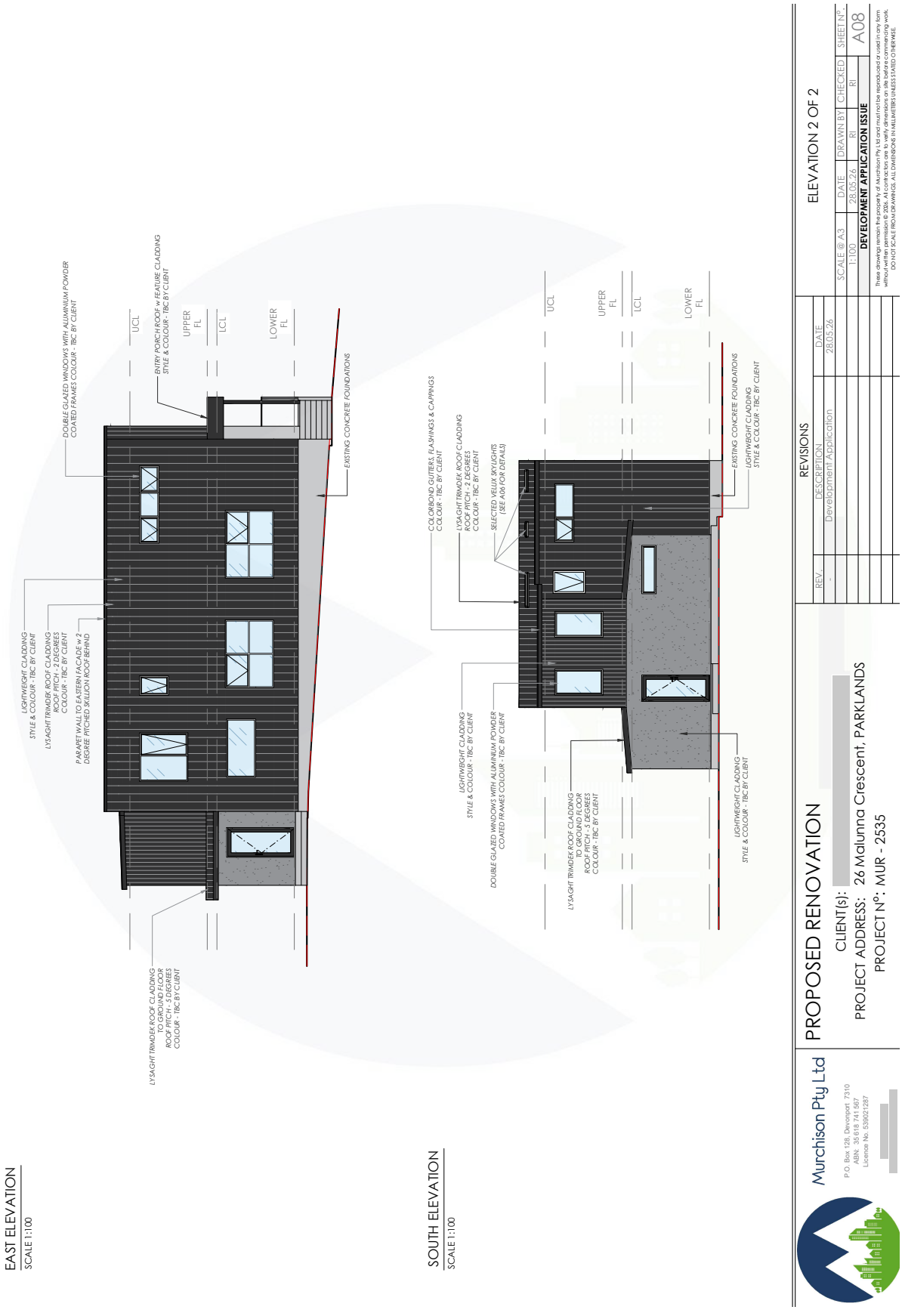

EXISTING FLOOR PLAN
SCALE 1:100
PROPOSED RENOVATION
CLIENT(s):
PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS
PROJECT N°: MUR - 2535
Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 53902 1287
REVISIONS
REV. DESCRIPTION DATE
- Development Application 28.05.26
EXISTING FLOOR PLAN
SCALE @ A3 1:100
DATE 28.05.26
DRAWN BY RI
CHECKED RI
SHEET N° A03
DEVELOPMENT APPLICATION ISSUE
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FLOOR AREA:
DWELLING: 111.4 m² (12.0 Sq.)
SHED: 9.6.0 m²
PORCH
BED 1
ENTRY
LOUNGE
BED 2
HALL
DINING
WC
BED 3
BATH
KITCHEN
PTRY/LDRY
BACK PORCH
9560
3780
1400
4380
3600
1400
4200
14240
11950
4000
3400
1100
3000
2290
5280
1100
3000
1900
6480
10050
3390
2200
2290
14240
9560
3000
1920
1610
3170
3800
2590


DEMO PLAN
SCALE 1:100
PORCH
BED 1
ENTRY
LOUNGE
BED 2
HALL
DINING
WC
BATH
KITCHEN
PTRY / LDRY
BACK PORCH
9560
3780
1400
4380
3600
1400
4200
14240
11950
4000
3400
5280
1100
1100
3000
3000
2290
1900
6480
10050
3390
14240
2200
2290
3000
1920
1610
3170
3800
2590
9560
FLOOR AREA:
DWELLING: 111.4 m² (12.0 Sq.)
SHED: 9.6.0 m²
REVISIONS
REV. DESCRIPTION DATE
- Development Application 28.05.26
DEMOLITION PLAN
SCALE @ A3 1:100
DATE 28.05.26
DRAWN BY RI
CHECKED RI
SHEET N° A04
DEVELOPMENT APPLICATION ISSUE
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PROPOSED RENOVATION
CLIENT(s):
PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS
PROJECT N°: MUR - 2535
Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 53902 1287


PROPOSED GROUND FLOOR PLAN
SCALE 1:100
OUTLINE OF FIRST FLOOR
BED 3
BED 2
HALL-1
HALL-2
WC
BATHROOM
LAUNDRY
KITCHEN
DINING
LOUNGE
ENTRY
PORCH
WIP
ADDITION TO LIVING ROOM
KITCHEN, LIVING & DINING
FLOOR AREA:
GROUND FLOOR: 125.9 m² (13.6 Sq.)
REVISIONS
REV. DESCRIPTION DATE
- Development Application 28.05.26
PROPOSED RENOVATION
CLIENT(s):
PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS
PROJECT N°: MUR - 2535
Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 53902 1287
PROPOSED GROUND FLOOR PLAN
SCALE @ A3 1:100
DATE 28.05.26
DRAWN BY RI
CHECKED RI
SHEET N° A05
DEVELOPMENT APPLICATION ISSUE
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PROPOSED FIRST FLOOR PLAN
SCALE 1:100
2ND LIVING
FLOOR BOARDS
MASTER BED
CARPET
THOROUGHFARE
FLOOR BOARDS
WIR
CARPET
ENSUITE
TILES
ENS. WC
TILES
HALL - 3
TILES
PWD
TILES
BED 4
CARPET
HALL-3
STAIRS
OUTLINE OF GROUND FLOOR
MASTER BEDROOM
ENSUITE
WIR
T/FARE
2ND LIVING
SHW
WC
ENSUITE WIR
MASTER BED
BED 4
PWD
HALL-3
FLOOR AREA:
FIRST FLOOR: 97.5 m² (10.5 Sq.)
REVISIONS
REV. DESCRIPTION DATE
- Development Application 28.05.26
PROPOSED FIRST FLOOR PLAN
SCALE @ A3 1:100
DRAWN BY RI
CHECKED RI
DATE 28.05.26
SHEET N° A06
DEVELOPMENT APPLICATION ISSUE
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PROPOSED RENOVATION
CLIENT(s):
PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS
PROJECT N°: MUR - 2535
Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 53902 1287


WEST ELEVATION
SCALE 1:100
LYSAGHT TRIMDEK ROOF CLADDING TO GROUND FLOOR ROOF PITCH - 5 DEGREES COLOUR - TBC BY CLIENT
SELECTED VELUX SKYLIGHTS (SEE A06 FOR DETAILS)
EASTERN FACADE PARAPET WALL
LYSAGHT TRIMDEK ROOF CLADDING ROOF PITCH - 2 DEGREES COLOUR - TBC BY CLIENT
LIGHTWEIGHT CLADDING STYLE & COLOUR - TBC BY CLIENT
LYSAGHT TRIMDEK ROOF CLADDING ROOF PITCH - 2 DEGREES COLOUR - TBC BY CLIENT
DOUBLE GLAZED WINDOWS WITH ALUMINIUM POWDER COATED FRAMES COLOUR - TBC BY CLIENT
COLORBOND GUTTERS, FLASHINGS & CAPPINGS COLOUR - TBC BY CLIENT
LIGHTWEIGHT CLADDING STYLE & COLOUR - TBC BY CLIENT
UCL
UPPER FL
LCL
LOWER FL
NGL
NORTH ELEVATION
SCALE 1:100
BRICK VENEER STYLE & COLOUR - TBC BY CLIENT
LIGHTWEIGHT CLADDING STYLE & COLOUR - TBC BY CLIENT
DOUBLE GLAZED WINDOWS WITH ALUMINIUM POWDER COATED FRAMES COLOUR - TBC BY CLIENT
LYSAGHT TRIMDEK ROOF CLADDING ROOF PITCH - 2 DEGREES COLOUR - TBC BY CLIENT
EXISTING CONCRETE FOUNDATIONS
6600
2400
2400
UCL
UPPER FL
LCL
LOWER FL
290
290
1237
3000
45°
BUILDING ENVELOPE
EXTENT OF BUILDING FOOTPRINT OUTSIDE BUILDING ENVELOPE
OUTLINE FEATURE CLADDING STYLE & COLOUR - TBC BY CLIENT
NGL
REVISIONS
REV. DESCRIPTION DATE
- Development Application 28.05.26
ELEVATION 1 OF 2
SCALE @ A3 1:100
DATE 28.05.26
DRAWN BY RI
CHECKED RI
SHEET N° A07
DEVELOPMENT APPLICATION ISSUE
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Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 53902 1287
PROPOSED RENOVATION
CLIENT(s):
PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS
PROJECT N°: MUR - 2535


EAST ELEVATION
SCALE 1:100
SOUTH ELEVATION
SCALE 1:100
UCL
UPPER FL
LCL
LOWER FL
LIGHTWEIGHT CLADDING STYLE & COLOUR - TBC BY CLIENT
LYSAGHT TRIMDEK ROOF CLADDING ROOF PITCH - 2 DEGREES COLOUR - TBC BY CLIENT
PARAPET WALL TO EASTERN FACADE w 2 DEGREE PITCHED SKILLION ROOF BEHIND
DOUBLE GLAZED WINDOWS WITH ALUMINIUM POWDER COATED FRAMES COLOUR - TBC BY CLIENT
ENTRY PORCH ROOF w FEATURE CLADDING STYLE & COLOUR - TBC BY CLIENT
EXISTING CONCRETE FOUNDATIONS
LYSAGHT TRIMDEK ROOF CLADDING TO GROUND FLOOR ROOF PITCH - 5 DEGREES COLOUR - TBC BY CLIENT
COLORBOND GUTTERS, FLASHINGS & CAPPINGS COLOUR - TBC BY CLIENT
LYSAGHT TRIMDEK ROOF CLADDING ROOF PITCH - 2 DEGREES COLOUR - TBC BY CLIENT
SELECTED VELUX SKYLIGHTS (SEE A08 FOR DETAILS)
LIGHTWEIGHT CLADDING STYLE & COLOUR - TBC BY CLIENT
DOUBLE GLAZED WINDOWS WITH ALUMINIUM POWDER COATED FRAMES COLOUR - TBC BY CLIENT
LYSAGHT TRIMDEK ROOF CLADDING TO GROUND FLOOR ROOF PITCH - 5 DEGREES COLOUR - TBC BY CLIENT
LIGHTWEIGHT CLADDING STYLE & COLOUR - TBC BY CLIENT
EXISTING CONCRETE FOUNDATIONS
LIGHTWEIGHT CLADDING STYLE & COLOUR - TBC BY CLIENT
REVISIONS
REV. DESCRIPTION DATE
- Development Application 28.05.26
Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 53902 1287
PROPOSED RENOVATION
CLIENT(s):
PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS
PROJECT N°: MUR - 2535
ELEVATION 2 OF 2
SCALE @ A3 1:100
DATE 28.05.26
DRAWN BY RI
CHECKED RI
SHEET N° A08
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SHADOW DIAGRAMS JUNE 21ST

9:00 AM



10:00 AM



11:00 AM



12:00 PM



1:00 PM



2:00 PM



3:00 PM



POSITION OF SUN AT GIVEN TIME

26 MALUNNA CRESCENT, PARKLANDS

Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 539021287

PROPOSED RENOVATION

CLIENT(s):

PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS

PROJECT N°: MUR - 2535

REVISIONS		
REV.	DESCRIPTION	DATE
-	Development Application	28.05.26
A	RFI - Building Envelope	14.07.26

SHADOW DIAGRAMS

SCALE @ A3	DATE	DRAWN BY	CHECKED	SHEET N°.
1:200	28.05.26	RI	RI	A09

DEVELOPMENT APPLICATION ISSUE

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Sam Seaton

From: burnie
Sent: Monday, 10 August 2026 12:17 PM
To: Planning
Subject: FW: Representation - Land Use Permit Application - CT 17972/23 - 26 Malunna Crescent Parklands -Planning Permit Assessment DA 2026/53

Categories: Corinna, Objection

From: [redacted]
Sent: Saturday, 8 August 2026 1:49 PM
To: burnie <burnie@burnie.tas.gov.au>
Subject: Representation - Land Use Permit Application - CT 17972/23 - 26 Malunna Crescent Parklands -Planning Permit Assessment DA 2026/53

Dear Planning Department

This email stands as formal representation on behalf of the owner/occupier for the property at 28 Malunna Crescent Parklands, being my partner Linda Joan Kirkpatrick, and myself, Peter James Ager.

We are currently opposed to the proposed land use Application CT 17972/23, Planning Permit Assessment DA 2026/53 - 26 Malunna Crescent Parklands, based on the following:

The development as it is currently proposed does not meet the following Performance Criteria (8.4.2 Setbacks and building envelope for all dwellings (P3);

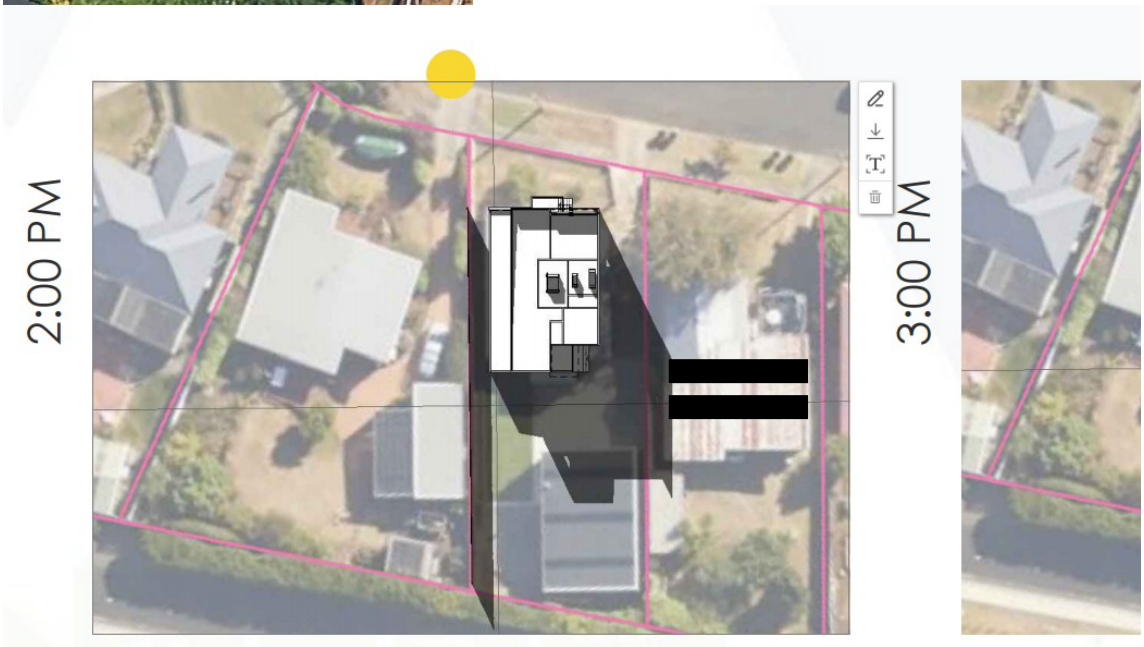
> **P3**
> **The siting and scale of a dwelling must**
>
> **(c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:**
> **i) an adjoining property;**

Both the permit applicant, and their designer have failed to account for, or show the impact overshadowing will have upon the solar array installed on the roof of 28 Malunna Crescent. This PV system was installed in early February 2026 and consists of 18 panels in 2 parallel arrays totalling 7.94 KW production. The approximate position of the arrays is indicated on the attached images (unfortunately due to mobility issues, I am unable to climb onto the roof to provide more accurate measurements).

Secondary to this, applicant and their designer have only shown overshadowing projections for the Winter Solstice, being both the day with the shortest period of daylight and the highest northerly declination of the sun. Even so, their own projection shows that, by 3pm on June 21, approximately 50% of our solar array would be affected by overshadowing and this would only increase during the remainder of daylight hours. This would amount to an unreasonable reduction in solar efficiency.

Furthermore, what is not shown is the effect the overshadowing would have as the year moves towards the Summer Solstice, with longer periods of daylight. While the declination of the sun is shortened, longer days of overshadowing would also significantly impact our solar efficiency again causing an unreasonable reduction in sunlight.





We formally request that the existing planing application be denied, pending a substantial redesign to restrict impact as per P3 part c.

Yours Sincerely

Linda Kirkpatrick and Peter Ager.
28 Malunna Crescent
Parklands



AGREEMENT FOR AN EXTENSION OF TIME

Pursuant to Clause 57(6A) of the *Land Use Planning and Approvals Act 1993*

I, Brodie Knight, as a representative of the B J Knight, agree to an extension of time until 25 September 2026 for DA 2026/53 at 26 Malunna Crescent PARKLANDS.

Signed .....

Date: 20/08/2026


SOLAR ARRAY ON NEIGHBOURING DWELLING
20685
14824
PROPOSED FOOTPRINT OF EXTENSION
2PM
EXTENT OF SHADOW CREATED BY DWELLING EXTENSION
3PM
EXTENT OF SHADOW CREATED BY DWELLING EXTENSION
PROPOSED RENOVATION
CLIENT(s):
PROJECT ADDRESS: 26 Malunna Crescent, PARKLANDS
PROJECT N°: MUR - 2535
Murchison Pty Ltd
P.O. Box 128, Devonport 7310
ABN: 35 618 741 567
Licence No. 53902/1267
REVISIONS
REV. DESCRIPTION DATE
A Development Application 28.05.26
RFI - Building Envelope 14.07.26
B RFI - Additional Shadow Detail 27.08.26
SHADOW DETAILS
SCALE @ A3 NTS
DATE 28.05.26
DRAWN BY RI
CHECKED RI
SHEET N° A10
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MOTIONS ON NOTICE

AO165-26 MOTION ON NOTICE - COASTAL PATHWAY

FILE NO: 15/5/2, 26/24059
PREVIOUS MIN:

Councillor Amina Keygan has given notice that she would move the following motion at this meeting:-

"THAT Council as part of the Burnie City Council and Cradle Coast Authority joint grant under the Local Community Infrastructure Program, Council propose for consideration the following upgrades to the Coastal Pathway:

1) ***Feasibility study for the completion of the pathway from Wivenhoe to Howth;***
2) ***Central divider lines at key entry points of the pathway that instruct users to stay left on the path;***
3) ***Increased drinking facilities along the pathway, particularly between Cooee Point and West Park, and Cooee Point and Somerset;***
4) ***Increased lighting along the pathway with particular focus behind West Park precinct, and from Cooee Point to Camdale; AND***
5) ***Increased seating at scenic vantage points."***

COUNCILLOR'S COMMENTS

The Coastal Pathway is one of the North West Coast's genuine assets. It connects our communities, gets people moving, and draws visitors along some of the best coastline in the state. This motion is about making sure it keeps up with how much our community already loves and uses it.

The suggestions proposed here all come back to one thing: safety, and improving the everyday experience of the people using the path.

The feasibility study for completing the pathway from Wivenhoe to Howth addresses the most obvious gap in the network. Closing it would give residents and visitors a continuous, connected route rather than one that stops short of its potential or forces users onto the highway.

Central divider lines at key entry points respond to a clear and recurring safety concern. As use of the path grows, so do the potential conflicts between cyclists, runners, walkers and families. A simple instruction to keep left improves flow and reduces the risk of collisions.

Increased drinking facilities, particularly between Cooee Point and West Park, and Cooee Point and Somerset, meet a basic need along some of the longer stretches. Access to water needs improvement especially for use during the summer months.

Increased lighting, with particular focus behind the West Park precinct and from Cooee Point to Camdale, addresses safety concerns raised with me by residents, directly. Sections of the path are poorly lit, and that limits when and how confidently people can use them. Good lighting extends the hours the pathway is genuinely usable and helps everyone feel safer using it.

None of these suggestions are extravagant asks, and they all come directly from our community and users of the pathway. Including them for consideration aligns to Council's strategic objectives for an active and healthy community, as well as with the Infrastructure Program's objectives.

GENERAL MANAGER'S COMMENTS

Council and the Cradle Coast Authority are partnering to deliver significant upgrades to the region's shared pathway network. A $1.3 million grant has been secured through the Australian Government's Major and Local Community Infrastructure Program. Council will receive and auspice the funding, whilst the Cradle Coast Authority will lead delivery of the project.

The plan is to enhance the pathway experience by improving accessibility, safety, health and wellbeing outcomes for the community.

The funding will support:

- The development of a new app and website, providing digital navigation, safety information and regional points of interest;
- A feasibility study of the existing shared pathway between Wivenhoe and Howth to identify upgrade priorities and the cost of addressing missing links;
- Infrastructure improvements including new signage, wayfinding and interpretive elements;
- New user amenities such as bike racks, bicycle repair stations, seating and water bubblers;
- Lighting and visibility upgrades in key sections of the pathway to improve safety.

A number of the items listed in the motion are included in the signed grant deed and are a specific deliverable. Others can be raised, and the specific locations suggested and considered should funding be available within the grant scope.

COUNCIL RESOLUTION

MOVED: ***Cr A Keygan***

SECONDED: ***Cr D Pease***

"THAT Council as part of the Burnie City Council and Cradle Coast Authority joint grant under the Local Community Infrastructure Program, Council propose for consideration the following upgrades to the Coastal Pathway:

1) Feasibility study for the completion of the pathway from Wivenhoe to Howth;
2) Central divider lines at key entry points of the pathway that instruct users to stay left on the path;
3) Increased drinking facilities along the pathway, particularly between Cooee Point and West Park, and Cooee Point and Somerset;
4) Increased lighting along the pathway with particular focus behind West Park precinct, and from Cooee Point to Camdale; AND
5) Increased seating at scenic vantage points."

For: Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

QUESTIONS WITHOUT NOTICE

AO166-26 COUNCILLOR QUESTIONS WITHOUT NOTICE
FILE NO: 15/5/5

Councillor Questions without Notice

Questions without notice may be asked by councillors, in accordance with Regulation 34 of the *Local Government (Meeting Procedures) Regulations 2025*.

The Regulation provides that a councillor may ask a question of the chairperson, another councillor, or the general manager - Reg 34(1).

In asking a question without notice at a meeting, a councillor must not offer an argument or opinion, or draw any inference or make any imputations, except so far as may be necessary to explain the question - Reg 34(2).

The chairperson must not permit any debate of a question without notice, or its answer - Reg 34(3).

The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question - Reg 34(4).

The chairperson may refuse to accept a question without notice - Reg 33(3) - if it is:

- defamatory;
- contains offensive language;
- is unlawful;
- does not relate to the activities of the Council; or
- does not meet the requirements specified in Reg 33(2).

The chairperson must give reasons for the refusal - Reg 33(4).

The chairperson may require a councillor to put a question without notice in writing – Reg 34(5).

There were no Councillor questions without notice.

OFFICERS' REPORTS

AO167-26 COMMUNITY GRANTS 2026-27

FILE NO: 13/22/1
PREVIOUS MIN:

1.0 RECOMMENDATION:

"THAT Council:

1) Award the following Community Grants for the 2026-27 financial year:

- ***a) Burnie Ballet Academy - $1,500 for End of Year Concert.***
- ***b) Burnie Concert Band Inc - $2,500 for Provide new music and instrumental equipment for five community bands.***
- ***c) Burnie District Gemstone Club Inc - $2,500 for equipment upgrade.***
- ***d) Burnie Harness Racing Club Inc - $10,000 In-kind support for equipment hire for 2026-27 Racing Season.***
- ***e) Burnie Highland Pipe Band Inc - $500 for branding and equipment upgrade 2026, with funding to be used for equipment only.***
- ***f) Burnie Indian Cultural Society - $2,000 for Diwali in Burnie 2026.***
- ***g) Burnie Men's Shed Inc - $3,000 for Ongoing Health and Well Being and Safety.***
- ***h) Burnie Nepalese Community Inc - $2,000 for Dashain Cultural Program 2026.***
- ***i) Burnie Orchid Society Inc - $500 for Spring Show.***
- ***j) Burnie Rugby Union Club - $950 for upgrade of line marking capacity.***
- ***k) Burnie School of Irish Dance Inc - $3,000 for Get Reel'n 2026.***
- ***l) Emu Valley Rhododendron Garden Inc - $10,000 for Event Equipment, including $5,000 in-kind support.***
- ***m) Encore Performing Arts - $1,000 for Buskers Alive.***
- ***n) Protect Tasmania Inc - $5,000 for Improving protection of the threatened Burnie Burrowing Crayfish.***
- ***o) Ritmo Latino - $1,440 for Latin Dance for Wellbeing - Movement, Health and Community.***
- ***p) Santa's Christmas Winter Wonderland - $1,500 for Santa's Winter Wonderland.***
- ***q) Stringalong Inc - $1,260 for Polo shirt uniforms.***
- ***r) The Veterans & Families' Centre - $2,389 for Wellbeing & Outreach Program.***
- ***s) THEIRS - $1,000 for Monthly Mix: Social Shuffle - Burnie.***

2) Award the following Event Sponsorship funding for the financial years specified below:

- ***a) Burnie 10 Pty Ltd - $30,000 for Strait Link Burnie 10, comprising $10,000 in 2026-27, $10,000 in 2027-28 and $10,000 in 2028-29.***

b) Burnie Agricultural & Pastoral Society - $3,000 for Burnie Show & Agri-Expo in 2026-27, assigned to the 'White Ribbon' level of sponsorship.

c) Burnie Amateur Swimming Club - $9,000 for Burnie 100, comprising $3,000 in 2026-27, $3,000 in 2027-28 and $3,000 in 2028-29.

d) Burnie Surf Life Saving Club Inc - $3,000 for Junior State Surf Life Saving Titles in 2026-27.

e) Good Gumnuts Festival Pty Ltd - $30,000 for Good Gumnuts Festival, comprising $10,000 in 2026-27, $10,000 in 2027-28 and $10,000 in 2028-29, plus $8,000 in-kind support per annum.

f) Realm of Gaming Burnie Inc - $5,000 for RoGCon in 2026-27, with funds assigned to Burnie Arts venue hire.

g) Tasmania Aboriginal Centre -$5,000 for Summerfest in 2026-27, with funds requested for 2026-27 only.

h) Ten Days on the Island - $41,000 for Ten Days on the Island Festival 2027 in 2026-27, plus $9,000 in-kind support, for a total value of $50,000.

3) Award the following Partnership funding for the financial years specified below:

a) Burnie Athletic Club Inc - $26,000 for 321Go and Carnival, comprising $10,000 in 2026-27, $8,000 in 2027-28 and $8,000 in 2028-29.

b) Burnie Tennis Club Inc - $30,000 for Burnie International, comprising $10,000 in 2026-27, $10,000 in 2027-28 and $10,000 in 2028-29.

c) GreenSTEM Education Ltd - $10,000 for National Science Week program in 2027-28 with funding assigned to Burnie Arts venue hire.

d) Penguin Rehab & Release - $22,500 for Penguin care, comprising $10,000 in 2026-27, $7,500 in 2027-28 and $5,000 in 2028-29.

e) stARTs North-West - $14,000 for stARTs in March, comprising $6,000 in 2026-27, $4,500 in 2027-28 and $3,500 in 2028-29.

f) Van Diemen's Band - $45,000 for Lunchbox Concerts, comprising $15,000 in 2027–28, $15,000 in 2028-29 and $15,000 in 2029-2030.

g) Youth, Family & Community Connections – $33,000 for Youth activities, comprising $12,000 in 2026-27, $11,000 in 2027-28 and $10,000 in 2028-29."

2.0 EXECUTIVE SUMMARY

Purpose and Background

This report seeks Council approval of funding recommendations for the 2026-27 Community Grants, Event Sponsorship and Partnership programs. Applications opened on 20 July 2026, closing at midnight on 23 August 2026.

Key Issues

A total of 49 applications were received across the Community Grants, Event Sponsorship and Partnership programs, with $535,800 in funding requested.

Several applications were reassigned to an alternative funding stream where appropriate, in accordance with the relevant program guidelines.

3.0 SUPPORTING INFORMATION

Strategic Alignment

Community grants are a strategic investment tool contributing to the delivery of *Making a Better Burnie 2044*. Funding is prioritised towards initiatives that contribute to one or more of the Strategic Plan's goals.

Legal

There are no direct legal implications or legislative requirements for Council arising from the awarding of grants in this report.

Section 77 of the *Local Government Act 1993* allows for Council to make grants. Section 77(2) requires that the details of any grant made or benefit provided are to be included in the annual report of the council.

Finance

The Community Grants budget for 2026-27 is $425,000. This budget comprises Community Grants, Event Sponsorship, Partnerships, Achievement Grants, Bursaries, the Marinus Link Community Partnership Program, and the Mayor's Discretionary Fund.

The unallocated funding available for the 2026-27 Community Grants Framework funding round is $187,500.

Approving all recommendations at a total of $170,039 for the 2026-27 year leaves $17,461 of the available funding unallocated.

Relation to Council Policy

This report is prepared under Council's Community Grants Policy CP-OGM-SG-053 which establishes the framework for the provision, assessment, administration and reporting of community grants.

Discussion

The three programs provide different forms of support. Community Grants provide annual funding for community projects, local events, arts and cultural activities, environmental initiatives, and maintenance and infrastructure projects. Partnerships provide multi-year funding arrangements for organisations delivering ongoing strategic outcomes, while Event Sponsorship supports one-off or strategic event opportunities.

Applications were assessed by Council officers against the assessment criteria outlined in the relevant program guidelines for each funding stream. The assessment outcomes and funding recommendations were subsequently presented to Councillors at a workshop held on 16 September 2026. Councillors were not included in the detailed assessment process.

Funding recipients are required to enter into an agreement with Council outlining the approved funding, conditions and acquittal requirements. Council's financial contribution is limited to the amount approved.

The recommended grant amounts are set out under section 4 **Detail**, below.

Health and Safety

There are no health and safety impacts resulting from this report.

Risk

There is a low risk that funding commitments exceed available budget or that funds are not used for the approved purpose. This is managed by limiting awards to the available funding allocation and requiring recipients to comply with funding conditions and acquittal requirements.

There is a low reputational risk associated with the funding decisions. This is managed through the consistent assessment process with recommendations based on the relevant program criteria and available funding.

Environmental Sustainability

There are no environmental sustainability impacts to be considered in this report.

Consultation

Relevant Council Officers have been consulted in the preparation of this report.

Conflict Of Interest

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a material or general conflict of interest in relation to the matter of the report.

4.0 DETAIL

The following tables set out the applications recommended for funding under the 2026-27 Community Grants, Event Sponsorship and Partnership programs, including the recommended funding amounts by financial year and any relevant conditions.

Table 1 – Community Grants

Applicant	Project Title	Amount Recommended	Conditions
Burnie Ballet Academy	End of Year Concert	**$1,500**	
Burnie Concert Band Inc	Provide new music and instrumental equipment for five community bands	**$2,500**	
Burnie District Gemstone Club Inc	Equipment upgrade	**$2,500**	
Burnie Harness Racing Club Inc	2026-27 Racing Season	**$0**	Provide $10,000 in kind support for equipment hire
Burnie Highland Pipe Band Inc	Branding and equipment upgrade 2026	**$500**	Equipment only
Burnie Indian Cultural Society	Diwali In Burnie 2026	**$2,000**	
Burnie Men's Shed Inc	Ongoing Health and Well Being and Safety	**$3,000**	
Burnie Nepalese Community Inc	Dashain Cultural Program 2026	**$2,000**	
Burnie Orchid Society Inc	Spring Show	**$500**	
Burnie Rugby Union Club	Upgrade of line marking capacity	**$950**	
Burnie School of Irish Dance Inc	Get Reel'n 2026	**$3,000**	
Emu Valley Rhodendron Garden Inc	Event Equipment	**$10,000**	Includes $5,000 in-kind support
Encore Performing Arts	Buskers Alive	**$1,000**	
Protect Tasmania Inc	Improving protection of the threatened Burnie Burrowing Crayfish	**$5,000**	
Ritmo Latino	Latin Dance for Wellbeing – Movement, Health and Community	**$1,440**	
Santa's Christmas Winter Wonderland	Santa's Winter Wonderland	**$1,500**	
Stringalong Inc	Polo shirt uniforms	**$1,260**	
The Veterans & Families' Centre	Wellbeing & Outreach Program	**$2,389**	
THEIRS	Monthly Mix: Social Shuffle - Burnie	**$1,000**	
	Total	**$42,039**	

Table 2 – Event Sponsorship

Applicant	Event Title	Total Amount Recommended	26-27	27-28	28-29	Comments / Conditions
Burnie 10 Pty Ltd	Strait Link Burnie 10	**$30,000**	$10,000	$10,000	$10,000	
Burnie Agricultural & Pastoral Society	Burnie Show & Agri-Expo	**$3,000**	$3,000	$0	$0	Funds requested for 2026-27 only. Assigned to 'White Ribbon' level of sponsorship
Burnie Amateur Swimming Club	Burnie 100	**$9,000**	$3,000	$3,000	$3,000	
The Burnie Surf Life Saving Club Inc	Junior State Surf Life Saving Titles	**$3,000**	$3,000	$0	$0	Funds requested for 2026-27 only.
Good Gumnuts Festival Pty Ltd	Good Gumnuts Festival	**$30,000**	$10,000	$10,000	$10,000	Plus in kind support of $8,000 per annum
Realm of Gaming Burnie Inc	RoGCon	**$5,000**	$5,000	$0	$0	Funds requested for 2026-27 only. Funds assigned to Burnie Arts venue hire.
Tasmania Aboriginal Centre	Summerfest	**$5,000**	$5,000	$0	$0	Funds requested for 2026-27 only.
Ten Days on the Island	Ten Days on the Island Festival 2027	**$41,000**	$41,000	$0	$0	Funds requested for 2026-27 only. Plus $9,000 in kind support, total $50,000.
	Totals	**$126,000**	**$80,000**	**$23,000**	**$23,000**	

Table 3 – Partnerships

Organisation	Partnership Purpose	Total Amount Recommended	26-27	27-28	28-29	Conditions
Burnie Athletic Club Inc	321Go and Carnival	**$26,000**	$10,000	$8,000	$8,000	
Burnie Tennis Club Inc	Burnie International	**$30,000**	$10,000	$10,000	$10,000	
GreenSTEM Education Ltd	National Science Week program	**$10,000**	**Note 1**	$10,000	$0	Funds assigned to Burnie Arts venue hire
Penguin Rehab & Release	Penguin care	**$22,500**	$10,000	$7,500	$5,000	
stARTs North-West	stARts in March	**$14,000**	$6,000	$4,500	$3,500	
Van Diemen's Band	Lunchbox Concerts	**$45,000**	**Note 2**	$15,000	$15,000	Plus $15,000 in 2029-30
Youth, Family & Community Connections	Youth activities	**$33,000**	$12,000	$11,000	$10,000	
	Totals	**$180,500**	**$48,000**	**$66,000**	**$51,500**	**$15,000 (2029-30)**

Note 1 - $5,000 previously allocated for 2026-27 year [AO071-26]
Note 2 - $15,000 previously allocated for 2026-27 year [AC071-25]

COUNCIL RESOLUTION

MOVED: ***Cr A Keygan***

SECONDED: ***Cr K Dorsey***

"THAT Council:

1) Award the following Community Grants for the 2026-27 financial year:

- ***a) Burnie Ballet Academy - $1,500 for End of Year Concert.***
- ***b) Burnie Concert Band Inc - $2,500 for Provide new music and instrumental equipment for five community bands.***
- ***c) Burnie District Gemstone Club Inc - $2,500 for equipment upgrade.***
- ***d) Burnie Harness Racing Club Inc - $10,000 In-kind support for equipment hire for 2026-27 Racing Season.***
- ***e) Burnie Highland Pipe Band Inc - $500 for branding and equipment upgrade 2026, with funding to be used for equipment only.***
- ***f) Burnie Indian Cultural Society - $2,000 for Diwali in Burnie 2026.***
- ***g) Burnie Men's Shed Inc - $3,000 for Ongoing Health and Well Being and Safety.***
- ***h) Burnie Nepalese Community Inc - $2,000 for Dashain Cultural Program 2026.***
- ***i) Burnie Orchid Society Inc - $500 for Spring Show.***
- ***j) Burnie Rugby Union Club - $950 for upgrade of line marking capacity.***
- ***k) Burnie School of Irish Dance Inc - $3,000 for Get Reel'n 2026.***
- ***l) Emu Valley Rhododendron Garden Inc - $10,000 for Event Equipment, including $5,000 in-kind support.***
- ***m) Encore Performing Arts - $1,000 for Buskers Alive.***
- ***n) Protect Tasmania Inc - $5,000 for Improving protection of the threatened Burnie Burrowing Crayfish.***
- ***o) Ritmo Latino - $1,440 for Latin Dance for Wellbeing - Movement, Health and Community.***
- ***p) Santa's Christmas Winter Wonderland - $1,500 for Santa's Winter Wonderland.***
- ***q) Stringalong Inc - $1,260 for Polo shirt uniforms.***
- ***r) The Veterans & Families' Centre - $2,389 for Wellbeing & Outreach Program.***
- ***s) THEIRS - $1,000 for Monthly Mix: Social Shuffle - Burnie.***

2) Award the following Event Sponsorship funding for the financial years specified below:

- ***a) Burnie 10 Pty Ltd - $30,000 for Strait Link Burnie 10, comprising $10,000 in 2026-27, $10,000 in 2027-28 and $10,000 in 2028-29.***
- ***b) Burnie Agricultural & Pastoral Society - $3,000 for Burnie Show & Agri-Expo in 2026-27, assigned to the 'White Ribbon' level of sponsorship.***
- ***c) Burnie Amateur Swimming Club - $9,000 for Burnie 100, comprising $3,000 in 2026-27, $3,000 in 2027-28 and $3,000 in 2028-29.***

d) Burnie Surf Life Saving Club Inc - $3,000 for Junior State Surf Life Saving Titles in 2026-27.

e) Good Gumnuts Festival Pty Ltd - $30,000 for Good Gumnuts Festival, comprising $10,000 in 2026-27, $10,000 in 2027-28 and $10,000 in 2028-29, plus $8,000 in-kind support per annum.

f) Realm of Gaming Burnie Inc - $5,000 for RoGCon in 2026-27, with funds assigned to Burnie Arts venue hire.

g) Tasmania Aboriginal Centre -$5,000 for Summerfest in 2026-27, with funds requested for 2026-27 only.

h) Ten Days on the Island - $41,000 for Ten Days on the Island Festival 2027 in 2026-27, plus $9,000 in-kind support, for a total value of $50,000.

3) Award the following Partnership funding for the financial years specified below:

a) Burnie Athletic Club Inc - $26,000 for 321Go and Carnival, comprising $10,000 in 2026-27, $8,000 in 2027-28 and $8,000 in 2028-29.

b) Burnie Tennis Club Inc - $30,000 for Burnie International, comprising $10,000 in 2026-27, $10,000 in 2027-28 and $10,000 in 2028-29.

c) GreenSTEM Education Ltd - $10,000 for National Science Week program in 2027-28 with funding assigned to Burnie Arts venue hire.

d) Penguin Rehab & Release - $22,500 for Penguin care, comprising $10,000 in 2026-27, $7,500 in 2027-28 and $5,000 in 2028-29.

e) stARTs North-West - $14,000 for stARTs in March, comprising $6,000 in 2026-27, $4,500 in 2027-28 and $3,500 in 2028-29.

f) Van Diemen's Band - $45,000 for Lunchbox Concerts, comprising $15,000 in 2027–28, $15,000 in 2028-29 and $15,000 in 2029-2030.

g) Youth, Family & Community Connections – $33,000 for Youth activities, comprising $12,000 in 2026-27, $11,000 in 2027-28 and $10,000 in 2028-29."

For: Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

OFFICERS' REPORTS

AO168-26 CRADLE COAST WASTE MANAGEMENT GROUP ANNUAL PLAN AND BUDGET 2026-27

FILE NO: 2/5/37
PREVIOUS MIN:

1.0 RECOMMENDATION:

"THAT Council note the Annual Plan and Budget of the Cradle Coast Waste Management Group 2026-27."

2.0 EXECUTIVE SUMMARY

Purpose and Background

The Cradle Coast Waste Management Group (CCWMG) was established in 2007 and is comprised of nine North West Councils being: Burnie City, Central Coast, Circular Head, Devonport City, Kentish, King Island, Latrobe, Waratah Wynyard and West Coast.

Participating Councils operate under a Terms of Reference and project and administration services are provided by Dulverton Waste Management (DWM).

The plan is funded primarily through the State landfill levy, administered by the Waste and Resource Recovery Board through Department of Natural Resources and Environment Tasmania (NRE) grant arrangements. This is the first year of the 4-year Grant deed between NRE and the three regional waste groups.

Each year the group prepares an Annual Plan and Budget (AP&B) to identify the projects and focus for the coming year. The development of this work is underpinned by the CCWMG Strategic Plan 2022/23- 2027/28, together with the individual waste strategies of the member Councils and alignment with state and national expectations.

Key Issues

The *CCWMG Annual Plan and Budget 2026/27* presents the proposed regional waste programs to be delivered on behalf of the member Councils for the year. It continues a regional approach to community education, waste diversion, contract support, data reporting and strategic planning.

This Annual Plan and Budget was adopted by the CCWMG at its meeting held on 27 May 2026 and is attached for Council's information.

3.0 SUPPORTING INFORMATION

Strategic Alignment

Council's Strategic Plan, Making a Better Burnie 2044, includes Goal 3: Making sustainably built and natural environments.

Legal

There are no direct legal implications or legislative requirements for Council arising from the recommendation in this report.

Finance

The financial figures in the Annual Plan and Budget, updated on 2 September 2026, reflect actual opening balances, actual income and actual expenditure for 2026/27.

The actual opening CCWMG bank balance at 1 July 2026 was $569,725.

Actual 2026/27 levy funds are $1,224,569, calculated at $9.80 per tonne for 124,956 tonnes disposed to landfill in the region.

Total income for 2026/27 is $1,807,775 and total expenditure is $1,704,268. The closing CCWMG Waste Levy Account balance at 30 June 2027 is $103,507.

Relation to Council Policy

The *2023/28 Cradle Coast Waste Management Strategic Plan* identifies the following objectives that are to be supported by the projects in this Annual Plan and Budget:

Objective 1
By 2028, establish regionally consistent practices for waste management in all member council areas for consistent waste contracts, services and best practice principles.

Objective 2
By 2028, target 60% MSW resource recovery.

Objective 3
By 2028, target <10% contamination rate in kerbside recycling bins (based on annual kerbside recycling auditing).

Objective 4
By 2028, phase out priority single-use plastics.

Discussion

The Annual Plan and Budget categorises activities into three program areas: community engagement, waste diversion and governance programs.

Community engagement programs focus on practical education and behaviour change, including kerbside contamination management, regional events, communications, food waste minimisation and the hard plastic recycling education program.

Waste diversion programs support free or subsidised recovery options for materials such as household batteries, fluorescent tubes and globes, e-waste, paint, X-rays, mobile phones, blister packs, tyres and household hazardous waste. The plan also includes investigations into soft plastics recycling and public event reuse infrastructure.

Governance programs support the regional systems that allow member Councils to work together. These include regional contract support, data analytics, a regional dashboard, transfer station improvement funding, grant audit requirements, staff training and preparation for the next CCWMG Strategic Plan.

Health and Safety

There are no health and safety impacts resulting from this report.

Risk

Residents will continue to have access to a range of regional diversion services and education programs across participating Council areas. Council officers will be involved in regional contract operations, data reporting, transfer station improvement projects and local promotion of CCWMG-funded services.

The plan supports regional consistency, reduced duplication and a coordinated approach to materials that are difficult for individual Councils to manage alone.

Some activities, including coordinated procurement, household hazardous waste and public event trailer work, are linked to broader statewide collaboration with other regional waste organisations.

Environmental Sustainability

Actions relating to environmental sustainability are referenced within the attached plan.

Consultation

The plan identifies ongoing collaboration with member Councils, the Waste and Resource Recovery Board, the Department of Natural Resources and Environment Tasmania and other regional waste organisations. It also identifies community-facing education, communications and engagement activities to support behaviour change and correct use of waste services.

Conflict Of Interest

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a material or general conflict of interest in relation to the matter of the report.

4.0 DETAIL

The CCWMG - Annual Plan and Budget 2026-27 is attached for Council's information and noting and provides an overview of the CCWMG's planned activities, priorities and budget for the 2026–27 financial year.

ATTACHMENTS

1⇩. Cradle Coast Waste Management Group - Annual Plan and Budget 2026-27

COUNCIL RESOLUTION

MOVED: ***Cr A Keygan***

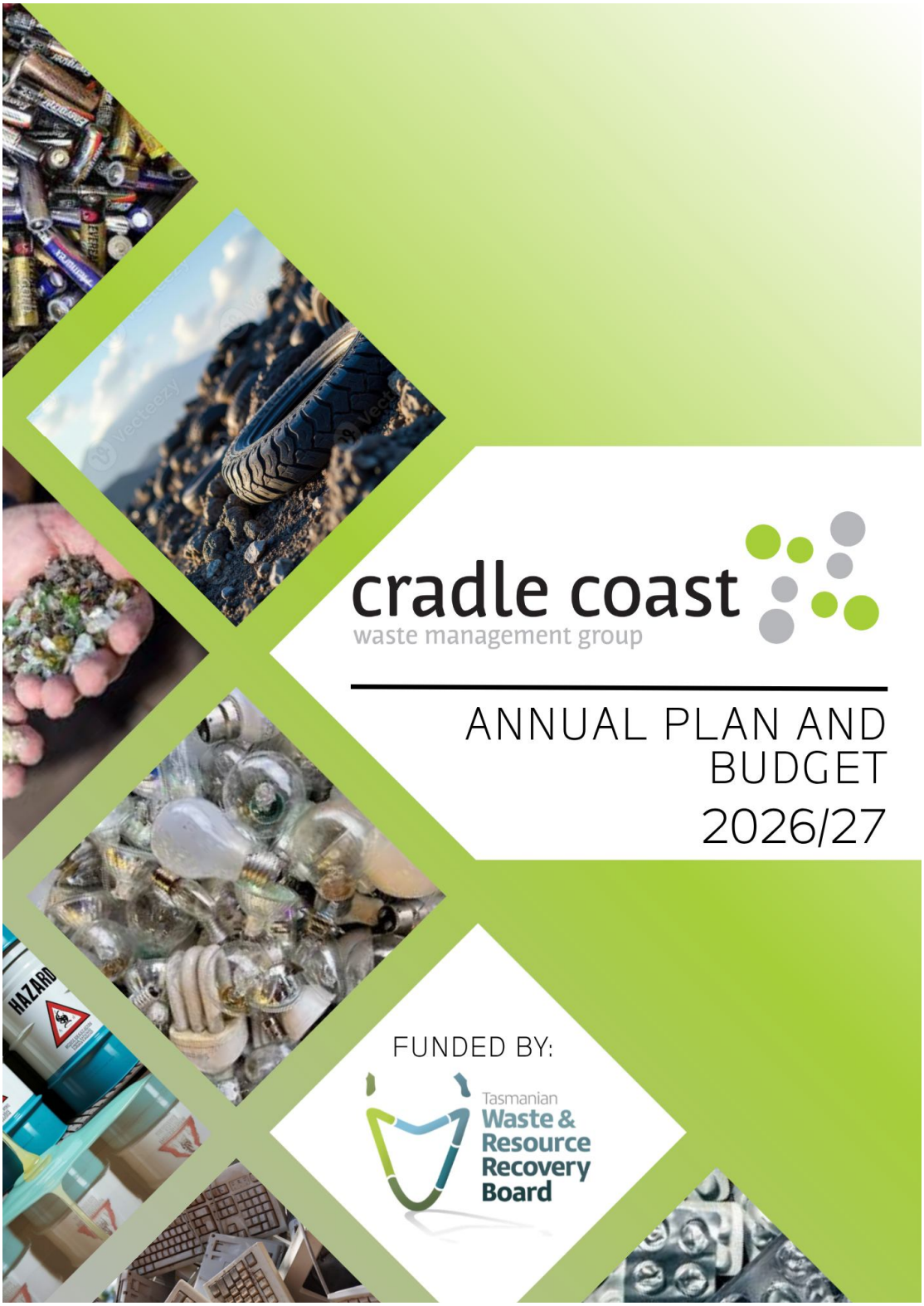
SECONDED: ***Cr D Pease***

"THAT Council note the Annual Plan and Budget of the Cradle Coast Waste Management Group 2026-27."

For: Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.

Against:

CARRIED UNANIMOUSLY


cradle coast
waste management group
ANNUAL PLAN AND BUDGET
2026/27
FUNDED BY:
Tasmanian Waste & Resource Recovery Board
HAZARD

Document Record

Version	Type	MFID	Authorised for Issue By	Issued To	Issued Date	Approval Date
V1	Draft	1617128	CEO	CCWMG	18.05.26	
V2	Draft	1617128	CEO	CCWMG	27.05.26	27.05.26
V3	Update	1617128	CEO	CCWMG	09.09.2026	09.09.2026

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For:
Cradle Coast Waste Management Group

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CONTENTS PAGE

GLOSSARY OF ABBREVIATIONS....4
1 EXECUTIVE SUMMARY....5
2 INTRODUCTION....11
2.1 Cradle Coast Waste Management Group Structure....11
2.2 CCWMG Strategic Plan....11
2.3 Significant Regional Activities....12
2.4 Relationship to the Tasmanian Waste & Resource Recovery Strategy 2023 - 2026....12
2.5 CCWMG Funding....13
3 COMMUNITY ENGAGEMENT PROGRAMS....14
3.1 Regional Kerbside Contamination Management....14
3.2 Regional Events & Community Activities....14
3.3 Regional Communication / Information....14
3.4 Plastic Shredder....14
3.5 Food Waste....14
3.6 Veolia Education Contribution....14
4 WASTE DIVERSION PROGRAMS....15
4.1 Household Battery Recycling....15
4.2 ACCC Approval....15
4.3 Fluoro Tube & Globe Recycling....15
4.4 E-waste Recycling....15
4.5 Paint Recycling....15
4.6 Xray Collections....15
4.7 Mobile Phone Collections....15
4.8 Blister Pack Processing....15
4.9 Regional E-waste Tender....15
4.10 Green Waste Mulch Contract Management....15
4.11 Regional Concrete Crushing Contract Management....16
4.12 Household Hazardous Waste....16
4.13 Illegal Dumping....16
4.14 Public Event Trailer....16
4.15 Public Place Hubs....16
4.16 Soft Plastic Recycling Investigations & Business Case....16
4.17 Tyre Recycling Support....16
4.18 Project Contingency – Waste Diversion....17
5 GOVERNANCE PROGRAMS (REGIONAL MANAGEMENT, PLANNING & PARTNERSHIP)....17
5.1 2025/26 Annual Report....17
5.2 Waste Governance....17
5.3 Regional Transfer Station Improvements....17
5.4 Strategic Plan Development....17
5.5 Waste Transfer Station Staff / Industry Development....17
5.6 Kerbside Recycling & FOGO Contract Management....17
5.7 Kerbside Waste Collection Contract....17
5.8 Waste Training, Data Analytics & Diversion Opportunities....18
5.9 Regional Data Dashboard....18
5.10 Grant Audit....18
5.11 CCWMG Vehicle Costs....18
5.12 Regional Contract Processing....18
5.13 Administration Fees....18
5.14 Project Management Fees....18
6 FINANCIALS....19

GLOSSARY OF ABBREVIATIONS

AP&B	Annual Plan & Budget
BCC	Burnie City Council
CCC	Central Coast Council
CCWMG	Cradle Coast Waste Management Group
CCWS	Cradle Coast Waste Services
CHC	Circular Head Council
DCC	Devonport City Council
DWM	Dulverton Waste Management
EPA	Environmental Protection Authority
FOGO	Food Organics Garden Organics
GM	General Manager or Chief Executive Officer
HHW	Household Hazardous Waste
KC	Kentish Council
KIC	King Island Council
LC	Latrobe Council
MRF	Materials Recycling Facility
NRE	Department of Natural Resources and Environment
PM	Project Manager
PMC	Performance Management Committee
RRC	Resource recovery Centres
TOR	Terms of Reference
WCC	West Coast Council
WRRB	Waste and Resource Recovery Board
WTS	Waste Transfer Station
WWC	Waratah Wynyard Council

1 EXECUTIVE SUMMARY

The Cradle Coast Waste Management Group (CCWMG) comprises the nine North West Councils and operates under an agreed Terms of Reference. Dulverton Regional Waste Management Authority (DWM), provides project delivery, administration and specialist waste management support to the Group. In 2026/27, CCWMG's core program delivery continues to be funded through the State landfill levy, administered by the Waste and Resource Recovery Board (WRRB) and provided through the NRE Grant Deed arrangements. The opening bank balance at 1 July 2026 is $569,725 including:

- $152,127 in 2025/26 grant carry-forward;
- $50,000 in Veolia education contributions (separate to Grant Deed);
- $192,768 in prior years other income (separate to Grant Deed); and
- $174,830 in Council contributed capital.

Funding for 2026/27 is provided under the new four-year Grant Deed program between the Department of Natural Resources and Environment Tasmania (NRE). Income is calculated using a base disposal tonnage of 124,956 tonnes and the applicable fee units under the Deed, with forecast levy income of $1,224,569 for 2026/27 (equivalent to $9.80 per tonne disposed to landfills in the region). Resulting in a forecast total grant related income of $1,365,177 subject to future acquittal reporting.

The planned expenditure for 2026/27, including carried forward projects, equates to $1,713,268. This purposely ambitious budget will ensure expenditure of grant funds, and can be supported by other income from prior years and Council contributed capital where necessary and with approval from the CCWMG.

The 2026/27 Annual Plan and Budget is guided by the *CCWMG Strategic Plan 2023–2028* and the *Tasmanian Waste and Resource Recovery Strategy 2023–2026*. Activities have been grouped within the following program areas:

- Community Engagement Programs (Section 3);
- Waste Diversion Programs (Section 4); and
- Governance Programs – Regional management, planning and partnership (Section 5).

Funding allocations in this budget align with CCWMG's regional strategic priorities and the current state strategy, with this alignment noted against each project in the program tables. With the state strategy now under review and a new strategy in draft, CCWMG will monitor emerging statewide priorities and undertake strategy readiness work in 2026/27 to confirm any actions required to maintain alignment. Subject to available funds, procurement to support Strategic Plan development may commence in late 2026/27.

CCWMG continues to work closely with Circular North and TasWaste South to identify and progress initiatives that are best delivered collaboratively at a statewide level. Key collaborative initiatives progressed through this budget include:

- establishing a statewide household hazardous waste program (Project 4.12) in the longer term;
- procurement guidelines to promote the use of recycled materials in council operations (statewide initiative referenced in Section 2.4);
- public event trailers and reusable event infrastructure (Project 4.14); and
- data tracking and reporting, including continued participation in the *How we're tracking* initiative (Project 5.6); and
- incorporating food waste minimisation into existing food growing and healthy eating programs (Project 3.5).

CCWMG will continue to support the statewide *Rethink* program (including the regional Engagement Officer) alongside local education activities, with a continued focus on data-led contamination reduction for kerbside recycling and FOGO and improved diversion of materials from landfill. Other priorities include progressing an ACCC application to enable coordinated procurement across the region, improving access to diversion services (including blister pack recycling and public place recycling hubs), completing business cases for priority problem wastes (soft plastics and food waste), and strengthening regional reporting through a data dashboard. These efforts support CCWMG's work towards a target of 60% municipal solid waste recovery by 2028.

Table 1: 2026/76 Community Engagement Programs

Ref #	Action	Action Summary	Strategic Plan Reference	
			CCWMG Plan #	TWRRB
3.1	Regional Kerbside Contamination Management	Contamination reduction and education activities which target Municipal Solid Waste collected at the kerbside (and WTS).	24, 38, 40, 42, 43	2.2 Supporting infrastructure, new systems, and skills. 4.1 Improved community and business education and engagement.
3.2	Regional Events & Community Activities	Actively promoting programs across the region through small scale event attendance and site tours . Also supports efforts to build community partnerships.	38, 40	4.1 Improved community and business education and engagement.
3.3	Regional Communication/ Information	Targeted messages relevant to diversion opportunities and/or waste issues within the region.	38, 40, 42, 43	4.1 Improved community and business education and engagement.
3.4	Plastic Shredder	Costs associated with running and maintaining the plastic shredder to engage with secondary students and community and merchandise production.	38, 42	4.1 Improved community and business education and engagement.
3.5	Food Waste	Targeted at reducing food waste across the region, partnering with existing programs where available.	26	4.1 Improved community and business education and engagement.
3.6	Veolia Education Contribution	Expenditure will be agreed to in accordance with Addendum 9 of the collection contract and as agreed by the contract's Performance Management Committee. **(separate to grant funding)**	12, 41, 42	3.3 Increasing reuse and recovery. 4.2 Strong partnerships addressing priority issues.
3.6	26/27 Veolia Education Contribution (budget increase)	2026/27 Budget Adjustment to Veolia Contribution, Increases budget from $25k to $75k. **(separate to grant funding)**	12, 41, 42	3.3 Increasing reuse and recovery. 4.2 Strong partnerships addressing priority issues.
				Total for Community Engagement Programs: $400,000

Table 2: 2026/27 Waste Diversion Programs

Ref #	Action	Action Summary	Strategic Plan Reference	
			CCWMG Plan #	TWRRB
4.1	Household Battery Recycling	Free household collection at transfer stations and Council offices.	6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
4.2	ACCC Approval	Seek approval for regional waste related contracts in this program.	2, 3, 6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills
4.3	Fluoro Tube & Globe Recycling	Provision of free fluoro tube and globe collection at transfer stations.	6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
4.4	E-waste Recycling	Provision of free e-waste collection at transfer stations in each municipality.	6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities.

Ref #	Action	Action Summary	Strategic Plan Reference	
			CCWMG Plan #	TWRRB
				2.2 Supporting infrastructure, new systems, and skills.
4.5	Paint Recycling	Free paint recycling service, covered by the Paint Back Scheme.	6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
4.6	Xray Collections	Provision of free X-ray recycling service in each municipality.	6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
4.7	Mobile Phone Collections	Provision of free mobile phone recycling service in each municipality.	6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
4.8	Blister Pack Processing	Provision of free blister pack collection at transfer stations and Council offices.	29	3.2 Reducing waste production.
4.9	Regional E-waste Tender	Procurement of a regional E-waste Collection and Recycling Contract to optimise service and cost efficiencies for Councils to enable the continuation of free e-waste collections at transfer stations.	6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
4.10	Green Waste Mulch Contract Management	Management of the regional Green Waste Contract.	6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
4.11	Regional Concrete Crushing Contract Management	Management of the regional Concrete Crushing Contract.	6, 8, 14	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills. 3.3 Increasing reuse and recovery.
4.12	Household Hazardous Waste	Fund a series of Household Hazardous Waste collection events across the region in collaboration with the other regional waste organizations **(State Initiative).** Continue Vape collection service at transfer stations.	8, 21, 34	2.2 Supporting infrastructure, new systems, and skills. 3.2 Reducing waste production. 4.2 Strong partnerships addressing priority issues
4.13	Illegal Dumping	Undertake illegal dumping data analysis, education and preventative activities including signage, advertising campaign and hard rubbish disposal support.	8, 27, 28	2.2 Supporting infrastructure, new systems, and skills. 3.2 Reducing waste production.
4.14	Public Event Trailer	Conduct a business case and purchase of a reuse events trailer. Work with other regional waste organizations to seek state funding for trailers in each region. **(State Initiative).**	29, 32, 33, 34	3.2 Reducing waste production. 4.1 Improved community and business education and engagement. 4.2 Strong partnerships addressing priority issues
4.15	Public Place Hubs	Support Councils in the provision of public place hubs at Council facilities to improve accessibility to resource recovery opportunities for hard to recycle items	8	2.2 Supporting infrastructure, new systems, and skills.
4.16	Soft Plastic Recycling	Work with member Councils to review opportunities for a regional contract for soft plastic recycling at WTS.	12, 13	1.3 Moving towards a circular economy. 3.3 Increasing reuse and recovery waste generation, adopt circular approaches and achieve resource recovery outcomes

Ref #	Action	Action Summary	Strategic Plan Reference	
			CCWMG Plan #	TWRRB
4.17	Tyre Recycling Support	CCWMG to reimburse $4/tyre for Councils that recycle tyres through Tyrecycle Tasmania.	8, 27	2.2 Supporting infrastructure, new systems, and skills. 3.2 Reducing waste production.
4.18	Project Contingency – Waste Diversion	Contingency for emerging resource recovery and/or diversion opportunities (to be supported by 25/26 carry forward funds).	N/A	N/A
4.14	26/27 Public Event Trailer (budget increase)	2026/27 Budget Adjustment to Public Event Trailer, increases budget from $40k to $86,055k.	29, 32, 33, 34	3.2 Reducing waste production.
4.19	Garage Sale Trail	New collaborative project agreed between the 3 RWO's following consultation with NRE Tasmania. Funding will support regional Council participation in Garage Sale Trail to encourage reuse, waste avoidance and community engagement. Supported by 25/26 carried forward funds.	12, 40	3.3 Increasing reuse and recovery.
4.20	CF 4.14 C&I Resource Recovery	Relates to 2025/26 Project 4.14 C&I Resource Recovery. Investigating the costs associated with a collection of AG tyres from registered locations vs residents to deliver to proposed location. Other C&I Resource Recovery initiatives may be considered and reported to CCWMG for approval prior to proceeding.	18, 20	3.3 Increasing reuse and recovery.
4.21	CF 4.13 Community Cleanups	Relates to 2025/26 Project 4.13 Community Clean-up Initiatives. Works have been completed or approved, awaiting invoices	27	3.2 Reducing waste production.
				Total Waste Industry Improvements: $659,055

***Table 3: 2025/26 Governance Programs** (Regional Management, Planning & Partnership)*

Ref #	Action	Action Summary	Strategic Plan Reference	
			CCWMG Plan #	TWRRB
5.1	2025/26 Annual Report	Development of the 2025/26 Annual Report.	1, 4	1.1 Alignment of state, regional and local strategic planning priorities.
5.2	Waste Governance	Continue to progress regional governance arrangements as opportunities arise.	2	1.1 Alignment of state, regional and local strategic planning.
5.3	Regional Transfer Station Improvements	Conduct a round of funding to assist Councils with bringing WTS/RRC facilities up to best practice standards.	7, 8	3.3 Increasing reuse and recovery. 2.2 Supporting infrastructure, new systems, and skills.
5.4	Strategic Plan Development	Funding is to support strategy readiness work including alignment with the emerging State plan, identifying inputs/analysis needed, and preparing a scope for the next CCWMG Strategic Plan update.	1	1.1 Alignment of state, regional and local strategic planning priorities.
5.5	WTS Staff Training & Industry Development	Undertake a 2-day workshop focused on circularity, reuse, safety and data reporting.	8, 9	1.2 Effective landfill levy administration 2.2 Supporting infrastructure, new systems, and skills.

Ref #	Action	Action Summary	Strategic Plan Reference	
			CCWMG Plan #	TWRRB
5.6	Kerbside Recycling and FOGO Contract Management	Management of the Kerbside Recycling and FOGO Contract and *How we're tracking* **(State Initiative).**	7, 8, 24, 34	3.3 Increasing reuse and recovery. 2.2 Supporting infrastructure, new systems, and skills.
5.7	Regional Kerbside Waste Collection Contract	Finalisation of the kerbside waste collection contract and management should one regional arrangement be established.	2, 3, 6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
5.8	Waste Training, Data Analytics & Diversion Opportunities	Regional data review, analysis, audits and reporting. Training for systems use and knowledge sharing.	3, 8, 9, 10	1.1 Alignment of state, regional and local strategic planning priorities. 2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills. 3.3 Increasing reuse and recovery.
5.9	Regional Data Dashboard	In consultation with the State, design and implement a regional waste data reporting dashboard.	4, 10	1.2 Effective landfill levy administration
5.10	Grant Audit	Audit for the 2025/26 Grand Deed as required by the acquittal process.	N/A	1.2 Effective landfill levy administration
5.11	CCWS Vehicle	Costs associated with CCWS vehicle utilised to support delivery of the programs.	8	2.2 Supporting infrastructure, new systems, and skills.
5.12	Regional Contract Processing	Provision for invoice processing, on-charging and supporting data collation for the regional contracts.	1, 2, 3, 4, 6, 8, 9	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
5.13	Administration Fees	Undertake administration of the CCWMG's activities including executive, administration and communication support and reporting and Waste Levy Grant management.	1, 2, 3, 4, 5, 8, 9	1.1 Alignment of state, regional and local strategic planning priorities. 1.2 Effective landfill levy administration. 2.2 Supporting infrastructure, new systems, and skills.
5.14	DWM Project Management Fees	Project manage the actions detailed in Table 1, 2 and 3 and development of the 2026/27 AP&B.	1, 2, 3, 4, 5, 8, 14, 18, 19, 20, 21, 22, 23, 26, 28, 30, 33, 34, 35, 36	1.1 Alignment of state, regional and local strategic planning priorities. 1.2 Effective landfill levy administration. 1.3 Moving towards a circular economy. 2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills. 3.2 Reducing waste production. 3.1 Understanding priorities (of circularity). 3.2 Reducing waste production. 3.3 Increasing reuse and recovery. 4.1 Improved community and business education and engagement. 4.2 Strong partnerships addressing priority issues.
5.09	Regional Data Dashboard (budget increase)	2026/27 Budget Adjustment to Regional Data Dashboard, increases budget from $10k to $53,100k.	4, 10	1.2 Effective landfill levy administration

Ref #	Action	Action Summary	Strategic Plan Reference	
			CCWMG Plan #	TWRRB
5.16	CF 5.3 WTS Improvements	Relates to 2025/26 Project 5.3 Regional Transfer Station Improvements. Works have been completed with outstanding invoices awaiting receipt and payment.	7, 8	3.3 Increasing reuse and recovery. 2.2 Supporting infrastructure, new systems, and skills.
5.17	CF 5.4 WTS Staff Training	Relates to 2025/26 Project 5.4 Waste Transfer Station Staff Training. Training was delivered in 25/26, awaiting outstanding invoices.	7, 8	3.3 Increasing reuse and recovery. 2.2 Supporting infrastructure, new systems, and skills.
5.18	CF Procurement Guidelines	Relates to 2025/26 Project 4.18 Procurement Procedure Guidelines. Continue the statewide collaborative project with the other RWO's to develop procurement guidance and increase the uptake of recycled-content products.	34, 36	3.3 Increasing reuse and recovery. 4.2 Strong partnerships addressing priority issues
5.19	CF Regional Kerbside Waste Collection Tender	Relates to 2025/26 Project 4.10 Regional Kerbside Waste Collection Tender Work. Subject to participating council resolutions, funds may be required for contract finalisation activities, including legal, probity, contract departure and implementation support.	2, 6, 8	2.1 Understanding material flows, infrastructure capacity, supply chains and priorities. 2.2 Supporting infrastructure, new systems, and skills.
				Total Waste Diversion Programs: $645,213

NOTE: Where actions have a $0 budget allocated it means that they're either on hold pending action outside of the CCWMG's control or are managed as part of the CCWS Project Management & Administration annual fee.

2 INTRODUCTION

2.1 Cradle Coast Waste Management Group Structure

The Cradle Coast Waste Management Group (CCWMG) was established in 2007 to strengthen waste management across North West of Tasmania through a coordinated regional approach. By working collectively, member Councils can pursue efficiencies, economies of scale and targeted waste reduction initiatives that are best delivered regionally. CCWMG represents all nine North West Tasmanian Councils: Burnie City, Central Coast, Circular Head, Devonport City, Latrobe, Kentish, King Island, Waratah Wynyard and West Coast.

CCWMG operates under a Terms of Reference that took effect on 6 December 2023 and was subsequently reviewed in June 2025. Membership is made up of the Chief Executive Officers/General Managers (GMs) from each participating Council.

Current CCWMG members include:

- Matthew Atkins (Chair), DCC representative
- Shane Crawford, BCC representative
- Vicki Brereton, CCC representative
- Paul Gardner, CHC Representative
- Vacant, LC and KC representative
- Bryan Nicholson, KIC representative
- Scott Riley, WCC representative
- Vanessa Adams, WWC representative.

Cradle Coast Waste Services, part of the Dulverton Regional Waste Management Authority (DWM), hosts the group and provides project management support and waste expertise. CCWS is represented by Veronica Schilling, DWM CEO, or Mel Pearce, DWM Business Service Manager or Sommer Meske as delegated officers.

2.2 CCWMG Strategic Plan

The CCWMG's strategic vision is:

> *Deliver a sustainable community in the Cradle Coast region of Tasmania by implementing strategies which minimise waste through increases in waste diversion and recovery.*

CCWMG develops a five-year Strategic Plan that sets out the priority projects and actions to strengthen resource recovery and reduce waste for member Councils, residents and local businesses. This Annual Plan and Budget (AP&B) aligns to the third year of the *CCWMG Strategic Plan 2023-2028*.

The Strategic Plan is organised around four strategic areas, which guide annual budget priorities and the way performance is tracked.

The objectives of the CCWMG Strategic Plan 2023-2028 are:

1. By 2028, establish regionally consistent practices for waste management in all member council areas for waste contracts, services and best practice principles;
2. By 2028, target 60% MSW resource recovery;
3. By 2028, target <10% contamination rate in kerbside recycling bins (based on annual kerbside recycling auditing); and
4. By 2028, phase out priority single-use plastics.

These objectives are supported through four key focus areas.

Community engagement: Work with the community and industry, through education and feedback, to take ownership of waste avoidance and reuse to improve the use of existing and future services.

Waste diversion: Diversion of materials from landfill to increase resource recovery, extend the life of existing landfills and reduce greenhouse gas emissions from waste.

Regional management and planning: Provide regional planning and coordination of waste infrastructure and services to provide improved resource recovery, delivering efficiencies and reducing costs of services/waste infrastructure with the WRRB as funding partner.

Partnerships: Maintain partnerships with government, planning authorities and the three waste regions to shape waste management policies and regulation to influence future regulatory requirements and identify programs and infrastructure best delivered with a state-wide approach.

2.3 Significant Regional Activities

The CCWMG continues to deliver a coordinated program of regional activity focused on improving resource recovery outcomes, strengthening service coordination and supporting community behaviour change. In 2026/27, key priorities include contamination reduction and targeted education (including kerbside and FOGO initiatives, events and communications), progressing business cases to address priority problem wastes (including soft plastics and food waste), and expanding access to diversion options through coordinated procurement and service delivery. The group will also continue to pursue collaborative opportunities with the other regional waste organisations where it adds value and supports a consistent statewide approach.

Community engagement activities will continue to be delivered regionally through a combination of bin check programs, site tours, small-scale event attendance and targeted communications to improve correct use of existing services and reduce kerbside contamination. This includes operation of the regional plastic shredder as an education tool, supporting the staged reintroduction of the *Lids for Kids* program in North West schools.

Waste diversion priorities include developing a joint ACCC application to enable coordinated regional procurement, supporting continuation and/or re-tendering of key diversion services (including e-waste) and delivering regional programs such as household hazardous waste events, illegal dumping prevention initiatives, public place recycling hubs and a blister pack recycling service.

Business case development remains an important focus to ensure new initiatives are feasible, transparent and deliver value for the region, including assessment of practical collection and reprocessing options for soft plastics and consideration of participation in the *Grow It Local* initiative for food waste minimisation.

Efforts continue through regional contract management (including kerbside recycling/FOGO and kerbside waste collection should a regional contract result from the process currently underway), regional waste training and data analytics, and progression of a regional data dashboard in collaboration with the State. Strategic planning work will also commence to support the development of the next CCWMG 5-year Strategic Plan, ensuring ongoing alignment with emerging state priorities and funding settings.

2.4 Relationship to the Tasmanian Waste & Resource Recovery Strategy 2023 - 2026

In November 2023, the Minister for Environment and Chair of the WRRB released the *Tasmanian Waste and Resource Recovery Strategy 2023-2026*. The Strategy sets the statewide direction for reducing waste generation, improving recycling and resource recovery outcomes, and supporting Tasmania's transition to a circular economy. It also guides the WRRB and Tasmanian Government in how landfill levy funding can be reinvested and leveraged to deliver the National Waste Policy Action Plan targets and broader waste and resource recovery priorities.

The Strategy highlights the scale of the challenge, noting that around one tonne of waste per person per year is landfilled in Tasmania, removing valuable materials from the economy and limiting reprocessing opportunities. At the centre of the Strategy is the vision: *Tasmania: a place where nothing is wasted.*

The *Tasmanian Waste and Resource Recovery Strategy 2023/2026* is currently being refreshed, with a new version of the strategy in draft form.

Delivering the Strategy's outcomes will rely on strong partnerships as these changes cannot be achieved by the state government and Board alone. Local government, business and industry, the community, and the three regional waste organizations each have an essential role. CCWMG's Strategic Plan aligns closely with the current State Strategy.

In 2026/27, CCWMG will continue to work alongside the other regional waste organizations on initiatives that are best progressed collaboratively at a statewide level, including:

- a statewide household hazardous waste program;
- procurement guidelines for regional Councils to promote the use of recycled materials;
- provision of public event trailers for all regions;
- state-wide data tracking and reporting tool; and
- the incorporation of food waste minimisation into existing food growing and healthy eating programs.

CCWMG will also continue to support delivery of the regional *Rethink* Community Engagement Officer role in 2026/27, working collaboratively with the *Rethink* Co-ordinator and other regional officers to deliver education and engagement activities across Tasmania following the *ReThink Waste Tasmania Strategy* (*1 January 2025 – 30 June 2028)* and Action Plan. The program complements and supports the regional specific work under by the CCWMG.

2.5 CCWMG Funding

On 1 July 2022, the Tasmanian State Government initiated a State Landfill Levy, which superseded the Cradle Coast regional voluntary levy collection method, as ongoing funding for all regional groups was promised from the State. The Landfill Levy is managed by the WRRB, which is developing a clear path for supporting Statewide infrastructure and circular economy projects.

For 2026/27, funding is provided under the new four-year Grant Deed program between NRE and each of the three regional waste organizations. Income is calculated using a base disposal tonnage of 124,956 tonnes for the Cradle Coast region and the applicable fee units under the Deed. The resulting levy income for 2026/27 is $1,224,569 calculated at $9.80 per tonne disposed in landfills across the region.

3 COMMUNITY ENGAGEMENT PROGRAMS

Community Engagement Programs focus on working with the community through the utilisation of information and feedback, to create a sense of ownership of waste avoidance and reuse, and to improve the utilisation of existing and future services.

3.1 Regional Kerbside Contamination Management

Undertake regional kerbside recycling and FOGO contamination management through residential bin checks and, auditing of incoming FOGO and co-mingled loads (including MRF audits subject to PMC agreement and contractor support). Results will be reported to CCWMG to inform targeted education and communication activities focused on the most common contaminants and to support behaviour change. Budget covers delivery costs including labour, vehicle use, education materials and consumables/merchandise.

3.2 Regional Events & Community Activities

Deliver regional community engagement through attendance at small-scale events and facilitated site tours (landfill, FOGO facility and MRF) to promote available diversion opportunities, strengthen community partnerships and encourage behaviour change consistent with the waste hierarchy and circular economy principles. Budget includes labour, travel/vehicle or bus hire and education materials.

3.3 Regional Communication / Information

Deliver regional communication and information to promote available diversion services and encourage behaviour change and waste minimisation practices. Activities may will include targeted seasonal/visitor messaging, communications across print and digital channels (e.g. local media, social media and Council communications such as newsletters and mail-outs) to build awareness of resource recovery opportunities and the environmental and economic impacts of poor waste practices.

3.4 Plastic Shredder

Support ongoing operation of the regional plastic shredder, including relocation to Camp Clayton, staff training, maintenance, labour and delivery of associated education and communications activities. CCWS plans to investigate potential collaboration with local social enterprise to provide employment and upskilling of local program participants. The program will support the staged re-introduction of the *Lids for Kids* initiative in schools (in collaboration with the Cradle Coast Rethink Engagement Officer) and will enable production of small merchandise items from recovered plastic for use in workshops and community events.

3.5 Food Waste

Develop a regional food waste minimisation business case to assess the feasibility, costs, delivery model and expected benefits of participating in the Grow It Local initiative (and/or partnering with existing programs where appropriate). Work will include confirming program requirements, identifying suitable delivery partners and priority audiences and recommending implementation options for consideration by CCWMG.

3.6 Veolia Education Contribution

Manage and allocate Veolia's annual education contribution (e.g., $25,000 per annum, invoiced in accordance with Addendum 9 of the *Recycling & FOGO Collection & Recyclables Processing Contract*) to support regional contamination reduction initiatives as agreed by the contract Performance Management Committee. This funding is separate to NRE grant funding and may be used to co-fund activities such as kerbside recycling auditing consistent with WRRB guidelines.

4 WASTE DIVERSION PROGRAMS

Waste Diversion Programs provide funding and services to support the diversion of materials from landfill to increase resource recovery, extend the life of existing landfills and reduce greenhouse gas emissions from waste.

4.1 Household Battery Recycling

Continue to support the household battery recycling stewardship which allows residents to drop off batteries for free at collection points at Council offices and WTS across the region. The budget allows for any incidental costs or promotion of the service.

4.2 ACCC Approval

Prepare and lodge a joint ACCC application to support coordinated regional procurement and contracting for priority waste diversion services delivered through WTS/RRCs (including current and future initiatives such as concrete, green waste, tubes/globes, e-waste, waste oil, steel, soft plastics and household hazardous waste). Budget includes specialist legal advice, application development and associated application fees.

4.3 Fluoro Tube & Globe Recycling

Continue to fund a fluoro tube and globe recycling program, which allows residents to dispose of these for free at regional WTS and the safe reprocessing of these items that contain hazardous material.

4.4 E-waste Recycling

Continue to fund an e-waste recycling program, with drop off points available at each WTS allowing residents to dispose of their e-waste for recycling free of charge and reduce the risk of these items being disposed of through the kerbside system.

4.5 Paint Recycling

The CCWMG will continue to support the 10-year contract agreement with *Paintback* (under the *Paintback* national stewardship scheme) for the provision of a free paint recycling service across the region. The service is contracted until July 2031.

4.6 Xray Collections

Continue to support Councils in providing free X-ray film collection locations in each municipality for recycling.

4.7 Mobile Phone Collections

Continue to support Councils in providing free mobile phone collection locations in each municipality for recycling.

4.8 Blister Pack Processing

Manage and fund the regional blister pack recycling service (using *Pharmacycle* to reprocess collected material) with collection points at Council WTS/RRCs, Council offices and other Council facilities to provide free collection and recycling of this unavoidable waste stream to all residents.

4.9 Regional E-waste Tender

Progress a regional e-waste service tender (pending ACCC approval), to maintain free resident drop-off at WTS/RRCs and secure best-value processing and transport arrangements across the region. Work will include confirming service scope and market options and seeking competitive pricing in response to significant cost increases experienced in 2025/26.

4.10 Green Waste Mulch Contract Management

Support ongoing administration and oversight of the regional green waste mulching contract (in place until December 2027) to maintain consistent service delivery and performance across participating Councils. Routine contract management is delivered through CCWS administration and project management fees, with any major reviews, negotiations or tendering to be undertaken on an as-needed basis.

4.11 Regional Concrete Crushing Contract Management

Support ongoing administration and oversight of the regional concrete crushing contract (2 + 2 year term commenced in 2024/25) to maintain consistent processing arrangements and diversion outcomes across participating Councils. Routine contract management is delivered through CCWS administration and project management fees, with any major reviews, negotiations or tendering to be undertaken on an as-needed basis.

4.12 Household Hazardous Waste

Coordinate and fund regional household hazardous waste (HHW) collection events to enable residents to safely dispose of domestic quantities of hazardous chemicals free of charge, delivered in collaboration with the other two regional waste organizations under a proposed statewide contract arrangement (pending ACCC approval). This project also supports continuation of the free vape collection bin service across the region and associated promotion costs.

4.13 Illegal Dumping

Deliver a coordinated regional program to prevent illegal dumping, aligned to the *CCWMG Litter and Illegal Dumping Strategy 2023–2028*. Work will include analysis and reporting of regional illegal dumping data (including data captured via the EPA dumping portal) by CCWS and promoting consistent use of the EPA portal, provision of one off events for eligible items typically dumped (tyres) and supply of additional signage as required. Targeted education and behaviour change campaigns (social media, radio and/or print) will also be delivered across the Cradle Coast and, where beneficial, in collaboration with *Rethink* and the other regional waste organizations.

4.14 Public Event Trailer

Progress delivery of a reusable public event trailer program by partnering with a suitable organisation, purchasing a trailer and running a pilot to test the practicalities of managing bookings, washing/drying and logistics. The trailer will provide reusable crockery and cutlery and supporting infrastructure to reduce reliance on single-use plastics at events, with outcomes shared with other regions and opportunities for a broader statewide rollout to be considered collaboratively.

NOTE: This program was deferred from 2025/26 due to other commitments.

4.15 Public Place Hubs

Support establishment of public place recycling hubs in Council areas that do not currently have a hub, providing convenient drop-off for hard-to-recycle items not accepted via kerbside services (e.g., mobile phones, X-rays, glasses, pens and oral care products). Work will include coordinating hub installation, purchasing signage and delivering local promotion to drive community awareness and use.

4.16 Soft Plastic Recycling Investigations & Business Case

Develop a regional soft plastics recycling business case to assess practical collection and reprocessing options (including kerbside and self-managed models) and identify a preferred service arrangement for the region. Work will include due diligence on available providers and stewardship proposals, with a focus on transparency and verified end destinations for collected materials. Budget includes an allowance to commence the preferred arrangement once the business case is finalised and approved by the CCWMG.

NOTE: This program was deferred from 2025/26 to facilitate investigation of new options for service.

4.17 Tyre Recycling Support

Provide regional support for tyre recycling by reimbursing Councils $4 per tyre for tyres recycled through *Tyrecycle*. The increased reimbursement is in response to significant increases in the cost of recycling contaminated and ‘on-rim’ tyres. The subsidy applies for up to 555 tyres per Council. Alternative service providers will be considered where clear evidence is provided that collected tyres are processed and treated in accordance with relevant legislative requirements.

4.18 Project Contingency – Waste Diversion

Maintain a project contingency allocation to enable timely decisions and funding support when unanticipated waste diversion and resource recovery opportunities arise during the year, or where approved projects require additional funds to achieve intended outcomes. The contingency may be supplemented by any unallocated 2025/26 carried-forward funds identified through the financial audit.

5 GOVERNANCE PROGRAMS (REGIONAL MANAGEMENT, PLANNING & PARTNERSHIP)

5.1 2025/26 Annual Report

Prepare the CCWMG 2025/26 Annual Report for review and approval by the group, including coordination of required inputs and final document production. Budget includes a small allowance for graphic design and formatting of the final report.

5.2 Waste Governance

Maintain readiness to progress regional waste governance arrangements as required, building on the *Cradle Coast Waste Governance Project Final Report 2018 (by Greg Preece)*. Initial actions have been completed, with no further work budgeted in 2026/27. Any future stages will be scoped and agreed by CCWMG when deemed necessary.

5.3 Regional Transfer Station Improvements

Deliver a regional round of funding to assist member Councils to implement priority improvements at waste transfer stations and resource recovery centres, to support safer operations, better environmental performance and alignment with good practice standards. Funding will be allocated through an agreed CCWMG process and criteria, with Councils to identify and deliver eligible initiatives and report outcomes back to the group.

5.4 Strategic Plan Development

Commence work to support *strategy readiness*, including monitoring the review of the *Tasmanian Waste and Resource Recovery Strategy* (and any successor State plan), confirming whether any work is required to maintain alignment, and preparing the scope, timeline and engagement approach for the next CCWMG 5-year Strategic Plan update. Subject to available funds, CCWMG may commence procurement for strategy development support in late 2026/27.

5.5 Waste Transfer Station Staff / Industry Development

Deliver a regional staff and industry development workshop (two days) for waste transfer station operators and relevant Council staff to build capability and share knowledge. The workshop will build from previous year's focus on data reporting and system use (including Mandalay), to include circular economy and reuse opportunities (including practical examples) for consideration in the next CCWMG Strategic Plan, supported by invited speakers and facilitated knowledge sharing across the region.

5.6 Kerbside Recycling & FOGO Contract Management

Provide ongoing regional contract management for the kerbside recycling and FOGO services, including contractor and Performance Management Committee meetings, KPI monitoring, quarterly price variation review and administration of the *strike system* (letters, data monitoring and coordination between Councils and the contractor). Work also includes checking and processing monthly invoices to each Council and capturing and reporting regional performance and diversion data to CCWMG, the community and the State through the *How we're tracking* initiative with the other regional waste organizations as the initiative progresses.

5.7 Kerbside Waste Collection Contract

A portion of this funding will support the finalisation of regional kerbside waste collection contracting arrangements. If Councils agree to a single regional contract, CCWS will provide contract management support including contractor and Performance Management Committee meetings, KPI monitoring, and

rate/variation review processes. If multiple contracting arrangements are preferred, CCWS will review the resourcing and cost implications for managing these arrangements and advise CCWMG accordingly.

5.8 Waste Training, Data Analytics & Diversion Opportunities

Provide regional waste training, data analytics and diversion support to strengthen evidence-based planning and identify practical diversion opportunities. Activities include material flow analysis of non-kerbside municipal waste, analysis of WTS/RRC usage to inform future service improvements, data review and integrity audits (including problematic material streams), and regional diversion reporting. This work also includes staff training for systems use and quarterly visits to regional transfer stations.

5.9 Regional Data Dashboard

In collaboration with the State, progress development of a regional data dashboard to improve the consistency, accessibility and usefulness of waste and resource recovery reporting for member Councils. Work will include confirming system requirements and selecting an appropriate platform, with the project to be funded in part through 2025/26 carry-forward funds. Budget includes design and implementation costs.

5.10 Grant Audit

Undertake an independent audit of the 2025/26 12-month Grant Deed to confirm compliance with grant conditions as required in the grant acquittal.

5.11 CCWMG Vehicle Costs

Fund ongoing operating costs for the CCWMG vehicle used across a number of the regional programs. Funding covers the depreciation, registration, insurance, servicing/maintenance, fuel and other consumables.

5.12 Regional Contract Processing

Provision for contract processing and associated administration relating to the regional cardboard, concrete crushing and green waste contracts, together with tyre recycling and waste oil collection arrangements. This includes invoice processing, on-charging to participating councils and supporting data collation. The budget allowance has been calculated at 3% of the prior year costs.

5.13 Administration Fees

CCWS is commissioned under the CCWMG TOR to undertake administration of the CCWMG's activities including:

- Executive, administration and communication support;
- Grant reporting and negotiation related to the funding of the group;
- General financial management; and
- Governance activities (Annual Report, Annual Plan and Budget and meetings).

5.14 Project Management Fees

CCWS is commissioned under the CCWMG TOR to project manage the actions as detailed within Table 1, 2 and 3, this includes project design, delivery, contract oversight and project reporting.

6 FINANCIALS

Based on current calculations the CCWMG are forecast to finish the 2025/26 financial year with a cash at bank balance of $416,437 ($174,830 remaining in CCWMG contributed capital and $241,607 of committed and unspent grant funds and Veolia contract contribution to be carried forward).

Table 6 details the 2025/26 cash movements, explaining how the forecast closing balance was determined.

Table 6: 2025/26 Income Statement

2025/26 Income Statement	
INCOME	
Waste Levy Income *(from NRE to 30/06/2026):*	$1,193,330
24/25 Grant Related CF:	$95,955
25/26 Interest Earned:	$29,321
Waste Levy Income Transfer to Circular North:	-$20,969
CCWMG Waste Levy Account Income Total:	**$1,297,637**
24/25 Prior Years Income CF:	$192,848
Veolia Contribution:	$50,000
Council Contribution:	$174,830
Other Income Total:	**$417,678**
TOTAL:	**$1,715,315**
EXPENDITURE	
Expenditure to 30/06/2026:	($1,145,590)
CCWMG Balance at 30/06/2026:	**$569,725**

Table 7 displays the forecast income and expenditure expected and the forecast closing balance as at the 30 June 2027.

Table 7: Forecast 2026/27 Income & Expenditure Summary

Forecast 2026/27 Income Statement	
CF Opening Waste Levy Balance:	$152,127
CF Veolia Education Contribution (separate to Grant Deed):	$50,000
CF Prior Years Other Income (separate to Grant Deed):	$192,768
CF Council Contributed Capital:	$174,830
Opening Balance at 01/07/2026:	**$569,725**
Forecast 2026/27 Waste Levy Related Income	
2026/27 levy funds received (@ $9.80/t)	$1,224,569
Waste Levy Income Transfer to Circular North:	-$21,519
Forecast 2026/27 Interest Income	$10,000
Total:	**$1,213,050**
Forecast Other Income	
Veolia Annual Recycling & FOGO Contribution *(in accordance with Project 3.6):*	$25,000
Total:	**$25,000**
TOTAL INCOME:	**$1,807,775**
LESS 2026/27 Expenditure:	
2026/27 CCWMG Projects:	$1,422,050
2025/26 Grant Related Carry Forward Projects:	$152,127
2025/26 Other Carried Forward Projects:	$130,091
TOTAL EXPENDITURE:	**$1,704,268**
Forecast closing balance at 30/06/2027:	**$103,507**

The 2026/27 budget is intentionally ambitious, with the forecast closing balance showing all $1,365,177 of grant funds expended across approved projects. Delivery of the program will also be supported by other available income, subject to CCWMG approval. Where possible, savings and efficiencies will be sought throughout the year to close the funding gap and minimise the requirement to utilise Council contributed income.

Following finalisation of the refreshed State Strategy, CCWS will commence development of a multi-year financial plan as part of its strategic plan readiness work aligned to the grant deed for the group.

OFFICERS' REPORTS

AO169-26 GOVERNANCE REPORT - AUGUST 2026

FILE NO: 4/18/2
PREVIOUS MIN:

1.0 RECOMMENDATION:

"THAT Council note the Governance Report, as presented."

2.0 EXECUTIVE SUMMARY

Purpose and Background

To provide a governance update on matters relating to councillor activities and reportable governance information.

Key Issues

The governance items included in this report are:

- Council workshops
- Councillor attendance
- Meetings and events attended by the Mayor or their delegate
- Meetings and events attended by the General Manager
- Committees and working group meetings held
- Community support approved under delegation
- Leases
- Use of the common seal
- Pigeon Management Update
- Council meeting action list

3.0 SUPPORTING INFORMATION

Strategic Alignment

This report aligns to Council's Strategic Plan Goal 5 – Making democratic and engaged communities.

Legal

There are no direct legal implications or legislative requirements for Council arising from the recommendation in this report.

Finance

There are no financial impacts resulting from this report.

Relation to Council Policy

There are no Council policies relating to this report.

Discussion

All listed matters are reported under *Detail* below.

Health and Safety

There are no health and safety impacts resulting from this report.

Risk

There are no identified risks that require consideration in relation to this report.

Environmental Sustainability

There are no environmental sustainability impacts to be considered in this report.

Consultation

Relevant Council Officers have been consulted in the preparation of this report.

Conflict Of Interest

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a material or general conflict of interest in relation to the matter of the report.

4.0 DETAIL

Council Workshops

As required by regulation 10(3)(c) of the *Local Government (Meeting Procedures) Regulations 2025*, the General Manager advises that the following workshops were held since the last Council Meeting report:

Workshop	15 September 2026
Councillors in attendance	Mayor Brumby, Deputy Mayor Simpson, Cr Aitken, Cr Boyd, Cr Dorsey, Cr Grave, Cr Keygan, Cr Lynch, Cr Pease
Apologies	Nil
Items Discussed	Community Grants and Partnership Agreements

Councillor Attendance

The following table indicates councillor attendances since the commencement of the current financial year:

Councillor Attendance 1 Jul 2026 to 15 September 2026	Ordinary Meetings (YTD: 2)	AGM / Special Meetings (YTD: 0)	Meetings not attended under Leave of Absence	Workshops (YTD: 5)
Mayor Teeny Brumby	2	0	0	5
Deputy Mayor Giovanna Simpson	2	0	0	5
Cr Trent Aitken	2	0	0	5
Cr Alvwyn Boyd	2	0	0	5
Cr Ken Dorsey	2	0	0	5
Cr Justin Grave	1	0	0	5
Cr Amina Keygan	2	0	0	5
Cr Chris Lynch	2	0	0	5
Cr David Pease	2	0	0	5

Meetings and events attended by the Mayor or their delegate

The Mayor advises that the following meetings, events or appointments were attended since the last Council Meeting report:

Date	Description
17 August	Little Penguin Habitat Opening
18 August	7BU Interview with Leigh Kenworthy
	Burnie High School - Sporting Precinct
	McKenna Park - Sporting Precinct
19 August	Local Government Association of Tasmania – AGM and General meeting
20 August	Local Government Association of Tasmania – Conference Day 1
21 August	Local Government Association of Tasmania – Conference Day 2
	ABC Radio Interview with Kim Napier
	ENOUGH Play - Mudlark Theatre
22 August	Mamma Mia musical
23 August	Fairy Godmothers Market

Date	Description
24 August	Multicultural Affairs meeting - Tasmania Police
25 August	The Hon Casey Hiscutt MLC
	Stella Maris Catholic Primary School - Book Week Parade
	Burnie Library - Book Week Parade
26 August	Leighland Burnie Campus – Book Week Parade - Judge
	Burnie Primary School – Book Week Parade
	Regional Data Centre Strategy Workshop hosted by Cradle Coast Authority
	Havenview Primary School - Book Week Parade
	Opera Australia National Tour - Mozart's Don Giovanni
27 August	Montello Primary School – Book Week Parade
	Heybridge Landfill site visit with the Hon Guy Barnett MP, Deputy Premier and Minister for Environment and Climate Change
	Candlelight Vigil with the Nepalese Community
28 August	Cooee Primary School - Book Week Parade
	Burnie Primary School – Book Week Celebrations
	Australian Local Government Women's Association (ALGWA)
	Burnie Mumco 2026
	Ribbons of Reflection by Laurel House
	On The Beach – DoMaur Production
29 August	Fairy Godmothers Market
31 August	Umina Park - Art Exhibition Media
	Mathematical Association of Tasmania – Annual Relays – Primary Teams
	Mathematical Association of Tasmania – Annual Relays – Secondary Teams
	City Mission's Spring Food Drive Launch - Speaker
1 September	7BU Interview with Leigh Kenworthy
2 September	Cradle Coast Authority Representative meeting
	Nepalese Smaaj - Candlelight Vigil for Nepal – Speaker
4 September	Parklands High School - Alice in Wonderland Jr
5 September	Marist Regional College - School of Rock Musical
8 September	GreenSTEM Ignite 2026 Awards Ceremony – Speaker
9 September	Mission to Seafarers Burnie Inc – Brian Hardy
10 September	Australia's Special Envoy to Combat Islamophobia hosted by Cradle Coast Authority
	Burnie Bicentennial Working Group Meeting
11 September	Havenview Primary School
	Second Glance Markets – Media
	The Burnie Retail (Op Shop) Relaunch – City Mission
	Teej Festival 2026 - Burnie Nepalese Community Inc
	Australian Clogging Association Inc - 30th National Convention – Mayor

Date	Description
	Opening

The Mayor advises that the following meetings, events or appointments were attended on their behalf since the last Council Meeting report:

- 6 September - Burnie Nepalese Community – Community Vigil of Memorial for Flood Victims – Councillor Amina Keygan

Meetings and events attended by the General Manager

The General Manager advises that the following meetings, events or appointments were attended since the last Council Meeting report:

Date	Description
17 August	Little Penguin Habitat Opening
18 August	West x North West Audit and Risk Committee meeting
	West x North West Board meeting
	Burnie Airport Corporation
19 August	Business North West General Meeting
24 August	Multicultural Affairs meeting - Tasmania Police
25 August	The Hon Casey Hiscutt MLC
27 August	State of the City Breakfast - Devonport City Council
	Heybridge Landfill site visit with the Hon Guy Barnett MP, Deputy Premier and Minister for Environment and Climate Change
2 September	Dulverton Waste Management
	Cradle Coast Authority Representative meeting
	Bluestone Mines Tasmania – Arie Bets, Phillip Jeffrey and Lewis Cooksley
	City Mission – Jo Fearman and Phil Beeston
8 September	Bass Strait Blue Economy Zone Aquaculture Research Trial
9 September	North West General Managers meeting
	Cradle Coast Waste Management Group meeting
10 September	Australia's Special Envoy to Combat Islamophobia, hosted by Cradle Coast Authority
11 September	Regional Land Use Strategy meeting, hosted by The Hon Kerry Vincent MLC

Committees and Working Group meetings held

The following council-appointed Committee or Working Group meetings have been held since the last Council Meeting report:

Date	Committee or Working Group
10 September	Burnie Bicentennial Working Group Meeting

Date	Committee or Working Group
17 September	Burnie Youth Council
21 September	LGBTIQA+ Action Plan Meeting

Community support approved under delegation

The following payments have been approved by the General Manager under delegation since the last Council Meeting report:

Amount	Recipient – Purpose
	Nil

Delegation under Council resolution – AO084-22 dated 24 May 2022 (section 77 *Local Government Act 1993*)

Leases

This section has been added to this report to include any upcoming operational leases for council authorisation prior to execution.

Summary of current leases for authorisation

There are no current lease matters to report.

Use of the Common Seal

The General Manager advises the following documents have been sealed since the last Council Meeting report:

Date	Document
5 August 2026	Lease – Lease of Carpark – Acton Recreation Ground
17 August 2026	Contract for Sale – Lot 3, Waratah Crescent, East Ridgley in Tasmania 7321
25 August 2026	Adhesion Order – 38 Queen Street, Burnie
31 August 2026	Grant Deed – 2026-27 Black Spot Program – West Mooreville Road

Pigeon Management Update

Figures from recent Pigeon observations below:

Totals (Avg Daily)	***MS carpark***	***Strait Link***
Pigeons	AVG 20-30	75+
Other species identified	Smaller birds in low numbers	Seagulls in small numbers
OVO P % used	~25%	~25%

Council Meeting Action List

Actions lists from Council Meetings in Open Session are attached at the end of this report.

ATTACHMENTS

1⇩. Open Session - All Actions - 25 August 2026

2⇩. Open Session - Outstanding Actions up to July 2026

COUNCIL RESOLUTION

MOVED:	***Cr G Simpson***
SECONDED:	***Cr T Aitken***
"THAT Council note the Governance Report, as presented."	
For:	Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.
Against:	
	CARRIED UNANIMOUSLY

Council Meeting Action Report

All Actions for Open Session of 25 August 2026

Date From: 25/08/2026
Date To: 25/08/2026
Printed: Monday, 14 September 2026

Item Number	Report Title	Action	Department	Completed
AO143-26 Council 25/08/2026	MOTION ON NOTICE - BURNIE CITY YOUTH COUNCIL - GIANT EMU	**26 Aug 2026** Investigate the possibility of a Giant Emu attraction, per resolution AO143-26.	Community Services	
AO144-26 Council 25/08/2026	MOTION ON NOTICE - STREET ART AND SCULPTURE LANEWAY	**26 Aug 2026** Bring a further report to council following investigations of feasibility, design options and associated costs of transforming little Alexander Street into a community street art and sculpture laneway.	Community Services	
AO146-26 Council 25/08/2026	CBD COMMUNITY SAFETY	**26 Aug 2026** Re-establish Council's community roundtable regarding CBD safety, per resolution AO146-26.	Community Services	
AO147-26 Council 25/08/2026	RECREATIONAL MASTER PLAN MULTIPURPOSE SPORTS CENTRE	**26 Aug 2026** Finalise and make available the Draft Multipurpose Sports Precinct Master Plan. **14 Sep 2026** Multipurpose Sports Precinct Master Plan has been adopted. Council will now finalise the Grant.	City Growth	
AO148-26 Council 25/08/2026	LGBTIQA+ ACTION PLAN	**26 Aug 2026** Finalise and make available the LGBTIQA+ Action Plan, per Council resolution AO129-24. **14 Sep 2026** The LGBTIQA+ Action Plan is available on Council's website. The Community Advisory Group will continue to meet with the next meeting scheduled late September. **14 Sep 2026** Completed - Action plan available on Council's website. The Community Advisory Group will continue to meet.	Community Services	14/09/2026
AO150-26 Council 25/08/2026	LAND DISPOSAL - PROPOSAL TO DISPOSE OF PUBLIC LAND - MOOREVILLE ROAD COMMUNITY HALL	**26 Aug 2026** Commence the submission process for disposal of public land – Mooreville Road Community Hall, per resolution AO150-26. **14 Sep 2026** Public Land disposal process has commenced.	City Growth	
AO151-26 Council 25/08/2026	COOEE POINT - LAND DISPOSAL UPDATE (CT 117536/2)	**26 Aug 2026** Commence the expression of interest process for disposal of land at 2 Cooee Point Road, per resolution AO151-26. **14 Sep 2026** Cooee Point land has now been placed on the open market.	City Growth	
AO152-26 Council 25/08/2026	DISPOSAL OF ASSET - REEVE STREET TOILET BLOCK, SOUTH BURNIE	**26 Aug 2026** Commence negotiations with TasWater to transfer ownership of the Reeves Street toilet building, per resolution AO152-26. **14 Sep 2026** Negotiations with TasWater have commenced.	City Growth	

Council Meeting Action Report

All Actions for Open Session of 25 August 2026

Date From: 25/08/2026
Date To: 25/08/2026
Printed: Monday, 14 September 2026

Item Number	Report Title	Action	Department	Completed
AO153-26 Council 25/08/2026	WEST PARK - STRATA AND FIRST BY-LAWS, TRANSFER OF LAND	**26 Aug 2026** Liaise with the University of Tasmania to create a strata title and registration of the Strata Title Scheme in relation to common property, per resolution AO153-26. **14 Sep 2026** Completed - First By-Laws signed and sent to solicitors.	Office of the General Manager	14/09/2026
AO154-26 Council 25/08/2026	REGIONAL PROJECT WORKFORCE ACCOMMODATION FRAMEWORK	**26 Aug 2026** Write to Cradle Coast Authority to advise endorsement of the Regional Project Workforce Accommodation framework, per resolution AO154-26. **09 Sep 2026** Completed - Matter finalised.	Office of the General Manager	9/09/2026
AO155-26 Council 25/08/2026	PARKING OPERATIONAL ACTION PLAN	**26 Aug 2026** Finalise the Parking Operational Action Plan in the corporate document framework and make available, per resolution AO155-26. **14 Sep 2026** Completed - Adopted at August Council Meeting.	City Growth	14/09/2026
AO157-26 Council 25/08/2026	POLICY REVIEW - DOG MANAGEMENT POLICY CP-OGM-SG-032	**26 Aug 2026** Finalise the Dog Management Policy in the corporate document framework and publish, per resolution AO157-26. **11 Sep 2026** Completed - Finalised and Published.	Office of the General Manager	11/09/2026
AO158-26 Council 25/08/2026	NEW POLICY - ENFORCEMENT POLICY CP-OGM-SG-079	**26 Aug 2026** Finalise the Enforcement Policy in the corporate document framework and publish, per resolution AO158-26. **11 Sep 2026** Completed - Finalised and Published.	Office of the General Manager	11/09/2026

Council Meeting Action Report

Outstanding Actions for Open Sessions up to July 2026

Date From:
Date To: 31/07/2026
Printed: Tuesday, 15 September 2026

Item Number	Report Title	Action	Department	Completed
AO102-23 Council 27/06/2023	INTENTION TO MAKE A NEW BY-LAW - HIGHWAYS BY-LAW	**28 Jun 2023** Progress the draft by-law to the next stage of legal review, preparation of Regulatory Impact Statement, and then submission to Director for review and certification (prior to consultation period), per Council resolution AO102-23. **13 Jul 2023** Revised information sent to lawyer for review and preparation of Regulatory Impact Statement **13 Feb 2024** Proposed Highways By-law and Regulatory Impact Statement submitted to Director Local Government 7 Feb 2024 for review and certification. **11 Feb 2025** Feedback received from DLG on 24 May 2024 requesting further information for Regulatory Impact Statement, in addition to feedback around By-law. Reviewing content, and preparing information to send to lawyer for consideration. **12 Mar 2026** Aiming to resume and progress this work in April. **27 Mar 2026** Revisions made to draft by-law and RIS incorporate feedback from DLG, drafts sent to lawyer for review. **18 May 2026** Received advice on by-law drafting from lawyer, awaiting updates on RIS. **23 Jul 2026** Updated draft By-law and Regulatory Impact Statement sent to Director of Local Government (26/16101). **15 Sep 2026** Certification of RIS received from Director of Local Government. Preparing for public consultation.	Office of the General Manager	

Council Meeting Action Report

Outstanding Actions for Open Sessions up to July 2026

Date From:
Date To: 31/07/2026
Printed: Tuesday, 15 September 2026

Item Number	Report Title	Action	Department	Completed
AO137-25 Council 26/08/2025	MOTION ON NOTICE - BURNIE INN	**27 Aug 2025** Prepare a report showing a costed preservation and maintenance plan, funding opportunities and recommended actions for long-term preservation, for Council's consideration by December, as per Item AO137-25. **05 Sep 2025** Director Operations has written to Heritage Tasmania on 3 September 2025 to obtain further information. **12 Sep 2025** Report received from Heritage Tasmania. Next steps are to be determined. **13 Nov 2025** Council is applying for grant funding to potentially fund the development of maintenance plan and remediation works. **12 Feb 2026** Grant funding was unsuccessful. Staff are exploring consultant options for maintenance plan. **11 Mar 2026** On-site meeting with Consultant has occurred and they will prepare a cost and maintenance plan for the Burnie Inn. **15 Apr 2026** Report is currently being prepared. **15 May 2026** This is underway and will be completed alongside the Condition Report. **12 Jun 2026** A draft Condition and Maintenance Plan Report has been received and will be reviewed. Plan to present to Council Meeting in July. **16 Jul 2026** Council Officers are currently in the process of preparing costings. **14 Sep 2026** Report to be provided to the October Council Meeting.	City Growth	

Council Meeting Action Report

Outstanding Actions for Open Sessions up to July 2026

Date From:
Date To: 31/07/2026
Printed: Tuesday, 15 September 2026

Item Number	Report Title	Action	Department	Completed
AO210-25 Council 9/12/2025	MOTION ON NOTICE - REMOVAL OF DISUSED RAILWAY LINE AT WEST BEACH	**11 Dec 2025** Progress planning for removal or burial of the disused rail line and infrastructure at West Beach, including removal of fences after the track is removed or buried, per council resolution AO210-25. **14 Jan 2026** Application for the removal of the rail line has commenced. **12 Feb 2026** Supporting documentation is being compiled for the formal Ministerial request for removal, which is dependent on Development Approval for the project first being achieved. **15 May 2026** Development Application has been completed. Now preparing for submission. **12 Jun 2026** Development Application was advertised - 12 June 2026. **16 Jul 2026** No submissions were received in the DA advertising process. Application was forwarded to Minister Vincent for consideration on 10 July 2026. **13 Aug 2026** Council Officers are preparing a Request for Quotation, pending approval from the Minister. RFQ closes 19 August. **14 Sep 2026** RFQ process complete. Council is preparing to award RFQ and are awaiting Ministerial approval for removal of rail.	City Growth	
AO209-25 Council 9/12/2025	MOTION ON NOTICE - ARTWORK ON SIGNAL BOXES	**11 Dec 2025** Progress the community art initiative to paint the signal boxes in Burnie with locally inspired designs, per council resolution AO209-25. **12 Feb 2026** Council is currently liaising with TasNetworks regarding the locations. **15 Apr 2026** Council is investigating asset ownership of signal boxes in CBD. Officers will progress with costings for vinyl and wrapping for our own assets and working out options for third party assets. **15 May 2026** Locations are being confirmed for agreement. Process for developing artwork progressing., Liaison with TasNetworks ongoing. Once details are confirmed installation dates will be confirmed. **12 Jun 2026** Deputy General Manager is meeting with a DSG Officer in mid June to further discuss project. **16 Jul 2026** Design options are currently underway with installation due in the coming months. **14 Sep 2026** Formal agreement underway for rights to artwork. Installation expected in November 2026.	City Growth	

Council Meeting Action Report

Outstanding Actions for Open Sessions up to July 2026

Date From:
Date To: 31/07/2026
Printed: Tuesday, 15 September 2026

Item Number	Report Title	Action	Department	Completed
AO044-26 Council 24/03/2026	PUBLIC LAND DISPOSAL - BRICKPORT ROAD (CT 156273/40), (CT 121561/279) AND (CT 153767/50)	**25 Mar 2026** Progress the sale of two parcels of land at Brickport Road, CT156273/40 and CT121561/279 and ensure that proceeds are applied to parks and reserves purposes, per council resolution AO044-26. **15 Apr 2026** Council Officers are continuing with the disposal process for the sale of land. **13 Aug 2026** Waiting on Appeal Process to complete. **14 Sep 2026** Appeal process still underway.	City Growth	
AO062-26 Council 28/04/2026	TOURISM PROMOTION AND AMENITY AT BURNIE AIRPORT	**30 Apr 2026** Implement the Partnership-Led Activation approach with BAC, to enhance tourism promotion and visitor amenity within the Burnie Airport Terminal, per resolution AO062-26. **18 May 2026** Governance arrangements and scope of design under development in collaboration with BAC and WxNW. **16 Jun 2026** Meeting scheduled with BAC and WxNW on 26 June 2026 to progress action list. **20 Jul 2026** Expressions of interest from tourism organisations and operators to display artwork will open in July. **17 Aug 2026** Expressions of interest are currently open for artwork. Designs will be assessed by the Burnie Airport Corporation Board. **14 Sep 2026** Expressions of Interest for activating selected external and internal areas closed 4 September. Submissions currently under review.	Community Services	
AO091-26 Council 26/05/2026	POLICY REVIEW - DOG MANAGEMENT POLICY CP-OGM-SG-032	**27 May 2026** Commence a consultation period for the revised draft Dog Management Policy and bring a further report to the July council meeting, per council resolution AO091-26. **20 Aug 2026** Report to August meeting. **15 Sep 2026** Updated and published.	City Growth	
AO103-26 Council 23/06/2026	MOTION ON NOTICE - CAT MANAGEMENT BY-LAW	**25 Jun 2026** Investigate the merits of a Cat Management Plan that considers the elements listed in resolution AO103-26. **16 Jul 2026** Council Officers are progressing with investigations. **20 Aug 2026** Report expected to go to the September meeting. **14 Sep 2026** Report going to October meeting.	City Growth	

Council Meeting Action Report

Outstanding Actions for Open Sessions up to July 2026

Date From:
Date To: 31/07/2026
Printed: Tuesday, 15 September 2026

Item Number	Report Title	Action	Department	Completed
AO124-26 Council 28/07/2026	INTENTION TO MAKE A NEW BY-LAW - PARKING BY-LAW	**29 Jul 2026** Progress the draft by-law to the next stage of legal review, preparation of Regulatory Impact Statement, and then submission to Director for review and certification (prior to consultation period), per Council resolution AO124-26. **17 Aug 2026** Revised information sent to lawyer for review and preparation of Regulatory Impact Statement. **15 Sep 2026** Draft RIS received to be reviewed and submitted to Director for certification.	Office of the General Manager	
AO123-26 Council 28/07/2026	VISITOR INFORMATION CENTRE - BURNIE REGIONAL MUSEUM LOCATION INVESTIGATION	**29 Jul 2026** Progress the establishment of a White 'i' Visitor Information Service within the Burnie Regional Museum, per resolution AO123-26. **17 Aug 2026** Further information regarding the accreditation process has been sought.	Community Services	

OFFICERS' REPORTS

AO170-26 COMMUNICATIONS JOURNAL - SEPTEMBER 2026

FILE NO: 2/17/3
PREVIOUS MIN:

1.0 RECOMMENDATION:

"THAT Council note the information contained in the Communications Journal for September 2026 as listed."

2.0 EXECUTIVE SUMMARY

Purpose and Background

The purpose of the Communications Journal section of the Agenda is to provide Council with relevant general communication items received that need to be brought to the attention of Councillors.

Items contained in this monthly report are generally for noting.

3.0 CORRESPONDENCE FOR NOTING

Letter and railway track removal notice received from the Hon Kerry Vincent MLC, Minister for Infrastructure and Transport, providing approval for the removal of the existing railway line and associated infrastructure from the corridor subject to Land Use Permit DA 2026/47.

ATTACHMENTS

1⇩. Letter from the Hon Kerry Vincent MLC - Minister for Infrastructure and Transport - removal of the existing railway line

2⇩. Letter from the Hon Kerry Vincent MLC - Minister for Infrastructure and Transport - Section 99 - Railway Track Removal Notice

COUNCIL RESOLUTION

MOVED: ***Cr A Keygan***

SECONDED: ***Cr D Pease***

"THAT Council note the information contained in the Communications Journal for September 2026 as listed."

For: Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

Minister for Housing and Planning
Minister for Infrastructure and Transport
Minister for Local Government

Level 10, 15 Murray Street, HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Email: Minister.Vincent@dpac.tas.gov.au

Tasmanian Government

14 SEP 2026

Mr Shane Crawford
General Manager
Burnie City Council

burnie@burnie.tas.gov.au

Dear Mr SHANE Crawford

Thank you for your correspondence seeking approval relevant to the redevelopment of the Burnie Foreshore under the *Strategic Infrastructure Corridors (Strategic and Recreational Use) Act 2016* (the Act) for the removal of rail infrastructure (sections 99 and 101).

I have considered your request and documentation and I am satisfied:

- it is not reasonably practicable for the pathway to be constructed on land within the corridor, other than on the land on which the railway track is situated (other than those sections to be retained as identified by Council in its corridor assessment); and
- the removal of the railway track is reasonably necessary for the purposes of enabling the use, or the safe use, of the corridor for the designated recreational use in relation to the corridor.

Please find attached a railway track removal notice pursuant to section 99 of the Act. Please note, this notice is subject to several conditions relating to planning approval, preserving the potential of the infrastructure for use in the heritage rail sector and storage of the rail.

Pursuant to section 101 of the Act, I approve the removal of the railway infrastructure from the corridor which is the subject of Land Use Permit DA 2026/47 issued by the Burnie City Council for the removal of the existing railway line and associated recreation development.

A decision regarding disposal of rail infrastructure (as set out in section 100 of the Act) is separate to my decision to approve removal of rail infrastructure. I have not made a decision regarding disposal of rail infrastructure at this time and note that authority for this decision has been delegated to an authorised officer within Building Tasmania. In the meantime, any rail removed from the corridor must be stored, as outlined in the railway track removal notice attached.

Please contact Danielle Hofman, Assistant Director Transport Systems Policy if you have any questions in relation to this matter, at danielle.hofman@building.tas.gov.au.

Thank you again for your correspondence. Wishing you every success in completing the Burnie Foreshore Renewal project.

Yours sincerely



Hon Kerry Vincent MLC
Minister for Infrastructure and Transport

OFFICIAL

Minister for Housing and Planning
Minister for Infrastructure and Transport
Minister for Local Government

Level 10, 15 Murray Street, HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Email: Minister.Vincent@dpac.tas.gov.au

Tasmanian Government

Corridor Manager: Burnie City Council

14 SEP 2026

burnie@burnie.tas.gov.au

Railway track removal notice

Pursuant to section 99 of the *Strategic Infrastructure Corridors (Strategic and Recreational Use) Act 2016* (the Act), I hereby give notice of permission under section 99 of the Act, for the removal of railway track from that section of the corridor declared under the *Strategic Infrastructure Corridors (Strategic and Recreational Use) (Western Corridor from Wynyard to Burnie Port) Notice 2020* that is the subject of Land Use Permit DA 2026/47 issued by the Burnie City Council and identified by the Council in its application as requiring removal for the purposes of establishing a recreation corridor along the Burnie Foreshore.

Railway track is defined in section 3 of the Act as meaning any combination of rails, rail connectors, sleepers, ballast, points and crossings, or, if installed, substitute devices that are situated on a corridor.

I have determined that:

- it is not reasonably practicable for the pathway to be constructed on land within the corridor, other than on the land on which the railway track is situated; and
- the removal of the railway track is reasonably necessary for the purposes of enabling the use, or the safe use, of the corridor for the designated recreational use in relation to the corridor.

This notice is subject to the following conditions:

1. A development approval for the proposed work must be issued by the relevant planning authority before railway track is removed.
2. The Council must ensure that where possible, the railway track is removed in such a way that preserves its potential for reuse for passenger rail in the heritage rail sector.
3. The Council agrees to store the rail infrastructure removed from the corridor at a location owned or leased by the Burnie City Council and not to dispose of the rail infrastructure.

Yours sincerely

Hon Kerry Vincent MLC
Minister for Infrastructure and Transport

MINUTES AND REPORTS OF COMMITTEES

AO171-26 BICENTENNIAL COMMITTEE - UNCONFIRMED MINUTES OF MEETING HELD ON 10 SEPTEMBER 2026

FILE NO: 4/21/7

1.0 RECOMMENDATION:

"THAT Council receive and note the Unconfirmed Minutes of the Meeting of the Bicentennial Committee held on 10 September 2026."

2.0 SUMMARY

The Committee reviewed progress on the Burnie Bicentenary 2027 program, including community poll results and the draft Program Framework. Members supported a hybrid approach that builds on existing Council and community activities, complemented by Bicentenary activities.

Agreed actions were to further develop the Bicentenary Community Grants Round, continue stakeholder engagement, refine the Program Framework to include scheduled activities, and develop communications materials.

ATTACHMENTS

1⇩. Unconfirmed Minutes - Bicentennial Committee - 10 September 2026

COUNCIL RESOLUTION

MOVED: ***Cr G Simpson***

SECONDED: ***Cr T Aitken***

"THAT Council receive and note the Unconfirmed Minutes of the Meeting of the Bicentennial Committee held on 10 September 2026."

For: Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

Unconfirmed Minutes

Meeting:	BICENTENNIAL COMMITTEE
Held on:	Thursday, 10 September 2026, 11:00 - 11:52am
Venue:	Burnie City Council Offices, 1st Floor Conference Room (Palawa)

Present:	Mayor Teeny Brumby (Chair); Cr Giovanna Simpson; Brian Rollins; Rob Rutherford; Robyn House; Tracy Eddington-Mackay; Carol Bryant (BCC); Emily Radford (BCC).
Apologies:	Granya Schaap, Catherine Clayton

	Discussion Item and Notes
1	**Confirmation of Previous Minutes** It was moved that the minutes of the meeting held on 26 February 2026 be accepted as a true and accurate record. Moved: Rob Rutherford. Seconded: Brian Rollins. Carried.
2	**Business Arising (Outstanding Actions)** • Progress stakeholder engagement – further discussion with Council officers and relevant stakeholders commenced. • Implement community consultation process – community poll undertaken. • Refine program framework – revised framework presented to Committee for discussion.
3	**Community Poll Results** The Committee considered the results of the Burnie Bicentenary Community Poll, which received 38 substantive responses. The Committee noted that the results provide useful community insight but should not be considered statistically representative of the wider Burnie community. Feedback indicated a preference for a distributed program of activities, with 35% of respondents favouring several major events across the year and 30% supporting a mix of Council and community activities. The strongest areas of interest in Burnie's story were local people and community stories (21 responses), industry and the City of Makers (19), maritime history and the port (17), and Aboriginal connection to place (15). There was also strong interest in festivals and large community events (29 responses), family activities (19), historical storytelling (18), and arts and cultural activities (17). Legacy opportunities were also supported, particularly heritage interpretation/signage, public spaces, youth initiatives and public art.
4	**Program Framework – Burnie Bicentenary 2027** The Committee considered the draft Program Framework for the 2027 Bicentenary. Discussion focused on the overall direction of the program, including community participation, historical context, Aboriginal engagement, inclusion and opportunities for meaningful legacy. The Committee supported the hybrid approach and the principle of building on existing Council and community activity. The Committee noted that further development and consideration will occur.
5	**Agreed Meeting Actions** • Further develop the Bicentenary Community Grants Round • Continue stakeholder engagement • Refine the program framework to include scheduled activities • Develop communications materials.
6	**Next Meeting** December 2026, date and time to be confirmed.

Meeting Closed: 11.52am

MINUTES AND REPORTS OF COMMITTEES

AO172-26 BURNIE CITY YOUTH COUNCIL - UNCONFIRMED MINUTES OF MEETING HELD ON 20 AUGUST 2026

FILE NO: 2/5/34

1.0 RECOMMENDATION:

"THAT the Unconfirmed Minutes of the Meeting of the Burnie City Youth Council held on 20 August 2026, be received and noted."

2.0 SUMMARY

The Burnie Youth Council met at the Burnie Surf Life Saving Club and heard from Elder Brendan Murray about Tasmanian Aboriginal history, culture and connection to Country.

The Youth Council discussed and supported Council investigating the feasibility of a giant emu sculpture, while emphasising the need for consultation before any decision to proceed.

Members continued developing end-of-year project ideas, with presentations proposed for 19 November 2026 and the end-of-year activity to be rescheduled.

A copy of the meeting minutes is attached.

ATTACHMENTS

1⇩. Burnie Youth Council - Unconfirmed Minutes - 20 August 2026

COUNCIL RESOLUTION

MOVED: ***Cr G Simpson***

SECONDED: ***Cr T Aitken***

"THAT the Unconfirmed Minutes of the Meeting of the Burnie City Youth Council held on 20 August 2026, be received and noted."

For: Cr T Brumby, Cr G Simpson, Cr T Aitken, Cr A Boyd, Cr K Dorsey, Cr J Grave, Cr A Keygan, Cr C Lynch, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

BURNIE CITY YOUTH COUNCIL

Meeting Notes

Meeting:	**BURNIE YOUTH COUNCIL**
Held on:	Thursday 20th August 2026
Venue:	Burnie Surf Living Saving Club
File No(s):	2/5/34

The meeting opened at 9:30am – at Burnie Surf Life Saving Club

	Welcome, Acknowledgement to Country by Youth Councillor Beemer
1.	**Present** - Miriam - Romilly - Chelsea - Riley - Antony - Dylan - George - Leo - Harrison - Jace - Joseph - Sam - Kelsey - Axen - Paxtyn - Beemer - Jet - Tom - Robyn - Jaylen - Matilda - Isla 22 Present **Apologies:** Mia, Suresh, Deputy Mayor Giovana, Mayor Teeny Brumby, Emily Radford **Ex-officio Officers in attendance: NA** Burnie Works: Aaron Meldrum, Daniel Ocen
2.	**Minutes** **Motion** *"That the Minutes of the meeting held on 9th July 2026 be accepted as a true and accurate record of the meeting.* Moved: Seconded: **NA** **Needs to be carried forward to next meeting.**
3.	**Correspondence** - Jess Tyler – Asthma Australia - Laura Johnson – THEIRS. - Giovanna Simpson – BCC
4.	**First Nations' Presentation – Elder Brendan Murray.** **Guest Presentation** Brendan Murray shared his family history and connection to Tasmanian Aboriginal culture, particularly Cape Barren Island and the North-West Coast.

	He spoke about Aboriginal history in Burnie, traditional foods, language, creation stories, stone tools, ochre, hunting practices and connection to Country. Members also had the opportunity to view and handle several traditional stone tools while Brendan explained how they may have been used. A key message from the presentation was that much of Burnie's Aboriginal history is still "hidden in plain sight" and deserves greater recognition. Brendan shared history about how Aboriginal leadership worked in Tasmania before colonialisation, and shared his connection to Country in Burnie. **Aboriginal Burial Site** Brendan spoke about an Aboriginal man believed to be buried near the railway area on Burnie's waterfront. He asked Youth Council members to consider how the site could be respectfully recognised. Suggestions included a memorial stone, interpretive signage and a QR code telling the person's story. Further discussion with Aboriginal community members and Council may be needed before any action is taken. **Future Aboriginal Leadership Session** Brendan was thanked for his presentation and invited to return in February 2027 for further discussion, including Aboriginal leadership.
5.	**Youth Opportunities** Members were advised that information would be circulated to member schools about: • Asthma Australia Tasmania; and • the "THEIRS" group. Interested members can follow up through their school or support staff.
6.	**Giant Emu Proposal** Aaron presented the email with proposed motion from Deputy Mayor Simpson. Youth Council considered the proposal for Council to investigate the feasibility of installing a giant emu sculpture in Burnie as a potential visitor attraction. It was clarified that the proposal is only for a feasibility investigation at this stage and does not commit Council to proceeding with the project. The investigation may consider potential locations, costs, accessibility, parking, landscaping, and opportunities to support tourism and local artists. BYC reiterated that the proposal should remain focused on investigating the feasibility and viability of the project. Members highlighted the importance of considering the community's views and ensuring there are opportunities for consultation throughout the process. **Vote:** 16 supported the proposal. 9 opposed. **Outcome:** Youth Council supported Council investigating the proposal.

BURNIE CITY YOUTH COUNCIL

7.	**End of Year Projects** BYC members were given time to discuss their end of year project ideas. The aim is for these projects to identify and present ideas that could potentially be taken forward by the 2027 Youth Council. Members were also encouraged to reflect on Brendan's presentation and how Aboriginal perspectives and leadership could influence their own approach.
8	**Change of Presentation Date** Members were advised that the meeting to present 2027 project ideas is proposed to be moved to 19 November 2026 because Council elections in October may affect Councillors' availability. The end of year activity/excursion originally planned for 19 November will be moved to another date. Members broadly supported the change. Actions • Circulate contact details of the Youth Advisory Committee by Asthma Australia and THEIRS opportunity to school support staff. • Confirm the 19 November project presentation date. • Find another date for the end of year activity. • Continue developing Youth Council project ideas. • Explore future discussion about recognition of the Aboriginal burial site.
9	Next meeting 17th of September 2026 – Held at Burnie City Council Chambers

Closed: 11:30am

AO173-26 NON AGENDA ITEMS

In accordance with the requirements of Regulation 10(6) of the *Local Government (Meeting Procedures) Regulations 2025* a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.

Council by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the General Manager has reported:

(a) the reason it was not possible to include the matter on the agenda; and
(b) the matter is urgent; and
(c) that advice has been provided under section 65 of the *Act*.

There being no further business the Chairperson declared the Meeting closed at 7.25pm.

CERTIFICATION OF MINUTES AS A TRUE RECORD

These minutes are confirmed as an accurate record of the Open Session of the Ordinary Meeting of Burnie City Council held on 22 September 2026, in accordance with Council Resolution AO175-26 held on 27 October 2026.

Confirmed:

Shane Crawford
GENERAL MANAGER

Date: 27.10.2026

Confirmed:

Teeny Brumby
MAYOR

Date: 27.10.2026