

MINUTES OF THE OPEN SESSION OF THE ORDINARY COUNCIL MEETING OF THE DEVONPORT CITY COUNCIL HELD IN THE ABERDEEN ROOM, LEVEL 2, paranaple centre, 137 ROOKE STREET, DEVONPORT ON MONDAY 24 NOVEMBER 2025 COMMENCING AT 5:30 PM

Meeting	From	To	Time Occupied
Open Session	5:30 pm	7:10 pm	1 hour 40 minutes
Closed Session	7:14 pm	7:20 pm	6 minutes
Total			1 hour 46 minutes

Present

- Cr A Jarman (Mayor)
- Cr S Sheehan (Deputy Mayor)
- Cr P Hollister
- Cr S Martin
- Cr A Moore
- Cr L Murphy
- Cr D Viney
- Cr J Wilczynski

Council Officers:

- Chief Executive Officer, M Atkins
- Deputy Chief Executive Officer, J Griffith
- Executive Manager, K Lunson
- Executive Manager, M Skirving
- Creative Director, G Dobson
- Infrastructure Manager, J Bellchambers
- Community Services Manager, K Reilly
- Development Services Manager, K Stone
- Operation Works Manager, M Lowe
- Governance Officer, C Delphin

Audio Recording: All persons in attendance were advised that it is Council policy to record Council meetings, in accordance with Council's Digital Recording Policy. and that the meeting was being live streamed on YouTube. The digital recording of this meeting will be made available to the public on Council's website for a minimum period of six months.

1 APOLOGIES

An apology for the meeting was received from Cr G Ennis.

2 DECLARATIONS OF INTEREST

The following Declarations of Interest were advised:

Councillor	Item No	Reason	Remaining in Meeting? Yes/No	If remaining, reason/s for decision
Cr L Murphy	4.1	I have been engaged by the proponent in my professional capacity as a Real Estate Consultant	No	
Cr S Sheehan	5.4	My company sponsors this event from time to time	No	

3 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

25/208 RESOLUTION

MOVED: Cr Murphy
SECONDED: Cr Martin OAM

That the minutes of the Council meeting held on 27 October 2025 as previously circulated be confirmed.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski
AGAINST: Nil

CARRIED 8 / 0

3.2 PUBLIC QUESTION TIME

3.2.1 RESPONSES TO QUESTIONS RAISED AT PRIOR MEETINGS

Nil

3.2.2 QUESTIONS ON NOTICE FROM THE PUBLIC

25/209 RESOLUTION

MOVED: Cr Viney
SECONDED: Cr Wilczynski

That Council in relation to the correspondence received from Mr Robert (Bob) Vellacott, endorse the responses proposed and authorise their release.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski
AGAINST: Nil

CARRIED 8 / 0

3.2.3 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

Sarah Jane Rochford, 170 Nichols Street Devonport

Preamble

My small business is located at 90C Oldaker Street in the Fourways. I run a small organic bulk foods business which is very busy and we've worked really hard to build our business since 2022 and over the last couple of weeks since the roll out of the parking metres, I have noticed a really big downturn in our foot traffic. The parking bays on our side of the road are empty at times of the day they are normally full and we are noticing our customers continuously commenting on the failure to provide them with an option within that parking bay area to pay with legal tender.

Q1 I would like to know how the council plans to support small business during the rollout of the new parking requirements in Devonport and where there is a failure to ensure accessibility for people wishing to pay with legal tender, how this is going to be met going forward?

Response

The CEO thanked Ms Rochford for her feedback and noted its importance in helping Council refine and coordinate the new parking arrangements. He acknowledged that change can be challenging but said the system will improve as the new technology settles in. There is a consistency across carparks and meters that accept coins, the App, credit cards and the virtual meters App for mobile phones.

He offered to have a Council representative visit her store to review the issues which she accepted.

Tara Dowling, 73 Haven Drive, Shearwater

Ms Dowling, the manager of Kathmandu in Devonport expressed similar concerns and reported ongoing issues with customers – particularly elderly visitors struggling to understand the parking system, resulting in many giving up and leaving the area to park elsewhere. She said this is reducing foot traffic and affecting retail trade with fewer 'wanderers' coming into the CBD. Workers are also struggling to find all-day parking with long-used carparks now full and staff resorting to parking in school zones and moving cars

to avoid fines. Ms Dowling is concerned that if parking pressures continue, retailers may close, undermining Devonport's vision as a thriving 'Living City'.

Cherie Eaves, 127 Nichols Street, Devonport

As a small retailer operating 'Once Upon a Time' boutique in Rooke Street I have noticed a significant downturn in foot traffic and trade since the new parking meters were installed. Customers – especially the elderly people and visitors struggle to use the cashless machine outside the store, leading many to give up and leave. There is no signage indicating where coin-operated meters are located, adding to the confusion. Parking pressures have also worsened due to the loss of affordable all-day parking in the multi-storey carpark, causing workers to fill nearby customer spaces and forcing frequent car-shuffling. With more carparks expected to close, the situation is becoming untenable and has already resulted in an estimated 50% decline in trade.

Kathryn Charleston, 41 Ronald Street, Devonport

Q1 What can be done about the distance that people have to walk to pay and the mention of signage so that people know where there are coin operated slots and what about when it is wet or raining, if you have to go so far and everyone is lining up at the same place?

Response

The Mayor advised Ms Rochford, Ms Dowling, Ms Eaves and Ms Charleston that a council representative will be in touch to arrange a meeting and discuss the specific issues raised.

3.3 QUESTIONS FROM COUNCILLORS

3.3.1 QUESTIONS ON NOTICE FROM COUNCILLORS

There were no Questions on Notice received from Councillors for the November 2025 Meeting.

3.3.2 QUESTIONS WITHOUT NOTICE FROM COUNCILLORS

Nil

3.4 NOTICES OF MOTION

3.4.1 NOTICE OF MOTION - REQUEST FOR REPORT - FUTURE OF THE DEVONPORT WHEELHOUSE - CR P HOLLISTER

25/210 RESOLUTION

MOVED: Cr Hollister

SECONDED: Cr Murphy

That a report be prepared on future options for the Council owned property known as the "Wheelhouse" at 6 Gloucester Avenue, Devonport.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski
AGAINST: Nil

CARRIED 8 / 0

3.4.2 NOTICE OF MOTION - DAME ENID LYONS TRUST - CR S MARTIN OAM

25/211 RESOLUTION

MOVED: Cr Martin OAM
SECONDED: Cr Wilczynski

That Council in collaboration with the Trustees and the Dame Enid Lyons Trust Fund Committee, undertake the following actions:

1. Revise Meeting Rules and update current meeting procedures to ensure best practice in governance, transparency, and efficiency.
2. Conduct a thorough review of the Trust Deed to confirm its alignment with both legal requirements and the original spirit of the deed. The purpose of the Fund is: *to provide immediate personal relief to people who belong to Devonport, whether by living here, growing up here, or having another strong connection to our city, who are experiencing suffering, distress, misfortune, poverty, illness, destitution or helplessness.* The Fund seeks to provide necessary support for those who cannot readily access assistance through other sources, or for whom such sources would not provide immediate relief.
 - o *“Belong to Devonport”* is intended to include all individuals in need, even if they do not currently have a fixed residence, such as young people experiencing homelessness.
 - o *“Other sources”* refers to things like insurance, public fundraising appeals, or government programs, which usually take time and therefore do not provide the immediate relief the Fund was actually designed to deliver.
 - o *These clarifications hopefully make clear to everyone, that the Fund is meant to act quickly, compassionately, inclusively, and in line with Dame Enid Lyons' original vision.*
3. Formally acknowledge and confirm the Trustees who wish to continue serving the Trust, ensuring continuity and stability in governance. For those Trustees who do not wish to continue, their positions are to be declared vacant and advertised, seeking interested individuals.
4. Confirm whether councillors not formally appointed to the Dame Enid Lyons Trust Fund Committee are permitted to attend meetings, consistent with current practice across other committees administered or controlled by Council.
5. Investigate the opportunity to transfer the Dame Enid Lyons Trust Fund Committee to the Home Hill Committee, under the National Trust, with the aim of ensuring the Fund is administered by a registered not-for-profit charity, that actively honours Dame Enid

Lyons' legacy, promotes Dame Enid's importance to the community, and is committed to fundraising, promotion, and public awareness. This investigation should consider:

- a. The legacy of Dame Enid Lyons, ensuring the Fund continues to reflect her life-long held values of compassion and immediate relief.
- b. The connection to Home Hill, Dame Enid's family home, which is a focal point of her story and a place of community pride.
- c. The potential for fundraising and promotional activities to be revitalised under a committee with demonstrated commitment to heritage and community causes.
- d. The opportunity to link the Fund with tourism and community engagement at Home Hill, ensuring it is visible, respected, and supported by those who care about Dame Enid's contribution to our city, our state and our nation.

FOR: Cr Martin OAM, Cr Moore, Cr Murphy, Cr Viney and Cr Wilczynski
AGAINST: Cr Hollister, Cr Jarman and Cr Sheehan

CARRIED 5 / 3

4 PLANNING AUTHORITY MATTERS

4.1 PA2025.0123 - 51A JOHN STREET, EAST DEVONPORT - RESIDENTIAL (MULTIPLE DWELLINGS X 14)

Cr Murphy left the meeting at 6:16 pm.

25/212 RESOLUTION

MOVED: Cr Hollister
SECONDED: Cr Viney

That the Planning Authority, pursuant to the provisions of the *Tasmanian Planning Scheme – Devonport 2020* and section 57 of the *Land Use Planning and Approvals Act 1993*, approve application PA2025.0123 and grant a Permit to use and develop land identified as 51a John Street, East Devonport for the following purposes:

- Residential (multiple dwellings x14)

Subject to the following conditions:

1. The Use and Development is to proceed generally in accordance with the submitted plans referenced as JOB No. SPEC-JOHN ST UNITS Rev: A dated 10.09.2025 by RFS Projects, copies of which are attached and endorsed as documents forming part of this Planning Permit.
2. The stormwater is to be discharged in accordance with the National Construction Code.
3. Stormwater discharge from the proposed development is to be hydraulically detailed and designed by a suitably qualified hydraulic engineer, for all storm events up to and including a 20-year Average Recurrence Interval (ARI), and for a suitable

range of storm durations to identify peak discharge flows. As part of their design the hydraulic engineer is to limit stormwater discharge from the proposed development, by utilising a combination of pipe sizing and/or on-site detention, to that equivalent to only 50% of the development site being impervious. There is to be no uncontrolled overland flow discharge from the proposed development to any of the adjoining properties, for all the above nominated storm events. All design calculations are to be submitted for approval by the City Engineer prior to lodgement of any subsequent building permit applications.

4. Subject to the above, and as part of any subsequent plumbing permit application, the proposed development is to have a suitably sized stormwater connection generally in accordance with the Tasmanian Standard Drawings. The size and location of the proposed stormwater connection is to be designed by a suitably qualified hydraulic engineer.
5. A new driveway is to be constructed generally in accordance with the Tasmanian Standard Drawing TSD-R09-v3, and at that location must include the side entry pit as a V Grate.
6. A permit to work within the road reserve must be sought and granted prior to any works being undertaken within the road reserve.
7. The developer is to ensure that building, driveway, and car parking areas are set at suitable levels to ensure that stormwater site drainage can be piped at suitable gradients to the required service connection point.
8. There is to be no uncontrolled overland flow of stormwater from the proposed development to any of the adjoining properties.
9. The car parking spaces are to comply with *AS 2890-Parking facilities* and must be clearly delineated by line marking or similar means to clearly identify units and visitor parking spaces. The car parking spaces allocated to units must be sign posted as such and should prohibit any unauthorised use by other residents or visitors to the site.
10. Any habitable room windows setback less than 2.5m to the shared driveway, are to be provided with screening or alternative window solution to prevent vehicle light intrusion impacts. Details showing compliance are to be provided as part of any application under the *Building Act 2016*.
11. All landscaping and associated site works, including parking delineation and screening/window treatments, must be completed to the satisfaction of the Planning Authority prior to the occupation of the units or the submission of a Strata Title application, whichever occurs first.
12. The developer is to comply with the conditions specified in the Submission to Planning Authority Notice which TasWater has required to be included in the planning permit pursuant to section 56P(1) of the *Water and Sewerage Industry Act 2008*. A copy of this notice is attached.

Note: The following is provided for information purposes.

The development is to comply with the requirements of the current National Construction Code. The developer is to obtain the necessary building and plumbing approvals and provide the required notifications in accordance with the *Building Act 2016* prior to commencing building or plumbing work.

Permitted hours of demolition/construction work are Monday to Friday from 7am - 6pm, Saturday from 9am - 6pm and Sunday and statutory holidays from 10am - 6pm.

The amenity of the area must not be detrimentally affected by the use or development

through the:

- a. Transport of materials, goods or commodities to or from the land; or the
- b. Emission of noise, dust, odour, artificial light, vibration, fumes, smoke, vapour, steam, soot, ash, wastewater or any waste products.

No burning of any waste materials (including cleared vegetation) is to be undertaken on site. Any waste material is to be removed and disposed of at a licensed refuse waste disposal facility.

In regard to condition 12 the applicant/developer should contact TasWater – Ph 136992 with any enquiries.

In regard to conditions 2-9 the applicant should contact Council's Infrastructure & Works Department – Ph 6424 0511 with any enquiries.

Enquiries regarding other conditions can be directed to Council's Development Services Department – Ph 6424 0511.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Sheehan, Cr Viney
and Cr Wilczynski

AGAINST: Nil

CARRIED 7 / 0

5 REPORTS

Cr Viney left the meeting at 6:19 pm.

Cr Murphy returned to the meeting at 6: 19 pm

5.1 TENDER REPORT CONTRACT CF0044 REAR LOADER GARBAGE TRUCK REPLACEMENT

25/213 RESOLUTION

MOVED: Cr Moore

SECONDED: Cr Murphy

That Council, in relation to "Contract CF0044 Garbage Truck Replacement" award the contract to Garwood Mercedes Pty Ltd for the tendered sum of \$445,678 (ex GST).

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
and Cr Wilczynski

AGAINST: Nil

CARRIED 7 / 0

5.2 TENDER REPORT PROJECT CT0374 WRIGHT ST PATH - JOHN TO NORTON WAY

Cr Viney returned to the meeting at 6:19 pm.

25/214 RESOLUTION

MOVED: Cr Hollister
SECONDED: Cr Martin OAM

That Council, in relation to "Project CT0374 Wright St Path - John to Norton Way":

- a. award the contract to Walters Contracting Pty Ltd for the tendered sum of \$742,527 (ex GST);
- b. note project design, management and administration costs for the project are estimated at \$33,851 (ex GST);
- c. note a construction contingency of \$37,126 (ex GST); and
- d. note that the estimated budget overrun of \$173,505 will be covered through reallocation of funds from the related State Vehicle Entry project.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski
AGAINST: Nil

CARRIED 8 / 0

5.3 SPONSORSHIP AGREEMENTS 2026

25/215 RESOLUTION

MOVED: Cr Wilczynski
SECONDED: Cr Hollister

That Council note the requests for sponsorship from two sporting organisations and provide:

- Tennis Tasmania – Devonport Open 2026 - \$5,000; and
- Atlas Australia – Devonport Triathlon 2026 - \$35,000.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski
AGAINST: Nil

CARRIED 8 / 0

5.4 AMENDMENT TO PAPER ON SKIN PARTNERSHIP AGREEMENT - 2026 EVENT

Cr Sheehan left the meeting at 6:34 pm.

25/216 RESOLUTION

MOVED: Cr Moore

SECONDED: Cr Hollister

That Council authorise the CEO to finalise an amendment to the current Partnership Agreement between Devonport City Council and Paper on Skin, Genre Production Tasmania Ltd for the 2026 event, based on:

1. Providing an additional \$5,000 for Paper on Skin (POS) for a total of \$20,000 to support the event;
2. Increase technical operation support from 20 hours to a monetary contribution of \$5,000, per event; and
3. Continuing to provide in-kind support through venue hire waivers, including:
 - Waiver of the venue hire fee for the Town Hall Theatre, biennially, for the period required to present the event (approximate value \$7,800 per event);
 - Waiver of the room hire fee for Market Square Pavilion for special events associated with Paper on Skin (approximate value \$7,200 per event);
 - Provision of exhibition space at the Devonport Regional Gallery, biennially, for the display of competition entries for a period of no less than five weeks; and
 - Waiver of up to \$5,000 value of equipment hire fees, biennially, for equipment required to present the event.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Viney and Cr Wilczynski

AGAINST: Nil

CARRIED 7 / 0

Cr Sheehan returned to the meeting at 6:41 pm.

5.5 MERSEY LEVEN INDUSTRIAL LAND STUDY

25/217 RESOLUTION

MOVED: Cr Murphy

SECONDED: Cr Wilczynski

That Council:

1. Endorse the Mersey Leven Industrial Land Study; and
2. Request that the Minister for Planning, State Planning Office and Cradle Coast Authority consider the Study as an important input into relevant state and regional work; and

-
3. Consider the concept of a Mersey Leven Major Enterprise Precinct in more detail, through the Mersey Leven Strategic Alliance.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski

AGAINST: Nil

CARRIED 8 / 0

6 INFORMATION

6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

25/218 RESOLUTION

MOVED: Cr Viney

SECONDED: Cr Martin OAM

That the report advising of Workshop Sessions held since the last Council meeting be received and the information noted.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski

AGAINST: Nil

CARRIED 8 / 0

6.2 MAYOR'S MONTHLY REPORT

25/219 RESOLUTION

MOVED: Cr Sheehan

SECONDED: Cr Murphy

That the Mayor's Monthly Report be received and noted.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski

AGAINST: Nil

CARRIED 8 / 0

6.3 CEO'S REPORT

25/220 RESOLUTION

MOVED: Cr Murphy
SECONDED: Cr Moore

That the Chief Executive Officer's Report be noted and the attached letter of support be endorsed.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski
AGAINST: Nil

CARRIED 8 / 0

6.4 MONTHLY OPERATIONAL REPORT - OCTOBER 2025

25/221 RESOLUTION

MOVED: Cr Viney
SECONDED: Cr Moore

That Council receive and note the Monthly Operational Report for the period ending 31 October 2025.

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan,
Cr Viney and Cr Wilczynski
AGAINST: Nil

CARRIED 8 / 0

7 CLOSED SESSION

25/223 RESOLUTION

MOVED: Cr Viney
SECONDED: Cr Martin OAM

That in accordance with Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025*, the following be dealt with in Closed Session.

Item No	Matter	Local Government (Meeting Procedures) Regulations 2025 Reference
3.1	Confirmation of Closed Minutes – Council Meeting – 27 October 2025	17(2)(h)

3.2	Requests and Notifications for Leave of Absence or Parental Leave	17(2)(i); 17(2)(j)
4.1	Confidential Attachments	17(2)(h)
5.1	Unsolicited Development Proposals	17(2)(g); 17(2)(h)

FOR: Cr Hollister, Cr Jarman, Cr Martin OAM, Cr Moore, Cr Murphy, Cr Sheehan, Cr Viney and Cr Wilczynski
AGAINST: Nil

CARRIED 8 / 0

**The Mayor adjourned the meeting at 7:10 pm to reconvene in Closed Session at 7:14 pm.
The Council moved out Closed Session at 7:20 pm.**

Council resumed in open session at 7:20 pm.

The Closed Session of Council having met and dealt with its business resolved to report that it had determined the following:

Item No	Matter	Outcome
3.1	Confirmation of Closed Minutes – Council Meeting – 27 October 2025	Confirmed
3.2	Requests and Notifications for Leave of Absence or Parental Leave	Nil
4.1	Confidential Attachments	Noted
5.1	Unsolicited Development Proposals	Endorsed recommended actions

8 CLOSURE

There being no further business on the agenda the Mayor declared the meeting closed at 7:20 pm.

Confirmed

Minutes confirmed - Min Ref 25/227



Chairperson - Mayor Alison Jarman