

MINUTES OF THE OPEN SESSION OF THE ORDINARY COUNCIL MEETING OF THE DEVONPORT CITY COUNCIL HELD IN THE ABERDEEN ROOM, LEVEL 2, paranapple centre, 137 ROOKE STREET, DEVONPORT ON MONDAY 22 DECEMBER 2025 COMMENCING AT 5:30 PM

| Meeting | From | To | Time Occupied |
|----------------|-------------|-----------|----------------------|
| Open Session | 5:30pm | 6:41pm | 1 hour 11 minutes |
| Closed Session | 6:46pm | 7:26pm | 40 minutes |
| Total | | | 1 hour 51 minutes |

Present

Cr A Jarman (Mayor)
Cr S Sheehan (Deputy Mayor)
Cr G Ennis
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
Executive Manager, K Lunson
Executive Manager, M Skirving
Executive Coordinator, C Jordan
Creative Director, G Dobson
Community Services Manager, K Reilly
Development Services Manager, K Stone
Acting Infrastructure Manager, S Eade

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

There were no apologies received.

2 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3 PROCEDURAL

3.1 CONFIRMATION OF MINUTES

25/227 RESOLUTION

MOVED: Cr Viney
SECONDED: Cr Murphy

That the minutes of the Council meeting held on 24 November 2025 as previously circulated be confirmed.

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

CARRIED 9 / 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

25/228 RESOLUTION

MOVED: Cr Hollister
SECONDED: Cr Murphy

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

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

CARRIED 9 / 0

3.2.3 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

Robert "Bob" Vellacott, 11 Cocker Place, Devonport

Q1 I refer to my questions on notice sent for this evening's meeting and the responses or the by the chief executive officer reference Question 1 of agenda Item 3.2.2, page 7 and 8.

Briefly, my question was about the vehicle owner who received the parking infringement that was issued in error and was required to submit in writing an appeal to have the notice waived, even though a Council staff officer had confirmed it was incorrectly issued. Please note the person concerned immediately contacted Council, with evidence that no infringement had occurred. The response from the Council CEO, as per the agenda was "Council acknowledges that on occasion an infringement may be issued in error".

Council's infringement management procedure requires the registered vehicle owner to make a simple written request outlining the reasons why the infringement should be withdrawn. This ensures due process and auditable record and consistent application of legislation across all cases.

Staff are empowered to resolve matters promptly once a written request is lodged.

Incidentally, on Friday the 19th I was told by another vehicle owner, who very recently also received an infringement notice, and the next day they provided a Council officer with evidence that the notice was incorrectly issued. The officer obviously had good common sense immediately fixed the problem without the need for any further red tape or written request. Strange indeed, and contrary to what the CEO said must occur. I don't want to be dobbing in anyone.

So Mayor, for the sake of good public relations, when indisputable evidence is provided by vehicle owners in person or on the phone, why can't a program or template be set up that would still be an auditable record, and thus save those wrongly accused extra time and effort to sort out this reoccurring problem.

Response

The Executive Manager responded, that Council has a very basic, simple form available on our website, and as per the comments provided by the CEO, Council does require an auditable process, and is unable to find any other further information than from what Mr Vellacott has provided on the verbal assessment that was given to somebody, but confirmed that Council has as simple a process as could possibly be provided.

Mr Vellacott asked if it could be changed, adding that he believes the word "may" under the Act is often taken as meaning "shall" or "should be".

Q2 In regard to the new parking meters and computer program, it appears, and I could be wrong here, and I'd like you to correct me, that the parking meter attendants now have to type in each vehicle number plate to check, as to the status of whether or not payment has been made, or there's been an overstay.

Is this because when photos are taken on the mobile devices used by attendants, the information stored in the AI system is not always accurate? I believe there's been quite some problems with this. Is that correct?

Response

The Executive Manager confirmed that it is correct that the parking offices are required to manually enter the licence plate.

Q3 Further to my recently asked questions about Council's employees accidents and compensation, I cannot find in amongst the reports in the ordinary meeting agenda any listing about the subject.

As safety is an absolute priority, I ask if it is not listed in the reports, then why is it not?

Response

The Executive Manager confirmed that Council does not normally report workers compensation on a monthly basis but would be happy to consider that in the future.

Mr Vellacott further added that in previous roles he had had, safety issues was always on top of their meeting agendas and he believed it should be listed in the agenda.

3.3 QUESTIONS FROM COUNCILLORS

Nil

3.3.1 QUESTIONS ON NOTICE FROM COUNCILLORS

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

3.3.2 QUESTIONS WITHOUT NOTICE FROM COUNCILLORS

Nil

3.4 NOTICES OF MOTION

Nil

4 PLANNING AUTHORITY MATTERS

Nil

5 REPORTS

5.1 TENDER REPORT PROJECT CB0133 ART'S FACILITY EXPANSION

25/229 RESOLUTION

MOVED: Cr Moore

SECONDED: Cr Ennis

That Council, in relation to "Project CB0133 Art's Facility Expansion":

- a. award the contract to Oliver Kelly Group for the tendered sum of \$499,892 (ex GST);
- b. note project design, management and administration costs for the project are estimated at \$35,500 (ex GST); and
- c. note a construction contingency of \$15,000 (ex GST)

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

AGAINST: Nil

CARRIED 9 / 0

5.2 WEST BY NORTH WEST REGIONAL TOURISM STRATEGY 2025-2028

25/230 RESOLUTION

MOVED: Cr Sheehan

SECONDED: Cr Viney

That Council receive and note the Regional Tourism Strategy 2025-2028 developed by West by North West.

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

AGAINST: Nil

CARRIED 9 / 0

5.3 TENDER REPORT PROJECT - CT0396 DEVONPORT ROAD RENEWAL

25/231 RESOLUTION

MOVED: Cr Hollister

SECONDED: Cr Murphy

That Council, in relation to "Project CT0396 Devonport Road Reconstruction & Drainage Upgrades":

- a. award the Pavement Stabilising works contract to Gradco Pty Ltd for the sum of \$187,353 based on their Schedule of Rates tender (ex GST);

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- b. note project design, management and administration costs for the project are estimated at \$31,500 (ex GST);
 - c. note a construction contingency allowance of \$9,367 (ex GST); and
 - d. note that the estimated budget difference of \$28,220 will be offset by savings on projects within the Stormwater program.

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

AGAINST: Nil

CARRIED 9 / 0

5.4 CB0129 DEVONPORT STADIUM - MAIN WORKS PROPOSAL

25/232 RESOLUTION

MOVED: Cr Moore

SECONDED: Cr Murphy

That Council, in relation to *Contract CB0129 Devonport Stadium*, note the financial summary within this report *and* award the construction contract to Fairbrother Pty Ltd for a total value of \$53,081,390.00 (ex GST).

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

AGAINST: Nil

CARRIED 9 / 0

6 INFORMATION

6.1 WORKSHOPS AND BRIEFING SESSIONS HELD SINCE THE LAST COUNCIL MEETING

25/233 RESOLUTION

MOVED: Cr Murphy

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

AGAINST: Nil

CARRIED 9 / 0

6.2 MAYOR'S MONTHLY REPORT

25/234 RESOLUTION

MOVED: Cr Hollister
SECONDED: Cr Sheehan

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

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

CARRIED 9 / 0

6.3 CEO'S REPORT

25/235 RESOLUTION

MOVED: Cr Wilczynski
SECONDED: Cr Murphy

That the Chief Executive Officer's Report be received and noted.

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

CARRIED 9 / 0

6.4 MONTHLY OPERATIONAL REPORT - NOVEMBER 2025

25/236 RESOLUTION

MOVED: Cr Viney
SECONDED: Cr Moore

That Council receive and note the Monthly Operational Report for the period ending 30 November 2025.

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

CARRIED 9 / 0

7 CLOSED SESSION

25/237 RESOLUTION

MOVED: Cr Murphy

SECONDED: Cr Viney

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 – 24 November 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 | Australia Day Awards 2026 | 17(2)(h) |
| 5.2 | Lease Assignment – 13-17 Oldaker Street | 17(2)(g) |

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

AGAINST: Nil

CARRIED 9 / 0

**The Mayor adjourned the meeting at 6:41pm to reconvene in Closed Session at 6:46pm.
The Council moved out Closed Session at 7:26pm.**

Council resumed in open session at 7:26pm.

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 – 24 November 2025 | Confirmed |
| 3.2 | Applications and Notifications for Leave of Absence or Parental Leave | Approved |
| 4.1 | Confidential Attachments | Noted |
| 5.1 | Australia Day Awards 2026 | Award recipients decided |
| 5.2 | Lease Assignment – 13-17 Oldaker Street | Approved |

8 CLOSURE

There being no further business on the agenda the Mayor declared the meeting closed at 7:26pm.

Confirmed: Minutes confirmed 27 January 2026 - MIN Refers 26/1

A handwritten signature in black ink, appearing to read 'Alison Jarman', with a large, stylized initial 'A'.

Chairperson - Mayor Alison Jarman