

CONFIDENTIAL

MINUTES

Chief Executive Officer Recruitment & Selection Committee

TIME: 11:36am

**LOCATION: Council Chambers, McGregor Street
Port Hedland WA 6721**

DISTRIBUTION DATE: 12 January 2026

1	Opening of Meeting	3
2	Acknowledgement of Traditional Owners & Dignitaries	3
3	Recording of Attendance	3
3.1	Attendance	3
3.2	Attendance via Telephone / Instantaneous Communications.....	3
3.3	Apologies	3
3.4	Approved leave of absence.....	3
3.5	Disclosure of Interest.....	4
4	Declarations of All Members to have given due consideration to all matters contained in the Business Paper before the meeting	4
5	Reports of Officers	5
5.1.1	CEO Recruitment	5
6	Closure	7
6.1	Date of Next Meeting	7
6.2	Closure	7

1. Opening of Meeting

The Presiding Member declared the meeting open at 11:36am.

2. Acknowledgement of Traditional Owners and Dignitaries

The Presiding Member acknowledges the traditional owners of the various lands on which we are meeting on and recognise the strength and resilience and pays respect to Elder's past, present and emerging.

3. Recording of Attendance

Important note:

This meeting in accordance with Local Government Administration Regulations 1996, Reg 14D (2)(c), we the Commissioners acting as Council pursuant to section 2.38 and 2.40 of the Local Government Act 1995 authorise the Chief Executive Officer Recruitment and Selection Committee to be held by electronic means.

3.1 Attendance

Present:	Commissioner (Chair) Jessica Shaw
	Commissioner (Deputy Chair) Martin Aldridge
	Terry Hill - Independent Committee Member
Attended:	Steve Nolis - McArthur Consulting Pty Ltd
	Shawn Law - A/Executive Manager Human Resources - Administration Assistant
	Carryl Price - Executive Assistant to the CEO & Mayor - Minute Taker

3.2 Attendance by Telephone / Instantaneous Communications

All present members of the committee are attending VIA instantaneous communication and have all sought and received authority from Presiding Member permission to attend electronically.

3.3 Apologies:

Apologies:	Commissioner Ronald Yuryevich AM
-------------------	----------------------------------

3.4 Approved Leave of Absence

Nil

3.5 Disclosures of Interest

Name	Item No.	Interest	Nature
Kenneth Donohoe	5.1.1 - CEO Recruitment	Financial	The Temporary Chief Executive Officer declares a direct financial interest in the item as this appointment affects his temporary employment contract with the Town of Port Hedland. Noting that the Temporary Chief Executive Officer did not attend the meeting.

4. Declarations of All Members to have given due consideration to all matters contained in the Business Paper before the meeting.

The Chief Executive Officer Recruitment and Selection Committee Members declared that they had given due consideration to all matters contained in the agenda:

I, Jessica Shaw, declare that I am able to maintain confidentiality during the closed part of this meeting. If I am no longer able to maintain confidentiality, I will excuse myself from the meeting

I, Martin Aldridge, declare that I am able to maintain confidentiality during the closed part of this meeting. If I am no longer able to maintain confidentiality, I will excuse myself from the meeting

I, Terry Hill, declare that I am able to maintain confidentiality during the closed part of this meeting. If I am no longer able to maintain confidentiality, I will excuse myself from the meeting

5 Reports of Officers

5.1.1

CEO Recruitment

Author: **A/Executive Manager Human Resources**

Authorising Officer: **Temporary Chief Executive Officer**

Disclosure of Interest: The Temporary Chief Executive Officer declares a direct financial interest in the item as this appointment affects his temporary employment contract with the Town of Port Hedland.

Reasons for Confidentiality

c. a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

e. (iii) a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

CEORSC2526/001 COMMITTEE DECISION

MOVED: CMM Jessica Shaw

SECONDED: Terry Hill

That the Chief Executive Officer Recruitment and Selection Committee recommends that Council select Candidate A as the preferred candidate.

CARRIED 3/0

For: CMM Jessica Shaw, CMM Martin Aldridge, Terry Hill

Against: Nil

CEORSC2526/002 COMMITTEE DECISION

MOVED: CMM Jessica Shaw

SECONDED: CMM Martin Aldridge

That the Chief Executive Officer Recruitment and Selection Committee recommends that Council;

- 1. Move that the report prepared by independent consultant McArthur Consulting Pty Ltd with the following amendments:**
 - a. That all references of the CEO Selection Panel be amended to CEO Recruitment and Selection Committee.**
 - b. That Candidate A be identified as the preferred candidate, however noting both Candidate A and B be identified as suitable candidates.**
 - c. That the second last paragraph on report be amended to read 'That after interviewing the two shortlisted candidates that the CEO Recruitment Selection Committee resolved to recommend that Candidate A be the preferred candidate appointed to the role of Chief Executive Officer.' All text after to be removed.**

CARRIED 3/0

For: CMM Jessica Shaw, CMM Martin Aldridge, Terry Hill

Against: Nil

CEORSC2526/003 COMMITTEE DECISION

MOVED: CMM Martin Aldridge

SECONDED: Terry Hill

That the Chief Executive Officer Recruitment and Selection Committee recommends that Council;

- 1. In accordance with item 10 of our Terms of Reference the Committee recommends that Council immediately review the Terms of Reference of the CEO Recruitment and Selection Committee and Town of Port Hedland CEO Recruitment and Selection, Performance Review and Termination Policy 3/004 to ensure that it reflects modern practice and alignment with the Local Government Act.**

CARRIED 3/0

For: CMM Jessica Shaw, CMM Martin Aldridge, Terry Hill

Against: Nil

CEORSC2526/004 COMMITTEE DECISION

MOVED: CMM Martin Aldridge

SECONDED: Terry Hill

That the Chief Executive Officer Recruitment and Selection Committee recommends that Council;

- 1. Endorse the report prepared by independent consultant McArthur Consulting Pty Ltd for consideration of Council. The reason in doing so is the Officers Recommendation as presented to the Committee was outside the Terms of Reference of the Committee.**

CARRIED 3/0

For: CMM Jessica Shaw, CMM Martin Aldridge, Terry Hill

Against: Nil

6 Closure

6.1 Date of Next Meeting

Nil

6.2 Closure

There being no further business, the Presiding Member thanked the committee members and staff for their attendance and declared the meeting closed at 12:13pm.