



**City of
Kalgoorlie
Boulder**

AGENDA

**Notice is hereby given
for the Special Council Meeting**

commencing at 12:00 PM

on

2 JANUARY 2026

at the

Kalgoorlie Town Hall

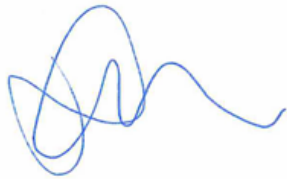
31 December 2025



NOTICE OF MEETING

A Special Council Meeting of the City of Kalgoorlie-Boulder will be held in the **Kalgoorlie Town Hall** on **Friday, 2 January 2026** commencing at **12:00 PM** for the purpose of appointing an Acting Chief Executive Officer.

Regards

A handwritten signature in blue ink, consisting of a series of loops and a trailing line.

FRANCES LISTON

Acting Chief Executive Officer

Council Chamber Seating Plan



Nature of Council's Role in Decision-Making

Advocacy:	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
Executive Strategic:	The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative:	Includes adopting local law, town planning schemes and policies.
Review:	When Council reviews decisions made by officers.
Quasi-Judicial:	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits/licenses (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 DISCLAIMER READING

The Mayor will read the disclaimer to those present.

Please note this meeting is being recorded and streamed live on the Council's website in accordance with the City's Public Participation in Council Meeting Policy, which can be viewed on Council's website.

All reasonable care is taken to maintain your privacy; however, as a visitor in the public gallery, your presence may be recorded. By remaining in the public gallery, it is assumed your consent is given if your image is broadcast.

The recommendations contained in this Agenda are Officer's Recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the Minutes of the Council Meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

3 RECORD OF ATTENDANCE

3.1 Attendance

In Attendance:

Members of Staff:

Visitors:

Press:

3.2 Apologies

Apologies – Elected Members:

Apologies - Members of Staff:

3.3 Leave of Absence (Previously Approved)

Leave of Absence:

Nil

4 PUBLIC ACCESS AND PUBLIC QUESTION TIME

4.1 Public Access

4.2 Public Question Time

5 PETITIONS / DEPUTATIONS / PRESENTATIONS

6 NOTATIONS OF INTEREST

6.1 Interest Affecting Impartiality City of Kalgoorlie-Boulder Code of Conduct

6.2 Financial Interest Local Government Act Section 5.60A

6.3 Proximity Interest Local Government Act Section 5.60B

7 APPLICATIONS FOR LEAVE OF ABSENCE

8 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

9 REPORTS OF OFFICERS

9.1 Chief Executive Officer

9.1.1 Acting CEO appointment

Responsible Officer:	Cassandra Jaeger Director Corporate and Commercial Frances Liston Acting CEO / Director Governance and Organisational Strategy Lui Camporeale Director of Engineering
Responsible Business Unit:	Corporate and Commercial Engineering Governance
Disclosure of Interest:	Frances Liston – financial interest
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	Nil

SUMMARY STATEMENT

Council is asked to appoint an Acting Chief Executive Officer for the period 5 January 2026 - 5 February 2026.

REPORT

On 26 November 2025, Chief Executive Officer (CEO) Andrew Brien commenced personal leave.

Pursuant to section 2(b) of the City's Temporary Employment or Appointment of CEO Policy (Policy), Mr Brien appointed Frances Liston (Director Governance and Organisational Strategy) as Acting CEO for the period 27 November 2025 – 4 January 2026.

At that time, Mr Brien's intention was to return to work on 5 January 2026. Mr Brien has recently notified Ms Liston that he needs to extend his personal leave and has not yet provided a return-to-work date.

Ongoing appointment of Acting CEO

Given:

- Mr Brien's personal leave will exceed 6 weeks as of Wednesday 7 January 2026; and
- Ms Liston's current appointment as Acting CEO ends from 4 January 2026,

clause 3 of the Policy requires Council to determine the ongoing Acting CEO appointment.

It is recommended that Ms Liston's appointment as Acting CEO be extended by Council until 5 February 2026. This will support stability for the organisation and continuity for a number of matters currently being overseen by Ms Liston. Furthermore, this will enable further time for Mr Brien to advise on a potential return-to-work date.

If Mr Brien returns to work prior to 5 February 2026, he would resume his role as CEO and Ms Liston would resume her role as Director Governance and Organisational Strategy, with immediate effect.

It is intended that the matter be returned to Council for further consideration at the January Ordinary Council Meeting if Mr Brien has not returned or provided a return-to-work date of prior to 5 February 2026.

INTERNAL CONSULTATION

Directors Frances Liston, Cassandra Jaeger and Lui Camporeale have considered all options available in respect of the appointment of an Acting CEO during the relevant period and agree on the proposal set out in this report. Directors Mia Hicks and Adam Strelein were on leave during the preparation of this report.

COUNCIL CONSULTATION

The Mayor and Deputy Mayor were briefed by Ms Liston in connection with the matters set out in this report and need to call a Special Council Meeting.

COMMUNITY ENGAGEMENT CONSULTATION

No community consultation was considered necessary in relation to the recommendations of the report.

BUDGET IMPLICATIONS

Pursuant to the City's Temporary Employment or Appointment of CEO Policy, a Director acting as the CEO is entitled to 80% of the salary component of the CEO's total remuneration package.

Remuneration details for Andrew Brien while he is on leave and for Ms Liston or alternative Acting CEO have not been included for confidentiality reasons.

The Finance Manager has advised that overall there is sufficient salaries budget, being:

1. The salary adjustment for Ms Liston will come out of the Governance Salaries budget; and
2. Mr Brien's leave is budgeted for through leave provisioning rather than through the relevant Executive Employment budget line.

STATUTORY IMPLICATIONS

Section 5.36 of the *Local Government Act* provides that a local government is to employ a CEO.

Section 5.39C of the *Local Government Act* requires Council to adopt a policy in relation to the temporary employment or appointment of a CEO including under section 5.39C(1)(b) “the appointment of an employee in the position of CEO for a term not exceeding 1 year”.

POLICY IMPLICATIONS

The City’s Temporary Employment or Appointment of CEO Policy applies in respect of matters set out in this report.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the following Guiding Theme/s:

Strong organisation empowered to lead - Ensuring well informed, strategic and sustainable decision making

Strong organisation empowered to lead - Sustaining an engaged, skilled and values driven workforce

STRATEGIC CONTEXT

Appointment of an Acting CEO ensures legislative compliance as well as organisational stability in respect of delivery of local government functions and services.

RISK ASSESSMENT

The recommended extension of Ms Liston as the Acting CEO until 5 February 2026, with further consideration by Council at the January Ordinary Council Meeting ensures ongoing appointment of a CEO, while also preserving the status quo in the short term.

OFFICER RECOMMENDATION

That Council:

1. Appoint Frances Liston as Acting CEO for the period 5 January 2026 - 5 February 2026 (inclusive);
2. Note that in the event Andrew Brien returns to work prior to 5 February 2026, he will resume his usual position as CEO and Frances Liston will resume her usual position as Director Governance and Organisational Strategy, with immediate effect; and
3. For the purposes of the administration of this resolution and for any other actions that may required under the Temporary Employment or Appointment of CEO Policy (Policy) during such time as Frances Liston is Acting CEO, endorse a temporary departure from the Policy being the Director Corporate and Commercial will undertake any internal actions

required to give effect to the Policy (rather than the Director Governance and Organisational Strategy as stipulated therein).

10 CONFIDENTIAL ITEMS

Nil

11 CLOSURE