



LGE 028

Mr Ross McKim
Chief Executive Officer
City of Greater Geraldton
PO Box 101
GERALDTON WA 6530

Dear Mr McKim

Extraordinary Election

I refer to an email dated 13 December 2021 from Ms Katrina Wheeler advising that a vacancy now exists in the City of Greater Geraldton after the resignation of a Councillor and the City requesting a cost estimate to conduct an extraordinary election as a postal election.

The estimated cost to conduct the extraordinary election would be \$70,000 including GST which has been based on the following assumptions:

- 27,600 electors;
- Use of Australia Post's regular mail service;
- response rate of approximately 30%;
- appointment of a local Returning Officer; and
- count to be conducted in Geraldton.

The additional cost of using the Australia Post Priority Service for the delivery of the election packages is approx. \$6,500.00 including GST.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns and.
- one local government staff member to work in the polling place on election day.

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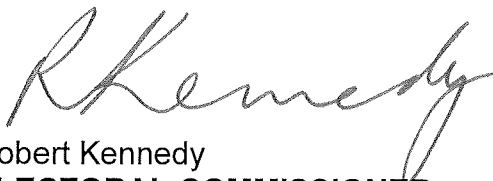
The Commission is required by the *Local Government Act 1995* to conduct local government elections on a full cost recovery basis. Please note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for our charges is all materials at cost and a margin on staff time only.

The current procedure required by the Act is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the local government extraordinary election for the City of Greater Geraldton in accordance with section 4.20(4) of the *Local Government Act 1995*. My agreement is subject to the proviso that the City of Greater Geraldton also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

Section 4.9(1) of the *Local Government Act 1995* requires that an election date now needs to be decided and set by either the Mayor in writing or by the Council at a meeting within one month of the vacancy occurring. I have enclosed an election schedule for a suggested election date of Friday 25 March 2022. Can you please advise the Commission of the election date when the date has been set.

If you have any further queries please contact Phil Richards, Manager Election Events, on 9214 0443.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'R Kennedy', written in black ink.

Robert Kennedy
ELECTORAL COMMISSIONER

14 December 2021

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ELECTION TIMETABLE Greater Geraldton Extraordinary Election

Days to Polling Day	Local Government Act	References to Act/Regs	Day	Date
80	Last day for agreement of Electoral Commissioner to conduct postal election.	LGA 4.20 (2)(3)(4)	Tue	4/01/2022
80	A decision made to conduct the election as a postal election cannot be rescinded after the 80th day.	LGA 4.61(5)	Tue	4/01/2022
70	Electoral Commissioner to appoint a person to be the Returning Officer of the Local Government for the election.	LGA 4.20 (4)	Fri	14/01/2022
70 to 56	Between the 70th/56th day the CEO is to give Statewide public notice of the time and date of close of enrolments. Preferred date Wednesday 19 January 2022	LGA 4.39(2)	Fri to Fri	14/01/2022 to 28/01/2022
56	Last day for for the CEO to advise the Electoral Commissioner of the need to prepare a residents roll.	LGA 4.40(1)		28/01/2022
56	Advertising may begin for nominations from 56 days and no later than 45 days before election day. Preferred date Wednesday 2 February 2022	LGA 4.47(1)	Fri	28/01/2022
50	Close roll 5.00 pm	LGA 4.39(1)	Thu	3/02/2022
45	Last day for advertisement to be placed calling for nominations.	LGA 4.47(1)	Tue	8/02/2022
44	Nominations Open First day for candidates to lodge completed nomination paper, in the prescribed form, with the Returning Officer. Nominations period is open for 8 days.	LGA 4.49(a)	Wed	9/02/2022
38	If a candidate's nomination is withdrawn not later than 4.00 pm on the 38th day before election day, the candidate's deposit is to be refunded.	Reg. 27(5)	Tue	15/02/2022
37	Close of Nominations 4.00 pm on the 37th day before election day.	LGA 4.49(a)	Wed	16/02/2022
36	Last day for the CEO to prepare & certify an owners & occupiers roll for the election. Last day for the Electoral Commissioner to prepare & certify a residents roll.	LGA 4.41(1) LGA 4.40(2)	Thu	17/02/2022
28	Lodgement of election packages with Australia Post. Week Commencing	Approx	Fri	25/02/2022
22	The preparation of any consolidated roll under subregulation (1) be completed on or before 22nd day before election day.	Reg. 18(2)	Thu	3/03/2022
19	Last day for the Returning Officer to give Statewide public notice of the election. Preferred date Wednesday 23 February 2022	LGA 4.64(1)	Sun	6/03/2022
4	Commence processing returned election packages	Approx	Mon	21/03/2022
0	Election Day Close of poll 6.00 pm	LGA 4.7	Fri	25/03/2022

Roll Close

Nominations Open

Nominations Close

Election Day

Post Election Day	Post Declaration	References to Act/Regs		Date
5	Election result advertisement.	LGA 4.77	Wed	30/03/2022
14	Report to Minister. The report relating to an election under section 4.79 is to be provided to the Minister within 14 days after the declaration of the result of the election.	Reg.81	Fri	8/04/2022
28	An invalidity complaint is to be made to a Court of Disputed Returns, constituted by a magistrate, but can only be made within 28 days after notice is given of the result of the election.	LGA 4.81(1)	Fri	22/04/2022