Shire of
Bridgetown-Greenbushes
The heart and soul of the South West

ATTACHMENTS

Special Council Meeting

Thursday, 29 October 2026

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WESTERN AUSTRALIAN
Electoral Commission

Mr Garry Adams,
Chief Executive Officer
Shire of Bridgetown-Greenbushes
PO Box 271
BRIDGETOWN WA 6255

Dear Mr Adams,

Date for Local Government Extraordinary Election 2027

Thank you for your recent letter advising of the resignation of Councillor Simon Robinson and requesting a cost estimate for an extraordinary election for the Shire of Bridgetown-Greenbushes.

I note that as per section 4.9(1) of *the Local Government Act 1995,* Council has one (1) month after the vacancy occurring (the day the resignation is received) to decide on and fix the election day for the extraordinary election. The *Local Government Act 1995* allows for either the WAEC to conduct the extraordinary election or for the Local Government to conduct the election in-house, with the CEO as the Returning Officer.

To assist your Council in making this decision, I am writing to advise you that the earliest date that the Western Australian Electoral Commission (WAEC) can conduct an extraordinary election is Thursday, 18 March 2027. This is also our preferred date for the election. As this date is later than 4 months after the vacancy occurring, I give my approval under section 4.9(2) for this date to be fixed for the extraordinary election.

This letter also serves as your cost estimate. The WAEC has estimated the cost to conduct this election at approximately **$32,000** (ex GST). This cost has been based on the following assumptions:

- The method of election will be postal
- 1 councillor vacancy
- 4,250 electors
- response rate of approximately 40%
- appointment of a local Returning Officer
- the Shire providing all other electoral officers to assist in the conduct of the election
- count to be conducted at your office using CountWA.

The WA Electoral Commission conducts elections on the basis of full accrual cost recovery, in accordance with *the Local Government (Elections) Regulations 1997.* This means if the actual costs to conduct the election are less or greater than what we have estimated, the final cost may differ from the estimate we have provided.

Western Australian Electoral Commission
Level 2, 66 St Georges Terrace, PERTH WA 6000
GPO Box F316, PERTH WA 6841

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We aim to keep additional costs at a minimum, however examples of where cost increases may arise include:

- you select Australia Post Priority Service for the lodgement of your election package
- casual staff are required to be provided for the issuing of Replacement Election Packages
- casual staff are required to be provided to assist the Returning Officer on election day or with the count at night
- unanticipated cost increases from our suppliers

I would also highlight that the ongoing situation in the Middle East may impact on estimates and we will continue to liaise with you as we get closer to the event to confirm your estimate. We will keep you informed of any unanticipated cost increases if they emerge.

The WA Electoral Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery. If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

Please advise us in writing as soon as practicable that you accept to take this cost estimate to Council, so I can provide you with my written agreement to conduct the election in a sperate letter. Both the cost estimate letter, and the written agreement letter then need to be taken to Council for a decision.

The WA Electoral Commission is available to you to provide any further advice or support. If you have any queries please contact Phil Richards, Service Delivery Manager, at lgelections@waec.wa.gov.au.

Yours sincerely

D O'Reilly

Dennis O'Reilly
ELECTORAL COMMISSIONER

15 October 2026

WESTERN AUSTRALIAN
Electoral Commission

Mr Garry Adams,
Chief Executive Officer
Shire of Bridgetown-Greenbushes
PO Box 271
BRIDGETOWN WA 6255

Dear Mr Adams

Written Agreement: Local Government Extraordinary Election 2027

Thank you for correspondence from Ms Merridith Morrell dated 21 October 2027 in which you accept to take the Western Australian Electoral Commission's cost estimate for your 2027 local government extraordinary election to your next Council meeting.

I am pleased to provide this letter as my written agreement to be responsible for the conduct of your local government extraordinary election. In order to finalise this agreement, please submit the following motions to Council for a postal election as required under the Local Government Act 1995:

1. declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2027 extraordinary election, together with any other elections or polls which may be required;

2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

Please note:

- the above motions must be presented to Council as drafted and cannot be amended in any way
- both the Cost Estimate letter, and this Written Agreement letter should be attached to the item for Council's consideration
- the above motions must be passed by an absolute majority

Once the Council passes the above mentioned motions, please forward confirmation to us via the email address below. We will then proceed with arrangements for your election.

The WA Electoral Commission is available to you to provide any further advice or support. For any queries, please contact please contact Phil Richards, Service Delivery Manager via email at lgelections@waec.wa.gov.au.

Yours sincerely

D O'Reilly

Dennis O'Reilly
ELECTORAL COMMISSIONER

21 October 2026

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