



WESTERN AUSTRALIAN Electoral Commission

21 October 2017
City of Karratha
Ordinary Election





Postal Elections

- Key dates
- Nominating for election
- Postal voting
- General information



Key Dates

- Close of roll – 5.00pm Friday 1 September 2017
- Nominations open – Thursday 7 September 2017
- Nominations close – 4.00pm Thursday 14 September 2017
- Mail-out – from Friday 22 September 2017 (lodged with Australia Post for delivery)
- Replacement packages available from Monday 2 October 2017
- No early or absent voting



Key Dates

Statutory Advertisements

State-wide public notice is given of all election notices

- *The West Australian*
- Public Noticeboards



Key Dates

Election Notices

- Close of enrolments – Wednesday 16 August 2017
- Call for nominations – Wednesday 30 August 2017
- Election notice – Wednesday 20 September 2017



Key Dates – Thursday 7 September 2017

- Nominations open
- First day for candidates to lodge nomination papers with the Returning Officer
- Nominations are open for 8 days



Key Dates – Wednesday 13 September 2017

- Last day for a candidate to withdraw without forfeit of their deposit of \$80 (must be before 4.00pm)
- Candidates may then withdraw up to the close of nominations but they lose their deposit



Key Dates – Thursday - 14 September 2017

- Close of nominations – 4.00pm sharp
- Returning Officer will be present at the local government from 2.00pm
- Draw for position on the ballot paper
- Briefing session for candidates present



Key Dates

Election day – Saturday 21 October 2017

- Local government office is open from 8.00am
- Hand-delivery of election packages
- No in-person voting
- Replacement and Provisional voting papers available
- Close of poll at 6.00pm sharp



Key Dates

Close of Poll – 21 October 2017 – 6.00pm

- Ballot box seals broken
- Appointed scrutineers may observe the count
- First-past-the-post counting method
- Returning Officer declares the results following the count



Nominating for Election

Qualifications for election to council

- Section 2.19 of the *Local Government Act 1995*
 - 18 or over (section 2.19(1))
 - An elector of the district (section 2.19 (1))
 - Cannot be a nominee of body corporate (section 2.19 (2a))
 - Cannot be a candidate because of Schedule 9.3 clause 12.2 (section 2.19 (2b))



Nominating for Election

Eligibility to stand for election

- Section 4.48 of *Local Government Act 1995*
 - Is not a candidate in another election to fill an office of councillor on the council
 - Is not the holder of an office of the council other than one which ends on election day



Nominating for Election

Disqualifications for membership

- Section 2.20 – 2.24 of *Local Government Act 1995*
 - A member of parliament (Section 2.20)
 - An insolvent under administration (section 2.21)
 - Convicted of a crime and in prison (section 2.22)
 - Convicted in the previous five years of a serious local government offence (section 2.22)
 - Have been convicted on indictment of an offence for which the indictable penalty was or included imprisonment for more than 5 years (section 2.22)
 - An elected member of another local government (section 2.23)
 - Misapplication of funds or property (section 2.24)



Nominating for Election

Candidate Information USB

- A Guide for Candidates – Postal Elections (WAEC)
- A Guide for Scrutineers – Postal Elections (WAEC)
- Ballot paper Formality Guide
- Service Charter
- Nomination form LG 08
- Disclosure of Gifts form LG 09A
- Appointment of Scrutineer form LG 18



Nominating for Election

An effective nomination

- Completed nomination form
- Candidate profile
- Deposit \$80
- Received by Returning Officer before close of nominations



Nominating for Election Profile

- Not more than 150 words
- Biographical information about the candidate
- Statement of candidate's policies or beliefs
- Not to be false or misleading
- Passport sized photograph, head or head and shoulders (optional)



Nominating for Election


Online WAEC nomination builder

- You can prepare the nomination form, profile and upload photograph online
- You can not nominate online
- Remember to provide your reference number at the RO interview when submitting nomination
- Online nomination builder available from www.elections.wa.gov.au



Nominating for Election

Online WAEC nomination builder



WESTERN AUSTRALIAN
Electoral Commission

Candidate Nomination

Create a new nomination, or retrieve and edit a nomination that you created previously.

- Create New Nomination**

Press the button below to start the process of creating a new nomination.

[Create New Nomination](#)
- Retrieve Existing Nomination**

Enter the reference number and password to retrieve and edit your previously created nomination.

Reference Number


Password

[Retrieve Existing Nomination](#)



Nominating for Election

Online WAEC nomination builder

 WESTERN AUSTRALIAN Electoral Commission

Candidate Nomination

Your reference number is 170621-3202-5146

Surname * Given names

Name on ballot paper * Surname field is required

Date of Birth * -Day -Month -Year

Postal Address

Postal Address *

Postal Suburb * Postal Postcode *

Enrolled Address

(Property for which nominee is enrolled as an elector)

Same as postal address?

Enrolled Address (Property for which nominee is enrolled as an elector)

Enrolled Suburb Enrolled Postcode

Contact Information

Home number Enter 8 digits (no area code) Work number Enter 8 digits (no area code) Mobile number Enter 10 digits only

Email address

Social network address e.g. facebook.com/johnsmith

Election

Local Government District * - Select - Office * - Select a district first -

Ward - Select an office first - Vacancy



Nominating for Election Online WAEC nomination builder

Candidate Nomination

Your reference number is 170621-3202-5146

I will not be supplying a photo for my profile

Profile Photograph

The photo must be of the candidate's head or head and shoulders, passport sized and not more than six months old. Non-compliant photos will be rejected. The Returning Officer may use his or her discretion to reject a photo if they believe it is not a true representation.



Highlight the area of the photo that clearly shows your head, or head and shoulders. Note that all profile photographs are converted to grayscale.

If you do not choose to upload a photo then the text "No Photo Supplied" will be used in place of your profile photo.

Profile Text *

Enter up to 150 words. The Returning Officer will validate the suitability and word count of the profile text prior to accepting your nomination.



Nominating for Election Online WAEC nomination builder

Candidate Nomination

Review and Print

Review your nomination below and correct any issues by pressing the "Back" button below.

If you are happy with your nomination print it (press the "Print" button) ready to hand it to the Returning Officer before close of nominations.

When you meet with the Returning Officer, he/she will check to see that the printed version matches the electronic version, so make sure you reprint every time you make any changes.

WESTERN AUSTRALIAN Electoral Commission

Last Updated: 2017-06-26 10:54:45

170621-3202-5146

NOMINATION FOR ELECTION BY CANDIDATE (LG08)

Local Government Act 1995 s 4.43(a) and Local Government (Elections) Regulations 1997, Form 8

Nominee			
Surname	COLLINS		
Given names	Thomas	Date of birth	19/02/1941
Name on ballot paper	COLLINS, Tom		
Postal address <input checked="" type="checkbox"/>	PO Box 45		
Suburb	Broome	Postcode	6726
Home number		Work number	

Confirm that you have:

1. Reviewed the contents of the form above and ensured that all entered information is correct.
2. Performed a word count on your profile text to ensure that it contains no more than 150 words.
3. Reviewed the profile text, contact details and photograph both within the form, as well as on the notice board page to ensure it appears as you would like.
4. Printed the page ready to sign and submit to the Returning Officer before the close of nominations.

Back

Print

Next



Nominating for Election

Online WAEC nomination builder

Candidate Nomination

Ready for Lodgement

Your nomination has been saved and is ready to be lodged with the Returning Officer.

Note: The nomination process is not complete until you have lodged your nomination form and it has been accepted by the Returning Officer.

It is recommended that you contact the Returning Officer to make an appointment prior to the close of nominations. You will need to take the latest copy of your printed nomination form and your nomination deposit with you. If you wish to use a profile photo and have not already uploaded it, then you will need to take that also.

Your Reference Number is 170621-3202-5146

Please make a note of your reference number and the password you entered previously. This will enable you to revise and re-print your nomination form if you wish or if requested by the Returning Officer.

[Click here to return to elections.wa.gov.au.](http://elections.wa.gov.au)



Electoral Rolls

- Available on nomination
 - File in 2 formats
 - PDF in name order
 - Manipulable csv file in habitation order
- Free to candidates and members
 - 1 copy of Residents Roll
 - 1 copy of Owners and Occupiers Roll



Postal Voting

Mail-out of packages

- Election packages to be lodged with Australia Post from Friday 22 September 2017
- Last weekend for effective campaigning 30 September 2017



Postal Voting

Return of Voting Packages

- Packages can be posted to the Returning Officer or hand-delivered to the local government office
- In October 2015, 43.9% of packages were returned within the first 5 business days
- Completed packages are returned to the Returning Officer C/- Western Australian Electoral Commission



Postal voting Candidate Rules

- Candidate (or representative) cannot assist the elector to mark their ballot paper [regulation 67 (4)]
- Candidate (or representative) cannot take custody of an envelope in which there is a postal vote [section 4.92 (c)]

Penalty \$5,000 or imprisonment for one year



Postal Voting

Issue of Replacement and Provisional Voting Packages

- Local Government staff will issue replacement and provisional voting papers from the day after the mail-out to 21 October 2017
- Full or partial package can be replaced
- Provisional – voting papers may be issued to a person who claims to have been omitted from the electoral roll in error



Postal Voting

Checking of voting papers (1)

- Packages delivered daily
- Checking of packages commences on Monday 2 October 2017
- Central checking – WAEC
- Local checking – 21 October 2017 only
- Scrutineers can attend



Postal Voting

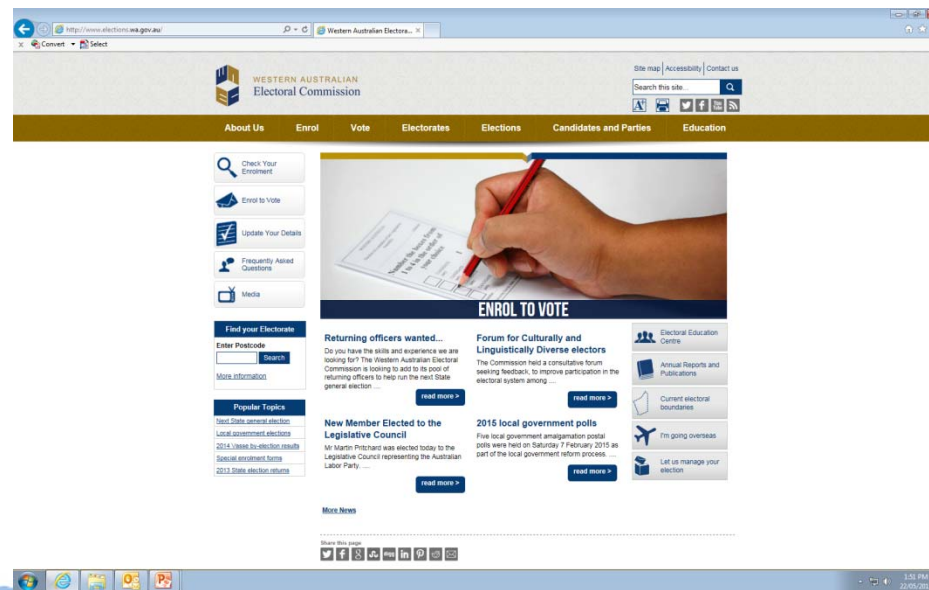
Checking of voting papers (2)

- Ballot paper envelopes with the electors' certificates attached are removed from the reply paid envelopes
- Electors' certificates checked
- Barcodes scanned to mark off roll
- Electors' certificates removed from the ballot paper envelopes.
- Ballot paper envelopes opened and ballot papers placed in sealed ballot box (without inspection)
- Ballot boxes opened at 6pm on election day



Postal Voting Election Day – Close of Poll 6.00pm

- The Returning Officer declares the results
- Results are posted onto the Commission's election website www.elections.wa.gov.au





Post-Election Procedures (1)

Publication of Results and Reports

- Posted onto Commission's website when declared
- Election result in *The West Australian* newspaper
- Report to the Minister submitted prior to 3 November 2017
- Report on election to local government



Post-Election Procedures (2)

Refund of deposits

Deposits are refunded to:

- Candidate elected
- Non-elected candidates who receive at least 5% of the total number votes included in the count



General Information

Electoral Material

- Electoral material – material intended or calculated to affect the result of an election
- Such material is to be authorised
- Handbills, pamphlets, notices, letters, and other articles – must have NAME and ADDRESS of person authorising and NAME and ADDRESS of printer
- The address must NOT be a post office box
- Newspaper advertising requires the NAME and ADDRESS of the person authorising the advertisement



General Information

Electoral Offences

- Division 11 Part 4 of the Local Government Act
 - Bribery and undue influence (s. 4.85)
 - Printing and publishing of electoral material (s. 4.87)
 - Print, publish or distribute misleading or deceptive material (s. 4.88)
 - Canvassing in or near polling places (s. 4.89)
 - Offences relating to postal votes (s. 4.92)
 - Interference with electors: infringement of secrecy (s 4.93)



General Information Scrutineers (1)

- Appointment Form
 - Must be appointed by a candidate
- Rights
 - To enter and be in a polling place at anytime before close of poll
 - To observe conduct of election
 - To observe checking of postal voting papers
 - To be present after close of poll and observe all proceedings at the count



General Information

Scrutineers (2)

- Restrictions
 - Not to be in a polling place if another scrutineer appointed by the same candidate is also there, except to cast or deliver own vote
 - Not to take part in the conduct of election
 - Not to record names of persons obtaining ballot papers



General Information

Disclosure of electoral gifts (1)

- Chief Executive Officer maintains electoral gift register, available for public viewing
- Disclosure to be made to the Chief Executive Officer on the prescribed form, available from local government office and in the *Candidate's Pack*
- Candidate and donor must disclose any gift of \$200 or over, or two or more gifts made by one person totalling \$200 or more received within the 6 month period prior to election day. This can include: money; gifts; discounts; and provision of services



General Information

Disclosure of electoral gifts (2)

- Period commences six months prior to election day
- Any gift received prior to nominating must be disclosed within three days of nomination. Any further gifts received after nominating must be disclosed within three days of receipt
- Disclosure period concludes:
 - Unsuccessful candidates – three days after election day
 - Successful candidates – on the start day for financial interest returns
- Familiarise yourself with Part 5A of the *Local Government (Elections) Regulations 1997*



General Information

Campaign Expenses

Tax Deductions

- Candidates may be eligible to claim the first \$1,000 of their campaign expenses as a tax deduction
- Refer to Australian Tax Office for further information

21 October 2017

*City of Karratha
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Returning Officer – Kirk Dillon

Mobile – 0498 598 579

Email – LGro_kar@elections.wa.gov.au