



2021 LOCAL GOVERNMENT ORDINARY ELECTIONS

Election Timetable – Postal Election

The *Local Government Act 1995* sets the broad timeframe for the conduct of both postal and in person elections. The following critical milestones events are the same for both election types:

Close of roll: 5.00pm, Friday 27 August 2021

Close of nominations: 4.00pm, Thursday 9 September 2021

Election day: 8.00am to 6.00pm, Saturday 16 October 2021

The attached timetable provides the dates for all of the key events associated with a postal election, as well as the relevant provisions of the Act or Regulations.

Postal Election Packages

At a postal election, packages containing ballot papers are automatically mailed to every elector on the electoral roll for a ward or district where the number of candidate nominations exceeds the number of vacancies. At the 2019 ordinary elections over 1.5 million packages were produced and lodged with Australia Post for delivery.

A postal election package will contain the following items:

- Elector information brochure
- Ballot paper envelope with elector certificate attached
- Ballot paper(s) and candidate profiles
- Reply paid envelope.

Given the tight time limitations imposed by the Act, the Commission arranges for country packages to be lodged with Australia Post first. This is scheduled to occur from Friday 17 September for the more remote local governments, four weeks before election day. It is anticipated that the final Perth metropolitan packages will be lodged prior to the Monday 27 September public holiday. Delivery will occur in accordance with Australia Post standards and local delivery arrangements.

Assistance Required from Local Governments

In 2021 the Commission will be managing the conduct of over 90 local government ordinary elections state wide. With Council offices spread from Halls Creek in the north to Esperance in the south, the Commission and its appointed Returning officers do require 'on the ground' assistance from local government management and staff in order to effectively and cost efficiently conduct these elections.

Support required includes:

- Access to suitable polling place location(s) and a venue for conducting the count on election night
- Maintaining an accurate, up to date owners & occupiers roll and forwarding it to the Commission in the required format as soon as possible before Friday 10 September (required so as to produce the merged mailing list)
- Localised promotion of your election in community newspapers, notice boards, libraries, websites and the like
- Making Council staff available to issue 'replacement election packages' to electors prior to election day (where an elector has lost their package or claim they did not receive one)
- Making Council staff available to issue early votes prior to election day for the minority of local governments conducting in person elections.

Note: Some of the above activities can be undertaken or arranged by the Commission (e.g. the hiring of casual staff to issue replacement votes), but associated costs need to be recouped in accordance with the cost recovery provisions in the Act.

Important Reminders for Candidates

Some key reminders and compliance requirements for candidates include:

- Prospective candidates should ensure their enrolment is up to date and they are eligible to nominate for their chosen district or ward (via the Commission website for State enrolment or the Council office for owners or occupiers)
- Before nominating, all prospective candidates must complete the mandatory candidate induction course available on the Department of Local Government, Sport and Cultural Industries website – www.dlgsc.wa.gov.au
- Candidates are encouraged to complete their nomination papers (including their candidate profile) online using the Commission's Nomination Builder tool, available on the Commission's website – www.elections.wa.gov.au
- To nominate, a signed printed copy of the nomination form along with all other requirements (including a \$80 deposit) must be presented in person to the Returning Officer by 4.00pm, Thursday 9 September 2021
- The Code of Conduct referenced in the new Local Government Regulations 2021 now also applies to candidates as well as Council members
- Any publication or material aimed at affecting the result of a local government election must be authorised (s 4.87 LG Act) with the name and address of the authorising person - applies to both printed and electronic 'election material'. Printed material (other than in a newspaper) also requires the name and address of the printer.

Further Information

Information relating to the 2021 ordinary elections will be progressively published at www.elections.wa.gov.au. Returning Officer contact details will be available on this site prior to nominations opening. The Commission can be contacted during normal business hours at (08) 9214 0400 or 13 63 06.



POSTAL ELECTION TIMETABLE 2021 Local Government Ordinary Election

Days to Polling Day	Local Government Act	References to Act/Regs	Day	Date
80	Last day for declaration to have the Electoral Commissioner conduct a postal election.	LGA 4.20 (2)(3)(4)	Wed	28/07/2021
80	A decision made to conduct the election as a postal election cannot be rescinded after the 80th day.	LGA 4.61(5)	Wed	28/07/2021
70	Electoral Commissioner to appoint a person to be the Returning Officer of the Local Government for the election.	LGA 4.20 (4)	Sat	7/08/2021
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 11 August 2021	LGA 4.39(2)	Sat to Sat	7/08/2021 to 21/08/2021
56	Last day for the CEO to advise the Electoral Commissioner of the need to prepare a residents roll.	LGA 4.40(1)		21/08/2021
56	Advertising may begin for nominations from 56 days and no later than 45 days before election day. Preferred date Wednesday 25 August 2021	LGA 4.47(1)	Sat	21/08/2021
50	Close roll 5.00 pm	LGA 4.39(1)	Fri	27/08/2021
45	Last day for advertisement to be placed calling for nominations.	LGA 4.47(1)	Wed	1/09/2021
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)	Thu	2/09/2021
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)	Wed	8/09/2021
37	Close of Nominations 4.00 pm on the 37th day before election day.	LGA 4.49(a)	Thu	9/09/2021
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)	Fri	10/09/2021
29	Commencement of lodgement of Country Local Government District election packages with Australia Post. Delivery dependent on normal Australia Post standards.		Fri	17/09/2021
24	Commencement of lodgement of Metropolitan Local Government District election packages with Australia Post. Delivery dependent on normal Australia Post standards.		Wed	22/09/2021
22	The preparation of any consolidated roll under subregulation (1) be completed on or before 22nd day before election day.	Reg. 18(2)	Fri	24/09/2021
19	Public Holiday		Mon	27/09/2021
19	Last day for the Returning Officer to give Statewide public notice of the election. Preferred date Wednesday 15 September 2021	LGA 4.64(1)	Mon	27/09/2021
18	Commence processing returned election packages		Tue	28/09/2021
0	Election Day Close of poll 6.00 pm	LGA 4.7	Sat	16/10/2021

Post Election Day	Post Declaration	References to Act/Regs	Day	Date
5	Election result advertisement.	LGA 4.77	Thu	21/10/2021
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	Sat	30/10/2021
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)	Sat	13/11/2021



