

# 2025 Local Government Ordinary Election



WESTERN AUSTRALIAN  
Electoral Commission

# WAEC Key Contact

## Returning Officer

- One per local government
- Conducts election on behalf of WAEC or local government
- First point of contact with questions or complaints



# Nominations

## Who can nominate

- 18 years or older
- Enrolled as an elector of the district
- Cannot be a nominee of body corporate
- Must have completed the mandatory course *Local Government Candidate Induction*-available on DLGIRS website
- Cannot be a candidate in another election for councillor

## Who cannot nominate

- A member of parliament
- A bankrupt or a person whose affairs are under insolvency laws
- Convicted of a crime and in prison serving a sentence for that crime
- Convicted in the preceding 5 years of a serious local government offence
- Have been convicted of an offence for which the penalty was imprisonment for more than 5 years
- An elected member of another local government
- Subject to a court order because of misapplication of local government funds or property

# An effective nomination



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## Completed form

Completed and signed nomination form *(including reference number & date of completion of the on-line candidate induction)*



## Candidate profile

Completed Candidate profile



## Cash deposit

Deposit \$100 cash. Must be received by local government before the close of nominations



## Written statement

Additional written statement containing information that the candidate considers relevant to their candidature *(optional)*



## Nomination received

Received by the Returning Officer before the close of nominations

# Online WAEC Nomination Builder



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- Online nomination builder available from [elections.wa.gov.au](https://elections.wa.gov.au)
- You can prepare the nomination form, profile and upload photograph online
- Provide nomination ID at Returning Officer interview when submitting nomination

A screenshot of the 'Local Government Candidate Nomination' website. At the top, there is a header with the WAEC logo and the title 'Local Government Candidate Nomination'. Below the header, a sub-header reads 'Create a new nomination, or retrieve and edit a nomination that you created previously.' There are two buttons: 'Create New Nomination' (yellow) and 'Retrieve Existing Nomination' (blue). Below this is a large video player area. The video player has a dark blue background with the WAEC logo and text: 'Your guide to using NOMINATION BUILDER'. A play button icon is visible. The video thumbnail shows a woman standing at a computer workstation in a voting station, with 'VOTING ST' and 'SCRE' visible on the desk.

**! Important Note**  
You cannot nominate online

# Candidate Profile



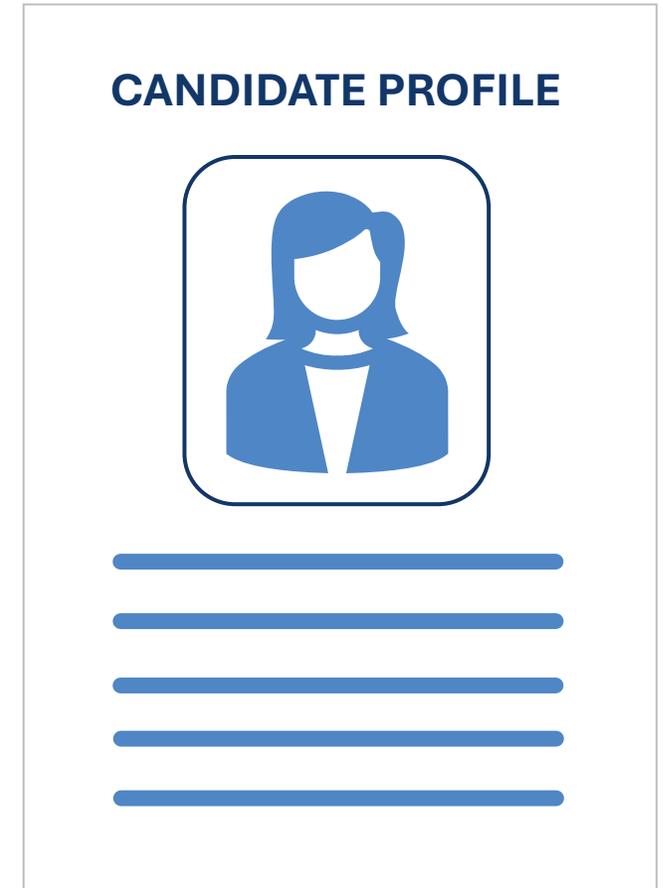
- Sent out with postal voting packages and posted on council website
- Written in English – limit of 1,000 characters including spaces
- Passport size recent photograph, head or head and shoulders (optional)

## Is to Contain:

- Biographical information about the candidate
- Statement of candidate’s policies or beliefs

## Cannot contain:

- information that the RO considers to be false, misleading or defamatory



# Additional Information



## Also consider:

- Additional Information is optional
- Is to be written in English
- A limit of 2,000 characters including spaces
- Should accompany the candidate's nomination paper
- Is not to contain any information that the Returning Officer considers false, misleading or defamatory
- Can use Nomination Builder to prepare the additional information
- Will be published on the Council website only

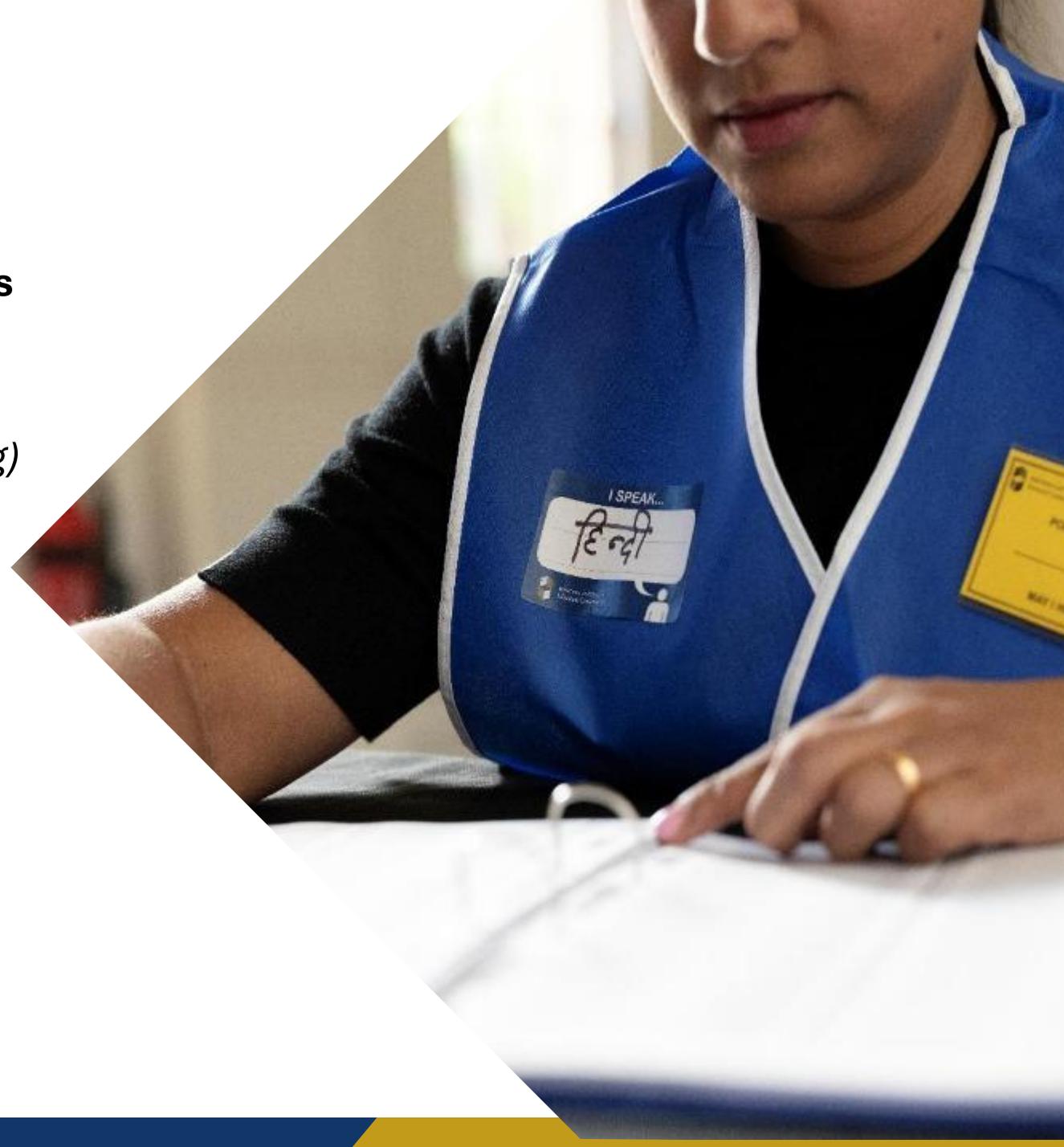
## CANDIDATE PROFILE



# Electoral Rolls

## Free to candidates for campaigning purposes

- 1 Residents Roll and 1 Owners and Occupiers Roll  
*(for the ward or district they are contesting)*
- A statutory declaration needs to be completed regarding the destruction and deletion of copies of rolls
- Offences for misuse of roll



# Electoral Rolls



The relevant period is determined by	The Statutory declaration must	Penalty
Candidate not elected – 5 working days after result of election is declared	Identify the election	A fine of \$5,000
Candidate elected – 5 working days after the term of office ends or the office becomes vacant	Include a description of every supplied copy	A daily penalty of a fine of \$50 for each day or part of during which the offence continues
Member of Council (who is not a candidate) – the term of the members current office ends or the office becomes vacant	Including whether the supplied copy was in electronic form	
	In relation to every supplied copy - the steps described taken to destroy it or to delete it permanently	

# Postal voting

## Mail out of packages

Lodged by WAEC with Australia Post:

### **Regional Local Governments**

From Friday 12 September 2025

### **Metro Local Governments**

From Wednesday 17 September 2025



#### **Important Note**

Maximise campaigning around the delivery of the election packages



# Postal voting

## Return of voting packages

- Packages can be posted to the Returning Officer using the supplied reply paid envelope or hand-delivered to the local government office
- Numbers returned to WAEC posted on the Commission's website daily
- Typically about 50% of packages are returned within the first 5 business days of delivery



# Postal Voting By Application

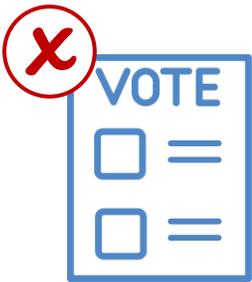
Electors who have applied for a postal vote will be sent their election package as soon as practical around the publication of the Election Notice

Returned Postal Votes can be posted to the Returning Officer using the supplied reply paid envelope or hand-delivered to the local government office



# Postal voting Candidate Rules

**Penalites can apply if:**



You assist the elector to mark their ballot paper



You or a representative take custody of an envelope in which there is a postal vote

# Replacement Packages

**Local Government staff can issue replacement voting papers**

The original election package will need to be cancelled first by the local government or WA Electoral Commission.

# Early voting

Early voting to commence as soon as practical after publication of the Election Notice  
*(proposed publication 19 September 2025)*

- Early Voting Venues & times will be published in the Election Notice
- Early voting closes at **4:00pm Friday 17 October 2025**



# Election Day

## Polling places

- Electors can vote at any polling place in the district on election day.
- At least one polling place must be opened between 8:00am & 6:00pm
- Other polling places can be open for different hours



# Election Day

## 6pm Close of Poll

- Ballot Boxes are opened and votes are counted.
- Optional preferential counting method used. (*Mayoral count completed first then Councillor count*)
- Scrutineers can observe the counting of votes
- The Returning Officer may declare the results on a day after election day
- Results are posted onto the Commission's election website [www.elections.wa.gov.au](http://www.elections.wa.gov.au)



# Candidate essential information



## Refund of deposits

### Deposits are refunded to:

- Any candidates elected
- Any non-elected candidates who receive at least 5% of the total number of first preference votes included in the count

## Authorisation of electoral material

- Handbills, pamphlets, notices, letters and other printed articles – must have **NAME** and **ADDRESS** of person authorising and the **NAME** and **ADDRESS** of printer
- The address must **NOT** be a post office box
- All online election material requires the **NAME** and **ADDRESS** of the person authorising the material

## Scrutineers

- Must be appointed by a candidate in writing. Scrutineer Appointment Form

Refer to *Information for Scrutineers available on the WAEC website* for rights and obligations

## Disclosure of electoral gifts

- Chief Executive Officer maintains electoral gift register
- Gift Register is available for public viewing on the local government's official website
- Part 5A of the Local Government (Elections) Regulations 1997



## Disclosure of electoral gifts

<b>Disclosure period</b>	Begins <b>18 April 2025</b> (6 months before election day).
<b>Gift Acceptance rule</b>	Candidates must know the name and address of each donor before accepting a gift.
<b>Disclosure obligations</b>	<b>Gifts received before nomination:</b> disclose within 3 days of nomination. <b>Gifts received after nomination:</b> disclose within 3 days of receipt.
<b>Penalties</b>	Up to \$10,000 fine for non-compliance. \$500 daily penalty for late disclosures.
<b>Disclosure period ends</b>	<b>Unsuccessful candidates:</b> 3 days after election day. <b>Successful candidates:</b> on the start date for financial interest returns.
<b>Gift Register</b>	Maintained by the local government CEO. Published on the local government's website. Must be kept for 4 years after the election.



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Ordinary Election**  
**18 October 2025**



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For any questions please email  
**[rocoordination@waec.wa.gov.au](mailto:rocoordination@waec.wa.gov.au)**

# Thank You!



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