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Mr Chris Adams
Chief Executive Officer
City of Karratha
PO Box 219
KARRATHA WA 6714

CITY OF KARRATHA
RECEIVED

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CC:

Dear Mr Adams

Local Government Ordinary Election: 2015

The next local government ordinary elections are being held on 17 October 2015. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2015/2016 budget preparations.

The estimated cost for the 2015 election if conducted as a postal ballot is \$39,000 inc GST, which has been based on the following assumptions:

- 9,800 electors
- response rate of approximately 33%
- 6 vacancies
- count to be conducted at the offices of the City of Karratha
- appointment of a local Returning Officer
- standard Australia Post delivery service to apply.

This cost estimate includes the proposed increase in the postage rate by Australia Post effective from 2 March 2015. An additional amount of \$686 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

Costs not incorporated in this estimate include:

- non-statutory advertising (ie any additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day
- Any additional postage rate increases by Australia Post.

The Commission is required by the *Local Government Act 1995* to conduct local government elections on a full cost recovery basis and you should 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 charges is all materials at cost and a margin on staff time only. Should a significant change in this figure become evident prior to or during the election you will be advised as early as possible.

The current procedure required by the *Local Government Act 1995* 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 ordinary elections in 2015 for the City of Karratha in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the City of Karratha also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your council will now need to pass the following two motions by absolute majority:

- 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 2015 ordinary elections together with any other elections or polls which may be required
- 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.

I look forward to conducting this election for the City of Karratha in anticipation of an affirmative vote by Council.

Yours sincerely

A handwritten signature in black ink, appearing to be 'DK' followed by a stylized flourish.

David Kerslake
ELECTORAL COMMISSIONER

16 February 2015