



Ms Linda Gray
Chief Executive Officer
Shire of Cranbrook
PO Box 21
CRANBROOK WA 6321

Dear Ms Gray,

Date for Local Government Extraordinary Election 2026

Thank you for your recent email on 9 December 2025 which advised of the resignation of Councillor Robert Johnson effective from 18 March 2026 and that as a result an extraordinary election will need to be conducted in the Shire of Cranbrook.

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 26 March 2026**. This is also the preferred date for the election.

This letter also serves as your cost estimate. The WAEC has estimated the cost to conduct this election at approximately \$13,000 (ex GST). This cost has been based on the following assumptions:

- The method of election will be postal
- 2 Councillor vacancies
- 775 electors
- response rate of approximately 60%
- appointment of a local Returning Officer
- you provide 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.

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 for the issuing of Replacement Election Packages;
- Casual staff are required to assist the Returning Officer on election day or with the count at night
- Unanticipated cost increases from our suppliers

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, Manager Election Events, at lgelections@waec.wa.gov.au.

Yours sincerely



Dennis O'Reilly
ACTING ELECTORAL COMMISSIONER

10 December 2025