



SHIRE OF WANDERING EXTRAORDINARY ELECTIONS 31 JULY 2026

NOMINATION PACK

To be a Local Government Councillor in the Shire of Wandering

As a councillor you are involved in running an organisation with the responsibility for making decisions that have a major impact on our lifestyle. As a representative of your community, you will find the role enjoyable, challenging and stimulating with involvement in matters as diverse as road work planning, land use planning, health and environment, community events, grants and many more. Meeting fees and some expenses are paid. Training is provided prior to nomination and further if successfully elected to equip you to undertake this important role for your community.

An In-Person Election will be held on **Friday 31 July 2026** in the Shire of Wandering to fill the following vacancy: **1 Councillor - Term until October 2027**

Nominations Open on Wednesday, 10 June 2026.

Nominations Close at 4:00pm Wednesday, 17 June 2026.

Nominations can only be made to the Returning Officer during the designated nomination period.

Where to Nominate: at 22 Watts Street, Wandering WA 6308.

Nominations must be lodged with the Returning Officer at any time during the above period by arrangement.

The Returning Officer will receive your nomination at the nomination meeting; however, it cannot be formally accepted until all required checks have been completed and verified. These checks may not be finalised at the time your nomination is submitted. To help prevent delays, please ensure you lodge your nomination with the Returning Officer as early as possible.

When a candidate makes a declaration, they are attesting that they are an elector of the district and are not disqualified from holding office. The Returning Officer can witness a candidate's declaration.

An effective nomination consists of the following:

- a completed nomination form (if by proxy, this needs to then include a letter from the candidate)
- a profile of the candidate, prepared in accordance with the Regulations
- a nomination deposit of \$100
- a photograph (optional)

- completion of the current mandatory online induction course available here - [Induction for prospective candidates | LGIRS](#).

Prior to nomination, potential candidates must complete the free online course provided by the Department of Local Government, Industry Regulation and Safety ["LGIRS"], so that they are fully aware of what to expect as an elected member and the rules relating to campaigning.

The course can be found on the LGIRS website titled Local Government Candidate Induction: [Induction for prospective candidates | LGIRS](#)

All candidates **MUST** complete the online induction course, with no exceptions allowable.

A nomination may be withdrawn at any stage up to the close of nominations, but not thereafter.

Withdrawal of a nomination must be in writing and received by the Returning Officer, either signed by the candidate or accompanied by evidence that the candidate has consented to the withdrawal of their nomination.

Once you have completed your candidate profile you, or a properly appointed agent, must make an in-person appointment with the Returning Officer for your local government to submit your nomination during the nomination period. It is recommended that you book this appointment well before the nomination period ends and bring your printed and signed nomination form with you

Nomination Form

The candidate should specify how they wish their name to appear on the ballot paper.

This may be by:

- given name in full
- an initial for first name(s)
- a commonly accepted variation of their first name (eg. Bob in lieu of Robert).

Names will appear exactly the same in the 'name on ballot paper' field. Candidates requiring the surname as anything other than full caps will need to make the change to the 'name on ballot paper' field.

Some variations of a person's name are acceptable. For example, for William Ray Dally-Smith, variations could include:

- DALLY-SMITH, W R
- DALLY-SMITH, William
- DALLY-SMITH, Bill
- DALLY- SMITH, Ray.

The Returning Officer has discretion as to what is acceptable. A candidate's surname will always appear first on the ballot paper.

Candidate Profile

Profiles must:

- be written in English and contain no more than 1,000 characters (includes spaces, commas and full stops)
- should not include the use of bold, italics or dot point formatting
- be able to be printed on a single A4 page
- stay confined to biographical information about a candidate and statements of their beliefs
- must not contain information that the RO considers to be false, misleading or defamatory
- include the candidate's name (in the form to which it is to be included on the ballot paper)
- include at least one means of contact (address, phone number, email, social media or web page address). Council-supplied phone and email are only able to be used with prior approval from the Local Government CEO.

Only candidate contact details provided on the profile will be published on the local government website. In the interests of privacy, this need not be a residential address or a telephone number. A post office box, email or social media address is also acceptable.

The local government, candidate's name and contact details will not be counted in the 1,000-character limit.

It is suggested that your profile be provided to the Returning Officer for review prior to nomination. If it is longer than the permitted limit, the Returning Officer may then amend the wording but will endeavour to consult with the candidate in the time available. Profiles are also published and posted out to all electors as part of the election package, as well as being published on the local government website.

All profiles for this purpose are printed as they appear on the final signed printed copy of the approved nomination form.

Deposit

A \$100 deposit must be paid to the Returning Officer. Cash and bank cheques (made payable to the local government) are acceptable but personal cheques cannot be accepted. The Returning Officer will only accept electronic payment of the deposit by bank transfer or other means (e.g. bank cheques, credit card), if proof can then be provided that the deposit has been credited to the local government's trust account **before close of nominations**. Arrangements for paying the deposit like this must be made in advance with the local government.

After the election, the Returning Officer will advise the local government to refund deposits under the following conditions:

- if a candidate is elected, or receives at least 5% of the total number of first preference votes included in the count
- the nomination is withdrawn not later than the close of nominations

- the successful candidate in a principal office election (e.g. for mayor) where an additional deposit was paid to nominate for election as a councillor for the same local government
- the election is declared invalid by a Court of Disputed Returns
- the death of the candidate occurring after the close of nominations but before the election.

Candidate photograph

The inclusion of a photograph with the profile is optional. If a photograph is supplied, it must be passport photo size, of the candidate's head or head and shoulders, have a clear background, and be not more than six months old or must be considered by the Returning Officer as an acceptable likeness. The use of a mayoral chain in a candidate photograph is at the discretion of the individual Council.

The Returning Officer may use their discretion and reject a photograph, if they believe it is not a true representation of the candidate.

Relevant additional information

A candidate may provide, for publication on the local government's official website, a written statement that contains information that the candidate considers to be relevant to their candidature in addition to any information included in their profile under section 4.49(ba) of the Local Government Act 1995 ["the Act"].

The written statement must:

- accompany the nomination paper for the candidate
- be in the English language
- contain no more than 2,000 characters and spaces. The written statement is not included in the material that is sent to all the electors in the election package.

Rejection of nomination

A nomination may be rejected if:

- it is incomplete — the deposit is unpaid, missing the nomination form or profile
- a candidate was not an elector of the district as at the close of enrolments
- a candidate is standing for office as councillor at another councillor election
- a candidate is the holder of an office or a member of the council whose term of office expires later than Election Day.

Election campaign — in-person elections (not postal elections)

Ordinary voting is the most common type of voting and occurs on Election Day when electors cast their vote at a polling place(s) within the district in which they are enrolled. Polling commences at 8am and closes at 6pm.

The Commission and local government websites will indicate the location of polling place(s).

A person may not do any of the following inside a polling place or within six (6) metres from the entrance to a polling place:

- canvass for votes
- solicit the vote of an elector
- induce an elector not to vote for a particular candidate
- induce an elector not to vote at the election.

It is unlawful for a candidate, or a person authorised to act on a candidate's behalf, to communicate with, assist or interfere with an elector while the elector is marking a ballot paper.

Early voting is a vote cast by an elector at a designated location before the day of the election at that local government. Postal voting requires a written application to that specific local government. It is also unlawful for a candidate to handle or collect electors' postal vote packages. The Act provides a severe penalty for any offence.

Electors also may cast an absent vote at any other local government district office before 4pm on the Tuesday before Election Day.

More detailed information on Local Government Elections can be found on the Department's website here - [Local government elections | LGIRS](#)

Drawing of ballot paper position

The Returning Officer will conduct the draw for ballot paper positions at the nomination place, 22 Watts Street, Wandering. This will start as soon as practicable following the close of nominations which occurs at 4.00pm Wednesday, 17 June 2026. Candidates and other interested people have a right to attend.

Electoral rolls

Candidates will be supplied with one free electoral roll at the close of nominations. Candidates wishing to access an electoral roll should request the same from the Returning Officer after this date.

Voting

The system of voting (effective from April 2023) is now the same method used in state and federal elections and is called **preferential voting**, however providing preferences is optional for electors.

Electors will place a number (or numbers) in order of their preference alongside the candidates of their choice (with 1 being the first preference and then if they wish to indicate further preferences use consecutive numbers in the remaining boxes) on the ballot paper alongside the candidate(s) of their choice.

As this is optional, electors are to indicate their first preference, but they are not required to provide all preferences when casting a vote for their vote to count, they can choose to vote for either one or many candidates up to the total number of vacancies in the election.

Disclosure of electoral donations

Under the *Local Government (Elections) Regulations 1997*, candidates and donors must disclose any gifts promised or made within the six-month period prior to election day that either alone, or in combination, from one person exceed \$ 300 in value.

Form 8 - Nomination for election by candidate

Local Government Act 1995, s. 4.49(a)

NOMINATION FOR ELECTION BY CANDIDATE

See back for notes on how to make your nomination

Nominee	Family name:			
	Other names:		Date of birth:	
	Name on ballot paper ¹ :			
	Postal Address	No.	Street name:	
		Suburb:		Postcode:
	Phone numbers	(H)	(W)	(M)
	Email:			
	Property for which nominee is enrolled as an elector	No.	Street name:	
		Suburb:		Postcode:
		Lot/Location No.:		

Office	Local Government District: Wandering	
	Office: <input type="checkbox"/> Councillor	
	Vacancy: <input type="checkbox"/> Ordinary <input type="checkbox"/> Extraordinary	

Declaration [Making a false declaration is an offence]	I declare that: I am at least 18 years of age; and I am an elector of the district ² ; and I am not disqualified from being a member of the Council ³ ; and [nominees for Councillor only] I am eligible to nominate as a Councillor ⁴ ; and I have completed the course of induction on [date]	
	(reference number) ⁵ ; and all of the details set out above are true and correct.	
[To be signed before a witness]	Signature:	Date:

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1 Name on ballot paper	The name to be printed on the ballot paper must be your surname and one or more of your given names (or an initial or a commonly accepted variation). You must use the same name on your candidate profile. To ensure fairness between candidates the Returning Officer may rule that a name is inappropriate for inclusion on the ballot paper. If so he or she may ask you to nominate another name or choose one, he or she considers appropriate.
2 Who is an elector	You are an elector of the district if you are eligible to be included on the electoral roll for that district. However, it is not sufficient if you are only eligible to be on the roll as the nominee of a body corporate which owns or occupies property in the district. You need not be an elector in the ward in which you nominate.
3 Disqualification	You are disqualified for membership of a Council if you: are a member of the Legislative Assembly, the Legislative Council, the House of Representatives or the Senate (or have been elected as such a member but have not yet taken office); or are a member of the council of another local government; or are an insolvent under administration; or are in prison serving a sentence for a crime; or have been convicted of a serious local government offence within the last 5 years (unless the court waived the disqualification); or have been convicted of an offence for which the indictable penalty was or included — imprisonment for life; or imprisonment for more than 5 years; or are subject to a court order disqualifying you from being a member of a Council because you have misapplied local government funds or property.
4 Eligibility to nominate as a Councillor	You are not eligible to nominate as a Councillor if you are: a member of the Council (unless your term of office expires on election day); or a candidate in another election for the office of Councillor.
5 Course of induction	The course of induction is the course titled Local Government Candidate Induction that is available on the Department's official website. The reference number is the number that is emailed to you on completion of the course.
6 Where to send your nomination	When you have completed and signed this form, send it to the Returning Officer for the district. You may send your nomination by post, by fax or by other electronic means so long as it is capable of being printed in its entirety, including signatures. If you send it by fax or electronically you should check that it has been received.
7 Closing date for nominations	Your nomination must be received by the Returning Officer before 4 p.m. on the 44th day before election day. If you send your nomination electronically it is taken to be received at the time the Returning Officer prints it out.
8 Candidate's profile	Your nomination must be accompanied by a candidate's profile of not more than 1,000 characters and spaces plus your name, address and contact numbers.

	<p>The profile must be confined to information about you. It may include a recent passport size photo of your head or head and shoulders. The profile must be (or if it is sent electronically, be capable of being) printed on a single A4 page. (Optional but not compulsory additional profile of not more than 2,000 characters and spaces may be submitted at this time).</p>
9 Deposit	<p>When you make your nomination, you must pay a deposit of \$100. You may send this with your nomination form or deliver it to the Returning Officer at any time before the closing date for nominations. You may pay your deposit in cash or by cheque, bank draft or postal order. If you make appropriate arrangements with the Returning Officer, you may be able to pay your deposit by electronic transfer or other means.</p>
10 Withdrawing your nomination	<p>You may withdraw your nomination by giving written notice to the Returning Officer before the closing date for nominations. You may send your withdrawal by post, by fax or by other electronic means so long as it is capable of being printed in its entirety, including signatures. A withdrawal may be lodged by your agent if it is accompanied by a written authorisation, signed by you, permitting the agent to lodge the withdrawal.</p>

This page contains further information you need to know to assist you with your election campaign. It explains the purpose of certain documents that will be provided to you in due course and draws your particular attention to penalties in the legislation that affect candidates for local government elections.

Electoral roll	<p>You are entitled to one free electoral roll.</p> <p>This will be provided to you at the time your nomination is accepted by the Returning Officer.</p> <p>If you need extra rolls these can be obtained by contacting the Returning Officer.</p>
Declaration of office and Model Code of Conduct	<p>If elected, you will not be able to act until you have made a declaration as an elected member to fulfil the duties of the office. Part of the declaration includes a statement that you will adhere to the Model Code of Conduct before you can act as a member.</p>
Appointment of scrutineer forms	<p>People you appoint as your scrutineers must make a formal declaration so that the Presiding Officer knows they have done so before allowing them in to a polling place. This means they must carry the declaration with them.</p> <p>The Returning Officer or Presiding Officer must complete the acknowledgement section of the forms. If possible, please give them to the Returning Officer by Monday 27 July 2026, so this can be done. Scrutineers whilst acting in that capacity must wear ID badges saying 'Scrutineer'. Forms will be available once nominations close.</p>
A Guide for Scrutineers	<p>A Guide for Scrutineers will be made available after nominations close – please make sure that your scrutineers are familiar with their role before election day.</p>
List of penalties and regulations	<p>Penalties relate to printing your electoral advertising material and other matters that you must be aware of – please refer to the Local Government Act 1995.</p> <p>Extracts from the Local Government Act 1995 relating to electoral offences that impact on candidates in local government elections and</p> <p>Extracts from the Local Government (Elections) Regulations 1997 relating to disclosure of electoral donations and gifts can be requested from the Returning Officer.</p>
Exempt electoral material	<p>A copy of regulation 78 concerning types of advertising material that are exempt from the Act's requirements can be requested from the Returning Officer.</p>