



Department of Local Government,  
Industry Regulation and Safety

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Mr Mark Dacombe  
A/Chief Executive Officer  
Town of Port Hedland

Email: [ceo@porthedland.wa.gov.au](mailto:ceo@porthedland.wa.gov.au)

Dear Mr Dacombe

### **TOWN OF PORT HEDLAND – REQUEST FOR REDUCTION OF ABSOLUTE MAJORITY**

Thank you for your email dated 25 August 2025 seeking a reduction of quorum and absolute majority in relation to the Town of Port Hedland's (the Town's) next ordinary council meeting scheduled for 27 August 2025.

In accordance with the Minister's delegations, I have considered the Town's application and determined that an approval should not be granted.

The Department is of the view that the power in s 5.7 should only be exercised in rare circumstances, where on one occasion, an otherwise functional council is unable to form a quorum due to extenuating circumstances and where the decisions to be made cannot be postponed. In this case, the lack of quorum has arisen because a majority of the Town's councillors each decided to voluntarily resign.

Quorum requirements exist to ensure that residents in the area, who have elected their representatives through a democratic process, are appropriately represented in decision-making. This is why, in the Department's view, quorum requirements of a separately elected local government body should only be interfered with on rare occasions.

I acknowledge the importance of certain Agenda items for the TownCity council meeting on 27 August 2025, including the adoption of the 2025/2026 budget. However, I am of the view that this decision can be appropriately postponed and it does not justify the exercise of the power to reduce quorum.

It is noted the Local Government Act 1995 (WA) provides that the Town has until 31 August 2025, or such extended time as the Minister allows, to adopt its budget.

The other proposed Agenda items for the council meeting do not appear to be such that not approving the request for the meeting of the 27 August 2025 will compromise the Town's ability to operate or perform day-to-day services to the community.

Yours sincerely,

**Suleila Felton**  
A/EXECUTIVE DIRECTOR, LOCAL GOVERNMENT

26 August 2025

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