

# WESTERN AUSTRALIAN Electoral Commission

ANNUAL REPORT

2001/2002



WESTERN AUSTRALIAN Electoral Commission



WESTERN AUSTRALIAN Electoral Commission

# TABLE OF CONTENTS

ELECTORAL COMMISSIONER'S REVIEW .....	3
ORGANISATIONAL STRUCTURE .....	6
STATEMENT OF COMPLIANCE.....	7
Enabling Legislation .....	7
Legislation Administered .....	7
OUTCOME AND OUTPUTS INFORMATION .....	8
OUTPUT 1: MANAGEMENT OF PARLIAMENTARY ELECTIONS .....	9
Merredin By-election .....	9
Voting Facilities for Other Electoral Authorities.....	10
Compliance with Requirements of Political Finance Legislation.....	11
Future Outlook – Parliamentary Elections.....	11
OUTPUT 2: MANAGEMENT OF NON-PARLIAMENTARY ELECTIONS.....	13
Local Government Elections .....	13
Union and Other Elections .....	16
General Branch Activities .....	19
Future Outlook.....	19
Output Measures .....	20
Output: Management of Non-Parliamentary Elections.....	20
OUTPUT 3: COMMUNITY ELECTORAL EDUCATION .....	21
Customer Focus .....	21
Electoral Education Centre.....	22
Future Outlook – Community Awareness .....	23
Output Measures.....	24
Output: Community Electoral Education .....	24
OUTPUT 4: MANAGEMENT OF ELECTORAL ROLL .....	25
Keeping the Roll Current .....	25
Key Areas of Elector Maintenance .....	35
Electoral Boundaries .....	37
Electoral Council of Australia .....	39
Future Outlook – Enrolment .....	39
Output Measures .....	40
CORPORATE MANAGEMENT .....	41
Overview.....	41
Corporate Services.....	41
Information Systems and Technology (IT) .....	42
PERFORMANCE INDICATORS .....	44
Opinion of Auditor General.....	44
PERFORMANCE INDICATORS .....	45
Performance Indicators' Certification .....	45
FINANCIAL STATEMENTS.....	49
Opinion of Auditor General.....	49
Opinion of Auditor General (continued).....	50
FINANCIAL STATEMENTS 2001/2002.....	52
Certification of Financial Statements.....	52
APPENDIX 1 – PUBLICATIONS (CURRENT PRICE) .....	73
APPENDIX 2 – LEGISLATION IMPACTING ON COMMISSION ACTIVITIES.....	74
APPENDIX 3 – ELECTORAL COUNCIL OF AUSTRALIA.....	75
APPENDIX 4 – ROLLS PRODUCED FOR LOCAL GOVERNMENTS CONDUCTING EXTRAORDINARY ELECTIONS IN 2001 /2002.....	76



WESTERN AUSTRALIAN Electoral Commission

Hon J A McGinty MLA  
Attorney General  
Minister for Electoral Affairs  
Level 30, Allendale Square  
77 St George's Terrace  
PERTH WA 6000

Dear Minister

In accordance with section 62 of the *Financial Administration and Audit Act 1985*, I submit for your information and presentation to Parliament the Annual Report of the Western Australian Electoral Commission for the year ended 30 June 2002.

The Annual Report has been prepared in accordance with the provisions of the *Financial Administration and Audit Act 1985*.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Lyn Auld', is written over a light grey rectangular background.

Lyn Auld  
**ELECTORAL COMMISSIONER**

30 August 2002



WESTERN AUSTRALIAN Electoral Commission

# ELECTORAL COMMISSIONER'S REVIEW

The Commission began the year finalising the post-election activities associated with the February 2001 State General Election, the May 2001 Local Government Ordinary Elections, and the June 2001 Nedlands By-election. In November 2001, the Commission also conducted a by-election for the State electoral district of Merredin, which kept staff very busy until Christmas.

Legislative amendments proclaimed in 2000 enables the Electoral Commissioner to conduct any election at his or her discretion. Many organisations took advantage of this during the year, and the Commissioner received 16 requests from unions and 24 from other groups keen for their elections to be conducted by the independent Commission. In addition, the Commission conducted 12 postal elections and one in-person election during the year on behalf of local governments.

Another major electoral event-the division of the State into electoral districts and regions-was to occur after 10 February 2002. However, legislative changes passed by Parliament in December 2001 have not been proclaimed, pending a determination from the Supreme Court on the legality of those amendments. If the new legislation is upheld, a distribution will occur every four years, which will be another electoral event to factor into the electoral calendar.

The year has also seen the Commission commence planning for the next cycle of local government ordinary elections due in May 2003. By the end of June 2002, 17 local governments had already arranged for the Commission to conduct postal elections on their behalf, with a number of other local governments also being expected to follow prior to the statutory deadline for such decisions in February 2003.

Shortly after the conclusion of this reporting period, Dr Ken Evans concluded his appointment as Electoral Commissioner and I was appointed as his successor. I would like to acknowledge Ken's contribution as Commissioner and that of the Commission staff who have worked with dedication, enthusiasm and professionalism throughout the year. I look forward to working with the team and meeting the challenges that the next year offers.



Lyn Auld  
**ELECTORAL COMMISSIONER**

30 August 2002



WESTERN AUSTRALIAN  
Electoral Commission



WESTERN AUSTRALIAN Electoral Commission



## VISION

*To be recognised for excellence and as a leader in electoral administration.*

## MISSION

*To conduct elections, maintain the electoral roll and raise public awareness of electoral matters.*

## CORPORATE VALUES

*A commitment to:*

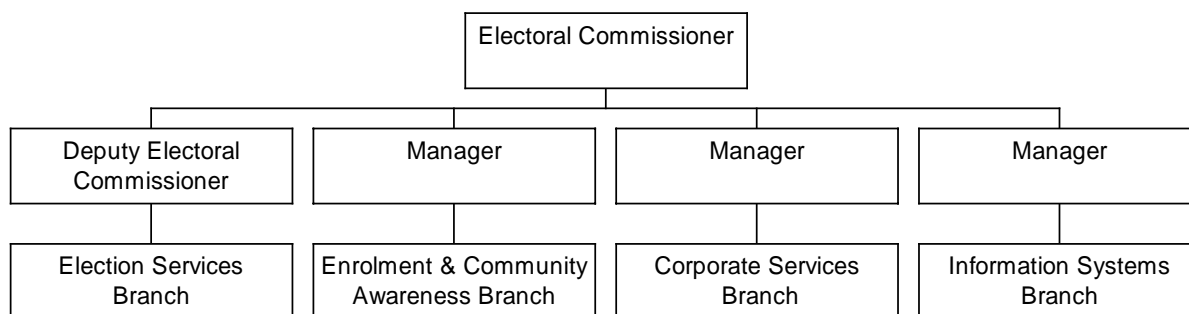
- *providing quality electoral services to all Western Australians;*
- *delivering accurate, efficient, effective and accountable management of electoral services;*
- *promoting management practices and customer services governed by the principles of social justice: equity, access, equality and participation;*
- *maintaining a working environment which is safe, healthy and which promotes innovation, professionalism and excellence; and*
- *reviewing and evaluating our effectiveness using appropriate performance data.*

## FUNCTIONS OF THE ELECTORAL COMMISSIONER

*The functions of the Electoral Commissioner under the Electoral Act 1907 are to:*

- *be the Chief Executive Officer of the Commission;*
- *be responsible for the proper maintenance of electoral rolls and the proper conduct of elections under the Act;*
- *consider and report to the Minister on electoral matters referred to him or her by the Minister, and such other electoral matters as the Electoral Commissioner thinks fit;*
- *promote public awareness of electoral and parliamentary matters, by means of the conduct of education and information programs and by other means;*
- *provide information and advice on electoral matters to the Parliament, Members of Parliament, the Government, and other government departments and state authorities;*
- *conduct elections or polls that are provided for under any other written law, if authorised to do so under that written law or regulations;*
- *make arrangements with any person for the conduct by the Electoral Commissioner of elections or polls not provided for under a written law on such terms and conditions as are agreed between the Electoral Commissioner and that person;*
- *conduct and promote research into electoral matters and other matters that relate to the functions of the Commissioner;*
- *publish material on matters that relate to the functions of the Commissioner; and*
- *perform such other functions as are conferred on the Commissioner by or under the Act or any other written law.*

# ORGANISATIONAL STRUCTURE



The Electoral Commissioner and the Deputy Electoral Commissioner hold independent statutory appointments under the Electoral Act 1907. Together they are responsible for the impartial administration of electoral law through the Western Australian Electoral Commission, which is a department of the State Public Service.

The Electoral Commissioner is deemed to be the Chief Executive Officer of the Western Australian Electoral Commission. The permanent staff of the Electoral Commission are employed under the *Public Sector Management Act 1994*.

# STATEMENT OF COMPLIANCE

## Enabling Legislation

The Commission was established by the proclamation of the *Acts Amendment (Electoral Reform) Act 1987* on 30 October 1987. The Commission replaced the State Electoral Department, which commenced operation when the first *Electoral Act* came into effect in 1904.

## Legislation Administered

Under the *Alteration of Statutory Designations Act 1974*, certain statutes are placed under the control of the Minister for Electoral Affairs. Of these, the Commission is responsible for administering the following:

- *Electoral Act 1907*
- *Electoral Distribution Act 1947*
- *Referendums Act 1983*

A range of other legislation, which impacts on the Commission in the conduct of its business, must be complied with. This is detailed in Appendix 2.

At the date of signing we are not aware of any circumstances that would render the particulars included in this statement and in Appendix 2 misleading or inaccurate.



Lyn Auld  
**ACCOUNTABLE OFFICER**



Gary Harrington  
**PRINCIPAL ACCOUNTING OFFICER**

30 August 2002

# **OUTCOME AND OUTPUTS INFORMATION**

The Commission operates under one outcome, which comprises four outputs.

## **OUTCOME**

All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.

## **OUTPUTS**

**Management of Parliamentary Elections**

**Management of Non-Parliamentary Elections**

**Community Electoral Education**

**Management of Electoral Roll**

## **CORPORATE MANAGEMENT**

Provides support to the Commission's desired outcome and four outputs.

# OUTPUT 1: MANAGEMENT OF PARLIAMENTARY ELECTIONS

## *Outcome*

*All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.*

## *Output Description*

*Ensure parliamentary elections are conducted in a timely manner with complete impartiality, independence and efficiency.*

## **Merredin By-election**

A by-election was conducted for the State Electoral District of Merredin following the resignation of the Hon Hendy Cowan, MLA from the Legislative Assembly on Tuesday, 16 October 2001.

The Speaker of the Legislative Assembly issued the writ for an election to the Electoral Commissioner on Wednesday, 17 October 2001.

The Electoral Commissioner appointed a Returning Officer.

The rolls closed at 6.00pm on Thursday, 25 October 2001.

At close of nominations at 6.00pm on Friday, 26 October 2001, five candidates had nominated to contest the election.

## **Advertising**

A humorous eye-catching "headline" advertisement was placed each week in the *Avon Valley Advocate* and the *Merredin Wheatbelt Mercury* encouraging electors to vote and emphasising that voting was compulsory for the election. A weekly media release reinforcing the advertisement was also presented.

The Commission also arranged for a coloured election poster, featuring a map of the Merredin district and a list of polling places, to be placed in 65 local government offices and at libraries and general stores in the area. A direct-mail letter was also forwarded to 324 electors in the Shire of Yilgarn explaining that they were part of the Merredin electoral district and therefore required to vote.

## **Early Voting**

Early votes (pre-poll) were issued from the Australian Electoral Commission office in Northam, the courthouse in Merredin and the Western Australian Electoral Commission in Perth. Provisions were made for the issuing of early votes at seven electoral offices in other Australian States and Territories and at the Government of Western Australia Office in London. Early (pre-poll) votes were issued from Tuesday, 30 October 2001 to Friday, 23 November 2001. There was no mobile polling at this election. A total of 422 early votes (pre-poll) were issued.

A total of 916 early votes (by post) were issued from the Commission, an increase of 47% from the State General Election held in February 2001. Of these, 410 requests for postal votes were received in the last week. As Merredin is a country district, the potential for their return after the close of receipt of postal votes was high. Telephone calls from electors on Friday, 23 November and Monday, 26 November indicated that delays had been encountered with mail deliveries. A total of 649 were returned before the close of receipt of postal votes on Tuesday, 27 November 2001. The next day, 96 late packages were received.

A contributing factor for the applications being requested in the last week may have been the focus of the public on the federal election which was held the week before the by-election.

## Polling Places

The district of Merredin comprises 65,774 square kilometres, and being a large electorate, the delivery of election material, training of staff and the return of material were a considerable logistical exercise for the Returning Officer. A total of 90 polling place staff were employed to assist on the day at forty-one polling places, including one at the Western Australian Electoral Commission in Perth.

## Voting

Polling was conducted during the hours 8.00am to 6.00pm on Saturday, 24 November 2001.

## Counting

Counting of the votes began at 6.00pm on polling night and the results were phoned through to the Tally Room at the Merredin Telecentre. The results were immediately uploaded onto the Commission's website. The Australian Broadcasting Commission was able to report the outcome of the by-election in its regular news bulletin at 7.00pm that night.

Following the counting of votes cast at the individual polling places on election night, all votes were distributed on the basis of first preferences for the National Party and the Liberal Party candidates, providing an unofficial guide to two-party preferences on polling night.

The result was declared at 3.00pm on Wednesday, 28 November 2001. Mr Brendon John Grylls, representing the National Party, was declared elected as the Member of the Legislative Assembly for the district of Merredin, with a majority of 1,393 votes. Mr Grylls was sworn into Parliament as the new Member on Tuesday, 4 December 2001.

## Voter statistics

Electors on roll	12,447
Voted	10,755
Turnout	86.41%
Non-voters	1,692

Details of non-voter followups can be found under Output 4: Management of Electoral Roll.

## Voting Facilities for Other Electoral Authorities

On six occasions during the year, other electoral authorities sought the services of the Commission to issue votes. Details are shown in Table 1 below.

Table 1: Votes Issued for Other Australian State/Territory Elections

State	Date of Election	Type of Election	Votes Issued
Northern Territory	18 August 2001	State General Election	37
ACT	20 October 2001	State General Election	32
New South Wales	8 December 2001	Tamworth By-election	Nil
South Australia	9 February 2002	State General Election	118
New South Wales	23 February 2002	Hornsby By-election	Nil
Tasmania	4 May 2002	By-election – 3 Districts	Nil

## **Compliance with Requirements of Political Finance Legislation**

Part VI of the *Electoral Act 1907* requires the disclosure of gifts and other income received by political parties and their associated entities on an annual basis. The annual disclosure period for political parties and associated entities is from 1 July to 30 June each financial year, with a return to be lodged by 30 November of the same year. Copies of all returns lodged with the Electoral Commission are held at the Commission and may be inspected during office hours.

For the disclosure period ending 30 June 2001, 22 political parties and five associated entities lodged disclosure returns. The statutory report relating to these returns and the operation of the legislation has been drafted and will be tabled in Parliament by the Minister for Electoral Affairs. This report also contains information on the election-related returns from parties, candidates, Legislative Council groups and other persons from the 2001 State General Election. At the time of writing, all but four candidate returns had been received. Prosecution action was being considered against those four candidates who had not submitted an election return.

In accordance with the *Electoral (Political Finance) Regulations 1996*, the Electoral Commissioner is to determine, as soon as practicable after polling day in a general election, whether the specified amount should increase. This is achieved by means of a formula, which takes into account CPI increases. After the 2001 State General Election, the Electoral Commissioner determined that the specified amount had increased from \$1,500 to \$1,600. This took effect as from 1 July 2001.

## **Future Outlook – Parliamentary Elections**

A new election management system is being developed. It will first be introduced at the 2003 local government elections. The election management system will then be modified to automate procedures and systems for the next State general election, which may be held between 26 June 2004 and 7 May 2005.

It is forecast that the technology and communications will be developed for use in polling places to increase the efficiency of issuing absent and ordinary votes at the next State election. A pilot system was successfully used in 42 polling places in the last State election. It is anticipated that telecommunications will also be used by Returning Officers to increase the efficiency of election returns, staff allocation and training and communication with head office and candidates.

Procedures for the next State general election are also being reviewed.

## Output Measures

### Outcome:

All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.

## Output: Management of Parliamentary Elections

### Output Description:

Ensure parliamentary elections are conducted in a timely manner with complete impartiality, independence and efficiency.

Quantity	Number of elections conducted	1
	Number of electors on State roll	1,206,725
Quality	Satisfaction rate of voters	n/a
Timeliness	Percentage of elections completed within specified timeframe	100%
Cost	Fixed cost/elector of conducting election system reviews and maintenance	\$1.01
	Cost/elector of conducting general election	n/a
Effectiveness	The extent to which electors have participated in the electoral process expressed as a percentage of eligible electors that have voted	n/a



## OUTPUT 2: MANAGEMENT OF NON-PARLIAMENTARY ELECTIONS

### *Outcome*

*All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.*

### *Output Description*

*Ensure elections for local government and other non-parliamentary elections are conducted in a timely manner with complete impartiality, independence and efficiency.*

## Local Government Elections

Each local government that participated in the May 2001 ordinary elections was provided with an individual report on their election in the early part of this financial year. A statewide report was also compiled and published in September 2001. This provided comparative data against which to measure individual results and useful data for planning subsequent elections. A number of recommendations were made, including changes to the legislation.

An analysis of the figures from the May 2001 ordinary elections indicated that postal voting produced a higher participation rate for all of the population bands identified. The difference was most evident, however, in the medium to large-sized electorates, as shown in Table 2 below:

Table 2: Comparison between Postal and In-person Elections in May 2001

Electorate size	Number of elections		Average participation rate %		Difference between average participation rates %
	Postal	In-person	Postal	In-person	Postal - In-person
Less than 300	1	19	65.3%	59.0%	6.3%
301 to 999	2	23	63.8%	45.0%	18.8%
1000 to 2499	3	7	49.5%	40.0%	9.5%
2500 to 4999	11	5	47.8%	27.0%	20.8%
5000 to 9999	6	6	46.0%	21.3%	24.7%
Over 9999	22	2	36.6%	18.7%	17.9%

The voting figures are relatively consistent from election to election, apart from minor fluctuations caused by the existence of contentious local issues or a keenly contested mayoral campaign. The majority of medium and large-sized electorates now use postal voting for their elections, thereby optimising their voter participation.

## Complaints

Under the *Local Government Act 1995*, either the Electoral Commissioner or the Returning Officer may investigate whether misconduct, malpractice or maladministration has occurred in relation to an election. Approximately 50 complaints were received during and after the May 2001 ordinary elections. They concerned matters in connection with elections conducted by the Commissioner and also with in-person elections conducted by local governments. For the most part these concerned failures to properly authorise advertising; perceived misleading advertising; items such as “open letters” in newspapers and perceived intimidation. A number of complaints required further investigation and took some time to resolve, but all were either finalised or under court proceedings by the end of the year.

**Table 3: Local Government Elections 2001 – Complaints received**

Category	Total Complaints Received	Complaints Resolved	Complaints Not Pursued – Lack of Evidence	Complaints Referred to Department of Local Government & Regional Development	Complaints Under Court Prosecution
Publication and distribution of authorised material or incorrectly authorised material (s.4.87LGA)	15	11	2	0	2
Publication of misleading false or defamatory material (s.4.88LGA)	20	20	0	0	0
Complaints relating to election procedure	13	10	1	1	1
Miscellaneous	15	13	1	0	1

## May 2003 Ordinary Postal Elections

Planning for the May 2003 ordinary elections commenced in January 2002 and various projects were assigned to members of staff in June.

The Commission produced a brochure on postal voting which was sent to every local government in the State in March 2002. This was followed up by a newsletter in May 2002.

These initiatives produced a good response with 17 local governments committing to the Electoral Commissioner conducting their ordinary elections by the end of June 2002.

## Extraordinary and Other Elections

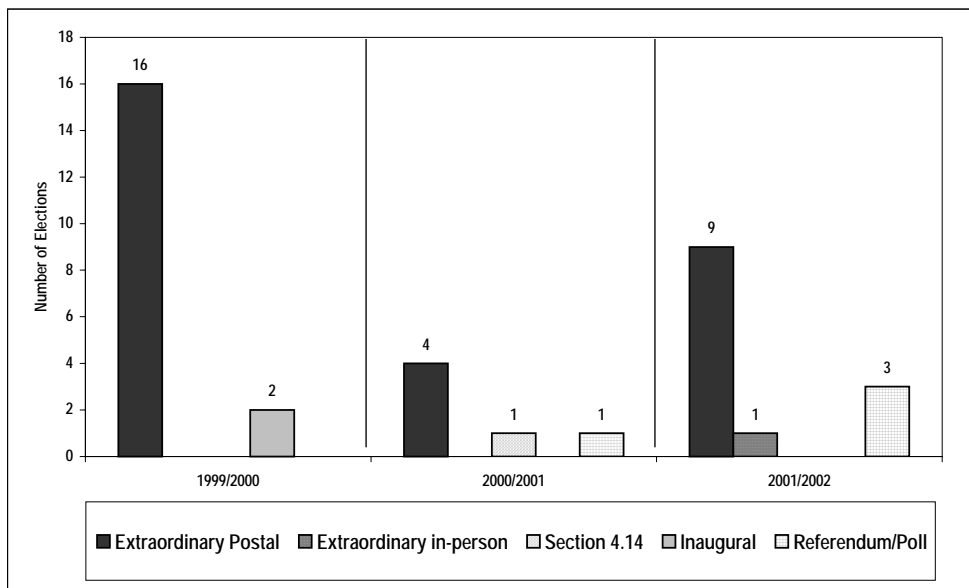
The Electoral Commissioner conducted 12 postal elections and one in-person election during the year on behalf of local governments, as shown in Table 4 below. Participation ranged from 39.8% (Shire of Wiluna) to 63.0% (Town of Cambridge). The average turnout for the nine contested postal elections was 51.6%.

**Table 4: 2001/2002 Local Government Extraordinary and Other Elections**

Shire/City/Town	Ward Name	Election type	Date of Election	Turnout
City of Cockburn	East Ward	Postal	19 July 2001	Unopposed
Shire of Lake Grace	Lake Grace Ward	Postal	19 July 2001	Unopposed
Shire of Lake Grace	Biddy-Burngup Ward	Postal	19 July 2001	62.5%
Shire of Exmouth	District	Postal	19 July 2001	52.9%
Shire of Serpentine-Jarrahdale	North Ward	Postal	5 September 2001	Unopposed
Shire of Augusta-Margaret River	All Wards	Postal	5 September 2001	54.0%
Shire of Waroona (Poll)	District	Referendum (Postal)	5 September 2001	55.6%
Shire of Wiluna	District	In-Person	5 September 2001	39.8%
Town of Cambridge (Poll)	District	Referendum (Postal)	7 November 2001	63.0%
Town of Cottesloe	North Ward	Postal	16 February 2002	43.5%
Town of Claremont	District	Referendum (Postal)	13 March 2002	49.1%
City of Subiaco	Central Ward	Postal	27 March 2002	46.6%
Shire of East Pilbara	Lower Central Ward	Postal	11 May 2002	43.4%

The following graph shows the number of extraordinary elections and referendums conducted on behalf of local governments over the past three years. The number reduces every second year, when the Ordinary elections are held.

**Graph 1: Local Government Extraordinary and Other Elections**



The following table shows a comparison between elections conducted on behalf of local governments in 1999/2000, 2000/2001 and 2001/2002.

**Table 5: Comparison of Local Government Extraordinary and Other Elections**

Extraordinary and Other Elections	1999/2000	2000/2001	2001/2002
<b>Election Packages</b>			
Despatched	57,643	53,289	23,055
Returned at close of poll	20,771	22,040	11,889
<b>Wards</b>			
Contested	15	4	13
<b>Councillor elections</b>			
Vacancies	16	14	16
Elected Unopposed	1	1	4
Contested	15	13	12
Candidates	44	30	33
Positions Unfilled	0	0	0
<b>Turnout</b>			
Range of Turnout	29% to 67%	39% to 61%	39% to 63%

The decrease in the number of election packages despatched in 2001/2002 was a result of no full inaugural or elections being conducted under section 4.14 of the *Local Government Act 1995* during the year. The latter refers to those elections held to elect a new council after a council has been dismissed.

## Union and Other Elections

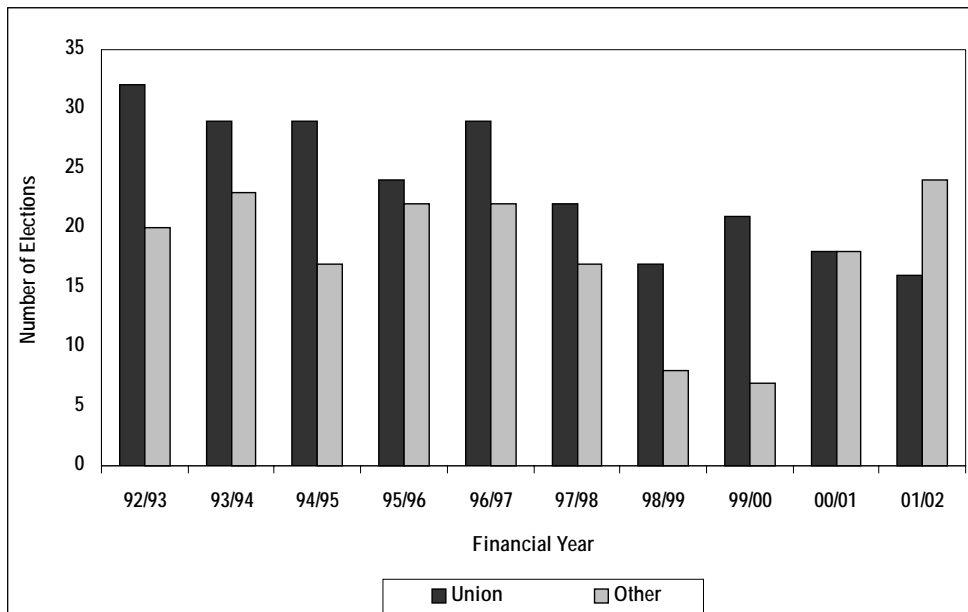
A total of 40 requests were received for the conduct of union and other elections. The Electoral Commissioner conducted 16 union elections under the *Industrial Relations Act 1979* this year. A number were uncontested, but all required at least the preliminary advertisement and nomination phases (see Table 6).

Twenty-four elections were conducted for other organisations in accordance with the *Electoral Act 1907* and various other Acts during the year. These included requests for voting on certified agreements, University Guild elections and a variety of other elections (see Table 7).

An election report, which includes any recommendations, was provided at the completion of each election and several organisations responded positively to these recommendations by amending their rules in line with modern electoral practice.

The graph below shows a record of activity in union and other elections over the past ten years.

Graph 2: Union and Other Elections Conducted



While the number of union election requests has continued to diminish in 2001/2002, the number of non-union requests has increased since the change in legislation in 2000, which extended the power of the Electoral Commissioner to conduct any election at his or her discretion.

**Table 6:** Elections Conducted under the *Industrial Relations Act 1979*

Name of Organisation	Number of Positions	Type of Election	Number of Vacancies	Contested Vacancies	Unopposed Vacancies	Unfilled Vacancies	Number of Electors on roll	Number of Voters	Participation Rate %
Breweries and Bottleyards Employees Industrial Union of Workers of WA	3	General Election	4		3	1			n/a
Disabled Workers Union of Western Australia	1	General Election	1		1				n/a
Hospital Salaried Officers Association Of Western Australia (Union of Workers)	2	General Election	4		4				n/a
Independent Schools Salaried Officers Association of WA	3	General Election	10		10				n/a
Master Builders Association of WA Union of Employers	1	General Election	9	9			425	131	30.82%
Master Painters, Decorators & Signwriters Association of Western Australia (Union of Employees)	3	General Election	9		8	1			n/a
Media, Entertainment and Arts Alliance of Western Australia - Union of Employers	7	General Election	29		26	3			n/a
Murdoch University Academic Staff Association	5	General Election	10		10				n/a
State School Teachers Union of Western Australia	5	General Election	18	14	3	1	10,891	2,756	25.31%
State School Teachers Union of Western Australia – Aboriginal and Torres Islander Executive Member	1	Casual Vacancy	1		1				n/a
The Forest Products, Furnishing and Allied Industries Industrial Union of Workers, WA	4	General Election	6		2	4			n/a
The Plumbers and Gasfitters Employees Union of Australia, West Australian Branch, Industrial Union of Workers	3	General Election	11		11				n/a
University of Western Australia Academic Staff Association	5	General Election	10		10				n/a
WA Hotels and Hospitality Association Inc	15	Ordinary Election	27	6	19	2	520	175	33.65%
Western Australian Police Union of Workers	1	Casual Vacancy	1	1			4,682	1,347	28.77%
Western Australian Prison Officers Union of Workers	15	General Election	19	6	6	7	1,265	591	46.72%

**Table 7:** Elections conducted under the *Electoral Act 1907* and various other Acts

Name of Organisation	Number of Positions	Type of Election	Postal or In-person	Number of Vacancies	Contested Vacancies	Unopposed Vacancies	Unfilled Vacancies	Number of Electors on roll	Number of Voters	Participation Rate %
AISWA Capital Grant Association Committee	2	General Election	Postal	7	6	1		121	70	57.85%
CECK Pty Ltd	1	Poll	In-person					31	31	100.00%
CECK Pty Ltd	1	Certified Agreement	In-person					31	31	100.00%
Curtin University Student Guild	10	General Election	In-person	25	23		2	26,744	1,398	5.2%
Curtin University Student Guild	1	Re-count	In-person							n/a
Derbarl Yerrigan Health Service Inc.	5	General Election	In-person	12	12			579	142	24.53%
Edith Cowan University - Alumni	1	General Election	Postal	1		1				n/a
Edith Cowan University - Student Guild	3	General Election	In-person	42	4	6	32	22,935	369	1.61%
Edith Cowan University - Two Enrolled Students	1	General Election	In-person	2	2			18,266	143	0.78%
Employee's Inspector of Mines	3	General Election	Postal	4		4				n/a
Fulton Hogan Pty Ltd	1	Poll	In-person					71	37	52.11%
Grain Pool of Western Australia	2	General Election	Postal	2	1	1		1,065	601	56.43%
Greening Australia (WA) Inc.	2	General Election	Postal	4	4			253	122	48.22%
Health Department of Western Australia	1	Referendum	Postal					9,402	4,900	52.12%
Heelan & Co Naval Base Supplies Pty Ltd	1	Certified Agreement	In-person					8	7	87.50%
Majestic Plumbing Pty Ltd	1	Referendum	In-person					27	27	100.00%
Midland Brick Company Pty Ltd	1	Poll	In-person					15	15	100.00%
National Trust of Australia (WA)	1	General Election	Postal	5		5				n/a
Potato Marketing Corporation of Western Australia	1	General Election	Postal	1		1				n/a
Taxi Council of Western Australia Inc.	1	General Election	Postal	3	3			226	95	42.04%
University of Western Australia - Guild of Undergraduates	12	General Election	Postal	29	29			15,585	2,542	16.31%
University of Western Australia - Guild of Undergraduates	1	Re-count	Postal							n/a
WA Fire Brigades Superannuation Board	2	General Election	Postal	4	1	3		1,239	596	48.10%
WA Football Commission	1	General Election	Postal	4	4			14	14	100.00%

## **General Branch Activities**

A restructuring of the Branch was trialed during the year to better reflect the work undertaken. Major elections, which include the State General Election and Local Government Ordinary Elections, are planned by Election Services staff but implemented through a steering committee comprising the managers of all branches. The major ongoing functions of Election Services staff are to conduct extraordinary local government elections and union and other non-parliamentary elections, and to improve the operational management of all elections.

The operational management of all types of elections conducted by the Branch have a high level of commonality. These operational matters now come under the control of one staff member.

Training has been given a greater emphasis, with one senior staff member working full-time on the development and implementation of training programs and the production of manuals.

Each Returning Officer is individually trained for single elections. Face-to-face training is used where possible, and telephone training has also been utilised. Video technology has also been successfully trialed to train Returning Officers in remote parts of the State, using the Internet and a small web camera.

On 6 June 2002, the Western Australian Electoral Commission was enrolled in the Benchmark Certification Scheme. Enrolment in the scheme was achieved on the basis that the Election Services Branch had commenced the process of certification in order to meet the requirements of standard ISO 9001:2000.

This process of certification of the Election Services Branch commenced towards the latter part of the 2001/2002 financial year. This standard will assure clients that the Branch operates under quality management principles and in an environment of quality improvement.

## **Future Outlook**

### **Local Government Elections**

A new election management system is being developed. It will be introduced in the 2003 local government elections, and will enable Returning Officers anywhere in the State to mark voters' names off a centrally held electoral roll, using web technology, and facilitate other operations such as advertising and the collation of results and statistics.

Since the introduction of legislation enabling local government elections to be conducted by the Electoral Commissioner in 1995, a significant number of councils have made this decision. This has given Commission staff opportunities to be involved with the planning and the conduct of these elections, increasing their expertise.

The Commission now has a large amount of data on participation and administrative costs which it uses in strategic planning. In addition, election plans have been developed to streamline the election process and ensure compliance with the statutory schedule.

### **Union and Other Elections**

The Commission intends to review and automate many of the administrative functions relating to union and other elections, building on the improvements made for local government elections. The extended powers of the Electoral Commissioner to conduct elections for the wider community will be publicised and, with the increased number of elections being conducted, the number of experienced and well-trained Returning Officers will be increased.

## Output Measures

### Outcome:

All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.

### Output: Management of Non-Parliamentary Elections

#### Output Description:

Ensure elections for local government and other non-parliamentary elections are conducted in a timely manner with complete impartiality, independence and efficiency.

Quantity	Number of Local Government elections conducted	13
	Number of eligible electors in contested Local Government postal elections	23,055
	Number of Union elections conducted	16
	Number of statutory and other elections conducted	24
Quality	Average satisfaction rate of customer organisations	
	Local Governments	83.0%
	Union organisations	96.7%
	Statutory and other organisations	96.0%
Timeliness	Percentage of elections completed within specified timeframe	100%
Cost	Average cost/elector of:	
	Local Government elections	\$5.68
	Union elections	\$1.86
	Statutory and other elections	\$0.53
	Fixed cost/ elector of maintaining the system	\$0.63
Effectiveness	The extent to which electors have participated in the electoral process expressed as a percentage of eligible electors that have voted in:	
	Local Government elections (extraordinary and referendums)	51.6%
	Union elections	28.1%
	Statutory and other elections	5.6%



## **OUTPUT 3: COMMUNITY ELECTORAL EDUCATION**

### ***Outcome***

*All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.*

### ***Output Description***

*Provide comprehensive and effective elector education services to the community.*

The Commission's community electoral education programs are developed and implemented on the basis of specific legislative requirements, curriculum and customer needs, which have been identified through consultation with key customer groups, the conduct of various electoral surveys and from experience in managing enrolment and electoral processes.

### **Customer Focus**

The customer focus initiative is aimed at ensuring all members of the community can access a quality electoral service in an equitable and convenient manner. In particular, this includes the provision of electoral and enrolment information, ready access to all Commission services and encouragement to actively participate in State parliamentary elections and the various other elections conducted by the Commission.

This is achieved through:

- availability and distribution of a range of electoral publications, brochures, reports and maps;
- direct personal contact and consultation with members of the community;
- targeted education programs and presentations; and
- specific election advertising and public relations campaigns.

### **Special Needs Groups**

There has been a continued commitment to improving service delivery to the following special needs groups in accordance with our Strategic Plan, Customer Service Charter, Disability Services Plan and other operational plans:

- People with disabilities
- Seniors (60 years and over)
- Australians from linguistically and culturally diverse backgrounds
- Aboriginal Australians
- People in the 17-25 age group
- School children

Staff from the Electoral Education Centre (EEC) conducted a presentation to future carers of people with disabilities at Central TAFE. The purpose of the presentation was to make these students aware of the various ways the Commission can help people with disabilities cast their votes in State elections.

### **Internet**

The Commission's website contains a comprehensive coverage of State, local government, union and other election result statistics, district profile information and other electoral information. Information on the site is updated regularly to provide the latest information on elections being held and elector enrolment data.

A number of publications, pamphlets and forms (including the Enrolment form and the Application for an Early Vote – By Post) can be downloaded free of charge.

## Electoral Education Centre

The Electoral Education Centre (EEC) is located in the Constitutional Centre of Western Australia, on the corner of Parliament Place and Havelock Street, West Perth. The EEC is a joint tenant of the premises, along with the Constitutional Centre of Western Australia. The proximity to Parliament House and the other facilities in the Constitutional Centre ensures easy access for schools, students and other community groups visiting these adjacent sites.

The EEC offers an ideal teaching resource for primary, secondary and adult students and an informative electoral education service to community groups and other interested visitors. The facility features an innovative audiovisual presentation, and comprehensive static and interactive displays on the electoral processes and functions of Australia's state, federal and local levels of government.

In addition, an Electoral Education Advisory Board, consisting of members of the Commission and the Australian Electoral Commission (AEC), has been established to oversee and coordinate the use of resources for education programs conducted by both organisations.

## External Sponsorship of the Electoral Education Centre

To enhance its ability to add new displays or features to the EEC, the Commission actively seeks external sponsorship, in addition to planned achievements within the normal budget allocation. Several displays have been upgraded to reflect changes since the Federal election in November 2001.

## Customer participation at the Electoral Education Centre

As in previous years, the majority of visitors consisted of Year 6 and Year 9 students studying Western Australian and Australian Government as part of their respective study units.

The EEC has contacted all past visitors and customers to facilitate bookings at the centre and to broaden services to schools. There has been a substantial increase in visits to the EEC from adult groups. Typically, these are students from TAFE and universities wishing to increase their awareness of Australia's political procedures. The EEC, in conjunction with the Constitutional Centre, the Parliamentary Education Office and the Francis Burt Law Centre, have participated in facilitating professional development for teachers in the areas of society and environment.

The following table shows attendance figures for the last six financial years:

Table 8: Visitors to the Electoral Education Centre

	1996/97	1997/98	1998/99	1999/2000	2000/01	2001/02
Year 5	351	300	425	337	463	468
Year 6	4,766	7,721	7,578	6,712	7,142	4,261
Year 7	230	344	413	478	525	514
Year 8	2	106	105	120	0	0
Year 9	2,154	2,885	2,616	2,750	2,625	2,193
Year 10	706	722	407	151	84	236
Year 11	193	295	318	167	310	339
Year 12	0	57	62	171	77	15
Adult Groups	381	819	657	626	646	1,362
Accompanying Adult	503	892	834	694	804	659
<b>Totals</b>	<b>9,286</b>	<b>14,141</b>	<b>13,415</b>	<b>12,206</b>	<b>12,676</b>	<b>10,047</b>

The considerable drop in Year 6 numbers from 2000/2001 may be attributed to the implementation of the Education Department's revised excursion policy in 2002. More teachers may also be teaching this subject later in the school year, which would impact on the 2001/2002 financial year statistics.

## **Presentations at Other Venues**

Staff from the EEC deliver presentations to a variety of groups at external venues. These include such diverse groups as primary and secondary students, Adult Migrant Education groups and TAFE classes such as “New Opportunities for Women”, “Challenges and Choices” and English as a second language for students. In 2001/2002, staff from the EEC visited groups in the Perth metropolitan and country areas, and in doing so delivered presentations and/or conducted student council elections for 10,027 individuals.

The Commission provided highly successful programs to country areas during 2001/2002. Staff from the EEC delivered presentations to 211 students in Merredin, 390 in Kalgoorlie, 541 in Bunbury and Busselton and 430 in Geraldton.

The Commission decided not to have a display at the 2001 Perth Royal Show, as returns in previous years were too low in relation to the effort involved.

## **Youth Enrolment**

A Schools’ Enrolment Program, which was designed to reach 17 and 18 year old students in both public and private schools, has been successful in increasing youth enrolment. This campaign involved making an incentive payment to schools of \$2 for every valid enrolment card received by the Commission. Approximately 6,000 enrolment cards were collected. This campaign is being repeated in 2002/2003.

## **Future Outlook – Community Awareness**

The EEC will continue to investigate and implement strategies to broaden the range of target audiences. One important focus will be how the EEC can better cater for electors and students with disabilities.

Additional sponsorship opportunities will be investigated as part of an ongoing commitment to upgrade facilities, display arrangements and presentations. It is also hoped to expand service delivery in country areas of the State, particularly in the more isolated areas, in conjunction with the Constitutional Centre and the Parliamentary Education Office.

Some displays used at the EEC will be upgraded to involve students in a more interactive environment.

## Output Measures

### Outcome:

All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.

### Output: Community Electoral Education

#### Output Description:

Provide comprehensive and effective elector education services to the community.

Quantity	Number of Electoral Education Centre customers	20,074
Quality	Percentage of customers describing service as good or excellent	98.23%
Timeliness	Percentage of customers able to be accommodated within a nominated school term	100%
Cost	Average cost/customer of providing this service	\$22.37
Effectiveness	The program delivered provided customers with an understanding of the electoral process and encouraged participation as measured by customer satisfaction surveys. Effectiveness rating: 98.23% of participants rate the program as very or extremely effective.	98.23%

## **OUTPUT 4: MANAGEMENT OF ELECTORAL ROLL**

### ***Outcome***

*All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.*

### ***Output Description***

*Maintain personal and location details for eligible electors on State and local government electoral rolls and produce extracts of roll data for external customers.*

The *Electoral Act 1907* requires that electoral rolls shall be maintained for each electoral region, district and sub-district (where established). An eligible person is entitled and required to be enrolled as an elector for the Legislative Assembly district and Legislative Council region in which he or she resides, and must vote in any subsequent elections to which that enrolment applies.

Ensuring the accuracy and currency of the State Electoral Roll is a key function of the Commission. In broad terms, the roll maintenance function can be broken down into two areas of activity:

*Elector Maintenance* which focuses on an elector's personal details – such as surname and given names, gender, date and place of birth and occupation.

*Habitation Maintenance* which focuses on the recording of address information and matching individual habitations to State electoral regions and districts, local government districts and wards and jury districts.

The principal source of enrolment data is the weekly data file received on CD from the Australian Electoral Commission (AEC) in line with a Joint Roll Arrangement. The AEC typically obtains this enrolment data via the joint electoral enrolment forms lodged by electors but other sources, such as advice of deaths from the Registrar General, are also utilised.

### **Keeping the Roll Current**

Information contained on the State Electoral Roll is subject to continual change. New electors are added as individuals become eligible and submit enrolment forms. Some existing electors may be deleted from the roll for a variety of reasons, such as:

- unable to be located;
- death;
- mental incapacity;
- being sentenced to imprisonment for more than one year;
- by order of the Guardianship and Administration Board; and
- removal of duplicate elector records.

Likewise, whenever an elector changes his or her address or name, an amendment to the electoral roll is required.

## Roll Activity

Additions to and deletions from the State Electoral Roll for the period of this report are summarised in the following table:

**Table 9: Elector Enrolment Activity 2001/2002**

<b>Total Enrolment 30 June 2001</b>	<b>1,206,736</b>
<b>Additions +</b>	
New elector enrolments	41,680
Reinstatements	29,754
<b>Transfers:</b>	
Transfers from another district	82,511
Transfers within the district	173,213
	<u>327,158</u>
<b>Deletions -</b>	
<b>Transfers:</b>	
Transfers to another district	82,511
Transfers within the district	173,213
<b>Removals:</b>	
By objection action	59,945
Death of elector	8,718
Moved to another State	8
Mental health	0
Mental/physical incapacity	217
Imprisonment	204
Duplicates	998
Guardianship Orders	98
Failed to vote at last election	0
Overseas objections	1,257
	<u>327,169</u>
<b>Net Decrease</b>	<b>11</b>
<b>Total Enrolment 30 June 2002</b>	<b>1,206,725</b>

The small decrease in the total enrolment is the result of a high number of electors being deleted by objection action resulting from Continuous Roll Update initiatives.

## Roll Reconciliation between the State and Commonwealth

The Commission conducts regular complete roll reconciliations by comparing the State and Commonwealth Rolls. This enables the identification, investigation and correction of any apparent discrepancies.

The following table summarises the findings of the roll reconciliation conducted using roll data as at 30 June 2002.

**Table 10: Roll Reconciliation Figures**

<b>AEC elector records as at 30 June 2002</b>	<b>1,208,218</b>
Less records deleted from WAEC Roll which are still on AEC Roll	
Objection	99
Overseas objection	899
Authorised deletion	2
Moved out of State	1
Death	5
Mental health	1
Prisoner	582
Duplication	7
Guardianship Order	53
	<b>1,649</b>
Less records on AEC Roll which are not on WAEC Roll	
Provisional citizen (not matured)	0
Non-matches unresolved	43
Federal only electors	48
	<b>91</b>
Add records on WAEC Roll which are not on AEC Roll	
British subject enrolment	206
Non matches unresolved	41
	<b>247</b>
<b>WAEC elector records as at 30 June 2002</b>	<b>1,206,725</b>

## Roll Maintenance Trends

The following table lists the changes in State Enrolment from 30 June 1996 to 30 June 2002.

**Table 11: Roll Maintenance Trends**

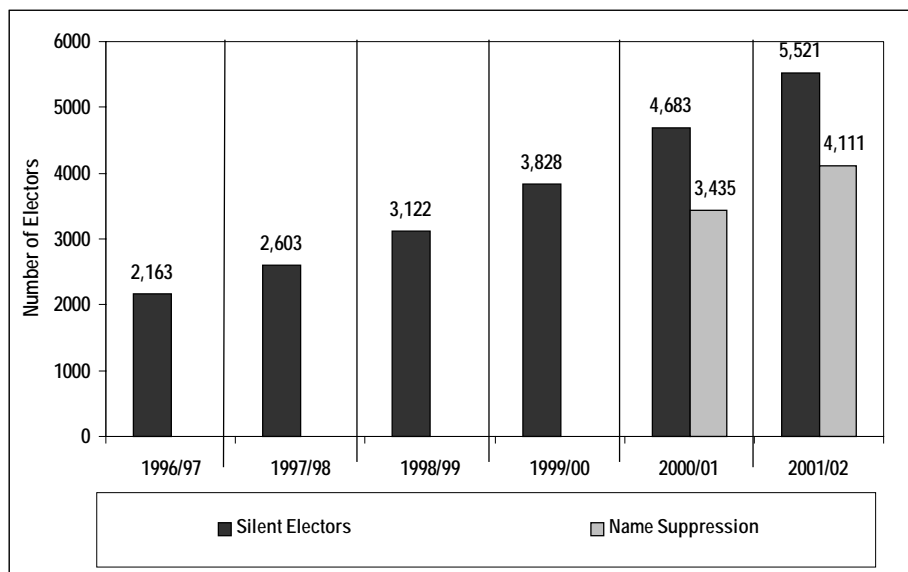
Year	Additions	Deletions	Total Enrolments
1996	348,984	310,695	1,104,774
1997	284,509	269,311	1,119,977
1998	363,946	354,505	1,129,418
1999	232,034	204,037	1,157,415
2000	319,338	307,081	1,169,672
2001	370,217	333,150	1,206,736
2002	327,158	327,169	1,206,725

## Silent Electors

“Silent electors” are electors who have had approval to have their residential addresses suppressed on the electoral roll for security reasons. At 30 June 2002, there were 5,521 silent electors on the State Roll. A silent elector may also have their name suppressed. A total of 4,111 silent electors also opted to have their names, as well as their addresses, suppressed on the State Roll.

The graph below shows the increase in silent elector enrolments on the State Roll from 30 June 1997 to 30 June 2002, as well as the increase in silent electors opting to have their name suppressed on the State Roll from 30 June 2001 to 30 June 2002:

Graph 3: Silent electors



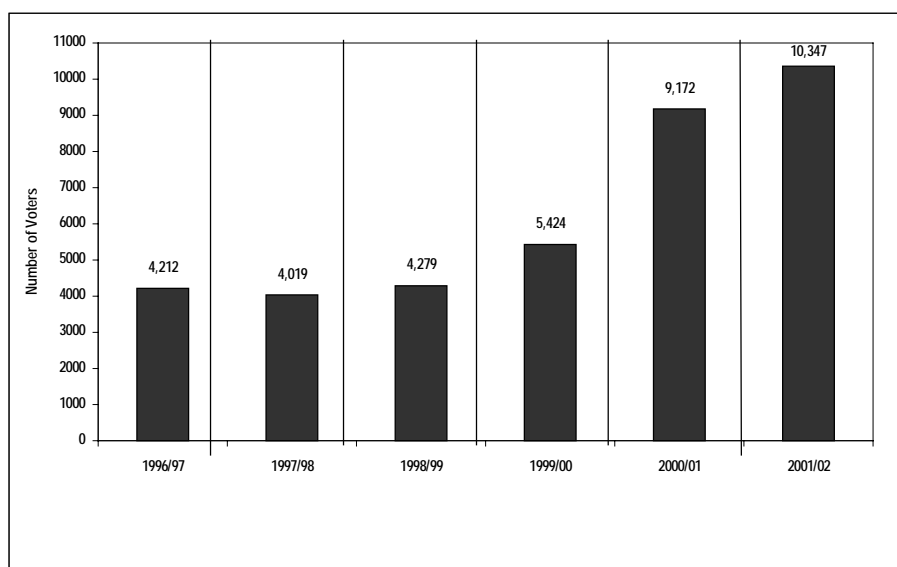
## General Early Voters (By Post)

Enrolled electors meeting the requirements prescribed by section 93 of the *Electoral Act 1907* may apply to be registered as a General Early Voter (By Post). Once registered, such electors are automatically sent a postal ballot paper for any elections relating to their enrolment. This year General Early Voter enrolment increased by 12.81% to 10,347.

The continued increase in the number of General Early Voters could be attributed to the growing awareness in the community of the postal voting option being available to eligible registered electors.

The following table indicates the changes in General Early Voters enrolled on the State Roll from 30 June 1997 to 30 June 2002:

Graph 4: General Early Voters





## Habitation Maintenance

Critical to the habitation maintenance process is the allocation of State district codes, local government district and ward codes, and jury district codes to each residential address recorded in the Electoral Roll Maintenance System (ERMS). In addition, as part of the process, all new habitations are checked to ensure compliance with accepted naming and numbering standards. Where changes occur to suburb or street names, street numbering or postcodes, affected habitation records require updating.

All habitations on the current State Roll are coded with a Census Collector District (CCD) number, which is allocated by the Australian Bureau of Statistics when conducting a census. This coding is important because it enables enrolment data to be compared with other agencies data arranged by CCD. The coding is also an important step in the preparation for the next distribution of State electoral boundaries.

The following table illustrates the change in the number of habitation listings for each State Electoral District from 30 June 2001 to 30 June 2002:

Table 12: Habitation Maintenance Trends

District	Total Habitations 30 June 2001	Total Habitations 30 June 2002	District	Total Habitations 30 June 2001	Total Habitations 30 June 2002
Albany	7,811	7,809	Merredin	6,394	6,301
Alfred Cove	13,330	13,335	Midland	14,057	14,050
Armadale	13,440	13,402	Mitchell	9,039	9,271
Avon	7,384	7,368	Moore	6,655	6,801
Ballajura	13,663	13,661	Murdoch	11,271	11,227
Bassendean	13,162	13,211	Murray-Wellington	7,531	7,711
Belmont	14,798	14,915	Nedlands	13,155	13,167
Bunbury	7,342	7,286	Ningaloo	5,098	5,176
Burrup	5,716	5,889	Nollamara	12,784	12,739
Carine	11,498	11,396	Peel	17,201	17,740
Churchlands	12,597	12,487	Perth	13,571	13,589
Cockburn	13,687	14,041	Pilbara	3,860	3,875
Collie	6,899	6,931	Riverton	11,619	11,570
Cottesloe	13,442	13,452	Rockingham	12,696	12,739
Darling Range	12,280	12,329	Roe	6,949	6,877
Dawesville	9,370	9,789	Roleystone	12,929	13,107
Eyre	4,700	4,624	South Perth	14,155	14,048
Fremantle	13,817	13,801	Southern River	16,179	16,631
Geraldton	6,570	6,568	Stirling	7,131	7,182
Girrawheen	11,832	11,735	Swan Hills	14,464	15,020
Greenough	7,344	7,427	Thornlie	12,382	12,383
Hillarys	13,257	13,197	Vasse	9,036	9,400
Innaloo	14,391	14,500	Victoria Park	14,508	15,085
Joondalup	14,414	14,624	Wagin	6,645	6,464
Kalgoorlie	6,875	6,877	Wanneroo	19,934	21,086
Kimberley	5,212	5,402	Warren-Blackwood	8,300	8,394
Kingsley	11,826	11,809	Willagee	12,611	12,571
Mandurah	7,862	7,974	Yokine	14,232	14,226
Maylands	15,322	15,432	<b>State Total</b>	<b>624,227</b>	<b>629,701</b>

## Online WA – WA Life Events

The Commission has continued its participation in the WA Life Events component of the Online WA Website that was launched on 24 May 2000. The main advantage to the public using this system is the convenience of registering a “life event” once only and having that advice automatically directed to a number of government agencies.

The Commission subscribes to the death, change of address, change of name and turning 18 life events. The *Electoral Act 1907* requires that changes to the Electoral Roll must be made on the basis of a signed and witnessed Electoral Enrolment Form. WA Life Events transactions act as a trigger for the Commission to send enrolment claim cards to people who register change of address, change of name and turning 18.

A total of 154 transactions were received from WA Life Event statistics for the period 1 July 2001 to 30 June 2002 and were made up as follows:

Change of Address	140
Change of Name	8
Turning 18	4
Death	2

This initiative supports the other Continuous Roll Update strategies being implemented by the Commission.

## Online Enrolment Check

Western Australian registered electors can now check their current enrolment details online to confirm that they are correctly enrolled. A successful search will display the elector’s State Electoral District, State Electoral Region, Local Government District and Local Government Ward. The implementation of this online service is an Australian first.

The online enrolment check will significantly reduce the demand on the current Western Australian Electoral Commission phone help system. For example, in the weeks leading up to a State general election, the Commission phone help system can take up to 50,000 calls.

As a privacy safeguard, voters are required to provide their full name, address and date of birth. This means that no information is released that the inquirer does not already have.

The online enrolment check facility was launched on 27 February 2002 and had registered 4,075 hits by 30 June 2002. An elector wishing to check their State enrolment details can go to the Western Australian Electoral Commission website at <http://www.waec.wa.gov.au>.

## Continuous Roll Update (CRU)

In 1999, the traditional habitation review or “door knock” was replaced by the CRU as the prime means of keeping the electoral roll up to date. The Commission, jointly with the Australian Electoral Commission, is developing practices to proactively seek enrolment cards from electors on a continuous basis throughout the year, rather than rely on biennial doorknock reviews. CRU relies on information obtained from government departments such as Centrelink, Australia Post, and the Department of Land Administration (DOLA) to identify people who have changed address and to use that information to send out enrolment cards to those people. CRU also relies on change of address data received from the conduct of elections and mail-outs to actively update the roll. Enrolment cards are posted to houses that previously had enrolled electors. Targeted doorknocks still occur, but these are now directed at those houses from which no contact has been made by other methods. This method of CRU review is yielding greater numbers of enrolment cards than the previous methods in a more efficient and timely manner.

Negotiations to allow the Commission to use data from the Department of Planning and Infrastructure (formerly the Department of Transport) have recently been finalised. The expected result of this additional CRU initiative is a greater response from eligible electors to update their address details and an increase in new enrolments.

The aim of CRU is to have the best possible roll available at all times to meet the needs of federal, state and local government elections. For more information on CRU initiatives, see Appendix 3.

### Changes of address recorded over the past year

Table 13 was developed to provide some basis for measuring the effectiveness of CRU activities against expected figures taken from Australian Bureau of Statistics (ABS) figures.

In the previous twelve months 12.10% of electors (on a Statewide basis) registered a change of address compared to 13.79% the year before. The ABS data, which is based on the 1995 census, indicates that the number of people in Western Australia who change address each year is around 19%. The difference between the Commission data and the ABS data can be explained by a number of factors:

- Failure of electors to change their enrolment details when they change address.
- Electoral legislation requires an elector to reside in the district for at least one month before he or she can change their enrolment. Itinerant people would be unable to register their movements.
- ABS data includes all people, such as adults who are not citizens and children.

The table overleaf shows all the electors that were enrolled in a particular district as at 30 June 2002 and reports on how many times these electors changed address in the preceding twelve months. For example, an elector currently enrolled for Albany may have changed address twice in the previous twelve months, having moved from Perth to Collie and then to Albany. The statistics for that person are shown against Albany and not against Perth or Collie.

The following table reports the number of times electors have changed their address on the State Electoral Roll between 1 July 2001 and 30 June 2002.

Table 13: Elector Change of Address Statistics – 1/7/2001 to 30/6/2002

Electors Enrolled in District 30/6/2002	Number of Address Changes					Total Changes	Total Enrolment	% Moved
	None	1	2	3	4+			
Albany	12,117	2,002	126	3		2,131	14,248	14.95%
Alfred Cove	21,836	2,657	127	3	1	2,788	24,624	11.32%
Armadale	22,669	2,589	123	1	1	2,714	25,383	10.69%
Avon	12,030	1,485	50	4		1,539	13,569	11.34%
Ballajura	25,439	2,394	87			2,481	27,920	8.88%
Bassendean	22,408	2,532	124	3		2,659	25,067	10.60%
Belmont	22,499	3,358	147	6		3,511	26,010	13.49%
Bunbury	11,714	1,584	89	4		1,677	13,391	12.52%
Burrup	8,827	2,278	157	2		2,437	11,264	21.63%
Carine	22,480	1,907	58			1,965	24,445	8.03%
Churchlands	20,950	2,297	92			2,389	23,339	10.23%
Cockburn	24,524	2,881	125	1		3,007	27,531	10.92%
Collie	12,030	1,395	75			1,470	13,500	10.88%
Cottesloe	21,724	2,894	101	5		3,000	24,724	12.13%
Darling Range	23,599	2,160	95	2		2,257	25,856	8.72%
Dawesville	14,930	3,211	183	6		3,400	18,330	18.54%
Eyre	8,043	1,131	50	4		1,185	9,228	12.84%
Fremantle	21,480	2,839	125	4		2,968	24,448	12.14%
Geraldton	10,161	1,483	84	3		1,570	11,731	13.38%
Girrawheen	21,188	2,036	80	2		2,118	23,306	9.08%
Greenough	12,846	1,672	73	7		1,752	14,598	12.00%
Hillarys	24,792	2,438	77			2,515	27,307	9.21%
Innaloo	22,236	3,174	141	5		3,320	25,556	12.99%
Joondalup	26,682	3,204	142	1		3,347	30,029	11.14%
Kalgoorlie	11,072	1,896	92	5	2	1,995	13,067	15.26%
Kimberley	12,117	1,638	55			1,693	13,810	12.25%
Kingsley	23,368	1,963	68			2,031	25,399	7.99%
Mandurah	12,137	2,076	100	5		2,181	14,318	15.23%
Maylands	21,290	3,645	163	5	1	3,814	25,104	15.19%
Merredin	11,061	1,113	45			1,158	12,219	9.47%
Midland	23,412	2,958	149	9		3,116	26,528	11.74%

**Table 13: Elector Change of Address Statistics (cont'd)**

Electors Enrolled in District 30/6/2002	Number of Address Changes					Total Changes	Total Enrolment	% Moved
	None	1	2	3	4+			
Mitchell	15,869	2,269	127	3		2,399	18,268	13.13%
Moore	11,351	1,474	39	2		1,515	12,866	11.77%
Murdoch	21,778	1,956	80	2		2,038	23,816	8.55%
Murray-Wellington	13,046	1,731	73	1		1,805	14,851	12.15%
Nedlands	19,982	2,925	128	6		3,059	23,041	13.27%
Ningaloo	8,777	1,567	57	6		1,630	10,407	15.66%
Nollamara	21,460	2,295	72	1		2,368	23,828	9.93%
Peel	28,235	4,593	248	7		4,848	33,083	14.65%
Perth	18,990	3,642	169	3	1	3,815	22,805	16.72%
Pilbara	9,232	1,222	62	12		1,296	10,528	12.31%
Riverton	21,748	2,045	78	3		2,126	23,874	8.90%
Rockingham	21,024	2,646	110			2,756	23,780	11.58%
Roe	12,030	1,345	67			1,412	13,442	10.50%
Roleystone	24,040	2,489	110			2,599	26,639	9.75%
South Perth	20,054	3,583	145	3		3,731	23,785	15.68%
Southern River	28,897	4,040	157	1		4,198	33,095	12.68%
Stirling	12,454	1,563	85	5	1	1,654	14,108	11.72%
Swan Hills	26,657	3,599	173	2		3,774	30,431	12.40%
Thornlie	22,068	2,336	101	3		2,440	24,508	9.95%
Vasse	15,266	2,481	119	2		2,602	17,868	14.56%
Victoria Park	20,522	4,108	237	4	1	4,350	24,872	17.48%
Wagin	11,111	1,222	63	8		1,293	12,404	10.42%
Wanneroo	35,121	5,938	280	5	1	6,224	41,345	15.05%
Warren-Blackwood	14,087	1,834	70	1		1,905	15,992	11.91%
Willagee	21,560	2,223	92	3		2,318	23,878	9.70%
Yokine	20,707	3,189	128	5		3,322	24,029	13.82%
<b>State Total</b>	<b>1,057,727</b>	<b>139,205</b>	<b>6,273</b>	<b>178</b>	<b>9</b>	<b>145,665</b>	<b>1,203,392</b>	<b>12.10%</b>

## Non Voter Investigations

Details of the follow-up action taken up to 30 June 2002 in respect of non-voters for the February 2001 State General Election, the June 2001 Nedlands By-election and the November 2001 Merredin By-election are shown below:

**Table 14: Non-Voter Statistics – 2001 State General Election**

<b>Summary:</b>		
Electors on roll		1,187,629
Voted		1,094,592
Non voters		93,037
Excused/Finalised		74,101
Payments made		8,961
Referred to the Fines Enforcement Registry (FER)		9,975
<b>Excused/Finalised:</b>		
Court action	Successful conviction in Court	0
	Withdrawn from Court	1
Electors not on current roll (deleted)		9,186
Electors excused on grounds of age		574
Valid excuse		50,917
Mail returned unclaimed	Sent to AEC (objection action)	11,943
Finalised	After forwarding to FER	1,480
	<b>TOTAL</b>	<b>74,101</b>

**Table 15: Non-Voter Statistics – Nedlands By-election**

<b>Summary:</b>		
Electors on roll		23,723
Voted		16,477
Non voters		7,246
Excused/Finalised		4,545
Payments made		2,280
Referred to the Fines Enforcement Registry (FER)		421
<b>Excused/Finalised:</b>		
Court action	Successful conviction in Court	0
	Withdrawn from Court	0
Electors not on current roll (deleted)		1,347
Electors excused on grounds of age		7
Valid excuse		2,783
Mail returned unclaimed	Sent to AEC (objection action)	284
Finalised	After forwarding to FER	124
	<b>TOTAL</b>	<b>4,545</b>

**Table 16: Non-Voter Statistics – Merredin By-election**

<b>Summary:</b>		
Electors on roll		12,447
Voted		10,755
Non voters		1,692
Excused/Finalised		1,335
Payments made		223
Referred to the Fines Enforcement Registry (FER)		134
<b>Excused/Finalised:</b>		
Court action	Successful conviction in Court	0
	Withdrawn from Court	0
Elector not on current roll (deleted)		63
Elector excused on grounds of age		6
Valid excuse		1,118
Mail returned unclaimed	Sent to AEC (objection action)	146
Finalised	After forwarding to FER	2
	<b>TOTAL</b>	<b>1,335</b>

## Key Areas of Elector Maintenance

The following tables provide summary details of key areas of elector maintenance as at 30 June each year:

### Members of Parliament

**Table 17: Members who chose to enrol for the district they represent, rather than the district they reside in:**

Year	Number
1997/98	39
1998/99	41
1999/00	40
2000/01	20*
2001/02	36

\* Does not include new members

### Duplicate Roll Entries

Regular checks to detect and remove duplicate information:

**Table 18: Duplicate entries investigated:**

Year	Number
1998/99	1,515
1999/00	1,799
2000/01	2,336
2001/02	1,870

Table 19: Duplicates entries removed:

Year	Number
1998/99	701
1999/00	998
2000/01	1,174
2001/02	517

## Guardianship and Administration Act

Table 20: Removal of persons from electoral roll pursuant to the *Guardianship and Administration Act*.

Year	Number
1997/98	195
1998/99	161
1999/00	160
2000/01	137
2001/02	98

## WAEC British Subjects

Table 21: Persons who are not naturalised Australians, but are eligible to be enrolled on the State electoral roll only:

Year	Number
1997/98	237
1998/99	259
1999/00	219
2000/01	228
2001/02	234

## Weekly Updates

Table 22: Annual enrolment transactions received on a weekly basis from the AEC:

Year	Number
1997/98	341,645
1998/99	253,671
1999/00	296,916
2000/01	315,603
2001/02	316,257

## Justices of the Peace

Table 23: The number of registered Justices of the Peace on the electoral roll:

Year	Number
1998/99	3,419
1999/00	3,417
2000/01	3,465
2001/02	3,474



## Other Elector Categories for 2001/2002

Prisoner Removals	204
Mental Health authorised removals	0
Deceased persons	8,718
Provisional Elector enrolment (17 year olds)	3,358

## Jury Rolls

Under the provisions of the *Juries Act 1957*, the Commission maintains records of the State's 13 Jury Districts to meet statutory obligations to provide the Sheriff with lists of prospective jurors for each Jury District each year.

A new list of 105,478 prospective jurors for the 2002/2003 jury pool was selected at random and provided to the Sheriff in April this year. Updates to the current prospective juror details are provided to the Sheriff on a monthly basis.

**Table 24:** Ineligible persons or electors who work in exempt occupations as advised by the Sheriff:

Year	Number
1997/98	5,506
1998/99	6,117
1999/00	6,818
2000/01	7,460
2001/02	8,751

## Electoral Boundaries

### Division of the State

The *Electoral Distribution Act 1947* requires a division of the State into electoral districts and regions to take place as soon as practicable after 10 February 2002. It has not been practicable to commence the electoral distribution because there is uncertainty as to which law is to be applied to the process. This uncertainty has been created because legislative changes that were passed by Parliament in December 2001 have not yet been proclaimed, pending a determination from the Supreme Court on the legality of those amendments. If the new laws are proclaimed, the commencement date for the distribution will be as soon as practicable after the proclamation date.

The Commission provides support to the Electoral Distribution Commissioners. In anticipation of the forthcoming electoral distribution, the Commission established a project team which has developed operational plans, set up procedures and equipment in readiness. At year end, all but one member of this team has been re-assigned to other duties pending a decision on commencing the distribution.

The remaining team member is supervising the development of a Geographical Information computer system that will assist the Electoral Distribution Commissioners in setting new electoral boundaries.

### WA Land Information System

The Commission continued its participation with the WA Land Information System (WALIS) via its membership of WALIS and the WALIS Executive Policy Committee during the past year.

The Commission is the custodian of State Parliamentary electoral boundaries. Digitised versions of State electoral boundaries are available to WALIS members via the WALIS office.

## Local Government Boundary Distributions

As a result of gazetted changes to ward and district boundaries (distributions) during 2001/2002, amendments were made to elector records in the following local government districts:

Table 25: Ward and district boundary amendments

Local Governments
Augusta Margaret-River
Busselton
Irwin

## Local Government Rolls and Enrolment

The Commission provides local governments with residents' rolls for their biennial ordinary elections and any extraordinary elections that may arise in the interim. In order to perform this function, it is necessary to determine the location of each habitation in respect of a local government district and ward and to allocate a district and ward code to each eligible resident residing in that habitation.

With the proclamation of the *Local Government Act 1995*, the Commission's role in the sphere of local government has broadened to include the assessment of appeals by an individual whose application to be enrolled on a local government's Owners' and Occupiers' Roll have been rejected by that local government's Chief Executive Officer.

## Local Government Residents' Rolls

The Commission conducted 50 roll closes to produce rolls for extraordinary elections held in 2001/2002 (see Appendix 4). Of these extraordinary elections, 38 were in-person elections conducted by the relevant local governments and 12 were postal elections or referendums conducted by the Commission.

## Types of Local Government Extraordinary Elections

The table below indicates the numbers of postal and in-person extraordinary elections conducted since 1992/1993. Legislative changes in 1995 saw the introduction of the postal option on a limited scale for local government elections. This was made widely available with amendments effective for elections in 1997.

Table 26: Comparison of Local Government Extraordinary Elections

Extraordinary Elections			
Year	In Person	Postal	Total
1992/93	14	-	14
1993/94	11	-	11
1994/95	18	-	18
1995/96	28	-	28
1996/97	33	-	33
1997/98	60	7	67
1998/99	34	7	41
1999/00	53	16	69
2000/01	8*	6	14
2001/02	38	12	50

\*These figures are significantly lower due to the Local Government Ordinary elections conducted during 2000/01.

## Maintaining Local Government Details

When new local government boundaries are gazetted, electors change their address or new habitations are created, the local government district and ward codes allocated to a habitation and/or elector may require updating. In addition, feedback from a variety of sources (eg Department of Land Administration, local governments) is also used to help update both the State and local government electoral rolls.

## Local Government Liaison and Advice

Local governments conducting in-person elections forward Elector Information Reports arising from their ordinary and extraordinary elections to the Commission for action where changes to an elector's enrolment particulars become apparent. Unclaimed mail and change of elector details notified on elector declaration certificates stemming from postal elections are forwarded to the AEC for action.

## Electoral Council of Australia

The Electoral Council of Australia (ECA) is an association of senior electoral officers of the federal, state and territory electoral authorities. It meets regularly to share information in relation to legislation, election management, electoral education and the maintenance of the joint electoral roll. The Continuous Roll Update Implementation Steering Committee is responsible for establishing priorities and assessing progress of the national roll review and update program.

The then Electoral Commissioner continued his membership of the Electoral Council of Australia and was elected Chairman for 2002.

A report on the Council's main activities can be found at Appendix 3.

## Future Outlook – Enrolment

The forthcoming financial year will see a number of planning and development activities implemented. These are aimed at either improving the efficiency and effectiveness of existing enrolment related systems and practices, or introducing new utilities or enhancements in preparation for future electoral/enrolment requirements.

The major initiatives in the forthcoming year will continue to include:

- Development of Continuous Roll Update (CRU) activities.
- Development of Census Collector Districts (CCDs) maintenance programs.
- Development of the Geographical Information System
- Provision of support to the State Electoral Distribution Commissioners.
- Reviewing and rewriting the Electoral Roll Maintenance System manual.

New initiatives or commitments for 2002/2003 include:

- Possible inclusion of Delivery Point Identifiers (DPIDs), which refer to a unique barcode assigned to every deliverable address and stored on the Electoral Roll database.
- Electronic transfer of non-enrolment transactions from the Australian Electoral Commission.
- Review of internal enrolment operational policies and practices.
- Modification of enrolment procedures in line with possible changes to the *Local Government Act 1995* and *Local Government (Elections) Regulations 1997*.
- Local Government redistribution changes for the May 2003 Biennial Elections.

## Output Measures

### Outcome:

All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.

### Output: Management of Electoral Roll

#### Output Description:

Maintain personal and location details for eligible electors on State and local government electoral rolls and produce extracts of roll data for external customers.

Quantity	Number of enrolment transactions processed	654,327
	Number of roll extracts produced for external customers	8,212
Quality	The unexplained variation between the Commonwealth and State rolls, expressed as a percentage of the roll	0.007%
Timeliness	The average time taken to process enrolment transaction data	62/hr
Cost	Cost/roll transaction of providing this service	\$2.54
	Average cost/roll preparation and production	\$135
	Cost/elector of maintaining the roll	\$2.25
Effectiveness	The accuracy of the roll is essential for the efficient conduct of elections and provision of roll products. A measure of effectiveness is the unexplained variation between the Commonwealth and State rolls.	0.007%

# CORPORATE MANAGEMENT

## *Outcome*

*All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.*

## *Description*

*Undertakes a broad range of internal management support services in a number of functional areas including information systems, human resources, finance and administration.*

## Overview

Corporate Management is not a core output of the Commission, but serves to provide support to the core output areas.

## Corporate Services

### Human Resource Management

The Commission operates with a permanent staffing level of 36 full time employees supplemented by the employment of term appointments and casual staff during intense periods of activity associated with elections and other special projects.

The Commission has continued its efforts to support minority employment groups and to this extent offered traineeship opportunities from the disability services and Aboriginal employment areas, and is hosting a cadetship under the National Indigenous Cadetship Scheme.

### Training

Training throughout the year covered a broad range of areas identified during the Performance Management System review process. A total of \$14,000 was spent on training courses, with the bulk of this being directed towards IT development.

### Workers' Compensation

In accordance with *Treasurer's Instruction 903*, the following workers' compensation information is provided in respect to claims.

Four key factors for monitoring performance are listed below:

#### Workers' Compensation Claims

Frequency rate	25.97
Estimated cost of claims incurred per \$100 wage roll	1.0373
Premium rate	1.22%
Rehabilitation success rate	n/a

## **Disability Services Awards**

The Commission was honoured to receive two awards presented at the annual Action on Access Awards hosted by the Disability Services Commission. The Western Australian Electoral Commission won the overall award, known as the Dr Louisa Alessandri Award for Excellence in Action on Access, in addition to an award in the State Government (Small Agency) category.

The awards were for the Commission's Drive-in Polling Place initiative, an Australian first, which was introduced at the February 2001 State General Election. This initiative allowed people with limited mobility and their carers to vote in person on Election Day at a polling place, rather than by postal vote.

## **Strategic Plan**

During the year, the Commission reviewed its Strategic Plan for the five-year period from 2002 to 2006. The plan has a particular emphasis on the planning and conduct of two major events, being the Local Government Biennial elections in 2003 and the State General Election due in 2005.

## **Internal Audit**

The internal audit program concentrated on the Payroll, Asset Management, Roll Maintenance, Ballot Paper Control and IT General Controls areas. The Internal Audit Strategic Plan has been formulated in conjunction with the Commission's Risk Management policy.

## **Freedom of Information Applications**

Freedom of Information (FOI) applications or general enquiries can be directed to the Commission's Records Officer. Decisions in regard to FOI applications will be made in the first instance by Branch Managers who have responsibility for the particular information sought. There were no requests this year.

## **Information Systems and Technology (IT)**

### **Planning for the Future**

A new IT Strategic Plan has been created to focus the IT Branch on the Commission's operations which are growing and going through immense transformation. The IT Strategy proposed was specifically designed to address the key business issues defined by the senior management team. The Commission's growing business, combined with its traditional role of managing the State Government election process, is the driver to establishing a highly efficient election service system. The plan allows the Commission to provide an election system capability, which exploits the Internet to deliver cost efficient and responsive processing of results and other required information.

### **Anti-Virus Management**

The increasing number of computer viruses contaminating computer networks via e-mail attachments has been a cause of great concern to computer professionals around the world. The Commission has paid particular attention to the threat of computer viruses and continues to scan e-mail messages and e-mail attachments before they reach the Commission's network. This protection has proved successful and the Commission has experienced no down time caused by computer virus infection. Virus activity is actively monitored by Information Systems staff.

## **Election Support**

The branch provided the network infrastructure and equipment for various election projects located on-site and at remote sites. These included services for the State Government by-election for the district of Merredin, various local government extraordinary elections and other non-parliamentary elections. Various applications to assist this work were also written, tested and implemented.

## **Disaster Recovery Plan**

An updated Disaster Recovery Plan was prepared for the on-site computer room and, as a result, new backup and off-site storage procedures have been put into place.

## **Electoral Boundary Distribution**

A new network and hardware infrastructure was established to prepare for an electoral distribution.

# PERFORMANCE INDICATORS

## Opinion of Auditor General



AUDITOR GENERAL

To the Parliament of Western Australia

### WESTERN AUSTRALIAN ELECTORAL COMMISSION PERFORMANCE INDICATORS FOR THE YEAR ENDED JUNE 30, 2002

#### **Matters Relating to the Electronic Presentation of the Audited Performance Indicators**

This audit opinion relates to the performance indicators of the Western Australian Electoral Commission for the year ended June 30, 2002 included on the Commission's web site. The Electoral Commissioner is responsible for the integrity of the Commission's web site. I have not been engaged to report on the integrity of the Commission's web site. The audit opinion refers only to the performance indicators named below. It does not provide an opinion on any other information which may have been hyperlinked to or from these performance indicators. If users of this opinion are concerned with the inherent risks arising from electronic data communications, they are advised to refer to the hard copy of the audited performance indicators to confirm the information included in the audited performance indicators presented on this web site.

#### **Scope**

I have audited the key effectiveness and efficiency performance indicators of the Western Australian Electoral Commission for the year ended June 30, 2002 under the provisions of the Financial Administration and Audit Act 1985.

The Electoral Commissioner is responsible for developing and maintaining proper records and systems for preparing and presenting performance indicators. I have conducted an audit of the key performance indicators in order to express an opinion on them to the Parliament as required by the Act. No opinion is expressed on the output measures of quantity, quality, timeliness and cost.

My audit was performed in accordance with section 79 of the Act to form an opinion based on a reasonable level of assurance. The audit procedures included examining, on a test basis, evidence supporting the amounts and other disclosures in the performance indicators, and assessing the relevance and appropriateness of the performance indicators in assisting users to assess the Commission's performance. These procedures have been undertaken to form an opinion as to whether, in all material respects, the performance indicators are relevant and appropriate having regard to their purpose and fairly represent the indicated performance.

The audit opinion expressed below has been formed on the above basis.

#### **Audit Opinion**

In my opinion, the key effectiveness and efficiency performance indicators of the Western Australian Electoral Commission are relevant and appropriate for assisting users to assess the Commission's performance and fairly represent the indicated performance for the year ended June 30, 2002.

Handwritten signature of D D R Pearson in black ink.

D D R PEARSON  
AUDITOR GENERAL  
September 13, 2002



# PERFORMANCE INDICATORS

## Performance Indicators' Certification

I hereby certify that the performance indicators are based on proper records, are relevant and appropriate for assisting users to assess the performance of the Commission, and fairly represent the performance of the Western Australian Electoral Commission for the year ended 30 June 2002.



Lyn Auld  
**ELECTORAL COMMISSIONER**

15 August 2002



WESTERN AUSTRALIAN Electoral Commission

## Performance Indicators 2001/02

**Outcome:** All electors are able to participate in impartial, effective and democratic elections or referendums conducted by the Commission.

EFFECTIVENESS INDICATOR	SOURCE/METHOD	PERFORMANCE				
		1997/98	1998/99	1999/2000	2000/01	2001/02
1. The unexplained variation between AEC and Western Australian Electoral Commission roll numbers	Statistics	.007%	.002%	.009%	.008%	.007%
<b>Note:</b> Statistics are taken from the WAEC and AEC rolls at 30 June each year. The variation in total number on the roll is reconciled, having regard to different eligibility requirements. Only the unexplained difference is reported, by which a measure of the accuracy of the roll can be gauged. An accurate roll is essential in allowing all eligible electors to vote.						
2. Average participation rate of eligible electors:	Statistics					
• Union elections (postal)		n/a	30.1%	44.6%	30.06%	28.1%
• Extraneous elections (postal)		n/a	n/a	n/a	n/a	51.9%
• Extraneous elections (in person)		n/a	10.16%	19.0%	9.22%	5.6%
• Local Government elections (postal)		46%	41.73%	31.5%	38.23%	51.6%
• State General election		n/a	n/a	n/a	92.25%	n/a
<b>Note:</b> Details of this effectiveness indicator for State General elections can only be provided every four years, and statistics on Union, Extraneous and Local Government elections have only been progressively introduced in recent years. The rates provide a key indicator of the Commission's effectiveness in enabling electors to participate in the electoral process, and also provide an indication of the effectiveness of postal elections in encouraging participation in voluntary elections. The Commission can use these rates to address improvements in services provided, either through the Electoral Education Centre, advertising or other special needs areas. The participation rate can vary from year to year depending on the cyclical nature of elections.						

## Efficiency Indicators

**Output 1.** Community Electoral Education

**Description:** Provide comprehensive and effective elector education services to the community.

EFFICIENCY INDICATOR	SOURCE/METHOD	PERFORMANCE				
		1997/98	1998/99	1999/2000	2000/01	2001/02
Cost/customer of providing this service	Financial and statistical data	\$15.36	\$11.06	\$15.52	\$15.96	\$22.37
<b>Note:</b> This indicator reflects the cost of this output in relation to the number of customers served during the year through the Electoral Education Centre. It provides an important measure of improvement in efficiency as the Centre expands its operations. Readers should be aware that from 1999/2000, figures are based on accrual costs, compared to cash costs in previous years. The increase in per customer costs this year was due to a significant drop in the number of school visits and the cancellation of the Royal Show presentation, leading to a reduced number of customers.						

**Output 2. Management of Electoral Roll**

**Description:** Maintain personal and location details for eligible electors on State and Local Government electoral rolls and produce extracts of roll data for external customers.

EFFICIENCY INDICATOR	SOURCE/METHOD	PERFORMANCE				
		1997/98	1998/99	1999/2000	2000/01	2001/02
Cost/elector of providing this service	Financial and statistical data	\$2.22	\$2.71	\$2.00	\$1.90	\$2.25
<b>Note:</b> This indicator reflects the cost of maintaining the State Electoral Roll, and is derived from the cost of providing the function and the total number of electors on the roll at year end. Readers should be aware that from 1999/2000, figures are based on accrual costs, compared to cash costs in previous years.						

**Output 3. Management of Parliamentary Elections**

**Description:** Ensure parliamentary elections are conducted in a timely manner with complete impartiality, independence and efficiency.

EFFICIENCY INDICATOR	SOURCE/METHOD	PERFORMANCE				
		1997/98	1998/99	1999/2000	2000/01	2001/02
Fixed Cost/elector of providing this service	Financial and statistical data	\$0.56	\$0.62	\$0.97	\$0.72	\$1.01
Cost/elector to conduct general election		n/a	n/a	n/a	\$6.89	n/a
<b>Note:</b> This indicator reflects the fixed cost of maintaining readiness for a State election, plus the cost of the election every four years. Readers should be aware that from 1999/2000, figures are based on accrual costs, compared to cash costs in previous years.						

#### Output 4. Management of Non-Parliamentary Elections

**Description:** Ensure elections for Local Government and other non-parliamentary elections are conducted in a timely manner with complete impartiality, independence and efficiency.

EFFICIENCY INDICATOR	SOURCE/METHOD	PERFORMANCE					
		1997/98	1998/99	1999/2000	2000/01	2000/01 (comparable)	2001/02
Average cost/eligible elector to conduct:	Financial and statistical data						
• Union elections		n/a	\$10.26	\$4.65	\$7.25	\$2.12	\$1.86
• Extraneous elections		n/a	\$1.10	\$0.75	\$1.05	\$0.89	\$0.53
• Local Government elections		\$3.30	\$2.31	\$2.35	\$4.02	\$1.53	\$5.68
Fixed cost/elector of maintaining this service		n/a	n/a	\$0.58	\$0.55	\$0.55	\$0.63
<p><b>Note:</b> These indicators are derived from the number of eligible electors on the roll of each class of customer. Readers should be aware that from 1999/2000, figures are based on accrual costs, compared to cash costs in previous years.</p> <p>The calculations of costs for 2001/02 have been amended to reflect all electors sent a package in postal elections. The costs reported for 2000/01 in last year's annual report were based on ballot papers returned. Costs for 2000/01 have therefore been recalculated to show comparable figures to 2001/02 as this is considered to be a more relevant cost basis.</p> <p>The variations in costs are due mainly to the size of the elections involved. Local government elections this year consisted of a number of smaller extraordinary elections for which the per elector cost is higher than the previous year in which full elections were held for all local authorities.</p>							

# FINANCIAL STATEMENTS

## Opinion of Auditor General



### AUDITOR GENERAL

To the Parliament of Western Australia

#### WESTERN AUSTRALIAN ELECTORAL COMMISSION FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2002

##### **Matters Relating to the Electronic Presentation of the Audited Financial Statements**

This audit opinion relates to the financial statements of the Western Australian Electoral Commission for the year ended June 30, 2002 included on the Commission's web site. The Electoral Commissioner is responsible for the integrity of the Commission's web site. I have not been engaged to report on the integrity of the Commission's web site. The audit opinion refers only to the statements named below. It does not provide an opinion on any other information which may have been hyperlinked to or from these statements. If users of this opinion are concerned with the inherent risks arising from electronic data communications, they are advised to refer to the hard copy of the audited financial statements to confirm the information included in the audited financial statements presented on this web site.

##### **Scope**

I have audited the accounts and financial statements of the Western Australian Electoral Commission for the year ended June 30, 2002 under the provisions of the Financial Administration and Audit Act 1985.

The Electoral Commissioner is responsible for keeping proper accounts and maintaining adequate systems of internal control, preparing and presenting the financial statements, and complying with the Act and other relevant written law. The primary responsibility for the detection, investigation and prevention of irregularities rests with the Electoral Commissioner.

My audit was performed in accordance with section 79 of the Act to form an opinion based on a reasonable level of assurance. The audit procedures included examining, on a test basis, the controls exercised by the Commission to ensure financial regularity in accordance with legislative provisions, evidence to provide reasonable assurance that the amounts and other disclosures in the financial statements are free of material misstatement and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia and the Treasurer's Instructions so as to present a view which is consistent with my understanding of the Commission's financial position, its financial performance and its cash flows.

The audit opinion expressed below has been formed on the above basis.

## Opinion of Auditor General (continued)

Western Australian Electoral Commission  
Financial Statements for the year ended June 30, 2002

### Audit Opinion

In my opinion,

- (i) the controls exercised by the Western Australian Electoral Commission provide reasonable assurance that the receipt and expenditure of moneys and the acquisition and disposal of property and the incurring of liabilities have been in accordance with legislative provisions; and
- (ii) the Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows, Output Schedule of Expenses and Revenues and Summary of Consolidated Fund Appropriations and Revenue Estimates and the Notes to and forming part of the financial statements are based on proper accounts and present fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia and the Treasurer's Instructions, the financial position of the Commission at June 30, 2002 and its financial performance and its cash flows for the year then ended.



D D R PEARSON  
AUDITOR GENERAL  
September 13, 2002



# FINANCIAL STATEMENTS 2001/2002

## Certification of Financial Statements

The accompanying financial statements of the Western Australian Electoral Commission have been prepared in compliance with the provisions of the *Financial Administration and Audit Act 1985* from proper accounts and records to present fairly the financial transactions for the financial year ending 30 June 2002, and the financial position as at 30 June 2002.

At the date of signing we are not aware of any circumstances which would render any particulars included in the financial statements misleading or inaccurate.



Lyn Auld  
**ELECTORAL COMMISSIONER/ ACCOUNTABLE OFFICER**

15 August 2002



Gary Harrington  
**PRINCIPAL ACCOUNTING OFFICER**

15 August 2002



WESTERN AUSTRALIAN Electoral Commission



## Statement of Financial Position as at 30 June 2002

	Note	2001/02 (\$'000)	2000/01 (\$'000)
Current Assets			
Cash assets	25	169	658
Restricted cash assets	14	63	54
Receivables	15	36	1,470
Other assets	16	27	26
Amounts receivable for outputs	17	129	0
Total Current Assets		424	2,208
Non-Current Assets			
Equipment and hardware	19	578	636
<b>TOTAL ASSETS</b>		<b>1,002</b>	<b>2,844</b>
Current Liabilities			
Payables	20	77	175
Amounts due to Treasury	22	82	0
Other liabilities	21	54	48
Provisions	23	146	228
Total Current Liabilities		359	451
Non-Current Liabilities			
Provisions	23	225	184
<b>TOTAL LIABILITIES</b>		<b>584</b>	<b>635</b>
Equity			
Contributed equity		26	0
Accumulated surplus	24	392	2,209
Total equity		418	2,209
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>1,002</b>	<b>2,844</b>

The Statement of Financial Position should be read in conjunction with the accompanying notes.

## Statement of Financial Performance for the year ended 30 June 2002

	Note	2001/02 (\$'000)	2000/01 (\$'000)
<b>COST OF SERVICES</b>			
Expenses from ordinary activities			
Employee expenses	4	2,345	2,721
Depreciation expense	5	195	209
Administration and Election expenses	6	2,219	10,445
Accommodation expenses	7	482	678
Capital user charge	12	94	0
Net loss on disposal of non-current assets	18	17	0
Total costs of services		5,352	14,053
Revenues from ordinary activities			
Recoup of Services	9	534	3,403
<b>NET COST OF SERVICES</b>		<b>4,818</b>	<b>10,650</b>
Revenues from Government			
Appropriations	10	2,892	12,590
Receipts credited into Consolidated Fund	11	(107)	(235)
Resources received free of charge	8	76	62
Liabilities assumed by the Treasurer	13	140	295
Total revenues from Government		3,001	12,712
<b>TOTAL CHANGES IN EQUITY OTHER THAN THOSE RESULTING FROM TRANSACTIONS WITH WA STATE GOVERNMENT AS OWNERS</b>		<b>(1,817)</b>	<b>2,062</b>

The Statement of Financial Performance should be read in conjunction with the accompanying notes.

## Statement of Cash Flows for the year ended 30 June 2002

	Note	2001/02 (\$'000) Inflows (Outflows)	2000/01 (\$'000) Inflows (Outflows)
<b>CASH FLOWS FROM GOVERNMENT</b>			
Output appropriations		2,763	12,590
Treasurer's Advance		82	0
Capital contributions		26	0
Receipts credited to Consolidated Fund		(107)	(235)
Net cash provided by government		2,764	12,355
Utilised as follows:			
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Payments</b>			
Employee costs		(2,043)	(2,322)
Superannuation		(197)	0
Administration		(1,996)	(10,510)
Accommodation		(482)	(678)
Capital user charge		(94)	0
GST payment on purchase		(246)	0
<b>Receipts</b>			
Revenues from services		1,826	1,946
GST Receipts		150	0
Net cash used in operating activities	25	(3,082)	(11,564)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of non-current physical assets		(162)	(150)
Net cash used in investing activities		(162)	(150)
<b>Net decrease in cash held</b>		(480)	641
Cash assets at the beginning of the financial year		712	71
<b>Cash assets at the end of the financial year</b>		232	712

The Statement of Cash Flows should be read in conjunction with the accompanying notes.



## Output Schedule of Expenses and Revenues for the year ended 30 June 2002

	Community Electoral Education		Management of Electoral Roll		Management of Parliamentary Elections		Management of Non-Parliamentary Elections		Total	
	2001/02 \$'000	2000/01 \$'000	2001/02 \$'000	2000/01 \$'000	2001/02 \$'000	2000/01 \$'000	2001/02 \$'000	2000/01 \$'000	2001/02 \$'000	2000/01 \$'000
<b>COST OF SERVICES</b>										
<b>Expenses from ordinary activities</b>										
Employee costs	216	224	1,103	941	682	1,120	342	436	2,345	2,721
Depreciation	19	20	93	100	42	45	41	44	195	209
Administration expenses	164	202	1,211	1,055	371	7,677	473	1,511	2,219	10,445
Accommodation expenses	41	39	249	197	100	353	92	89	482	678
Capital user charge	7	0	51	0	16	0	20	0	94	0
Net loss on disposal of non-current assets	2	0	8	0	4	0	3	0	17	0
<b>Total cost of services</b>	<b>449</b>	<b>485</b>	<b>2,715</b>	<b>2,293</b>	<b>1,215</b>	<b>9,195</b>	<b>973</b>	<b>2,080</b>	<b>5,352</b>	<b>14,053</b>
<b>Revenues from ordinary activities</b>										
Recoup of services	(31)	(76)	(173)	(397)	(179)	(407)	(151)	(2,523)	(534)	(3,403)
<b>NET COST OF SERVICES</b>	<b>418</b>	<b>409</b>	<b>2,542</b>	<b>1,896</b>	<b>1,036</b>	<b>8,789</b>	<b>822</b>	<b>(443)</b>	<b>4,818</b>	<b>10,650</b>
<b>Revenues from Government</b>										
Output appropriations	242	371	1,460	2,234	752	7,448	438	2,537	2,892	12,590
Receipts paid to Consolidated Fund					(107)	(235)			(107)	(235)
Resources received free of charge	7	6	36	30	16	13	17	13	76	62
Liabilities assumed by the Treasurer	13	28	67	140	30	63	30	63	140	295
<b>Total revenues from Government</b>	<b>262</b>	<b>405</b>	<b>1,563</b>	<b>2,404</b>	<b>691</b>	<b>7,289</b>	<b>485</b>	<b>2,613</b>	<b>3,001</b>	<b>12,712</b>
<b>TOTAL CHANGES IN EQUITY OTHER THAN THESE RESULTING FROM TRANSACTIONS WITH WA STATE GOVERNMENT AS OWNERS</b>	<b>(156)</b>	<b>(4)</b>	<b>(979)</b>	<b>508</b>	<b>(345)</b>	<b>(1,500)</b>	<b>(337)</b>	<b>3,056</b>	<b>(1,817)</b>	<b>2,060</b>

## Summary of Consolidated Fund Appropriations and Revenue Estimates for the year ended 30 June 2002

	Estimates \$'000	2001/02 Actual \$'000	Variation \$'000	2001/02 Actual \$'000	2000/01 Actual \$'000	Variation \$'000
<b>PURCHASE OF OUTPUTS</b>						
Item 63: Net amount appropriated to Purchase outputs	2,383	2,483	100	2,483	12,339	(9,856)
Amounts Authorised by Other Statutes						
<i>Electoral Act 1907</i>	198	235	37	235	198	37
<i>Industrial Relations Act 1979</i>	56	56	0	56	56	0
<i>Electoral Distribution Act 1947</i>		118	118	118		118
Total appropriations provided to purchase outputs	2,637	2,892	255	2,892	12,593	(9,701)
<b>CAPITAL</b>						
Item 152: Capital Contribution	26	26	0	26	0	26
<b>GRAND TOTAL</b>	<b>2,663</b>	<b>2,918</b>	<b>255</b>	<b>2,918</b>	<b>12,593</b>	<b>(9,675)</b>
<b>DETAILS OF EXPENDITURE BY OUTPUTS</b>						
Community Electoral Education	401	449	48	449	464	(15)
Management of Electoral Roll	2,420	2,715	295	2,715	2,364	351
Management of Parliamentary Elections	1,246	1,215	(31)	1,215	8,506	(7,291)
Management of Non-Parliamentary Elections	725	973	248	973	2,336	(1,363)
Total Cost of Outputs	4,792	5,352	560	5,352	13,670	(8,318)
Less Retained Revenue	(2,103)	(1,717)	386	(1,717)	(1,710)	(7)
Net Cost of Outputs	2,689	3,635	946	3,635	11,960	(8,325)
Adjustment for movement in cash balances and other accrual items	(52)	(743)	(691)	(743)	633	(1,376)
<b>TOTAL APPROPRIATIONS PROVIDED TO PURCHASE OUTPUTS</b>	<b>2,637</b>	<b>2,892</b>	<b>255</b>	<b>2,892</b>	<b>12,593</b>	<b>(9,701)</b>
<b>CAPITAL EXPENDITURE</b>						
Capital Contributions	26	26	0	26	0	26
Adjustment for movement in cash balances and other funding source		0	0		0	0
<b>GRAND TOTAL OF APPROPRIATIONS</b>	<b>2,663</b>	<b>2,918</b>	<b>255</b>	<b>2,918</b>	<b>12,593</b>	<b>(9,675)</b>

The Summary of Consolidated Fund Appropriations and Revenue Estimates should be read in conjunction with the accompanying notes.

## Schedule of Administered Items as at 30 June 2002

	Note	Community Electoral Education		Management of Parliamentary Elections	
		2001/02 (\$'000)	2000/01 (\$'000)	2001/02 (\$'000)	2000/01 (\$'000)
<b>ADMINISTERED EXPENSES AND REVENUES</b>	35				
<b>TRUST ACCOUNT - Deposits <i>Electoral Act</i></b>					
<b>Expenses</b>					
Forfeited deposits credited to Consolidated Fund				63	
Refunds to Candidates				1	70
Total Administered Expenses				1	133
<b>Revenues</b>					
Election Candidate Nomination Deposits				1	133
Total Administered Revenues				1	133
<b>TRUST ACCOUNT – Electoral Education Program</b>	35				
<b>Expenses</b>					
Expenses		34	0		
Total Administered Expenses		34	0		
<b>Revenues</b>					
City of Melville Funding		0	0		
Australia Post					
AEC Funding		0	0		
Total Administered Revenues		0	0		
<b>ADMINISTERED ASSETS AND LIABILITIES</b>					
<b>TRUST ACCOUNT - Deposits <i>Electoral Act</i></b>	35				
<b>Administered current assets</b>					
Deposits <i>Electoral Act</i> Trust Account				0	0
Total administered current assets				0	0
<b>Administered current liabilities</b>					
Accounts payable				0	0
Refunds to Candidates				0	0
Forfeited deposits credited to Consolidated Fund				0	0
Total administered current liabilities				0	0
<b>TRUST ACCOUNT - Electoral Education Program</b>	35				
<b>Administered current assets</b>					
Electoral Education Program Trust Account		13	47		
Total administered current assets		13	47		
<b>Administered Current Liabilities</b>					
Accounts payable		0	0		
Total administered current liabilities		0	0		
<b>Notes</b>					
Collection of Penalties, for failure to vote				106	172
These are not classified as operating revenues and are credited to the Consolidated Fund.				106	172

Notes to the Financial Statements  
For the year ended 30 June 2002

1. Departmental mission and funding

The Western Australian Electoral Commission's mission is to conduct elections, maintain the electoral roll and raise public awareness of electoral matters.

The Western Australian Electoral Commission is predominantly funded by Parliamentary appropriation. The Commission provides the following services on a fee-for-service basis:

- Conduct of certain non-parliamentary elections.
- Sale of electoral roll products.

The financial statements encompass all funds through which the Commission controls resources to carry on its functions.

2. Significant accounting policies

The following accounting policies have been adopted in the preparation of the financial statements. Unless otherwise stated these policies are consistent with those adopted in the previous year.

**(a) General Statement**

The financial statements constitute a general purpose financial report which has been prepared in accordance with Australian Accounting Standards, Statements of Accounting Concepts and other authoritative pronouncements of the Australian Accounting Standards Board, and Urgent Issues Group (UIG) Consensus Views as applied by the Treasurer's Instructions. Several of these are modified by the Treasurer's Instructions to vary application, disclosure, format and wording. The Financial Administration and Audit Act and the Treasurer's Instructions are legislative provisions governing the preparation of financial statements and take precedence over Australian Accounting Standards, Statements of Accounting Concepts and other authoritative pronouncements of the Australian Accounting Standards Board, and UIG Consensus Views. The modifications are intended to fulfil the requirements of general application to the public sector, together with the need for greater disclosure and also to satisfy accountability requirements.

If any such modification has a material or significant financial effect upon the reported results, details of that modification and where practicable, the resulting financial effect is disclosed in individual notes to these financial statements.

**(b) Basis of accounting**

The financial statements have been prepared in accordance with Australian Accounting Standard AAS 29.

The statements have been prepared on the accrual basis of accounting using historical cost conventions.

Administered assets, liabilities, expenses and revenues are not integral to the Commission in carrying out its functions and are disclosed in the notes to the financial statements, forming part of the general purpose financial report of the Commission. The administered items are disclosed on the same basis as is described above for the financial statements of the Commission. The administered assets, liabilities, expenses and revenues are those which the Government requires the Commission to administer on its behalf. The assets do not render any service potential or future economic benefits to the Commission, the liabilities do not require the future sacrifice of service potential or future economic benefits of the Commission, and the expenses and revenues are not attributable to the Commission.

As the administered assets, liabilities, expenses and revenues are not recognised in the principal financial statements of the Commission, the disclosure requirements of Australian Accounting Standard AAS 33, Presentation and Disclosure of Financial Instruments, are not applied to administered transactions.

**(c) Output Appropriations**

Output Appropriations are recognised as revenue in the period in which the Commission gains control of the appropriated funds. The Commission gains control of appropriated funds at the time those funds are



Notes to the Financial Statements  
For the year ended 30 June 2002

deposited into the Commission's bank account or credited to the holding account held at the Department of Treasury and Finance.

**(d) Operating Accounts**

Amounts appropriated are deposited into the account and any revenues which are the subject of net appropriation determinations are also deposited into the account. Revenues not subject to net appropriation determinations are credited into the Consolidated Fund. All payments of the Commission are made from the operating account.

**(e) Acquisitions of Assets**

The cost method of accounting is used for all acquisitions of assets. Cost is measured as the fair value of the assets given up or liabilities undertaken at the date of acquisition plus incidental costs directly attributable to the acquisition.

Assets acquired at no cost or for nominal consideration, are initially recognised at their fair value at the date of acquisition.

**(f) Depreciation of non-current assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of their service potential.

Depreciation is calculated on the straight line basis, using rates which are reviewed annually. Useful lives for each class of depreciable asset are:

Office equipment:	10 years
Computer equipment:	5 years

**(g) Employee entitlements**

**Annual leave**

This entitlement is recognised at current remuneration rates and is measured at the amount unpaid at the reporting date in respect to employees' service up to that date.

**Long service leave**

A liability for long service leave is recognised, and is measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date. Consideration is given, when assessing expected future payments, to expected future wage and salary levels including relevant on-costs, experience of employee departures and periods of service. Expected future payments are discounted using interest rates to obtain the estimated future cash outflows.

This method of measurement of the liability is consistent with the requirements of Australian Accounting Standard AAS 30 "Accounting for Employee Entitlements".

**Superannuation**

Staff may contribute to the Pension Scheme, a defined benefits pension scheme now closed to new members, or to the Gold State Superannuation Scheme, a defined benefit and lump sum scheme now also closed to new members. Staff who do not contribute to either scheme become non-contributory members of the West State Superannuation Scheme, an accumulation fund complying with the Commonwealth Government's *Superannuation Guarantee (Administration) Act 1992*.

The superannuation expense comprises the following elements:

- (i) change in the unfunded employer's liability in respect of current employees who are members of the Pension Scheme and current employees who accrued a benefit on transfer from that Scheme to the Gold State Superannuation Scheme; and

Notes to the Financial Statements  
For the year ended 30 June 2002

- (ii) employer contributions paid to the Gold State Superannuation Scheme and West State Superannuation Scheme.

The superannuation expense does not include payment of pensions to retirees, as this does not constitute part of the cost of services provided by the Western Australian Electoral Commission in the current year.

A revenue item, "Liabilities assumed by the Treasurer" equivalent to (i) is recognised under Revenues from Government in the Statement of Financial Performance, as the unfunded liability is assumed by the Treasurer. The Government Employees Superannuation Board makes the benefit payment and is recouped by the Treasurer.

From 1 July 2001 employer contributions were paid to the GESB in respect of the Gold State Superannuation Scheme and the West State Superannuation Scheme. Prior to 1 July 2001 the unfunded liability in respect to these Schemes was assumed by the Treasurer. An amount equivalent to the employer contributions which would have been paid to the Gold State Superannuation Scheme and the West State Superannuation Scheme if the department had made concurrent employer contributions to those Schemes, was included in superannuation expense. This amount was also included on the revenue item "Liabilities assumed by the Treasurer".

***(h) Leases***

The Commission has entered into an operating lease for motor vehicles where the lessors effectively retain all of the risks and benefits incident to ownership of the items held under the operating lease. Equal instalments of the lease payments are charged to the Statement of Financial Performance over the lease term as this is representative of the pattern of benefits to be derived from the leased property.

The Commission has entered into an operating lease for the rental of the Office Building for Head Office accommodation, whereby the Minister for Works has formally entered into the lease arrangement, but the Commission undertakes responsibility for all financial commitments due as part of the lease agreement.

***(i) Receivables***

Receivables are recognised at the amounts receivable as they are generally due for settlement no more than 30 days from the date of recognition. Local Governments have been given approval by Government to pay postal election costs over two financial years, with the second payment being due within six months of the issue of the final invoice.

***(j) Accrued salaries***

The accrued salaries suspense account consists of amounts paid annually into a suspense account over a period of 10 financial years to largely meet the additional cash outflow in each eleventh year when 27 pay days occur in that year instead of the normal 26. No interest is received on this account.

Accrued salaries represent the amount due to staff but unpaid at the end of the financial year, as the end of the last pay period for that financial year does not coincide with the end of the financial year. Accrued salaries are settled within a few days of the financial year end. The Commission considers the carrying amount of accrued salaries to be equivalent to the net fair value.

***(k) Payables***

Payables, including accruals not yet billed, are recognised when the Commission becomes obliged to make future payments as a result of a purchase of assets or services. Payables are generally settled within 30 days.

***(l) Resources Received Free of Charge***

Resources received free of charge or for nominal value which can be reliably measured are recognised as revenues and as assets or expenses as appropriate at fair value.

***(m) Software***

Software purchased is fully expensed in the year of purchase.

Notes to the Financial Statements  
For the year ended 30 June 2002

**(n) Net Appropriation Determination**

Pursuant to section 23A of the *Financial Administration and Audit Act*, the Treasurer may make a determination providing for prescribed revenue to be retained by the Commission. Receipts in respect of all revenues recognised in the Statement of Financial Performance are the subject of a net appropriation determined by the Treasurer.

The net appropriation determination allows all prescribed revenues to be retained except for:

- revenues derived from the sale of real property; and
- one-off revenues with a value of \$10,000 or more derived from the sale of property other than real property.

Prescribed revenues include moneys received other than from taxes, royalties and Commonwealth general purpose grants.

Retained revenues may only be applied to the outputs specified in the 2001/02 Budget Statements.

**(o) Contributed Equity**

Under UIG 38 “Contribution by Owners Made to Wholly–Owned Public Sector Entities” transfers in the nature of equity contributions must be designated by the Government (owners) as contributions by owners (at the time of, or prior to transfer) before such transfers can be recognised as equity contributions in the financial statements. Capital Contributions (appropriations) have been designated as contributions by owners and have been credited directly to Contributed Equity in the Statement of Financial Position. All other transfers have been recognised in the Statement of Financial Performance. Prior to the current reporting period, capital appropriations were recognised as revenue in the Statement of Financial Performance. Capital appropriations which are repayable to the Treasurer are recognised as liabilities.

**(p) Amount Due to the Treasurer**

The amount due to the Treasurer is in respect of a Treasurer’s Advance, approval of which is renewed for each financial year. The amount is therefore repayable within a maximum period of one year. No interest is charged on this advance.

**(q) Cash**

For the purpose of the Statement of Cash Flow, cash includes cash assets and restricted cash assets. These include short-term deposits that are readily convertible to cash on hand and are subject to insignificant risk of changes in value.

**(r) Comparative Figures**

Comparative figures are, where appropriate, reclassified so as to be comparable with the figures presented in the current financial year.

**(s) Rounding**

Amounts in the financial statements have been rounded to the nearest thousand dollars, or in certain cases to nearest dollar.

**3. Outputs of the Commission**

The budget for 2001/02 was framed in terms of outputs. Consequently financial reporting for the year is also analysed in terms of outputs. Information about the Commission’s outputs, and the expenses and revenues which are reliably attributable to those outputs, is set out in the Outputs Schedule. Information about expenses, revenues, assets and liabilities administered by the Commission are given in the schedule of Administered Expenses and Revenues and the schedule of Administered Assets and Liabilities.

The four key outputs of the Commission are:

- Output 1: Community Electoral Education
- Output 2: Management of Electoral Roll
- Output 3: Management of Parliamentary Elections
- Output 4: Management of Non-Parliamentary Elections

**Notes to the Financial Statements**  
**For the year ended 30 June 2002**

	2001/02 (\$'000)	2000/01 (\$'000)
<b>4. Employee expenses</b>		
Salaries	2,049	2,328
Change in annual and long service leave entitlements	(41)	98
Superannuation	337	295
	<u>2,345</u>	<u>2,721</u>
<b>5. Depreciation expenses</b>		
Equipment	28	28
Computer hardware	167	181
	<u>195</u>	<u>209</u>
Refer to note 2(f)		
<b>6. Administration and Election expenses</b>		
Expenses incurred during the year	2,143	10,383
Resources received free of charge	76	62
	<u>2,219</u>	<u>10,445</u>
<b>7. Accommodation expenses</b>		
Expenses incurred during the year	482	678
	<u>482</u>	<u>678</u>
<b>8. Resources received free of charge</b>		
Administration Expenses	76	62
	<u>76</u>	<u>62</u>
Resources received free of charge have been determined on the basis of the following estimates provided by agencies		
Office of the Auditor General		
– Audit services	18	14
Department of Land Administration		
– Fees on land information	20	2
Department of Industry and Technology		
– Contract services	0	4
Ministry of Justice		
– Legal advice	38	42
	<u>76</u>	<u>62</u>
<b>9. Revenue from ordinary activities</b>		
This consists of:		
Recoups for services	534	3,403
	<u>534</u>	<u>3,403</u>
<b>10. Revenues from Government</b>		
Appropriation revenue received during the year		
Output appropriations	2,892	12,590
	<u>2,892</u>	<u>12,590</u>
<b>11. Receipts credited into Consolidated Fund</b>		
Revenues from other services	107	235
	<u>107</u>	<u>235</u>

**Notes to the Financial Statements**  
For the year ended 30 June 2002

	2001/02 (\$'000)	2000/01 (\$'000)
<b>12. Capital user Charge</b>	94	0
<p>A Capital User Charge rate of 8% has been set by the Government for 2001/02 and represents the opportunity cost of capital invested in the net assets of the Commission used in the provision of outputs. The charge is calculated on the net assets adjusted to take account of exempt assets. Payments are made to the Department of Treasury and Finance on a quarterly basis.</p>		
<b>13. Liabilities assumed by the Treasurer</b>		
Superannuation	140	295
<b>14. Restricted cash assets</b>		
Accrued Salaries Suspense Account	63	54
<p>Amount held in suspense is to be used only for the purpose of meeting the 27<sup>th</sup> pay in a financial year that occurs every 11 years</p>		
<b>15. Receivables</b>		
Receivables for goods and services supplied	36	1,470
<b>16. Other Assets</b>		
Prepayments	27	26
<b>17. Amounts receivable for outputs</b>		
Current (Asset holding account)	129	0
Non-current		
<b>18. Net loss on disposal of non-current assets</b>		
Hardware		
Gross proceeds	8	0
Written down value	25	0
Net loss on disposal of hardware	<u>17</u>	<u>0</u>
Net loss on disposal of current assets	<u>17</u>	<u>0</u>
<b>19. Equipment, hardware and software</b>		
Equipment		
At cost	309	290
Accumulated depreciation	137	120
	<u>172</u>	<u>170</u>
Computer hardware		
At cost	1,146	1,124
Accumulated depreciation	740	658
	<u>406</u>	<u>466</u>
Total		
At cost	1,455	1,414
Accumulated depreciation	877	778
	<u>578</u>	<u>636</u>

**Reconciliations**

Reconciliations of the carrying amounts of equipment and hardware at the beginning and end of the current and previous financial year are set out below

**Notes to the Financial Statements  
For the year ended 30 June 2002**

	2001/02 (\$'000)	2000/01 (\$'000)
<b>Equipment, hardware and software</b>		
Equipment		
Carrying amount at start of year	170	170
Additions	30	28
Disposals	(11)	0
Depreciation	(17)	(28)
Carrying amount at end of year	172	170
Computer hardware		
Carrying amount at start of year	466	525
Additions	132	122
Disposals	(110)	0
Depreciation	(82)	(181)
Carrying amount at end of year	406	466
Total		
Carrying amount at start of year	636	695
Additions	162	150
Disposals	(121)	0
Depreciation	(99)	(209)
Carrying amount at end of year	578	636
<b>20. Payables</b>		
Amounts payable for goods and services received	77	175
<b>21. Other Liabilities</b>		
Accrued Salaries	54	48
<b>22. Amounts due to the Treasurer (Distribution Advance)</b>	82	0
<b>23. Provisions</b>		
Current		
Annual leave	37	89
Long service leave	109	139
	146	228
Non-current		
Long service leave	225	184
<u>Employee entitlements</u>		
The aggregate employee entitlement liability recognised and included in the financial statements is as follows:		
Provision for employee entitlements		
Current	146	228
Non-current	225	184
	371	412
<b>24. Equity</b>		
Equity represents the residual interest in the net assets of the Commission. The Government holds the equity interest in the Commission on behalf of the community.		
Opening balance	2,209	147
Change in net assets resulting from operations	(1,817)	2,062
Contributing capital	26	0
Closing balance	418	2,209

**Notes to the Financial Statements  
For the year ended 30 June 2002**

	2001/02 (\$'000)	2000/01 (\$'000)
<b>25. Notes to the Statement of Cash Flows</b>		
(a) Reconciliation of cash		
For the purposes of the Statement of Cash Flows, cash includes cash at bank in suspense and restricted cash.		
Cash assets	169	658
Restricted cash assets (refer to note 14)	63	54
	232	712
(b) Reconciliation of net cost of services to net cashflow provided by operating activities.		
Net cost of services	(4,818)	(10,650)
Non-cash items:		
Accrued salaries	6	6
Depreciation	195	209
Resources received free of charge	76	62
Net loss on disposal of non-current assets	17	0
(Increase)/decrease in assets:		
Other current assets (prepayments)	(1)	20
Current receivables	1,430	(1,457)
Increase/(decrease) liabilities:		
Current payable	(98)	(147)
Current provisions	(82)	36
Non-current provisions	41	68
Net GST receipts/(payments)	96	0
Change in GST in receivables/payables	(84)	0
Liabilities assumed by the Treasurer	140	295
Net cash used in operating activities	(3,082)	(11,564)

**26. Remuneration of Senior Officers**

Remuneration

The number of Senior Officers whose total of fees, salaries, superannuation and other benefits for the financial year, who fall within the following bands is:

\$	2001/02	2000/01
60,001-70,000	1	0
70,001-80,000	2	3
80,001-90,000	1	0
90,001-100,000	1	1
100,001-110,000	0	0
110,001-120,000	1	0
140,001-150,000	0	1
180,001-190,000	1	0
The Total remuneration (in \$'000) of senior officers is	706	460

The superannuation included here represents the superannuation expense incurred by the Commission in respect of senior officers.

One Senior officer is a member of the Pension Scheme.

**27. Explanatory Statement**

The Summary of Consolidated Fund Appropriations and Revenue Estimates discloses appropriation and other statutes expenditure estimates, the actual expenditures made and revenue estimates and payments into the Consolidated Fund, all on an accrual basis.

Notes to the Financial Statements  
For the year ended 30 June 2002

The following explanations are provided in accordance with Treasurer's Instruction 945. Significant variations are considered to be those greater than 10% or \$500,000.

**(1) Significant variations between estimates and actual – Total appropriation to purchase outputs:**

	2001/02 Estimates	2001/02 Actuals	Variation
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
Net amount appropriated to purchase outputs	2,637	2,892	255

Supplementary funding approval was sought to fund unbudgeted items in respect to the Distribution of Electoral Boundaries, Merredin By-Election and Commissioners' Salaries.

Output Expenditure

	2001/02 Estimates	2001/02 Actuals	Variation
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
Management of Electoral Roll	2,420	2,715	295
Management of Non-Parliamentary Elections	725	973	248

Management of Electoral Roll

This variation was due to the commencement of the Distribution of Electoral Boundaries, and adjustments in regard to net appropriated revenue.

Management of Non-Parliamentary Elections

This variation was due to the cost of extraordinary local government elections held during the year.

The variations in actual and estimates, at output level, were covered within the total appropriations, plus supplementary funding as indicated above, which were allocated to the Electoral Commission.

**(2) Significant variations between actual and prior year actual – Total appropriation to purchase outputs.**

**Retained Revenue**

	2001/02 Estimates	2001/02 Actuals	Variation
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
Retained Revenue	2,103	1,717	386

This reduction was due to the receipt of local government postal election recoups late in the previous financial year, offset by unbudgeted additional recoups this year.

Output Expenditure

	2001/02 Actuals	2000/01 Actuals	Variation
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
Management of Electoral Roll	2,715	2,364	351
Management of Parliamentary Elections	1,215	8,506	(7,291)
Management of Non-Parliamentary Elections	973	2,336	(1,363)



Notes to the Financial Statements  
For the year ended 30 June 2002

Management of Electoral Roll

The increase was due mainly to the allocation of funds for the Distribution of Electoral Boundaries, plus adjustments in regard to net appropriated funds.

Management of Parliamentary Elections

This variation was due to the non-recurring costs associated with the State General Election in February 2001.

Management of Non-Parliamentary Elections

This decrease was due to non-recurring costs associated with the biennial Local Government postal elections in May 2001.

**(3) Significant variations between estimate and actual – Capital Contribution: No significant variation.**

**(4) Significant variations between actual and prior year actual – Capital Contribution:**

	2001/02 Actuals \$'000	2000/01 Actuals \$'000	Variation \$'000
Capital Contribution	26	0	26

This variation was due to a change in policy for recording leave liability.

**28. Carryover**

The Commission received approval from Treasury for the carryover of unexpended funds of \$169,000, from the Commission's 2001/02 Consolidated Fund allocation for recurrent services. This amount has been included in the amount reported for appropriations. The total of this unexpended appropriation is disclosed under Note 25 Notes to the Statement of Cash Flows.

	2001/02 \$'000	2000/01 \$'000
<b>29. Lease Commitments</b>		
Motor Vehicles		
<b>Not later than one year</b>	27	25
Later than one year and not later than two years	27	25
Accommodation		
<b>Not later than one year</b>	423	413
Later than one year and not later than two years	454	413
Later than two years and not later than three years	485	413

Notes to the Financial Statements  
For the year ended 30 June 2002

30. Additional Financial Instruments Disclosure

**Interest rate risk exposure**

*The Commission's exposure to interest rate risk, as at the reporting date is as follows:*

	<b>2001/02</b>	<b>2000/01</b>
	<b>\$'000</b>	<b>\$'000</b>
Financial Assets		
Cash resources	232	712
Accounts receivable	36	1,470
<b>Total Financial Assets</b>	268	2,182
Financial Liabilities		
Accounts Payable	77	175
Accrued Salaries	54	48
Amounts due to Treasurer	82	0
Employee Entitlements	371	412
<b>Total Financial Liabilities</b>	584	635
 Net Financial Assets (Liabilities)	 (316)	 1,547

Credit risk

All financial assets are unsecured

Amounts owing by other Government agencies are guaranteed and therefore no credit risk exists in respect of those amounts. In respect of other financial assets the carrying amounts represent the Commission's exposure to credit risk in relation to those assets.

31. Contingent obligations

No known contingent liabilities existed at balance date.

32. Events occurring after reporting date

No relevant events and effects after reporting date.

33. Related bodies

No related bodies.

34. Affiliated bodies

No affiliated bodies.

35. Administered expenses and revenues

The Commission administered two trust accounts during the year

**Deposits - Electoral Act Account**

The Commission is responsible for collection of election candidate nomination fees. These fees are paid directly to the Consolidated Fund or refunded to candidates.

**Electoral Education Program Account**

The Commission receives monies for the purpose of funding joint ventures between the State and Commonwealth in regard to electoral education.

Details of the Revenue and Expenditure through these trust accounts are disclosed separately in this Statement.

Notes to the Financial Statements  
For the year ended 30 June 2002

**Administered Assets and Liabilities**

Administered assets and liabilities are not controlled by the Commission but are administered by it on behalf of the Government.

**Deposits – Electoral Act Account**

The purpose of this account is to hold monies received by Returning Officers of the Western Australian Electoral Commission pursuant to section 81(1)(b) of the *Electoral Act*.

At year's end, the Trust account equalled zero.

**Electoral Education Program Account**

The purpose of this account is to hold monies received from the Commonwealth for the purpose of funding joint ventures between the State and Commonwealth in regard to electoral education.

At year's end, the Trust account equalled \$13,417.

**DEPOSITS - ELECTORAL ACT ACCOUNT**  
**Statement of Receipts and Payments**  
**July 1 2001 to June 30 2002**

There were no transactions in the two years July 1998 to June 2000.  
The account has a nil balance for years July 1997 to June 2002.

\$		\$
2000/01		2001/02
0	Balance July 1	0
	Receipts	
\$133,250	Election Candidates Nomination Deposits	\$1,250
	Payments	
0	Expenses	0
\$63,000	Refund to Candidates	\$750
\$70,250	Forfeited deposits paid to Consolidated Fund	\$500
0	Balance June 30	0

**ELECTORAL EDUCATION PROGRAM ACCOUNT**  
**Statement of Receipts and Payments**  
**July 1 2001 to June 30 2002**

\$		\$
2000/01		2001/02
46,958	Balance July 1	46,958
	Receipts	
0	Australian Electoral Commission funds	0
	Payments	
0	Expenses	33,541
46,958	Balance June 30	13,417

## **ANNUAL REPORT 2001/2002 APPENDICES**

**PUBLICATIONS (CURRENT PRICE)**

<b>Publication</b>	<b>Cost</b>
<b>Rolls</b>	
State Electoral Rolls	Price on application (Varies according to number of electors)
Local Government Rolls	
State Elector Lists	
Local Government Residents Lists	
State Habitation Lists	
Local Government Habitation Lists	
Enrolment Statistics	
Microfiche of A –Z listing of State Roll (Quarterly) (Annual Subscription)	\$165.00 \$594.00
<b>Maps</b>	
Government Gazette 123/1994 - 1994 Division of the State Proposals	\$11.00
Government Gazette 167/1994 - Municipality Boundary Amendments Register	\$11.00
Government Gazette 168/1994 - 1994 Division of the State	\$11.00
Boundary Maps as requested	Price on Application
<b>Election Results</b>	
Election Statistics 1890 – 1996	\$22.00
State General Election Results and Reports 1989, 1993, 1996	Price on Application
Daylight Saving Referendum 4 April 1992	
State General Election 10 February 2001 – Report	\$10.00
State General Election 10 February 2001 – Results and Statistics	\$30.00
Local Government Postal Elections 1997 Report	\$6.00
Local Government Postal Elections 1999 Report	\$11.00
Local Government Postal Elections 2001 Report	\$11.00
<b>Other Publications</b>	
Citizens Initiated Referendums Report	\$11.00
Compulsory Voting in Australia Report	\$11.00
Determining the Result: Transferring Surplus Votes in the Legislative Council	\$11.00
Streets, Towns and Places Directory	\$11.00
<b>Publications available free of charge</b>	
Reports on Informal Voting	By-election Reports
Legislative Council Re-count Results	Past Annual Reports
Political Finance Annual Reports	

**Further Information**

If you require copies of the 2001/2002 Annual Report, any other publications listed in this report or have any electoral enquiries, please contact the Western Australian Electoral Commission:

Level 2, 111 St George's Terrace  
Perth Western Australia 6000  
or  
GPO Box F316 PERTH WA 6841

Telephone: 13 63 06 or (08) 9214 0400  
Facsimile: (08) 9226 0577  
Telephone Typewriter (TTY): (08) 9214 0487  
Internet address: [www.waec.wa.gov.au](http://www.waec.wa.gov.au)  
E-mail address: [waec@waec.wa.gov.au](mailto:waec@waec.wa.gov.au)

For bookings or information on Education Programs, please contact the Electoral Education Centre:

Constitutional Centre of WA, Cnr Parliament Place  
and Havelock Street, West Perth WA 6005 or  
PO Box 1396 West Perth WA 6872

Telephone: (08) 9222 6955  
Facsimile: (08) 9222 6960  
E-mail address: [eec@waec.wa.gov.au](mailto:eec@waec.wa.gov.au)

## LEGISLATION IMPACTING ON COMMISSION ACTIVITIES

### Refer to Statement of Compliance with Relevant Legislation on Page 7

In the performance of its functions, the Commission complies with the following legislation:

- *Disability Discrimination Act 1992 (Cwlth)*
- *Disability Services Act 1993*
- *Equal Opportunity Act 1984*
- *Financial Administration and Audit Act 1985*
- *Freedom of Information Act 1992*
- *Government Employees Superannuation Act 1987*
- *Industrial Relations Act 1979*
- *Occupational Health Safety and Welfare Act 1984*
- *Public and Bank Holidays Act 1972*
- *Public Sector Management Act 1994*
- *Salaries and Allowances Act 1975*
- *State Records Act 2000*
- *State Supply Commission Act 1991*
- *Workers Compensation and Assistance Act 1981*

The Electoral Commissioner is subject to the provisions of the *Parliamentary Commissioner Act 1971*, but only to the extent of the Electoral Commissioner's functions as a Chief Executive Officer for the department of the Public Service known as the Western Australian Electoral Commission.

The following legislation and regulations also impact on the Commission's activities:

- *Constitution Act 1889*
- *Constitution Acts Amendment Act 1899*
- *Election of Senators Act 1903*
- *Electoral (Ballot Paper Forms) Regulations 1990*
- *Electoral (Political Finance) Regulations 1996*
- *Electoral Regulations 1996*
- *Fines, Penalties and Infringement Notices Enforcement Act 1994*
- *Franchise Act 1916*
- *Guardianship and Administration Act 1990*
- *Industrial Arbitration (Union Elections) Regulations 1980*
- *Juries Act 1957*
- *Labour Relations Legislation Amendment Act 1997*
- *Local Government (Elections) Regulations 1996*
- *Local Government Act 1995*
- *Referendums Regulations 1984*

The *Public Sector Management Act 1994* - Section 31 (1):

1. In the administration of the Western Australian Electoral Commission, I have complied with the Public Sector Standards in Human Resource Management, the Western Australian Public Sector Code of Ethics and our own Code of Conduct.
2. I have put in place procedures designed to ensure such compliance and conducted appropriate internal assessments to satisfy myself that the statement made in 1 is correct.
3. The applications made for breach of standards review and the corresponding outcomes for the reporting period are:
 

➤ Number Lodged	0
➤ Number of breaches found (including details of multiple breaches per application)	Nil
➤ Number still under review	Nil

*The Electoral Act 1907* - Section 175ZE

In accordance with Section 175ZE of the *Electoral Act 1907*, the Commission incurred the following expenditure in advertising, market research, polling, direct mail and media advertising:

1. Total expenditure for 2001/02 was \$76,000
2. Expenditure was incurred in the following areas:

Advertising agencies	\$12,000	JDA	\$12,000
Market research organisations	\$12,500	Asset Research	\$12,500
Polling organisations	Nil	Nil	Nil
Direct mail organisations	\$24,900	Zipform	\$19,000
		Lasermail	\$700
		Supermail	\$5,200
Media advertising organisations	\$26,600	Media Decisions	\$21,100
		Marketforce	\$5,500

## ELECTORAL COUNCIL OF AUSTRALIA

In 2001/2002 the activities of the Electoral Council of Australia (ECA) included the following:

### Continuous Roll Update (CRU)

During the reporting period, the CRU data matching using external and roll data was maintained, in addition to the mailing of enrolment reminder letters established in the previous two years. In addition, there was a greater emphasis on checking the accuracy of the roll by mail review and fieldwork. From late August 2001 to February 2002, the CRU program was suspended nationally, initially to allow preparation for the introduction of federal legislation covering enrolment. In the event, the new legislation was not proclaimed but the suspension continued through the 2001 Federal Election and follow-up period, resulting in lower CRU activity than in 2000/2001.

For the year 2001/2002, a total of 110,000 enrolments were generated from CRU activity (45% of all enrolments) and elector details were checked at approximately 130,000 addresses. Details of CRU activities undertaken included:

- the mailing of approximately 200,000 enrolment reminder letters to Western Australian residents, based on the roll and data from Australia Post, Centrelink and the Western Australian Department of Land Administration
- mail review at 90,000 Western Australian addresses to check the details of enrolled electors. This mailing included advice to residents regarding changes to federal electoral boundaries
- fieldwork at 35,000 addresses to check elector details and to follow-up on non-reply to CRU letters.

At a national level, there was a review of all CRU letters used in correspondence with electors and in August 2001, a pilot background data match was undertaken against external databases to confirm the continued accuracy of the roll.

### Rural and Urban Street Addressing

As correct enrolment and electoral boundaries are dependent on accurate addresses and geographic data, the ECA has participated in the Inter-government Street Address Working Group with a range of other federal State and Territory representatives, mainly drawn from land information departments. This group has drafted a new Australian standard for street addressing which is currently in the final assessment stage. Also, the ECA has managed the provision of funds from all electoral authorities and participated in a project managed by the Public Sector Mapping Authority to produce a Geo-coded National Address File. This project has been passed as feasible and is currently in the business development and data acquisition stage.

### Research

The ECA is jointly sponsoring a two-year research project into electoral law with the Australian Research Council by the Centre for Public Law at the University of NSW.

## ROLLS PRODUCED FOR LOCAL GOVERNMENTS CONDUCTING EXTRAORDINARY ELECTIONS IN 2001 /2002

The table below lists the local government extraordinary elections held between 1 July 2001 to 30 June 2002.

Election Date	Local Government
12 July 2001	Shire of Gnowangerup
19 July 2001	City of Cockburn
19 July 2001	Shire of Exmouth
19 July 2001	Shire of Lake Grace
14 August 2001	Shire of Peppermint Grove
18 August 2001	Shire of Merredin
1 September 2001	Shire of Coorow
1 September 2001	Town of East Fremantle
5 September 2001	Shire of Serpentine-Jarrahdale
5 September 2001	Shire of Augusta-Margaret River
5 September 2001	Shire of Waroona
5 September 2001	Shire of Wiluna
6 October 2001	Shire of Victoria Plains
7 November 2001	Town of Cambridge
10 November 2001	Shire of Dumbleyung
8 December 2001	Shire of Toodyay
8 December 2001	City of Geraldton
8 December 2001	Shire of Kent
15 December 2001	Shire of Busselton
15 December 2001	Shire of Leonora
9 February 2002	Shire of Jerramungup
9 February 2002	Shire of Dundas
9 February 2002	Shire of Katanning
9 February 2002	Shire of West Arthur
16 February 2002	Shire of Carnamah
16 February 2002	Town of Cottesloe
2 March 2002	Town of Narrogin
2 March 2002	Shire of Corrigin
9 March 2002	Shire of Northampton
9 March 2002	Shire of York
13 March 2002	Town of Claremont
21 March 2002	Shire of Mount Magnet
27 March 2002	City of Subiaco
6 April 2002	Shire of Peppermint Grove
6 April 2002	Shire of Kellerberrin
27 April 2002	Town of Port Hedland
27 April 2002	Shire of Bruce Rock
4 May 2002	Shire of Yalgoo
11 May 2002	Shire of Chapman Valley
11 May 2002	Shire of East Pilbara
11 May 2002	Shire of Ravensthorpe
18 May 2002	Shire of Chittering
25 May 2002	Shire of Busselton
25 May 2002	Shire of Nungarin
8 June 2002	Shire of Peppermint Grove
8 June 2002	Shire of Ashburton
8 June 2002	Shire of Tambellup
28 June 2002	Shire of Moora
29 June 2002	Shire of Yalgoo
29 June 2002	Shire of Mingenew