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## Main points

The Office of the Chief Electoral Officer plays an integral role in our electoral process. It is important that the public have confidence in our electoral process.

Telling legislators and the public what it achieved compared with what it planned to do will help the Electoral Office to show how well it manages.

The Office of the Chief Electoral Officer needs to make continued improvements to its performance plan and annual report.

## Introduction

The Office of the Chief Electoral Officer (Electoral Office) administers *The Elections Act, 1996*. Since 1998, the Chief Electoral Officer is a legislative officer of the Legislative Assembly.

The role of the Electoral Office is to ensure public confidence in the integrity of the electoral process for the Saskatchewan electorate.

The Electoral Office is responsible for the following. It:

- ◆ plans and administers provincial elections and by-elections for the Legislature, enumerations other than during an election, and provincial election finances under *The Election Act, 1996*
- ◆ maintains the Government's political contributions tax credit disclosure regime under *The Political Contributions Tax Credit Act, 2001*
- ◆ administers plebiscites and referendums under *The Referendum and Plebiscite Act* and time votes conducted under *The Time Act*

For the year ending March 31, 2005, the Electoral Office spent \$794,000 (\$7.8 million in 2003-04).

## Audit conclusions and findings

**In our opinion, for the year ending March 31, 2005, the Electoral Office:**

- ◆ **had adequate rules and procedures to safeguard public resources except for the matter reported in this chapter**
- ◆ **complied with the authorities governing its activities relating to financial reporting, safeguarding public resources, revenue raising, spending, borrowing, and investing**

## Improved performance planning and reporting needed

The Electoral Office does not have a complete performance management system.

In 2004-05, the Electoral Office developed its strategic plan. This plan includes many components essential to a good plan. However, at March 31, 2005, the Electoral Office has not determined how it will measure its success (selected key performance measures) and set related targets. Without this information, the Office cannot provide legislators with a complete report on its performance.

We continue to recommend that the Electoral Office include the following information in its future annual reports:

- ◆ actual progress against its performance measures and targets
- ◆ the extent to which activities achieved goals
- ◆ overall financial results

On September 29, 2004, the Standing Committee on Public Accounts considered this matter and agreed with our recommendation.

The Electoral Office notes that it plans to include the following information in its next annual report:

- ◆ key performance measures
- ◆ the extent its activities help it meet its previously reported goals
- ◆ financial resources used by key activity