

Statement of Performance Expectations

Our plan for 2021/22

Tauākī o Ngā Taumata Mahi Hei Whakatutuki

Tā mātau mahere mō te

2021/22





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Table of Contents

Overview	5
How we contribute to a healthy democracy.....	9
Our strategic priorities	13
How we will assess our performance 2020/21	15
Summary of Outputs and Output Expenses for 2021/22.....	21
Forecast Financial Statements 2021/2022.....	22

Key terms used in this report

Appropriation	A parliamentary authorisation for Ministers of the Crown or an Office of Parliament to incur expenses or capital expenditure.
Output	Goods or services provided by the Commission.
Output Class	A grouping of outputs or activities with similar objectives. The class of outputs we are reporting on is the “provision of electoral services”. These are outputs we intend to supply in this financial year. The Commission’s output class is primarily funded by appropriations from the Crown via the Ministry of Justice.
Representation Commission	The Representation Commission is the body charged under the Electoral Act 1993 with determining the number of electoral districts in New Zealand and fixing the boundaries for those electorates.
Strategic Objective	Broad statements of direction that guide an organisation over time and link to strategic priorities, and performance measures.

Ngā kupu hira e whakamahia ana i roto i tēnei pūrongo

Tahua	He whakamanatanga pāremata mō ngā Minita o te Karauna, he Tari Pāremata rānei mō ngā whakapaunga, ngā whakapaunga haupū rawa rānei
Putanga	Ngā rawa, ngā ratonga rānei e tukuna ana e Te Kaitiaki Take Kōwhiri
Wāhanga Putanga	He tōpūtanga o ngā whakaputanga, mahinga rānei me ngā whāinga ōrite. Ko te wāhanga o ngā putanga e pūrongotia ana e mātou ko te "whakaratonga o ngā ratonga pōti". Koinei ngā putanga e hiahia ana mātau ki te whakarato i tēnei tau pūtea. Ko te wāhanga putanga a Te Kaitiaki Take Kōwhiri e tino utua ana e ngā tahua mai i te Karauna mā Te Tāhu o te Ture.
Te Komihana Whakatau Rohe Pōti	Ko te Komihana Whakatau Rohe Pōti te rōpū kei a ia te mana i raro i te Ture Pōtitanga 1993 ki te whakatau i te maha o ngā rohe pōti i Aotearoa me te whakatikatika i ngā rohenga mō aua rohe pōti.
Whāinga Rautaki	Ko ngā tauākī whānui o te ahunga ēnei e ārahi ana i tētahi whakahaere i roto i te wā me te hono ki ngā kaupapa matua rautaki, me ngā whakaritenga whakatutukitanga.

Overview

Tirohanga Whānui

Introduction

The Electoral Commission is responsible for running New Zealand’s parliamentary elections and referendums, registering electors and keeping the electoral rolls up to date, providing advice, reports and public education on electoral matters, and running other electoral activities.

We work to ensure New Zealand has a healthy democracy by providing an electoral system people can have trust and confidence in and by helping people to take part in the electoral process. Where required, we use our knowledge and experience to provide advice on electoral policy development and legislative reviews.

To meet our objectives, we work collaboratively with a wide range of public sector and non-governmental organisations, community groups and the public. We are always mindful of our responsibilities to, and relationship with the people of Aotearoa New Zealand.

*My strength is not the strength of one,
but that of the collective.*

We also recognise our role in supporting the Crown’s relationship with Māori under Te Tiriti o Waitangi/the Treaty of Waitangi, and will seek to better reflect Te Ao Māori in our work.

Kōrero whakataki

Kei Te Kaitiaki Take Kōwhiri te kawenga mō te whakahaere i ngā pōtitanga pāremata me ngā tāpaetanga pōti o Aotearoa, te rēhita i ngā kaipōti me te whakarite kei te hou tonu ngā rārangi kaipōti, te tuku tohutohu, pūrongo me ngā mātauranga mō ngā take pōti, me te whakahaere i ētahi atu mahi pōti.

Ka mātua whakarite mātau kei te tino ora te manapori o Aotearoa mā te tuku i tētahi pūnaha pōti e whirinaki ai, e ngākau titikaha ai te tangata, ā, me te āwhina i te tangata kia whai wāhi ki te tukanga pōti. Ina hiahia ana, e whakamahi ana mātau i ngā mōhiotanga me ngā wheako hei tuku tohutohu mō te whanaketanga kaupapahere pōti me ngā arotake ture.

Hei whakatutuki i ā mātau whāinga, ka mahi ngātahi mātau me ngā tūmomo whakahaere rāngai tūmatanui me te kāwanatanga-kore, ngā rōpū hapori me te iwi whānui. E tino mōhio ana mātua ki ō mātau here, me te whanaungatanga ki te iwi o Aotearoa.

Ehara taku toa i te toa takitahi, engari he toa takimano.

E mōhio anō mātau ki tā mātau mahi mō te tautoko i te hononga o te Karauna ki te Māori i raro i Te Tiriti o Waitangi, ā, ka whai kia pai ake te whakaata i Te Ao Māori i ā rātau mahi.

Operational context

Within New Zealand and internationally, elections take place in an increasingly complex environment from one cycle to the next. Elections have high stakes, are New Zealand's largest public events, and are a huge logistical exercise.

Looking ahead to 2023, we need to plan carefully to meet the communication needs of a growing and diversifying population. We need to adapt to deliver high-quality voting services, in an environment where almost 70% of our 2.9m voters vote in advance, and we need to be conscious of public health measures and accessibility.

Technology change and voters' expectations and behaviour will continue to drive demand for convenient digital channels as part of enrolment and voting. Legislative change means voters can leave enrolment late and do it on election day. This makes the process more convenient for the voter, but makes processes in the voting place more complex.

COVID-19 is likely to continue to loom large, bringing new attention to wellbeing and safety, as well as to how the Commission prepares for major disruptions and how legislation deals with emergencies.

Global attention on the integrity of election results and threats of interference will require a redoubled focus on physical and cybersecurity to protect public confidence in democracy. We can also expect to face challenges from misinformation and disinformation.

Horopaki whakahaere

I Aotearoa me te ao, tū ai ngā pōtitanga i tētahi āhuetanga e tino uaua haere ana mai tētahi pōtitanga ki tētahi. He nui ngā take e whakataetaetia ana, koinei ngā whakahaerenga tūmatanui nui rawa i Aotearoa, ā, he mahinga tino nui.

Ka ahu atu ki te 2023, me āta whakarite mahere mātau kia ū ai ki ngā hiahia whakawhitiwhiti o tētahi taupori tipu, kanorau hoki. Me urutau mātau kia taea ai te whakarato ngā ratonga pōti tino kounga, i tētahi wāhi he tata ki te 70% o ā tātāu kaipōti 2.9m ka pōti tōmua, ā, me mōhio mātau ki ngā whakaritenga hauora tūmatanui me te whakatapokotanga.

Nā te rerekē haere o ngā hangarau me ngā tūmanako me ngā whanonga o ngā kaipōti ka kōkiri tonu i te hiahia mō ngā ara matihiko māmā i roto i te rēhita me te pōti. Nā te rerekētanga ki te ture ka taea e ngā kaipōti te waiho te rēhita mō muri rā anō, ā, te waiho hoki mō te rā pōti. Ka māmā ake i tēnei tukanga mō te kaipōti, engari ka uaua ake ngā tukanga i roto i te wāhi pōti.

Kāore e kore he take nui te KOWHEORI-19, e tino aratohu ana ki te oranga me te haumarua, tae atu ki te āhua o te whakarite a Te Kaitiaki Take Kōwhiri i ngā whakararutanga nui, ā, he pēhea te whakarite a ngā ture i ngā ohotata.

Nā te arotahi o te ao ki te pono o ngā otinga pōtitanga me ngā whakateka ki te whakararuraru me tino aro pū ki te whakamaru ā-tinana, ā-ipurangi hoki kia mau ai te ngākau titikaha o te iwi whānui ki te manapori. Me tūmanako anō ka pā mai ngā uauatanga nā ngā kōrero teka me ngā kōrero hē.

New Zealand has an electoral system that is robust and run with integrity. Part of our role is to help the public understand that the electoral system and its strength is critical to our democracy, and something we can all be proud of.

In light of this and the need to prepare for a changing environment, we have formulated new strategic priorities to guide our work.

In 2021-2022 our strategic priorities centre on building capability in our organisation, being resilient and adaptable in our election planning, looking beyond the three-year cycle to long-term improvement, and strengthening our relationships and the public's understanding of our democracy.

A critical priority this year is to secure sufficient funding to allow the Electoral Commission to maintain service levels for electors.

Independence

The Commission is part of the wider public sector but as an Independent Crown Entity we work independently from government. We are not subject to Ministerial direction in carrying out our electoral functions.

He pūnaha pōti tō Aotearoa, ā, he pakari, he pono te whakahaere. Ko tētahi mahi a mātau he āwhina i te iwi whānui kia mārama ki te pūnaha pōti me tōna kaha he taketake ki tō tātau manapori, ā, he mea whakapuke ngākau mō tātau.

I runga i tēnei me te hiahia ki te whakarite mō tētahi taiao hurihuri, kua hangaia e mātau ngā kaupapa rautaki matua hou hei ārahi i ā mātau mahi.

I te 2021-2022 e aro ana ā mātau kaupapa rautaki matua ki te whakatipu i te kaha i roto i tō tātau whakahaere, kia manawanui, kia urutau i roto i te hanga mahere mō tā tātau pōtitanga, kia tawhiti atu te titiro i te wā toru tau kia pai ake i te wā roa, me te whakakaha i ngā hononga me te mārama o te iwi whānui ki tō tātau manapori.

Ko tētahi kaupapa matua hira i tēnei tau ko te whai kia riro mai ngā pūtea rawaka kia ū ai Te Kaitiaki Take Kōwhiri ki ngā taumata ratonga mō ngā kaipōti.

Motuhaketanga

He wāhanga Te Kaitiaki Take Kōwhiri nō te rāngai tūmatanui whānui engari hei Hinonga Karauna Motuhake ka motuhake tā mātau mahi mai i te kāwanatanga. Kāore mātau i raro i ngā tohutohu a tētahi Minita i roto i tā whakahaere i ngā mahi pōti.

Purpose of this Statement of Performance Expectations (SPE)

This document describes our annual performance expectations for the 2021/22 financial year. It provides a base against which our actual performance can be assessed.

It describes our output classes, our prospective financial statements and how we will assess our performance for the financial year 2021/22.

The SPE aligns with our Statement of Intent 2019/2020 – 2023/24.

Information in these documents is part of our accountability to the public.

Statement of Responsibility

This Statement of Performance Expectations has been prepared in accordance with the requirements of section 149C of the Crown Entities Act 2004.

The prospective financial statements and performance expectations, prepared in accordance with generally accepted accounting standards for this SPE, were not audited and may not be relied upon for any other purpose.

The Board acknowledges responsibility for the preparation of this SPE, which reflects the forecast performance and the forecast financial position of the Commission for the financial year ending 30 June 2022.



Marie Shroff

Chair

Heamana



Jane Meares

Deputy Chair

Heamana Tuarua



Alicia Wright

Chief Electoral Officer

Āpiha Pōti Matua

Te kaupapa o tēnei Tauākī o Ngā Taumata Mahi Hei Whakatutuki (SPE)

E whakamārama ana tēnei tuinga i ā mātau taumata mahi hei whakatutuki mō te tau pūtea 2021/22. He whakatakoto i te tūāpapa e taea ai te tātari tā mātau whakatutukitanga ake.

He whakamārama i ā mātau wāhanga putanga, ā mātau tauākī pūtea e matapaetia ana, ā, he pēhea tā mātau tātari i tā mātau whakatutukitanga mō te tau pūtea 2021/22.

E hāngai ana te SPE ki tā mātau Tauākī Koronga 2019/2020 - 2023/24.

Ko ngā mōhiohio kei ēnei tuinga he wāhanga nō ō mātau here ki te iwi whānui.

Tauākī Kawenga

He mea whakarite tēnei Tauākī o Ngā Taumata Mahi Hei Whakatutuki i raro i ngā whakaritenga o te wāhanga 149C o te Crown Entities Act 2004.

Ko ngā tauākī pūtea e matapaetia ana me ngā taumata hei whakatutuki, i whakaritea e ai ki ngā paerewa kaute e whakaaetia ana mō tēnei SPE, kāore i ōtitahia, ā, kua e whakawhirinaki atu mō tētahi atu kaupapa.

E mōhio ana te Poari ki te kawenga mō te whakarite i tēnei SPE, he whakaata i te whakatutukitanga e matapaetia ana me te tūnga pūtea o Te Kaitiaki Take Kōwhiri e matapaetia ana mō te tau mutunga o te 30 Hune 2022.

How we contribute to a healthy democracy

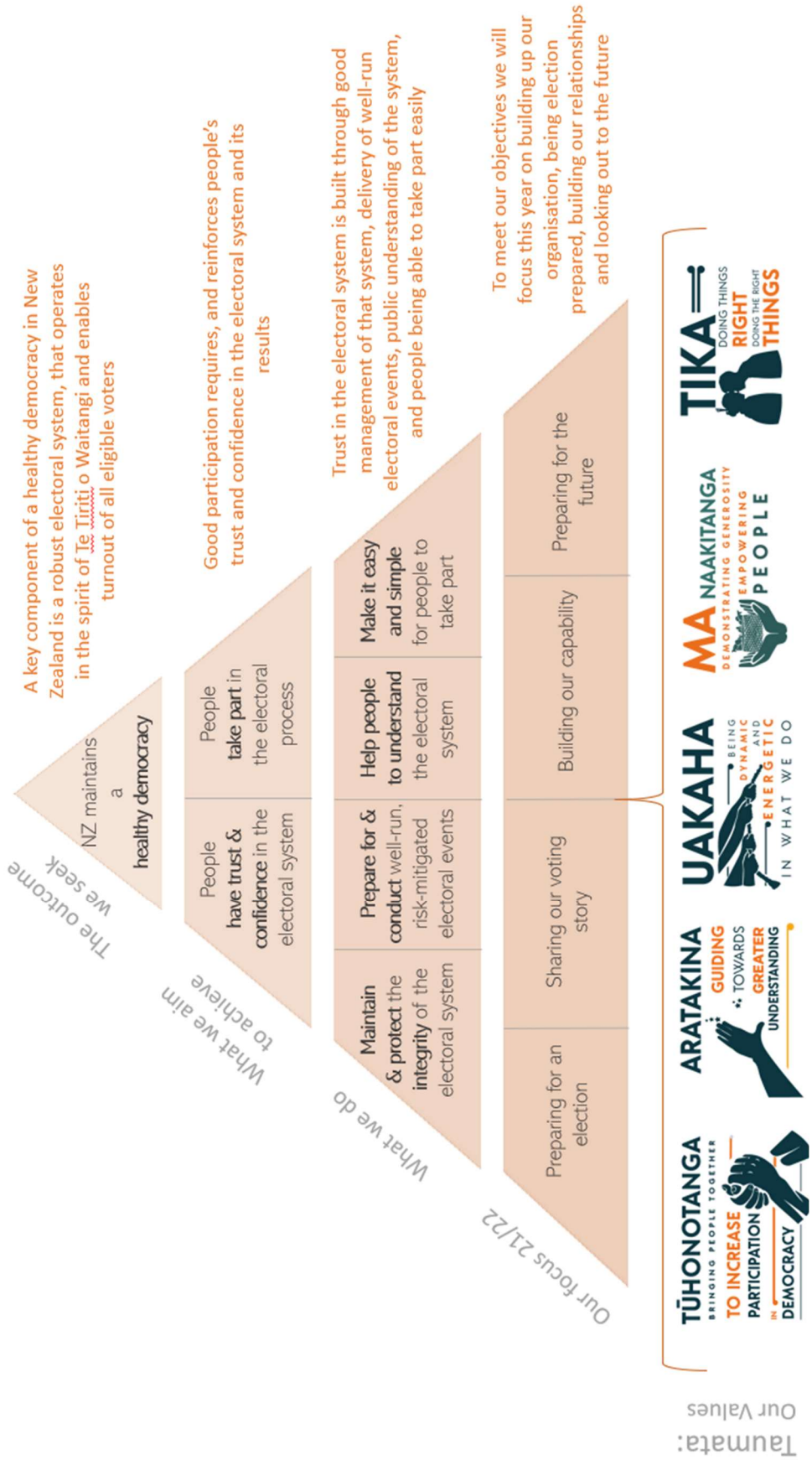
There are a lot of factors that contribute to a strong democracy. These include having an independent judiciary, high levels of civic participation, protection of fundamental rights, media integrity, absence of corruption and the holding of free and fair elections.

The Electoral Commission contributes to healthy democracy in Aotearoa New Zealand by providing an electoral system in which people can have trust and confidence. This includes the delivery of free and fair elections and helping people to take part in the electoral process. Strong electoral processes with good voter turn-out are a core element of a democracy that is working well.

Our statutory objective is to administer the electoral system impartially, efficiently, effectively, and in a way that:

- facilitates participation in parliamentary democracy
- promotes understanding of the electoral system and associated matters, and
- maintains confidence in the administration of the electoral system.

These objectives are reflected in our strategic framework, which brings together our vision, strategic objectives, key activities, strategic priorities and our values. Our framework is shown next, and how we measure our performance is described from page 12.



Taumata – Our Values

Our values guide us in helping the people of New Zealand to trust, value and take part in our democracy. They are underpinned by the concept of kaitiaki and kaitiakitanga: guardianship.

The framework is both descriptive and aspirational and paints a picture of who the Commission is now, and who we'd like to be:

Tūhonotanga: Bringing people together to increase participation in democracy.

Aratakina: Guiding towards greater understanding.

Uakaha: Being dynamic and energetic in what we do.

*MA*naakitanga: Demonstrating generosity and empowering people.

Tika: Doing things right; doing the right things!

The way forward

While there is always work to do to improve outcomes¹, overall Aotearoa New Zealand has experienced strong rates of participation and high levels of trust in elections over many years.

We can't afford to take these strong outcomes for granted or assume that they'll continue to happen just because they always have. We need to nurture and protect our electoral system with an eye to the future.

The Commission needed to adapt its approach to the 2020 general election in order to help maintain high participation and trust.



¹ In particular there is more work to do to ensure that participation rates for Māori, Pasifika, 18-35 year olds, and new migrant communities continue to improve.

In some cases changes were significant and needed to happen rapidly, including:

- widening our reach and strengthening our support networks through greater collaboration and work with agencies and community partners
- increasing our work with targeted communities, such as Māori, Pasifika, youth and new migrant communities to support understanding and engagement of the electoral process
- changing many aspects of our delivery model in order to continue to serve voters during the COVID-19 pandemic, including increasing advance voting services
- increasing security and integrity measures to mitigate potential risks
- working to protect and support the supply of critical materials and infrastructure through the uncertainty created by COVID-19

Some of these changes were due to the emergence of COVID-19 during an election year, but many are a reflection of more enduring changes in the environment in which elections are delivered.

Furthermore, the Commission's experience responding to COVID-19 has demonstrated that we also need to be resilient enough to respond to challenges we can't foresee.

The Commission recognises a need to actively nurture New Zealand's electoral system in ways that will support and enable it to succeed now and into the future. This overarching goal is reflected in the setting of the Commission's strategic priorities over the coming years.

Recognising Te Tiriti o Waitangi

In all our work, we have an ongoing commitment to engage with Māori to encourage participation in the electoral system. We recognise Te Tiriti o Waitangi /the Treaty of Waitangi and will work to ensure that the principles of the Treaty are integrated into our day-to-day activities.

In 2021/22 we will develop our strategy for partnering with tangata whenua. This will include strengthening our cultural capability and relationships with communities as we plan and prepare for the 2023 election.

Our strategic priorities

Over the next 5 years the Commission will focus on preparing for the future beyond the three-year election cycle, building capability in our organisation, being resilient and agile in our election planning and preparation, and strengthening our relationships and building understanding.

These strategic priorities align with our values - especially of Tika - doing the right thing and working to the highest standards, Tūhonotanga - bringing people together to increase participation, and Aratakina – guiding towards greater understanding.

Preparing for the future

We need to be flexible and plan for the short-term, but also look out to the future. Planning past the next election allows us to tackle issues too complex to address in the short-term. This more strategic-focused work will also help guide current decision-making about priorities and approaches in the shorter-term, and in ways that do not create risk for upcoming elections.

In 2021/22 we will continue to develop our roadmap for beyond 2023 and begin planning for any specific work identified as a priority.

Building our capability

We need to make sure that our approach, systems and processes help us to be effective and efficient in achieving our outcomes, provide services that meet the needs of all electors, and build the principles of the Treaty of Waitangi into our everyday practices. They will support us to be flexible and resilient in a changing environment.

In 2021/22 we will ensure our operating model, financial, operational and strategic capability support us to deliver our outcomes.

Being election prepared

New Zealand's elections work well – but in an increasingly challenging and uncertain environment, being ready early is critical and allows us to adapt and change if needed. Bringing our planning and preparations forward will reduce risk by building certainty.

In 2021/22 we will make sure that the backbone of our readiness programme is in place earlier.

We will also be working on securing enough funding to allow us to deliver services at expected levels, and also lift our view to look at longer-term options for our services and infrastructure.

Building relationships and understanding

Demystifying what we do and how we do it helps people understand our work. Working in partnership with communities and the wider public service helps reinforce trust in our services including the steps we take to protect the integrity of the system, strengthen support and promote understanding.

As our operating environment has become more complex, the Commission has a greater need for the support of others to help deliver elections. For instance, delivering an election during the COVID-19 pandemic took a wider all-of-government effort, with the Commission remaining the responsible agency and leading the election response.

The Commission now regards this approach, where it develops, nurtures and maintains relationships with supporters and partners as an essential part of the delivery of elections going forward. We will continue to work collaboratively with key agencies and maintain these partnerships.

In 2021/22 we will also be developing new strategies for partnering with Māori, to make sure that the way we work together delivers accessible and quality services, and opportunities for increased participation.

We will continue to work alongside specific communities where enrolment and voting levels may be lower than in the wider community, to understand barriers to taking part, and ways we can enable greater participation.

We will also be redeveloping our strategy for delivering services to New Zealanders with disabilities and implementing the Election Access Fund ready for the next general election. This is a new initiative and function for the Commission. The Fund's purpose is to remove or reduce barriers for disabled persons who are standing or seeking selection as candidates in general elections or in by-elections. The Commission is responsible for determining the eligibility for funding, and establishing the framework for the Access Fund in consultation with disabled people.

How we will assess our performance 2020/21

The following section describes how we intend to measure our performance against the activities, aims and objectives shown on page 8.

Our activities and our organisation change significantly across a three-year cycle as we prepare for and deliver a general election, as well as providing ongoing services such as continuous maintenance of the electoral roll.

This document focuses only on measures for the first of the coming three years. 2021/22 is predominantly a year of review, planning and development. Measures for this year relate to our strategic priorities, our ongoing electoral activities such as continuous maintenance of the roll, our regular integrity and compliance activities, and our preparations towards a general election.

Our current Statement of Intent 2019/2020 - 2023/2024 provides additional measures spanning the three years, and shows our contributions across the electoral cycle to our higher-level objectives of ensuring trust and confidence, and greater participation in the electoral system.

Impact Measure 1: People have trust and confidence in the electoral system

A healthy democracy requires people to have trust in how the electoral system is run, and in the results of any elections and referendums.

People are more likely to participate if they trust that the Commission is prepared and that the system is run well and with integrity.

The following measures have been selected because they show that key preparations and strategic activities are on track, and provide assurance on the integrity of any by-elections that may occur.

Performance Measures 2021/22	Comparative	Target 21/22
*Key general election milestones achieved (<i>refer measure on page 18</i>)	Achieved (20/21)	Achieved
Review of operating model completed	New measure	Achieved (by 30 June 2022)
Funding and current capability review completed	New measure	Achieved (by 31 December 2021)
Integrity of by-election results: Official by-election Result Certificates for the electorate are signed by both the electorate Returning Officer, and the attending Justice of the Peace	New measure	Completed if applicable

*Measure included in the Commission's Estimate of Appropriations

Impact Measure 2: People take part in the electoral process

A healthy democracy requires strong participation rates. High participation rates both require, and reinforce, people's trust and confidence in the electoral system and election results.

In years without an election or by-election, participation is measured through the number of people who are enrolled.

Performance Measures 2021/22	Comparative	Target 21/22
Engagement through the cycle:		
*Number of people enrolled (average for the period)	3.26m (2019/20 Annual Report)	3.52m
*Number of 18-24-year-olds enrolled (average for the period)	0.28m (2019/20 Annual Report)	0.29m
Number of people of Māori descent enrolled (average for the period)	0.468m (2019/20 Annual Report)	0.51m
Number of people enrolled on the Provisional Roll (17-year-olds)	0.008m (2019/20 Annual Report)	0.008m

*Measure included in the Commission's Estimate of Appropriations

Output Measures 1: What we do to maintain and protect the integrity of the electoral system

- ✚ We stay neutral, uphold and follow electoral law and work independently from government.
- ✚ The electoral roll is continuously maintained to keep it up-to-date and accurate so all registered voters can take part, and elections run smoothly.
- ✚ We have strong IT, cyber and physical security programmes, and our systems are regularly tested and maintained. We work closely with central agencies around issues of integrity and security.
- ✚ We protect the rights of voters to vote securely and privately, we make sure that votes are counted and reported correctly, and the process follows the law.
- ✚ We provide advice and guidance to political parties, candidates and third parties to help them meet their obligations under electoral law, and take action where they do not.
- ✚ We give advice to the government on possible changes to electoral laws.
- ✚ The measures below have been chosen as they represent work we do to ensure that the roll is being maintained, staff understand our integrity and compliance requirements, and that we are monitoring and upholding the compliance requirements of others.

Performance Measures 2021/22	Comparative	Target 21/22	Data source
*Adherence to the Commission’s quality assurance practices around the integrity of the roll	100%	Completed	Commission data
Staff receive mandatory integrity and compliance training	New measure	100%	Commission data
Legislative Compliance: The Commission will follow up failures by a party, candidate or third party to file any relevant return of election expenses, donations or loans within 5 working days.	100% (20/21 YTD)	>95%	Commission data
Allegations of electoral finance or advertising breaches of the Electoral Act are acknowledged, and follow-up is initiated if required, within 10 working days of receipt	>90% (20/21 YTD)	90%	Commission data

*Measure included in the Commission’s Estimate of Appropriations

Output Measures 2: What we do to prepare for and run electoral events

- ✚ Running a general election is an enormous, nationwide event that takes a great deal of planning and preparation. We learn a lot from every event we deliver and build on this for the next event - to make sure we keep delivering a good service.
- ✚ We begin well ahead of time to fit in all the work that is needed and run lots of tests and simulations to make sure that our systems and processes work well.
- ✚ We build a temporary, nationwide infrastructure to enable implementation and delivery.
- ✚ We run enrolment update campaigns to encourage people to get ready and enrol or update their enrolment details ahead of the event.
- ✚ We run by-elections and referendums as required.
- ✚ The measures below have been chosen as they represent key preparation work we are undertaking to prepare for the next general election, and delivery of a by-election in 2021/22 if this occurs.

Performance Measures 2021/22	Comparative	Target 21/22	Data source
<p>*Key general election preparation milestones achieved:</p> <ul style="list-style-type: none"> • Base design finalised (Q1) • Election programme director appointed and programme established (Q1) • Election technology project established (Q1) • National field training strategy determined (Q1) • Key contractors and suppliers identified (Q1 & 2) • National field structure determined (Q2) • Regional Managers and Advisors appointed (Q3 & 4) • Testing and simulations programme designed (Q3 & 4) 	Achieved (2020/21)	Achieved	Data will be recorded by the Commission
<p>By-election conduct measures (if applicable):</p> <ul style="list-style-type: none"> • Release of preliminary results from 7.30pm on the day of the by-election • Declaration of official results to schedule 	Achieved	Achieved	Official release/publication data

*Measure included in the Commission's Estimate of Appropriations

Output Measures 3: What we do to help people understand the electoral system

- ✚ We provide clear and accurate information to help people take part as voters, candidates, political parties or third parties.
- ✚ We educate New Zealanders about our democracy and why their vote matters.
- ✚ We actively encourage people to take part through motivational and education activities.
- ✚ The measures below have been chosen as they represent key work we will be undertaking to plan for and provide information and guidance that helps people understand and participate in the electoral system.

Performance Measures 2021/22	Comparative	Target 21/22	Data Source
Strategic communications plan developed	New measure	By December 2021	Commission data
Uptake of the civics education in schools' programme	New measure	Baseline to be established	Commission website metrics
Advisory opinions meet the needs of stakeholders	New measure	Baseline to be established	Satisfaction data from annual stakeholder survey

Output Measures 4: What we do to make it easy and simple for people to take part

- ✚ People can enrol or update their details easily through multiple channels.
- ✚ We provide convenient voting places in places where people live and work.
- ✚ We work within communities to provide education and support for taking part, especially communities with lower participation rates.
- ✚ We advise political parties, candidates and third parties on how to comply with electoral rules.
- ✚ We are establishing the Electoral Access Fund, which is designed to remove or reduce barriers for a person with a disability to stand or seek selection as a candidate in a general election or a by-election
- ✚ We deliver information about enrolling and voting that is accessible to all New Zealanders.
- ✚ The measures below have been chosen to report on key activities in 2021/22 that help make participation in the electoral system easier for people via digital enrolment channels, targeted participation strategies, implementation of the Electoral Access Fund, and timely delivery of guidance.

Performance Measures 2021/22	Comparative	Target 21/22	Data Source
*Percentage of enrolment transactions that are conducted digitally	19% (2019/20 Annual Report)	35%	Digital transactions are monitored and reported against total transactions
Participation strategies for priority groups developed	New measure	By 30 June 2022	Commission data
Election Access Fund criteria developed in consultation with the disability sector	New measure	By 30 June 2022	Commission data
Guidance on electoral matters: *Percentage of advisory opinions issued within 5 working days	>99% (2019/20 Annual Report)	95%	Commission data

*Measure included in the Commission's Estimate of Appropriations

Summary of Outputs and Output Expenses for 2021/22

The Commission is funded by the Government through the Vote Justice Non-Departmental output class "Provision of Electoral Services". The forecast expenses for each of the Commission's outputs, and the total forecast revenue are provided below:

2020/21 Outlook		2021/22 Forecast
\$M	FORECAST OUTPUT EXPENDITURE	\$M
	OUTPUT CLASS - PROVISION OF ELECTORAL SERVICES	
\$17.49	Output Area – Maintain & protect integrity of the electoral system	\$9.00
	Output Area – Prepare and conduct electoral events	
\$22.11	General Election (and Referendum)	\$21.44
-	By Election	-
\$26.89	Response to Covid-19	-
\$9.22	Change of Date	-
\$0.08	Māori Affiliation Services	-
\$0.89	Output Area – New Zealanders understand the electoral system	\$1.74
	Output Area – New Zealanders can easily and simply enrol and vote	
\$64.77	General Election	\$1.99
-	Local Authority Election	\$1.71
-	Māori Electoral Option	
-	Election Access	\$1.00
\$3.59	Output – Broadcasting Allocation	-
\$145.04	TOTAL FORECAST OUTPUT EXPENDITURE	\$36.87
	FORECAST REVENUE	
\$134.04	Crown revenue	\$26.20
\$0.37	Interest and Other Income	\$0.23
\$134.41	TOTAL FORECAST REVENUE	\$26.43
	Surplus to / (Shortfall from) Current Reserves excluding International Assistance	
\$1.59	International Assistance Expenditure	\$1.34
\$1.59	International Assistance Revenue	\$1.34
(-\$10.63)	Surplus to / (Shortfall from) Current Reserves	(-\$10.44)

Forecast Financial Statements 2021/2022

Statement of Forecast Comprehensive Revenue and Expense

<i>Estimated Actual</i>		2021-22
30 June 2021		Forecast
\$000		\$000
Income		
Crown Revenue for:		
80,662	Electoral Services - Core	24,200
13,553	Government Initiated Referendum	-
3,605	Broadcasting Funding Allocation	-
26,847	Funding for Covid-19 response	-
9,221	Change of Date	-
150	Development of financial model	
-	Election Access Fund	2,000
-	Māori Electoral Option	-
-	By elections	-
134,038	Sub-Total Crown Revenue	26,200
65	Interest Income	35
159	Roll Sales	120
1,591	International Assistance	1,340
150	Other Income	80
136,003	Total Income	27,775
Expenditure		
70,545	Personnel	19,544
70,106	Operating Costs	16,547
-	Enrolment Services	
3,605	Broadcast Funding Allocation	
5	Representation Commission Expenses	
-	Māori Electoral Option	
1,591	International Assistance	1,340
702	Depreciation	700
78	Audit Fee	82
146,632	Total Expenditure	38,213
(10,629)	Net Surplus/(Deficit)	(10,438)

Statement of Forecast Changes in Equity

<i>Estimated Actual</i>		2021-22
30 June 2021		Forecast
\$000		\$000
	Opening Balance	14,787
25,416	Crown Capital Funding	
(10,629)	Net Surplus/(Deficit) for the Year	(10,438)
14,787	Public Equity as at 30 June	4,348

Statement of Forecast Financial Position

<i>Estimated Actual</i>		2021-22
30 June 2021		Forecast
\$000		\$000
	Current Assets	
16,700	Cash & Cash Equivalents	2,264
315	Debtors	275
150	Stock on Hand	112
143	Prepayment	107
17,308	Total Current Assets	2,758
	Current Liabilities	
2,824	Creditors and other payables	521
1,367	Revenue in Advance	27
1,181	Employee entitlements	1,029
5,372	Total Current Liabilities	1,577
11,936	Working Capital	1,181
	Non-current Assets	
2,951	Property, Plant and Equipment	3,251
2,951	Total Non-current Assets	3,251
	Non-current Liabilities	
100	Employee entitlements	84
100	Total Non-current Liabilities	84
14,787	Net Assets	4,348
	Public Equity	
14,787	General Funds	4,348
14,787	Total Public Equity	4,348

Statement of Forecast Cash Flows

<i>Estimated Actual</i>		<i>2021-22</i>
<i>30 June 2021</i>		<i>Forecast</i>
<i>\$000</i>		<i>\$000</i>
Cash Flows from Operating Activities		
<i>Cash was provided from:</i>		
134,037	Crown Appropriations	26,200
64	Interest income	35
159	Roll Sales	120
305	International Assistance	
2,197	Other Income	120
136,762		26,475
<i>Cash was applied to:</i>		
71,324	Employees	19,713
82,439	Suppliers	20,048
153,763		39,761
(17,001)	Net cash flow from operating activities	(13,286)
Cash Flows from Investing Activities		
<i>Cash was provided from:</i>		
Disposal of Fixed Assets		
<i>Cash was applied to:</i>		
262	Purchase of Fixed Assets	1,150
(262)	Net cash flow from investing activities	(1,150)
(17,263)	Net increase/(decrease) in cash held	(14,436)
33,963	Cash at Start of Year	16,700
16,700	Cash held at end of the year	2,264

Notes to and forming part of the Forecast Financial Statements

Statement of underlying assumptions

These Forecast Financial Statements have been prepared for the purpose of fulfilling the Commission's obligations under the Crown Entities Act 2004 to table a Statement of Performance Expectations before Parliament.

These Forecast Financial Statements have been prepared to indicate the likely financial impact of the implementation of the Commission's longer-term strategic direction. The information disclosed is indicative only and may not be appropriate for any other purpose.

These Forecast Financial Statements are not audited.

The statements contain the best estimates and assumptions as to future events that are expected to occur and are likely to vary from the actual financial results achieved for the period covered and from the information presented. The variations may be material.

The underlying assumption regarding revenue is that where a by-election or referendum is required to be conducted, additional funding will be obtained.

We have based our occupancy and administration costs on our historical experience. We have included all known or reasonably estimated increases or decreases in any expense category. We have not made any allowance for revaluation of fixed assets in these statements.

Depreciation and amortisation costs are based on the assumption that the Commission will replace assets including software as required.

We assume that there will be no changes to the accounting policies that would materially affect the figures represented at this time.

Reporting entity

The Electoral Commission is an Independent Crown Entity established by the Crown Entities Act 2004, and is domiciled in New Zealand. As such the Electoral Commission's ultimate parent is the New Zealand Crown.

The Commission's functions and responsibilities are set out in the Electoral Act 1993 and related legislation.

Basis of preparation

Statement of compliance

These forecast financial statements have been prepared for the purpose of fulfilling the Commission's obligations under the Crown Entities Act 2004, which includes the requirements to comply with New Zealand generally accepted accounting practice (NZ GAAP).

The Forecast Financial Statements are prepared in accordance with Tier 1 PBE IPSAS, and other applicable Financial Reporting Standards, as appropriate for public benefit entities. This includes New Zealand Reporting Standard No. 42: Prospective Financial Statements (FRS-42).

The forecast financial statements have been prepared on a going-concern basis, and the accounting policies will be applied consistently throughout the period.

Measurement base

These forecast financial statements have been prepared on a historical cost basis.

Accounting policies

The following accounting policies, which materially affect the measurement of financial performance and financial position, have been applied:

Revenue

The Commission derives revenue from the provision of outputs to the Crown and income from investments. Revenue from the Crown is recognised as revenue in the year in which it is appropriated and is reported in the financial period to which it relates. Other revenue is recognised in the period in which it is earned.

Goods and Services Tax (GST)

All items in the financial statements are exclusive of GST, with the exception of receivables and payables which are stated with GST included.

Taxation

The Commission is a public authority in terms of the Income Tax Act 2004 and consequently is exempt from income tax.

Fixed assets

Property, plant and equipment asset classes consist of office equipment, furniture and fittings, computer equipment and leasehold improvements.

Property, plant and equipment are shown at cost or valuation, less any accumulated depreciation.

Depreciation

Depreciation is provided on a straight-line basis on all fixed assets at a rate that will write off the cost or valuation of the assets over their useful lives.

The useful lives and associated depreciation rates of major classes have been estimated as follows:

Office Equipment	20%
Computer Equipment	33%
Furniture & Fittings	20%
Leasehold Improvements	11%
Computer Software	33%
EMS System Software	10%

Operating leases

Leases where the lessor effectively retains substantially all the risks and benefits of ownership of the leased items are classified as operating leases. Operating lease expenses are recognised on a systematic basis over the period of the lease.

Financial instruments

The Commission is a party to financial instruments as part of its normal operations. These financial instruments include bank accounts, short-term deposits, debtors and creditors. All financial instruments are recognised in the prospective statement of financial position and all revenue and expenses in relation to financial instruments are recognised in the prospective statement of comprehensive income. All financial instruments are shown at their estimated fair value.

Accounts receivable

Accounts receivable are stated at their estimated realisable value after providing for doubtful and un-collectable debts.

Employee entitlements

Provision is made in respect of employee entitlements expected to be settled within 12 months of the reporting date (current liabilities) and those beyond 12 months (long-term liabilities). The entitlements are measured at the best estimate of the consideration required to settle the obligation using current remuneration rates. Employee entitlements include accrued salary and wages, unused annual and long-service leave, and accrued retirement leave.