

## 2017 Municipal Election Follow-up Audit

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### EXECUTIVE SUMMARY

The City Auditor's Office issued the 2017 Municipal Election Follow-up Audit Report to Administration on February 3, 2020. This is a positive assurance report as we concluded all management action plans are complete, and the design of planned election processes effectively mitigates the underlying risks identified. There were no new recommendations raised in this report.

### RECOMMENDATIONS:

That with respect to the Report AC2020-0196, the following be approved:

1. That the Audit Committee receive this Report for the Corporate Record; and
2. That the Audit Committee recommend that Council receive this Report for the Corporate Record.

### RECOMMENDATION OF THE AUDIT COMMITTEE, 2020 FEBRUARY 13:

That Council receive this Report AC2020-0196 for the Corporate Record.

### PREVIOUS COUNCIL DIRECTION / POLICY

Bylaw 30M2004 (as amended) established the position of City Auditor and the powers, duties and functions of the position. Under the City Auditor's Office Charter, the City Auditor presents an annual risk-based audit plan to Audit Committee for approval. The City Auditor's Office 2019/20 Annual Audit Plan was approved on September 18, 2018. The City Auditor is accountable to Council and subject to the oversight of Audit Committee under Bylaw 48M2012 (as amended).

### BACKGROUND

This audit was undertaken as part of the approved City Auditor's Office 2019/20 Annual Audit Plan. The objective of this audit was to answer the question whether management action plans for all four recommendations raised in our 2017 Municipal Election Review have been completed and effectively designed to mitigate the following election day risks:

- Insufficient initial ballot supply;
- Voting station facilities not having accessibility, space and parking available that meet stakeholder expectations;
- Inadequate allocated staff to support the voting process and facilitate timely voting; and,
- Delayed reporting of election day results.

To achieve the audit objective, for each management action plan in response to the four recommendations raised in our 2017 Municipal Election Review, we:

- Assessed the design of planned election processes; and, where planned election processes were implemented for the 2026 Olympic Bid Plebiscite held on November 13, 2018,
- Independently validated the operating effectiveness of election processes.

### INVESTIGATION: ALTERNATIVES AND ANALYSIS

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All management action plans are now complete, and the design of planned election processes effectively mitigates the underlying risks identified. In addition, many of the action plans were implemented ahead of the September 30, 2019 original commitment date, and were in place for the 2026 Olympic Bid Plebiscite held on November 13, 2018. As a result, we were able to confirm the operating approach effectiveness for key improvements, including:

- 100% ready-available initial ballot supply based on the estimated number of electors;
- Adoption of federal election accessibility criteria and elimination of “superstations” serving over 7,100 electors;
- Adequate staffing of voting stations; and
- Simplified results reporting process using tabulators.

Further, Elections and Census shared their plans to continue to improve the voter experience for the upcoming 2021 Election, and based on our follow-up we have high confidence in their ability to deliver on these plans, and we have no recommendations for additional improvement.

### **Stakeholder Engagement, Research and Communication**

This audit was conducted with the City Clerk’s Office acting as the principal audit contact within Administration.

### **Strategic Alignment**

Audit reports assist Council in its oversight of the City Manager’s administration and accountability for stewardship over public funds and achievement of value for money in City operations.

### **Social, Environmental, Economic (External)**

N/A

### **Financial Capacity**

#### **Current and Future Operating Budget**

N/A

#### **Current and Future Capital Budget**

N/A

### **Risk Assessment**

The activities of the City Auditor’s Office serve to promote accountability, mitigate risk, and support an effective governance structure.

This audit was undertaken as part of the City Auditor’s 2019/2020 Annual Audit Plan as the 2017 Municipal Election Review identified significant contributing factors that, if not corrected, could lead to a reoccurrence of increased voter wait times, voting station accessibility concerns and delays in the reporting of election results in the upcoming 2021 Election.

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**REASON FOR RECOMMENDATIONS:**

Bylaw 48M2012 (as amended) states: "Audit Committee receives directly from the City Auditor any individual audit report and forwards these to Council for information".

**ATTACHMENT**

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