

SATURDAY 13TH SEPTEMBER 2008 ELECTION DAY

SUNDAY 14TH SEPTEMBER 2008 DAY AFTER ELECTION DAY

FOLLOWING DAYS AFTER ELECTION UNTIL COMPLETION

START OF PROCESS

VOTING

On election day voters will vote at their local polling place. Voters will mark their ballot paper and lodge it in the secure ballot box.

POLLING PLACE CLOSES

At 6.00pm the polling place is closed to the public. Election officials and scrutineers remain inside the polling place.

Security seals are then broken and the ballot boxes are opened.

Scrutineers can observe.

A

B

C

ELECTION NIGHT

- Ballot papers are then sorted for counting;
- A figure is recorded for all first preference votes "Above the Line" and all first preference votes below the line;
- A figure is also recorded for informal votes;
- First preference votes are phoned through to the Returning Officer;
- The first preference votes are then loaded onto the New South Wales Electoral Commission website for public viewing;
- The ballot papers are packed at the polling place into bags and secured with numbered security tags;
- Then delivered to the Returning Officer's office where they are stored overnight.

Scrutineers can observe.

CHECK COUNT OF BALLOT PAPERS

The ballot papers which were stored overnight at the Returning Officer's office in numbered security bags are opened and the ballot papers are reconciled and made ready for data entry.

Scrutineers can observe and also inspect security seal numbers.

D

E

F

CHECK COUNT OF BALLOT PAPERS

Ballot papers marked with a single one, tick or a cross above the line are separated and retained at the Returning Officer's office.

The "Other" ballot papers are counted, recorded and batched into bundles of 100 ballot papers in preparation for data entry.

These include above the line marked with more than one preference, marked below the line, or marked both above the line and below the line.

The Informal ballot papers are placed into bags and closed with a numbered security seal ready for delivery to the Local Government Counting Centre.

The Returning Officer then emails the total figures to the Local Government Counting Centre Manager.

Scrutineers can observe and also inspect security seal numbers.

ALL "OTHER" BALLOT PAPERS TRANSFERRED TO COUNT CENTRE

Dedicated trucks with two personnel transport the ballot papers to the Local Government Counting Centre for data entry.

On arrival at the Local Government Counting Centre the number of sealed bags received for each election are reconciled with the number of sealed bags despatched from the Returning Officer's office.

Scrutineers can observe.

COUNT PROCESS RE THE DATA ENTRY OF BALLOT PAPERS

The bags are then opened and the batches removed and placed in a batching area.

Batch Header Sheets (with a unique number generated by the vote counting software) are attached.

This number then enables the batch to be tracked throughout the data entry and count process.

Each Council or Ward is processed according to a schedule that is listed on the New South Wales Electoral Commission website.

Scrutineers can observe.

STEPS OF PROCESSING BALLOT PAPER DATA

Round One

Data entry begins with round one, where all preferences on the ballot paper are entered into the system.

Round Two

Preferences are then re entered from the ballot papers by a second person.

For security, the election software will not allow the same person to re-enter the same batch of ballot papers.

At the end of round two a report is run to check the second round preferences against the first round of preferences entered. This identifies if there are any inconsistencies.

Round Three

If an inconsistency occurs a third round of verification is carried out by a senior election official by reference to the ballot papers.

Scrutineers can observe.

INITIATING COUNT

Once the verification process is complete a final reconciliation is undertaken to ensure all ballot papers have been accounted for.

The count is then ready to run and the count process is initiated.

Scrutineers can observe.

REPORT GENERATED

Once the count is complete the count report is generated. This gives the final distribution of preferences.

The count report is provided to the Scrutineers present and candidates through the Returning Officers.

The final results are then made available on the website.

The counting centre process is now completed for the Local Government elections.

Final results are then made available on the website.

Scrutineers can observe.

END OF PROCESS

INTEGRITY OF ELECTION PROCESS

SECURITY OF COUNTING CENTRE

- 24 hour security;
- operational time from 7.30am - 10.30pm. (2 x 8 hour shifts, 200 data entry operators per shift). First shift starting at 2.30pm, Tuesday 16th September 2008;
- senior New South Wales Electoral Commission staff oversee the operation at all times;
- count centre security alarmed with security guard locked inside the building, outside of operational hours; and
- all staff, media, scrutineers, and contractors issued with color coded ID upon entry and must wear at all times. Scrutineers must provide a form signed by the candidate to gain entry.

CENTRALISED COUNTING CENTRE OBSERVATION TEAM

Independent Observation Team comprising:

- a senior staff member nominated by the Victorian Electoral Commissioner as Chair;
- a representative from the Local Government and Shires Associations; and
- a representative from the Department of Local Government.

The purpose of the Observation Team is to independently audit the processes and in so doing give interested participants confidence in the result of the election.

SECURITY OF IT DATA

- data entry staff must pass through Counting Centre security;
- onsite server located within the security area of the warehouse;
- accessed only by New South Wales Electoral Commission IT staff;
- daily tape backup each night then download onto a stand alone server off site.