

Head 163 — REGISTRATION AND ELECTORAL OFFICE

Controlling officer: the Chief Electoral Officer will account for expenditure under this Head.

Estimate 2014–15 **\$268.3m**

Establishment ceiling 2014–15 (notional annual mid-point salary value) representing an estimated 138 non-directorate posts as at 31 March 2014 rising by 74 posts to 212 posts as at 31 March 2015..... **\$88.5m**

In addition, there will be an estimated one directorate post as at 31 March 2014 rising by one post to two posts as at 31 March 2015.

Controlling Officer's Report

Programme

Electoral Services

This programme contributes to Policy Area 28: Constitutional and Mainland Affairs (Secretary for Constitutional and Mainland Affairs).

Detail

| | 2012–13 (Actual) | 2013–14 (Original) | 2013–14 (Revised) | 2014–15 (Estimate) |
|---------------------------|---------------------|-----------------------|----------------------|-------------------------------------|
| Financial provision (\$m) | 548.6 | 94.3 | 82.4 (–12.6%) | 268.3 (+225.6%) |
| | | | | (or +184.5% on 2013–14 Original) |

Aim

2 The aim is to provide the Electoral Affairs Commission with administrative support for the effective discharge of its statutory functions under the Electoral Affairs Commission Ordinance (Cap. 541) to ensure that elections are conducted openly, honestly and fairly.

Brief Description

3 The Registration and Electoral Office (REO) will, under the direction of the Electoral Affairs Commission, implement the decisions of the Commission in relation to:

- the review and delineation of geographical constituencies for the Legislative Council and District Council constituencies,
- the registration of electors, and
- the conduct and supervision of elections.

4 During 2013–14, the REO provided the Electoral Affairs Commission with administrative support to accomplish a number of major tasks, including:

- the conduct of a voter registration exercise;
- the publication of registers of electors for geographical constituencies, functional constituencies and Election Committee subsectors;
- the enhancement of checking of electors in the current register in respect of their registered addresses;
- the conduct of cross-matching exercise with other government departments on electors' registration particulars;
- publicity measures to remind electors to update their addresses with REO;
- the reviewing of subsidiary legislation on electoral arrangements for elections;
- the updating of the guidelines for the Village Representative elections;
- the conduct and supervision of District Council by-elections;
- the supervision of the conduct of Village Representative by-elections;
- the submission of reports to the Chief Executive on District Council by-elections and Village Representative by-elections; and
- the registration of specified particulars relating to candidates on ballot papers for use in the Legislative Council and District Council elections.

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5 The key performance measures are:

Targets

| | 2012 (Actual) | 2013 (Actual) | 2014 (Plan) |
|---|-----------------------|-----------------------|--|
| to conduct annual exercise for | | | |
| voter registration | 1 | 1 | 1 |
| updating records of the registered electors | 1 | 1 | 1 |
| to organise | | | |
| Chief Executive election | 1 | — | — |
| Legislative Council election | 1 | — | — [‡] |
| District Council by-elections | 1 | 3 | 2 [‡] |
| to issue notification of election arrangements to electors | | | |
| ten days before the poll (%)..... | 100 | 100 | 100 |
| to respond to telephone enquiries on election arrangements | | | |
| on polling days within two minutes (%)..... | 100 | 100 | 100 |
| to complete processing of an elector registration or updating | | | |
| of an elector record within 14 days (%) | 100 | 100 | 100 |
| to complete initial processing actions on election-related | | | |
| complaints within five working days (%)..... | 100 | 100 | 100 |
| to submit recommendations to the Chief Executive on the | | | |
| delineation of | | | |
| constituencies for the 2015 District Council | | | |
| election | — | — | on or before 5 Nov |
| to submit to the Chief Executive a report on matters | | | |
| relating to | | | |
| the Village Representative by-elections..... | on 24 Feb & 20 Jul | on 27 Feb & 23 Aug | on or before 14 Mar & on or before 24 Aug |
| the District Council election | on 3 Feb | — | — |
| the Election Committee subsector elections and Chief | | | |
| Executive election | on 8 Jun | — | — |
| the Legislative Council election..... | on 22 Nov | — | — |
| by-elections of the Sha Tin District Council | | | |
| On Tai Constituency..... | — | on 1 Feb | — |
| Tin Sum Constituency | — | on 7 Jun | — |
| a by-election of the Kwun Tong District Council | | | |
| Ping Shek Constituency..... | — | on 23 Aug | — |
| a by-election of the Yau Tsim Mong District Council | | | |
| King's Park Constituency..... | — | — | on 24 Jan |
| a by-election of the Southern District Council | | | |
| South Horizons West Constituency..... | — | — | on or before 23 Jun |
| a by-election of the Islands District Council | | | |
| Tung Chung North Constituency..... | — | — | on or before 27 Jul |

[‡] By-elections will be conducted as and when necessary.

Indicators

| | 2012 (Actual) | 2013 (Actual) | 2014 (Estimate) |
|---------------------------------------|------------------|------------------|--------------------|
| no. of new electors registered#..... | 187 062 | 58 839 | 71 200 |
| no. of elector records updated@ | 311 569 | 120 307 | 115 100 |

Figure appeared or expected to appear in the Final Registers of the relevant year. It excludes the number of new electors registered for the District Council (second) functional constituency as they are mostly registered in the geographical constituencies at the same time.

@ Figure appeared or expected to appear in the Final Registers of the relevant year.

Matters Requiring Special Attention in 2014–15

6 During 2014–15, the REO will continue to provide the Electoral Affairs Commission with administrative support in connection with its work, which includes:

- the conduct of a voter registration exercise, including the updating of the registers of electors and the related publicity measures to encourage eligible persons (including young persons in particular) to register as electors;
- the conduct of checks on electors in the current register in respect of their registered particulars, including cross-matching exercise with other government departments;
- the review of overall electoral arrangements with a view to providing better services to electors and candidates in future elections;
- the making of subsidiary legislation on electoral arrangements for the 2015–17 election cycle as necessary;
- the issuing of guidelines for the conduct of the 2015 Village Representative elections;
- the supervision of the conduct of Village Representative by-elections and the 2015 Village Representative elections;
- the submission of reports to the Chief Executive on matters relating to Village Representative by-elections;
- the submission of recommendations to the Chief Executive on the delineation of constituencies for the 2015 District Council election;
- the registration of specified particulars relating to candidates on ballot papers for use in the Legislative Council and District Council elections; and
- the conduct and supervision of by-elections to the Legislative Council and District Councils, if any.

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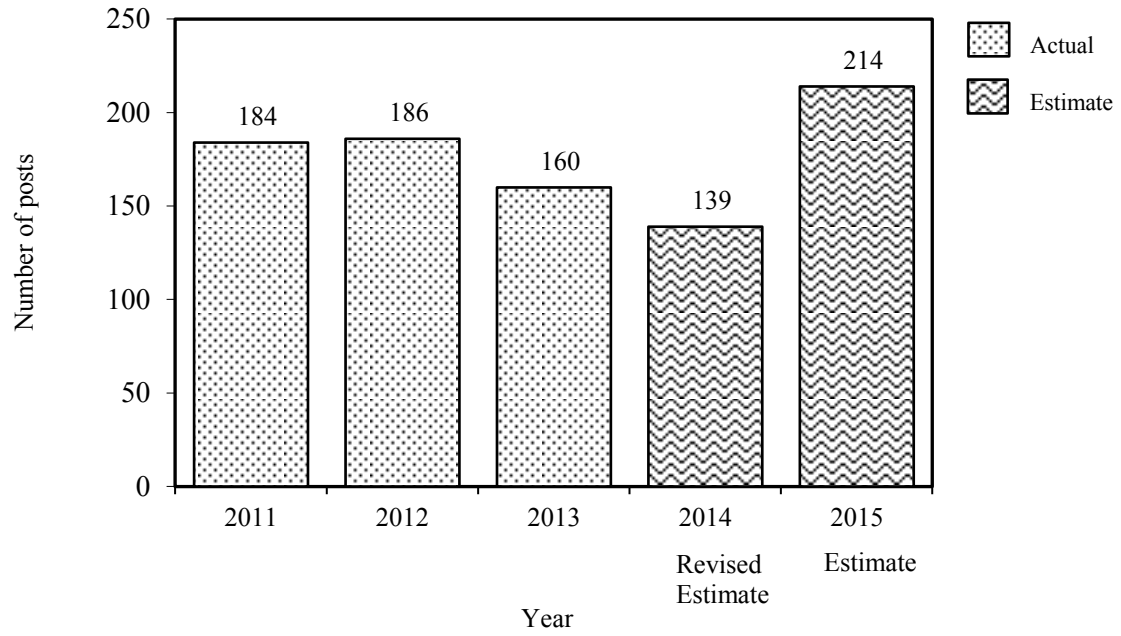
ANALYSIS OF FINANCIAL PROVISION

| Programme | 2012-13 (Actual) (\$m) | 2013-14 (Original) (\$m) | 2013-14 (Revised) (\$m) | 2014-15 (Estimate) (\$m) |
|-------------------------|------------------------------|--------------------------------|-------------------------------|---|
| Electoral Services..... | 548.6 | 94.3 | 82.4 (-12.6%) | 268.3 (+225.6%) |
| | | | | (or +184.5% on 2013-14 Original) |

Analysis of Financial and Staffing Provision

Provision for 2014-15 is \$185.9 million (225.6%) higher than the revised estimate for 2013-14. This is mainly due to increased requirements for making preparations for the 2015 District Council ordinary election. A total of 75 posts will be created in 2014-15 for undertaking election-related duties.

*Changes in the size of the establishment
(as at 31 March)*



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| Sub-head (Code) | Actual expenditure 2012-13 | Approved estimate 2013-14 | Revised estimate 2013-14 | Estimate 2014-15 | |
|----------------------------|--|---------------------------------|--------------------------------|-----------------------------|----------------|
| | \$'000 | \$'000 | \$'000 | \$'000 | |
| Operating Account | | | | | |
| Recurrent | | | | | |
| 000 | Operational expenses | 548,369 | 94,315 | 82,429 | 268,299 |
| | Total, Recurrent..... | 548,369 | 94,315 | 82,429 | 268,299 |
| | Total, Operating Account | 548,369 | 94,315 | 82,429 | 268,299 |
| Capital Account | | | | | |
| Plant, Equipment and Works | | | | | |
| | Minor plant, vehicles and equipment (block vote)..... | 220 | — | — | — |
| | Total, Plant, Equipment and Works..... | 220 | — | — | — |
| | Total, Capital Account..... | 220 | — | — | — |
| | Total Expenditure | 548,589 | 94,315 | 82,429 | 268,299 |

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Details of Expenditure by Subhead

The estimate of the amount required in 2014–15 for the salaries and expenses of the Registration and Electoral Office (REO) is \$268,299,000. This represents an increase of \$185,870,000 over the revised estimate for 2013–14 and a decrease of \$280,290,000 against the actual expenditure in 2012–13.

Operating Account

Recurrent

2 Provision of \$268,299,000 under *Subhead 000 Operational expenses* is for the salaries, allowances and other operating expenses of the REO. The increase of \$185,870,000 (225.6%) over the revised estimate for 2013–14 is mainly due to increased requirements for making preparations for the 2015 District Council ordinary election.

3 The establishment as at 31 March 2014 will be 139 permanent posts. It is expected that 75 posts including one supernumerary post will be created in 2014–15. Subject to certain conditions, the controlling officer may under delegated power create or delete non-directorate posts during 2014–15, but the notional annual mid-point salary value of all such posts must not exceed \$88,540,000.

4 An analysis of the financial provision under *Subhead 000 Operational expenses* is as follows:

| | 2012–13 (Actual) (\$'000) | 2013–14 (Original) (\$'000) | 2013–14 (Revised) (\$'000) | 2014–15 (Estimate) (\$'000) |
|--|---------------------------------|-----------------------------------|----------------------------------|--|
| Personal Emoluments | | | | |
| - Salaries..... | 77,777 | 49,772 | 46,944 | 86,929 |
| - Allowances..... | 1,359 | 1,105 | 879 | 1,112 |
| Personnel Related Expenses | | | | |
| - Mandatory Provident Fund contribution..... | 253 | 256 | 255 | 232 |
| - Civil Service Provident Fund contribution..... | 1,494 | 808 | 789 | 1,131 |
| Departmental Expenses | | | | |
| - Honoraria for members of committees | 480 | 480 | 480 | 480 |
| - General departmental expenses | 14,696 | 14,430 | 18,425 | 15,991 |
| Other Charges | | | | |
| - Election expenses..... | 452,310 | 27,464 | 14,657 | 162,424 |
| | 548,369 | 94,315 | 82,429 | 268,299 |