

Head 163 — REGISTRATION AND ELECTORAL OFFICE

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

Estimate 2001–02..... **\$79.2m**

Establishment ceiling 2001–02 (notional annual mid-point salary value) representing an estimated 121 permanent non-directorate posts at 31 March 2001 and at 31 March 2002, and an estimated ten temporary posts to be created in 2001–02..... **\$35.2m**

In addition there will be one directorate post at 31 March 2001 and at 31 March 2002.

Controlling Officer's Report

Programme

Electoral Services This programme contributes to Policy Area 28: Constitutional Affairs (Secretary for Constitutional Affairs).

Detail

	1999–2000 (Actual)	2000–01 (Approved)	2000–01 (Revised)	2001–02 (Estimate)
Financial provision (\$m)	221.3	406.0 (+83.5%)	286.9 (–29.3%)	79.2 (–72.4%)

Aim

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

Brief Description

3 The Registration and Electoral Office is the executive arm of the Electoral Affairs Commission. It will, under the direction of the 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 2000–01, the Registration and Electoral Office provided the Electoral Affairs Commission with administrative support to accomplish a number of major tasks, including:

- the publication of registers of electors for the second Legislative Council elections;
- the making of subsidiary legislation on electoral arrangements for the second Legislative Council elections;
- the issue of guidelines for the conduct of the second Legislative Council elections;
- the conduct and supervision of the Election Committee sub-sector elections;
- the conduct and supervision of the second Legislative Council elections;
- the conduct and supervision of one District Council by-election and one Legislative Council geographical constituency by-election; and
- the promotion and conduct of an annual voter registration exercise.

5 The key performance measures are:

Targets

	1999 (Actual)	2000 (Actual)	2001 (Plan)
to submit recommendations to the Chief Executive on the demarcation of geographical constituencies for the Legislative Council.....	on 30.10.1999	—	—
constituencies for District Councils.....	on 15.5.1999	—	—
to conduct a voter registration exercise.....	1	1	1

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	1999 (Actual)	2000 (Actual)	2001 (Plan)
to update the records of the registered electors	1	1	1
to organise election(s) for			
Legislative Council.....	—	2#	1†
District Councils	1	1†	1†
to issue notification of election arrangements to electors ten days before the poll.....	Target Achieved 100%	Target Achieved 100%	Target to be Achieved 100%
to respond to telephone enquiries on election arrangements on polling days within two minutes	Target Achieved 100%	Target Achieved 100%	Target to be Achieved 100%
to process complaints on elections within 14 days.....	Target Achieved 100%	Target Achieved 100%	Target to be Achieved 100%
to submit to the Chief Executive a report on matters relating to			
a general election of the Legislative Council.....	—	on 8.12.2000	—
an ordinary election of the District Councils	—	on 28.2.2000	—

including one geographical constituency by-election
† by-election

Indicators

	1999 (Actual)	2000 (Actual)	2001 (Estimate)
no. of new electors registered/to be registered.....	92 786	248 771	50 000
no. of elector records updated/to be updated	170 559	313 448	100 000

Matters Requiring Special Attention in 2001–02

6 During 2001–02, the Registration and Electoral Office will continue to provide the Electoral Affairs Commission with administrative support in connection with its work, which includes:

- the promotion and conduct of a voter registration exercise;
- the updating of the registers of electors;
- the review of the overall electoral arrangements with a view to providing better services to voters and candidates in future elections; and
- the conduct and supervision of any by-elections to the Legislative Council and District Councils, if necessary.

7 Subject to the provisions of the legislation to be enacted for the election of the second term Chief Executive in 2002, the Registration and Electoral Office will also assist in the preparation for the election.

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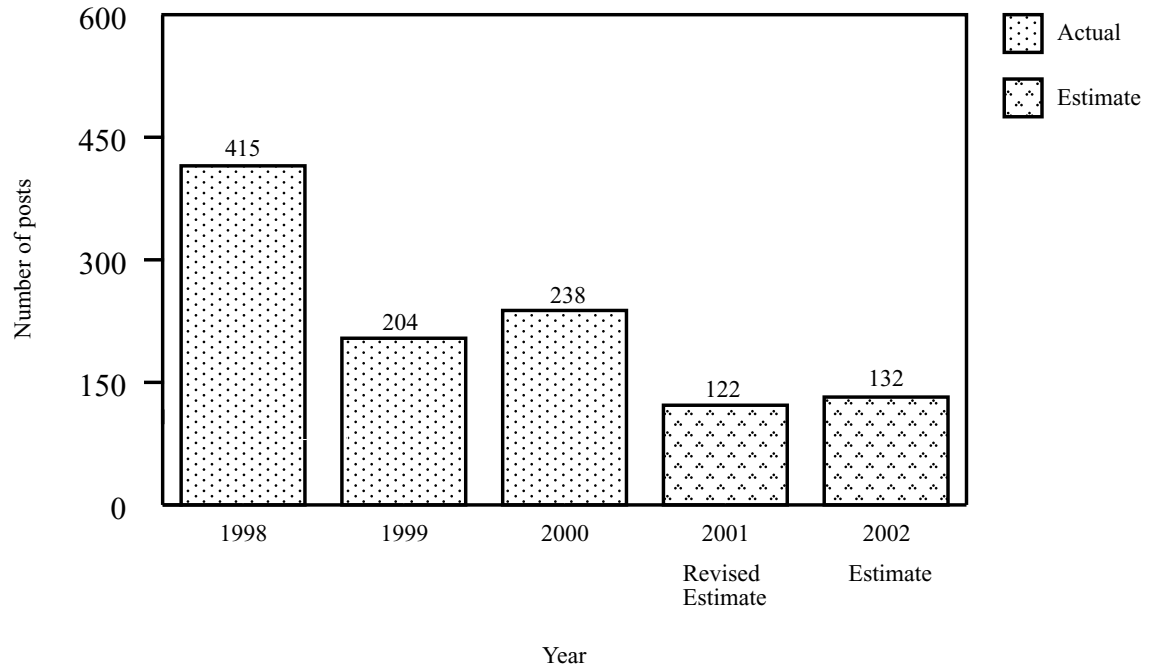
ANALYSIS OF FINANCIAL PROVISION

Programme	1999–2000 (Actual) (\$m)	2000–01 (Approved) (\$m)	2000–01 (Revised) (\$m)	2001–02 (Estimate) (\$m)
Electoral Services	221.3	406.0 (+83.5%)	286.9 (-29.3%)	79.2 (-72.4%)

Analysis of Financial and Staffing Provision

Provision for 2001–02 is \$207.7 million (72.4%) lower than the revised estimate for 2000–01. This is mainly due to reduced requirement in 2001–02 upon the completion of the second Legislative Council elections.

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



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Sub-head (Code)	Actual expenditure 1999–2000	Approved estimate 2000–01	Revised estimate 2000–01	Estimate 2001–02	
	\$ 000	\$ 000	\$ 000	\$ 000	
Recurrent Account					
I — Personal Emoluments					
001	Salaries.....	56,452	54,892	50,426	38,144
002	Allowances.....	3,914	6,104	2,767	1,094
007	Job-related allowances.....	6	7	7	7
	Total, Personal Emoluments	60,372	61,003	53,200	39,245
III — Departmental Expenses					
110	Honoraria for members of committees	480	480	480	480
149	General departmental expenses.....	9,733	10,000	9,500	9,775
	Total, Departmental Expenses	10,213	10,480	9,980	10,255
IV — Other Charges					
258	Election expenses	150,690	334,506	223,739	29,739
	Total, Other Charges.....	150,690	334,506	223,739	29,739
	Total, Recurrent Account	221,275	405,989	286,919	79,239
	Total Expenditure	221,275	405,989	286,919	79,239

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Details of Expenditure by Subhead

The estimate of the amount required in 2001–02 for the salaries and expenses of the Registration and Electoral Office is \$79,239,000. This represents a decrease of \$207,680,000 against the revised estimate for 2000–01 and of \$142,036,000 against actual expenditure in 1999–2000.

Recurrent Account

Personal Emoluments

2 Provision of \$39,245,000 for personal emoluments represents a decrease of \$13,955,000 against the revised estimate for 2000–01.

3 The establishment of the Office at 31 March 2001 will be 122 permanent posts. It is estimated that ten temporary posts will be created during 2001–02.

4 Subject to certain conditions, the controlling officer may under delegated powers create or delete non-directorate posts during 2001–02, but the notional annual mid-point salary value of all such posts must not exceed \$35,151,000.

5 Provision of \$1,094,000 under *Subhead 002 Allowances* is for standard allowances and the following non-standard allowance —

	<i>Rank</i>	<i>Master Pay Scale point</i>	<i>Rate per month† \$</i>
consolidated overtime allowance for Chauffeur grade	Chauffeur	5	5,240
		6	5,570
		7	5,940
		8	6,330
		9	6,740
		10	7,145

† These rates are payable for the first 1–100 hours overtime per month. Overtime performed in excess of 100 hours will be compensated at 1% of the monthly rate per hour.

This represents a decrease of \$1,673,000 (60.5%) against the revised estimate for 2000–01. This is mainly due to reduced requirement for overtime allowance in a non-election year.

6 Provision of \$7,000 under *Subhead 007 Job-related allowances* is for standard job-related allowances.

Departmental Expenses

7 Provision of \$480,000 under *Subhead 110 Honoraria for members of committees* is for paying a monthly honorarium of \$20,000 to each of the two non-official members of the Electoral Affairs Commission.

Other Charges

8 Provision of \$29,739,000 under *Subhead 258 Election expenses* represents a decrease of \$194,000,000 (86.7%) against the revised estimate for 2000–01. This is mainly due to the reduced requirement for election activities in 2001–02. The provision is to meet expenses for an annual voter registration exercise, the conduct of any by-elections to the Legislative Council and District Councils, and, subject to the provisions of the legislation to be enacted for the election of the second term Chief Executive in 2002, preparation for the election.