

Head 163 — REGISTRATION AND ELECTORAL OFFICE

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

Estimate 2024–25 **\$800.7m**

Establishment ceiling 2024–25 (notional annual mid-point salary value) representing an estimated 300 non-directorate posts as at 31 March 2024 rising by 16 posts to 316 posts as at 31 March 2025..... **\$204.2m**

In addition, there will be an estimated four directorate posts as at 31 March 2024 and as at 31 March 2025.

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

	2022–23 (Actual)	2023–24 (Original)	2023–24 (Revised)	2024–25 (Estimate)
Financial provision (\$m)	846.5	1,415.5	1,278.8 (–9.7%)	800.7 (–37.4%)
				(or –43.4% on 2023–24 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 in an open, honest and fair manner.

Brief Description

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

- the review and delineation of Legislative Council geographical constituencies and District Council geographical constituencies;
- the registration of electors, voters and ex-officio members of the Election Committee; and
- the conduct and supervision of elections.

4 During 2023–24, 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/voters for geographical constituencies, functional constituencies, Election Committee subsectors and the District Committees constituencies register;
- the conduct of checks on electors in the current registers in respect of their registered addresses/registration eligibilities;
- the conduct of cross-matching exercises with other government departments on electors’ registration particulars;
- publicity measures to remind electors to update their addresses with the REO with provision of address proofs;
- the review of subsidiary legislation on voter registration and electoral arrangements;
- the updating of the registers of members of the Election Committee and the District Committees constituencies;
- the updating and issue of guidelines for the conduct of the 2023 District Council Ordinary Election;
- the conduct and supervision of the 2023 District Council Ordinary Election;
- the submission of the reports to the Chief Executive on the 2023 Rural Ordinary Election and the 2023 District Council Ordinary Election; and
- the annual registration of specified particulars relating to candidates on ballot papers.

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5 The key performance measures are:

Targets

	2022 (Actual)	2023 (Actual)	2024 (Plan)
to conduct annual exercise for			
voter registration	1	1	1
updating records of the registered electors	1	1	1
to organise			
District Council Ordinary Election	—	1	—
District Council by-election	—	—	—‡
Legislative Council by-election	1	—	—‡
Chief Executive Election	1	—	—
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 initial 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 to the Chief Executive a report on matters			
relating to			
the 2021 Legislative Council General Election	18 Mar	—	—
the 2021 Election Committee Subsector Ordinary			
Elections and the 2022 Chief Executive Election	5 Aug	—	—
the 2022 Legislative Council Election Committee			
Constituency By-election	—	17 Mar	—
the 2023 Rural Ordinary Election	—	14 Apr	—
the 2023 District Council Ordinary Election	—	—	on or before 8 Mar

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

Indicators

	2022 (Actual)	2023 (Actual)	2024 (Estimate)
no. of new electors registered#.....	36 682	32 273	31 140
no. of elector records updated#	783 213	671 892	224 000

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

Matters Requiring Special Attention in 2024–25

6 During 2024–25, the REO will continue providing the Electoral Affairs Commission with administrative support in connection with its work, which includes:

- the conduct of a voter registration exercise, including updating the registers of electors/voters and the related publicity measures to encourage eligible persons to register as electors/voters and to remind members of the public of the relevant requirement;
- the conduct of checks on electors in the current registers in respect of their registered particulars;
- the conduct of cross-matching exercises with other government departments on electors' registration particulars;
- the review and delineation of geographical constituencies for the 2025 Legislative Council General Election;
- the review of electoral arrangements with a view to introducing more efficient and user-friendly measures in future elections;
- the updating and issue of guidelines and preparatory work for the conduct of elections;
- the conduct and supervision of by-elections, if any;
- the submission of reports to the Chief Executive on the conduct of by-elections, if any; and
- the annual registration of specified particulars relating to candidates on ballot papers.

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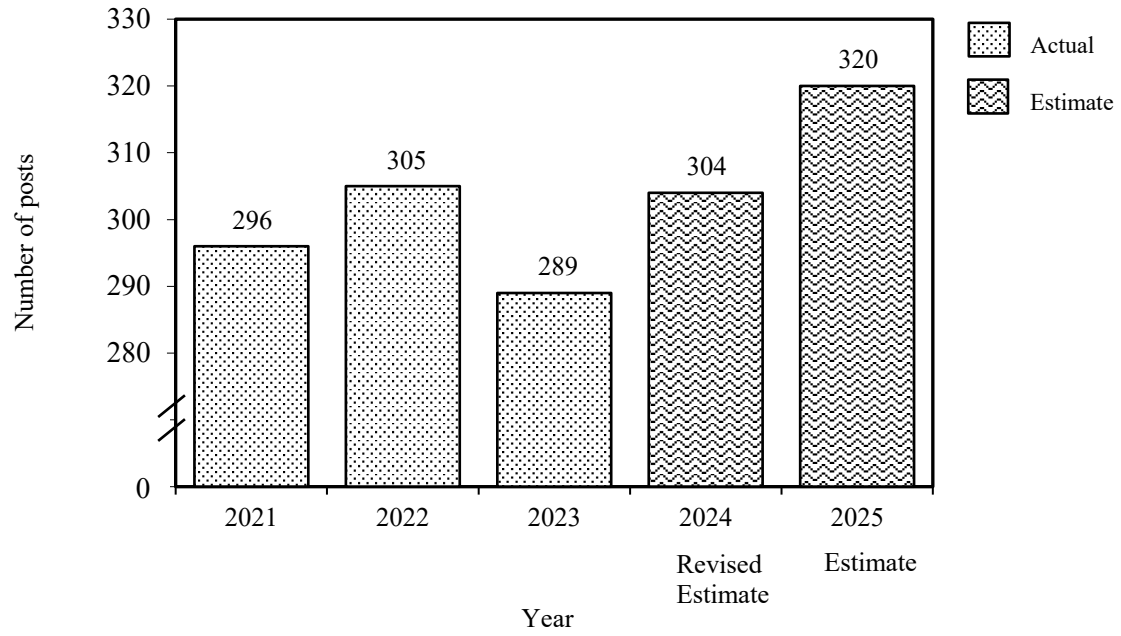
ANALYSIS OF FINANCIAL PROVISION

Programme	2022–23 (Actual) (\$m)	2023–24 (Original) (\$m)	2023–24 (Revised) (\$m)	2024–25 (Estimate) (\$m)
Electoral Services	846.5	1,415.5	1,278.8 (-9.7%)	800.7 (-37.4%) (or -43.4% on 2023–24 Original)

Analysis of Financial and Staffing Provision

Provision for 2024–25 is \$478.1 million (37.4%) lower than the revised estimate for 2023–24. This is mainly due to the decreased requirements for election expenses. There will also be a net increase of 16 posts in 2024–25.

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



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Sub-head (Code)	Actual expenditure 2022-23	Approved estimate 2023-24	Revised estimate 2023-24	Estimate 2024-25	
	\$'000	\$'000	\$'000	\$'000	
Operating Account					
Recurrent					
000	Operational expenses	846,145	1,415,496	1,278,777	800,741
	Total, Recurrent.....	846,145	1,415,496	1,278,777	800,741
	Total, Operating Account	846,145	1,415,496	1,278,777	800,741
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Capital Account					
Plant, Equipment and Works					
	Minor plant, vehicles and equipment (block vote).....	400	—	—	—
	Total, Plant, Equipment and Works.....	400	—	—	—
	Total, Capital Account.....	400	—	—	—
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	Total Expenditure	846,545	1,415,496	1,278,777	800,741
		<u>846,545</u>	<u>1,415,496</u>	<u>1,278,777</u>	<u>800,741</u>

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Details of Expenditure by Subhead

The estimate of the amount required in 2024–25 for the salaries and expenses of the Registration and Electoral Office (REO) is \$800,741,000. This represents a decrease of \$478,036,000 against the revised estimate for 2023–24 and \$45,804,000 against the actual expenditure in 2022–23.

Operating Account

Recurrent

2 Provision of \$800,741,000 under *Subhead 000 Operational expenses* is for the salaries, allowances and other operating expenses of the REO. The decrease of \$478,036,000 (37.4%) against the revised estimate for 2023–24 is mainly due to the decreased requirements for election expenses.

3 The establishment as at 31 March 2024 will be 304 posts including two supernumerary posts. It is expected that there will be a net increase of 16 posts in 2024–25. Subject to certain conditions, the controlling officer may under delegated power create or delete non-directorate posts during 2024–25, but the notional annual mid-point salary value of all such posts must not exceed \$204,248,000.

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

	2022–23 (Actual) (\$'000)	2023–24 (Original) (\$'000)	2023–24 (Revised) (\$'000)	2024–25 (Estimate) (\$'000)
Personal Emoluments				
- Salaries	151,645	174,612	166,372	187,855
- Allowances	5,571	4,197	3,336	3,632
- Job-related allowances.....	59	—	—	—
Personnel Related Expenses				
- Mandatory Provident Fund contribution	496	448	386	338
- Civil Service Provident Fund contribution	12,799	15,626	15,556	19,376
Departmental Expenses				
- Honoraria for members of committees.....	480	480	367	480
- General departmental expenses	59,801	67,480	58,130	61,341
Other Charges				
- Election expenses	615,294	1,152,653	1,034,630	527,719
	846,145	1,415,496	1,278,777	800,741