

Index Page

Replies to initial written questions raised by Finance Committee Members in examining the Estimates of Expenditure 2014-15

Director of Bureau : Director of Administration

Session No. : 10

File Name : CSO-2-e1.docx

Reply Serial No.	Question Serial No.	Name of Member	Head	Programme
CSO001	1253	CHAN Chi-chuen	142	(2) Government Records Service
CSO002	2860	CHAN Chi-chuen	142	(3) CSO-Administration Wing
CSO003	2862	CHAN Chi-chuen	142	(1) Efficiency Unit
CSO004	0097	CHAN Ka-lok, Kenneth	142	(3) CSO-Administration Wing
CSO005	0285	CHAN Wai-yip, Albert	142	(3) CSO-Administration Wing
CSO006	0286	CHAN Wai-yip, Albert	142	(3) CSO-Administration Wing
CSO007	0287	CHAN Wai-yip, Albert	142	(3) CSO-Administration Wing
CSO008	0288	CHAN Wai-yip, Albert	142	(3) CSO-Administration Wing
CSO009	2821	CHEUNG Wah-fung, Christopher	142	(1) Efficiency Unit
CSO010	2823	CHEUNG Wah-fung, Christopher	142	(3) CSO-Administration Wing
CSO011	2288	FAN Kwok-wai, Gary	142	(1) Efficiency Unit
CSO012	0764	FUNG Kin-kee, Frederick	142	(3) CSO-Administration Wing
CSO013	2582	HO Sau-lan, Cyd	142	
CSO014	2593	HO Sau-lan, Cyd	142	(3) CSO-Administration Wing
CSO015	2741	HO Sau-lan, Cyd	142	(3) CSO-Administration Wing
CSO016	2124	KWOK Ka-ki	142	(3) CSO-Administration Wing
CSO017	1835	LAU Wai-hing, Emily	142	(1) Efficiency Unit
CSO018	1836	LAU Wai-hing, Emily	142	(4) Protocol Division
CSO019	1837	LAU Wai-hing, Emily	142	(3) CSO-Administration Wing
CSO020	1838	LAU Wai-hing, Emily	142	
CSO021	1850	LAU Wai-hing, Emily	142	(2) Government Records Service
CSO022	2449	LEUNG Kwok-hung	142	(3) CSO-Administration Wing
CSO023	2469	LEUNG Kwok-hung	142	(3) CSO-Administration Wing
CSO024	2472	LEUNG Kwok-hung	142	(3) CSO-Administration Wing
CSO025	3094	MA Fung-kwok	142	(2) Government Records Service
CSO026	1875	MO, Claudia	800	
CSO027	2568	SHEK Lai-him, Abraham	142	(3) CSO-Administration Wing
CSO028	1971	TAM Yiu-chung	142	(1) Efficiency Unit
CSO029	1972	TAM Yiu-chung	142	(2) Government Records Service
CSO030	1589	TIEN Puk-sun, Michael	142	(2) Government Records Service
CSO031	2519	WONG Kwok-kin	142	(3) CSO-Administration Wing
CSO032	2520	WONG Kwok-kin	142	(1) Efficiency Unit
CSO033	2915	WONG Ting-kwong	142	(1) Efficiency Unit
CSO034	2916	WONG Ting-kwong	142	(3) CSO-Administration Wing
CSO035	0067	WONG Yuk-man	142	(3) CSO-Administration Wing
CSO036	3745	CHAN Ka-lok, Kenneth	142	(3) CSO-Administration Wing
CSO037	3746	CHAN Ka-lok, Kenneth	142	(3) CSO-Administration Wing
CSO038	3747	CHAN Ka-lok, Kenneth	142	(3) CSO-Administration Wing
CSO039	6253	CHAN Ka-lok,	142	(2) Government Records Service

Reply Serial No.	Question Serial No.	Name of Member	Head	Programme
		Kenneth		
CSO040	6254	CHAN Ka-lok, Kenneth	142	(2) Government Records Service
CSO041	6255	CHAN Ka-lok, Kenneth	142	(2) Government Records Service
CSO042	6256	CHAN Ka-lok, Kenneth	142	(3) CSO-Administration Wing
CSO043	6257	CHAN Ka-lok, Kenneth	142	(3) CSO-Administration Wing
CSO044	6259	CHAN Ka-lok, Kenneth	142	(3) CSO-Administration Wing
CSO045	6309	CHAN Ka-lok, Kenneth	142	(1) Efficiency Unit
CSO046	5360	CHAN Wai-yip, Albert	142	(3) CSO-Administration Wing
CSO047	3392	CHEUNG Chiu-hung, Fernando	142	(1) Efficiency Unit
CSO048	5928	CHEUNG Chiu-hung, Fernando	142	(1) Efficiency Unit
CSO049	6417	CHEUNG Kwok-che	142	(1) Efficiency Unit
CSO050	5649	FUNG Kin-kee, Frederick	142	(3) CSO-Administration Wing
CSO051	5650	FUNG Kin-kee, Frederick	142	(3) CSO-Administration Wing
CSO052	4586	HO Sau-lan, Cyd	142	
CSO053	4604	HO Sau-lan, Cyd	142	(3) CSO-Administration Wing
CSO054	4607	HO Sau-lan, Cyd	142	(3) CSO-Administration Wing
CSO055	4645	HO Sau-lan, Cyd	142	
CSO056	4656	HO Sau-lan, Cyd	142	(3) CSO-Administration Wing
CSO057	5445	HO Sau-lan, Cyd	142	(3) CSO-Administration Wing
CSO058	5391	IP Kwok-him	142	(3) CSO-Administration Wing
CSO059	6122	LEUNG Kwok-hung	142	(3) CSO-Administration Wing
CSO060	6135	LEUNG Kwok-hung	142	(1) Efficiency Unit
CSO061	6136	LEUNG Kwok-hung	142	(1) Efficiency Unit
CSO062	6137	LEUNG Kwok-hung	142	(1) Efficiency Unit
CSO063	6138	LEUNG Kwok-hung	142	(1) Efficiency Unit
CSO064	6139	LEUNG Kwok-hung	142	(1) Efficiency Unit
CSO065	6527	LEUNG Kwok-hung	142	(1) Efficiency Unit
CSO066	4377	MA Fung-kwok	142	(1) Efficiency Unit
CSO067	6174	MOK, Charles Peter	142	(3) CSO-Administration Wing
CSO068	6177	MOK, Charles Peter	142	(1) Efficiency Unit
CSO069	6194	MOK, Charles Peter	142	
CSO070	6221	MOK, Charles Peter	142	
CSO071	6238	MOK, Charles Peter	142	
CSO072	6240	MOK, Charles Peter	142	(2) Government Records Service
CSO073	6542	MOK, Charles Peter	142	
CSO074	6556	MOK, Charles Peter	142	
CSO075	3322	TANG Ka-piu	142	(1) Efficiency Unit
CSO076	3323	TANG Ka-piu	142	
CSO077	4740	WONG Kwok-hing	142	
CSO078	4741	WONG Kwok-hing	142	
CSO079	4742	WONG Kwok-hing	142	
CSO080	4759	WONG Kwok-hing	142	(4) Protocol Division
CSO081	4761	WONG Kwok-hing	142	(3) CSO-Administration Wing
CSO082	5407	WONG Kwok-kin	142	(1) Efficiency Unit
CSO083	5202	WONG Yuk-man	142	(1) Efficiency Unit
CSO084	5225	WONG Yuk-man	142	(3) CSO-Administration Wing

Reply Serial No.	Question Serial No.	Name of Member	Head	Programme
CSO085	5263	WONG Yuk-man	142	(3) CSO-Administration Wing
CSO086	5264	WONG Yuk-man	142	(3) CSO-Administration Wing
CSO087	5062	WU Chi-wai	142	(3) CSO-Administration Wing
CSO088	5063	WU Chi-wai	142	(3) CSO-Administration Wing
CSO089	5064	WU Chi-wai	142	(1) Efficiency Unit

CONTROLLING OFFICER'S REPLY**CSO001****(Question Serial No. 1253)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 12):

According to the Programme, it is the responsibility of the Government Records Service (GRS) to identify and preserve records of archival value, valuable government publications and printed materials and provide storage and disposal services for inactive records. In this regard, please:

- (1) List out the number (and linear metres) of records, publications and printed materials transferred or pending transfer by government departments that were appraised by GRS in the past three years;
- (2) List out the number (and linear metres) of records, publications and printed materials transferred by government departments that were retained and preserved by GRS in the past three years; and
- (3) List out the number (and linear metres) of records, publications and printed materials identified by government departments that were approved for destruction by GRS in the past three years.

Asked by: Hon. CHAN Chi-chuen

Reply:

- (a) In respect of records, the number and linear metres (lm) appraised, transferred to the Government Records Service (GRS) for permanent preservation and approved for destruction in the past three years are as follows -

Year	Records appraised		Records transferred to GRS for permanent preservation		Records approved for destruction	
	No. of rec. ('000)	lm	No. of rec. ('000)	lm	No. of rec.* ('000)	lm
2011	50	19 739	28	343	-	53 176
2012	11 276	10 399	24	356	-	42 123
2013	2 502	7 106	24	370	60 945	43 745

* The quantity of records destroyed in terms of "number of records" was not available before 2013.

- (b) As for publications and printed materials, the Central Preservation Library for Government Publications (CPL), as an integral component of GRS, selects and preserves government publications and printed material with permanent value. A copy of new publication/printed material will be forwarded by bureaux and departments (B/Ds) to CPL for selection. CPL will not grant approval for destruction of B/Ds' library items but will select library items to be disposed of for preservation, where suitable.

The numbers of publications and printed materials (including B/Ds' library items to be disposed of) received for selection and that preserved by CPL in the past three years are as follows –

Year	No. received for selection #	No. preserved#
2011	4 751	4 118
2012	1 350	685
2013	3 170	1 071

We do not keep "linear metre" for selected library items.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 2860)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 49):

Would the Government inform this Committee of:

(1) the operational expenses of the Central Policy Unit (CPU) in the past year (2013-14), including the amount of expenditure on salaries of its Members, and the actual total expenditure of the Public Policy Research Funding Scheme? What is the estimated expenditure of the CPU in the coming year (2014-15)?

(2) the research and promotional projects conducted by the CPU in the past year (2013-14) in tabular format, as well as the manpower and expenditure involved?

Asked by: Hon. CHAN Chi-chuen

Reply:

(1) In 2013-14, the revised estimated operational expenditure of the Central Policy Unit (CPU) is \$73.92 million. The revised estimated expenditure on salaries of the three Members is \$5,774,400. In 2013-14, the Public Policy Research (PPR) Funding Scheme has approved 20 projects involving a total funding of \$8.77 million, and \$6.52 million has been disbursed so far. In 2014-15, \$20 million has been earmarked for the Scheme.

In 2014-15, the estimated operational expenditure of CPU is \$105.004 million.

(2) All of the 20 funded projects under the PPR Funding Scheme in 2013-14 are still underway. CPU will consider organising seminars and workshops to encourage academics, researchers, experts, practitioners, officials and other stakeholders to exchange views on the findings of the funded research. In 2013-14, three executive/clerical officers and a systems analyst (50% of the officer's time) who are NCSC/agency staff are involved in administering the PPR Funding Scheme and the revised estimated operational expenditure concerned is \$762,600. A list of these 20 funded projects is as follows-

	Institution	Title	Fund awarded (HK\$)
1	HKBU	Land and Housing Policies in Post-Handover Hong Kong : Political Economy and Urban Space	416,760
2	LU	A Study on the Preferences and Feasibility of Optional Retirement in Hong Kong: A Human Resources Management Perspective	544,255
3	LU	Retirement Planning for Pre-retiree in Hong Kong	516,954
4	LU	The Governing System of Pre-1997 Hong Kong: Archival Study of Selected Policies / Events	443,497
5	CUHK	Processes of Children's Literacy Acquisition in Chinese as a Second Language	461,088
6	PolyU	Sustainable Planning Criteria (SPC) for Age-friendly Precincts (AFP) in the New Development Areas (NDAs) of Hong Kong	528,471
7	PolyU	Improving Safety Communication of Ethnic Minorities in the Construction Industry	488,750
8	PolyU	Study on the Development Potential and Energy Incentives of Rooftop Solar Photovoltaic Applications in Hong Kong	424,120
9	PolyU	Can We Get Rid of Smoggy Days in Hong Kong: Formation Mechanism and Control Strategies?	662,969
10	PolyU	Development of a Policy for Optimizing the Use of Inert Solid Wastes in Road Pavement Construction	373,635
11	PolyU	Is the Polluter Paying? Assessing the Application of the "Polluter Pays" Principle to Ship-Source Pollution in Hong Kong	258,750
12	PolyU	A Remote Sensing Study of Solar Energy Supply in Cloud-prone Areas of Hong Kong	359,869
13	PolyU	Green Information Technology Adoption in Hong Kong: An Empirical Analysis and Policy Implications for Sustainable Development	329,906
14	PolyU	Towards Sustainability: Exploring the Social and Economic Dimensions of Travel to Hong Kong by Mainland Chinese	428,490
15	PolyU	Shaping Tourism Development: Anticipating Changes and Impacts, and Managing Consequences and Conflicts	269,100
16	HKUST	Developing an Integrated Construction Waste Management Policy Framework in Hong Kong	485,415
17	HKU	Granger Causality Analysis of Land Supply and Housing Market Performance - Implications for Long Term Urban Land Policy in Hong Kong	519,570
18	HKU	A Study of Aspiration of Fertility amongst Married Women in Hong Kong (Age 15-49)	365,700
19	HKU	A Study of Movement of Type 1 and 2 Babies in Hong Kong	308,706
20	DPRC	Age-friendly Housing Policies	579,383

Note:

HKBU - Hong Kong Baptist University

LU - Lingnan University

CUHK - The Chinese University of Hong Kong

PolyU - Hong Kong Polytechnic University

HKUST - Hong Kong University of Science and Technology

HKU - The University of Hong Kong

DPRC - Dashun Policy Research Centre

CONTROLLING OFFICER'S REPLY**CSO003****(Question Serial No. 2862)**

Head: (142) Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 52):

The Efficiency Unit provides a round-the-clock and one-stop service for the 1823 system for handling the public enquires and complaints about 21 departments. Will the Administration inform this Committee the establishment, salary expenditure and operating expenses of the 1823 service? In the coming year, the 1823 service will be expanded to provide online services. What will be the manpower involved and estimated expenditure?

Asked by: Hon. CHAN Chi-chuen

Reply:

As at 28 February 2014, 1823 had a total of 365 full-time and 70 part-time staff, as follows -

Terms and type of employment	Position	Main duties	Number of staff
Civil servant (full-time)	Executive Officer	Centre and knowledge management	2
	Management Services Officer		3
	Telephone Operator	Call and email handling	1
Non-civil service contract staff (full-time)	Manager	Operations management	15
	Customer Service Supervisor	Team supervision and quality assurance	28
	Manager, Supervisor, Technical Support Officer, Operations Assistant	Training, technical and administrative support	35
	Customer Service Officer	Call and email handling	281
Non-civil service contract staff (part-time)	Customer Service Officer	Call and email handling	70

The estimated operating expenditure for 2013-14 is \$91 million, with about 84% on salary payment.

Since 2010, in addition to telephone and email channels, 1823 has extended its services to mobile and social media platforms to provide additional means for the public to get access to information and services provided by 1823. In addition, about 180 frequently asked questions regarding 21 participating departments have been uploaded to the 1823 website. In 2014-15, 1823 will continue to provide these electronic services within its existing manpower resources.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 0097)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 205):

- a) What is the full-year estimated expenditure of the Central Policy Unit in 2014-15?
- b) What are the respective estimates for the full-year salary and allowances for Head, Central Policy Unit in 2014-15?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

- (a) In 2014-15, the estimated operational expenditure of the Central Policy Unit (CPU) is \$105.004 million.
- (b) In 2014-15, the provisions for the salary and allowance for Head, CPU are \$2,755,737 and \$576,506 respectively. There is also an interim gratuity of \$1,626,659.

CONTROLLING OFFICER'S REPLY TO

CSO005

(Question Serial No. 0285)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 42):

Would the Administration inform this Committee about the staff establishment and estimated provision for salaries involved respectively for providing administrative support to the Chief Secretary for Administration in 2014-2015 under this Programme?

Asked by: Hon. CHAN Wai-yip, Albert

Reply:

In 2014-15, provision of \$8.53 million has been earmarked under Head 142 for meeting salaries of 14 staff who provide administrative support in the Chief Secretary for Administration's Private Office.

CONTROLLING OFFICER'S REPLY TO

CSO006

(Question Serial No. 0286)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 43):

Would the Administration inform this Committee about the staff establishment and total estimated provision for salaries involved respectively for providing administrative support to the Financial Secretary in 2014-2015 under this Programme?

Asked by: Hon. CHAN Wai-yip, Albert

Reply:

In 2014-15, provision of \$7.69 million has been earmarked under Head 142 for meeting salaries of 13 staff who provide administrative support in the Financial Secretary's Private Office.

CONTROLLING OFFICER'S REPLY

CSO007

(Question Serial No. 0287)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 44):

For 2014-15, will the Government inform this Committee of:

- (1) the estimated expenditure on remuneration of the Financial Secretary and his Political Assistant respectively?
- (2) the estimated expenditure on entertainment of the Office of the Financial Secretary?
- (3) the estimated expenditure on activities such as official visits and duty visits of the Office of the Financial Secretary?

Asked by: Hon. CHAN Wai-yip, Albert

Reply:

In 2014-15, the salaries of the positions of the Financial Secretary and his Political Assistant are \$3.63 million and \$1.18 million respectively. Provisions of \$0.1 million and \$0.9 million have been earmarked for the expenses in relation to official entertainments and duty visits in the Financial Secretary's Private Office respectively.

CONTROLLING OFFICER'S REPLY

CSO008

(Question Serial No. 0288)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 45):

For 2014-15, will the Government inform this Committee of:

- (4) the estimated expenditure on remuneration of the Chief Secretary for Administration?
- (5) the estimated expenditure on entertainment of the Office of the Chief Secretary for Administration?
- (6) the estimated expenditure on activities such as official visits and duty visits of the Office of the Chief Secretary for Administration?

Asked by: Hon. CHAN Wai-yip, Albert

Reply:

In 2014-15, the salary in respect of the position of the Chief Secretary for Administration is \$3.75 million. Provisions of \$0.15 million and \$0.45 million have been earmarked for the expenses in relation to official entertainment and duty visits in the Chief Secretary for Administration's Private Office respectively.

CONTROLLING OFFICER'S REPLY**CSO009****(Question Serial No. 2821)**

Head: (142) Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 506 (if applicable)

Question (Member Question No.10):

The estimated expenditure under Programme (1) of the Efficiency Unit for next year is \$52.6 million higher than the revised estimate for this year, in which three major items, i.e. the increase of seven posts, the expanded operation of the 1823 Government hotline and the non-recurrent items are involved. Please provide a breakdown of the provision involved in these three major items. Please also advise on the ranks and specific responsibilities of the additional staff and the details of the expanded operation of the 1823 in next year.

Asked by: Hon CHEUNG Wah-fung, Christopher

Reply:

The increased provision of \$52.6 million is mainly due to expanded operation of 1823 (\$32.6 million), increased cash flow requirement for non-recurrent items (\$9.3 million) and seven time-limited civil service posts created for social innovation (\$5.2 million).

The seven posts will provide support to cope with the work arising from the Social Innovation and Entrepreneurship Development Fund. Apart from administering the Fund, they will also assist social innovation and entrepreneurship development in Hong Kong through engagement with government departments, the business sector, the philanthropic sector and the community. Their ranks, responsibilities and costs involved are as follows—

No. and Rank	Area of responsibilities	Staff costs* involved (\$)
1 Chief Management Services Officer	government and community facilitation	1,153,800
1 Senior Management Services Officer 1 Management Services Officer II	social innovation initiatives on research, capacity building and innovative programmes	845,880 393,120
1 Senior Executive Officer 1 Assistant Clerical Officer	committee and administration	845,880 222,420
1 Senior Treasury Accountant 1 Accounting Officer I	quality assurance and accounting	1,153,800 621,900
Total		5,236,800

* Notional Annual Mid-point Salary

For 1823, the increased provision is due to –

- (a) the provision of hotline services for the Housing Department and the full-year effect of hotline services for the Student Financial Assistance Agency (\$22.8 million);
- (b) inclusion of provisions from participating departments (\$6.9 million), which were previously included in the departments' estimates. This cost-neutral transfer of funds from departments to the Efficiency Unit would better reflect the overall provision for 1823; and
- (c) growth in existing services and anticipated increase in departmental expenses (\$2.9 million).

Additional agents will be engaged to handle the enquiries and complaints from the public.

As for the increased cash flow requirement for non-recurrent items, the bulk of it is for commissioning an external consultancy study to examine the feasibility of providing a more user-friendly one-stop service for benefits administration (\$8 million).

CONTROLLING OFFICER'S REPLY

CSO010

(Question Serial No. 2823)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 509 (if applicable)

Question (Member Question No. 11):

Under the departmental expenses of this subhead, the honoraria for members of committees will increase from \$1.66 million this year to \$4.55 million next year. What are the details of the increased provision and does it involve a substantial increase in the number of appointed members or a major change in the remuneration system? Please specify the reasons.

Asked by: Hon. CHEUNG Wah-fung, Christopher

Reply:

The estimated provision of \$4.55 million for 2014-15 for the honoraria for members of committees is \$2.89 million higher than the revised estimate of \$1.66 million for 2013-14. This is mainly due to the anticipated increase in the number of hearing sessions of appeals and preparation of written decisions for the Administrative Appeals Board.

CONTROLLING OFFICER'S REPLY

CSO011

(Question Serial No. 2288)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 506 (if applicable)

Question (Member Question No. 26):

The estimated expenditure of the Efficiency Unit in 2014-15 will significantly increase as compared with last year. What are the administrative expenses involved in conducting the means test of the Low-income Working Family Allowance? And what is the additional staff involved?

Asked by: Hon. FAN Kwok-wai, Gary

Reply:

The increase in provision for 2014-2015 for the Efficiency Unit is not attributed to the administrative expenses of conducting income and asset tests for the Low-income Working Family Allowance scheme. The Government is working out the detailed arrangements of the scheme and will seek funding approval from the Finance Committee of the Legislative Council for preparation and implementation of the scheme in due course.

CONTROLLING OFFICER'S REPLY**CSO012****(Question Serial No. 0764)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 37):

Would the Administration inform this Committee of the actual and estimated total expenditure of the Central Policy Unit in the past two financial years? How much of the expenditure is remuneration for its Head and full-time Members? Please list out in detail the studies conducted in the past two years, the amount incurred and the organizations which conducted the studies, as well as the studies scheduled for the coming two years (starting from 2014-15) and the estimated expenditure on each of those studies.

Asked by: Hon. FUNG Kin-kee, Frederick

Reply:

In 2012-13, the estimated and actual operational expenditures of the Central Policy Unit (CPU) were \$85.76 million and \$83.15 million respectively. In 2013-14, the estimated and revised operational expenditures of CPU were \$88.05 million and \$73.92 million respectively. In 2012-13, the actual expenditure of the remuneration for the Head and Full-time Members of CPU was \$12.14 million while the revised provision in 2013-14 was \$9.91 million.

In 2012-13 and 2013-14, CPU commissioned a total of nine consultancy studies. Details are appended below.

Year of Commissioning the Studies	Research Organisation	Study Title	Contract Value (HK\$)
2012-13	Guangdong University of Foreign Studies	Study on Supporting Hong Kong Businesses to Tap into Domestic Consumption Market in the Pearl River Delta region	150,000
	CUHK	Study on Hong Kong Families	264,500
	HKU	A Study of the Phenomenon of Divorce in Hong Kong	941,177 (funded by HAB)
	CUHK	Study on Mainland Students' Adjustment in Hong Kong	361,450

Year of Commissioning the Studies	Research Organisation	Study Title	Contract Value (HK\$)
	CUHK	Study on Living Across the Border: Migration Pattern, Social Integration and the Wellbeing of Hong Kong Families in Shenzhen	597,200
	One Country Two Systems Research Institute	Study on Trend of Discussions on Social and Political Issues in the Mass Media	368,000
	One Country Two Systems Research Institute	Study on The Mainland's Development	210,000
2013-14	HKU	A Study on the Issues of Retirement Protection in Hong Kong	1,428,000
	One Country Two Systems Research Institute	Trend of Discussions on Social and Political Issues in the Mass Media (2013)	772,800

For 2014-15, a sum of \$9.8 million has been earmarked for consultancy studies. So far, provision has been earmarked for the following studies –

No.	Research Organisation	Study Title	Contract Value (HK\$)
1	HKU	A Study on the Issues of Retirement Protection in Hong Kong	1,428,000
2	One Country Two Systems Research Institute	Trend of Discussions on Social and Political Issues in the Mass Media (2013)	772,800

CPU will continue to conduct studies on various topics, including policy issues which are the Government's priority highlighted in the 2014 Policy Address, e.g. poverty alleviation, care for the elderly, challenges brought by our ageing society and nurturing the younger generation. The information on provision beyond 2014-15 and the focus of study is not yet available.

Notes:

CUHK – The Chinese University of Hong Kong

HKU – The University of Hong Kong

HAB – Home Affairs Bureau

CONTROLLING OFFICER'S REPLY**CSO013****(Question Serial No. 2582)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit, (2) Government Records Service, (3) CSO-Administration Wing, (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 37):

Regarding the records management work of the Offices of the Chief Secretary for Administration and the Financial Secretary and their departments over the past 3 years:

1. Please provide information on the number and rank of officers designated to perform such work. If there is no officer designated for such work, please provide information on the number of officers and the hours of work involved in records management duties, and the other duties they have to undertake in addition to records management;

2. Please list in the table below information on programme and administrative records which have been closed pending transfer to the Government Records Service (GRS) for appraisal:

Category of records	Years covered by the records	Number and linear meters of records	Retention period approved by GRS	Are they confidential documents

3. Please list in the table below information on programme and administrative records which have been transferred to GRS for retention:

Category of records	Years covered by the records	Number and linear meters of records	Years that the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents

4. Please list in the table below information on records which have been approved for destruction by GRS:

Category of records	Years covered by the records	Number and linear meters of records	Years that the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents

Asked by: Hon. HO Sau-lan, Cyd

Reply:

1. In line with the service-wide records management requirements, four Departmental Records Manager (DRMs) from Senior Executive Officer to Principal Executive Officer ranks, underpinned by 17 Assistant Departmental Records Managers (ADRM), have been designated to establish and implement a comprehensive departmental records management programme of the offices. A directorate officer has also been designated to oversee the subject for each of the offices. Other records management duties are performed by a total of 105 staff of various ranks of executive/clerical/secretarial grades. These duties include opening and closing of files, monitoring proper file storage, managing and maintaining an accurate file inventory, reviewing records and arranging for destruction of records etc. Amongst them, seven Confidential Assistant grade staff have been fully deployed on such duties, whilst the others spent varied portion of time on the duties.

2. Programme and administrative records which have been closed pending transfer to the Government Records Service (GRS) for appraisal over the past three years are as follows –

Category of records	Years covered by the records	Number and linear metres of files	Retention period approved by GRS	Are they confidential documents
Programme	1958 – 2013	2 759 / 99.94 lm	2 to 30 years#	1 154 of them are confidential
Administrative	1970 – 2013	311 / 13.02 lm	0* to 15 years	14 of them are confidential

Retention period of some of these records are pending GRS' approval.

* Retain until superseded or become obsolete.

3. Programme and administrative records which have been transferred to GRS for retention over the past three years are as follows –

Category of records	Years covered by the records	Number and linear metres of files	Years that the files were transferred to GRS	Retention period approved by GRS	Are they confidential documents
Programme	1992 – 2003	69 / 3.33 lm	2012, 2013 and 2014	7 and 30 years#	30 of them are confidential
Administrative	1988 – 2001	6 / 0.24 lm	2012	3 and 5 years	No

Retention period of some of these records are pending GRS' approval.

4. Records which have been approved for destruction by GRS over the past three years –

Category of records	Years covered by the records	Number and linear metres of files	Years that the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents
Programme	1979 – 2013	37 417 and 1 batch of forms^ / 115.44 lm	Not applicable	2 to 20 years#	50 of them are confidential
Administrative	1966 – 2011	15 425 files and 55 796 records^ / 392.208 lm	Not applicable	0* to 7 years	119 of them are confidential

Retention period of some of these records is pending GRS' approval.

* Retain until superseded or become obsolete.

^ Forms refer to nomination forms, feedback forms etc. Records refer to payment vouchers, reports on leave records etc.

CONTROLLING OFFICER'S REPLY

CSO014

(Question Serial No. 2593)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit, (2) Government Records Service, (3) CSO-Administration Wing, (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 (if applicable)

Question (Member Question No. 48):

Regarding the records management work of the Central Policy Unit over the past 3 years:

1. Please provide information on the number and rank of officers designated to perform such work. If there is no officer designated for such work, please provide information on the number of officers and the hours of work involved in records management duties, and the other duties they have to undertake in addition to records management;

2. Please list in the table below information on programme and administrative records which have been closed pending transfer to the Government Records Service (GRS) for appraisal:

Category of records	Years covered by the records	Number and linear meters of records	Retention period approved by GRS	Are they confidential documents

3. Please list in the table below information on programme and administrative records which have been transferred to GRS for retention:

Category of records	Years covered by the records	Number and linear meters of records	Years that the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents

4. Please list in the table below information on records which have been approved for destruction by GRS:

Category of records	Years covered by the records	Number and linear meters of records	Years that the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents

Asked by: Hon. HO Sau-lan, Cyd

Reply:

1. In line with the service-wide records management requirements, the Central Policy Unit (CPU) has appointed a Senior Executive Officer and an Executive Officer as the Departmental Records Manager and the Assistant Departmental Records Manager respectively to establish and implement a comprehensive departmental records management programme in CPU. A directorate officer has also been designated to oversee the subject. Other records management duties are performed by a total of nine clerical/secretarial grade staff of various ranks as part of their overall duties. These duties include opening and closing of files, monitoring proper file storage, managing and maintaining an accurate file inventory, reviewing records and arranging for destruction of records etc. Amongst them, a Confidential Assistant grade staff was fully deployed on such duties, whilst the others spent varied portions of time on the duties.
2. Programme and administrative records which have been closed pending transfer to the Government Records Service (GRS) for appraisal over the past three years:

Category of records	Years covered by the records	Number and linear meters of records	Retention period pending approval by GRS	Are they confidential documents
Programme	1996-2002	281 records / 14.05 lm	30 years	Yes

3. Programme and administrative records which have been transferred to GRS for retention over the past three years are as follows –

Category of records	Years covered by the records	Number and linear metres of files	Years that the files were transferred to GRS	Retention period pending approval by GRS	Are they confidential documents
Programme	1995-1996	34 records / 1.7 lm	2014	30 years	Yes

4. Records which have been approved for destruction by GRS over the past three years –

Category of records	Years covered by the records	Number and linear metres of files	Years that the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents
Administrative	1982-2009	596 records / 29.8 lm	Not applicable	2 to 4 years	No

CONTROLLING OFFICER'S REPLY

CSO015

(Question Serial No. 2741)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit, (2) Government Records Service, (3) CSO-Administration Wing, (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 56):

Regarding the consultancy studies (if any) commissioned by the Offices of the Central Policy Unit for the purpose of formulating and assessing policies, please provide information in the following format.

- (a) Using the table below, please provide information on studies on public policy and strategic public policy for which funds had been allocated in the past 2 financial years (2012-13 and 2013-14):

Name of consultant	Mode of award (open auction/tender/others (please specify))	Title, content and objective of project	Consultancy fee(\$)	Start date	Progress of studies (under planning/ in progress/ completed)	Follow-up actions taken by the Administration on the study report and their progress (if any)	For completed projects, have they been made public? If yes, through what channels? If no, why?
--------------------	---	---	---------------------	------------	--	---	--

- (b) Are there any projects for which funds have been reserved for conducting consultancy studies this year (2014-15)? Please provide the following information:

Name of consultant	Mode of award (open auction/tender/others (please specify))	Title, content and objective of project	Consultancy fee(\$)	Start date	Progress of studies (under planning/ in progress/ completed)	Follow-up actions taken by the Administration on the study report and their progress (if any)	For projects that are expected to be completed this year, is there any plan to make them public? If yes, through what channels? If no, why?
--------------------	---	---	---------------------	------------	--	---	---

- (c) What are the criteria for considering the award of consultancy projects to the research institutions concerned?

Asked by: Hon. HO Sau-lan, Cyd

Reply:

- (a) The Public Policy Research (PPR) Funding Scheme and the Strategic Public Policy Research (SPPR) Funding Scheme were administered by the Research Grants Council (RGC) from 2005-06 to 2012-13. In 2012-13, 25 projects were supported under the PPR Funding Scheme and two under the SPPR Funding Scheme. All of these projects are in progress. The total funding involved is \$17.5 million. Summaries of the completion reports of all projects funded by the two Funding Schemes administered by the RGC have been uploaded onto the web site of the UGC for public access.

With effect from 2013-14, the PPR Funding Scheme, which has now merged with the SPPR Funding Scheme, is administered by the Central Policy Unit (CPU). So far, 20 projects have been approved with a total funding of \$8.77 million. The information on the approved projects has been uploaded onto the web site of CPU(www.cpu.gov.hk). The completed reports of these 20 projects and future ones will also be uploaded onto CPU web site for public access.

The details of projects approved in 2012-13 and 2013-14 are as follows:

	Institution	Title, content and project objectives	Fund awarded (HK\$)	Start Date	Estimated Date of Submission of Completion Report/Report
Public Policy Research Funding Scheme					
1	CityU	The sociolinguistic survey of Hong Kong in 2013	594,961	01/09/2012	30/11/2014
2	CityU	Preventing Financial Crimes against Older People for Building a Safe and Secure Community	354,657	01/10/2012	31/12/2014
3	CUHK	Analyzing Stakeholders' Views on Environmental Issues through Text Analysis -- An Interdisciplinary Approach Using Computational Content Analysis	840,703	01/10/2012	31/12/2015
4	CUHK	Transitioning to Post-secondary Education or Work?: A Two-Wave Panel Study of Effects of Career Orientation, Parental Alignment, and Social Strain on Hong Kong's Senior High School Students	440,778	01/10/2012	31/12/2015
5	CUHK	Enhancing Innovation and Competition in Hong Kong's Telecommunications Industry	379,000	01/10/2012	31/12/2015
6	CUHK	The Workforce and Professionalism of Film/Video Makers in Hong Kong: Youth, Industry, and Community-Building	214,901	01/10/2012	31/12/2014
7	CUHK	Perspectives on cancer preventive services for ethnic minorities: implications for service needs and utilisation	232,570	01/12/2012	31/08/2014
8	PolyU	Evaluating the Economic, Social, and Cultural Impacts of Revitalizing Industrial Buildings in Hong Kong	527,100	01/10/2012	31/12/2014
9	PolyU	Framework for implementing the Transfer Development Rights in the Conservation of privately owned built heritage	420,700	01/10/2012	31/12/2014
10	PolyU	How to implement corporate codes of ethics in the Hong Kong construction companies in order to nurture a professional workforce	556,881	01/10/2012	30/06/2015
11	PolyU	Addressing Privacy and Societal Concerns in the Usage of Emerging Biometrics and Data Protection Technologies	173,320	01/10/2012	31/12/2014
12	PolyU	A Time-dependent Dynamic Tariff System in an Electricity Retail Market with CO2 Emissions Control	561,000	01/10/2012	31/12/2015

	Institution	Title, content and project objectives	Fund awarded (HK\$)	Start Date	Estimated Date of Submission of Completion Report/Report
13	PolyU	Beyond eco-labeling: Embedding green supply chain management practices in apparel trade	642,000	01/10/2012	31/12/2015
14	HKUST	Low Carbon Transport Futures in Hong Kong and Shenzhen	784,776	01/01/2013	31/03/2015
15	HKU	Conglomerates and Competition Law Enforcement in Hong Kong	405,999	01/10/2012	31/12/2015
16	HKIED	Poverty of Children Living in Immigrant Families	135,744	01/10/2012	03/01/2014
17	HKU	Purchasing Sex, Consuming Love? A Qualitative Study of Hong Kong Men Who Buy Sex	247,954	01/10/2012	31/12/2014
18	HKU	Capacity Assessment of Civil Society Sectors in Hong Kong	687,000	01/10/2012	31/12/2015
19	HKU	The New Fine-Tuned Medium of Instruction Policy in Hong Kong: Analysis of Policy Interpretation and Local Implementation Practices	293,367	01/10/2012	31/12/2014
20	HKU	Hong Kong-Guangdong University Partnership: Toward regional integration of higher education in South China	550,070	01/10/2012	31/12/2015
21	HKU	Columbarium Development: Public Transport Policy Implications	467,740	01/10/2012	31/12/2015
22	HKU	A study on suicide news reporting ecology in Hong Kong and Taiwan: accuracy, stereotyping and mutual causation	345,800	01/10/2012	31/12/2014
23	HKU	Ageing in place: Safe swallowing in the frail elderly living in the community	834,476	01/10/2012	31/12/2015
24	HKU	Digital Divide in Education: An Experiential Understanding	647,499	01/10/2012	31/12/2014
25	HKIED	Engagement of Immigrant and Minority Students with Schools and Civil Society	657,952	01/10/2012	31/12/2014
26	HKBU	Land and Housing Policies in Post-Handover Hong Kong : Political Economy and Urban Space	416,760	01/01/2014	31/12/2014
27	LU	A Study on the Preferences and Feasibility of Optional Retirement in Hong Kong: A Human Resources Management Perspective	544,255	01/06/2014	28/2/2015
28	LU	Retirement Planning for Pre-retiree in Hong Kong	516,954	01/06/2014	28/2/2015
29	LU	The Governing System of Pre-1997 Hong Kong: Archival Study of Selected Policies / Events	443,497	01/01/2014	31/12/2014
30	CUHK	Processes of Children's Literacy Acquisition in Chinese as a Second Language	461,088	31/12/2013	30/12/2015
31	PolyU	Sustainable Planning Criteria (SPC) for Age-friendly Precincts (AFP) in the New Development Areas (NDAs) of Hong Kong	528,471	10/01/2014	9/1/2015
32	PolyU	Improving Safety Communication of Ethnic Minorities in the Construction Industry	488,750	25/02/2014	24/5/2015
33	PolyU	Study on the Development Potential and Energy Incentives of Rooftop Solar Photovoltaic Applications in Hong Kong	424,120	01/02/2014	31/1/2015

	Institution	Title, content and project objectives	Fund awarded (HK\$)	Start Date	Estimated Date of Submission of Completion Report/Report
34	PolyU	Can We Get Rid of Smoggy Days in Hong Kong: Formation Mechanism and Control Strategies?	662,969	24/02/2014	23/2/2015
35	PolyU	Development of a Policy for Optimizing the Use of Inert Solid Wastes in Road Pavement Construction	373,635	25/02/2014	24/8/2015
36	PolyU	Is the Polluter Paying? Assessing the Application of the "Polluter Pays" Principle to Ship-Source Pollution in Hong Kong	258,750	17/02/2014	16/11/2014
37	PolyU	A Remote Sensing Study of Solar Energy Supply in Cloud-prone Areas of Hong Kong	359,869	10/02/2014	9/2/2015
38	PolyU	Green Information Technology Adoption in Hong Kong: An Empirical Analysis and Policy Implications for Sustainable Development	329,906	10/02/2014	9/2/2015
39	PolyU	Towards Sustainability: Exploring the Social and Economic Dimensions of Travel to Hong Kong by Mainland Chinese	428,490	15/02/2014	14/2/2015
40	PolyU	Shaping Tourism Development: Anticipating Changes and Impacts, and Managing Consequences and Conflicts	269,100	24/02/2014	23/2/2015
41	HKUST	Developing an Integrated Construction Waste Management Policy Framework in Hong Kong	485,415	01/01/2014	31/12/2014
42	HKU	Granger Causality Analysis of Land Supply and Housing Market Performance - Implications for Long Term Urban Land Policy in Hong Kong	519,570	10/02/2014	9/2/2015
43	HKU	A Study of Aspiration of Fertility amongst Married Women in Hong Kong (Age 15-49)	365,700	17/02/2014	16/11/2014
44	HKU	A Study of Movement of Type 1 and 2 Babies in Hong Kong	308,706	25/02/2014	24/10/2014
45	DPRC	Age-friendly Housing Policies	579,383	01/06/2014	31/3/2015
Strategic Public Policy Research Funding Scheme					
46	HKU	An Integrated Study of the Population Policy for Hong Kong	3,657,000	01/03/2013	30/11/2018
47	HKU	Social integration of children born in Hong Kong to Mainland women: A study of long-term implications on education, health and social services	1,840,000	01/06/2013	28/02/2017

Note:

CityU - City University of Hong Kong

HKBU - Hong Kong Baptist University

LU - Lingnan University

CUHK - The Chinese University of Hong Kong

HKIED - The Hong Kong Institute of Education

PolyU - Hong Kong Polytechnic University

HKUST - Hong Kong University of Science and Technology

HKU - The University of Hong Kong

DPRC - Dashun Policy Research Centre

- (b) CPU has earmarked \$20 million in 2014-15 for the PPR Funding Scheme.

- (c) Research quality and the relevance of the proposal to the needs of Hong Kong are the principal criteria in assessing research proposals under the PPR Funding Scheme. In considering a research proposal, consideration will also be given to factors such as whether the proposal is practical and feasible, the applicant's capability, whether the implementation schedule is well-planned, and whether the proposed budget is reasonable.

CONTROLLING OFFICER'S REPLY**CS0016****(Question Serial No. 2124)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 11):

1. Please give a breakdown of the expenditure on salaries, regularly-paid allowances and job-related allowances payable to the Chief Secretary for Administration in 2013-14, as well as the estimate for salaries, regularly-paid allowances and job-related allowances payable to the Chief Secretary for Administration in 2014-15.

2. Please give a breakdown of the expenditure on salaries, regularly-paid allowances and job-related allowances payable to the Financial Secretary in 2013-14, as well as the estimate for salaries, regularly-paid allowances and job-related allowances payable to the Financial Secretary in 2014-15.

3. Please explain the formula for calculating the non-accountable entertainment allowance payable to the Chief Secretary for Administration.

4. Please explain the formula for calculating the non-accountable entertainment allowance payable to the Financial Secretary.

Asked by: Hon. KWOK Ka-ki

Reply:

(1) The provisions earmarked for the salary and non-accountable entertainment allowance of the Chief Secretary for Administration in 2013-14 and 2014-15 are as follows –

	Salary (\$ million)	Non-accountable entertainment allowance (\$ million)
2013-14 (Revised Estimates)	3.75	0.40
2014-15 (Draft Estimates)	3.75	0.42

- (2) The provisions earmarked for the salary and non-accountable entertainment allowance of the Financial Secretary in 2013-14 and 2014-15 are as follows –

	Salary (\$ million)	Non-accountable entertainment allowance (\$ million)
2013-14 (Revised Estimates)	3.63	0.31
2014-15 (Draft Estimates)	3.63	0.32

- (3)&(4) The rate of the non-accountable entertainment allowance payable is adjusted annually in accordance with the movement of the average monthly Composite Consumer Price Index (CCPI) for a 12-month period ending December as compared with that for the preceding 12-month period. For 2014-15, the allowance payable to the Chief Secretary for Administration and the Financial Secretary will be increased by 4.3% with effect from 1 April 2014 based on the CCPI movement.

CONTROLLING OFFICER'S REPLY

CSO017

(Question Serial No. 1835)

Head: (142) Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 5):

There is a decline in the actual performance of the 1823 service in 2013. In respect of calls that can be answered within 12 seconds, the percentage dropped from 73% in 2012 to 65% in 2013? What are the reasons? Does EU have any proposed measures to realise the planned target of 80% in 2014?

Asked by: Hon. LAU Wai-hing, Emily

Reply:

The performance indicator is a function of call volume and call duration as well as staffing level. Call volume increased markedly in the second half of 2013, rising by more than 14% over the corresponding period in 2012. The average call handling time increased by 11% in 2013 as compared with 2012. During the year, the average number of call handling staff in 1823 increased by only 4% as compared with 2012. The shortfall between the staffing level and the demand was the main cause for the decline in performance on call answering time.

To address the issue, 1823 has strengthened its recruitment and training capacity and is undertaking more recruitment exercises to maintain staffing at the highest possible level. Continued effort is being made to improve business processes and the underlying knowledge base, to enable staff to respond more efficiently. 1823 will also continue to work with departments to improve the quality of their communication with the public so as to reduce the number of avoidable enquiries and complaints that are handled by 1823.

CONTROLLING OFFICER'S REPLY

CSO018

(Question Serial No. 1836)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 505 (if applicable)

Question (Member Question No. 6):

In respect of planning and coordinating activities and arrangements for the visits of national leaders and overseas senior officials to Hong Kong, please provide a list of each activity planned and coordinated in 2013, the name of each Mainland or overseas senior official as well as the expenditure involved in each activity.

Asked by: Hon. LAU Wai-hing, Emily

Reply:

In 2013-14, the Protocol Division planned and coordinated 194* visits to Hong Kong by national leaders and overseas senior officials. National leaders include Vice-Chairmen of Chinese People's Political Consultative Conference National Committee and State Councillors. Overseas senior officials and international dignitaries include officials at the levels of Head/Deputy Head of State, Head/Deputy Head of Government, members of Royal Family and ministerial officials. Activities include meetings with HKSAR government officials, visits to institutions/organisations, attending seminars/forums, inauguration ceremonies and annual meetings. Expenditure on receiving the dignitaries hinges very much on the status of the visits, security requirements of the principal visitors, duration of their stay in Hong Kong and size of the delegation which varies for each visit. The total expenditure incurred for visits in 2013-14 is \$1.24 million*.

*[*Figure as at 11.2.2014]*

CONTROLLING OFFICER'S REPLY**CSO019****(Question Serial No. 1837)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 506 (if applicable)

Question (Member Question No. 7):

With regard to the increase of six posts in the Office of the Chief Secretary for Administration, please list out the title, job nature of each of the posts, as well as the reasons for the addition and expenditure incurred.

Asked by: Hon. LAU Wai-hing, Emily

Reply:

Breakdown of the increase of six posts in the Economic Analysis and Business Facilitation Unit is as follows –

Main duties	Additional posts (Number and rank)
To enhance the economic research capacity in support of the new initiatives of the Fourth Term of the Government	2 Senior Economists 2 Economists 1 Statistical Officer I
To strengthen general support	1 Assistant Clerical Officer

The estimated provision earmarked for the creation of the above six posts is \$4.55 million.

CONTROLLING OFFICER'S REPLY**CSO020****(Question Serial No. 1838)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 509 (if applicable)

Question (Member Question No. 8):

1. Regarding the remuneration for special appointments, please provide information on the names of the members appointed, their job nature and the expenditure involved in each of these special appointments in 2013-14.
2. There is an increase of \$3.38 m in the remuneration for special appointments in 2014-15. What are the reasons?
3. Regarding the honoraria for members of committees, what was the number of committees involved in 2013-14? How many members were there in total?
4. There is an increase of \$2.89 m in the honoraria for members of committees in 2014-15. What are the reasons?
5. Regarding the hire of services and professional fees, please provide information on the names of the service and fee items, their nature and the expenditure involved in each of these items in 2013-14.
6. There is an increase of \$22.96 m in the hire of services and professional fees in 2014-15. What are the reasons?

Asked by: Hon. LAU Wai-hing, Emily

Reply:

1. Provisions of the salaries for the posts under the remuneration for special appointments in 2013-14 are as follows -

Posts	2013-14 Revised Estimates (\$ million)
Chief Secretary for Administration	3.75
Financial Secretary	3.63
Political Assistant for Chief Secretary for Administration	0.69
Political Assistant for Financial Secretary	1.18
Head, Central Policy Unit (CPU)	2.70
Member 1, CPU	1.91
Member 2, CPU	1.96
Member 3, CPU	1.91

2. The estimated provision of \$23.81 million for 2014-15 for the remuneration for special appointments is \$3.38 million higher than the revised estimate of \$20.43 million for 2013-14. This is mainly due to the payment of interim gratuity for Head, CPU and the end of contract gratuity for the three CPU Members in 2014-15.
3. Expenses on honorarium for members of four committees/boards/panels, namely the Administrative Appeals Board (AAB), Municipal Services Appeals Board, Associate Members Scheme and Public Policy Research Funding Scheme Assessment Panel, are included under the honoraria for members of committees. As at 28 February 2014, there are 134 members (including chairmen and vice-chairmen of the two Appeals Boards).
4. The estimated provision of \$4.55 million for 2014-15 for this subhead is \$2.89 million higher than the revised estimate of \$1.66 million for 2013-14. This is mainly due to the anticipated increase in the number of hearing sessions of appeals and preparation of written decisions for AAB.
5. Detailed breakdown of major expenditure items under the hire of services and professional fees and the 2013-14 revised estimates are as follows –

	2013-14 Revised Estimates (\$ million)
Consultants/Public Policy Research Fund	14.35
Building management related services	46.94
Other hired services and professional fees	96.84

6. The estimated provision of \$181.10 million for 2014-15 for the hire of services and professional fees is \$22.97 million higher than the revised estimate of \$158.13 million for 2013-14. This is mainly due to the anticipated increase in the provision for consultancy services/Public Policy Research Fund in 2014-15.

CONTROLLING OFFICER'S REPLY

CSO021

(Question Serial No. 1850)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 20):

With regard to “speeding up work relating to appraisal of records and accessioning of archival records to facilitate disposal of time-expired records and public access to archival records”, would the Administration please inform the Committee of the following:

- (a) The estimated expenditure of the Administration in this regard in 2014-15;
- (b) The number and ranks of officials responsible for the work;
- (c) The items included in the specific work plan; and
- (d) The progress or timetable for 2014-15.

Asked by: Hon. LAU Wai-hing, Emily

Reply:

- (a) The estimated expenditure regarding the appraisal of records and accessioning of archival records in 2014-15 is about \$7.5 million.
- (b) The number and rank of officials responsible for the work of appraisal of records and accessioning of archival records in 2014-15 are set out below –

Rank	No.
Archivist	1
Senior Assistant Archivist	5
Assistant Archivist	7
Total:	13

They will be supported by clerical and other supporting staff.

- (c)&(d) Regarding the details of the work plan to speed up work relating to appraisal of records and accessioning of archival records, additional resources have been earmarked since 2012-13 for GRS to clear the backlog. We plan to clear the backlog by 2015. We will keep the work relating to appraisal of records and accessioning of archival records under review.

CONTROLLING OFFICER'S REPLY**CSO022****(Question Serial No. 2449)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 21):

Of the non-civil service contract posts of the Central Policy Unit (CPU),

What are the actual remuneration and gratuities for the Head, Members, Senior Researchers, Researchers and Research Assistants of various posts/ranks for 2012-13, their revised remuneration and gratuities for 2013-14 and estimated remuneration and gratuities for 2014-15 respectively?

Of the non-civil service contract posts of the CPU,

What is the actual expenditure on allowances that are related to performance of duties and provided as fringe benefits for the Head, Members, Senior Researchers, Researchers and Research Assistants of various posts/ranks and the number of applications for such allowances in 2012/13? What is the revised expenditure on and number of applications for such allowances in 2013-14? What is the estimated expenditure on and number of applications for such allowances in 2014-15?

What criteria have been adopted in setting the allowances that are related to performance of duties and provided as fringe benefits?

Asked by: Hon. LEUNG Kwok-hung

Reply:

The actual provision in 2012-13, revised provision in 2013-14 and estimated provision in 2014-15 for salaries of non-civil service contract posts of the Central Policy Unit (CPU) are as follows-

Non-civil Service Contract Posts	Actual Provision for Salaries(\$) 2012-13	Revised Provision for Salaries (\$) 2013-14	Estimated Provision for Salaries (\$) 2014-15
Head	2,565,348	2,697,600	2,755,737
Member	5,338,076	5,774,400	5,861,080
Senior Researcher	4,614,430	4,123,855	5,463,058
Researcher	2,097,190	2,965,928	3,758,779
Research Assistant	398,278	422,951	471,001

The actual provision in 2012-13, revised provision in 2013-14 and estimated provision in 2014-15 for gratuities of non-civil service contract posts of the CPU are as follows-

Non-civil Service Contract Posts	Actual Provision for Gratuities (\$) 2012-13	Revised Provision for Gratuities (\$) 2013-14	Estimated Provision for Gratuities (\$) 2014-15
Head	1,530,245	0	1,626,659
Member	950,772	0	1,636,257
Senior Researcher	773,707	336,634	489,119
Researcher	235,438	265,022	166,233
Research Assistant	81,526	0	42,853

The actual expenditure in 2012-13, revised expenditure in 2013-14 and estimated expenditure in 2014-15 on MPF and allowances of non-civil service contract posts of the CPU are as follows-

Non-civil Service Contract Posts	Actual MPF Expenditure and Allowances (\$) 2012-13	Revised MPF Expenditure and Allowances (\$) 2013-14	Estimated MPF Expenditure and Allowances (\$) 2014-15
Head	544,367	582,756	576,506
Member	464,075	853,215	839,465
Senior Researcher *	98,672	95,000	120,000
Researcher *	72,500	109,270	135,000
Research Assistant *	21,094	21,210	23,869

The remuneration packages of Head, Members and other Researchers are drawn up taking into account the circumstances of individual cases, such as operational needs, manpower situation, pay level of similar posts in the market and any recruitment/retention problem, etc. As a guiding principle, the individual package should be no less favourable than that provided for under the Employment Ordinance, but no more favourable than that for civil servants in comparable civil service ranks or ranks of comparable level of responsibilities, if any exists.

* The researcher grade is only eligible for MPF.

CONTROLLING OFFICER'S REPLY

CSO023

(Question Serial No. 2469)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 511):

- 1) What is the actual staff establishment of the Offices of the Chief Secretary for Administration and the Financial Secretary in 2012-13? What are the actual salaries, allowances, job-related allowances and contributions to the Mandatory Provident Fund (MPF) or the Civil Service Provident Fund (CSPF) of all the posts / ranks respectively?
- 2) What is the revised staff establishment of the Offices of the Chief Secretary for Administration and the Financial Secretary in 2013-14? What are the revised salaries, allowances, job-related allowances and contributions to the MPF or the CSPF of all the posts / ranks respectively?
- 3) What is the estimated staff establishment of the Offices of the Chief Secretary for Administration and the Financial Secretary in 2014-15? What are the estimated salaries, allowances, job-related allowances and contributions to the MPF or the CSPF of all the posts / ranks respectively?

Asked by: Hon. LEUNG Kwok-hung

Reply:

- (1) In 2012-13, the actual expenditure in respect of salaries, allowances, job-related allowances and contributions to the Mandatory Provident Fund (MPF) or the Civil Service Provident Fund (CSPF) for 14 staff who provide support in the Chief Secretary for Administration's Private Office and 12 staff who provide support in the Financial Secretary's Private Office were \$7.96 million and \$7.06 million respectively.
- (2) In 2013-14, the revised estimates in respect of salaries, allowances, job-related allowances and contributions to the MPF or the CSPF for 25 staff who provide support in the Chief Secretary for Administration's Private Office and 13 staff who provide support in the Financial Secretary's Private Office are \$20.27 million and \$7.77 million respectively.
- (3) In 2014-15, the draft estimates in respect of salaries, allowances, job-related allowances and contributions to the MPF or the CSPF for 24 staff who provide support in the Chief Secretary for Administration's Private Office and 13 staff who provide support in the Financial Secretary's Private Office are \$19.05 million and \$8.08 million respectively.

CONTROLLING OFFICER'S REPLY

CSO024

(Question Serial No. 2472)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 517):

Would the Administration inform this Committee of the following:

1. the contract value of the following studies of the Central Policy Unit (CPU) (information from the CPU website)?
2. the CPU's criteria for publishing a full report or an executive summary of a study to the public?
3. If the CPU only publishes an executive summary of a study on its website, what administrative procedures are in place for the public to obtain a full report? Who can the public approach for the full report?

A Study on Living Across the Border: Migration Pattern, Social Integration and the Wellbeing of Hong Kong Families in Shenzhen

The CPU released a report of a study on "Living Across the Border: Migration Pattern, Social Integration and the Wellbeing of Hong Kong Families in Shenzhen" on 9 September 2013.

Report (PDF)

Monday, September 9, 2013

A Study on "Family Impact Analysis and Case Studies: Public Rental Housing and Comprehensive Social Security Assistance"

The CPU released an executive summary of the study on "Family Impact Analysis and Case Studies: Public Rental Housing and Comprehensive Social Security Assistance" on 5 September 2013.

Executive Summary of the Report (PDF)

Thursday, September 5, 2013

A Study on "Epidemiology of Child Abuse and Its Geographic Distribution in Hong Kong: An Important Social Indicator of Different Districts and Communities"

The CPU released an executive summary of the study on "Epidemiology of Child Abuse and Its Geographic Distribution in Hong Kong: An Important Social Indicator of Different Districts and Communities" on 4 September 2013.

Executive Summary of the Report (PDF)

Wednesday, September 4, 2013

A Study on “The Youth Problem”

The CPU released an executive summary of the study on “The Youth Problem” on 1 August 2013.

[Executive Summary of the Report \(PDF\)](#)

Thursday, August 1, 2013

A Study on Multi-stakeholder Engagement: The Case of the Guangzhou-Shenzhen-Hong Kong Express Rail Link Project

The CPU released part of the executive summary of the report of “A Study on Multi-stakeholder Engagement: The Case of the Guangzhou-Shenzhen-Hong Kong Express Rail Link Project” on 23 July 2013.

[Executive Summary of the Report \(PDF\)](#)

Tuesday, July 23, 2013

A Study on Promoting Hong Kong's Modern Service Industry in the Economic Cooperation between Fujian and Hong Kong

The CPU released the Executive Summary of the report on a study on “Promoting Hong Kong's Modern Service Industry in the Economic Cooperation between Fujian and Hong Kong” on 12 July 2013.

[Executive Summary of the Report \(PDF\)](#)

Friday, July 12, 2013

A Study on Supporting Hong Kong Businesses to Tap into Domestic Consumption Market in the Pearl River Delta Region

The CPU released a report of a study on “Supporting Hong Kong Businesses to Tap into Domestic Consumption Market in the Pearl River Delta Region” on 7 March 2013.

[Report \(PDF\)](#)

Thursday, March 7, 2013

A Study on New Arrivals from Mainland China

The CPU released the report on “A Study on New Arrivals from Mainland China” on 25 January 2013. The report is available in English with a Chinese executive summary.

[Report \(PDF\) \(English version only\)](#)

Friday, January 25, 2013

Year 2012

A Pilot Study on Cross-Boundary Families in Hong Kong

The CPU released part of the Executive Summary of the report on “A Pilot Study on Cross-Boundary Families in Hong Kong” on 15 November 2012.

[Executive Summary of the Report \(PDF\)](#)

Thursday, November 15, 2012

Study on the Manpower Situation and Needs of the Arts and Cultural Sector in Hong Kong

The CPU released the Executive Summary of the report of “Study on the Manpower Situation and Needs of the Arts and Cultural Sector in Hong Kong” on 27 July 2012.

[Executive Summary of the Report \(PDF\)](#)

Friday, July 27, 2012

A Study on Encouraging Guangdong Enterprises to Go Global through Hong Kong

The CPU released the Executive Summary of the report of “A Study on Encouraging Guangdong Enterprises to Go Global through Hong Kong” on 27 July 2012.

[Executive Summary of the Report \(PDF\)](#)

Friday, July 27, 2012

Mobility and Welfare: The Family Strategy of Mainland Women Coming to and Giving Birth to Children in Hong Kong

The CPU released the Executive Summary of the report of “Mobility and Welfare: The Family Strategy of Mainland Women Coming to and Giving Birth to Children in Hong Kong” on 5 June 2012.

Executive Summary of the Report (PDF)

Tuesday, June 5, 2012

Hong Kong Elderly People Retiring in the Mainland

The CPU released the Executive Summary of the report of “Hong Kong Elderly People Retiring in the Mainland” on 5 June 2012.

Executive Summary of the Report (PDF)

Tuesday, June 5, 2012

Ruling Wisely : A Study on the Wisdom-Pooling Decision-Making Model of the Central People's Government based on Case Studies of China's Five Year Plans

The CPU released the Executive Summary of the report of “Ruling Wisely: A Study on the Wisdom-Pooling Decision-Making Model of the Central People's Government based on Case Studies of China's Five Year Plans” on 21 May 2012.

Executive Summary of the Report (PDF)

Monday, May 21, 2012

National Consciousness in Post-1997 Hong Kong: Adolescents' Construction of Patriotism and Identity

The CPU released the Executive Summary of the report of “National Consciousness in Post-1997 Hong Kong: Adolescents' Construction of Patriotism and Identity” on 14 May 2012.

Executive Summary of the Report (PDF)

Monday, May 14, 2012

Understanding Non-engaged Youths in Hong Kong: A Mixed Method Approach

The CPU released the Executive Summary of the report of “Understanding Non-engaged Youths in Hong Kong: A Mixed Method Approach” on 14 May 2012.

Executive Summary of the Report (PDF)

Monday, May 14, 2012

Asked by: Hon. LEUNG Kwok-hung

Reply:

1. The contract value of the mentioned studies are provided below –

	Title of consultancy study	Contract Value (HK\$)
(1)	A Study on Living Across the Border: Migration Pattern, Social Integration and the Wellbeing of Hong Kong Families in Shenzhen	597,200
(2)	A Study on Family Impact Analysis and Case Studies: Public Rental Housing and Comprehensive Social Security Assistance	231,000

	Title of consultancy study	Contract Value (HK\$)
(3)	A Study on Epidemiology of Child Abuse and Its Geographic Distribution in Hong Kong: An Important Social Indicator of Different Districts and Communities	346,500 (funded by SWD)
(4)	A Study on The Youth Problem	66,000
(5)	A Study on Multi-stakeholder Engagement: The Case of the Guangzhou- Shenzhen- Hong Kong Express Rail Link Project	184,000
(6)	A Study on Promoting Hong Kong's Modern Service Industry in the Economic Cooperation between Fujian and Hong Kong	280,000
(7)	A Study on Supporting Hong Kong Businesses to Tap into Domestic Consumption Market in the Pearl River Delta Region	150,000
(8)	A Study on New Arrivals from Mainland China	1,370,000
(9)	A Pilot Study on Cross-Boundary Families in Hong Kong	100,000 (50,000 funded by CSO)
(10)	Study on the Manpower Situation and Needs of the Arts and Cultural Sector in Hong Kong	1,100,000 (funded by HAB)
(11)	A Study on Encouraging Guangdong Enterprises to Go Global through Hong Kong	360,000
(12)	Mobility and Welfare: The Family Strategy of Mainland Women Coming to and Giving Birth to Children in Hong Kong	260,000
(13)	Hong Kong Elderly People Retiring in the Mainland	260,000
(14)	Ruling Wisely : A Study on the Wisdom-Pooling Decision-Making Model of the Central People's Government based on Case Studies of China's Five Year Plans	622,541
(15)	National Consciousness in Post-1997 Hong Kong: Adolescents' Construction of Patriotism and Identity	397,310
(16)	Understanding Non-engaged Youths in Hong Kong: A Mixed Method Approach	580,570

Notes:

CSO – Chief Secretary for Administration's Office

HAB – Home Affairs Bureau

SWD – Social Welfare Department

2. The studies by the Central Policy Unit (CPU) aim to offer forward-looking thinking and ideas from various perspectives for the Government's internal reference and discussion. CPU will disclose the content of a consultancy report as far as possible, provided that such disclosure will neither affect the proper and effective conduct of the research work of CPU, nor inhibit the frankness and candour of discussion within the Government.

3. Members of the public may write to CPU if they are interested in reading the full report of a consultancy study of which the Executive Summary has been made available on the CPU website. Such requests will be considered based on the above principle.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 3094)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 120):

Would the Administration please provide information on the following:

- a. the reasons why the estimate for the Government Records Service (GRS) in 2014-15 is 20% higher than that for 2013-14 while the indicators for its performance remain similar to those in 2013;
- b. the expenses and contents of publicity programmes to promote the services of GRS among the public in the past 3 financial years, as well as the programmes and expenditure for 2014-15;
- c. the expenditure of GRS on acquiring archival records relating to Hong Kong from different places and the relevant details in the past 3 financial years, its plans and expenditure for 2014-15, as well as the reasons if there is no such plan; and
- d. thematic programmes that the Administration will implement in 2014-15 to enhance the public awareness of Hong Kong's heritage.

Asked by: Hon. MA Fung-kwok

Reply:

- (a) The estimated provision of \$57.3 million for 2014-15 for the Government Records Service (GRS) is \$10.5 million (22.4%) higher than the revised estimate of \$46.8 million for 2013-14. This is mainly due to a net increase of seven posts, the full-year effect of filling vacancies in 2013-14, as well as anticipated increase in expenditure for general departmental expenses.

(b) & (d)

Over the past few years, GRS has been implementing public education and publicity programmes to promote the service of GRS and to enhance public appreciation and awareness of Hong Kong's documentary heritage. The expenditure and details of the publicity and educational programmes organised in the past three years (i.e. 2011-12, 2012-13 and 2013-14), and programmes to be implemented in 2014-15, are set out below -

Year	Publicity and educational programmes	Expenditure (\$ million)
2011-12	<ul style="list-style-type: none"> - Launched an Educational Resources Portal (ERP) in GRS' website in July 2011. - Co-organised two educational workshop with the Curriculum Development Institute of the Education Bureau to introduce to teachers the services and archival resources of GRS for teaching and learning in July 2011 and March 2012. - Organised 16 group visits to GRS. - Launched an exhibition entitled "Exhibition of Archival Holdings on the Kai Tak Airport" in December 2011. 	0.91
2012-13	<ul style="list-style-type: none"> - Launched an Announcement for Public Interest to promote the awareness and appreciation of Hong Kong's documentary heritage in June 2012. - Organised 26 group visits to GRS. - Conducted a series of educational workshops to help teachers and students using archival holdings kept in GRS to study the development of Hong Kong from April to December 2012. - Launched an exhibition entitled "Crossing the Harbour: An Exhibition of Archival Holdings on the Development of Cross-harbour Transport" in December 2012. 	1.44
2013-14 (up to February 2014)	<ul style="list-style-type: none"> - Organised 20 group visits to GRS. - Conducted a series of educational workshops to help teachers and students using archival holdings kept in GRS to study the development of Hong Kong from April to December 2013. - Launched an exhibition entitled "Memories we share: Highlights of archival records on government publicity materials" in December 2013. - Organised thematic film shows. 	1.30

Year	Publicity and educational programmes	Expenditure (\$ million)
2014-15	GRS plans to - <ul style="list-style-type: none"> - organise 25 group visits to GRS; - conduct a series of educational workshops to help teachers and students using archival holdings kept in GRS to study the development of Hong Kong; - organise a series of thematic film shows; - launch a thematic exhibition together with on-line Reference Resources Pages; - participate in a cultural and historical project with another institution; and - enrich the content of the ERP. 	1.68 (estimated)

(c) We have identified records relating to Hong Kong from the National Archives of UK in 2013-14 and plan to procure a copy of selected records in 2014-15. The estimated cost is about \$0.29 million.

CONTROLLING OFFICER'S REPLY

CSO026

(Question Serial No. 1875)

Head: (800) Disaster Relief Fund: Disaster Relief

Subhead (No. & title): (-) Not Specified

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 2 (if applicable)

Question (Member Question No. 13):

It has almost been one year since an earthquake struck Lushan County of Ya'an in Sichuan Province. The donation of \$100 million from the HKSAR Government was used by the local government mainly for procuring emergency relief equipment but the procurement process was still underway in October last year. Would the Administration inform this Committee of the latest position of the use of the donation? When does the HKSAR Government expect to receive the evaluation report from the Provincial Government on the use of the donation and then submit a report to the Legislative Council's Finance Committee?

Asked by: Hon. MO, Claudia

Reply:

According to the Provincial Government of Sichuan (the Provincial Government), the donation of \$100 million from the Disaster Relief Fund is used mainly for the procurement of emergency relief equipment of different categories, including medical, transportation, fire-fighting and environmental hygiene and rescue. Following the prevailing practice, the HKSAR Government has requested the Provincial Government to provide an evaluation report on the use of the donation after the completion of the disaster relief work. The Government has also maintained close liaison with the local authorities in Sichuan on the progress of the procurement exercises through the Hong Kong Economic and Trade Office in Chengdu. In addition, some members of the Disaster Relief Fund Advisory Committee paid a visit to Ya'an on 4 March 2014 to keep abreast of the post-earthquake situation and the progress of the disaster relief work of the Provincial Government with the support of the donation. As advised by the concerned authorities, the procurement exercises have almost been completed and the Provincial Government should be in a position to provide the HKSAR Government with an evaluation report in the near future. Same as before, we will report to the Finance Committee of the Legislative Council on the use of the donation after receiving the evaluation report from the Provincial Government.

CONTROLLING OFFICER'S REPLY

CSO027

(Question Serial No. 2568)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Budget Speech Paragraph 120 Page 43 (if applicable)

Question (Member Question No. 48):

Paragraph 120 of the Budget Speech concerns the trend of population ageing, saying the population aged 65 or above will surge from 980 000 at present to 2 560 000 by 2041. On the other hand, in the Steering Committee on Population Policy Progress Report 2012 published in May 2012, it says, "The Government will continue to explore measures to encourage local women to give birth." In this connection, will the Administration inform this Committee the measures – inclusive of the provision and manpower allocated, and its policy target – explored by the authorities in 2012, 2013 and 2014 to encourage local women to give birth?

Asked by: Hon. SHEK Lai-him, Abraham

Reply:

While the Government has no intention of intervening into the childbearing decisions of individuals, it has been making continuous efforts in promoting a family-friendly environment to help reduce the opportunity cost of raising children. These measures include tax allowances, provision of paid paternity leave, promotion of family-friendly employment practices, provision of child-care services and after-school learning and support. Key measures that have been announced in the past three years are set out below:

- (a) in 2012-13, the basic child allowance and the additional one-off child allowance in the year of birth were raised from \$60,000 to \$63,000 for each child. The two allowances have been further increased from \$63,000 to \$70,000 for each child starting from 2013-14;
- (b) starting from 1 April 2012, eligible government employees will enjoy five working days of paternity leave on full pay on each occasion of childbirth;
- (c) the Government introduced the Employment (Amendment) Bill 2014 into the Legislative Council in March 2014 to provide working fathers three days' paid paternity leave;
- (d) the Committee on Free Kindergarten Education is studying ways to implement three-year free kindergarten education, and plans to submit its recommendation in 2015;
- (e) the Government will increase the value of pre-primary education voucher by \$2,500 per year for two consecutive years in the 2014/15 and 2015/16 school years;
- (f) the annual provision for the School-based After-school Learning and Support Programmes will be increased to \$240 million from the 2014/15 school year. Schools will be provided with greater flexibility and incentive funds to complement their prevailing after-school activities under the Programmes;

(g) the Social Welfare Department (SWD) has been providing subsidies to non-governmental organisations (NGOs) to run a variety of child care services for children below the age of six. The revised estimate for 2013-14 is \$67.6 million and the estimate for 2014-15 is \$90 million. Two enhancements will be implemented from 2014-15 to improve the services. Firstly, the Neighborhood Support Child Care Project will be enhanced by lifting the age limit of service beneficiaries from under six to under nine, providing at least 234 additional places for home-based child care service, and increasing funding to the operators to enhance social work support for the service. Secondly, additional resources will be allocated to enhance the After School Care Programme currently provided by NGOs for children aged six to 12. This include extending the service hours of some after-school care centres on weekday evenings, Saturdays, Sundays and school holidays, as well as providing 360 additional fee-waiving and fee reduction quotas across the territory. The implementation of these two initiatives will involve an annual recurrent expenditure of \$21.75 million; and

(h) the Family Council launched the “2013/14 Family-Friendly Employers Award Scheme” (the Scheme) to advocate wider adoption of family-friendly employment practices in the community. The costs incurred in implementing the Scheme amounted to \$3.14 million in 2013 -14.

CONTROLLING OFFICER'S REPLY**CSO028****(Question Serial No. 1971)**

Head: (142) Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 501 (if applicable)

Question (Member Question No. 2):

There is an increase of \$52.6 million in the expenditure of Efficiency Unit (EU) for 2014-15, as compared to the revised estimated expenditure for 2013-14. What are the specific reasons and details for the increase in expenditure? What are the details and expenditure of the expanded operation of 1823 by the EU? What is the detailed progress of the EU in following up on its assessment for systemic improvement to benefits administration, business licencing administration and business support services? When will the improvement measures be put forward and the pilot projects be implemented? What will be the expenditure involved?

Asked by: Hon. TAM Yiu-chung

Reply:

The increased provision of \$52.6 million for the Efficiency Unit (EU) for 2014-15 is mainly due to expanded operation of 1823 (\$32.6 million), increased cash flow requirement for non-recurrent items (\$9.3 million) and seven civil service posts created for social innovation (\$5.2 million).

For 1823, the increased provision is due to –

- (a) the provision of hotline services for the Housing Department and the full-year effect of hotline services for the Student Financial Assistance Agency (\$22.8 million);
- (b) inclusion of provisions from participating departments (\$6.9 million), which were previously included in the departments' estimates. This cost-neutral transfer of funds from departments to EU would better reflect the overall provision for 1823; and
- (c) growth in existing services and anticipated increase in departmental expenses (\$2.9 million).

Following the EU's study into the opportunities for systemic improvement in benefits administration and business services, the Chief Executive announced in the 2014 Policy Address that the Government would commission an external consultancy study to examine the feasibility of providing a more user-friendly one-stop service for benefits administration. Non-recurrent funding of \$8 million has been earmarked for this purpose. The study is expected to be completed within 2014. Discussions with departments on opportunities in the areas of business licencing and business support are continuing but no specific projects have been agreed so far.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1972)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 506 (if applicable)

Question (Member Question No. 3):

The Government Records Service's provision for 2014-15 is \$10.5 million higher than that of 2013-14. What are the specific reasons for and the details of the additional provision?

Asked by: Hon. TAM Yiu-chung

Reply:

The estimated provision of \$57.3 million for 2014-15 for the Government Records Service is \$10.5 million higher than the revised estimate of \$46.8 million for 2013-14. This is mainly due to a net increase of seven posts, the full-year effect of filling vacancies in 2013-14, as well as anticipated increase in expenditure for general departmental expenses.

CONTROLLING OFFICER'S REPLY**CSO030****(Question Serial No. 1589)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 503 (if applicable)

Question (Member Question No. 26):

Regarding the provision of "storage and disposal services for inactive records", please advise on the respective numbers of records stored and disposed of by the government in each of the past five years.

Asked by: Hon. TIEN Puk-sun, Michael

Reply:

The quantity of inactive records stored in the records centres of the Government Records Service (GRS) and that of inactive records destroyed in the Government in the past five years are tabulated as follows -

Year	Quantity of inactive records stored in records centres* (linear metre)	Quantity of inactive records destroyed# (linear metre)
2009	117 631	50 313
2010	115 704	37 780
2011	117 676	53 176
2012	118 172	42 123
2013	117 180	43 745

* The above quantity of inactive records stored in GRS' records centres is calculated using the average of the monthly figures in the year.

The quantity of records destroyed include inactive records stored in GRS' records centres or kept by bureaux/departments.

CONTROLLING OFFICER'S REPLY

CSO031

(Question Serial No. 2519)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 33):

In the Brief Description of the Programme, it is mentioned that the Administration Wing is responsible for administering and co-ordinating the Justices of the Peace (JPs) System. With regard to the previous financial year (2013-14), would the Government advise on:

- (a) the number of JPs in taking such official duties as statutory visits and non-statutory visits;
- (b) the total number of complaints received and handled by the JPs during their visits; and
- (c) the expenditure and manpower required for administering and co-ordinating the JPs System.

Asked by: Hon. WONG Kwok-kin

Reply:

- (a) Up to end February 2014, 776 Justices of the Peace (JPs) conducted statutory visits and 248 JPs conducted non-statutory visits in the financial year of 2013-14.
- (b) Up to end February 2014, there were 123 complaints received and handled by JPs during their visits in the financial year of 2013-14.
- (c) At present, one Senior Executive Officer, one Executive Officer I, one Clerical Officer and three Assistant Clerical Officers are responsible for administering and co-ordinating the JP System among their other duties.

As for departmental expenses, it mainly involves travelling expenses for conducting JP visits. These include the expenses on travelling by helicopter, ferry and car. Normally, the Official JPs who pair up with Non-official JPs for visits will make arrangement for transport to the institutions within respective departmental resources and no breakdown for expenses is available. If departmental transport is not available, commercial cars and pools cars of the Government Logistics Department (GLD) will be hired for conducting JP visits. The estimated travelling expenses for hiring of commercial cars and pool cars arranged by GLD in the financial year of 2013-14 are \$0.67 million.

CONTROLLING OFFICER'S REPLY

CSO032

(Question Serial No. 2520)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 30):

It is mentioned in the Matters Requiring Special Attention under this Programme that the Efficiency Unit will follow up on its assessment for systemic improvement to benefits administration, business licencing administration and business support services with detailed implementation assessments and some pilot projects. Will the Government advise:

- a. What pilot projects will be implemented by the Administration? Please provide the details.
- b. What are the estimated amount and manpower allocated by the Administration for the implementation of the pilot projects concerned?

Asked by: Hon. WONG Kwok-kin

Reply:

Following the EU's study into the opportunities for systemic improvement in benefits administration and business services, the Chief Executive announced in the 2014 Policy Address that the Government would commission an external consultancy study to examine the feasibility of providing a more user-friendly one-stop service for benefits administration. Non-recurrent funding of \$8 million earmarked for this purpose. The study is expected to be completed within 2014. Discussions with departments on opportunities in the areas of business licencing and business support are continuing but no specific projects have been agreed so far.

CONTROLLING OFFICER'S REPLY**CSO033****(Question Serial No. 2915)**

Head: (142) Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 506 (if applicable)

Question (Member Question No. 50):

The provision for 2014-15 is \$52.6 million higher than the revised estimate for 2013-14. This is due to the increase of seven posts and the expanded operation of 1823. What are the work and expenditure involved in the posts concerned? What are the details and expenditure for the expanded operation of 1823?

Asked by: Hon. WONG Ting-kwong

Reply:

The seven time-limited posts will provide support to cope with the work arising from the Social Innovation and Entrepreneurship Development Fund. Apart from administering the Fund, they will also assist social innovation and entrepreneurship development in Hong Kong through engagement with government departments, the business sector, the philanthropic sector and the community. Their ranks, responsibilities and costs involved are as follows—

No. and Rank	Area of responsibilities	Staff costs* involved (\$)
1 Chief Management Services Officer	government and community facilitation	1,153,800
1 Senior Management Services Officer 1 Management Services Officer II	social innovation initiatives on research, capacity building and innovative programmes	845,880 393,120
1 Senior Executive Officer 1 Assistant Clerical Officer	committee and administration	845,880 222,420
1 Senior Treasury Accountant 1 Accounting Officer I	quality assurance and accounting	1,153,800 621,900
Total		5,236,800

* Notional Annual Mid-point Salary

For 1823, the increased provision amounts to \$32.6 million, which is due to -

- the provision of hotline services for the Housing Department and the full-year effect of hotline services for the Student Financial Assistance Agency (\$22.8 million);
- inclusion of provisions from participating departments (\$6.9 million), which were previously included in the departments' estimates. This cost-neutral transfer of funds from departments to the Efficiency Unit would better reflect the overall provision for 1823; and
- growth in existing services and anticipated increase in departmental expenses (\$2.9 million).

CONTROLLING OFFICER'S REPLY**CSO034****(Question Serial No. 2916)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 506 (if applicable)

Question (Member Question No. 51):

Provision for 2014–15 is \$64.2 million (14.4%) higher than the revised estimate for 2013–14. One of the reasons is due to the increase of six posts. Will the Administration please advise on the details of the posts increased and the estimated amount of expenditure involved?

Asked by: Hon. WONG Ting-kwong

Reply:

Breakdown of the increase of six posts in the Economic Analysis and Business Facilitation Unit is as follows –

Main duties	Additional posts (Number and rank)
To enhance the economic research capacity in support of the new initiatives of the Fourth Term of the Government	2 Senior Economists 2 Economists 1 Statistical Officer I
To strengthen general support	1 Assistant Clerical Officer

The estimated provision earmarked for the creation of the above six posts is \$4.55 million.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 0067)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 75):

What is the estimate for the Central Policy Unit for 2014-15?

Asked by: Hon. WONG Yuk-man

Reply:

In 2014-15, the estimated operational expenditure of the Central Policy Unit is \$105.004 million.

CONTROLLING OFFICER'S REPLY**CSO036****(Question Serial No. 3745)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 (if applicable)

Question (Member Question No. 42):

a) Please advise on the details and objectives of the Public Policy Research (PPR) Funding Scheme. Please provide the number of application for each year, details of the approved projects, titles of research, institutions and faculties involved, amount of funds awarded, start dates, scheduled end date under the scheme.

b) In 2014-15, what is the estimated provision for the PPR Funding Scheme? What are the application and assessment procedures?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

(a) The Public Policy Research (PPR) Funding Scheme aims to promote local public policy research and nurture the talents required. The Scheme also encourages researchers to share their study findings to facilitate rational and objective discussion on public policy matters.

The Scheme was administered by the Research Grants Council (RGC) under the University Grants Committee from 2005-06 to 2012-13. RGC received a total of 748 applications from 2005-06 to 2012-13. A breakdown of the applications is as follows—

Financial Year	Number of PPR Funding Scheme Applications
2005-06	73
2006-07	116
2007-08	100
2008-09	44
2009-10	71
2010-11	105
2011-12	111
2012-13	128
Total	748

Among the applications, 150 projects were funded, involving \$75.25 million. Details of the projects are listed below.

Projects supported under the Public Policy Research Funding Scheme from 2005-06 to 2012-13

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
1.	CityU	Department of Civil and Architectural Engineering	Assessment on Suitability of Existing Air Quality Objectives and Air Pollution Index Used in Hong Kong	386,000	01/04/2006	31/03/2008
2.	CUHK	Department of Anaesthesia and Intensive Care	Cost-Effectiveness Analysis of an Acute Pain Service	804,000	11/04/2006	10/04/2009
3.	CUHK	Department of Geography and Resource Management	Siting Locally Unwanted Land Uses: In Your Backyard or in Mine?	472,000	11/04/2006	10/07/2008
4.	CUHK	Department of Social Work	Impacts of the Community Work Experience and Training Programme on Welfare Recipients	525,000	01/04/2006	30/06/2008
5.	CUHK	Department of Sociology	Who Gets Ahead (or Stays Behind): Life Chances and Social Mobility in Hong Kong	916,000	11/04/2006	10/02/2009
6.	HKUST	Division of Social Science	Social inequality and mobility in Hong Kong: A benchmark study	981,000	10/04/2006	09/10/2008
7.	HKUST	Department of Chemical and Biomolecular Engineering	Hybrid vehicles and hydrogen economy as the interim and long-term solutions to Hong Kong's energy usage	771,000	11/04/2006	10/10/2007
8.	HKU	Department of Social Work and Social Administration	Integration of new immigrants in Hong Kong: a longitudinal investigation	696,825	01/04/2006	31/03/2009
9.	HKU	School of Nursing	Cost and clinical effectiveness of the Hong Kong scoliosis	710,000	01/04/2006	30/06/2008
10.	HKU	Department of Community Medicine	Horizontal equity in health care utilization in Hong Kong	387,000	11/01/2006	10/07/2007
11.	HKU	Department of Real Estate and Construction	Innovative planning tools for urban renewal in Hong Kong	206,000	03/04/2006	02/07/2007
12.	HKU	Department of Law	Forfeiture of crime tainted property in Hong Kong	417,000	01/03/2006	29/02/2008

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
13.	CityU	Department of Civil and Architectural Engineering	Development and Validation of Design Tools for Estimating the Indoor Daylight Illuminance under the 15 CIE Standard Skies	360,160	01/10/2006	31/08/2008
14.	CityU	Department of Applied Social Studies	The Possibilities of Gender Mainstreaming Social Policy on Family Violence in Hong Kong	327,624	01/10/2006	30/09/2008
15.	HKBU	Department of Music	Development of Music Education in the 21st century: Cultural and Policy Issues	348,700	30/09/2006	30/03/2008
16.	HKBU	Department of Music	The Relationship Between Musical Aptitude, Musical Achievement, and Academic Aptitudes: Implications for Student Diversity and Education	632,400	31/10/2006	30/04/2008
17.	LU	Department of Economics	Fair Competition under Laissez-Faireism: Policy Options for Hong Kong	348,700	30/09/2006	30/12/2007
18.	CUHK	Department of Economics	An Economic Analysis of Gender Earnings Gaps in Hong Kong, 1981-2006	356,000	30/09/2006	29/09/2008
19.	CUHK	Department of Educational Administration and Policy	The Effect of Medium-of-Instruction Policy on Educational Advancement in HKSAR Society	643,200	01/09/2006	31/05/2008
20.	CUHK	Department of Educational Psychology	Resources, Distribution, School Autonomy and Student Achievement: Modeling Direct Subsidy Scheme Effects	190,000	30/09/2006	29/09/2008
21.	CUHK	School of Journalism & Communication	For a Sustainable Development of the Hong Kong Movie Industry: An Evaluation of the Film Council and the China Market as Policy Options	351,439	30/09/2006	29/12/2007
22.	CUHK	School of Public Health and Primary Care	Traditional Chinese Medicine in Hong Kong: Utilization Pattern and Its Role in the Future Health Care System	441,100	30/09/2006	29/09/2008
23.	HKUST	Division of Social Science	Mortality transition in Hong Kong and its major theoretical and policy implications	657,600	30/09/2006	30/03/2010
24.	HKU	Department of Geography	Hong Kong as logistics hub in global value chains: analysis and policies	426,300	01/09/2006	31/08/2008

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
25.	HKU	Department of Civil Engineering	Assuring Hong Kong's water supply: learning the lessons of the 1963 drought	480,000	30/09/2006	31/12/2008
26.	HKU	Department of Real Estate and Construction	Urban planning and innovations for sustainable city development: an analytical and empirical analysis of master layout plans for comprehensive development areas	347,000	01/09/2006	31/08/2008
27.	HKIED	Department of Early Childhood Education	Educational Provision for Ethnic Minority Students in Hong Kong: Meeting the Challenges of the Proposed Racial Discrimination Bill	559,000	30/09/2006	30/09/2009
28.	HKIED	Department of Early Childhood Education	Improving Life Chances and Social Mobility Through Language Proficiency Provision in Early Childhood Education in Hong Kong: Meeting the Challenges of the Language Education Policy	587,000	30/09/2006	30/06/2009
29.	HKUST	Department of Information Systems, Business Statistics and Operations Management	Do-Not-Call Registry and Marketing Solicitations in Hong Kong	444,520	01/03/2007	28/02/2009
30.	HKBU	Department of Biology	Protection and Redevelopment of Agricultural Soil in Hong Kong	936,000	01/04/2007	31/03/2010
31.	CUHK	Department of Anaesthesia and Intensive Care	Vascular events in noncardiac surgery patients cohort evaluation study (The VISION study)	707,084	01/04/2007	31/03/2010
32.	CUHK	Department of Anaesthesia and Intensive Care	Cost-effectiveness of an Outpatient Preanaesthetic Clinic	605,920	01/04/2007	31/03/2010
33.	PolyU	Department of Rehabilitation Sciences	Rehabilitation Needs of People with Schizophrenia and their Caregivers in Hong Kong: Implications for Public Policy	417,000	01/04/2007	30/06/2009
34.	HKUST	Division of Social Science	Making cultural clusters: New strategies for culture-led urban redevelopment	612,600	01/02/2007	31/01/2009

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
35.	HKU	Department of Medicine	Is there a need to promote family medicine concept in Hong Kong? - Meeting the need for recognition and treatment of depression as a model	383,416	01/04/2007	30/09/2008
36.	HKU	School of Public Health	Long-term care cost drivers and expenditure projection to 2033	272,000	01/04/2007	30/09/2008
37.	HKU	Department of Social Work and Social Administration	A study of the domestic violence costs and service utilization in Hong Kong	444,289	01/04/2007	31/03/2009
38.	HKIED	Department of Social Sciences	Alternative Policy Instruments for Enhancing Citizenship Education	379,000	01/04/2007	31/03/2010
39.	CityU	Department of Applied Social Studies	In Search of Family-friendly Policies in Low-income Neighborhoods: A Life Course Perspective	327,860	01/10/2007	31/03/2009
40.	CUHK	School of Public Health and Primary Care	Developing a Policy Framework for Integration of Traditional Chinese and Allopathic Medicine in Hong Kong Using Delphi Technique	460,000	01/10/2007	30/09/2009
41.	CUHK	Department of Geography and Resource Management	Inter-city Competition and Cooperation between Hong Kong and Shenzhen in the 11th Five-year Plan Period	584,000	01/09/2007	30/11/2009
42.	CUHK	School of Journalism & Communication	Social, Psychological, and Safety Impact of Interactive Media on Children	698,000	01/04/2008	31/03/2010
43.	HKIED	Department of Early Childhood Education	Chinese Language Education for Limited/Non-Chinese Speaking Ethnic Minority Children in the Public School Sector: Challenges and Opportunities	737,026	01/10/2007	30/09/2010
44.	HKUST	Department of Finance	MPF Fund Styles, Flows and Related Allocation Decisions	446,000	01/09/2007	30/11/2009
45.	HKUST	Division of Social Science	Hong Kong People on the Mainland: A Force for Integration?	799,017	01/09/2007	30/11/2009
46.	HKU	Department of Real Estate and Construction	Sustainable development in urban renewal - a social, physical and engineering assessment	1,400,000	01/10/2007	31/12/2010

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
47.	HKU	Department of Civil Engineering	A comprehensive policy framework for public private partnerships schemes in Hong Kong	202,000	01/10/2007	31/12/2009
48.	HKU	Centre of Asian Studies	Locating Hong Kong in global networks of professional migrants	771,844	01/10/2007	30/06/2009
49.	PolyU	Department of Applied Social Sciences	HOPE for the Challenge to Learn: Development and Evaluation of the "Hands On Parent Empowerment (HOPE) Project to Empower Socially Disadvantaged Parents as Active Agents in their Children's Learning	865,801	01/10/2007	30/09/2010
50.	HKIED	Department of Education Policy and Leadership	A Formative Review of Applied Learning Policy and Its Implementation in the Hong Kong Trials	336,000	01/10/2007	31/05/2009
51.	HKBU	Department of Biology	The Problems and the Solutions to E-waste Generation and Disposal in Hong Kong	540,552	01/04/2008	31/03/2010
52.	HKBU	Language Centre	Specifying Hong Kong University Students' Core English Competency: Language Education and Planning	707,220	15/02/2008	14/02/2010
53.	LU	Department of Economics	Hong Kong as an International Financial Centre for China and for the World	1,399,000	01/04/2008	31/03/2010
54.	PolyU	Department of Logistics and Maritime Studies	Bilateral Liberalization of International Air Transport - An Economic and Public Policy Study for HKSAR	342,000	01/04/2008	30/06/2010
55.	HKU	Department of Social Work and Social Administration	A study on effectiveness of integrated home care service in community care for elderly people in Hong Kong	620,560	01/03/2008	28/02/2009
56.	HKU	Department of Social Work and Social Administration	Consultation mechanism and processes in major public works and in urban planning and redevelopment	312,000	01/02/2008	31/01/2009
57.	HKU	Department of Law	The legal and policy implications of establishing the Communications Authority in Hong Kong	370,000	01/04/2008	30/09/2009

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
58.	HKU	Department of Law	Review of animal welfare legislation in Hong Kong	497,000	01/04/2008	11/03/2010
59.	HKIED	Faculty of Education and Human Development	Hong Kong Students' Attitudes to Citizenship: Monitoring Progress Ten Years after Hong Kong's Return to China	570,000	01/04/2008	30/06/2011
60.	HKIED	Department of Education Policy and Leadership	Improving Vocational Outcomes for Hong Kong's Social and Economic Development: A Role for Vocational Teacher Education	634,898	01/04/2008	31/03/2011
61.	HKIED	Department of Early Childhood Education	Enhancing the Quality of Learning and Teaching in Hong Kong Early Childhood Education: Meeting the Challenges of the New Policy	490,000	01/04/2008	31/03/2010
62.	CUHK	Department of Educational Psychology	Ability Grouping and Reading Achievement: Mechanisms and effects on students in Hong Kong and 34 countries	355,992	01/10/2008	30/09/2010
63.	CUHK	Department of Geography and Resource Management	Managing Environmental Conflicts Arising from Developments in Ecologically Sensitive Areas in Hong Kong	287,000	01/10/2008	30/09/2010
64.	CUHK	School of Public Health and Primary Care	Legal recognition of same sex partnerships in a Chinese context: a public health perspective	700,000	01/10/2008	31/12/2010
65.	PolyU	School of Hotel and Tourism Management	Evaluating Hong Kong's Competitiveness as an International Tourism Destination from the Economic Policy Perspective	504,000	01/10/2008	31/12/2010
66.	PolyU	Department of Computing	Public Healthcare Welfare by Computerized TCM (Traditional Chinese Medicine) Diagnosis System	600,000	01/10/2008	30/09/2011
67.	HKU	Dept of Community Medicine	Prediction of mortality and hospital use in older people in Hong Kong	700,000	01/10/2008	31/05/2010
68.	HKIED	Department of Asian and Policy Studies	A comparative study of transnational higher education policy and governance in Hong Kong, Shenzhen China and Singapore	726,000	01/10/2008	31/12/2010

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
69.	CityU	Department of Public and Social Administration	Exploring Peripheralisation and Residualisation in Hong Kong's Public Rental Housing: New Policy Challenges	421,590	01/10/2009	30/09/2011
70.	LU	Department of Cultural Studies	Audience Development as Cultural Policy in Hong Kong since 1997	448,500	01/10/2009	30/09/2011
71.	CUHK	Department of Sociology	The Impact of Socioeconomic Backgrounds on the Academic Achievement of Senior Secondary School Students: The Case of NSS Liberal Studies	556,140	01/10/2009	31/12/2012
72.	CUHK	Department of Educational Administration and Policy	Economic returns to postsecondary sub-degree education	464,646	01/10/2009	30/06/2011
73.	CUHK	Faculty of Law	Anatomy of a Financial Centre: A systemic analysis of Hong Kong's legal and regulatory framework for its securities market	448,500	01/09/2009	31/08/2012
74.	CUHK	School of Public Health and Primary Care	Evaluation of the Impact of Elderly Health Care Voucher Scheme in Hong Kong and its Potential Extension	557,410	01/10/2009	31/12/2011
75.	CUHK	Department of Cultural and Religious Studies	Policy for culture-led urban regeneration and development	291,525	01/10/2009	30/09/2011
76.	CUHK	Department of Orthopaedics & Traumatology	Medico-social Impact of a Comprehensive Multi-disciplinary Program for the Care of Fragility Fracture of the Elderly Implications for Healthcare Policy in Hong Kong	363,608	01/10/2009	31/12/2012
77.	CUHK	Department of Government & Public Administration	Political recruitment in an administrative state: grooming political talents for Hong Kong	333,146	01/09/2009	30/04/2011
78.	CUHK	Department of Sociology	Noncognitive Human Capital as a Generator of Social Inequality: New Evidence and Policy Implications for Education in Hong Kong	313,950	01/10/2009	30/09/2011

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
79.	CUHK	Department of Social Work	The Impact of the introduction of a statutory minimum wage on labour market conditions and the quality of life of vulnerable groups in Hong Kong	448,500	01/07/2009	31/01/2012
80.	HKBU	Department of Geography	Restructuring of Hong Kong Manufacturing in the Pearl River Delta: Challenges and Policy Responses	373,152	01/10/2009	31/12/2011
81.	PolyU	Department of Logistics and Maritime Studies	Green practices in Hong Kong's shipping industry - empirical evidence and policy implications	538,200	01/10/2009	31/12/2012
82.	PolyU	Department of Land Surveying and Geo-Informatics	Impacts of climatic warming on high density living in Hong Kong using remote sensing and GIS modelling	412,620	01/10/2009	30/09/2011
83.	PolyU	School of Design	Policy of Accessible Public Toilets for Visually Impaired People	269,100	01/10/2009	31/12/2011
84.	HKUST	Division of Social Science	Occupational Segregation, Anti-Discrimination Policies & Gender Inequality in Hong Kong	313,950	30/09/2009	29/09/2011
85.	HKU	Department of Law	Competition and Environmental Sustainability in Hong Kong's Energy Market	322,920	30/09/2009	29/12/2012
86.	HKU	School of Nursing	A long term evaluation of the clinical and cost effectiveness of the Hong Kong Scoliosis Screening Programme	403,650	30/09/2009	29/12/2011
87.	HKU	Department of Law	Legal Assistance for Asylum Seekers and Torture Claimants in Hong Kong	358,800	30/09/2009	29/12/2012
88.	CityU	Department of Public and Social Administration	Partnerships for Sustainable Development: Implications for Public Policy in Hong Kong	627,900	30/09/2009	29/03/2012
89.	CityU	Department of Civil and Architectural Engineering	An investigation of daylight linked lighting controls and the implications to building energy and environment policies	351,540	01/09/2010	31/08/2012

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
90.	CityU	Department of Information Systems	Enhancing Hong Kong SMEs' Competitiveness via Open Information Services	848,160	01/10/2010	31/12/2012
91.	HKBU	Department of English Language & Literature	Community Interpreting in Hong Kong	395,250	15/11/2010	14/11/2012
92.	LU	Department of Cultural Studies	Cross-Sectoral Synergy in Cultural-creative SMEs: Creativity, talents and entrepreneurship	384,090	01/10/2010	30/06/2012
93.	CUHK	School of Public Health and Primary Care	The Public Health Impacts of the Policy Decision to Reduce Alcohol Tax in Hong Kong	751,440	01/10/2010	31/12/2013
94.	CUHK	Department of Management	Hong Kong or Singapore? Strategic Location Choice of Chinese Multinational Firms' Asia Regional Headquarters	279,000	30/09/2010	29/06/2012
95.	PolyU	Department of Building and Real Estate	Evaluating the social, economical, cultural and heritage impacts of the "Revitalising Historic Buildings through Partnership Scheme" in Hong Kong	340,380	01/10/2010	31/12/2011
96.	PolyU	Institute of Textiles and Clothing	Green apparel merchandising and its policy implications for Hong Kong's trade development	474,300	01/10/2010	30/09/2013
97.	HKUST	Division of Social Science	Tracking Knowledge-Transfer from Universities to Society in Hong Kong's Innovation System	372,000	30/09/2010	29/12/2012
98.	HKUST	Department of Economics	Private-Public Joint Ventures in Infrastructure Projects	373,860	01/09/2010	30/11/2012
99.	HKUST	Department of Civil & Environmental Engineering	Developing comprehensive performance-based road pavement management strategies in Hong Kong	465,000	30/09/2010	29/12/2012
100.	HKU	Department of Law	Promoting Economic Integrity through Institutional Alternative Dispute Resolution: A Law and Policy Perspective	427,800	17/09/2010	16/12/2012

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
101.	HKU	Department of Social Work and Social Administration	A longitudinal study on intimate partner violence against Chinese pregnant women and child abuse in Hong Kong	322,710	30/09/2010	29/03/2012
102.	HKU	Department of Electrical and Electronic Engineering	Managing the Transition towards a Low-carbon Economy: Stakeholder Engagement for Technological Environmental Innovation Decision-making in Hong Kong	571,950	30/09/2010	29/09/2012
103.	HKU	School of Economics and Finance	Longevity increase, retirement saving and retirement age: Economic analyses and policy implications	345,960	01/07/2010	31/03/2013
104.	HKU	Department of Urban Planning & Design	Segregation or Sorting? The Causes and Consequences of Hong Kong's Socio-Spatial Structure	620,310	01/10/2010	30/09/2012
105.	HKU	Department of Social Work and Social Administration	A Study on Population Health and Health Economics for Hong Kong SAR	465,000	01/10/2010	30/09/2012
106.	HKU	Faculty of Education	Educational Inequality and ICT Use in Schools: Bridging the Digital Divide	373,860	01/10/2010	30/09/2012
107.	HKIED	Department of Psychological Studies	An innovative methodology for data with a hierarchical structure and its applications and implications for policy-formulation	443,610	01/10/2010	30/09/2012
108.	HKIED	Department of Education Policy and Leadership	A Territory-wide Study on the Impact of the Voucher Scheme on Parents' Choice of Early Childhood Education Services	365,490	01/10/2010	31/03/2012
109.	CUHK	School of Public Health and Primary Care	Hong Kong's Current Healthcare Reform: What Role Can Employers Play?	722,951	29/09/2011	28/09/2013
110.	CUHK	School of Public Health and Primary Care	Differential impacts of anti-smoking legislation on death rates of cardiovascular and respiratory diseases in the subpopulations of Hong Kong	528,989	29/09/2011	28/09/2013

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
111.	CUHK	Department of Psychiatry	Healthy sleep, healthy school life: a cluster randomised school-based interventional study for school start time and sleep health education for children and adolescents - implications for education and health policy	526,638	29/09/2011	28/09/2013
112.	PolyU	Department of Applied Social Sciences	Enabling Context and Policy for Social Entrepreneurship in Hong Kong	491,372	01/12/2011	28/02/2014
113.	PolyU	Department of Applied Social Sciences	Promoting Policy Favoring Multiculturalism and the Social Integration of Ethnic Minorities in Hong Kong	515,352	01/10/2011	30/09/2014
114.	PolyU	Department of Applied Social Sciences	Parenting And Child Enhancement – Early Intervention Program for Preschool Children from Disadvantaged Families	891,052	01/01/2012	31/12/2014
115.	PolyU	Department of Computing	Public Security and Personal Privacy: The Use of Biometrics Technology in Hong Kong	297,410	01/10/2011	30/09/2014
116.	HKUST	Department of Civil & Environmental Engineering	Financially Sustainable Railway Development Strategies	793,483	01/09/2011	30/11/2013
117.	HKU	School of Business	Resolving the Personalization-Privacy Dilemma	491,372	01/08/2011	31/10/2013
118.	HKBU	Department of Geography	Effective governance for energy security in Hong Kong: improving public engagement and public trust in nuclear power decision-making	615,978	01/07/2011	30/09/2013
119.	HKU	Department of Social Work and Social Administration	Mental Health Promotion: Using the Arts to Increase “understanding and support” for People Living with Mental Illness	406,733	01/10/2011	31/03/2013
120.	HKU	Department of Real Estate and Construction	“Land Administration Practices and the Redevelopment of Franchised Bus Depots: an Implicit Consideration Analysis of the Terms of Bus Franchises and Land Leases”	308,407	01/10/2011	31/12/2013

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
121.	HKU	Department of Sociology	'Home and Away': Female Transnational Professionals in Hong Kong	287,417	01/10/2011	30/09/2013
122.	HKU	Department of Real Estate and Construction	Polluters or stakeholders, who should pay? Development of a more effective construction waste charging scheme in Hong Kong using system dynamics	372,025	01/10/2011	31/12/2013
123.	HKU	School of Business	Hong Kong as Mainland China's export intermediary: determinants and policy recommendations	451,404	01/09/2011	30/11/2013
124.	HKIEd	Department of Social Sciences	Educational Experiences, Family Relationships and Sense of belonging: Cross-border primary school children commuters	540,744	01/01/2012	31/12/2013
125.	CUHK	Faculty Office of Social Science	Making the Distinction between Nation, State and Country: Examining the Differences between Official Goals, Stakeholder Opinions and Popular Perception in Hong Kong's National Education Policy	258,617	01/10/2011	30/09/2013
126.	CityU	Department of English	The sociolinguistic survey of Hong Kong in 2013	594,961	01/09/2012	31/08/2014
127.	CityU	Department of Applied Social Studies	Preventing Financial Crimes against Older People for Building a Safe and Secure Community	354,657	01/10/2012	30/09/2014
128.	CUHK	Department of Linguistics and Modern Languages	Analyzing Stakeholders' Views on Environmental Issues through Text Analysis -- An Interdisciplinary Approach Using Computational Content Analysis	840,703	01/10/2012	30/09/2015
129.	CUHK	Department of Sociology	Transitioning to Post-secondary Education or Work?: A Two-Wave Panel Study of Effects of Career Orientation, Parental Alignment, and Social Strain on Hong Kong's Senior High School Students	440,778	01/10/2012	30/09/2015

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
130.	CUHK	Faculty of Law	Enhancing Innovation and Competition in Hong Kong's Telecommunications Industry	379,000	01/10/2012	30/09/2015
131.	CUHK	Department of Cultural and Religious Studies	The Workforce and Professionalism of Film/Video Makers in Hong Kong: Youth, Industry, and Community-Building	214,901	01/10/2012	30/09/2014
132.	CUHK	The Nethersole School of Nursing	Perspectives on cancer preventive services for ethnic minorities: implications for service needs and utilisation	232,570	01/12/2012	31/05/2014
133.	PolyU	Department of Building and Real Estate	Evaluating the Economic, Social, and Cultural Impacts of Revitalizing Industrial Buildings in Hong Kong	527,100	01/10/2012	30/09/2014
134.	PolyU	Department of Building and Real Estate	Framework for implementing the Transfer Development Rights in the Conservation of privately owned built heritage	420,700	01/10/2012	30/09/2014
135.	PolyU	Department of Building and Real Estate	How to implement corporate codes of ethics in the Hong Kong construction companies in order to nurture a professional workforce	556,881	01/10/2012	31/03/2015
136.	PolyU	Department of Computing	Addressing Privacy and Societal Concerns in the Usage of Emerging Biometrics and Data Protection Technologies	173,320	01/10/2012	30/09/2014
137.	PolyU	Department of Logistics and Maritime Studies	A Time-dependent Dynamic Tariff System in an Electricity Retail Market with CO2 Emissions Control	561,000	01/10/2012	30/09/2015
138.	PolyU	Institute of Textiles and Clothing	Beyond eco-labeling: Embedding green supply chain management practices in apparel trade	642,000	01/10/2012	30/09/2015
139.	HKUST	Division of Social Science	Low Carbon Transport Futures in Hong Kong and Shenzhen	784,776	01/01/2013	31/12/2014
140.	HKU	Department of Law	Conglomerates and Competition Law Enforcement in Hong Kong	405,999	01/10/2012	30/09/2015

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
141.	HKIED	Department of Asian and Policy Studies	Poverty of Children Living in Immigrant Families	135,744	01/10/2012	30/09/2013
142.	HKU	Department of Sociology	Purchasing Sex, Consuming Love? A Qualitative Study of Hong Kong Men Who Buy Sex	247,954	01/10/2012	30/09/2014
143.	HKU	Department of Politics and Public Administration	Capacity Assessment of Civil Society Sectors in Hong Kong	687,000	01/10/2012	30/09/2015
144.	HKU	Faculty of Education	The New Fine-Tuned Medium of Instruction Policy in Hong Kong: Analysis of Policy Interpretation and Local Implementation Practices	293,367	01/10/2012	30/09/2014
145.	HKU	Faculty of Education	Hong Kong-Guangdong University Partnership: Toward regional integration of higher education in South China	550,070	01/10/2012	30/09/2015
146.	HKU	Department of Civil Engineering	Columbarium Development: Public Transport Policy Implications	467,740	01/10/2012	30/09/2015
147.	HKU	Department of Social Work and Social Administration	A study on suicide news reporting ecology in Hong Kong and Taiwan: accuracy, stereotyping and mutual causation	345,800	01/10/2012	30/09/2014
148.	HKU	Faculty of Education	Ageing in place: Safe swallowing in the frail elderly living in the community	834,476	01/10/2012	30/09/2015
149.	HKU	Faculty of Education	Digital Divide in Education: An Experiential Understanding	647,499	01/10/2012	30/09/2014
150.	HKIED	Department of Education Policy and Leadership	Engagement of Immigrant and Minority Students with Schools and Civil Society	657,952	01/10/2012	30/09/2014

*Note: RGC requires grantees of the PPR Funding Scheme to submit completion reports three to nine months after the respective project end dates.

The Central Policy Unit (CPU) is responsible for the administration of the Scheme since 2013-14. As at 15 February 2014, 66 applications were received. 20 applications have been approved so far, with 22 applications being processed. Details of the approved projects are as follows—

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
1	HKBU	Department of Geography	Land and Housing Policies in Post-Handover Hong Kong : Political Economy and Urban Space	416,760	01/01/2014	31/12/2014
2	LU	Asia Pacific Institute of Ageing Studies	A Study on the Preferences and Feasibility of Optional Retirement in Hong Kong: A Human Resources Management Perspective	544,255	01/06/2014	28/2/2015
3	LU	Asia Pacific Institute of Ageing Studies	Retirement Planning for Pre-retiree in Hong Kong	516,954	01/06/2014	28/2/2015
4	LU	Public Governance Programme	The Governing System of Pre-1997 Hong Kong: Archival Study of Selected Policies / Events	443,497	01/01/2014	31/12/2014
5	CUHK	Department of Psychology	Processes of Children's Literacy Acquisition in Chinese as a Second Language	461,088	31/12/2013	30/12/2015
6	PolyU	Department of Building and Real Estate	Sustainable Planning Criteria (SPC) for Age-friendly Precincts (AFP) in the New Development Areas (NDAs) of Hong Kong	528,471	10/01/2014	9/1/2015
7	PolyU	Department of Building and Real Estate	Improving Safety Communication of Ethnic Minorities in the Construction Industry	488,750	25/02/2014	24/5/2015
8	PolyU	Department of Building Services Engineering	Study on the Development Potential and Energy Incentives of Rooftop Solar Photovoltaic Applications in Hong Kong	424,120	01/02/2014	31/1/2015
9	PolyU	Department of Civil and Environmental Engineering	Can We Get Rid of Smoggy Days in Hong Kong: Formation Mechanism and Control Strategies?	662,969	24/02/2014	23/02/2015
10	PolyU	Department of Civil and Environmental Engineering	Development of a Policy for Optimizing the Use of Inert Solid Wastes in Road Pavement Construction	373,635	25/02/2014	24/8/2015
11	PolyU	Department of Logistics and Maritime Studies, Faculty of Business	Is the Polluter Paying? Assessing the Application of the "Polluter Pays" Principle to Ship-Source Pollution in Hong Kong	258,750	17/02/2014	16/11/2014
12	PolyU	Department of Land Surveying and Geo-Informatics	A Remote Sensing Study of Solar Energy Supply in Cloud-prone Areas of Hong Kong	359,869	10/02/2014	9/2/2015
13	PolyU	Department of Management and Marketing	Green Information Technology Adoption in Hong Kong: An Empirical Analysis and Policy Implications for Sustainable Development	329,906	10/02/2014	9/2/2015

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date*
14	PolyU	School of Hotel and Tourism Management	Towards Sustainability: Exploring the Social and Economic Dimensions of Travel to Hong Kong by Mainland Chinese	428,490	15/02/2014	14/2/2015
15	PolyU	School of Hotel and Tourism Management	Shaping Tourism Development: Anticipating Changes and Impacts, and Managing Consequences and Conflicts	269,100	24/02/2014	23/2/2015
16	HKUST	Department of Civil and Environmental Engineering	Developing an Integrated Construction Waste Management Policy Framework in Hong Kong	485,415	01/01/2014	31/12/2014
17	HKU	Department of Real Estate and Construction	Granger Causality Analysis of Land Supply and Housing Market Performance - Implications for Long Term Urban Land Policy in Hong Kong	519,570	10/02/2014	9/2/2015
18	HKU	Department of Social Work and Social Administration	A Study of Aspiration of Fertility amongst Married Women in Hong Kong (Age 15-49)	365,700	17/02/2014	16/11/2014
19	HKU	Department of Social Work and Social Administration	A Study of Movement of Type 1 and 2 Babies in Hong Kong	308,706	25/02/2014	24/10/2014
20	DPRC	-	Age-friendly Housing Policies	579,383	01/06/2014	31/3/2015

*Note: CPU requires a grantee to submit a Final Report by the end date.

Abbreviations:

CityU - City University of Hong Kong

HKBU - Hong Kong Baptist University

LU - Lingnan University

CUHK - The Chinese University of Hong Kong

HKIEd - The Hong Kong Institute of Education

PolyU - Hong Kong Polytechnic University

HKUST - Hong Kong University of Science and Technology

HKU - The University of Hong Kong

DPRC - Dashun Policy Research Centre

- (b) CPU has earmarked \$20 million for the PPR Funding Scheme in 2014-15. It accepts applications throughout the year. To ensure academic freedom and quality of research, an Assessment Panel comprising experienced academics and experts is responsible for the assessment of applications. All applications will be vetted by the Assessment Panel as well as non-Panel reviewers, who are academics and experts outside the Panel including overseas experts. A declaration of interests system is in place to ensure that assessments are fair and just.

CONTROLLING OFFICER'S REPLY**CSO037****(Question Serial No. 3746)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 (if applicable)

Question (Member Question No. 43):

a) Please advise on the details and objectives of the Strategic Public Policy Research (SPPR) Funding Scheme, and its difference from the Public Policy Research Funding Scheme. Please provide the number of application, details of the approved projects, titles of research, institutions and faculties involved, amount of funds awarded, start dates, scheduled end date under the SPPR Funding Scheme for each year.

b) In 2014-15, what is the estimated provision for the SPPR Funding Scheme? What are the application and assessment procedures?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

(a) From its inception in 2005-06 until 2012-13, the Public Policy Research (PPR) Funding Scheme normally funded projects lasting from six months to three years and strong justifications were required for funding above \$1 million. The Strategic Public Policy Research Funding Scheme (SPPR) was introduced with effect from 2008-09 to fund longer-term public policy research projects and to encourage research on specific themes. It supported projects with a maximum duration of five years with a funding cap of \$5 million.

The SPPR Funding Scheme was administered by the Research Grants Council (RGC) from 2008-09 to 2012-13 during which a total of 66 applications were received. A breakdown of the applications is as follows—

Financial Year	Number of Applications
2008-09	11
2009-10	12
2010-11	18
2011-12	13
2012-13	12
Total	66

Among the applications, 13 projects were funded, involving \$37.15 million. Details of the funded projects are as follows—

**Projects supported under the Strategic Public Policy Research Funding Scheme
from 2008-09 to 2012-13**

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End Date / Scheduled End Date
1	HKIEd	Department of Psychological Studies	A Benefit-finding Intervention for Family Caregivers of Persons with Alzheimer Disease	4,992,639	30/06/2009	29/12/2014
2	HKUST	Division of Social Sciences	Hong Kong Panel Study of Social Dynamics	3,960,000	30/06/2009	29/06/2014
3	CityU	Department of Applied Social Studies	The making of a creative Hong Kong: Creativity for all ages, and age integration in creative industries	1,000,000	30/06/2010	29/06/2012
4	CUHK	School of Journalism and Communication	Mapping the Hong Kong Game Industries: Cultural Policy, Creative Cluster, and Asian Markets	3,500,000	30/06/2010	29/06/2014
5	PolyU	Department of Applied Social Sciences	Forging New Trans-border Links: Social/Community Economies in Hong Kong and the Pearl River Delta	3,800,000	01/05/2010	30/04/2013
6	HKU	Department of Urban Planning & Design	The Linkages of Producer Services between Hong Kong and the Pearl River Delta	1,000,000	01/05/2010	31/10/2012
7	HKIEd	Department of Asian and Policy Studies	The Role of Hong Kong's Financial Centre in China's Development	1,152,415	01/06/2011	31/05/2014
8	CUHK	School of Public Health and Primary Care	Using a systematic approach to evaluate primary care development in Hong Kong, Shenzhen, Kunming and Shanghai	2,500,000	15/06/2011	14/06/2014
9	CUHK	Department of Social Work	Trends and Implications of Poverty and Social Disadvantages in Hong Kong: A Multi-disciplinary and Longitudinal Study	3,250,000	01/04/2012	31/03/2017
10	HKIEd	Department of Asian and Policy Studies	Creating an Adequate and Equalizing but Affordable Retirement Protection System in Hong Kong	3,250,000	30/06/2012	29/06/2017

No	Institution	Department	Project Title	Fund Awarded (HK\$)	Start Date	End Date / Scheduled End Date
11	HKU	Department of Mechanical Engineering	Effective Nuclear Safety Governance for Hong Kong and Guangdong China: A Stakeholder Trust-based Model	3,250,000	01/01/2012	31/12/2015
12	HKU	Department of Social Work and Social Administration	Social integration of children born in Hong Kong to Mainland women: A study of long-term implications on education, health and social services	1,840,000	01/06/2013	31/05/2016
13	HKU	Department of Social Work and Social Administration	An Integrated Study of the Population Policy for Hong Kong	3,657,000	01/03/2013	28/2/2018

Note:

CityU - City University of Hong Kong

HKBU - Hong Kong Baptist University

CUHK - The Chinese University of Hong Kong

HKIEd - The Hong Kong Institute of Education

PolyU - Hong Kong Polytechnic University

HKUST - Hong Kong University of Science and Technology

HKU - The University of Hong Kong

- (b) The SPPR Funding Scheme merged with the PPR Funding Scheme in 2013-14 when the Central Policy Unit (CPU) took up the administration of the latter scheme which now also supports longer-term research projects with a higher level of funding. A total of \$20 million has been earmarked for the PPR Funding Scheme in 2014-15. Applications are accepted throughout the year. To ensure academic freedom and quality of research, an Assessment Panel comprising experienced academics and experts is responsible for the assessment of applications. All applications will be vetted by the Assessment Panel as well as non-Panel reviewers, who are academics and experts outside the Panel including overseas experts. A declaration of interests system is in place to ensure that assessments are fair and just. This information is uploaded onto CPU's web site for access by applicants and the public.

CONTROLLING OFFICER'S REPLY**CSO038****(Question Serial No. 3747)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 44):

(a) In the past, have any approved projects of the Public Policy Research (PPR) Funding Scheme declined the funding, quit the scheme or ceased the studies? If yes, what were the titles of research, institutions and faculties involved, amount of funds awarded, start dates, scheduled end dates, cessation dates, reasons for cessation, and amount of funds already used?

(b) Have any approved projects of the Strategic Public Policy Research (SPPR) Funding Scheme declined funding, quit the scheme or ceased the study? If yes, what were the titles of research, institutions and faculties involved, amount of funds awarded, start dates, scheduled end dates, cessation dates, reasons for cessation, and amount of funds already used?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

(a) The Public Policy Research (PPR) Funding Scheme was administered by the Research Grants Council (RGC) from its inception in 2005-06 to 2012-13. During the period, a total of four projects were terminated before completion as the Principal Investigators became ineligible to hold the grants due to retirement or departure from University Grants Committee-funded institutions. Details are as follows—

Institution	Title of Terminated Projects	Fund Awarded (HK\$)	Project Commencement Date	Scheduled Completion Date	Amount Spent (HK\$)	Termination Date
HKUST	Hybrid vehicles and hydrogen economy as the interim and long-term solutions to Hong Kong's energy usage	771,000	11/04/2006	10/10/2007	0	01/07/2006
HKIEd	Improving Vocational Outcomes for Hong Kong's Social and Economic Development: A Role for Vocational Teacher Education	634,898	01/04/2008	31/03/2010	364,681	15/07/2009

Institution	Title of Terminated Projects	Fund Awarded (HK\$)	Project Commencement Date	Scheduled Completion Date	Amount Spent (HK\$)	Termination Date
CUHK	Ability Grouping and Reading Achievement: Mechanisms and effects on students in Hong Kong and 34 countries	355,992	01/10/2008	30/09/2010	19,938	15/01/2009
CUHK	Managing Environmental Conflicts Arising from Developments in Ecologically Sensitive Areas in Hong Kong	287,000	01/10/2008	30/09/2010	243,875	03/08/2010

In 2013-14, no funded project was terminated before completion.

- (b) There has been no terminated project under the Strategic Public Policy Research (SPPR) Funding Scheme.

CONTROLLING OFFICER'S REPLY**CSO039****(Question Serial No. 6253)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 237):

With regard to the handling of records of policy bureaux and departments by the Government Records Service (GRS) in 2013-2014, would the Government advise this Committee of the following:

- Please provide a breakdown by policy bureaux and departments on the number of government records handled, preserved and approved for destruction by GRS in 2013-14.
- Please provide GRS's backlog of records in each of the past 3 years. In 2014-15, will GRS introduce new initiatives to speed up the progress of clearing the backlog of records? If yes, what will be the specific plan, timetable and estimated expenditure of such initiatives?
- Based on its existing resources and manpower, how long would it take for GRS to clear the backlog of records?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

- The quantities of records appraised, transferred to the Government Records Service (GRS) for permanent preservation and approved for destruction by GRS in 2013 are tabulated below –

Bureau / Department	Number of records		
	Appraised	Transferred to GRS for permanent preservation	Approved for destruction
Agriculture, Fisheries & Conservation Department	493	6	4 489
Architectural Services Department	2 782	0	3 895
Audit Commission	0	108	65
Auxiliary Medical Service	0	0	49
Buildings Department	2	0	15 521
Census and Statistics Department	147	12	289 996
Chief Executive's Office (including Executive Council Secretariat)	0	44	0

Bureau / Department	Number of records		
	Appraised	Transferred to GRS for permanent preservation	Approved for destruction
Chief Secretary for Administration's Office (including Efficiency Unit)	698	13	37 414
Civil Aid Service	4	0	4
Civil Aviation Department	12	0	14 505
Civil Engineering and Development Department	8 782	12	19 590
Civil Service Bureau	1 247	320	4 793
Commerce and Economic Development Bureau (including ITC and OGCIO)	93	103	7 051
Companies Registry	16	0	12 559
Correctional Services Department	35	5	14 397
Customs and Excise Department	7	0	2 796 595
Department of Health	1 519	998	1 321 519
Department of Justice	15 508	28	20 591
Development Bureau	0	0	1
Drainage Services Department	97	135	1 232
Education Bureau	588	3	21 949
Electrical and Mechanical Services Department	7	0	54 939
Environmental Protection Department	1 911	0	5 005 172
Financial Secretary's Office (including Economic Analysis and Business Facilitation Unit)	109	0	122
Financial Services and the Treasury Bureau	789	45	3 295
Fire Services Department	1 888	10	212 510
Food and Environmental Hygiene Department	16 062	178	268 573
Food and Health Bureau	33	0	268
Government Flying Service	17	17	175
Government Logistics Department	5 568	0	94 596
Highways Department	6 094	168	13 273
Home Affairs Bureau	277	40	46 820
Home Affairs Department	3 818	57	10 755
Hong Kong Police Force	9 829	1 741	1 055 565
Immigration Department	172	169	35 858 682
Independent Commission Against Corruption	8	3	5
Information Services Department	1 680	1 826	294
Inland Revenue Department	2 357 402	0	5 033 323

Bureau / Department	Number of records		
	Appraised	Transferred to GRS for permanent preservation	Approved for destruction
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	0	0	183
Judiciary	409	12 851	2 685
Labour and Welfare Bureau	2 450	70	2 693
Labour Department	312	1	362 389
Land Registry	0	0	11 551
Lands Department	9	1	793 846
Legal Aid Department	14 892	0	69 696
Leisure and Cultural Services Department	1 350	6	298 022
Marine Department	15 110	19	176 251
Office of the Communications Authority	19	0	15 218
Official Receiver's Office	8 751	0	8 799
Planning Department	1 161	385	1 004
Post Office	61	0	61 578
Radio Television Hong Kong	0	97	741
Rating and Valuation Department	80	0	7 813
Registration and Electoral Office	995	7	17 190
Secretariat, Commissioner on Interception of Communications and Surveillance	0	0	12
Security Bureau	0	0	1 701
Social Welfare Department	2 318	4 646	574 558
Student Financial Assistance Agency	314	0	803 032
Trade and Industry Department	129	0	4 284 580
Transport and Housing Bureau (Housing)/Housing Department	9 644	2	277 915
Transport and Housing Bureau (Transport Branch)	106	0	209
Transport Department	60	0	561 038
Treasury	0	0	349 855
University Grants Committee Secretariat	27	1	26
Water Supplies Department	5 653	0	18 298
Grand Total:	2 501 544	24 127	60 945 465

(b)&(c) The backlog for records appraisal for the past three years (i.e. 2011, 2012 and 2013) is tabulated below -

Year	No. of records
2011	115 787
2012	143 595
2013	120 857

Additional resources have been earmarked since 2012-13 for GRS to clear the backlog of records appraisal. We plan to clear the backlog by 2015. We will keep the work relating to appraisal of records under review.

CONTROLLING OFFICER'S REPLY

CSO040

(Question Serial No. 6254)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 238):

As regards staffing arrangements in the Government Records Service (GRS), please inform this Committee of:

- a) whether the 2013-14 recruitment exercise has been completed. If no, when will it be completed?
- b) whether all of the vacancies in GRS have been filled. If no, what are the posts, ranks and number of the vacant posts to be filled?
- c) the types of training to be provided to the staff to enhance their record management effectiveness and efficiency in 2014-15. Please provide details of the work plans, timetables and estimated expenditures of the training programmes involved.

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

- (a) The recruitment procedures to fill Archivist grade vacancies in 2013-14 were completed.
- (b) As at 1 March 2014, posts of one Clerical Officer and four Workman II under the establishment of GRS have yet to be filled.
- (c) In 2014-15, GRS plans to make arrangement for its staff to receive training on records management, and preservation and management of archival holdings organised by professional institutions (including universities) with a view to enriching their professional knowledge and expertise, and enhancing their records management effectiveness and efficiency. The planned training programmes include attending relevant courses (overseas and local) throughout the year in accordance with course schedules, attachment to overseas institution and participating in international conference/seminars. The estimated expenditure for the training programmes in 2014-15 is about \$0.52 million.

CONTROLLING OFFICER'S REPLY**CSO041****(Question Serial No. 6255)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from:

Question (Member Question No. 239):

In 2013-14, how many cases of non-compliance of bureaux and departments (B/Ds) with records management regulations and guidelines were identified through the inspections conducted by the Government Records Service (GRS)? How many cases of breaches were known to GRS with government employees identified? Please provide a breakdown of the numbers by B/Ds. Will additional resources be allocated to step up the inspection work in 2014-15? If so, what are the staffing arrangements, work plans and estimated expenditure? If no, what are the reasons?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

In 2013-14 (up to mid-March 2014), the Government Records Service (GRS) has received 37 reports of bureaux/departments (B/Ds)' non-compliance with mandatory records management requirements as stipulated in General Circular No. 2/2009 issued in April 2009. All these cases involved loss or unauthorised destruction of government records. A breakdown of these reports, together with the information of cases involving non-compliance of government employees, is tabulated as follows -

Cases of loss or unauthorised destruction of records		
Bureau/Department	No of cases reported	Cases of non-compliance with responsible government employees identified
Hong Kong Police Force	25	13 (6)*
Fire Services Department	3	2 (1)*
Home Affairs Department	2	0 (1)*
Customs and Excise Department	1	0
Highways Department	1	0
Housing Department	1	0
Information Services Department	1	0
Labour Department	1	1
Lands Department	1	0 (1)*
Legal Aid Department	1	0
Total	37	16

*Figures in bracket denote cases which investigations have yet to be completed.

2. Since 2012-13, additional resources have been allocated to GRS to enhance its services and improve its monitoring mechanism over B/Ds' records management practices. GRS has been striving to further improve the records management in the Government as well as its service and support to other B/Ds. In 2014-15, GRS will continue its efforts based on its existing manpower and will keep its operation and resources under regular review.

CONTROLLING OFFICER'S REPLY

CSO042

(Question Serial No. 6256)

Head: (142) Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (3) CSO – Administration Wing

Controlling Officer: Director of Administration (Ms. Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 240):

Would the Administration please inform this Committee of the following –

Regarding the Associate Members of the Central Policy Unit (CPU), will the Administration inform this Committee of the following:

- a) the list of CPU Associate Members in 2013-14; and the total expenditure on allowance for them;
- b) whether there is a change in the number of Associate Members and the estimated expenditure for 2014-15 when compared to those in 2013-14. If yes, please provide the details of the change, and the reasons and grounds involved; and
- c) the attendance of each Associate Member at the meetings and their respective attendance rates in 2013-14.

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

(a) A total of 37 Central Policy Unit (CPU) Associate Members (AMs) were appointed during 2013-14, including six members who have now retired. Each AM was eligible for a monthly honorarium of \$2,000 (in accordance with the rate which was approved by Finance Committee on 12 April 1989). Two members declined the honorarium. The estimated expenditure for the honoraria of the AMs is \$600,000 in 2013-14. The list of AMs who served in 2013-14 is set out below:

	Name	Profession/ Title
1.	Mr Chan Chi-yuen, Paul	Founder, Walk in Hong Kong
2.	Mr Chan Kwong-ming, Johnny	Chairman, Titan Works Limited
3.	Dr Chan Man-hung, Thomas	Director, Public Policy Research Institute and Head, China Business Centre, The Hong Kong Polytechnic University
4.	Mr Chang Ka-mun	Member, Chinese People's Political Consultative Conference Managing Director, Fung Business Intelligence Centre
5.	Dr Cheung Chor-yung*	Senior Teaching Fellow, Department of Public Policy, City University of Hong Kong
6.	Dr Cheung Kwok-wah	Dean, School of Education and Languages, The Open University of Hong Kong
7.	Dr Chow Man-kong*	Policy Researcher
8.	Mr Chua Hoi-wai	Chief Executive, The Hong Kong Council of Social Service
9.	Mr Fung Hau-chung, Andrew, JP	Executive Director and Head of Global Banking and Markets, Hang Seng Bank Ltd
10.	Mr Hui Ching-yu, Christopher	Senior Vice President, Mainland Development, Hong Kong Exchanges and Clearing Limited
11.	Dr Hung Wai-man, Witman	Co-founder, Next Horizon Co. Ltd
12.	Mr Kwan Ka-ming, Nicholas	Director of Research, Hong Kong Trade Development Council
13.	Mr Lam Chiu-ying*, SBS	Adjunct Professor, Geography and Resource Management Department, The Chinese University of Hong Kong
14.	Mr Lee Luen-fai	Director of Public Affairs, Sun Hung Kai Properties Limited
15.	Ms Leung Ka-man, Carman	Lecturer, Department of Physical Education, Faculty of Social Sciences, Hong Kong Baptist University
16.	Dr Li Pang-kwong, BBS, JP	Associate Professor, Department of Political Science, and Director, Public Governance Programme, Lingnan University
17.	Mr Li Wing-kuen, Philip	Managing Director, China Chengxin (Asia Pacific) Credit Ratings Co Ltd
18.	Mr Lo Sui-sing, Thomas	Chief Operating Officer, RoadShow Holdings Ltd
19.	Dr Luk Wai-ki, Elvis	Senior Research Manager, New World Development Company Limited
20.	Mr Ma Kam-wah, Timothy, JP	Executive Director, Project Flame, City University of Hong Kong
21.	Dr Ng Hon, Victor*	Convocation Standing Committee Member, The University of Hong Kong
22.	Mr Ng Wah-keung, Augustine	Chief Executive Officer, Estate Agents Authority
23.	Mr Ngai Wah-sing, Francis	Founder and Chief Executive Officer, Social Ventures Hong Kong
24.	Mr Poon Kai-tik	Director, (Government & Community Engagement), The Link Management Limited
25.	Professor So Wai-man, Raymond, JP	Dean, School of Business and Professor of Finance, Hang Seng Management College
26.	Mr Tam Wing-pong, SBS	Member, Central Committee and Executive Committee, New People's Party
27.	Mr Tang Wing-chun, Cliff*	Convenor, New Youth Forum
28.	Dr Tik Chi-yuen, SBS, JP	Chief Executive, Evangelical Lutheran Church Social Service – Hong Kong
29.	Mr Tse Kwok-leung	Head of Policy and Economic Research, Bank of China (Hong Kong)
30.	Mr Wong Kwong-yiu	Managing Director, Wheelock Properties (HK) Limited
31.	Mr Wong Pak-hong, Vincent	Secretary General, Social Enterprise Summit
32.	Mr Wong Yuen-fai, SBS, JP	Retired Banker

33.	Mr Yau How-boa, Stephen, SBS, MH, JP	Chief Executive, International Social Service Hong Kong Branch
34.	Professor Yee Chun-chu, Angelina*	Special Adviser to the President, Director of Leadership and Public Policy Executive Education Programs, The Hong Kong University of Science and Technology
35.	Professor Yep Kin-man, Ray	Professor of Politics and Assistant Head, Department of Public Policy, City University of Hong Kong
36.	Ms Yeung Kin-ha, Yvonne	Chief Executive, Hong Kong Young Women's Christian Association
37.	Professor Paul Yip	Professor, Department of Social Work and Social Administration, The University of Hong Kong

Note: * Retired

(b) During 2014-15, Head, CPU may appoint more AMs as and when necessary. Each AM is eligible for a monthly honorarium of \$2,000. The estimated expenditure for the honoraria of the AMs is projected to be \$720,000 in 2014-15.

(c) CPU has revised the operation of the AM Scheme. Instead of regular meetings attended by all the Members, AMs are now invited to attend a variety of meetings, seminars, forums etc. according to their expertise and the subject under discussion. In addition to meetings which involve all AMs, some meetings involve selected number of AMs, while some meetings may involve other attendees such as experts, academics and former CPU Part-time Members. It is therefore not very meaningful to compare the attendance rate of individual AMs. As an indication, during 2013-14, of the nine meetings to which all AMs are invited, the majority were attended by over 70% of the AMs.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6257)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 241):

Regarding the policy research projects conducted by the Central Policy Unit (CPU), will the Administration inform this Committee of the following:

- (a) the details of the research projects funded or conducted by CPU, including their descriptions, timetables and expenditures involved, in 2013-14. Please provide breakdown by research project;
- (b) the details of the research projects to be conducted, including their descriptions, timetables, staffing and estimated expenditures, for 2014-15. Please provide breakdown by research project; and
- (c) whether CPU will consider making public the details of the research projects, including data collected and results of the projects, for the public's reference. If not, what are the reasons?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

- a) The Central Policy Unit (CPU) funds projects under the Public Policy Research (PPR) Funding Scheme. It also commissions research organisations to conduct consultancy studies.

The details of the 20 projects funded under the PPR Funding Scheme in 2013-14 are as follows -

No	Institution	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date
1	HKBU	Land and Housing Policies in Post-Handover Hong Kong : Political Economy and Urban Space	416,760	01/01/2014	31/12/2014
2	LU	A Study on the Preferences and Feasibility of Optional Retirement in Hong Kong: A Human Resources Management Perspective	544,255	01/06/2014	28/2/2015
3	LU	Retirement Planning for Pre-retiree in Hong Kong	516,954	01/06/2014	28/2/2015
4	LU	The Governing System of Pre-1997 Hong Kong: Archival Study of Selected Policies / Events	443,497	01/01/2014	31/12/2014
5	CUHK	Processes of Children's Literacy Acquisition in Chinese as a Second Language	461,088	31/12/2013	30/12/2015
6	PolyU	Sustainable Planning Criteria (SPC) for Age-friendly Precincts (AFP) in the New Development Areas (NDAs) of Hong Kong	528,471	10/01/2014	9/1/2015
7	PolyU	Improving Safety Communication of Ethnic Minorities in the Construction Industry	488,750	25/02/2014	24/5/2015
8	PolyU	Study on the Development Potential and Energy Incentives of Rooftop Solar Photovoltaic Applications in Hong Kong	424,120	01/02/2014	31/1/2015
9	PolyU	Can We Get Rid of Smoggy Days in Hong Kong: Formation Mechanism and Control Strategies?	662,969	24/02/2014	23/02/2015
10	PolyU	Development of a Policy for Optimizing the Use of Inert Solid Wastes in Road Pavement Construction	373,635	25/02/2014	24/8/2015
11	PolyU	Is the Polluter Paying? Assessing the Application of the "Polluter Pays" Principle to Ship-Source Pollution in Hong Kong	258,750	17/02/2014	16/11/2014
12	PolyU	A Remote Sensing Study of Solar Energy Supply in Cloud-prone Areas of Hong Kong	359,869	10/02/2014	9/2/2015

No	Institution	Project Title	Fund Awarded (HK\$)	Start Date	End date/ Scheduled End Date
13	PolyU	Green Information Technology Adoption in Hong Kong: An Empirical Analysis and Policy Implications for Sustainable Development	329,906	10/02/2014	9/2/2015
14	PolyU	Towards Sustainability: Exploring the Social and Economic Dimensions of Travel to Hong Kong by Mainland Chinese	428,490	15/02/2014	14/2/2015
15	PolyU	Shaping Tourism Development: Anticipating Changes and Impacts, and Managing Consequences and Conflicts	269,100	24/02/2014	23/2/2015
16	HKUST	Developing an Integrated Construction Waste Management Policy Framework in Hong Kong	485,415	01/01/2014	31/12/2014
17	HKU	Granger Causality Analysis of Land Supply and Housing Market Performance - Implications for Long Term Urban Land Policy in Hong Kong	519,570	10/02/2014	9/2/2015
18	HKU	A Study of Aspiration of Fertility amongst Married Women in Hong Kong (Age 15-49)	365,700	17/02/2014	16/11/2014
19	HKU	A Study of Movement of Type 1 and 2 Babies in Hong Kong	308,706	25/02/2014	24/10/2014
20	DPRC	Age-friendly Housing Policies	579,383	01/06/2014	31/3/2015

Note:

CityU - City University of Hong Kong

HKBU - Hong Kong Baptist University

LU - Lingnan University

CUHK - The Chinese University of Hong Kong

HKIEd - The Hong Kong Institute of Education

PolyU - Hong Kong Polytechnic University

HKUST - Hong Kong University of Science and Technology

HKU - The University of Hong Kong

DPRC - Dashun Policy Research Centre

In 2013-14, CPU commissioned two new consultancy studies and completed eight studies. Details are as follows -

Title of study commissioned	Start Date	End Date	Contract Value (HK\$)
A Study on the Issues of Retirement Protection in Hong Kong	May 2013	June to September 2014 (tentative)	1,428,000
Trend of Discussions on Social and Political Issues in the Mass Media (2013)	May 2013	May 2014 (tentative)	772,800

Title of study completed	Start Date	End Date	Contract Value (HK\$)
Cross-Boundary Marriages in Hong Kong : Causes and Consequences	September 2010	November 2013	994,500
Epidemiology of Child Abuse and Its Geographic Distribution in Hong Kong – An Important Social Indicator of Different Districts and Communities	May 2011	April 2013	346,500 (funded by Social Welfare Department)
Hong Kong Families	May 2012	March 2014	264,500
A Study on the Phenomenon of Divorce in Hong Kong	June 2012	March 2014	941,177 (funded by the Home Affairs Bureau)
Mainland Students' Adjustment in Hong Kong	July 2012	February 2014	361,450
Living Across the Border : Migration Pattern, Social Integration and the Wellbeing of Hong Kong Families in Shenzhen	August 2012	August 2013	597,200
Trend of Discussions on Social and Political Issues in the Mass Media	November 2012	June 2013	368,000
The Mainland's Development	January 2013	February 2014	210,000

- b) In 2014-15, \$20 million has been earmarked for the PPR Funding Scheme. Applications are accepted throughout the year.

A sum of \$9.8 million has been earmarked for CPU to undertake consultancy studies in 2014-15. CPU will continue to conduct studies on various topics, including policy issues which are the Government's priority highlighted in the 2014 Policy Address, e.g. poverty alleviation, care for the elderly, challenges brought by our ageing society and nurturing the younger generation.

- c) Regarding the PPR Funding Scheme, CPU will upload all reports of projects funded by the Scheme onto its website for public reference. It will also invite academics, public policy researchers, experts as well as other stakeholders to exchange views through channels such as seminars.

One of the principal roles of CPU is to conduct policy research that offers forward-looking insights and ideas from various perspectives for the Government's internal reference and discussion. CPU will disclose the content of a consultancy report as far as possible, provided that such disclosure will neither affect the proper and effective conduct of its research work, nor inhibit the frankness and candour of discussion within the Government.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6259)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 243):

Regarding the operation of the Commission on Strategic Development (CSD), will the Administration inform this Committee of the following:

- a) the total expenditure and staff establishment of CSD in 2013-14;
- b) the staff establishment and estimated expenditure of CSD for 2014-15; and
- c) whether the Administration will allocate resources for reviewing CSD's functions and role in 2014-15. If yes, what are the work plan, timetable, staff establishment and estimated expenditure concerned; if no, what are the reasons?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

- a) The CSD Secretariat comprises 14 staff, including three directorate and 11 non-directorate officers. The directorate establishment includes one Administrative Officer Staff Grade B (D3), one Administrative Officer Staff Grade C (D2) (a supernumerary post from 24 May 2013 to 30 June 2017), and one Government Town Planner (D2). The non-directorate establishment includes two Senior Administrative Officers, two Executive Officers I, three Personal Secretaries I, one Personal Secretary II, one Clerical Officer and two Assistant Clerical Officers. The revised provision of staff emolument for 2013-14 is \$11.7 million. The revised provision for organising CSD meetings and focussed discussions in 2013-14 is about \$74,000. There is no separate breakdown for other expenses of the CSD Secretariat as they form an integral part of the operational expenditure of the Central Policy Unit.
- b) The staff establishment of the CSD Secretariat in 2014-15 is the same as that in 2013-14. The estimated provision of total staff emolument in 2014-15 is \$12.62 million. A sum of \$260,000 has been earmarked for expenditure on organising CSD meetings and focussed discussions in 2014-15.
- c) The Government keeps the functions and roles of CSD under constant review as a part of its duties, for which no additional provision is necessary.

CONTROLLING OFFICER'S REPLY

CSO045

(Question Serial No. 6309)

Head: (142) Government Secretariat : Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 501 (if applicable)

Question (Member Question No. 531):

What is the expenditure for disseminating information through short message service (SMS) by 1823 of the Efficiency Unit (EU) in this year? Does the EU have any plan to review the effectiveness of this practice?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

For the period April 2013 - February 2014, 1823 sent 179 000 responses through Short Message Service (SMS), accounting for 20% of all the outbound contacts made to the public (e.g. telephone call, email and fax). The expenditure incurred was \$367 000.

SMS was mainly used for relaying simple messages (such as case progress) to callers or when the callers could not be contacted over the phone or at the request of individual callers. The arrangement is effective in disseminating information to the public in a timely manner.

CONTROLLING OFFICER'S REPLY**CSO046****(Question Serial No. 5360)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 117):

Please provide details of the government fleet under your purview:

	Number	Operational expenses for 2013	Estimated operational expenses for 2014-15
VIP Car			
Large Saloon Car (Grade A)			
Large Saloon Car (Grade B)			

Asked by: Hon. CHAN Wai-yip, Albert

Reply:

Details of the government fleet under our purview are as follows –

	Number	Operational expenses for 2013-14 (up to 28.2.2014) \$	Estimated operational expenses for 2014-15 \$
VIP Car	1	87,137	91,494
Large Saloon Car (Grade A)	3	249,761	262,249
Large Saloon Car (Grade B)	2	76,135	79,941

CONTROLLING OFFICER'S REPLY

(Question Serial No. 3392)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 (if applicable)

Question (Member Question No. 36):

It is announced in the Policy Address that a consultancy study will be commissioned to examine the feasibility of providing one-stop service for processing applications for welfare benefits. Would the government please give details of the work plans and timetable.

Asked by: Hon. CHEUNG Chiu-hung, Fernando

Reply:

The Efficiency Unit will engage an external consultant to conduct an in-depth consultancy study to ascertain the feasibility of setting up a central benefits service in Hong Kong. It is expected that the study will commence in April/May 2014 and be completed by the end of 2014.

CONTROLLING OFFICER'S REPLY**CSO048****(Question Serial No. 5928)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 662):

Regarding the work of the Efficiency Unit on outsourcing and public private partnership ("PPP"), please provide details on:

1. the titles, related departments, private sector organisations engaged, expenditure and staffing in the public sector originally required for all outsourced projects ; and

2. the titles, related departments, private sector organisations in partnership, expenditure and staffing in the public sector originally required for all PPP projects.

Asked by: Hon. CHEUNG Chiu-hung, Fernando

Reply:

The Efficiency Unit (EU) does not collect or hold data that allows the question to be answered specifically.

To understand the overall outsourcing situation within government, EU conducts a regular service-wide survey. The last such survey, conducted in 2012, indicated a total of 6 456 outsourcing contracts valued at \$255 billion, with an annualised expenditure of \$63 billion in that year. The tables below show the main service categories for which outsourcing is used and the main departments using outsourcing in terms of the total annual expenditure –

Main service categories	Annualised expenditure in 2012 (\$billion)	Percentage of total
Capital works and construction	39.3	63%
Building and property management services	8.4	13%
Plant and equipment maintenance	3.0	5%
Information technology	2.8	4%
Infrastructure maintenance	2.3	4%
Environmental hygiene services	2.0	3%

Main departments using outsourcing	Annualised expenditure in 2012 (\$billion)	Percentage of total
Housing Department	14.6	23%
Highways Department	12.5	20%
Architectural Services Department	10.7	17%
Drainage Services Department	4.1	7%
Civil Engineering and Development Department	3.0	5%

Main departments using outsourcing	Annualised expenditure in 2012 (\$billion)	Percentage of total
Water Supplies Department	2.6	4%
Environmental Protection Department	2.6	4%
Food and Environmental Hygiene Department	1.6	3%
Leisure and Cultural Services Department	1.5	2%
Electrical and Mechanical Services Department	1.4	2%

It is an established policy that no civil servant would be made redundant due to outsourcing. It should be noted that departments may enter into outsourcing contracts for new services, not simply as a means of continuing services in which civil servants may previously have been deployed.

EU has not conducted any survey on PPP projects as very few such projects have been considered or established over the last decade.

CONTROLLING OFFICER'S REPLY

CSO049

(Question Serial No. 6417)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 333):

What is the number of applications received since the inception of the Social Innovation and Entrepreneurship Development Fund (the Fund)? What are the approval criteria of the Fund? What is the amount of disbursement made in respect of these applications?

Asked by: Hon. CHEUNG Kwok-che

Reply:

The Fund was officially launched at the Commission on Poverty (CoP) Summit in September 2013 and a Task Force has been established under the CoP to oversee its development. The Task Force has decided to engage intermediaries to (i) run public awareness programmes and initiatives to help develop an ecosystem conducive to social innovation and entrepreneurship (Capacity Building); and (ii) operate funding schemes for making grants to innovative projects (Innovative Programmes).

The invitation exercise for engaging the first batch of intermediaries is currently underway and the vetting criteria for funding applications will be finalised and announced when the intermediaries are appointed. It is expected that the funding schemes will be open for applications after mid-2014.

CONTROLLING OFFICER'S REPLY**CSO050****(Question Serial No. 5649)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 62):

Will the Administration please advise this Committee on the consumption of and expenditure on electricity, water and gas of the Central Government Offices at Tamar respectively for the past 3 financial years, as well as the estimated figures for the coming year?

Asked by: Hon. FUNG Kin-kee, Frederick

Reply:

As government buildings including the Central Government Offices (CGO) at Tamar are exempted from paying water charges to the Water Supplies Department, there is no expenditure on water. The consumption and expenditure on electricity and gas in past 3 financial years and 2014-15 (Draft Estimate) are shown below:

Financial Year	Electricity expenditure / consumption (kwh)	Gas expenditure / consumption (MJ)
2011-12 (May 2011 to March 2012)	\$23,866,221(Note 1) / 17 985 888 kwh	\$0
2012-13	\$42,554,073 / 31 327 988 kwh	\$30,762/ 100,464 MJ
2013-14 (Revised Estimate)	\$39,300,000/ 28 700 000 kwh	\$37,826/ 127,440 MJ
2014-15 (Draft Estimate)	\$40,000,000 (Note 2)/ 30 000 000 kwh	\$40,000(Note 2) / 130,000 MJ

[Note 1: As policy bureaux and main offices only moved into the CGO at Tamar in phases between August and end of December 2011, the new CGO has been in full operation with various conferences and major events held only since January 2012. Therefore, the total expenditure on electricity in 2011-12 did not reflect the full-year requirement.

Note 2: The projection is made on the general assumption that more activities/events will be conducted in 2014-15, thus resulting in a mild increase in both electricity and gas consumption notwithstanding our endeavour to achieve energy savings.]

CONTROLLING OFFICER'S REPLY

CSO051

(Question Serial No. 5650)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 63):

With regard to the activities and expenditure of the Office of Former Chief Executives, would the Administration inform this Committee of the respective numbers of promotional and protocol-related activities held over the past three financial years and to be held in 2014-15 at the Office of Former Chief Executives? What are the expenditure involved and the staff establishments for each year?

Asked by: Hon. FUNG Kin-kee, Frederick

Reply:

The Former Chief Executive, Mr Tung Chee-hwa, had performed on average some 30 promotional/protocol-related activities for Hong Kong in 2011-12, 2012-13 and 2013-14 respectively. The Former Chief Executive, Mr Donald Tsang, performed 76 promotional/protocol-related activities in 2012-13 (since July 2012) and 118 in 2013-14. As the activity schedules of the two Former Chief Executives for 2014-15 are under planning, we are not able to provide any information at present.

The Office of Former Chief Executive (FCEO) was supported by a senior personal assistant, a chauffeur, an assistant clerical officer and an office assistant in 2011-12. Additional manpower, including a senior personal assistant, a chauffeur and an assistant clerical officer, was provided in 2012-13. The actual operational expenses of FCEO in 2011-12 and 2012-13 were \$2.82 million and \$4.94 million respectively. The revised and estimated expenditures for 2013-14 and 2014-15 are about \$3.27 million and \$3.29 million respectively.

CONTROLLING OFFICER'S REPLY

CSO052

(Question Serial No. 4586)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit, (2) Government Records Service, (3) CSO-Administration Wing, (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page

Question (Member Question No. 85):

- Regarding the expenses on entertainment and gifts of your bureau and the departments under its purview over the past 3 years, please provide details using the table below:

Bureau/ branch/ department and year	Estimated expenses on entertainment and gifts in the year	Actual expenses on entertainment and gifts in the year	Cap on entertainment expenses (including beverages) per head for the year	Cap on gift expenses per guest for the year	Number of receptions held and total number of guests entertained in the year

- Regarding the expenses on entertainment and gifts of your bureau and the departments under its purview in 2013-14, please provide details using the table below:

Bureau/ branch/ department	Date of reception (day/ month/ year)	Departments/ organisations and titles of the guests entertained (grouped by department/ organisation and indicating the number of guests)	Food expenses incurred in the reception	Beverage expenses incurred in the reception	Gift expenses incurred in the reception	Venue of the reception (department office/ restaurant in government facilities/ private restaurant/ others (please specify))

3. Please provide the estimated expenses on entertainment and gifts for 2014-15 using the table below:

Bureau/ branch/ department	Estimated provision for expenses on entertainment and gifts	Cap on entertainment expenses per guest	Cap on gift expenses per guest

Asked by: Hon. HO Sau-lan, Cyd

Reply:

As a general rule, all politically appointed officials and civil servants should observe the same principles in the provision of official meals. They are required to exercise prudent judgement and economy in order to avoid any public perception of extravagance and act in accordance with the relevant regulations and administrative guidelines. According to the existing guidelines, the expenditure limits on entertainment in the form of official meals should not exceed \$450 per person for lunch or \$600 per person for dinner, inclusive of all expenses incurred on food and beverages consumed on the occasion, service charges and tips. Official entertainment provided by the Offices of the Chief Secretary for Administration and the Financial Secretary is also subject to the same principles and guidelines. In 2011-12, 2012-13 and 2013-14 (as at 28.2.2014), the actual expenses on official entertainment incurred by Offices of the Chief Secretary for Administration and the Financial Secretary are \$830,000, \$850,000 and \$560,000 respectively. The estimated expenditure for 2014-15 is \$1.14 million.

In addition, the Chief Secretary for Administration (CS) and the Financial Secretary (FS) are eligible for an annual non-accountable entertainment allowance for meeting expenses on official entertainment at their official residences. In 2011-12 and 2012-13, the allowances for CS were \$384,200, and in 2013-14, the allowance was \$400,000. For 2014-15, the estimated expenditure on the allowance is \$417,200. In 2011-12 and 2012-13, the allowances for FS were \$294,500, and in 2013-14, the allowance was \$306,600. For 2014-15, the estimated expenditure on the allowance is \$319,800.

In line with the Government's green policy, public officers should as far as possible refrain from bestowing gifts/souvenirs to others during the conduct of official activities. According to the existing guidelines, where bestowal of gifts/souvenirs is necessary or unavoidable due to operational, protocol or other reasons, the gift/souvenir items should not be lavish or extravagant and the number should be kept to a minimum. Also, the exchange of gifts/souvenirs should only be made from organisation to organisation. As we do not specifically maintain separate accounts for the expenses on the procurement of gifts and souvenirs, relevant statistics are not available.

CONTROLLING OFFICER'S REPLY

CSO053

(Question Serial No. 4604)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit, (2) Government Records Service, (3) CSO-Administration Wing, (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page

Question (Member Question No. 105):

1. Regarding the expenses on entertainment and gifts of the Offices of the Chief Secretary for Administration and the Financial Secretary over the past 3 years, please provide details using the table below:

Bureau/ branch/ department and year	Estimated expenses on entertainment and gifts in the year	Actual expenses on entertainment and gifts in the year	Cap on entertainment expenses (including beverages) per head for the year	Cap on gift expenses per guest for the year	Number of receptions held and total number of guests entertained in the year

2. Regarding the expenses on entertainment and gifts of the Offices in 2013-14, please provide details using the table below:

Bureau/ branch/ department	Date of reception (day/ month/ year)	Departments/ organisations and titles of the guests entertained (grouped by department/ organisation and indicating the number of guests)	Food expenses incurred in the reception	Beverage expenses incurred in the reception	Gift expenses incurred in the reception	Venue of the reception (department office/ restaurant in government facilities/ private restaurant/ others (please specify))

3. Please provide the estimated expenses on entertainment and gifts for 2014-15 using the table below:

Bureau/ branch/ department	Estimated provision for expenses on entertainment and gifts	Cap on entertainment expenses per guest	Cap on gift expenses per guest

Asked by: Hon. HO Sau-lan, Cyd

Reply:

As a general rule, all politically appointed officials and civil servants should observe the same principles in the provision of official meals. They are required to exercise prudent judgement and economy in order to avoid any public perception of extravagance and act in accordance with the relevant regulations and administrative guidelines. According to the existing guidelines, the expenditure limits on entertainment in the form of official meals should not exceed \$450 per person for lunch or \$600 per person for dinner, inclusive of all expenses incurred on food and beverages consumed on the occasion, service charges and tips. Official entertainment provided by the Chief Secretary for Administration's Private Office and the Financial Secretary's Private Office are also subject to the same principles and guidelines. In 2011-12, 2012-13 and 2013-14 (as at 28.2.2014), the actual expenses on official entertainment incurred by the Chief Secretary for Administration's Private Office are \$20,000, \$170,000 and \$50,000 respectively. The estimated expenditure for 2014-15 is \$150,000. For the Financial Secretary's Private Office, the actual expenses on official entertainment incurred are \$140,000, \$80,000 and \$40,000 respectively. The estimated expenditure for 2014-15 is \$100,000.

In addition, the Chief Secretary for Administration (CS) and the Financial Secretary (FS) are eligible for an annual non-accountable entertainment allowance for meeting expenses on official entertainment at their official residences. In 2011-12 and 2012-13, the allowances for CS were \$384,200, and in 2013-14, the allowance was \$400,000. For 2014-15, the estimated expenditure on the allowance is \$417,200. In 2011-12 and 2012-13, the allowances for FS were \$294,500, and in 2013-14, the allowance was \$306,600. For 2014-15, the estimated expenditure on the allowance is \$319,800.

In line with the Government's green policy, public officers should as far as possible refrain from bestowing gifts/souvenirs to others during the conduct of official activities. According to the existing guidelines, where bestowal of gifts/souvenirs is necessary or unavoidable due to operational, protocol or other reasons, the gift/souvenir items should not be lavish or extravagant and the number should be kept to a minimum. Also, the exchange of gifts/souvenirs should only be made from organisation to organisation. As we do not specifically maintain separate accounts for the expenses on the procurement of gifts and souvenirs, relevant statistics are not available.

CONTROLLING OFFICER'S REPLY**CSO054****(Question Serial No. 4607)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit, (2) Government Records Service, (3) CSO-Administration Wing, (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page

Question (Member Question No. 106):

1. Regarding the expenses on entertainment and gifts of the Central Policy Unit over the past 3 years, please provide details using the table below:

Bureau/ branch/ department and year	Estimated expenses on entertainment and gifts in the year	Actual expenses on entertainment and gifts in the year	Cap on entertainment expenses (including beverages) per head for the year	Cap on gift expenses per guest for the year	Number of receptions held and total number of guests entertained in the year

2. Regarding the expenses on entertainment and gifts of the Central Policy Unit in 2013-14, please provide details using the table below:

Bureau/ branch/ department	Date of reception (day/ month/ year)	Departments/ organisations and titles of the guests entertained (grouped by department/ organisation and indicating the number of guests)	Food expenses incurred in the reception	Beverage expenses incurred in the reception	Gift expenses incurred in the reception	Venue of the reception (department office/ restaurant in government facilities/ private restaurant/ others (please specify))

3. Please provide the estimated expenses on entertainment and gifts for 2014-15 using the table below:

Bureau/ branch/ department	Estimated provision for expenses on entertainment and gifts	Cap on entertainment expenses per guest	Cap on gift expenses per guest

Asked by: Hon. HO Sau-lan, Cyd

Reply:

As a general rule, all politically appointed officials, civil servants and contract staff should observe the same principles in the provision of official meals. They are required to exercise prudent judgement and economy in order to avoid any public perception of extravagance and act in accordance with the relevant regulations and administrative guidelines. According to the existing guidelines, the expenditure limits on entertainment in the form of official meals should not exceed \$450 per person for lunch or \$600 per person for dinner, inclusive of all expenses incurred on food and beverages consumed on the occasion, service charges and tips. Official entertainment provided by the Central Policy Unit (CPU) is also subject to the same principles and guidelines. In 2011-12, 2012-13 and 2013-14 (as at 28.2.2014), the actual expenses on official entertainment incurred by CPU are about \$540,000, \$370,000 and \$380,000 respectively. The estimated expenditure for 2014-15 is \$540,000.

In line with the Government's green policy, public officers should as far as possible refrain from bestowing gifts/souvenirs to others during the conduct of official activities. According to the existing guidelines, where bestowal of gifts/souvenirs is necessary or unavoidable due to operational, protocol or other reasons, the gift/souvenir items should not be lavish or extravagant and the number should be kept to a minimum. Also, the exchange of gifts/souvenirs should only be made from organisation to organisation. As we do not specifically maintain separate accounts for the expenses on the procurement of gifts and souvenirs, relevant statistics are not available.

CONTROLLING OFFICER'S REPLY**CSO055****(Question Serial No. 4645)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit, (2) Government Records Service, (3) CSO-Administration Wing, (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 152):

In regard to the growing co-operation between Hong Kong and the Mainland in recent years, please provide relevant information on Hong Kong/Mainland cross-boundary projects or programmes in which the Chief Secretary for Administration's Office/Financial Secretary's Office and the departments under their purview have been involved.

(a) For Hong Kong/Mainland cross-boundary projects or programmes, please provide information in 2011-12 to 2013-14 as per following table:

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme

(b) For Hong Kong/Mainland cross-boundary projects or programmes in 2014-15, please provide information as per following table:

Project / Programme	Details, objective and whether it is related to the Framework Agreement	Expenditure involved	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Will the details, objectives, amount involved or impact on the public, society, culture and ecology be released to the public? If so, through which channels and what will be the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme

(c) Apart from the projects or programmes listed above, are there any other modes of Hong Kong/Mainland cross-boundary co-operation? If so, what are they? What were the manpower and expenditure involved over the past 3 years? How much financial and manpower resources have been earmarked in the Estimates for 2014-15?

Asked by: Hon. HO Sau-lan, Cyd

Reply:

(a) Hong Kong/Mainland cross-boundary projects or programmes from 2011-12 to 2013-14 are as follows :

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Consultancy Study on "Advancing the Scale and Depth of Trade Liberalisation under CEPA during the 12th Five-Year Period"	To examine and explore new ways for service trade liberalisation under CEPA. It is related to the Framework Agreement.	50,000	College of Economics, Jinan University	100% completed (from Dec 2011 to Feb 2012)	Yes, via the Central Policy Unit (CPU) Web Page with minimal manpower involved.	N.A.
Consultancy Study on "Promoting HK's Modern Service Industry in the Economic Cooperation between Fujian and HK"	To explore ways to promote Hong Kong's service industries for enhancing the economic cooperation between Fujian and Hong Kong.	280,000	N.A.	100% completed (from Nov 2011 to Mar 2013)	Yes (Executive Summary), via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Consultancy Study on "Encouraging Guangdong Enterprises to 'Go Global' through HK"	To explore strategies to encourage Guangdong enterprises to 'Go Global' through Hong Kong. It is related to the Framework Agreement.	360,000	N.A.	100% completed (from Feb 2012 to Jul 2012)	Yes (Executive Summary), via CPU Web Page with minimal manpower involved.	N.A.
Consultancy Study on "Supporting HK businesses to tap into Domestic Consumption Market in the Pearl River Delta region"	To explore how HK businesses can tap into the domestic consumption market in the Pearl River Delta region. It is related to the Framework Agreement.	150,000	South China Business College, Guangdong University of Foreign Studies	100% completed (from Sep 2012 to Dec 2012)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Seminar on "Hong Kong's Role in China's Rise"	<p>The Seminar was held at the Cliftons of Galleria, Central.</p> <p>Speakers included scholars from the Mainland, Hong Kong and Singapore and other experts.</p> <p>The Seminar included two panel discussions, namely, "Hong Kong's Role in China's 'Going Out' Strategy"" and 'Hong Kong's Role in China's Soft Power Building'</p>	163,000	N.A.	100% completed (on 5 May 2011)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Seminar on “Hong Kong’s Role in China’s ‘Go Abroad’ Policy”	<p>The Seminar was held at the Central Government Offices at Tamar, Hong Kong.</p> <p>Speakers included scholars from Hong Kong and the Mainland and other experts.</p> <p>The Seminar included two panel discussions, namely "China's 'Going Abroad': Investment and Currency" and "China's 'Going Abroad': Enterprise and Soft Power".</p>	182,000	Supported by the China Centre for International Economic Exchanges (CCIEE)	100% completed (on 8 Dec 2011)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
International Forum on "China's Economy and Policy"	<p>The Forum was held at the Central Government Offices at Tamar, Hong Kong. Speakers included scholars from Hong Kong, the Mainland, Korea and Australia and other experts.</p> <p>The Forum included three sessions, namely "Domestic Consumption Expansion and Distribution Sector's Reform", "Opening Up and Regional Cooperation", and "Structural Adjustment and Institutional Reform".</p>	47,000	Jointly organised with National Academy of Economic Strategy, Chinese Academy of Social Sciences	100% completed (on 12 Sept 2012)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Forum on Traffic Development in Guangdong and its Impact on Hong Kong	<p>The Seminar was held at the Central Government Offices at Tamar, Hong Kong.</p> <p>Mr. Chun-Hong Li, Director and General Secretary of the Party Leadership Group, Development and Reform Commission of Guangdong Province was the speaker.</p>	15,000	Development and Reform Commission of Guangdong Province	100% completed (on 8 Jan 2014)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

- (b) There is no plan at this stage for undertaking Hong Kong/Mainland cross-boundary consultancy studies or programmes in 2014-15.
- (c) There is no other form of cross-boundary cooperation.

CONTROLLING OFFICER'S REPLY**CSO056****(Question Serial No. 4656)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit, (2) Government Records Service, (3) CSO-Administration Wing, (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 152):

In regard to the growing co-operation between Hong Kong and the Mainland in recent years, please provide relevant information on Hong Kong/Mainland cross-boundary projects or programmes in which the Central Policy Unit and the departments under its purview have been involved.

(a) For Hong Kong/Mainland cross-boundary projects or programmes, please provide information in 2011-12 to 2013-14 as per following table:

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme

(b) For Hong Kong/Mainland cross-boundary projects or programmes in 2014-15, please provide information as per following table:

Project / Programme	Details, objective and whether it is related to the Framework Agreement	Expenditure involved	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Will the details, objectives, amount involved or impact on the public, society, culture and ecology be released to the public? If so, through which channels and what will be the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme

(c) Apart from the projects or programmes listed above, are there any other modes of Hong Kong/Mainland cross-boundary co-operation? If so, what are they? What were the manpower and expenditure involved over the past 3 years? How much financial and manpower resources have been earmarked in the Estimates for 2014-15?

Asked by: Hon. HO Sau-lan, Cyd

Reply:

(a) Hong Kong/Mainland cross-boundary projects or programmes from 2011-12 to 2013-14 are as follows :

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Consultancy Study on "Advancing the Scale and Depth of Trade Liberalisation under CEPA during the 12th Five-Year Period"	To examine and explore new ways for service trade liberalisation under CEPA. It is related to the Framework Agreement.	50,000	College of Economics, Jinan University	100% completed (from Dec 2011 to Feb 2012)	Yes, via the Central Policy Unit (CPU) Web Page with minimal manpower involved.	N.A.
Consultancy Study on "Promoting HK's Modern Service Industry in the Economic Cooperation between Fujian and HK"	To explore ways to promote Hong Kong's service industries for enhancing the economic cooperation between Fujian and Hong Kong.	280,000	N.A.	100% completed (from Nov 2011 to Mar 2013)	Yes (Executive Summary), via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Consultancy Study on "Encouraging Guangdong Enterprises to 'Go Global' through HK"	To explore strategies to encourage Guangdong enterprises to 'Go Global' through Hong Kong. It is related to the Framework Agreement.	360,000	N.A.	100% completed (from Feb 2012 to Jul 2012)	Yes (Executive Summary), via CPU Web Page with minimal manpower involved.	N.A.
Consultancy Study on "Supporting HK businesses to tap into Domestic Consumption Market in the Pearl River Delta region"	To explore how HK businesses can tap into the domestic consumption market in the Pearl River Delta region. It is related to the Framework Agreement.	150,000	South China Business College, Guangdong University of Foreign Studies	100% completed (from Sep 2012 to Dec 2012)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Seminar on "Hong Kong's Role in China's Rise"	<p>The Seminar was held at the Cliftons of Galleria, Central.</p> <p>Speakers included scholars from the Mainland, Hong Kong and Singapore and other experts.</p> <p>The Seminar included two panel discussions, namely, "Hong Kong's Role in China's 'Going Out' Strategy"" and 'Hong Kong's Role in China's Soft Power Building'</p>	163,000	N.A.	100% completed (on 5 May 2011)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Seminar on “Hong Kong’s Role in China’s ‘Go Abroad’ Policy”	<p>The Seminar was held at the Central Government Offices at Tamar, Hong Kong.</p> <p>Speakers included scholars from Hong Kong and the Mainland and other experts.</p> <p>The Seminar included two panel discussions, namely "China's 'Going Abroad': Investment and Currency" and "China's 'Going Abroad': Enterprise and Soft Power".</p>	182,000	Supported by the China Centre for International Economic Exchanges (CCIEE)	100% completed (on 8 Dec 2011)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
International Forum on "China's Economy and Policy"	<p>The Forum was held at the Central Government Offices at Tamar, Hong Kong. Speakers included scholars from Hong Kong, the Mainland, Korea and Australia and other experts.</p> <p>The Forum included three sessions, namely "Domestic Consumption Expansion and Distribution Sector's Reform", "Opening Up and Regional Cooperation", and "Structural Adjustment and Institutional Reform".</p>	47,000	Jointly organised with National Academy of Economic Strategy, Chinese Academy of Social Sciences	100% completed (on 12 Sept 2012)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

Project / Programme	Details, objective and whether it is related to the Framework Agreement on Hong Kong /Guangdong Co-operation (the Framework Agreement)	Expenditure involved (HK\$)	Mainland official and department/ organisation involved	Progress (% completed, commencement date, target completion date)	Have the details, objectives, amount involved or impact on the public, society, culture and ecology been released to the public? If so, through which channels and what were the manpower and expenditure involved? If not, what are the reasons?	Details of the legislative amendments or policy changes involved in the project/ programme
Forum on Traffic Development in Guangdong and its Impact on Hong Kong	<p>The Seminar was held at the Central Government Offices at Tamar, Hong Kong.</p> <p>Mr. Chun-Hong Li, Director and General Secretary of the Party Leadership Group, Development and Reform Commission of Guangdong Province was the speaker.</p>	15,000	Development and Reform Commission of Guangdong Province	100% completed (on 8 Jan 2014)	Yes, via CPU Web Page with minimal manpower involved.	N.A.

- (b) There is no plan at this stage for undertaking Hong Kong/Mainland cross-boundary consultancy studies or programmes in 2014-15.
- (c) There is no other form of cross-boundary cooperation.

CONTROLLING OFFICER'S REPLY

CSO057

(Question Serial No. 5445)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit, (2) Government Records Service, (3) CSO-Administration Wing, (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 97):

Regarding the studies (if any) conducted by the Offices of the Chief Secretary for Administration and the Financial Secretary and the departments under its purview for the purpose of formulating and assessing policies, please provide information in the following format.

(a) Using the table below, please provide information on studies on public policy and strategic public policy for which funds had been allocated in the past 2 financial years (2012-13 and 2013-14):

Name of consultant	Mode of award (open auction/tender/others (please specify))	Title, content and objective of project	Consultancy fee(\$)	Start date	Progress of studies (under planning/ in progress/ completed)	Follow-up actions taken by the Administration on the study report and their progress (if any)	For completed projects, have they been made public? If yes, through what channels? If no, why?

(b) Are there any projects for which funds have been reserved for conducting consultancy studies this year (2014-15)? If yes, please provide the following information:

Name of consultant	Mode of award (open auction/tender/others (please specify))	Title, content and objective of project	Consultancy fee(\$)	Start date	Progress of studies (under planning/ in progress/ completed)	Follow-up actions taken by the Administration on the study report and their progress (if any)	For projects that are expected to be completed this year, is there any plan to make them public? If yes, through what channels? If no, why?

(c) What are the criteria for considering the award of consultancy projects to the research institutions concerned?

Asked by: Hon. HO Sau-lan, Cyd

Reply:

- (a) The Public Policy Research (PPR) Funding Scheme and the Strategic Public Policy Research (SPPR) Funding Scheme were administered by the Research Grants Council (RGC) from 2005-06 to 2012-13. In 2012-13, 25 projects were supported under the PPR Funding Scheme and two under the SPPR Funding Scheme. All of these projects are in progress. The total funding involved is \$17.5 million. Summaries of the completion reports of all projects funded by the two Funding Schemes administered by the RGC have been uploaded onto the web site of the UGC for public access.

With effect from 2013-14, the PPR Funding Scheme, which has now merged with the SPPR Funding Scheme, is administered by the Central Policy Unit (CPU). So far, 20 projects have been approved with a total funding of \$8.77 million. The information on the approved projects has been uploaded onto the web site of CPU(www.cpu.gov.hk). The completed reports of these 20 projects and future ones will also be uploaded onto CPU web site for public access.

The details of projects approved in 2012-13 and 2013-14 are as follows:

	Institution	Title, content and project objectives	Fund awarded (HK\$)	Start Date	Estimated Date of Submission of Completion Report/Report
Public Policy Research Funding Scheme					
1	CityU	The sociolinguistic survey of Hong Kong in 2013	594,961	01/09/2012	30/11/2014
2	CityU	Preventing Financial Crimes against Older People for Building a Safe and Secure Community	354,657	01/10/2012	31/12/2014
3	CUHK	Analyzing Stakeholders' Views on Environmental Issues through Text Analysis -- An Interdisciplinary Approach Using Computational Content Analysis	840,703	01/10/2012	31/12/2015
4	CUHK	Transitioning to Post-secondary Education or Work?: A Two-Wave Panel Study of Effects of Career Orientation, Parental Alignment, and Social Strain on Hong Kong's Senior High School Students	440,778	01/10/2012	31/12/2015
5	CUHK	Enhancing Innovation and Competition in Hong Kong's Telecommunications Industry	379,000	01/10/2012	31/12/2015
6	CUHK	The Workforce and Professionalism of Film/Video Makers in Hong Kong: Youth, Industry, and Community-Building	214,901	01/10/2012	31/12/2014
7	CUHK	Perspectives on cancer preventive services for ethnic minorities: implications for service needs and utilisation	232,570	01/12/2012	31/08/2014
8	PolyU	Evaluating the Economic, Social, and Cultural Impacts of Revitalizing Industrial Buildings in Hong Kong	527,100	01/10/2012	31/12/2014
9	PolyU	Framework for implementing the Transfer Development Rights in the Conservation of privately owned built heritage	420,700	01/10/2012	31/12/2014
10	PolyU	How to implement corporate codes of ethics in the Hong Kong construction companies in order to nurture a professional workforce	556,881	01/10/2012	30/06/2015
11	PolyU	Addressing Privacy and Societal Concerns in the Usage of Emerging Biometrics and Data Protection Technologies	173,320	01/10/2012	31/12/2014
12	PolyU	A Time-dependent Dynamic Tariff System in an Electricity Retail Market with CO2 Emissions	561,000	01/10/2012	31/12/2015

	Institution	Title, content and project objectives	Fund awarded (HK\$)	Start Date	Estimated Date of Submission of Completion Report/Report
		Control			
13	PolyU	Beyond eco-labeling: Embedding green supply chain management practices in apparel trade	642,000	01/10/2012	31/12/2015
14	HKUST	Low Carbon Transport Futures in Hong Kong and Shenzhen	784,776	01/01/2013	31/03/2015
15	HKU	Conglomerates and Competition Law Enforcement in Hong Kong	405,999	01/10/2012	31/12/2015
16	HKIED	Poverty of Children Living in Immigrant Families	135,744	01/10/2012	03/01/2014
17	HKU	Purchasing Sex, Consuming Love? A Qualitative Study of Hong Kong Men Who Buy Sex	247,954	01/10/2012	31/12/2014
18	HKU	Capacity Assessment of Civil Society Sectors in Hong Kong	687,000	01/10/2012	31/12/2015
19	HKU	The New Fine-Tuned Medium of Instruction Policy in Hong Kong: Analysis of Policy Interpretation and Local Implementation Practices	293,367	01/10/2012	31/12/2014
20	HKU	Hong Kong-Guangdong University Partnership: Toward regional integration of higher education in South China	550,070	01/10/2012	31/12/2015
21	HKU	Columbarium Development: Public Transport Policy Implications	467,740	01/10/2012	31/12/2015
22	HKU	A study on suicide news reporting ecology in Hong Kong and Taiwan: accuracy, stereotyping and mutual causation	345,800	01/10/2012	31/12/2014
23	HKU	Ageing in place: Safe swallowing in the frail elderly living in the community	834,476	01/10/2012	31/12/2015
24	HKU	Digital Divide in Education: An Experiential Understanding	647,499	01/10/2012	31/12/2014
25	HKIED	Engagement of Immigrant and Minority Students with Schools and Civil Society	657,952	01/10/2012	31/12/2014
26	HKBU	Land and Housing Policies in Post-Handover Hong Kong : Political Economy and Urban Space	416,760	01/01/2014	31/12/2014
27	LU	A Study on the Preferences and Feasibility of Optional Retirement in Hong Kong: A Human Resources Management Perspective	544,255	01/06/2014	28/2/2015
28	LU	Retirement Planning for Pre-retiree in Hong Kong	516,954	01/06/2014	28/2/2015
29	LU	The Governing System of Pre-1997 Hong Kong: Archival Study of Selected Policies / Events	443,497	01/01/2014	31/12/2014
30	CUHK	Processes of Children's Literacy Acquisition in Chinese as a Second Language	461,088	31/12/2013	30/12/2015
31	PolyU	Sustainable Planning Criteria (SPC) for Age-friendly Precincts (AFP) in the New Development Areas (NDAs) of Hong Kong	528,471	10/01/2014	9/1/2015
32	PolyU	Improving Safety Communication of Ethnic Minorities in the Construction Industry	488,750	25/02/2014	24/5/2015
33	PolyU	Study on the Development Potential and Energy	424,120	01/02/2014	31/1/2015

	Institution	Title, content and project objectives	Fund awarded (HK\$)	Start Date	Estimated Date of Submission of Completion Report/Report
		Incentives of Rooftop Solar Photovoltaic Applications in Hong Kong			
34	PolyU	Can We Get Rid of Smoggy Days in Hong Kong: Formation Mechanism and Control Strategies?	662,969	24/02/2014	23/2/2015
35	PolyU	Development of a Policy for Optimizing the Use of Inert Solid Wastes in Road Pavement Construction	373,635	25/02/2014	24/8/2015
36	PolyU	Is the Polluter Paying? Assessing the Application of the "Polluter Pays" Principle to Ship-Source Pollution in Hong Kong	258,750	17/02/2014	16/11/2014
37	PolyU	A Remote Sensing Study of Solar Energy Supply in Cloud-prone Areas of Hong Kong	359,869	10/02/2014	9/2/2015
38	PolyU	Green Information Technology Adoption in Hong Kong: An Empirical Analysis and Policy Implications for Sustainable Development	329,906	10/02/2014	9/2/2015
39	PolyU	Towards Sustainability: Exploring the Social and Economic Dimensions of Travel to Hong Kong by Mainland Chinese	428,490	15/02/2014	14/2/2015
40	PolyU	Shaping Tourism Development: Anticipating Changes and Impacts, and Managing Consequences and Conflicts	269,100	24/02/2014	23/2/2015
41	HKUST	Developing an Integrated Construction Waste Management Policy Framework in Hong Kong	485,415	01/01/2014	31/12/2014
42	HKU	Granger Causality Analysis of Land Supply and Housing Market Performance - Implications for Long Term Urban Land Policy in Hong Kong	519,570	10/02/2014	9/2/2015
43	HKU	A Study of Aspiration of Fertility amongst Married Women in Hong Kong (Age 15-49)	365,700	17/02/2014	16/11/2014
44	HKU	A Study of Movement of Type 1 and 2 Babies in Hong Kong	308,706	25/02/2014	24/10/2014
45	DPRC	Age-friendly Housing Policies	579,383	01/06/2014	31/3/2015
Strategic Public Policy Research Funding Scheme					
46	HKU	An Integrated Study of the Population Policy for Hong Kong	3,657,000	01/03/2013	30/11/2018
47	HKU	Social integration of children born in Hong Kong to Mainland women: A study of long-term implications on education, health and social services	1,840,000	01/06/2013	28/02/2017

Note:

CityU - City University of Hong Kong

HKBU - Hong Kong Baptist University

LU - Lingnan University

CUHK - The Chinese University of Hong Kong

HKIEd - The Hong Kong Institute of Education

PolyU - Hong Kong Polytechnic University

HKUST - Hong Kong University of Science and Technology

HKU - The University of Hong Kong

DPRC - Dashun Policy Research Centre

- (b) CPU has earmarked \$20 million in 2014-15 for the PPR Funding Scheme.

- (c) Research quality and the relevance of the proposal to the needs of Hong Kong are the principal criteria in assessing research proposals under the PPR Funding Scheme. In considering a research proposal, consideration will also be given to factors such as whether the proposal is practical and feasible, the applicant's capability, whether the implementation schedule is well-planned, and whether the proposed budget is reasonable.

CONTROLLING OFFICER'S REPLY

CSO058

(Question Serial No. 5391)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 506 (if applicable)

Question (Member Question No. 56):

1. The provision for this Programme in 2014-15 is 14.4% higher than the revised estimate for 2013-14, mainly due to the increase of 6 posts. In this connection, please provide specific information on the related posts, such as the titles, areas of responsibilities and length of employment.

2. Given no increase in major responsibilities under this Programme, why is it necessary to increase the 6 posts mentioned above?

Asked by: Hon. IP Kwok-him

Reply:

1. Breakdown of the increase of six posts in the Economic Analysis and Business Facilitation Unit is as follows –

Main duties	Additional posts (Number and rank)
To enhance the economic research capacity in support of the new initiatives of the Fourth Term of the Government	2 Senior Economists 2 Economists 1 Statistical Officer I
To strengthen general support	1 Assistant Clerical Officer

2. The creation of six posts is to meet operational needs.

CONTROLLING OFFICER'S REPLY

CSO059

(Question Serial No. 6122)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Budget Speech Paragraph 165 Page 62 (if applicable)

Question (Member Question No. 551):

It was mentioned in paragraph 165 of the 2014-15 Budget Speech that "A philosopher once said, 'Society is a partnership. It is a partnership not only between those who are living, but between those who are living, those who are dead, and those who are to be born.' Past generations have laid a solid foundation for economic and financial development in Hong Kong. I believe that the present generation recognises the importance of fiscal prudence, that is to avoid making today's spending a burden for the next generation."

Please answer the following questions:

- 1) Who is this philosopher? Is he an economist? Is he really a philosopher?
- 2) If our generation does not recognise the importance of fiscal prudence, will we leave a bad name as our legacy and become the burden of the next generation?

Asked by: Hon. LEUNG Kwok-hung

Reply:

- 1) The concluding remarks made by the Financial Secretary (FS) in the Budget Speech aim to illustrate that the Government must make long-term planning for public finances, without which there could be long-term implications for the community.
- 2) The Government always complies with the requirement in Article 107 of the Basic Law to strive to achieve a fiscal balance and to avoid deficits. As mentioned in the concluding remarks of the Budget Speech, FS believes that the present generation recognises the importance of fiscal prudence, that is to avoid making today's spending a burden for the next generation.

CONTROLLING OFFICER'S REPLY

CSO060

(Question Serial No. 6135)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 501 (if applicable)

Question (Member Question No. 574):

It is mentioned in the Estimates of Expenditure that:

The key area of work of the Efficiency Unit is:

- business process re-engineering – to achieve overall improvements in public sector productivity and service quality

Please list out the public services improved by the Efficiency Unit in 2012-14. What are the effectiveness indicators?

Asked by: Hon. LEUNG Kwok-hung

Reply:

The attached table lists projects conducted by the Efficiency Unit (EU) for bureaux and departments during the past two years (i.e. 2012 and 2013) by different areas of work.

Business process re-engineering projects mainly developed recommendations for consideration by other agencies. Decisions on implementation and assessment of effectiveness in practice are matters for the department or bureau for whom the studies are conducted. In the case of item 9, the Tree Management Information System, the EU assisted with implementation. The project was delivered on time and on budget, avoiding an estimated \$93 million in cost and 18 months additional preparation time as compared with other alternative approaches.

Public satisfaction with the quality and efficiency of public services is a useful proxy measure for the overall effectiveness of measures being taken by departments to improve services, whether or not based on recommendations arising from EU studies. Since 2009, the EU has commissioned a survey on the Service Excellence Index for government services. The survey collects and assesses citizens' views on their experience with public service delivery to gauge their satisfaction level towards public service performance. The index provides a benchmark in 2009 and a trend indicator since then. In the four years over which the survey has been conducted, the index has remained steady at around 64 (on a scale of 0 to 100). This is in line with the overall index for private sector services, compiled on a similar basis. However, this index does not allow measurement of the effect of particular improvements.

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
1.	AFCD	Business Process Reengineering (BPR) Study on the Replacement of Farm Hygiene System	Y					
2.	AFCD	BPR Study on the Replacement of Endangered Species Licensing and Enforcement System	Y					
3.	ArchSD	Enterprise Information Management (EIM) Strategy Study for ArchSD				Y		Electronic information management technology
4.	BD	Knowledge Management Study for Buildings Department				Y		Electronic knowledge management and collaboration technology
5.	BD	EIM Strategy Study for BD				Y		Electronic information management technology
6.	CE's Office	International Ranking Reports (Joint assessment with Economic Analysis and Business Facilitation Unit)					Y	
7.	C&ED	BPR Study on the Customs Control System	Y					
8.	C&SD	EIM Strategy				Y		Electronic information management technology
9.	DEVB	Implementation of the Tree Management Information System	Y			Y		Business process management and business intelligence and analytic tools, Geographic Information System
10.	DEVB	Business Viability Study for Development of Site 4 in the New Central Harbourfront		Y				
11.	DH	BPR Study on Clinical Genetic Service's Laboratory Information Management System	Y					
12.	DH	Regulatory Impact Assessment Study for the proposed amendments to the Pharmacy and Poisons Ordinance		Y				

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
13.	DH	Review on the registration and renewal of practicing certificates for the medical professionals	Y					
14.	DH	Pilot project on Automation of Health Screening Measures at Boundary Control Points	Y			Y		Facial recognition cum body temperature measurement
15.	DH	BPR Study on Enhancement for School Dental Care Service Management in Linked Environment System	Y					
16.	EDB	Review of Regional Education Offices			Y			
17.	EMSD	BPR Study on Common Shop Inspection Platform cum Geographic Information System for Electrical Products Safety and Mandatory Energy Efficiency Labelling Scheme of EMSD	Y					
18.	EU	Development of General Office and Registry Information Automation System				Y		Electronic document management
19.	EU	Strategic Review of 1823			Y			
20.	EU	Survey on Public Attitudes to Public Service Delivery					Y	
21.	EU	Enterprise Information Management Strategy				Y		Electronic information management technology
22.	EU	Follow-ups on 2010 Outsourcing and General Management Consultancy Survey		Y				
23.	EU	2012 Outsourcing Survey		Y				
24.	EU	Practical Guide to Corporate Governance for Subvented Organisations					Y	
25.	EU	Review of Business Licensing Services and Small and Medium Enterprises Support Services	Y					

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
26.	EU	Focus Groups on Government Procurement	Y					
27.	FEHD	Implementation of Food Surveillance System	Y					
28.	FHB	Consultancy Study on Review of Prince Philip Dental Hospital			Y			
29.	GPA	Review of the Property Management Services Delivery provided by GPA		Y				
30.	GRS	EIM Strategy Study for Government Records Service				Y		Electronic information management technology
31.	HAD	BPR Study for the Implementation of Enforcement Management Information System	Y					
32.	HD	Post-implementation Review of Divestment Exercise of Housing Authority					Y	
33.	HKPF	Consultancy for Information and Communications Technology Systems Strategy Review				Y		
34.	HyD	BPR Study for the Implementation of Vegetation Information System	Y					
35.	IPD	EIM Strategy Study for Intellectual Property Department				Y		Electronic information management technology
36.	LCSD	BPR Study on Upgrading of the Tree Data Bank System	Y					
37.	LCSD	BPR Study for the Development of a One-stop Performing Arts Web Portal	Y					
38.	OGCIO	Implementation of e-Procurement Pilot Programme				Y		
39.	OGCIO	Government Human Resources Management Services Programme	Y			Y		
40.	SWD	EIM Strategy Study for Social Welfare Department				Y		Electronic information management technology

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
41.	THB	Scoping Study on Marine Department			Y			
42.	THB	Organisation Review on Marine Department			Y			
43.	Multiple B/Ds	“Be the Smart Regulator Programme” – Electronic Radiation Licensing System	Y			Y		Business process management software
44.	Multiple B/Ds	“Be the Smart Regulator Programme”- Application Tracking Facility	Y			Y		Business process management software
45.	Multiple B/Ds	User Experience Design Study for Government Human Resources Management Services				Y		
46.	Multiple B/Ds	Change Management Consultancy Service for the Government Human Resources Management Services Programme	Y					

Note:

1. Abbreviations of bureaux/departments (B/Ds)

AFCD	Agriculture, Fisheries and Conservation Department	FHB	Food and Health Bureau
ArchSD	Architectural Services Department	GPA	Government Property Agency
BD	Buildings Department	GRS	Government Records Service
CE’s Office	Chief Executive’s Office	HAD	Home Affairs Department
C&ED	Customs and Excise Department	HD	Housing Department
C&SD	Census and Statistics Department	HKPF	Hong Kong Police Force
DEVB	Development Bureau	HyD	Highways Department
DH	Department of Health	IPD	Intellectual Property Department
EDB	Education Bureau	LCSD	Leisure and Cultural Services Department
EMSD	Electrical and Mechanical Services Department	OGCIO	Office of the Government Chief Information Officer
EU	Efficiency Unit	SWD	Social Welfare Department
FEHD	Food and Environmental Hygiene Department	THB	Transport and Housing Bureau

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

2. Business process re-engineering—to achieve overall improvements in public sector productivity and service quality
3. Outsourcing and public private partnerships—to harness the flexibility, innovation and resources of the private sector to enhance quality of public services and achieve greater value for money
4. Organisational restructuring—to support bureaux and departments in reviewing organisational structures and implementing changes to improve the performance of the organisations
5. Application of technology—to identify business applications of new technology to achieve productivity and service improvements
6. Performance measurement—to support bureaux and departments to develop clear objectives and targets, reflecting public benefits rather than internal processes, and to measure performance

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6136)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 501 (if applicable)

Question (Member Question No. 575):

It is mentioned in the Estimates of Expenditure that:

The key area of work of the Efficiency Unit is:

- outsourcing and public private partnerships – to harness the flexibility, innovation and resources of the private sector to enhance quality of public services and achieve greater value for money

Please list out the public sector(s) improved by the Efficiency Unit in 2012-14. What are the effectiveness indicators?

Asked by: Hon. LEUNG Kwok-hung

Reply:

The attached table lists projects conducted by the Efficiency Unit (EU) for bureaux and departments during the past two years (i.e. 2012 and 2013) by different areas of work.

Outsourcing or public private partnership projects mainly developed recommendations for consideration by other agencies. Decisions on implementation and assessment of effectiveness in practice are matters for the department or bureau for whom the studies are conducted.

Public satisfaction with the quality and efficiency of public services is a useful proxy measure for the overall effectiveness of measures being taken by departments to improve services, whether or not based on recommendations arising from EU studies. Since 2009 the EU has commissioned a survey to compile a Service Excellence Index for government services. The survey collects and assesses citizens' views on their experience with public service delivery to gauge their satisfaction level towards public service performance. The index provides a benchmark in 2009 and a trend indicator since then. In the four years over which the survey has been conducted, the index has remained steady at around 64 (on a scale of 0 to 100). This is in line with the overall index for private sector services, compiled on a similar basis. However, this index does not allow measurement of the effect of particular improvements.

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
1.	AFCD	Business Process Reengineering (BPR) Study on the Replacement of Farm Hygiene System	Y					
2.	AFCD	BPR Study on the Replacement of Endangered Species Licensing and Enforcement System	Y					
3.	ArchSD	Enterprise Information Management (EIM) Strategy Study for ArchSD				Y		Electronic information management technology
4.	BD	Knowledge Management Study for Buildings Department				Y		Electronic knowledge management and collaboration technology
5.	BD	EIM Strategy Study for BD				Y		Electronic information management technology
6.	CE's Office	International Ranking Reports (Joint assessment with Economic Analysis and Business Facilitation Unit)					Y	
7.	C&ED	BPR Study on the Customs Control System	Y					
8.	C&SD	EIM Strategy				Y		Electronic information management technology
9.	DEVB	Implementation of the Tree Management Information System	Y			Y		Business process management and business intelligence and analytic tools, Geographic Information System
10.	DEVB	Business Viability Study for Development of Site 4 in the New Central Harbourfront		Y				
11.	DH	BPR Study on Clinical Genetic Service's Laboratory Information Management System	Y					
12.	DH	Regulatory Impact Assessment Study for the proposed amendments to the Pharmacy and Poisons Ordinance		Y				

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
13.	DH	Review on the registration and renewal of practicing certificates for the medical professionals	Y					
14.	DH	Pilot project on Automation of Health Screening Measures at Boundary Control Points	Y			Y		Facial recognition cum body temperature measurement
15.	DH	BPR Study on Enhancement for School Dental Care Service Management in Linked Environment System	Y					
16.	EDB	Review of Regional Education Offices			Y			
17.	EMSD	BPR Study on Common Shop Inspection Platform cum Geographic Information System for Electrical Products Safety and Mandatory Energy Efficiency Labelling Scheme of EMSD	Y					
18.	EU	Development of General Office and Registry Information Automation System				Y		Electronic document management
19.	EU	Strategic Review of 1823			Y			
20.	EU	Survey on Public Attitudes to Public Service Delivery					Y	
21.	EU	Enterprise Information Management Strategy				Y		Electronic information management technology
22.	EU	Follow-ups on 2010 Outsourcing and General Management Consultancy Survey		Y				
23.	EU	2012 Outsourcing Survey		Y				
24.	EU	Practical Guide to Corporate Governance for Subvented Organisations					Y	
25.	EU	Review of Business Licensing Services and Small and Medium Enterprises Support Services	Y					

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
26.	EU	Focus Groups on Government Procurement	Y					
27.	FEHD	Implementation of Food Surveillance System	Y					
28.	FHB	Consultancy Study on Review of Prince Philip Dental Hospital			Y			
29.	GPA	Review of the Property Management Services Delivery provided by GPA		Y				
30.	GRS	EIM Strategy Study for Government Records Service				Y		Electronic information management technology
31.	HAD	BPR Study for the Implementation of Enforcement Management Information System	Y					
32.	HD	Post-implementation Review of Divestment Exercise of Housing Authority					Y	
33.	HKPF	Consultancy for Information and Communications Technology Systems Strategy Review				Y		
34.	HyD	BPR Study for the Implementation of Vegetation Information System	Y					
35.	IPD	EIM Strategy Study for Intellectual Property Department				Y		Electronic information management technology
36.	LCSD	BPR Study on Upgrading of the Tree Data Bank System	Y					
37.	LCSD	BPR Study for the Development of a One-stop Performing Arts Web Portal	Y					
38.	OGCIO	Implementation of e-Procurement Pilot Programme				Y		
39.	OGCIO	Government Human Resources Management Services Programme	Y			Y		
40.	SWD	EIM Strategy Study for Social Welfare Department				Y		Electronic information management technology

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
41.	THB	Scoping Study on Marine Department			Y			
42.	THB	Organisation Review on Marine Department			Y			
43.	Multiple B/Ds	“Be the Smart Regulator Programme” – Electronic Radiation Licensing System	Y			Y		Business process management software
44.	Multiple B/Ds	“Be the Smart Regulator Programme”- Application Tracking Facility	Y			Y		Business process management software
45.	Multiple B/Ds	User Experience Design Study for Government Human Resources Management Services				Y		
46.	Multiple B/Ds	Change Management Consultancy Service for the Government Human Resources Management Services Programme	Y					

Note:

1. Abbreviations of bureaux/departments (B/Ds)

AFCD Agriculture, Fisheries and Conservation Department
ArchSD Architectural Services Department
BD Buildings Department
CE’s Office Chief Executive’s Office
C&ED Customs and Excise Department
C&SD Census and Statistics Department
DEVB Development Bureau
DH Department of Health
EDB Education Bureau
EMSD Electrical and Mechanical Services Department
EU Efficiency Unit
FEHD Food and Environmental Hygiene Department

FHB Food and Health Bureau
GPA Government Property Agency
GRS Government Records Service
HAD Home Affairs Department
HD Housing Department
HKPF Hong Kong Police Force
HyD Highways Department
IPD Intellectual Property Department
LCSD Leisure and Cultural Services Department
OGCIO Office of the Government Chief Information Officer
SWD Social Welfare Department
THB Transport and Housing Bureau

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

2. Business process re-engineering—to achieve overall improvements in public sector productivity and service quality
3. Outsourcing and public private partnerships—to harness the flexibility, innovation and resources of the private sector to enhance quality of public services and achieve greater value for money
4. Organisational restructuring—to support bureaux and departments in reviewing organisational structures and implementing changes to improve the performance of the organisations
5. Application of technology—to identify business applications of new technology to achieve productivity and service improvements
6. Performance measurement—to support bureaux and departments to develop clear objectives and targets, reflecting public benefits rather than internal processes, and to measure performance

CONTROLLING OFFICER'S REPLY

CSO062

(Question Serial No. 6137)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 501 (if applicable)

Question (Member Question No. 576):

It is mentioned in the Estimates of Expenditure that:

The key area of work of the Efficiency Unit is:

- organisational restructuring – to support bureaux and departments in reviewing organisational structures and implementing changes to improve the performance of the organisations

Please list out the bureaux and departments improved by the Efficiency Unit in 2012-14. What are the effectiveness indicators?

Asked by: Hon. LEUNG Kwok-hung

Reply:

The attached table lists projects conducted by the Efficiency Unit (EU) for bureaux and departments during the past two years (i.e. 2012 and 2013) by different areas of work.

Organisational restructuring projects mainly developed recommendations for consideration by other agencies. Decisions on implementation and assessment of effectiveness in practice are matters for the department or bureau for whom the studies are conducted. Item 19, the strategic review of 1823, was for an organisation under the direction of the EU. It has led to developments in web and mobile services, planned expansion of services to the Housing Department and identification of opportunity to use the service platform underlying 1823 to support other administrative services.

Public satisfaction with the quality and efficiency of public services is a useful proxy measure for the overall effectiveness of measures being taken by departments to improve services, whether or not based on recommendations arising from EU studies. Since 2009 the EU has commissioned a survey on the Service Excellence Index for government services. The survey collects and assesses citizens' views on their experience with public service delivery to gauge their satisfaction level towards public service performance. The index provides a benchmark in 2009 and a trend indicator since then. In the four years over which the survey has been conducted, the index has remained steady at around 64 (on a scale of 0 to 100). This is in line with the overall index for private sector services, compiled on a similar basis. However, this index does not allow measurement of the effect of particular improvements.

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
1.	AFCD	Business Process Reengineering (BPR) Study on the Replacement of Farm Hygiene System	Y					
2.	AFCD	BPR Study on the Replacement of Endangered Species Licensing and Enforcement System	Y					
3.	ArchSD	Enterprise Information Management (EIM) Strategy Study for ArchSD				Y		Electronic information management technology
4.	BD	Knowledge Management Study for Buildings Department				Y		Electronic knowledge management and collaboration technology
5.	BD	EIM Strategy Study for BD				Y		Electronic information management technology
6.	CE's Office	International Ranking Reports (Joint assessment with Economic Analysis and Business Facilitation Unit)					Y	
7.	C&ED	BPR Study on the Customs Control System	Y					
8.	C&SD	EIM Strategy				Y		Electronic information management technology
9.	DEVB	Implementation of the Tree Management Information System	Y			Y		Business process management and business intelligence and analytic tools, Geographic Information System
10.	DEVB	Business Viability Study for Development of Site 4 in the New Central Harbourfront		Y				
11.	DH	BPR Study on Clinical Genetic Service's Laboratory Information Management System	Y					
12.	DH	Regulatory Impact Assessment Study for the proposed amendments to the Pharmacy and Poisons Ordinance		Y				

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
13.	DH	Review on the registration and renewal of practicing certificates for the medical professionals	Y					
14.	DH	Pilot project on Automation of Health Screening Measures at Boundary Control Points	Y			Y		Facial recognition cum body temperature measurement
15.	DH	BPR Study on Enhancement for School Dental Care Service Management in Linked Environment System	Y					
16.	EDB	Review of Regional Education Offices			Y			
17.	EMSD	BPR Study on Common Shop Inspection Platform cum Geographic Information System for Electrical Products Safety and Mandatory Energy Efficiency Labelling Scheme of EMSD	Y					
18.	EU	Development of General Office and Registry Information Automation System				Y		Electronic document management
19.	EU	Strategic Review of 1823			Y			
20.	EU	Survey on Public Attitudes to Public Service Delivery					Y	
21.	EU	Enterprise Information Management Strategy				Y		Electronic information management technology
22.	EU	Follow-ups on 2010 Outsourcing and General Management Consultancy Survey		Y				
23.	EU	2012 Outsourcing Survey		Y				
24.	EU	Practical Guide to Corporate Governance for Subvented Organisations					Y	
25.	EU	Review of Business Licensing Services and Small and Medium Enterprises Support Services	Y					

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
26.	EU	Focus Groups on Government Procurement	Y					
27.	FEHD	Implementation of Food Surveillance System	Y					
28.	FHB	Consultancy Study on Review of Prince Philip Dental Hospital			Y			
29.	GPA	Review of the Property Management Services Delivery provided by GPA		Y				
30.	GRS	EIM Strategy Study for Government Records Service				Y		Electronic information management technology
31.	HAD	BPR Study for the Implementation of Enforcement Management Information System	Y					
32.	HD	Post-implementation Review of Divestment Exercise of Housing Authority					Y	
33.	HKPF	Consultancy for Information and Communications Technology Systems Strategy Review				Y		
34.	HyD	BPR Study for the Implementation of Vegetation Information System	Y					
35.	IPD	EIM Strategy Study for Intellectual Property Department				Y		Electronic information management technology
36.	LCSD	BPR Study on Upgrading of the Tree Data Bank System	Y					
37.	LCSD	BPR Study for the Development of a One-stop Performing Arts Web Portal	Y					
38.	OGCIO	Implementation of e-Procurement Pilot Programme				Y		
39.	OGCIO	Government Human Resources Management Services Programme	Y			Y		
40.	SWD	EIM Strategy Study for Social Welfare Department				Y		Electronic information management technology

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
41.	THB	Scoping Study on Marine Department			Y			
42.	THB	Organisation Review on Marine Department			Y			
43.	Multiple B/Ds	“Be the Smart Regulator Programme” – Electronic Radiation Licensing System	Y			Y		Business process management software
44.	Multiple B/Ds	“Be the Smart Regulator Programme”- Application Tracking Facility	Y			Y		Business process management software
45.	Multiple B/Ds	User Experience Design Study for Government Human Resources Management Services				Y		
46.	Multiple B/Ds	Change Management Consultancy Service for the Government Human Resources Management Services Programme	Y					

Note:

1. Abbreviations of bureaux/departments (B/Ds)

AFCD Agriculture, Fisheries and Conservation Department
ArchSD Architectural Services Department
BD Buildings Department
CE’s Office Chief Executive’s Office
C&ED Customs and Excise Department
C&SD Census and Statistics Department
DEVB Development Bureau
DH Department of Health
EDB Education Bureau
EMSD Electrical and Mechanical Services Department
EU Efficiency Unit
FEHD Food and Environmental Hygiene Department

FHB Food and Health Bureau
GPA Government Property Agency
GRS Government Records Service
HAD Home Affairs Department
HD Housing Department
HKPF Hong Kong Police Force
HyD Highways Department
IPD Intellectual Property Department
LCSD Leisure and Cultural Services Department
OGCIO Office of the Government Chief Information Officer
SWD Social Welfare Department
THB Transport and Housing Bureau

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

2. Business process re-engineering—to achieve overall improvements in public sector productivity and service quality
3. Outsourcing and public private partnerships—to harness the flexibility, innovation and resources of the private sector to enhance quality of public services and achieve greater value for money
4. Organisational restructuring—to support bureaux and departments in reviewing organisational structures and implementing changes to improve the performance of the organisations
5. Application of technology—to identify business applications of new technology to achieve productivity and service improvements
6. Performance measurement—to support bureaux and departments to develop clear objectives and targets, reflecting public benefits rather than internal processes, and to measure performance

CONTROLLING OFFICER'S REPLY

CSO063

(Question Serial No. 6138)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 501 (if applicable)

Question (Member Question No. 577):

It is mentioned in the Estimates of Expenditure that:

The key area of work of the Efficiency Unit is:

- application of technology – to identify business applications for new technology to achieve productivity and service improvements

Please list out the new technology applied by the Efficiency Unit and ways to improve bureaux and departments in 2012-14. What are the effectiveness indicators?

Asked by: Hon. LEUNG Kwok-hung

Reply:

The attached table lists projects conducted by the Efficiency Unit (EU) for bureaux and departments during the past two years (i.e. 2012 and 2013) by different areas of work.

Application of technology projects mainly developed recommendations for consideration by other agencies. Decisions on implementation and assessment of effectiveness in practice are matters for the department or bureau for whom the studies are conducted. Many of these projects are strategy studies that will influence actions over a number of years rather than causing immediate, measurable change.

Public satisfaction with the quality and efficiency of public services is a useful proxy measure for the overall effectiveness of measures being taken by departments to improve services, whether or not based on recommendations arising from EU studies. Since 2009 the EU has commissioned a survey to compile a Service Excellence Index for government services. The survey collects and assesses citizens' views on their experience with public service delivery to gauge their satisfaction level towards public service performance. The index provides a benchmark in 2009 and a trend indicator since then. In the four years over which the survey has been conducted, the index has remained steady at around 64 (on a scale of 0 to 100). This is in line with the overall index for private sector services, compiled on a similar basis. However, this index does not allow measurement of the effect of particular improvements.

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
1.	AFCD	Business Process Reengineering (BPR) Study on the Replacement of Farm Hygiene System	Y					
2.	AFCD	BPR Study on the Replacement of Endangered Species Licensing and Enforcement System	Y					
3.	ArchSD	Enterprise Information Management (EIM) Strategy Study for ArchSD				Y		Electronic information management technology
4.	BD	Knowledge Management Study for Buildings Department				Y		Electronic knowledge management and collaboration technology
5.	BD	EIM Strategy Study for BD				Y		Electronic information management technology
6.	CE's Office	International Ranking Reports (Joint assessment with Economic Analysis and Business Facilitation Unit)					Y	
7.	C&ED	BPR Study on the Customs Control System	Y					
8.	C&SD	EIM Strategy				Y		Electronic information management technology
9.	DEVB	Implementation of the Tree Management Information System	Y			Y		Business process management and business intelligence and analytic tools, Geographic Information System
10.	DEVB	Business Viability Study for Development of Site 4 in the New Central Harbourfront		Y				
11.	DH	BPR Study on Clinical Genetic Service's Laboratory Information Management System	Y					
12.	DH	Regulatory Impact Assessment Study for the proposed amendments to the Pharmacy and Poisons Ordinance		Y				

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
13.	DH	Review on the registration and renewal of practicing certificates for the medical professionals	Y					
14.	DH	Pilot project on Automation of Health Screening Measures at Boundary Control Points	Y			Y		Facial recognition cum body temperature measurement
15.	DH	BPR Study on Enhancement for School Dental Care Service Management in Linked Environment System	Y					
16.	EDB	Review of Regional Education Offices			Y			
17.	EMSD	BPR Study on Common Shop Inspection Platform cum Geographic Information System for Electrical Products Safety and Mandatory Energy Efficiency Labelling Scheme of EMSD	Y					
18.	EU	Development of General Office and Registry Information Automation System				Y		Electronic document management
19.	EU	Strategic Review of 1823			Y			
20.	EU	Survey on Public Attitudes to Public Service Delivery					Y	
21.	EU	Enterprise Information Management Strategy				Y		Electronic information management technology
22.	EU	Follow-ups on 2010 Outsourcing and General Management Consultancy Survey		Y				
23.	EU	2012 Outsourcing Survey		Y				
24.	EU	Practical Guide to Corporate Governance for Subvented Organisations					Y	
25.	EU	Review of Business Licensing Services and Small and Medium Enterprises Support Services	Y					

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
26.	EU	Focus Groups on Government Procurement	Y					
27.	FEHD	Implementation of Food Surveillance System	Y					
28.	FHB	Consultancy Study on Review of Prince Philip Dental Hospital			Y			
29.	GPA	Review of the Property Management Services Delivery provided by GPA		Y				
30.	GRS	EIM Strategy Study for Government Records Service				Y		Electronic information management technology
31.	HAD	BPR Study for the Implementation of Enforcement Management Information System	Y					
32.	HD	Post-implementation Review of Divestment Exercise of Housing Authority					Y	
33.	HKPF	Consultancy for Information and Communications Technology Systems Strategy Review				Y		
34.	HyD	BPR Study for the Implementation of Vegetation Information System	Y					
35.	IPD	EIM Strategy Study for Intellectual Property Department				Y		Electronic information management technology
36.	LCSD	BPR Study on Upgrading of the Tree Data Bank System	Y					
37.	LCSD	BPR Study for the Development of a One-stop Performing Arts Web Portal	Y					
38.	OGCIO	Implementation of e-Procurement Pilot Programme				Y		
39.	OGCIO	Government Human Resources Management Services Programme	Y			Y		
40.	SWD	EIM Strategy Study for Social Welfare Department				Y		Electronic information management technology

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
41.	THB	Scoping Study on Marine Department			Y			
42.	THB	Organisation Review on Marine Department			Y			
43.	Multiple B/Ds	“Be the Smart Regulator Programme” – Electronic Radiation Licensing System	Y			Y		Business process management software
44.	Multiple B/Ds	“Be the Smart Regulator Programme”- Application Tracking Facility	Y			Y		Business process management software
45.	Multiple B/Ds	User Experience Design Study for Government Human Resources Management Services				Y		
46.	Multiple B/Ds	Change Management Consultancy Service for the Government Human Resources Management Services Programme	Y					

Note:

1. Abbreviations of bureaux/departments (B/Ds)

AFCD	Agriculture, Fisheries and Conservation Department	FHB	Food and Health Bureau
ArchSD	Architectural Services Department	GPA	Government Property Agency
BD	Buildings Department	GRS	Government Records Service
CE’s Office	Chief Executive’s Office	HAD	Home Affairs Department
C&ED	Customs and Excise Department	HD	Housing Department
C&SD	Census and Statistics Department	HKPF	Hong Kong Police Force
DEVB	Development Bureau	HyD	Highways Department
DH	Department of Health	IPD	Intellectual Property Department
EDB	Education Bureau	LCSD	Leisure and Cultural Services Department
EMSD	Electrical and Mechanical Services Department	OGCIO	Office of the Government Chief Information Officer
EU	Efficiency Unit	SWD	Social Welfare Department
FEHD	Food and Environmental Hygiene Department	THB	Transport and Housing Bureau

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

2. Business process re-engineering—to achieve overall improvements in public sector productivity and service quality
3. Outsourcing and public private partnerships—to harness the flexibility, innovation and resources of the private sector to enhance quality of public services and achieve greater value for money
4. Organisational restructuring—to support bureaux and departments in reviewing organisational structures and implementing changes to improve the performance of the organisations
5. Application of technology—to identify business applications of new technology to achieve productivity and service improvements
6. Performance measurement—to support bureaux and departments to develop clear objectives and targets, reflecting public benefits rather than internal processes, and to measure performance

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6139)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 501 (if applicable)

Question (Member Question No. 578):

It is mentioned in the Estimates of Expenditure that:

The key area of work of the Efficiency Unit is:

- performance measurement – to support bureaux and departments to develop clear objectives and targets, reflecting public benefits rather than internal processes, and to measure performance

Please list out the bureaux and departments supported by the Efficiency Unit and ways of improvement in 2012-14. What are the effectiveness indicators?

Asked by: Hon. LEUNG Kwok-hung

Reply:

The attached table lists projects conducted by the Efficiency Unit (EU) for bureaux and departments during the past two years (i.e. 2012 and 2013) by different areas of work.

Work in performance measurement is mainly connected with assessing the effectiveness of other measures being taken to improve performance. In any such assessment, a judgement has to be made as to whether the performance measurements being used are relevant and causally linked to actions being taken, so as to generate information that can be acted on by the management. Item 6 involves review of a number of international benchmarking studies that allow Hong Kong's performance, mainly as a place in which to do business, to be compared with other jurisdictions over time. It also gives insight into our relative performance in quite specialised areas. Opinions collected are mainly from the business sector. Item 20 complements item 6 by gauging the opinions of the general public on the quality and performance of public services. Together they give insight which helps to shape and support recommendations. Item 24 provides a long term codification of good practice to help development of better performance measurement and corporate governance across the subvented sector.

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
1.	AFCD	Business Process Reengineering (BPR) Study on the Replacement of Farm Hygiene System	Y					
2.	AFCD	BPR Study on the Replacement of Endangered Species Licensing and Enforcement System	Y					
3.	ArchSD	Enterprise Information Management (EIM) Strategy Study for ArchSD				Y		Electronic information management technology
4.	BD	Knowledge Management Study for Buildings Department				Y		Electronic knowledge management and collaboration technology
5.	BD	EIM Strategy Study for BD				Y		Electronic information management technology
6.	CE's Office	International Ranking Reports (Joint assessment with Economic Analysis and Business Facilitation Unit)					Y	
7.	C&ED	BPR Study on the Customs Control System	Y					
8.	C&SD	EIM Strategy				Y		Electronic information management technology
9.	DEVB	Implementation of the Tree Management Information System	Y			Y		Business process management and business intelligence and analytic tools, Geographic Information System
10.	DEVB	Business Viability Study for Development of Site 4 in the New Central Harbourfront		Y				
11.	DH	BPR Study on Clinical Genetic Service's Laboratory Information Management System	Y					
12.	DH	Regulatory Impact Assessment Study for the proposed amendments to the Pharmacy and Poisons Ordinance		Y				

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
13.	DH	Review on the registration and renewal of practicing certificates for the medical professionals	Y					
14.	DH	Pilot project on Automation of Health Screening Measures at Boundary Control Points	Y			Y		Facial recognition cum body temperature measurement
15.	DH	BPR Study on Enhancement for School Dental Care Service Management in Linked Environment System	Y					
16.	EDB	Review of Regional Education Offices			Y			
17.	EMSD	BPR Study on Common Shop Inspection Platform cum Geographic Information System for Electrical Products Safety and Mandatory Energy Efficiency Labelling Scheme of EMSD	Y					
18.	EU	Development of General Office and Registry Information Automation System				Y		Electronic document management
19.	EU	Strategic Review of 1823			Y			
20.	EU	Survey on Public Attitudes to Public Service Delivery					Y	
21.	EU	Enterprise Information Management Strategy				Y		Electronic information management technology
22.	EU	Follow-ups on 2010 Outsourcing and General Management Consultancy Survey		Y				
23.	EU	2012 Outsourcing Survey		Y				
24.	EU	Practical Guide to Corporate Governance for Subvented Organisations					Y	
25.	EU	Review of Business Licensing Services and Small and Medium Enterprises Support Services	Y					

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
26.	EU	Focus Groups on Government Procurement	Y					
27.	FEHD	Implementation of Food Surveillance System	Y					
28.	FHB	Consultancy Study on Review of Prince Philip Dental Hospital			Y			
29.	GPA	Review of the Property Management Services Delivery provided by GPA		Y				
30.	GRS	EIM Strategy Study for Government Records Service				Y		Electronic information management technology
31.	HAD	BPR Study for the Implementation of Enforcement Management Information System	Y					
32.	HD	Post-implementation Review of Divestment Exercise of Housing Authority					Y	
33.	HKPF	Consultancy for Information and Communications Technology Systems Strategy Review				Y		
34.	HyD	BPR Study for the Implementation of Vegetation Information System	Y					
35.	IPD	EIM Strategy Study for Intellectual Property Department				Y		Electronic information management technology
36.	LCSD	BPR Study on Upgrading of the Tree Data Bank System	Y					
37.	LCSD	BPR Study for the Development of a One-stop Performing Arts Web Portal	Y					
38.	OGCIO	Implementation of e-Procurement Pilot Programme				Y		
39.	OGCIO	Government Human Resources Management Services Programme	Y			Y		
40.	SWD	EIM Strategy Study for Social Welfare Department				Y		Electronic information management technology

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

	B/D¹	Projects	BPR²	Outsourcing & PPP³	Organisational restructuring⁴	Application of Technology⁵	Performance Measurement⁶	Remarks (new technology used or recommended)
41.	THB	Scoping Study on Marine Department			Y			
42.	THB	Organisation Review on Marine Department			Y			
43.	Multiple B/Ds	“Be the Smart Regulator Programme” – Electronic Radiation Licensing System	Y			Y		Business process management software
44.	Multiple B/Ds	“Be the Smart Regulator Programme”- Application Tracking Facility	Y			Y		Business process management software
45.	Multiple B/Ds	User Experience Design Study for Government Human Resources Management Services				Y		
46.	Multiple B/Ds	Change Management Consultancy Service for the Government Human Resources Management Services Programme	Y					

Note:

1. Abbreviations of bureaux/departments (B/Ds)

AFCD Agriculture, Fisheries and Conservation Department

ArchSD Architectural Services Department

BD Buildings Department

CE’s Office Chief Executive’s Office

C&ED Customs and Excise Department

C&SD Census and Statistics Department

DEVB Development Bureau

DH Department of Health

EDB Education Bureau

EMSD Electrical and Mechanical Services Department

EU Efficiency Unit

FEHD Food and Environmental Hygiene Department

FHB Food and Health Bureau

GPA Government Property Agency

GRS Government Records Service

HAD Home Affairs Department

HD Housing Department

HKPF Hong Kong Police Force

HyD Highways Department

IPD Intellectual Property Department

LCSD Leisure and Cultural Services Department

OGCIO Office of the Government Chief Information Officer

SWD Social Welfare Department

THB Transport and Housing Bureau

Projects conducted by the Efficiency Unit for bureaux and departments during 2012 and 2013

2. Business process re-engineering—to achieve overall improvements in public sector productivity and service quality
3. Outsourcing and public private partnerships—to harness the flexibility, innovation and resources of the private sector to enhance quality of public services and achieve greater value for money
4. Organisational restructuring—to support bureaux and departments in reviewing organisational structures and implementing changes to improve the performance of the organisations
5. Application of technology—to identify business applications of new technology to achieve productivity and service improvements
6. Performance measurement—to support bureaux and departments to develop clear objectives and targets, reflecting public benefits rather than internal processes, and to measure performance

CONTROLLING OFFICER'S REPLY

CSO065

(Question Serial No. 6527)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 579):

Please list the number of times assistance was offered by the Efficiency Unit to the Marine Department ("MD") in the past 10 years and the details. How has the performance of the MD been enhanced and what is the performance indicator?

Asked by: Hon. LEUNG Kwok-hung

Reply:

From 2004 to 2013, the Efficiency Unit (EU) conducted five studies for the Marine Department (MD) –

- (1) Outsourcing the Fleet Operations of MD (2004) – The study was to identify an appropriate outsourcing option for launches managed by MD and to expedite the outsourcing programme.
- (2) Rationalising Marine Passenger Transport (2007) – The study was to assess the marine transport needs, review the utilisation and usage patterns, rationalise the service provision, explore alternatives for launch deployment and outsourcing strategies, and means to improve utilisation.
- (3) Review of Marine Refuse and Oil Pollution Cleansing Services (2009) – The study was to review and identify improvement areas in MD's outsourcing arrangement of marine refuse and oil pollution cleansing services.
- (4) Scoping Study on MD (2013) – The study was to understand the key challenges/ issues faced by MD, identify areas for improvement and propose the scope of an organisation review for MD.
- (5) Organisation Review on MD: Phase I (2013) – The study was to identify improvement areas and make recommendations to enhance the efficiency and effectiveness of MD in discharging its core functions and responsibilities in licensing, certification and related regulatory work for local vessels.

Studies (1) to (3) identified options for consideration by the department. Decisions on the implementation of the study recommendations and assessment of their effectiveness are matters for MD. EU has not been invited to conduct post implementation reviews on these studies so does not have any data available to answer the second part of the question. Study (4) was preparation for study (5) which has only recently been completed. Again, it is for the department to decide how to proceed with the recommendations and to assess the effects on performance.

CONTROLLING OFFICER'S REPLY**CSO066****(Question Serial No. 4377)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 501 (if applicable)

Question (Member Question No. 119):

- a. Please list by department the number of complaints or enquiries received by 1823 from the public and the outcome of these complaints in the last 3 financial years.
- b. The estimated expenditure of the Efficiency Unit (EU) in 2014-15 has increased by 30% over 2013-14. Please give an account for the substantial increase.

Asked by: Hon. MA Fung-kwok

Reply:

- a. The number of enquiries and complaints received from the public in the last three financial years that can be attributed to individual departments were :

Year	Enquiries	Complaints
2011-12	2 477 000	308 000
2012-13	2 204 000	343 000
2013-14 (up to February 2014)	1 697 000	313 000

Further details are at Annex.

For complaint cases, the role of 1823 is to ensure that a case is referred to the correct department for action, to monitor whether a response is made and to escalate the matter for resolution if a response is not made in a timely manner. During 2011-12, 1823 took follow up action to press for responses to complainants in 49 000 cases (16% of total). The corresponding figures for 2012-13 and 2013-14 (up to February 2014) are 60 000 (17%) and 56 000 (18%) respectively.

- b. The increase in the estimated expenditure of EU in 2014-15 over that of 2013-14 is mainly due to expanded operation of 1823 (\$32.6 million), increased cash flow requirement for non-recurrent items (\$9.3 million) and seven time-limited civil service posts created for social innovation (\$5.2 million).

2011–12

(a) Number of Enquiries Received

Bureau/Department	No. of Cases
Labour Department	577 725
Transport Department	280 456
Rating and Valuation Department	231 216
Post Office	209 550
Food and Environmental Hygiene Department	81 031
Leisure and Cultural Services Department	77 660
Buildings Department	75 080
Student Financial Assistance Agency	70 679
Company Registry	61 061
Agriculture, Fisheries and Conservation Department	46 492
Social Welfare Department	29 506
Lands Department	28 461
Electrical and Mechanical Services Department	21 432
Department of Health	13 117
Highways Department	12 069
Land Registry	9 579
Office of the Government Chief Information Officer	8 815
Drainage Services Department	2 812
Architectural Services Department	1 417
Marine Department	661
Civil Engineering and Development Department	570
Non-participating bureaux/departments	637 451
Total	2 476 840

(b) Number of Complaints[^] Received

Bureau/Department	No. of Cases
Food and Environmental Hygiene Department	113 579
Highways Department	39 438
Buildings Department	25 410
Agriculture, Fisheries and Conservation Department	22 483
Transport Department	21 139
Leisure and Cultural Services Department	14 323
Lands Department	13 393
Department of Health	13 002
Drainage Services Department	7 684
Hong Kong Police Force	7 605
Water Supplies Department	3 708
Environmental Protection Department	3 395
Housing Department	3 172
Home Affairs Department	2 956
1823	2 849
Electrical and Mechanical Services Department	2 424
Fire Services Department	1 552
Post Office	1 158
Financial Services and the Treasury Bureau	1 150
Others*	7 725
Total	308 145

[^] Complaints include service requests as well as complaints against the bureau/department concerned.

* Including bureaux/departments with less than 1 000 complaints each in the financial year and non-government bodies

(a) Number of Enquiries Received

Bureau/Department	No. of Cases
Labour Department	533 580
Transport Department	290 678
Rating and Valuation Department	221 079
Post Office	170 088
Buildings Department	88 722
Food and Environmental Hygiene Department	82 024
Leisure and Cultural Services Department	71 344
Companies Registry	60 950
Student Financial Assistance Agency	55 232
Social Welfare Department	44 451
Agriculture, Fisheries and Conservation Department	44 153
Lands Department	30 060
Electrical and Mechanical Services Department	20 322
Highways Department	13 187
Department of Health	12 372
Office of the Government Chief Information Officer	9 389
Land Registry	8 343
Drainage Services Department	3 084
Architectural Services Department	1 483
Marine Department	755
Civil Engineering and Development Department	573
Non-participating bureaux/departments	442 033
Total	2 203 902

(b) Number of Complaints[^] Received

Bureau/Department	No. of Cases
Food and Environmental Hygiene Department	123 201
Highways Department	41 663
Agriculture, Fisheries and Conservation Department	27 051
Buildings Department	25 681
Transport Department	25 233
Lands Department	17 575
Leisure and Cultural Services Department	16 047
Department of Health	11 531
Hong Kong Police Force	9 657
Drainage Services Department	8 718
1823	6 877
Environmental Protection Department	3 830
Water Supplies Department	3 586
Housing Department	3 483
Home Affairs Department	3 398
Electrical and Mechanical Services Department	2 750
Fire Services Department	1 623
Post Office	1 573
Architectural Services Department	1 062
Others*	8 482
Total	343 021

[^] Complaints include service requests as well as complaints against the bureau/department concerned.

* Including bureaux/departments with less than 1 000 complaints each in the financial year and non-government bodies

2013–14 (up to February 2014)**(a) Number of Enquiries Received**

Bureau/Department	No. of Cases
Labour Department	419 963
Transport Department	213 631
Rating and Valuation Department	170 524
Student Financial Assistance Agency	133 258
Post Office	127 458
Social Welfare Department	76 460
Food and Environmental Hygiene Department	61 122
Buildings Department	58 737
Companies Registry	55 209
Leisure and Cultural Services Department	42 759
Agriculture, Fisheries and Conservation Department	32 552
Lands Department	22 009
Electrical and Mechanical Services Department	16 881
Highways Department	11 195
Office of the Government Chief Information Officer	9 101
Department of Health	8 700
Land Registry	5 252
Drainage Services Department	3 787
Architectural Services Department	905
Marine Department	585
Civil Engineering and Development Department	439
Non-participating bureaux/departments	226 454
Total	1 696 981

(b) Number of Complaints[^] Received

Bureau/Department	No. of Cases
Food and Environmental Hygiene Department	109 791
Highways Department	39 993
Agriculture, Fisheries and Conservation Department	26 450
Transport Department	24 346
Buildings Department	19 431
Lands Department	14 664
Leisure and Cultural Services Department	13 864
Drainage Services Department	11 239
Department of Health	9 855
Hong Kong Police Force	7 872
Water Supplies Department	4 401
Environmental Protection Department	4 153
Housing Department	3 709
Home Affairs Department	3 280
1823	3 168
Electrical and Mechanical Services Department	2 641
Post Office	2 061
Fire Services Department	1 441
Others*	10 189
Total	312 548

[^] Complaints include service requests as well as complaints against the bureau/department concerned.

* Including bureaux/departments with less than 1 000 complaints each in the financial year and non-government bodies

CONTROLLING OFFICER'S REPLY**CSO067****(Question Serial No. 6174)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 103):

Regarding the Public Policy Research Funding Scheme, the Central Policy Unit has, in the light of the need for research relating to Hong Kong's current and long-term development and various social issues, recommended seven major themes comprising 21 research areas. However, there is only an annual provision of \$20 million. What is the number of applications in respect of each research area each year? What is the number of successful applications? Will the Government plan to increase the provision? What are the details?

Asked by: Hon. MOK Charles Peter

Reply:

As at 15 February 2014, the Central Policy Unit (CPU) received a total of 66 applications under the Public Policy Research Funding Scheme. The Assessment Panel had completed assessment on 44 applications with 20 of them approved. Other applications are being processed as applications are accepted and processed throughout the year.

The number of applications received and approved in respect of the indicative research areas is as follows-

Indicative Research Areas	Number of applications covering the area(s)*	Number of approved applications covering the area(s)*	Number of unsuccessful applications covering the area(s)*	Number of applications covering the area(s) * being processed
1. Land Supply and Housing Markets in Hong Kong	10	4	3	3
2. Poverty and Inequality	5	1	1	3
3. Ageing Population	8	4	1	3
4. Democratic Development	2	0	1	1
5. Governance and Administration	1	1	0	0
6. Impact of New Media on Politics and Governance	2	0	1	1

Indicative Research Areas	Number of applications covering the area(s)*	Number of approved applications covering the area(s)*	Number of unsuccessful applications covering the area(s)*	Number of applications covering the area(s) * being processed
7. Harnessing the Opportunities and Meeting the Challenges Arising from the Implementation of China's Twelfth Five-Year Plan, including Financial Co-operation with the Mainland	1	0	0	1
8. Regional Co-operation and Development	2	1	1	0
9. Youth Development	8	0	4	4
10. Technology and Education	0	0	0	0
11. Labour and Employment	2	1	0	1
12. Population Policies	5	2	2	1
13. New Immigrants and Ethnic Minorities	6	2	1	3
14. Healthcare	3	0	2	1
15. Social Innovation and Social Enterprises	1	0	1	0
16. Economic Development, including Developing the Six Industries and Reinforcing the Four Pillar Industries	8	1	3	4
17. Air Quality	2	2	0	0
18. Waste Management	6	2	3	1
19. Green Building	6	1	4	1
20. Ecological Conservation	3	2	1	0
21. Water Quality	1	1	0	0

* An application received or approved may cover more than one indicative research area, therefore the figures do not add up to the total number of applications received or approved.

One approved application does not fall into any of the 21 indicative research areas. The application is on the development and use of renewable energy sources.

CPU will keep in view the number of applications received and consider increasing the amount of funding for the Public Policy Research Funding Scheme when necessary.

CONTROLLING OFFICER'S REPLY

CSO068

(Question Serial No. 6177)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 75):

Regarding the Social Innovation and Entrepreneurship Development Fund, will the Government please inform this Committee of the categories available for funding application in 2014-15, number of approved projects, amount of disbursement, relevant timetable, as well as the manpower and estimated expenditure involved in the operation and publicity of the Fund.

Asked by: Hon. MOK Charles Peter

Reply:

The Social Innovation and Entrepreneurship Development Fund (SIE Fund) is an initiative under the Commission on Poverty (CoP) to increase the diversity of measures to help tackle poverty and social exclusion in Hong Kong through nurturing social innovation and entrepreneurship. A Task Force has been established under CoP to oversee its development. The Task Force has identified three priority areas of work, namely Research, Capacity Building and Innovative Programmes. The Task Force will undertake or commission research projects to better identify areas of need and how best to address these needs. Capacity Building is to fund programmes to strengthen the infrastructural support and build social capital, human capital and funding sources. Under Innovative Programmes, projects with innovative ideas to support poverty relief will get funding.

The Task Force has decided to engage intermediaries who will be responsible for designing, administering and promoting programmes and funding schemes for the two work areas of Capacity Building and Innovative Programmes. The invitation exercise for engaging the first batch of intermediaries is currently underway. The details of the funding schemes including the categories available for funding application and their criteria will be subject to the proposals designed by appointed intermediaries which will need to be endorsed by the Task Force. It is expected that the SIE Fund will be open for funding applications for implementing innovative projects through intermediaries after mid-2014.

The Efficiency Unit (EU) has deployed existing staff to provide support to cope with the work arising from the SIE Fund. Separately, seven time-limited civil service posts will be provided to EU starting from 2014-15. These seven posts are one Chief Management Services Officer, one Senior Management Services Officer, one Management Services Officer II, one Senior Executive Officer, one Senior Treasury Account, one Accounting Officer I and one Assistant Clerical Officer. In addition, five non-civil service contract staff will be engaged in 2014-15 to provide support. As well as administering the Fund, the relevant staff will assist social innovation and entrepreneurship development in Hong Kong through engagement with government departments, the business sector, the philanthropic sector and the community.

\$7.9 million has been earmarked in 2014-15 to support the operation and publicity of the Fund, including salary payment for the 12 staff mentioned above.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6194)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 143):

Regarding official entertainment expenses of the Bureau and its departments, will the Administration inform this Committee of:

- (1) the number of exceptions where official entertainment expenses of public officers for lunch and dinner exceeded the respective ceilings per head, the number of exceptions with approval of directorate officers, the exceeded amounts and the reasons for the excess over the past three years? Please provide the information by bureau/department/public organisation, etc.
- (2) the number of non-compliance with the guidelines on the bestowal of gifts or souvenirs by public officers during the conduct of official activities, and the number of and reasons for exceptions with approval of directorate officers over the past three years? Please provide the information by bureau/department/public organisation, etc.

Asked by: Hon. MOK Charles Peter

Reply:

The Civil Service Regulations (CSRs) set out the principles, rules and approval procedures relating to official entertainment. Heads of Departments have the delegated authority to authorise all expenditure from the departmental entertainment vote. In addition, according to the Government's internal guidelines, the expenditure limits on entertaining guests should not exceed \$450 per person for lunch or \$600 per person for dinner. Government officers are required to exercise prudent judgement and economy when entertaining guest(s) for official purposes in order to avoid any public perception of extravagance. Where there are sufficient justifications for exceeding the expenditure limits, the departments are required to consider those applications according to the established mechanism and to document properly the detailed justifications for granting such approval.

In line with the Government's green policy, public officers should as far as possible refrain from bestowing gifts/souvenirs to others during the conduct of official activities. According to the existing guidelines, where bestowal of gifts/souvenirs is necessary or unavoidable due to operational, protocol or other reasons, the gift/souvenir items should not be lavish or extravagant and the number should be kept to a minimum. Also, the exchange of gifts/souvenirs should only be made from organisation to organisation.

In the past three years, no officer of this Office was subject to disciplinary action for alleged contravention of the CSRs or other government requirements in relation to claiming reimbursement of entertainment expenses or offering gifts/souvenirs.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6221)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 185):

The Government has announced that it would make all government information released for public consumption machine-readable in digital formats. In respect of this,

(1) Please provide in the table below details of the government information to be released for public consumption by your Bureau/Department.

Bureau/ Department	Information items that can be released for public consumption	Description of the information	Period of the information	Is the information released in digital formats currently and date of release	If not, will it be converted into digital formats	Digital format already/planned to be used (please choose)			
						Machine-readable, non-proprietary formats (e.g. CSV)	Machine-readable, proprietary formats (e.g. MS Excel, Word)	Non-Machine-readable formats (e.g. JPG, PDF, PNG)	Open-standard formats (e.g. XML)

(2) Would the Administration indicate the manpower and expenditure involved for releasing government information for public consumption in 2014-15? Will more resources and manpower be provided to your Bureau/Department for handling this task so that the plan can be more effectively implemented?

Asked by: Hon. MOK Charles Peter

Reply:

The Administration Wing of the Offices of the Chief Secretary for Administration and the Financial Secretary has been providing information for public inspection through our website. The information provided includes, inter alia, Civil and Miscellaneous Lists, Consular Posts and Officially Recognised Representatives, Precedence List as well as Reunification Gifts and Anniversary Gifts, etc. The information is prepared in the format of PDF, HTML, etc. Given the wide range and large quantity of information released for public inspection, we cannot list out the information in detail and exhaustively.

Handling information for public consumption is an integral part of the daily work of the officers of Administration Wing. In 2014-15, this task will continue to be undertaken by our existing manpower and no additional expenditure will be involved.

CONTROLLING OFFICER'S REPLY

CSO071

(Question Serial No. 6238)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 201):

Regarding the Offices' expenditure on the procurement of computer software and hardware, could the Administration inform this Committee of the following:

- (a) Does the Administration have any standard internal procurement guidelines which set out criteria for the purchase or upgrade of computer software and hardware for the Offices? If yes, what are the details? Do the guidelines require that the Offices must upgrade its computer software and hardware in a timely manner?
- (b) Given that the computer software and hardware supplier Microsoft will terminate its support service for the operating platform of its Windows XP, please provide the respective numbers of computer workstations in various departments which are using (1) the operating platform of Microsoft Windows XP; (2) the operating platforms released by Microsoft before 2001; and (3) other operating platforms (please specify the version), as well as the respective percentages of these three types of operating systems in the department's total number of computer workstations. Do the Offices have any plan to upgrade the above operating platform versions which are now obsolete?
- (c) What are the expenditure on and criteria for the procurement of tablet computers by the Offices? What are the model numbers and the uses of the tablet computers? Is there any classified information saved on the tablet computers? If yes, what are the details? Is there any information security software installed in the tablet computers used by the Offices? What is the expenditure involved?

Asked by: Hon. MOK Charles Peter

Reply:

- (a) According to the prevailing government guidelines, bureaux and departments (B/Ds) are required each year to formulate information technology (IT) project portfolio for the next three years and plan for the related IT projects so as to ensure these IT projects can practically and effectively meet the business needs and operational arrangements of the related B/Ds. With regard to the planning for IT replacement projects, B/Ds are required to examine and assess various potential risks and devise associated mitigation measures. From the technology perspective, the potential risks that should be taken into consideration include product compatibility, maintenance and support, replacement products for ensuring continuity and availability of market supply. In procuring or replacing computer hardware and software, B/Ds must follow the government procurement guidelines to make the most cost-effective purchase through open and fair competition, and take into account the importance and priority of the IT projects.
- (b) The information on operating platform of computer workstations in the Offices of the Chief Secretary for Administration and the Financial Secretary (CSO) is as follows-

Operating platform	Number of computer workstations	Respective percentage
(1) Microsoft Windows XP	26	1.99%
(2) Released by Microsoft before 2001	7	0.53%
(3) Others (Microsoft Windows 7, Microsoft Windows Vista, MAC OS X 10.7 and 10.8)	1 277	97.48%

It is planned that all computers with Microsoft Windows XP will be upgraded to other operating platform versions by 2014-15, while other computers with operating platforms released by Microsoft before 2001 will be upgraded by January 2017.

- (c) In 2013-14, the total value of tablet computers with the operating platforms of Apple procured by CSO is about \$83,000.

Some of the tablet computers procured are used to support and improve their internal operations including sending and receiving emails, short message service, calendaring and Internet browsing to facilitate discussions in meetings and officers' work outside the office. Others are used for conducting tests on the functioning of mobile applications, especially when there are application revampings. In procuring or replacing tablet computers, CSO follows the government procurement guidelines to make the most cost-effective purchase through open and fair competition.

No confidential information is stored in the tablet computers of CSO. Security measures, such as password lock, remote data wiping after a specific number of failed login attempts and anti-virus detection engine, were built-in at the time of purchase and adopted to enhance information security. Therefore, the expenditures for installing information security software in tablet computers are included in the procurement and maintenance costs. We do not have the breakdown on such expenditures.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6240)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 504 (if applicable)

Question (Member Question No. 65):

Regarding the electronic records keeping system (ERKS), would the Administration advise of the following:

- (1) In the past 3 years, what was the percentage of bureaux and departments adopting an ERKS and formulating relevant standards, guidelines and procedures?
- (2) In the past 3 years, what were the manpower and expenditures used by bureaux and departments for developing and maintaining an ERKS?
- (3) For bureaux and departments not yet adopted an ERKS, when will they complete system development and launch the system?
- (4) In 2014-15, will there be any plan of allocating additional resources to strengthen training for records management staff in bureaux and departments? What are the details, manpower required and estimated expenditure for such work?

Asked by: Hon. MOK Charles Peter

Reply:

- (1) Up to March 2014, four government bureaux/departments (B/Ds) and offices have developed and used an electronic recordkeeping system (ERKS) to manage records. As part and parcel of the system development and implementation, practices and procedures have been developed to guide users to use the ERKS properly. Two other departments have commenced the system development of their ERKS in 2013.
- (2) We do not have readily available information on the total expenditure and manpower related to system development and maintenance of ERKS in other B/Ds. In terms of the development and maintenance of the ERKS for the Government Records Service (GRS), the total estimated expenditure spent in the past three years is about \$4.33 million. In addition, GRS has deployed existing manpower to develop its ERKS with IT support from the Office of the Government Chief Information Officer (OGCIO).
- (3) In line with the Government's electronic information management (EIM) strategy promulgated by OGCIO in May 2011, B/Ds are required to take forward electronic records management (ERM) as an integral part of EIM and adopt an ERKS as a mandatory component to drive ERM in the Government. B/Ds should first develop their organisational EIM strategies (which include the implementation plan of an ERKS) and undertake preparatory work, including enhancement of records classification schemes and establishment of records retention and disposal schedules prior to implementing an ERKS. So far, ten B/Ds and offices have developed their organisational EIM strategies. The Government plans to

review the progress of EIM implementation in 2014, including the pace of service-wide implementation of an ERKS, and determine an appropriate timeline for B/Ds to develop or adopt an ERKS.

- (4) GRS assists B/Ds to implement good records management practices and relevant procedures and guidelines through provision of training, among other things. To help B/Ds develop and implement an ERKS, training, briefings and workshops have been arranged for records managers and other government officers. In this connection, additional resources were allocated to GRS in 2012-13 for it to strengthen ERM training for records managers and other government officers. We will keep the operation and resources of GRS under regular review.

CONTROLLING OFFICER'S REPLY

CSO073

(Question Serial No. 6542)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page

Question (Member Question No. 132):

In connection with the provision of public information and gathering of public opinions by means of the Internet, please advise on the following:

- (a) the information regarding the social media platforms set up and operated by your bureau/departments/public bodies or their agents (such as out-sourced contractors or consultants) for the past year in tabulated form (see Annex 1).

Commencement of operation (Month/Year)	Status (keep updating /ceased updating) (as at 31 January 2014)	Government agencies (including policy bureaux/ departments /public bodies/ government consultations)	Name	Social media (Facebook /Flickr/ Google+ /LinkedIn /Sina Weibo/ Twitter/ YouTube)	Purpose of establishment and no. of updates (as at 31 January 2014)	No. of "Likes"/ No. of subscribers /Average monthly visits (as at 31 January 2014)	Compiling summary of comments and following up on a regular basis (Yes/ No)	Rank and No. of officers responsible for the operation (as at 31 January 2014)	Financial resources involved in the establishment and daily operation (as at 31 January 2014)
			(1)...	(1)...					
			(2)...	(2)...					
			(3)...	(3)...					

- (b) whether the "Guidelines on the Use of Social Media" available on Government intranets give instructions to your department on the ceilings on expenditures for using social media or web-based platforms, such as registration fees, advertising expenditures and value-added services. If yes, what are the details? If not, will the guidelines be revised to set out the reasonable levels of expenditures derived from the use of social media.

- (c) In recent years, governments around the world have introduced systems through which citizens may hand in their online proposals. They have also undertaken that they will give a formal online response if a certain number of citizens have indicated their support of the proposals. Has the Administration examined ways to improve the existing channels for collecting public opinions on the Internet and evaluate the feasibility of the system of collecting online proposals mentioned above? If yes, what are the details? If not, what are the reasons?

Asked by: Hon. MOK, Charles Peter

Reply:

- (a) The information regarding the social media platforms established and operated by the Offices of the Chief Secretary for Administration and the Financial Secretary in 2013-14 (as at 31 January 2014) is set out at Annex.
- (b) With regard to the application of social media, the Office of the Government Chief Information Officer provides information security guidelines and other references for bureaux/departments, including the creation of a thematic webpage to disseminate the information and know-how on the use of social media so as to provide technical advice and support for them. As such, we do not formulate additional departmental guidelines on setting up and operating social media platform.
- (c) We have no specific plans at this stage, but will continue to monitor the development of the situation and public reaction, so as to review the need as and when necessary.

Commencement of operation (Month/Year)	Status (keep updating /ceased updating) (as at 31 January 2014)	Government agencies (including policy bureaux/ departments/ public bodies/ government consultations)	Name	Social media (Facebook/ Flickr/ Google+ / LinkedIn/ Sina Weibo/ Twitter/ YouTube)	Purpose of establishment and no. of updates (as at 31 January 2014)	No. of "Likes"/ No. of subscribers /Average monthly visits (as at 31 January 2014)	Compiling summary of comments and following up on a regular basis (Yes/No)	Rank and No. of officers responsible for the operation (as at 31 January 2014)	Financial resources involved in the establishment and daily operation (as at 31 January 2014)
10/2013	Ceased updating after 24 February 2014	Secretariat of the Steering Committee on Population Policy	Thoughts for Hong Kong	Facebook (Group)	Promote exchange of views on the Public Engagement on Population Policy About 40 updates	460 members	Yes, major views have been summarised and consolidated after the event	Senior professional officers or equivalent (one)	Day-to-day operating expenses are minimal
12/2013	Keep updating	Financial Secretary's Office	Johnny Blogger	YouTube	Publicise the Budget and explain the Principles of Management of Public Finances 20 updates	Over 12 000 views of the clips	Not Applicable	Not Applicable	Not Applicable

CONTROLLING OFFICER'S REPLY**CSO074****(Question Serial No. 6556)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 172):

In respect of the public relations expenses of various government departments in the past year, please inform this Committee of:

- (1) The expenses this department spent on advertisement on mainstream or online media as well as the relevant details in table form (please see Annex 1):

Published / Broadcasted Time (Month / Year)	Status (one-off / ongoing / done) (as at 31 January 2014)	Government or Public Organisation (including policy bureau / department / public organisation / government advisory body)	Name of Advertisement	Name of Publisher or Broadcasting Media (newspaper / radio station / TV station / advertising panel / car wrap advertising / website, etc)	Purpose and Frequency of the Advertisement (as at 31 January 2014)	Rank and No. of Responsible Person(s) (as at 31 January 2014)	Financial resources for the expenses involved (as at 31 January 2014)
			(1)... (2)... (3)...	(1)... (2)... (3)...			

- (2) The expenses this department spent on sponsoring media to provide programmes or materials as well as the relevant details (please see Annex 2):

Programme / Materials Published / Broadcasted Time (Month / Year)	Status (one-off / ongoing / done) (as at 31 January 2014)	Sponsoring Government or Public Organisation (including policy bureau / department / public organisation / government advisory body)	Name of Programme / Materials	Name of Publisher or Broadcasting Media (newspaper / radio station / TV station / website, etc)	Purpose and Frequency of the Sponsorship (as at 31 January 2014)	Rank and No. of Responsible Person(s) (as at 31 January 2014)	Expenses (as at 31 January 2014)

			(1)...	(1)...			
			(2)...	(2)...			
			(3)...	(3)...			

(3) The expenses on and details of the Advertorial of this department (please see Annex 3):

Programme / Materials Published / Broadcasted Time (Month/Year)	Status (one-off / ongoing / done) (as at 31 January 2014)	Government Organisation (including policy bureau / department / public organisation / government advisory body)	Name of Programme / Materials	Name of Publisher or Broadcasting Media (newspaper / radio station / TV station / website, etc)	Purpose and Frequency of the Programme / Materials (as at 31 January 2014)	Rank and No. of Responsible Person(s) (as at 31 January 2014)	Non-government organisation / Personnel Responsible for Writing Advertisement Script (if any)	Expenses (as at 31 January 2014)
			(1)...	(1)...				
			(2)...	(2)...				
			(3)...	(3)...				

Asked by: Hon. MOK Charles Peter

Reply:

(1) Details of the public relations expenses spent on advertisement on mainstream or online media in the Offices of the Chief Secretary for Administration and the Financial Secretary in 2013-14 (up to 31 January 2014) are as follows –

Published / Broadcasted Time (Month / Year)	Status (one-off / ongoing / done) (as at 31 January 2014)	Government or Public Organisation (including policy bureau / department / public organisation / government advisory body)	Name of Advertisement	Name of Publisher or Broadcasting Media (newspaper / radio station / TV station / advertising panel / car wrap advertising / website, etc)	Purpose and Frequency of the Advertisement (as at 31 January 2014)	Rank and No. of Responsible Person(s) (as at 31 January 2014)	Financial resources for the expenses involved (as at 31 January 2014)
11/2013 – 2/2014	Regular broadcast during the period	Steering Committee on Population Policy	Population policy micro-films	Roadshow	To publicise the public engagement exercise on population policy Buses: Daily 120 spots x 2600 buses x 50 days Website: Throughout the contract period	An officer equivalent to senior professional rank	\$300,000 (whole package)

- (2) There is no public relations expense regarding sponsorship to media to provide programmes or materials in Offices of the Chief Secretary for Administration and the Financial Secretary in 2013-14 (up to 31 January 2014).
- (3) Details of the public relations expenses spent on Advertorials in the Offices of the Chief Secretary for Administration and the Financial Secretary in 2013-14 (up to 31 January 2014) are as follows -

Programme / Materials Published / Broadcasted Time (Month/Year)	Status (one-off / ongoing / done) (as at 31 January 2014)	Government Organisation (including policy bureau / department / public organisation / government advisory body)	Name of Programme / Materials	Name of Publisher or Broadcasting Media (newspaper / radio station / TV station / website, etc)	Purpose and Frequency of the Programme / Materials (as at 31 January 2014)	Rank and No. of Responsible Person(s) (as at 31 January 2014)	Non-government organisation / Personnel Responsible for Writing Advertisement Script(if any)	Expenses (as at 31 January 2014)
6/2013 – 8/2013	Done	Efficiency Unit, Youth.gov.hk	Gov Job	Yahoo Education Supplement	Marketing purpose; one advertorial and 16 Gov Job videos published	One External Affairs Manager	Nil	\$49,800
9/2013 – 10/2013	Done	Efficiency Unit, Youth.gov.hk	Freshtube and Moving Images Competition	Hong Kong Economic Times	Marketing purpose; four advertorials published	One External Affairs Manager	Nil	\$50,000

CONTROLLING OFFICER'S REPLY**CSO075****(Question Serial No. 3322)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 506 (if applicable)

Question (Member Question No. 34):

The Analysis of Financial and Staffing Provision reveals that the provision for the Efficiency Unit in 2014-15 is \$52.6 million (31.3%) higher than the revised estimate for 2013-14. This is mainly due to the increase of seven posts and the increased provision for 1823 mainly for its expanded operation. Would the Government advise:

- Regarding the increase of seven posts this year, please explain in detail the staff changes.
- Please explain in detail how the Government would expand the 1823 service. What are the estimated amount and additional staff to be allocated by the Government for the expanded operation? How many civil service posts and non-civil service posts are involved?
- Is there any additional provision reserved for the Efficiency Unit to provide services in respect of "Low-income Working Family Allowance"?

Asked by: Hon. TANG Ka-piu

Reply:

- The seven time-limited posts will provide support to cope with the work arising from the Social Innovation and Entrepreneurship Development Fund. As well as administering the Fund, they will assist social innovation and entrepreneurship development in Hong Kong through engagement with government departments, the business sector, the philanthropic sector and the community. Their ranks, responsibilities and costs involved are as follows—

No. and Rank	Area of responsibilities	Staff costs* involved (\$)
1 Chief Management Services Officer	government and community facilitation	1,153,800
1 Senior Management Services Officer 1 Management Services Officer II	social innovation initiatives on research, capacity building and innovative programmes	845,880 393,120
1 Senior Executive Officer 1 Assistant Clerical Officer	committee and administration	845,880 222,420
1 Senior Treasury Accountant 1 Accounting Officer I	quality assurance and accounting	1,153,800 621,900
Total		5,236,800

* Notional Annual Mid-point Salary

- b. The increased provision for 1823 amounts to \$32.6 million, which is due to –
 - (i) the provision of hotline services for the Housing Department and the full-year effect of hotline services for the Student Financial Assistance Agency (\$22.8 million);
 - (ii) inclusion of provisions from participating departments (\$6.9 million), which were previously included in the departments' estimates. This cost-neutral transfer of funds from departments to the Efficiency Unit (EU) would better reflect the overall provision of 1823; and
 - (iii) growth in existing services and anticipated increase in departmental expenses (\$2.9 million)

The quota of non-civil service contract staff for 1823 will be increased by 85. No new civil service posts will be created.

- c. No provision is reserved in EU for delivery of the Low-income Working Family Allowance. The Government is working out the detailed arrangements of the scheme and will seek funding approval from the Finance Committee of the Legislative Council for preparation and implementation of the scheme in due course.

CONTROLLING OFFICER'S REPLY**CSO076****(Question Serial No. 3323)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 35):

The Operating Account shows that the establishment of the Offices of the Chief Secretary for Administration and the Financial Secretary will be 533 posts. It is expected that there will be a net increase of 21 posts in 2014-15. Please give detailed account of the following:

- the establishment of the Offices of the Chief Secretary for Administration and the Financial Secretary in 2014-15, and the duties and salary of each post; and
- the staff changes in respect of the net increase of 21 posts.

Asked by: Hon. TANG Ka-piu

Reply:

- (a) The estimated establishment of the Offices of the Chief Secretary for Administration and the Financial Secretary (CSO) in 2014-15 is 554 posts. These posts are required to perform various duties in supporting the functions of CSO. Details of the posts are as follows –

Category	Number	Pay scale (note)
Directorate posts	33	D1 to D6 (\$115,050 to \$207,950)
General Grade posts (e.g. Executive Grade posts, Clerical Grade posts etc.)	412	MPS 1 to MPS 49 (\$10,560 to \$103,190)
Common and Departmental Grades (e.g. Archivist Grade posts, Economist Grades posts, Workman Grade posts etc.)	109	MOD 0 to MPS 49 (\$10,555 to \$103,190)
Total :	554	

Note : D stands for Directorate Pay Scale, MPS stands for Master Pay Scale and MOD stands for Model Scale 1 Pay Scale.

(b) Breakdown of the net increase of 21 posts in 2014-15 is as follows –

(i) Efficiency Unit

Main duties	Additional posts (Number and rank)
To provide support to cope with the work arising from the Social Innovation and Entrepreneurship Development Fund	1 Chief Management Services Officer 1 Senior Management Services Officer 1 Management Services Officer II 1 Senior Treasury Accountant 1 Accounting Officer I 1 Senior Executive Officer 1 Assistant Clerical Officer

(ii) Government Records Service

Main duties	Additional posts (Number and rank)
To enhance the management of government and archival records	2 Senior Executive Officer 1 Executive Officer I 1 Executive Office II 2 Assistant Archivist 2 Librarian
Lapse of time-limited post	-1 Workman II

(iii) Economic Analysis and Business Facilitation Unit

Main duties	Additional posts (Number and rank)
To enhance the economic research capacity in support of the new initiatives of the Fourth Term of the Government	2 Senior Economists 2 Economists 1 Statistical Officer I
To strengthen general support	1 Assistant Clerical Officer

(iv) Protocol Division

Main duties	Additional posts (Number and rank)
To strengthen the long term support in the Protocol Division in lieu of a non-civil service contract staff	1 Executive Officer I

CONTROLLING OFFICER'S REPLY**CSO077****(Question Serial No. 4740)**

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 145):

Regarding the engagement of agency workers, please provide the following information:

	2013-14 (the latest position)
Number of contracts with employment agencies	()
Contract sum paid to each employment agency	()
Duration of service of each employment agency	()
Number of agency workers	()
Details of the positions held by agency workers	
Monthly salary range of agency workers	
• \$30,001 or above	()
• \$16,001 to \$30,000	()
• \$8,001 to \$16,000	()
• \$6,501 to \$8,000	()
• \$6,240 to \$6,500	()
• under \$6,240	()
Length of service of agency workers	
• over 15 years	()
• 10 to 15 years	()
• 5 to 10 years	()
• 3 to 5 years	()
• 1 to 3 years	()
• under 1 year	()
Percentage of agency workers against the total number of staff in the Department	()
Percentage of payments to employment agencies against total staff costs of the Department	()
Number of workers who received severance payment/long service payment/contract gratuity	()
Amount of severance payment/long service payment/contract gratuity paid	()
Number of workers with severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF	()
Amount of severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF	()
Number of workers with paid meal break	()

Number of workers without paid meal break	()
Number of workers working 5 days per week	()
Number of workers working 6 days per week	()

() Change in percentage as compared with 2012-13

Asked by: Hon. WONG Kwok-hing

Reply:

Details on the engagement of agency workers and T-contract staff ^{Note 1} in 2013-14 are as follows –

	2013-14 (as at 31 March 2014)	
	Type of Contract	
	Others	T-contract
Number of contracts with employment agencies	11 (-8.3%)	7 (+40.0%)
Contract sum paid to each employment agency	\$1.25 million (+4.2%)	\$3.22 million (+92.9%)
Duration of service of each employment agency	Ranges from 6 to 9 months per contract	Ranges from 12 to 28 months per contract
Number of agency workers	14 (-17.7%)	7 (+40.0%)
Details of the positions held by agency workers		
• Project and research duties	3 (+50.0%)	0 (no change)
• Executive and administrative support duties	2 (-33.3%)	0 (no change)
• General clerical support and other duties	8 (-33.3%)	0 (no change)
• Information technology	0 (no change)	7 (+40.0%)
• Content editing duties	1 (N.A. ^{Note 2})	0 (no change)
Monthly salary range of agency workers		
• \$30,001 or above	1 (N.A. ^{Note 2})	6 (+20.0%)
• \$16,001 to \$30,000	3 (+50.0%)	1 (N.A. ^{Note 2})
• \$8,001 to \$16,000	10 (-33.3%)	0 (no change)
• \$6,501 to \$8,000	0 (no change)	0 (no change)
• \$6,240 to \$6,500	0 (no change)	0 (no change)
• under \$6,240	0 (no change)	0 (no change)
Length of service of agency workers	Information not available ^{Note 3}	
• over 15 years		
• 10 to 15 years		
• 5 to 10 years		
• 3 to 5 years		
• 1 to 3 years		
• under 1 year		
Percentage of agency workers against the total number of staff in the Department	1.46% (-0.42%)	0.73% (+0.18%)
Percentage of payments to employment agencies against total staff costs of the Department	0.34% (+0.02%)	0.88% (+0.44%)
Number of workers who received severance payment/long service payment/contract gratuity	Information not available ^{Note 3}	
Amount of severance payment/long service payment/contract gratuity paid	Information not available ^{Note 3}	
Number of workers with severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF	Information not available ^{Note 3}	

	2013-14 (as at 31 March 2014)	
	Type of Contract	
	Others	T-contract
Amount of severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF	Information not available ^{Note 3}	
Number of workers with paid meal break Number of workers without paid meal break	Information not available ^{Note 3}	
Number of workers working 5 days per week	14 (-6.7%)	7 (+40.0%)
Number of workers working 6 days per week	0 (-100.0%)	0 (no change)

() Change in percentage as compared with information as at 31 March 2013

- Note 1 T-contract refers to term contract centrally administered by the Office of the Government Chief Information Officer.
- Note 2 Percentage change is not available as there was no similar requirement last year.
- Note 3 We do not keep information on the length of service, severance payment, long service payment, and contract gratuity of agency workers and whether they have paid meal breaks or not as no such requirement was specified in the contracts.

CONTROLLING OFFICER'S REPLY

CSO078

(Question Serial No. 4741)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 146):

Regarding the engagement of outsourced workers, please provide the following information:

	2013-14 (the latest position)
Number of outsourced service contracts	()
Total payments to outsourced service providers	()
Duration of service of each outsourced service provider	()
Number of outsourced workers engaged through outsourced service providers	()
Details of the positions held by outsourced workers (e.g. customer service, property management, security, cleansing and information technology)	
Monthly salary range of outsourced workers	
• \$30,001 or above	()
• \$16,001 to \$30,000	()
• \$8,001 to \$16,000	()
• \$6,501 to \$8,000	()
• \$6,240 to \$6,500	()
• under \$6,240	()
Length of service of outsourced workers	
• over 15 years	()
• 10 to 15 years	()
• 5 to 10 years	()
• 3 to 5 years	()
• 1 to 3 years	()
• under 1 year	()
Percentage of outsourced workers against the total number of staff in the Department	()
Percentage of payments to outsourced service providers against the total staff costs of the Department	()
Number of workers who received severance payment/long service payment/contract gratuity	()
Amount of severance payment/long service payment/contract gratuity paid	()
Number of workers with severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF	()
Amount of severance payment/long service payment offset by or	()

contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF	
Number of workers with paid meal break	()
Number of workers without paid meal break	()
Number of workers working 5 days per week	()
Number of workers working 6 days per week	()

() Change in percentage as compared with 2012-13

Asked by: Hon. WONG Kwok-hing

Reply:

Details on the engagement of outsourced workers in 2013-14 are provided as follows –

	2013-14 (as at 31 March 2014)
Number of outsourced service contracts	21 (+40.0%)
Total payments to outsourced service providers	\$64.84 million (+28.2%)
Duration of service of each outsourced service provider	Ranges from 12 to 36 months per contract
Number of outsourced workers engaged through outsourced service providers	415 (+18.6%)
Details of the positions held by outsourced workers (e.g. customer service, property management, security, cleansing and information technology)	
<ul style="list-style-type: none"> • Information technology • Property management, security, cleansing and horticulture • Research service • Technical service • Project coordination service • Labour service 	26 (-13.3%) 364 (+17.4%) 6 (+50.0%) 6 (no change) 7 (N.A. ^{Note 1}) 6 (N.A. ^{Note 1})
Monthly salary range of outsourced workers ^{Note 2}	
<ul style="list-style-type: none"> • \$30,001 or above • \$16,001 to \$30,000 • \$8,001 to \$16,000 • \$6,501 to \$8,000 • \$6,240 to \$6,500 • under \$6,240 	26 (+160.0%)
Length of service of outsourced workers	Information not available ^{Note 3}
<ul style="list-style-type: none"> • over 15 years • 10 to 15 years • 5 to 10 years • 3 to 5 years • 1 to 3 years • under 1 year 	
Percentage of outsourced workers against the total number of staff in the Department	43.27% (+4.47%)
Percentage of payments to outsourced service providers against the total staff costs of the Department	17.71% (+4.34%)
Number of workers who received severance payment/long service payment/contract gratuity	Information not available ^{Note 3}
Amount of severance payment/long service payment/contract gratuity paid	Information not available ^{Note 3}
Number of workers with severance payment/long service payment	Information not available ^{Note 3}

	2013-14 (as at 31 March 2014)
offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF	
Amount of severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF	Information not available ^{Note 3}
Number of workers with paid meal break Number of workers without paid meal break	Information not available ^{Note 3}
Number of workers working 5 days per week Number of workers working 6 days per week	Information not available ^{Note 4}

() Change in percentage as compared with information as at 31 March 2013

- Note 1 Percentage change is not available as there was no similar requirement last year.
- Note 2 We do not have the information on the salaries of all outsourced workers, save for eleven contracts (26 workers) relating to research service, technical service, project coordination service and labour service. No such requirement was specified in other contracts.
- Note 3 We do not keep information on the length of service, severance payment, long service payment, and contract gratuity of outsourced workers and whether they have paid meal breaks as no such requirement was specified in the contracts.
- Note 4 Information on the work arrangement of individual employees is not available.

CONTROLLING OFFICER'S REPLY

CSO079

(Question Serial No. 4742)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 147):

Regarding the employment of non-civil service contract (NCSC) staff, please provide the following information:

	2013-14 (the latest position)
Number of NCSC staff	()
Details of the positions held by NCSC staff	
Payroll costs of NCSC staff	()
Monthly salary range of NCSC staff	
• \$30,001 or above	()
• \$16,001 to \$30,000	()
• \$8,001 to \$16,000	()
• \$6,501 to \$8,000	()
• \$6,240 to \$6,500	()
• below \$6,240	()
Length of service of NCSC staff	
• over 15 years	()
• 10 to 15 years	()
• 5 to 10 years	()
• 3 to 5 years	()
• 1 to 3 years	()
• under 1 year	()
Number of NCSC staff successfully appointed as civil servants	()
Percentage of NCSC staff against the total number of staff in the Department	()
Percentage of staff costs for NCSC staff against the total staff costs of the Department	()
Number of NCSC staff who received severance payment/long service payment/contract gratuity	()
Amount of severance payment/long service payment/contract gratuity paid	()
Number of NCSC staff with severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF	()
Amount of severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable	()

to employer's contributions to MPF	
Number of NCSC staff with paid meal break	()
Number of NCSC staff without paid meal break	()
Number of NCSC staff working 5 days per week	()
Number of NCSC staff working 6 days per week	()

() Change in percentage as compared with 2012-13

Asked by: Hon. WONG Kwok-hing

Reply:

Details on the employment of full-time non-civil service contract staff (NCSC) staff in 2013-14 are as follows –

	2013-14 (as at 31 December 2013)
Number of NCSC staff	389 (+9.6%)
Details of the positions held by NCSC staff	
• IT and technical support duties	31 (+19.2%)
• call and email handling duties	299 (+8.7%)
• project and research duties	21 (+31.3%)
• executive, management and administrative support duties	29 (no change)
• general clerical support and other duties	9 (no change)
Payroll costs of NCSC staff	\$74.71 million (+6.1%)
Monthly salary range of NCSC staff	
• \$30,001 or above	39 (+34.5%)
• \$16,001 to \$30,000	127 (+46.0%)
• \$8,001 to \$16,000	223 (-6.7%)
• \$6,501 to \$8,000	0 (no change)
• \$6,240 to \$6,500	0 (no change)
• below \$6,240	0 (no change)
Length of service of NCSC staff	
• over 15 years	0 (no change)
• 10 to 15 years	39 (+34.5%)
• 5 to 10 years	107 (+20.2%)
• 3 to 5 years	57 (-8.1%)
• 1 to 3 years	77 (-36.9%)
• under 1 year	109 (+105.7%)
Number of NCSC staff successfully appointed as civil servants	Information not available.
Percentage of NCSC staff against the total number of staff in the Department	43.71% (+2.31%)
Percentage of staff costs for NCSC staff against the total staff costs of the Department	25.38% (+0.48%)
Number of NCSC staff who received severance payment/long service payment/contract gratuity	220 (-13.0%)
Amount of severance payment/long service payment/contract gratuity paid	\$4.29 million (-14.8%)
Number of NCSC staff with severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF ^{Note}	220 (-13.0%)
Amount of severance payment/long service payment offset by or contract gratuity calculated from the accrued benefits attributable to employer's contributions to MPF ^{Note}	\$2.22 million (-6.9%)

	2013-14 (as at 31 December 2013)
Number of NCSC staff with paid meal break	385 (+9.4%)
Number of NCSC staff without paid meal break	6 (+100%)
Number of NCSC staff working 5 days per week	391 (+10.1%)
Number of NCSC staff working 6 days per week	0 (no change)

() *Change in percentage as compared with information as at 31 December 2012*

Note According to government guidelines on the employment of NCSC staff, gratuity plus the Government's MPF contributions in respect of the NCSC staff is not more than 15% (for skilled jobs) or 10% (for non-skilled jobs) of the total basic salary drawn during the contract period. Government will not make reference to the staff's accrued benefits attributable to the MPF contributions made by the Government in calculating the contract gratuity.

CONTROLLING OFFICER'S REPLY

CSO080

(Question Serial No. 4759)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (4) Protocol Division

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from:

Question (Member Question No. 50):

It is mentioned in *Matters Requiring Special Attention* under the programme that the Administration will monitor the government VIP service provided by the Airport Authority Hong Kong. What are the provision and manpower required for performing such a monitoring duty?

Asked by: Hon. WONG Kwok-hing

Reply:

Monitoring of the government VIP service provided by the Airport Authority is part and parcel of the responsibilities of relevant subject officers in the Protocol Division. As part of their duties, three officers in the Division are performing the said role. As such, the provision for the monitoring duty is already absorbed in the staff cost for the Protocol Division.

CONTROLLING OFFICER'S REPLY

CSO081

(Question Serial No. 4761)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 52):

Regarding the expenditures incurred by the Offices of the Chief Secretary for Administration and the Financial Secretary, will the Government advise on the following:

- a. What are the expenditures incurred for overseas duty visits of the Chief Secretary for Administration and the Financial Secretary since the inauguration of the incumbent Government? Please specify the purposes, destinations, expenditures involved, number of days and number of entourage members of the overseas duty visits.
- b. Has the Administration made any plan of overseas duty visits for the Chief Secretary for Administration and the Financial Secretary this year? If yes, please provide the details.
- c. What are the maintenance fees, staffing establishment, duties and expenditures relating to the official residences of the Chief Secretary for Administration and the Financial Secretary? Please provide the details.

Asked by: Hon. WONG Kwok-hing

Reply:

- a. Since the inauguration of the incumbent government (up to 28 February 2014), the total expenditure on overseas duty visits of the Chief Secretary for Administration (CS) amounted to \$610,000, of which \$450,000 was charged to Head 142, while that of the Financial Secretary (FS) amounted to \$1.83 million, of which \$1.65 million was charged to Head 142. Details of the overseas duty visits made by CS and FS are at Annexes 1 and 2 respectively.
- b. Hong Kong is an international city. We have been participating actively in promotion and business activities in the Mainland and overseas, and attending various international conferences and mega events so as to enhance Hong Kong's external liaison and raise Hong Kong's profile as "Asia's world city". We will, without affecting the priority of local issues, arrange overseas duty visits for CS and FS in accordance with actual needs.
- c. As at February 2014, CS's and FS's official residences have 5 members of staff respectively, who are responsible for the housekeeping duties. In 2013-14 (as at 28 February 2014), the actual expenditure on staff remuneration of CS's official residence is \$1.31 million, while that of FS's official residence is \$620,000. The maintenance fees for CS's and FS's official residences are \$510,000 and \$340,000 respectively.

**Details of Overseas Duty Visits made by CS
(1 July 2012 to 28 February 2014)**

<i>Date</i>	<i>Purpose and Main Itinerary</i>	<i>Destination</i>	<i>Number of Accompanying Officials</i>
18.7.2012	To attend the Inaugural Ceremony of the Second Term of Guangdong's Association for Promotion of Cooperation between Guangdong, Hong Kong and Macao cum Fifth Pearl River Forum.	Guangzhou	2
14.9.2012	To attend the 15 th Plenary of the Hong Kong/Guangdong Co-operation Joint Conference.	Guangzhou	2
19.9.2012	To make courtesy calls on the Chief Executive of the Macao Special Administrative Region, Mr Chui Sai-on, and the Secretary for Social Affairs and Culture, Mr Cheong U, to keep abreast of Macao's integrated development of tourism, leisure, conference and exhibition facilities.	Macao	2
23-25.9.2012	To make courtesy calls on the Hong Kong and Macao Affairs Office of the State Council, the National Development and Reform Commission, the Ministry of Foreign Affairs, the Ministry of Health, the National Bureau of Statistics and the Beijing Municipal Government, to meet the representatives of All-China Women's Federation, to visit cultural facilities, and to exchange views with Hong Kong citizens living in Beijing.	Beijing	2
9.10.2012	To attend the 30 th Anniversary Ceremony of Shenzhen River Regulation cum Stage IV Design Achievements Exhibition, and to make courtesy calls on the Secretary of the CPC Shenzhen Municipal Committee, Mr Wang Rong, and the Mayor of the Shenzhen Municipal Government, Mr Xu Qin.	Shenzhen	2
11.10.2012	To attend a ceremony to mark the approval for the planning of the Chinese University of Hong Kong (Shenzhen).	Shenzhen	1

<i>Date</i>	<i>Purpose and Main Itinerary</i>	<i>Destination</i>	<i>Number of Accompanying Officials</i>
11-18.11.2012	<p>To attend the Hong Kong Trade Development Council (HKTDC) Annual Dinner and a forum hosted by the British Council in London, to meet Members of Parliament, senior government officials and representatives of business and professional associations to update them on Hong Kong's latest developments and promote bilateral exchanges, to visit social enterprises and cultural facilities, and to meet Hong Kong students in UK.</p> <p>To meet senior government officials and the business community, to attend a ceremony on the conclusion of agreements concerning mutual legal assistance in criminal matters and surrender of sentenced persons between Hong Kong and Spain, and to attend a business luncheon organised by the Hong Kong Economic and Trade Office in Brussels and HKTDC to introduce the latest developments in Hong Kong.</p> <p>To meet the Mayor of Barcelona and sign a memorandum of understanding to promote exchanges between Hong Kong and Barcelona on urban planning and waterfront enhancement.</p>	<p>London, UK</p> <p>Madrid, Spain</p> <p>Barcelona, Spain</p>	2
11.1.2013	To co-chair the Hong Kong/Shenzhen Co-operation Meeting with the Mayor of the Shenzhen Municipal Government, and to witness the signing of four co-operation agreements.	Shenzhen	2
20-21.2.2013	To attend the second meeting of the Inter-ministerial Joint Conference on the Development of Qianhai Modern Service Industries Co-operation Zone in Shenzhen.	Beijing	1

<i>Date</i>	<i>Purpose and Main Itinerary</i>	<i>Destination</i>	<i>Number of Accompanying Officials</i>
28.2.2013 – 2.3.2013	To meet officials of Sichuan Province, to inspect Hong Kong's reconstruction projects in Sichuan, to witness the signing of two Sichuan-Hong Kong co-operation agreements, and to attend the plaque unveiling ceremony of the Giant Panda Conservation and Disease Control Centre in Dujiangyan and the completion ceremony of the Sichuan-Hong Kong Rehabilitation Centre.	Sichuan	2
15.3.2013	To co-chair the 18 th Working Meeting of the Hong Kong-Guangdong Co-operation Joint Conference with the Vice Governor of Guangdong Province.	Guangdong	2
24.6.2013	To attend the plaque unveiling ceremony of the Shenzhen-Hong Kong Youth Innovation Entrepreneurship Base in Nanshan, Shenzhen.	Shenzhen	1
5.7.2013	To make courtesy calls on officials of the Zhuhai Municipality, and to inspect the progress of the Hong Kong-Zhuhai-Macao Bridge and the Hengqin New Area.	Zhuhai	2
30.7.2013 – 2.8.2013	To meet key government officials to enlist their support for the negotiation of the Hong Kong-ASEAN Free Trade Agreement, and to visit the community, tourism, education, housing and arts and cultural facilities.	Singapore	2
4-6.9.2013	To meet key government officials to enlist their support for the negotiation of the Hong Kong-ASEAN Free Trade Agreement, to visit the medical and transport facilities, and to call on the Bangkok Office of the United Nations Educational, Scientific and Cultural Organization.	Thailand	2

**Details of Overseas Duty Visits made by FS
(1 July 2012 to 28 February 2014)**

<i>Date</i>	<i>Purpose and Main itinerary</i>	<i>Destination</i>	<i>Number of Accompanying Officials</i>
28-31.8.2012	To attend the Asia-Pacific Economic Cooperation (APEC) Finance Ministers' Meeting and meet with heads of Russian financial regulators.	Moscow, Russia	2
5-11.9.2012	To attend the APEC Economic Leaders' Meeting and APEC CEO Summit on behalf of the Chief Executive, to conduct bilateral meetings with relevant officials, and to witness the signing of the Free Trade Agreement between Hong Kong and Chile.	Vladivostok, Russia	2
24-26.9.2012	To attend the third joint meeting of the Hong Kong-Taiwan Economic and Cultural Cooperation and Promotion Council (ECCPC) and the Taiwan-Hong Kong Economic and Cultural Co-operation Council (THEC) in the capacity of the Honorary Chairperson of the ECCPC, to call on heads of relevant departments of the Taiwan authorities and to visit cultural and creative facilities in Taipei.	Taipei	2
11-13.10.2012	To attend the annual meetings of the International Monetary Fund (IMF) and the World Bank Group (WBG), and to meet with heads of international monetary organisations.	Tokyo, Japan	2
29.10.2012 - 1.11.2012	To make courtesy calls on relevant officials of central authorities and financial regulators in Beijing and to visit Tianjin.	Beijing and Tianjin	2
27.3.2013	To visit Zhongshan in Guangdong Province, to meet with Zhongshan Municipal officials, and to visit Hong Kong-funded enterprises and Hong Kong business people to promote the trade and economic ties between the two places.	Zhongshan	3
5-7.6.2013	To attend the opening ceremony of the Hong Kong-Taipei inter-city forum in the capacity of the Honorary Chairperson of the ECCPC and to meet with heads of relevant departments of the Taiwan authorities.	Taipei	2

<i>Date</i>	<i>Purpose and Main itinerary</i>	<i>Destination</i>	<i>Number of Accompanying Officials</i>
24-29.6.2013	To lead a business delegation to visit Cambodia and Myanmar and to meet with local government officials and business associations to promote the trade and economic ties between Hong Kong and these two countries.	Phnom Penh, Cambodia and Yangon and Nay Pyi Taw, Myanmar	2
17-18.7.2013	To visit Guangzhou and Dongguan in Guangdong Province, to meet with local government officials, to visit Nansha development projects and Hong Kong-funded enterprises and to meet with Hong Kong business people to promote the trade and economic ties between Hong Kong and Guangdong Province.	Guangzhou and Dongguan	2
30.7.2013 - 2.8.2013	To visit Wuhan in Hubei Province and Changsha in Hunan Province, to meet with local government officials, to visit major projects and to meet with Hong Kong people to promote the trade and economic ties with these two provinces.	Wuhan and Changsha	2
27-28.8.2013	To attend the opening ceremony of SmartHK which was organised by the Hong Kong Trade and Development Council (HKTDC).	Guangzhou	2
3-8.9.2013	To participate in the G20 Leaders' Summit as part of the Chinese delegation and meet with Russian government officials.	Moscow and St Petersburg, Russia	2
18-21.9.2013	To attend the APEC Finance Ministers' Meeting and meet with his counterparts.	Bali, Indonesia	2
8-14.10.2013	To attend the annual meetings of the IMF and the WBG as a member of the Chinese delegation, and to meet with heads of international monetary organisations.	New York and Washington, DC, USA	2
4-6.11.2013	To make courtesy calls on relevant officials of central authorities and financial regulators.	Beijing	3

<i>Date</i>	<i>Purpose and Main itinerary</i>	<i>Destination</i>	<i>Number of Accompanying Officials</i>
18-22.11.2013	To attend the HKTDC annual dinner and business seminar “Think Asia, Think Hong Kong: Opportunities in a High-Growth Region” in London; the forum “RMB Internationalisation – Opportunities in Paris and Hong Kong” co-organised by Paris EUROPLACE, the HKTDC and the Hong Kong Economic and Trade Office in Brussels in Paris; and meet with government officials and heads of financial institutions of both places.	London, UK and Paris, France	2

CONTROLLING OFFICER'S REPLY

CSO082

(Question Serial No. 5407)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 502 (if applicable)

Question (Member Question No. 86):

Please provide the following information with regard to the 1823 Call Centre service.

- a. At present, 98% of the callers have their enquiries addressed at the first time of calling. Of these 98% of calls, how many cases need to be referred to other departments for follow-up? Of the remaining 2% calls, how long do the callers have to wait before their enquiries are addressed?
- b. In 2013, only 65% of the calls were answered within 12 seconds. Would the Government advise why the performance in 2013-14, with around 20 additional call handling staff, was worse as compared with 73% in 2012. In this connection, will the Government increase the manpower to improve the service? If yes, what is the estimate required for the additional manpower?
- c. Would the Administration advise the way and channel used to collect the level of customer satisfaction?

Asked by: Hon. WONG Kwok-kin

Reply:

- a. In 2013, 98% of the enquiry calls handled by 1823 were resolved during the first call. Therefore no referral was needed. The average time for departments to respond to the remaining calls that had to be referred was three days. Where the enquiry that could not be answered immediately by 1823 is of a general nature, the response from the department is used to enhance the knowledge base so that future enquiries on the same matter can be answered immediately by 1823.
- b. The performance indicator is a function of call volume and call duration as well as staffing level. Call volume increased markedly in the second half of 2013, rising by more than 14% over the corresponding period in 2012. The average call handling time increased by 11% in 2013 as compared with 2012. While additional manpower resources were provided in 2013, the average number of call handling staff increased by only 4% as compared with 2012. The shortfall between the staffing level and the demand was the main cause for the decline in performance on call answering time.

To address the issue, 1823 has strengthened its recruitment and training capacity and is undertaking more recruitment exercises to maintain staffing at the highest possible level. Continued effort is being made to improve business processes and the underlying knowledge base, to enable staff to respond more efficiently. 1823 will also continue to work with departments to improve the quality of their communication with the public so as to reduce the number of avoidable enquiries and complaints that are handled by 1823.

- c. Customer satisfaction is assessed on a daily basis through questions put to callers by 1823's interactive voice response system. The questions cover satisfaction with waiting time, with agent's performance in terms of manner and understanding of the caller's needs, with the accuracy and adequacy of information provided. Overall comments on service are also invited. External surveys have also been undertaken to obtain deeper insight into public expectations and satisfaction with 1823 services.

CONTROLLING OFFICER'S REPLY

CSO083

(Question Serial No. 5202)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: (1) Efficiency Unit

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 132):

The Policy Address proposes the setting up of Social Innovation and Entrepreneurship Development Fund. How would the Administration ensure that the work of the Fund will not duplicate with the existing social enterprise programmes? In case there is duplication, will the Government combine the Fund and the social enterprise programmes?

Asked by: Hon. WONG Yuk-man

Reply:

The Social Innovation and Entrepreneurship Development Fund (SIE Fund) is an initiative under the Commission on Poverty to increase the diversity of measures to help tackle poverty and social exclusion in Hong Kong through nurturing social innovation and entrepreneurship. It is intended to encourage cross-sector collaboration and leverage on resources and expertise available in the community to help develop and sustain an ecosystem which attracts social innovators and entrepreneurs to create opportunity that helps people avoid poverty or move out of poverty.

One of the underlying principles of the SIE Fund is that its use will not overlap with other existing government programmes on social enterprises (SEs). The main features distinguishing the Fund from other existing programmes are –

- Applicants to the SIE Fund will not be confined to social service agencies or non-profit making organisations. Individuals or profit-making businesses can apply for funding if they have innovative ideas to address poverty or build capabilities in the community.
- To further the objectives of the SIE Fund, intermediaries (e.g. non-governmental organisations, professional bodies, impact investors, education institutions, etc.) will be engaged to administer part of the Fund, capitalizing their knowledge, expertise and networking ability in the social innovation field.
- The SIE Fund will consider funding schemes provided through intermediaries for very early stage support to individuals or for applications from existing SEs or social businesses for scaling-up their operations, rather than just providing seed money for start-up SEs as this is available from existing programmes.

CONTROLLING OFFICER'S REPLY

CSO084

(Question Serial No. 5225)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 1):

What is the 2014-15 estimate for the Central Policy Unit's duty visits to the Mainland? Please provide information about the duty visits to the Mainland planned for 2014-15. How will the Administration prevent activities irrelevant to official duties from taking place during duty visits outside Hong Kong? And how will the Administration prevent applications for revising visit destinations from becoming a mere formality?

Asked by: Hon. WONG Yuk-man

Reply:

In 2014-15, a sum of \$300,000 has been earmarked for the Central Policy Unit (CPU)'s duty visits outside Hong Kong. CPU plans to visit its working counterparts and places related to its role and functions.

Duty visits, if publicly funded, are subject to control under relevant regulations and guidelines to ensure effective monitoring and proper use of public funds. Such controls include: duty visits should only be conducted when there are strong operational reasons; prior formal approval should be obtained for all duty visits and non-official activities should be avoided; the officers concerned should provide all necessary information in respect of the proposed visit as far as possible when submitting the application; if there are any subsequent changes to the arrangements, the officers concerned should inform the approving officers as soon as possible who should then assess whether re-consideration of the applications is needed.

CONTROLLING OFFICER'S REPLY

CSO085

(Question Serial No. 5263)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 39):

What is the 2014-15 estimate for duty visits or exchanges in the Mainland conducted by the Chief Secretary for Administration's Office? Please provide information about the themes of duty visits or exchanges in the Mainland planned for 2014-15. How will the Administration prevent activities irrelevant to official duties from taking place during duty visits outside Hong Kong? And how will the Administration prevent applications for revising visit destinations from becoming a mere formality?

Asked by: Hon. WONG Yuk-man

Reply:

Officers of the Chief Secretary for Administration's Office will arrange duty visits in 2014-15 subject to practical need and on the premise that such visits will not compromise local priority issues. There are no specific plans for the time being.

Duty visits, if publicly funded, are subject to control under relevant regulations and guidelines to ensure effective monitoring and proper use of public funds. Such controls include: duty visits should only be conducted when there are strong operational reasons; all duty visits should obtain prior approval formally and should avoid non-official activities; the officers concerned should provide all necessary information in respect of the proposed visit as far as possible when submitting the application; if there are any subsequent changes to the arrangements, the officers concerned should inform the approving officers as soon as possible who should then assess whether re-consideration of the applications is needed.

CONTROLLING OFFICER'S REPLY

CSO086

(Question Serial No. 5264)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (000) Operational expenses

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 40):

What is the 2014-15 estimate for duty visits or exchanges in the Mainland conducted by the Financial Secretary's Office? Please provide information about the themes of duty visits or exchanges in the Mainland planned for 2014-15. How will the Administration prevent activities irrelevant to official duties from taking place during duty visits outside Hong Kong? And how will the Administration prevent applications for revising visit destinations from becoming a mere formality?

Asked by: Hon. WONG Yuk-man

Reply:

In 2014-15, officers of the Financial Secretary's Office will conduct official duty visits on the basis of operational needs including promoting regional cooperation with the Mainland, enhancing further cooperation and exchanges with Macau and Taiwan, attending relevant meetings and conferences, etc. There are no concrete details for the time being.

As official duty visits are publicly funded, they are subject to control under relevant regulations and guidelines to ensure effective monitoring and proper use of public funds. Relevant control measures include, inter alia, all duty visits conducted should be well justified on operational grounds; proper prior approval is necessary and non-official elements should be avoided. In making an application, an officer should provide all necessary information in respect of the proposed duty visit as far as practicable. Where subsequent changes become necessary, an officer should as soon as practicable inform the approving authority who should re-assess whether there is a need to consider the application afresh.

CONTROLLING OFFICER'S REPLY

CSO087

(Question Serial No. 5062)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 117):

Regarding the use of the expenditure of \$445.6 million under the Programme in 2013-14, will the Administration inform this Committee on the following:

- (a) Expenditure on the salary (including mandatory provident fund or civil service provident fund contribution), allowances and job-related expenses for the Head of the Central Policy Unit (CPU);
- (b) Expenditure on the salary (including mandatory provident fund or civil service provident fund contribution), allowances and job-related expenses for the Deputy Head of the CPU;
- (c) Expenditure on the salary (including mandatory provident fund or civil service provident fund contribution), allowances and job-related expenses for Member (1), Member (2) and Member (3) of the CPU;
- (d) Expenditure on the salary (including mandatory provident fund or civil service provident fund contribution), allowances and job-related expenses for other staff members of the CPU;
- (e) Expenditure on the salary (including mandatory provident fund or civil service provident fund contribution), allowances and job-related expenses for the Director of Administration and two Deputy Directors of Administration;
- (f) Expenditure of the CPU in the past year after deducting the above 5 items of salary expenses and other operational expenses of the Administration Wing; and
- (g) Regarding the expenditure mentioned in item (f), how much was related to opinion polls conducted by the CPU or other institutions commissioned by the CPU? Please provide information on the number of opinion polls conducted by the CPU, their titles and the institutions commissioned in 2013-14.

Asked by: Hon. WU Chi-wai

Reply:

- (a)-(d) The revised provision in 2013-14 for salaries, gratuities, Mandatory Provident Fund (MPF) expenditure and allowances of the Head, Deputy Head, Member (1), Member (2), Member (3) and other staff of the Central Policy Unit (CPU) is as follows-

Post	Revised Provision in 2013-14		
	Salaries (\$)	Gratuities (\$)	MPF Expenditure, Allowances and Other Job-related Expenses (\$)
Head	2,697,600	0	582,756
Deputy Head	2,295,000	Not applicable*	435
Member (1)	1,906,200	0	409,845
Member (2)	1,962,000	0	33,525
Member (3)	1,906,200	0	409,845
Other Staff	35,777,400	601,600*	635,000

Note

* Gratuities are not applicable to civil service staff

- (e) In 2013-14, the revised provision for salaries and allowances of the Director of Administration and the two Deputy Director of Administration is \$6.28 million.
- (f) In 2013-14, the revised operational expenditure of CPU after deducting the items of salary expenses in (a) to (d) above is \$24.703 million.
- (g) A total of \$3.6 million has been disbursed for 51 polls by CPU in 2013-14. CPU commissions academic institutions and private sector research bodies to conduct polls on different political, economic and social topics as well as matters of concern to the general public. In 2013-14, we have commissioned four contractors to conduct the polls. To ensure that polls are conducted in an objective and scientific manner, details of the polls are not disclosed to avoid possible impact on the credibility of the findings.

CONTROLLING OFFICER'S REPLY

(Question Serial No. 5063)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (-) Not Specified

Programme: (3) CSO-Administration Wing

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page (if applicable)

Question (Member Question No. 118):

Regarding the estimated expenditure of \$509.8 million for 2014-15 under this Programme, please advise this Committee on the following:

- 1) What are the respective estimated expenditures for the salaries (including the Mandatory Provident Fund (MPF) or Civil Service Provident Fund (CSPF) contributions), allowances and job-related expenditures for the Head of the Central Policy Unit (CPU)?
- 2) What are the respective estimated expenditures for the salaries (including MPF or CSPF contributions), allowances and job-related expenditures for the Deputy Head of the CPU?
- 3) What are the respective estimated expenditures for the salaries (including MPF or CSPF contributions), allowances and job-related expenditures for Member (1), Member (2) and Member (3) of the CPU?
- 4) What are the respective estimated expenditures for the salaries (including MPF or CSPF contributions), allowances and job-related expenditures for the remaining staff of the CPU?
- 5) What are the respective estimated expenditures for the salaries (including MPF or CSPF contributions), allowances and job-related expenditures for the Director of Administration and 2 Deputy Directors of Administration?
- 6) What is the estimated expenditure for the CPU after deducting the salary expenditures for the 5 items above and other operating expenses of the Administration Wing?
- 7) Among the estimated expenditure for the CPU mentioned in item 6) above, how much will be used for conducting public policy research funding scheme and public opinion polls respectively?

Asked by: Hon. WU Chi-wai

Reply:

- (1)–(4) The estimated provision in 2014-15 for salaries, gratuities, Mandatory Provident Fund (MPF) expenditure and allowances of the Head, Deputy Head, Member (1), Member (2), Member (3) and other staff of the Central Policy Unit (CPU) is as follows-

Posts	Estimated Provision in 2014-15		
	Salaries (\$)	Gratuities (\$)	MPF Expenditure and Allowances (\$)
Head	2,755,737	1,626,659	576,506
Deputy Head	2,295,000	Not applicable*	0
Member (1)	1,927,280	537,924	409,845
Member (2)	2,000,000	553,740	33,525
Member (3)	1,933,800	544,593	396,095
Other Staff	41,074,200	698,200*	754,500

Note

* Gratuities are not applicable to civil service staff

- (5) In 2014-15, the estimated provision for salaries and allowances of the Director of Administration and the two Deputy Directors of Administration is \$6.29 million.
- (6) In 2014-15, the estimated operational expenditure of CPU after deducting the items of salary expenses in (1) to (4) above is \$46.886 million.
- (7) In 2014-15, CPU has earmarked \$20 million and \$7 million for the Public Policy Research Funding Scheme and polls respectively.

CONTROLLING OFFICER'S REPLY

CSO089

(Question Serial No. 5064)

Head: (142) Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary

Subhead (No. & title): (700) General non-recurrent

Programme: Not Specified

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

This question originates from: Estimates on Expenditure Volume 1 Page 510 (if applicable)

Question (Member Question No. 119):

Regarding the \$8,000,000 commitment of Item Code 829 "Consultancy services on centralized approach for administering social benefits schemes", please advise this Committee of the details of the consultancy services, including the content, the expected commencement and completion dates of the consultancy study; the policy purview involved in the study report and whether the full report will be released for public reference upon completion.

Asked by: Hon. WU Chi-wai

Reply:

The Efficiency Unit (EU) will engage an external consultant to conduct an in-depth study to ascertain the feasibility of setting up a central benefits service in Hong Kong. The scope of the study is to:

- a) review the current arrangements for benefits administration;
- b) assess the business, financial and technical feasibility of establishing a centralised benefits administration service and identify implementation issues that may arise;
- c) recommend a road map, an implementation plan and risk mitigation measures; and
- d) identify any wider implications for further consideration.

It is expected that the study will commence in April/May 2014 and be completed by the end of 2014.

As the EU expects that the study recommendations will mainly focus on improving the administrative arrangements for delivering benefit schemes, the study is intended for consideration by the Government.