

Index Page

Replies to supplementary questions raised by Finance Committee Members in examining the Estimates of Expenditure 2017-18

Director of Bureau : Director of Administration

Session No. : 10

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Reply Serial No.	Question Serial No.	Name of Member	Head	Programme
S-CSO01	SV013	CHAN Chi-chuen	142	(3) CSO-Administration Wing
S-CSO02	S0028	HO Kai-ming	142	(2) Government Records Service
S-CSO03	S0025	LAU Siu-lai	142	(3) CSO-Administration Wing
S-CSO04	S0027	LAW Kwun-chung, Nathan	142	(2) Government Records Service
S-CSO05	SV014	LAW Kwun-chung, Nathan	142	(2) Government Records Service
S-CSO06	SV017	TO Kun-sun, James	142	(3) CSO-Administration Wing
S-CSO07	SV016	WONG Pik-wan, Helena	142	(3) CSO-Administration Wing
S-CSO08	SV018	WONG Pik-wan, Helena	142	(3) CSO-Administration Wing

CONTROLLING OFFICER'S REPLY

S-CSO01

(Question Serial No. SV013)

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

Question:

This is a follow-up question on the Reply Serial No. CSO006:

The reply to the question mentioned that the works expenses borne by the Architectural Services Department (ArchSD) for repairing the official residence of the Financial Secretary (FS) was \$590,000. This figure is inconsistent with the estimates of \$830,000 as revealed in the Press Release of the Office of the Financial Secretary dated 27 February 2017.

Would the Government please tabulate the cost breakdown of all the repair works for FS' official residence and explain the inconsistency between the above two figures?

Asked by: Hon CHAN Chi-chuen

(Raised at 11:34 a.m. on 5 April 2017)

Reply:

The official residence of the Financial Secretary (FS) is a Grade 2 historic building with about 80 years of history. The last large-scale renovation was carried out in 2007. In view of the deterioration of the building and facilities in the residence due to their use over a long period of time, relevant departments, in accordance with established procedures, proposed to carry out some necessary repair and restoration works after the former FS had moved out. Such works are an integral part of the maintenance for the residence. After completion of these works, there will be no need to carry out similar works when FS of the next-term Government assumes office.

The estimated cost for repairing, restoring and replacing dilapidated parts and facilities in the FS's official residence in February 2017 was about \$830,000, of which \$390,000 is for repairing the building and the floor coating, \$40,000 for replacing worn-out carpets, \$180,000 for touch-up painting of external walls, \$160,000 for replacing dilapidated furniture and installations, and around \$60,000 for contingency provision. According to established mechanism, amounts of \$590,000 and \$240,000 were charged to the

Architectural Services Department (ArchSD) and the Administration Wing (Adm Wing) respectively. The breakdown is as follows:

Item	Estimated expenditure (\$)		
	Borne by ArchSD	Borne by Adm Wing	Total
Repair of building and floor coating	310,000	80,000*	390,000
Touch-up painting of external walls	180,000	-	180,000
Replacement of dilapidated furniture and installations	-	160,000	160,000
Replacement of worn-out carpets	40,000	-	40,000
Contingency provision	60,000	-	60,000
Total	590,000	240,000	830,000

*Note: While ArchSD was repairing the building and the floor coating, works such as re-laying of some cables, relocation and enhancement of the broadband network, etc. were carried out by the Electrical and Mechanical Services Department and Adm Wing concurrently at a cost of \$80,000 borne by Adm Wing.

- End -

CONTROLLING OFFICER'S REPLY**S-CSO02****(Question Serial No. S0028)**

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

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

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

Question:

Regarding the Reply Serial No. CSO011, please provide information on the following:

1. What are the projects and estimates for the “implementation of public education and publicity programmes on Hong Kong’s documentary heritage” in the coming year?
2. What are the number and areas of venues for regular public exhibitions in the existing Public Records Office? Will the Government consider establishing a permanent exhibition venue for organising larger-scale exhibitions as well as publicity and education programmes on public records?

Asked by: Hon HO Kai-ming

Reply:

1. The projects and estimates in 2017-18 for the implementation of public education and publicity programmes on Hong Kong’s documentary heritage by the Government Records Service (GRS) are set out below:

Year	Publicity and educational programmes	Estimated expenditure (\$ million)
2017-18	GRS plans to – <ul style="list-style-type: none"> - organise at least 30 group visits to GRS; - conduct a series of educational workshops to help teachers and students to use the archival holdings kept in GRS; - organise a series of thematic film shows; 	1.74

Year	Publicity and educational programmes	Estimated expenditure (\$ million)
	<ul style="list-style-type: none"> - launch a thematic exhibition together with on-line Reference Resources Pages; - organise roving exhibitions in Ping Shan Tin Shui Wai Public Library, Chai Wan Public Library, Sha Tin Public Library and Hong Kong Central Library; - participate in a cultural and historical project with another institution; - enrich the contents of the Educational Resources Portal to attract more people to view the digitised holdings and information; - digitise popular and frequently-accessed items; and - broadcast an Announcement for Public Interest (on television and radio) to promote the services provided by GRS and encourage public appreciation of Hong Kong's documentary heritage. 	

2. The GRS Exhibition Hall, located at the Hong Kong Public Records Building, 13 Tsui Ping Road, Kwun Tong, offers a permanent venue with a floor area of about 24 square metres for the organisation of regular thematic exhibitions. GRS also organises thematic roving exhibitions in the public libraries on Hong Kong Island and in the New Territories to facilitate public viewing of its archival holdings. In addition, GRS organises large-scale photo exhibitions, and publicity and educational programmes in collaboration with other institutions in their venues to encourage public appreciation of Hong Kong's documentary heritage. GRS will review and improve its publicity and educational programmes as well as exhibition facilities from time to time with a view to enhancing its service quality.

- End -

CONTROLLING OFFICER'S REPLY**S-CSO03****(Question Serial No. S0025)**

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

Question:

- (1) In Reply Serial No. CSO018, the Government stated that the Policy and Project Co-ordination Unit (PPCU) provided one-stop cross-bureaux consultation and co-ordination services for over 80 development projects mainly submitted by non-governmental organisations (NGOs). In this connection, please provide further information as per the following table:

Project title	Project location	Relevant departments co-ordinated by PPCU	NGOs involved	Expenditure of each project

- (2) Please provide further information about the 30 projects which would proceed to the next stage of work as per the following table:

Project title	Project location	Relevant departments co-ordinated by PPCU	NGOs involved	Expenditure of each project

Asked by: Hon LAU Siu-lai

Reply:

In the past 4 years, the Policy and Project Co-ordination Unit (PPCU) provided one-stop cross-bureaux consultation and co-ordination services for over 80 development projects mainly submitted by non-governmental organisations (NGOs), assisting in seeking initial views on the projects from relevant departments and helping project proponents identify potential problems of their proposals and formulate suitable solutions at an early stage. These projects mainly come from the Special Scheme on Privately Owned Sites for Welfare

Uses (Special Scheme) of the Labour and Welfare Bureau and the Youth Hostel Scheme (YHS) of the Home Affairs Bureau. Both Schemes aim at unleashing the development potential of under-utilised sites held by NGOs to provide additional places for elderly and rehabilitation services, and to meet the aspiration of some working youths in having their own living spaces respectively.

The PPCU has completed providing assistance to some 30 projects of which most have had their technical problems solved basically and will proceed to the next stage of work, such as submitting planning application, applying for lease modification and applying for Government funding or the Lotteries Fund (LF) for detailed design or construction. The PPCU continues offering assistance to the remaining some 50 projects. For most of these projects the first round of departmental consultation has been conducted, but their technical problems are yet to be solved or their scheme designs have to be revised by the project proponents.

The information concerning the above projects are set out in the following table. As most of the projects currently under the PPCU's assistance are at a preliminary planning stage, their specific details are subject to change such that only general information are provided below at this stage.

Project title	Project location	NGOs involved	Relevant departments co-ordinated by the PPCU	Expenditure involved
Some 30 projects to which the PPCU has finished assistance				
5 development projects under the YHS				
1. Youth hostel development by Hong Kong Federation of Youth Groups at Po Heung Street, Tai Po	Tai Po	Hong Kong Federation of Youth Groups	The departments co-ordinated and/or consulted may vary, subject to the specific circumstances of the project (e.g. location, scale, scheme design and surrounding facilities, etc). Generally, the departments involved include Planning Department (PlanD), Lands Department (LandsD), Buildings Department (BD), various District Offices (DOs), Transport Department (TD), Highways Department (HyD), Drainage Services Department (DSD), Water Supplies Department (WSD),	- Funding for the Tai Po project of the Hong Kong Federation of Youth Groups (\$159 million) has been approved by the Legislative Council for carrying out the construction works. As the remaining 4 projects have not finalised their detailed design, their construction cost cannot be estimated at the present stage.
2. Youth hostel development by Po Leung Kuk at Ma Tin Pok, Yuen Long	Yuen Long	Po Leung Kuk		
3. Youth hostel development by Tung Wah Group of Hospitals at Hollywood Road, Sheung Wan	Sheung Wan	Tung Wah Group of Hospitals		
4. Youth hostel development by Hong Kong Girl Guides Association at Ferry Street, West Kowloon	West Kowloon	Hong Kong Girl Guides Association		

Project title	Project location	NGOs involved	Relevant departments co-ordinated by the PPCU	Expenditure involved
5. Youth hostel development by Hong Kong Association of Youth Development at Arran Street, Tai Kok Tsui	Tai Kok Tsui	Hong Kong Association of Youth Development	Environmental Protection Department (EPD) and Fire Services Department (FSD).	
21 development projects under the Special Scheme				
1. Redevelopment of Hong Chi Pinehill Integrated Vocational Training Centre - Minor Staff Quarter and Services Building, Pinehill Village, Tai Po by Hong Chi Association	Tai Po	Hong Chi Association	The departments co-ordinated and/or consulted may vary, subject to the specific circumstances of the project (e.g. location, scale, scheme design and surrounding facilities, etc). Generally, the departments involved include PlanD, LandsD, BD, various DOs, TD, HyD, DSD, WSD, EPD and FSD.	- By the closing of application for the Special Scheme on 18 November 2013, 43 NGOs submitted preliminary proposals involving 63 projects. Assuming that all the projects under the Special Scheme could be implemented smoothly, the amount required of the LF would be at a rough estimate of \$20 billion. In view of the actual closing balance of the LF for 2012-13 was around \$10 billion, and to ensure that the projects under the Special Scheme would be planned with more certainty in terms of resource availability as well as to avoid affecting the financial condition of the LF, the Government obtained the approval of the Finance Committee of the Legislative Council in February
2. Expansion of Haven of Hope Woo Ping Care and Attention Home at 8 Pui Shing Lane, Tseung Kwan O by Haven of Hope Christian Service	Kwan O	Haven of Hope Christian Service		
3. New development on a vacant area now used for the purposes of environmental enhancement and farming within Hong Chi Pinehill Village, Tai Po by Hong Chi Association	Tai Po	Hong Chi Association		
4. Redevelopment of Hong Chi Pinehill Integrated Vocational Training Centre - Main Building, Pinehill Village, Tai Po by Hong Chi Association	Tai Po	Hong Chi Association		

Project title	Project location	NGOs involved	Relevant departments co-ordinated by the PPCU	Expenditure involved
5. Development of a RCHE on a site at Fuk Hang Tsuen Road, Lam Tei, Tuen Mun by Pok Oi Hospital	Tuen Mun	Pok Oi Hospital		<p>2014 for the transfer of an additional fund of \$10 billion to the LF to provide sufficient resources for implementing the feasible projects under the Special Scheme and other projects within the remit of the LF.</p> <p>- As at end December 2016, project (1) has commenced service in end-2016 upon project completion. Projects (2) to (4) have entered the construction stage, among which projects (2) and (3) are expected to be completed in or before 2017-18, and project (4) in 2018-19.</p> <p>- As at end December 2016, the LF grants have been approved for projects (5) to (9) to proceed with TFSs. Project (5) has completed its TFS in November 2016, and is pending funding approval for carrying out detailed design and consultancy service.</p> <p>- As for the remaining 12 projects, the SWD will consider supporting the project proponents to proceed with TFSs subject to the actual status of individual projects.</p>
6. Redevelopment of Shaukeiwan Day Activity Centre at 456 Shau Kei Wan Road by the Salvation Army	Shau Kei Wan	Salvation Army		
7. Expansion of New Life Building at 332 Nam Cheong Street, Sham Shui Po by New Life Psychiatric Rehabilitation Association	Sham Shui Po	New Life Psychiatric Rehabilitation Association		
8. Development of a RCHE on a site at Ma Tin Road, Yuen Long by the Evangelical Gospel Lutheran Church Limited	Yuen Long	The Evangelical Gospel Lutheran Church Limited		
9. Redevelopment of Stewards Peace Clinic Building at 145 Hong Ning Road, Kwun Tong by Stewards Limited	Kwun Tong	Stewards Limited		
<p>The other 12 projects to which the PPCU has finished assistance are pending funding approval for conducting technical feasibility studies (TFSs), carrying out local consultation and finalising the specific facilities with the Social Welfare Department (SWD).</p>				

Project title	Project location	NGOs involved	Relevant departments co-ordinated by the PPCU	Expenditure involved
Other projects include:				
1. Sham Tseng Light Housing (revitalisation works for the vacant ex-staff quarters s have been completed)	Sham Tseng	Light Be	The departments co-ordinated and/or consulted may vary, subject to the specific circumstances of the project (e.g. location, scale, scheme design and surrounding facilities, etc). Generally, the departments involved include PlanD, LandsD, BD, various DOs, TD, HyD, DSD, WSD, EPD and FSD.	- No Government expenditure will be involved as the project proponent will raise funds on his own.
2. Hong Kong Breast Cancer Foundation Kowloon Centre	Ngau Chi Wan	Hong Kong Breast Cancer Foundation		- No Government expenditure will be involved as the project proponent will raise funds on his own.
3. Development of an advanced medical centre in Shau Kei Wan by Hong Kong Sanatorium and Hospital.	Shau Kei Wan	Hong Kong Sanatorium and Hospital		- No Government expenditure will be involved as the project proponent will raise funds on his own.
Development proposals from 2 other NGOs were withdrawn by project proponents due to technical problems				
Some 50 projects to which the PPCU is offering assistance				
Development proposals under the YHS				
1. Mixed development of welfare facilities and youth hostel in Yuen Long by Hong Kong Sheng Kung Hui Welfare Council (involving certain portion of the development under the Special Scheme)	Yuen Long	Hong Kong Sheng Kung Hui Welfare Council	The departments co-ordinated and/or consulted may vary, subject to the specific circumstances of the project (e.g. location, scale, scheme design and surrounding facilities, etc). Generally, the departments involved include PlanD, LandsD, BD, various DOs, TD, HyD, DSD, WSD, EPD and FSD.	----
2. Several other YHS development proposals which are still under studies	----	----		----

Project title	Project location	NGOs involved	Relevant departments co-ordinated by the PPCU	Expenditure involved
34 development projects under the Special Scheme	----	----	The departments co-ordinated and/or consulted may vary, subject to the specific circumstances of the project (e.g. location, scale, scheme design and surrounding facilities, etc). Generally, the departments involved include PlanD, LandsD, BD, various DOs, TD, HyD, DSD, WSD, EPD and FSD.	----
13 other development proposals which are mainly from NGOs	----	----	The departments co-ordinated and/or consulted may vary, subject to the specific circumstances of the project (e.g. location, scale, scheme design and surrounding facilities, etc). Generally, the departments involved include PlanD, LandsD, BD, various DOs, TD, HyD, DSD, WSD, EPD and FSD.	----
Over 80 projects in total				

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CONTROLLING OFFICER'S REPLY

S-CSO04

(Question Serial No. S0027)

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

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

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

Question:

Regarding the Reply Serial No. CSO019, has the Government Records Service found any bureaux/departments (B/Ds) in breach of the mandatory requirements implemented in April 2009? Currently, is there a mechanism to monitor the procedures of different bureaux in handling records? Is there a disciplinary mechanism against any breaches by B/Ds? If so, what is the number of staff who have been disciplined?

Asked by: Hon LAW Kwun-chung, Nathan

Reply:

The Government attaches great importance to records management. All bureaux/departments (B/Ds) are required to carry out records management duties in compliance with the General Circular No. 2/2009 "Mandatory Records Management Requirements" issued in 2009. The Government also issued guidelines on "Records Management Review" and adopted a two-pronged approach, namely self-assessment by B/Ds and departmental records management reviews conducted by the Government Records Service (GRS) for individual B/Ds, to monitor the records management practices of B/Ds. Upon completion of the records management reviews on B/Ds by GRS, the Director of Administration will present the relevant findings and recommendations to the heads of the B/Ds, and request them to report progress made on the implementation of the recommendations every six months. If there are incidents of loss or unauthorised destruction of records in B/Ds, the Departmental Records Manager must conduct a thorough investigation, including taking disciplinary action against the officers involved, and submit the findings of the investigation to GRS.

B/Ds follow the existing civil service disciplinary mechanism to handle cases involving non-compliance of public officers with records management requirements. If an officer is found to have breached government records management requirements or any other official instructions, whether oral or written, or who by his actions have brought the Government Service into disrepute, the officer is liable to punishments according to the gravity of the case. From April 2009 to February 2017, GRS occasionally received reports from B/Ds

involving the loss or unauthorised destruction of government records, most of which were due to carelessness, negligence or unfamiliarity with the relevant requirements on the part of a small number of individual officers. No deliberate non-compliance with the requirements was noted. Disciplinary actions had been taken against 20 officers involved in a total of 16 cases.

- End -

CONTROLLING OFFICER'S REPLY**S-CSO05****(Question Serial No. SV014)**

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

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

Programme: (2) Government Records Service

Controlling Officer: Director of Administration (Ms Kitty CHOI)

Director of Bureau: Director of Administration

Question:

A follow-up question on Reply Serial No. CSO025:

With regard to the amount of documents on the “1967 riots” archived by the Government Records Service, please provide the amount of archived documents of similar historical events (e.g., the “rightist riots” of 1956 and the Kowloon Disturbances 1966) for a comparison to be made.

Asked by: Hon LAW Kwun-chung, Nathan

Reply:

Bureaux and departments are required to follow the relevant records retention and disposal schedules, and transfer records appraised as having archival value to the Government Records Service (GRS) for permanent retention. To facilitate public retrieval of the records required and understanding of the original context of the related records, the GRS arranges and describes these records based on the principles of provenance and original order according to the General International Standard Archival Description, and inputs into the online catalogues such basic information as the record titles in their original wording and languages. In line with the above principle, the GRS generally does not arrange and reorganise records by the incident and subject matter involved.

For the incidents mentioned in the question, the approximate number of archival records retrieved by using the suggested keywords to search the GRS' online catalogues are as follows:

Incident	Approximate number of archival records retrieved	Suggested keywords
The “rightist riots” of 1956	15	Disturbance(s), Riot(s), Tsuen Wan, Compensation, 荃灣, 補恤, 暴動, etc.

Incident	Approximate number of archival records retrieved	Suggested keywords
The Kowloon Disturbances 1966	35	Curfew, Disturbance(s), Kowloon Disturbances, Riot(s), Kowloon Riots, Star Ferry, 騷動, 九龍騷動, Fare increase, etc.
The 1967 riots	300	Bomb(s), Explosive, Communist, Communist schools, Confrontation, Curfew, Detention, Disturbance(s), Deportation, Demonstration(s), Federation of Trade Unions, Juvenile, Labour(s), Labour front, Left Wing, Leftwing, Prisoner(s), Riot(s), Threat(s), Societies, Soviet activities, Union(s), 暴動, etc.

- End -

CONTROLLING OFFICER'S REPLY

S-CSO06

(Question Serial No. SV017)

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

Question:

Has the Central Policy Unit (CPU) provided advisory services in respect of the drawing up of lists of candidates for appointment to committees of the Independent Commission Against Corruption in the past 5 years? Has Ms Sophia KAO Ching-chi, a member of the CPU, given any advice and recommendations? If yes, what are the details (including who instructed the parties concerned to make the relevant arrangements)?

Asked by: Hon TO Kun-sun, James

(Raised at 12:25 pm on 5 April 2017)

Reply:

As stated in Reply Serial No. CSO032, the Central Policy Unit (CPU), when consulted, may provide proposals or advice on the drawing up of lists of candidates for appointment to advisory and statutory bodies, but it does not have the authority to approve or veto appointments. The final nomination list and appointment list are decided by bureaux and the appointment authorities. During the term of the current Government, CPU has given proposals and advice in respect of the drawing up of lists of candidates for appointment to committees of the Independent Commission Against Corruption. While some proposals and advice were accepted, some were not. The specific details cannot be disclosed as they involve personal privacy and information given in confidence.

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CONTROLLING OFFICER'S REPLY

S-CSO07

(Question Serial No. SV016)

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

Question:

Further to Reply Serial No. CSO032,

please list in detail the advice and recommendations given by Ms Sophia KAO Ching-chi, a member of the Central Policy Unit (CPU), when bureaux/departments consulted the CPU on the preparation of lists of candidates for appointment to committees under their purview in the past 5 years, including information on bureaux/departments bound by the advice of Ms KAO, whether there was any case that Ms KAO had rejected the proposal of candidates for appointment, and whether the bureaux/departments concerned had followed the advice and recommendations of Ms KAO.

Asked by: Hon WONG Pik-wan, Helena

(Raised at 12:11 pm on 5 April 2017)

Reply:

As stated in Reply Serial No. CSO032, bureaux and departments may consult the Central Policy Unit (CPU) when preparing lists of candidates for appointment to advisory and statutory bodies (ASBs). CPU's role is limited to giving proposals or advice on potential candidates. The responsibility and the authority to make a final decision on the nomination list and appointment list rest with bureaux and the appointment authorities. CPU does not have the authority to approve or veto appointments. During the term of the current Government, some proposals and advice provided by CPU on the lists of candidates for appointment to ASBs were accepted by bureaux and appointment authorities, while some were not. The specific details cannot be disclosed as they involve personal privacy and information given in confidence.

- End -

CONTROLLING OFFICER'S REPLY

S-CSO08

(Question Serial No. SV018)

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

Question:

The functions of the Central Policy Unit include carrying out other tasks assigned by the Chief Executive, the Chief Secretary for Administration or the Financial Secretary. In this connection, please provide, in the form of a table, details of the above tasks in the past 5 years, including who assigned the tasks and their contents.

Asked by: Hon WONG Pik-wan, Helena

(Raised at 12:36 pm on 5 April 2017)

Reply:

The main function of the Central Policy Unit (CPU) is to provide advice and recommendations on public policy and social issues to the Chief Executive (CE), the Chief Secretary for Administration (CS) and the Financial Secretary (FS). CPU's major duties include assisting CE in drafting the Policy Address, conducting policy research, understanding and analysing community concerns and public opinion, and encouraging community discussion and research in public policy. In addition, CPU also carries out any other tasks assigned by CE, CS or FS, which cover topics of higher importance or issues of a more general nature. As these tasks are part of our routine duties, we are unable to list out every task handled in the past 5 years. For example, tasks of higher importance included preparation for the establishment of the Belt and Road Office, conducting internal research and analysis on various topics (such as Smart City, innovation and technology), etc. Besides, CPU has organised, at the request of CE, a range of seminars and talks to enhance government officials' understanding on major affairs related to the world and our nation. From time to time, CE also tasked CPU to meet with visiting officials or academics to discuss topics of mutual interest.

- End -