

For Information

## **LEGISLATIVE COUNCIL PANEL ON WELFARE SERVICES**

### **Regrading of the post of Commissioner for Rehabilitation**

#### **PURPOSE**

This paper informs Members of the Administration's proposal to regrade the post of Commissioner for Rehabilitation.

#### **PROBLEM**

2. The present grading of Administrative Officer Staff Grade C (D2) is no longer appropriate for the duties and responsibilities of the Commissioner for Rehabilitation (C for R) post in the Health and Welfare Bureau (HWB).

3. Apart from policy responsibility for rehabilitation services for people with disabilities, C for R is increasingly required to undertake a significant amount of executive, resource management and co-ordination duties which are more appropriate for an officer from the Executive Grade.

#### **PROPOSAL**

4. We propose to create one permanent Senior Principal Executive Officer (D2) post, to be offset by the deletion of one Administrative Officer Staff Grade C (D2) post, to undertake the duties of C for R. The grade managements of the Administrative and Executive Grades have given their ranking support to this proposal.

## **JUSTIFICATION**

### **Background**

5. An Administrative Officer Staff Grade C (D2) post was created in 1977 to head a Rehabilitation Division in the former Social Services Branch. In response to the suggestion from the then Legislative Council, the title of the post was redesignated from Principal Assistant Secretary (Education and Manpower)<sup>3</sup> to C for R with effect from 24 May 1984, to provide a clearer central co-ordinating identity. The main duties of C for R were –

- formulation of policy on rehabilitation matters;
- co-ordinating the planning and executive action of all Government departments and voluntary agencies engaged in the rehabilitation of the disabled population in Hong Kong;
- servicing the Rehabilitation Development Co-ordinating Committee (since re-named as the Rehabilitation Advisory Committee); to ensure that the Committee is fully consulted on all policy proposals and that its advice is given due consideration in reaching decisions; and
- monitoring the implementation of approved policies and plans to ensure that these are implemented in the most efficient and effective manner.

6. The Rehabilitation Division and the C for R post were subsequently transferred to the present Health and Welfare Bureau (HWB) in November 1988, when HWB took over policy responsibility for rehabilitation matters from the Education and Manpower Bureau.

### **Present Position**

7. C for R is responsible to the Secretary for Health and Welfare (SHW) through the Deputy Secretary for Health and Welfare/3, an Administrative Officer Staff Grade B (D3), on all rehabilitation-related matters and other duties as assigned by the SHW. Over the years, there has been a significant increase in executive, resource management and co-ordination responsibilities (see the existing job description of the post at **Enclosure I**) when compared with the original duties described in paragraph 5.

8. The major additional responsibilities undertaken by C for R include –

- (a) review and monitoring of the implementation of the Mental Health Ordinance and the Disability Discrimination Ordinance;
- (b) planning and administering the subvention vote and monitoring the performance of subvented organisations for Rehabus, environmental advisory and vocational assessment services, skills training and the Guardianship Board;
- (c) secretarial and fund administration support to the Council of the Queen Elizabeth Foundation for the Mentally Handicapped, which is a statutory body established in 1988 to provide financial assistance to rehabilitation projects for the mentally handicapped;
- (d) since 1992, co-ordinating the delivery and monitoring the performance of the annual public education programme on rehabilitation with a view to promoting the integration of people with disabilities;
- (e) since 1999, responsibility for the future development of the medical social service;

(f) since 1999, administration of the Registration Card exercise for People with Disabilities; and

(g) co-ordinating and assisting the delivery of new services/facilities by non-governmental organisations and Government departments funded by private donations.

9. As there has been a significant increase in the executive and resource management functions, the C for R post has been filled by a Senior Principal Executive Officer since January 1996. A supernumerary SPEO post has been created and held against the AOSGC post. Both the Administration and the non-governmental sector are satisfied with this arrangement which has worked well and which provides for a more effective utilisation and deployment of staffing resources. In the light of this experience, we consider it appropriate to formalise this arrangement by creating a permanent SPEO post, offset by the deletion of an AOSGC post to undertake the duties and responsibilities of C for R.

10. An organisation chart showing the current and proposed structure of HWB is at **Enclosure II**.

## **FINANCIAL IMPLICATIONS**

11. There is no additional staff cost involved in this proposal.

## **SUBMISSION TO ESTABLISHMENT SUB-COMMITTEE**

12. We will submit the proposal to the Establishment Sub-committee of the Finance Committee for consideration at its meeting on 20 December 2000.

Health and Welfare Bureau

November 2000

**Enclosure I**

**Job Description of the Commissioner for Rehabilitation (C for R)**

**Rank** : Senior Principal Executive Officer (D2)  
[a supernumerary post held against a vacant post of  
Administrative Officer Staff Grade C (D2)]

**Main Duties and Responsibilities :**

Reporting to the Secretary for Health and Welfare (SHW) and Deputy Secretary for Health and Welfare/3 (DS/3) as head of the Rehabilitation Division for the following -

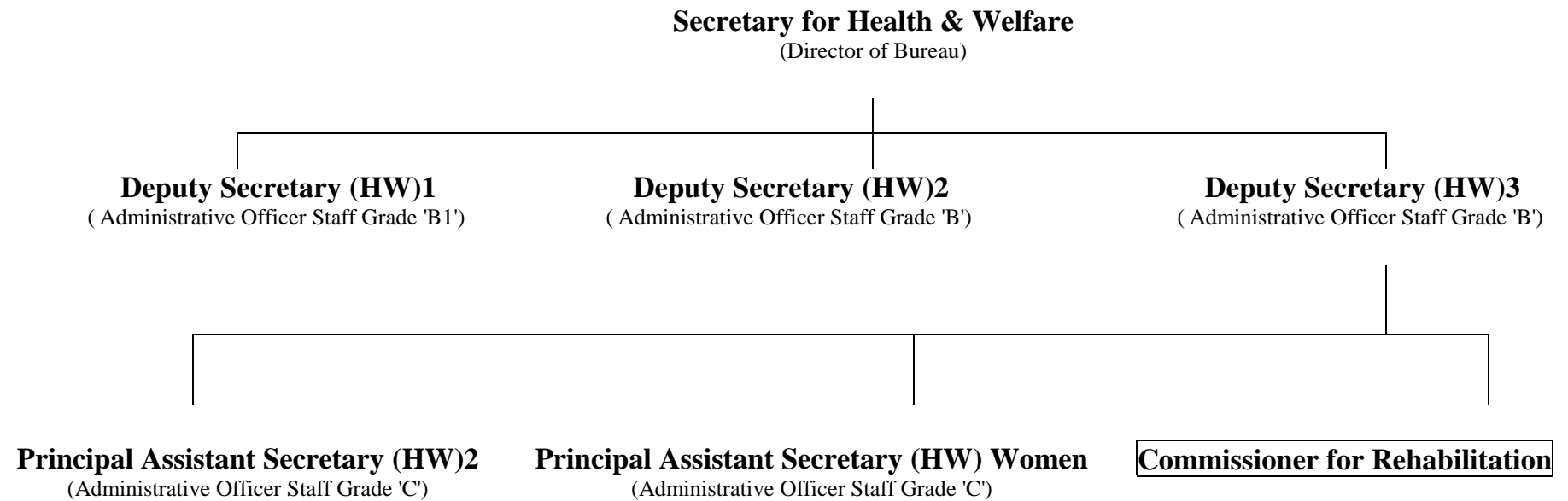
- (a) co-ordinating and monitoring the formulation, review and implementation of policies and programmes on rehabilitation services set out in the White Paper on Rehabilitation and the Rehabilitation Programme Plan;
- (b) co-ordinating and monitoring the development and delivery of rehabilitation services and public education activities by government departments, public bodies and non-governmental organisations (NGOs);
- (c) reviewing and monitoring the spending and cost-effectiveness of rehabilitation services provided by or funded through the Social Welfare Department and Transport Department;
- (d) reviewing and monitoring the spending and cost-effectiveness of public education activities, skills centres for the disabled, vocational assessment and environmental advisory services, and administering the subvention votes for these services;
- (e) reviewing and monitoring the application of the Mental Health and Disability Discrimination Ordinances including the performance of the Guardianship Board, Mental Health Review Tribunal and Equal Opportunities Commission;
- (f) ensuring that the Rehabilitation Advisory Committee and its subcommittees are provided with the necessary secretariat support and advice to conduct their business, and monitoring the performance of these committees;

- (g) ensuring that the Council of Queen Elizabeth Foundation for the Mentally Handicapped (QEFMH) is provided with the necessary secretariat support and advice to manage the fund and approve grants for rehabilitation projects, and monitoring the performance of the Council and its fund investment managers;
- (h) serving as SHW's spokesman on rehabilitation matters, representing SHW in meetings/functions, liaison with and handling enquiries and complaints from local and overseas press and NGOs, individuals and the Legislative Council;
- (i) supervising the staff of the Division, managing the Central Registry for Rehabilitation; recommending appointments for membership of the committees/boards under the purview of the Division, recommending applications from NGOs and individuals for financial assistance from charitable funds; and
- (j) serving as Chairman/Member of the following -

Chairman - Rehabilitation Programme Plan Review Committee  
Organising Committee of the Mental Health Month Campaign  
Advisory Committee of the Central Registry for  
Rehabilitation  
Assessment Panel of the S.K. Yee Fund for the Disabled  
Working group on TV captioning for hearing impaired  
persons  
Organising Committee of the Millennium Rehabilitation Special

Member - Rehabilitation Advisory Committee and its subcommittees  
Council and Finance Committee of the QEFMH  
Committee on Vocational Training for People with  
a Disability, VTC  
Managing Committee of Community Rehabilitation Network  
Steering Committee of Jockey Club Rehabilitation  
Engineering Centre, HKPolyU  
Advisory Committee on Rehabilitation Sciences, HKPolyU  
Committee on International Day for the Disabled  
Persons, HKCSS

**Existing and Proposed Organisation Chart of the Health and Welfare Bureau**



Post to be regraded from Administrative Officer Staff Grade C (D2) to Senior Principal Executive Officer (D2)