

## ITEM FOR FINANCE COMMITTEE

### RECOMMENDATIONS OF THE ESTABLISHMENT SUBCOMMITTEE

Encl. At the Enclosure is a summary of the recommendations of the Establishment Subcommittee (ESC).

2. Agenda items EC(2003-04)4 to 9 were recommended by ESC at its meeting on 11 June 2003. The relevant papers considered by the ESC have previously been forwarded to all Members and are therefore not enclosed.

3. Members are invited to approve the ESC recommendations.

4. The up-to-date position of the establishment of directorate posts in the civil service is as follows –

	<b>Permanent</b>	<b>Supernumerary</b>	<b>Total</b>
Position including posts approved by Members on 30 May 2003	1 528 (Note 1)	34	1 562
Item EC(2003-04)4	-	-	-
Item EC(2003-04)5	-1	-	-1
Item EC(2003-04)6	-1	-	-1
Item EC(2003-04)7	-	-	-
Item EC(2003-04)8	-1	-	-1
Item EC(2003-04)9	-	-	-
Number of supernumerary posts lapsed	-	-3 (Note 2)	-3
<b>Total</b>	<u>1 525</u>	<u>31</u>	<u>1 556</u>

/Note 1 .....

Note 1 - Exclusive of 14 permanent posts in Independent Commission Against Corruption.

Note 2 - (a) One post of Principal Transport Officer (D1) in the Transport Department lapsed on 9 June 2003.

(b) One post of Deputy Principal Solicitor (DL2) under the Land Registry Trading Fund lapsed on 21 June 2003.

(c) One post of Administrative Officer Staff Grade B (D3) in the Environment, Transport and Works Bureau of Government Secretariat lapsed on 23 June 2003.

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Financial Services and the Treasury Bureau  
June 2003

**Summary of the Recommendations of the Establishment Subcommittee  
discussed at the meeting on 11 June 2003**

<b>EC Item No.</b>	<b>Head of Expenditure</b>	<b>Recommendation</b>
EC(2003-04)4	HEAD 149 – GOVERNMENT SECRETARIAT: HEALTH, WELFARE AND FOOD BUREAU	<p>To recommend to Finance Committee the following with effect from 1 July 2003 –</p> <p>(a) creation of the following permanent posts –</p> <p>1 Administrative Officer Staff Grade A1 (D8) (\$181,700)</p> <p>1 Administrative Officer Staff Grade C/ non-civil service position at D2-equivalent (D2) (\$117,040 - \$124,305)</p> <p>to be offset by the deletion of the following permanent posts –</p> <p>1 Administrative Officer Staff Grade A1 (D8) (\$181,700)</p> <p>1 Administrative Officer Staff Grade C (D2) (\$117,040 - \$124,305); and</p> <p>(b) re-distribution of duties among the directorate posts in the Food and Environmental Hygiene Division of the Bureau.</p>
EC(2003-04)5	HEAD 53 – GOVERNMENT SECRETARIAT: HOME AFFAIRS BUREAU	<p>To recommend to Finance Committee the following with effect from 1 July 2003 –</p> <p>(a) the creation of the following permanent post –</p> <p>1 Administrative Officer Staff Grade C/ non-civil service position at D2-equivalent (D2) (\$117,040 - \$124,305)</p> <p>to be offset by the deletion of the following permanent post –</p> <p>1 Administrative Officer Staff Grade C (D2) (\$117,040 - \$124,305);</p>

<b>EC Item No.</b>	<b>Head of Expenditure</b>	<b>Recommendation</b>
EC(2003-04)5  (cont'd)		(b) the deletion of the following permanent post –  1 Administrative Officer Staff Grade C (D2) (\$117,040 - \$124,305); and  (c) the redistribution of duties and responsibilities among the directorate posts on the establishment of the Home Affairs Bureau and the Home Affairs Department.
EC(2003-04)6	HEAD 158 – GOVERNMENT SECRETARIAT: ENVIRONMENT, TRANSPORT AND WORKS BUREAU (ENVIRONMENT AND TRANSPORT BRANCH)  HEAD 159 – GOVERNMENT SECRETARIAT: ENVIRONMENT, TRANSPORT AND WORKS BUREAU (WORKS BRANCH)	To recommend to the Finance Committee the following –  <b>under Head 158</b>  (a) the creation of the following permanent posts –  1 Administrative Officer Staff Grade A1 (D8) (\$181,700)  (with effect from 1 July 2003)  1 Administrative Officer Staff Grade B (D3) (\$128,365 - \$136,015)  (with immediate effect);  (b) the deletion of the following permanent posts –  2 Administrative Officer Staff Grade A1 (D8) (\$181,700)  (with effect from 1 July 2003); and  <b>under Head 159</b>  (c) the deletion of the following permanent post –  1 Principal Executive Officer (D1) (\$98,595 - \$104,615)  (with effect from 1 November 2003).

<b>EC Item No.</b>	<b>Head of Expenditure</b>	<b>Recommendation</b>
EC(2003-04)7	HEAD 90 – LABOUR DEPARTMENT  HEAD 145 – GOVERNMENT SECRETARIAT: ECONOMIC DEVELOPMENT AND LABOUR BUREAU (ECONOMIC DEVELOPMENT BRANCH)  HEAD 157 – GOVERNMENT SECRETARIAT: ECONOMIC DEVELOPMENT AND LABOUR BUREAU (LABOUR BRANCH)	<p>To recommend to the Finance Committee the following to facilitate the merging of the Labour Branch of the Bureau and the Labour Department with effect from 1 July 2003 –</p> <p>(a) the creation of the following permanent posts –</p> <p><b>under Head 90</b></p> <p>1 Administrative Officer Staff Grade A1 (D8) (\$181,700)</p> <p>1 Administrative Officer Staff Grade C (D2) (\$117,040 - \$124,305)</p> <p><b>Under Head 145</b></p> <p>1 Administrative Officer Staff Grade C/ non-civil service position at D2-equivalent (D2) (\$117,040 - \$124,305);</p> <p>(b) the deletion of the following permanent posts –</p> <p><b>under Head 90</b></p> <p>1 Administrative Officer Staff Grade A (D6) (\$163,205)</p> <p>1 Assistant Commissioner for Labour (D2) (\$117,040 - \$124,305)</p> <p><b>under Head 157</b></p> <p>1 Administrative Officer Staff Grade C (D2) (\$117,040 - \$124,305);</p> <p>(c) minor revision and re-distribution of duties and responsibilities among some of the remaining directorate posts on the establishment of the existing Labour Department; and</p> <p>(d) an increase in the ceiling placed on the total notional annual mid-point salary value of non-directorate posts in the permanent establishment of Head 90 in 2003-04 from \$644,462,000 by \$2,565,300 to \$647,027,300 to reflect the merged establishment of non-directorate posts in the Labour Branch and Labour Department.</p>

<b>EC Item No.</b>	<b>Head of Expenditure</b>	<b>Recommendation</b>
EC(2003-04)8	HEAD 144 – GOVERNMENT SECRETARIAT: CONSTITUTIONAL AFFAIRS BUREAU	<p>To recommend to the Finance Committee the following with effect from 1 July 2003 –</p> <p>(a) the creation of the following permanent post as Principal Assistant Secretary cum Administrative Assistant to Secretary for Constitutional Affairs –</p> <p>1 Administrative Officer Staff Grade C/ non-civil service position at D2-equivalent (D2) (\$117,040 - \$124,305)</p> <p>to be offset by the deletion of the following permanent post –</p> <p>1 Administrative Officer Staff Grade C (D2) (\$117,040 - \$124,305); and</p> <p>(b) the deletion of the following permanent post by redistributing the duties of the post among other officers in the bureau –</p> <p>1 Administrative Officer Staff Grade C (D2) (\$117,040 - \$124,305).</p>
EC(2003-04)9	HEAD 147 – GOVERNMENT SECRETARIAT: FINANCIAL SERVICES AND THE TREASURY BUREAU (THE TREASURY BRANCH)  HEAD 162 – RATING AND VALUATION DEPARTMENT	<p>To recommend to the Finance Committee the following with effect from 1 July 2003 –</p> <p>(a) the creation of the following permanent post in the Treasury Branch of the Bureau as Administrative Assistant to Secretary for Financial Services and the Treasury –</p> <p>1 Administrative Officer Staff Grade C/ non-civil service position at D2-equivalent (D2) (\$117,040 - \$124,305); and</p> <p>(b) the deletion of the following permanent post in the Rating and Valuation Department –</p> <p>1 Principal Valuation Surveyor (D1) (\$98,595 - \$104,615).</p>