### ITEM FOR FINANCE COMMITTEE

#### 2007-08 CIVIL SERVICE PAY ADJUSTMENT

Members are invited to -

- (a) approve, with effect from 1 April 2007, an increase in pay
  - (i) by 4.96% for civil servants on the directorate pay scales and in the upper salary band;
  - (ii) by 4.62% for civil servants in the middle and lower salary bands;
- (b) approve the same pay adjustments to Independent Commission Against Corruption staff;
- (c) approve the same pay adjustments to teaching and non-teaching staff of aided schools who are remunerated on the civil service pay scales; and those subvented sector staff who are paid according to the civil service pay scales;
- (d) approve the corresponding adjustment to the subventions of those subvented organisations with funding price-adjusted on the basis of formulae including a factor of civil service pay adjustment; and
- (e) note the financial implications of about \$5,290 million arising from items (a) to (d) above.

#### **PROBLEM**

The 2007 Pay Trend Survey (PTS) has revealed movements in private sector pay over the 12-month period from 2 April 2006 to 1 April 2007. We need to consider how these changes should be reflected in the pay for the civil service.

#### **PROPOSAL**

- 2. The Secretary for the Civil Service proposes that
  - (a) civil service pay be increased, with effect from 1 April 2007<sup>1</sup> -
    - (i) by 4.96% for directorate officers and officers in the upper salary band;
    - (ii) by 4.62% for officers in the middle and lower salary bands;
  - (b) the same pay adjustments be made for Independent Commission Against Corruption (ICAC) staff;
  - (c) the same pay adjustments be made for teaching and non-teaching staff of aided schools who are remunerated on the civil service pay scales; and those subvented sector staff who are paid according to the civil service pay scales; and
  - (d) corresponding adjustment be made to the subventions of those subvented organisations with funding price-adjusted on the basis of formulae including a factor of civil service pay adjustment.
- 3. The consequential revised civil service pay scales and ICAC pay Encl. 1 scale are set out at Enclosure 1.

/JUSTIFICATION .....

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Since the 2007 PTS covered the 12-month period up to 1 April 2007, in line with the established practice, the increase is proposed to take retrospective effect from that date, except for a small number of civil servants as set out in Enclosure 2.

#### **JUSTIFICATION**

### Civil service pay policy

4. The Government's policy is to offer remuneration sufficient to attract, retain and motivate staff of a suitable calibre to provide the public with an effective and efficient service; and such remuneration is to be regarded as fair by both civil servants and the public they serve. For the latter, the Government accepts that comparability with the private sector should be an important factor in setting civil service pay.

5. The management of civil service pay comprises three main components: (a) the conduct of a pay level survey every six years to ascertain whether civil service pay is broadly comparable with private sector pay; (b) the conduct of a starting salaries survey every three years to ascertain whether the starting pay specified for different entry ranks in the civil service requiring different qualifications is comparable with private sector jobs requiring similar qualifications; and (c) the conduct of a PTS every year to ascertain the average year-on-year movements in private sector pay.

### The pay trend survey mechanism

- 6. In March 2007, the Chief Executive (CE)-in-Council decided that the methodology of the PTS should be improved by broadening the survey field to include both large companies (employing 100 or more staff) and smaller companies (employing 50-99 staff), and modifying the data consolidation method by applying a 75%: 25% weighting on the data collected from large and smaller companies to complement the broadening of the survey field. The improved methodology was adopted, for the first time, for the conduct of the 2007 PTS.
- 7. In accordance with the established mechanism, the findings of a PTS are collated and condensed into three gross pay trend indicators (PTIs), one each for the upper, middle and lower salary bands<sup>2</sup>. The payroll cost of increment incurred for serving civil servants in each salary band (expressed as a percentage of total salary payment) is then deducted from the relevant gross PTI to arrive at the net PTI.

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The three salary bands are –

• Upper: Above Master Pay Scale (MPS) 33 to General Disciplined Services (Officer) Pay Scale (GDS(O)) 38 or equivalent, i.e. \$43,941 to \$87,430;

• Middle: From MPS 10 to 33 or equivalent, i.e. \$14,330 to \$43,940; and

• Lower: Below MPS 10 or equivalent, i.e. below 14,330.

Upon the production of PTIs from a PTS, the CE-in-Council determines the specific pay adjustments, if any, for the civil service having regard to the net PTIs, the state of the economy, changes in the cost of living, the Government's fiscal position, the pay claims of the staff sides, and civil service morale.

#### The results of the 2007 PTS

8. The 2007 PTS, covering the 12-month period from 2 April 2006, has produced the following net PTIs in respect of the three salary bands in the civil service –

Salary Band	Gross PTI	Payroll cost of increment	Net PTI
	(a)	(b)	(a) minus (b)
Upper	5.59%	0.63%	4.96%
Middle	5.24%	0.62%	4.62%
Lower	4.28%	0.37%	3.91%

### Pay adjustment rates

9. After consideration of the results of the 2007 PTS, the staff sides' pay claims and other relevant factors, the CE-in-Council decided on 12 June that the pay for civil servants in the upper salary band should be increased by 4.96%, i.e. the net PTI for this band, with effect from 1 April 2007. As the PTS did not cover the pay movements of the private sector counterparts to the directorate officers in the civil service, in line with the established practice, the CE-in-Council decided that the pay adjustment for directorate officers should be the same as that for the upper salary band officers. The CE-in-Council also decided that pay for civil servants in the middle salary band should be increased by 4.62%, i.e. the net PTI for this band. The CE-in-Council further decided to bring up the pay adjustment for civil servants in the lower salary band to that for those in the middle salary band, i.e. an increase of 4.62%, instead of the net PTI for the lower band (i.e. 3.91%)

#### **ICAC** staff

10. Although ICAC staff are not civil servants, the Government's policy is to extend the civil service pay adjustment to the ICAC. We accordingly propose that the civil service pay adjustment rates for 2007-08 be applied to ICAC staff.

#### **Subvented sector**

11. The teaching and certain non-teaching staff of aided schools are remunerated on the civil service pay scales and hence their pay will be adjusted in the same manner as their civil service counterparts. For the non-school subvented sector, the Government is generally not involved in the determination of the pay or pay adjustment of staff working in subvented organisations. The pay for these staff is a matter between the organisations as the employers and their employees. That said, it has been our established practice that following a civil service pay adjustment, we would adjust generally the subventions for those organisations with funding price-adjusted on the basis of formulae including a factor of civil service pay adjustment. This arrangement covers the majority of organisations receiving recurrent subventions from the Government, including the Hospital Authority, social welfare non-governmental organisations, and institutions funded by the University Grants Committee. In line with the established practice, we propose to increase the personal emolument portion of the recurrent subventions to these organisations on the basis of the weighted average of pay increase for the civil service. It would be up to the subvented organisations to decide whether to increase the pay of their staff using the additional subventions and if so the extent of such increase.

#### FINANCIAL IMPLICATIONS

12. The annual financial implications for the civil service, ICAC, auxiliaries<sup>3</sup> and the subvented sector arising from the proposed pay increase are as follows –

	\$ million
(a) Civil service	$2,406^4$
(b) ICAC	21
(c) Subvented organizations	2,855
(d) Auxiliaries	8
	5,290

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In keeping with established practice, we will make corresponding adjustment to the pay of members of the auxiliaries following the civil service pay adjustment in 2007. Such adjustment will be approved by the Secretary for Financial Services and the Treasury under delegated authority.

The pay adjustment will also lead to an increase in pension payments for those who retire during the year, estimated at \$42 million in 2007-08.

13. We have not made provisions in the relevant Heads of Expenditure for the proposed pay adjustment in the 2007-08 Estimates. It is not possible to quantify at this stage the exact amount of supplementary provision needed under each Head of Expenditure. We estimate that the total supplementary provision required for the civil service, ICAC, auxiliaries and the subvented sector would likely amount to some \$5,290 million. Taking into account the savings anticipated under various Heads of Expenditure and the provision under Head 106 Miscellaneous services, the \$218.3 billion appropriation for fiscal year 2007-08 should be able to absorb the additional expenditure arising from the pay adjustment. Subject to Members' approval of the proposal, we shall approve under delegated authority the supplementary provision required under individual Heads of Expenditure.

### **PUBLIC CONSULTATION**

14. We briefed the Legislative Council (LegCo) Panel on Public Service on the 2007-08 civil service pay adjustment exercise at its meeting held on 25 June 2007 (see the LegCo briefs issued on 5 and 12 June 2007).

#### **BACKGROUND**

The annual PTS is commissioned by the tripartite PTS Committee, comprising staff sides representatives, management representatives, and members of the Standing Commission on Civil Service Salaries and Conditions of Service (the Standing Commission) and the Standing Committee on Disciplined Services Salaries and Conditions of Service. The PTS Committee is chaired by a member of the Standing Commission. Under the supervision of the PTS Committee, the annual PTS is conducted by the Joint Secretariat for Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service. The 2007 PTS collected pay adjustment data on 144 901 employees in 91 companies (made up of 72 large and 19 smaller companies) in the private sector.

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Civil Service Bureau June 2007

### **Directorate Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
10	216,650	227,400
9	204,800	214,950
8	181,050	190,050
7	175,600	184,300
6	162,650	170,700
5	154,150	161,800
	(149,600)	(157,000)
4	145,150	152,350
	(135,550)	(142,250)
	(131,700)	(138,250)
3	127,900	134,250
	(116,800)	(122,600)
	(113,400)	(119,000)
2	110,000	115,450
	(98,300)	(103,200)
	(95,350)	(100,100)
1	92,650	97,250

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### Directorate (Legal) Pay Scale

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
7	193,050	202,650
6	162,650	170,700
5	154,150	161,800
	(149,600)	(157,000)
4	145,150	152,350
	(135,550)	(142,250)
	(131,700)	(138,250)
3	127,900	134,250
	(116,800)	(122,600)
	(113,400)	(119,000)
2	110,000	115,450
	(98,300)	(103,200)
	(95,350)	(100,100)
1	92,650	97,250

### **Master Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
49	83,105	87,225
48	80,220	84,200
47	77,435	81,275
46 (44B)	74,725	78,430
45 (44A)	72,135	75,715
44	69,615	73,070
43	67,190	70,525
42	64,425	67,620
41	61,765	64,830
40	59,210	62,145
39	56,765	59,580
38	54,255	56,945
37	51,870	54,445
<b>36 (33C)</b>	49,535	51,990
35 (33B)	47,335	49,685
34 (33A)	45,240	47,485
33	43,940	45,970
32	41,965	43,905
31	40,085	41,935
30	38,285	40,055
29	36,575	38,265
28	34,920	36,535
27	33,355	34,895
26	31,860	33,330
25	30,430	31,835
24	29,100	30,445
23	27,790	29,075
22	26,540	27,765
21	25,340	26,510
20	24,135	25,250
19	22,990	24,050
18	21,900	22,910
17	20,865	21,830
16	19,860	20,780
15	18,915	19,790
14	18,010	18,840
13	17,145	17,935
12	16,165	16,910

11	15,215	15,920
10	14,330	14,990
9	13,515	14,140
8	12,690	13,280
7	11,905	12,460
6	11,170	11,690
5	10,505	10,995
4	9,845	10,300
3	9,245	9,675
2	8,675	9,080
1	8,150	8,530
0	7,674	8,030

### **Model Scale I Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
13	10,615	11,110
12	10,405	10,890
11	10,190	10,665
10	9,995	10,460
9	9,800	10,255
8	9,615	10,060
7	9,430	9,870
6	9,245	9,675
5	9,059	9,480
4	8,876	9,290
3	8,693	9,095
2	8,505	8,900
1	8,322	8,710
0	8,144	8,525

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### **General Disciplined Services (Commander) Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
4	162,650	170,700
	(135,550)	(142,250)
	(131,700)	(138,250)
3	127,900	134,250
	(116,800)	(122,600)
	(113,400)	(119,000)
2	110,000	115,450
	(101,400)	(106,450)
	(98,300)	(103,200)
1	95,350	100,100

### **General Disciplined Services (Officer) Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07) \$
38	87,430	91,765
37	84,040	88,210
36	80,660	84,660
35	77,645	81,495
34	74,765	78,475
33	72,090	75,665
32	69,575	73,025
31	67,085	70,410
30	64,655	67,860
29	62,330	65,420
28	60,035	63,015
27	57,885	60,755
26	55,770	58,535
25	53,675	56,335
24	51,775	54,345
23	49,900	52,375
22	48,080	50,465
21	46,470	48,775
20	44,965	47,195
19	43,865	45,890
18	42,290	44,245
<b>17</b>	40,545	42,420
16	38,805	40,600
15	37,050	38,760
14	35,310	36,940
13	33,615	35,170
12	31,925	33,400
11	30,370	31,775
10	28,910	30,245
9	27,490	28,760
8	26,060	27,265
7	24,650	25,790
6	23,260	24,335
5	21,830	22,840
4	20,600	21,550
3	19,630	20,535
2	18,650	19,510
1	17,850	18,675
1a	17,087	17,875
<b>1</b> b	16,350	17,105
<b>1c</b>	15,654	16,375
<b>1d</b>	14,980	15,670

### **General Disciplined Services (Rank and File) Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
27	26,660	27,890
26	25,895	27,090
25	25,115	26,275
24	24,395	25,520
23	23,770	24,870
22	23,110	24,180
21	22,475	23,515
20	21,885	22,895
19	21,300	22,285
18	20,715	21,670
17	20,105	21,035
16	19,555	20,460
15	19,010	19,890
14	18,465	19,320
13	17,925	18,755
12	17,385	18,190
11	16,850	17,630
10	16,320	17,075
9	15,810	16,540
8	15,280	15,985
7	14,755	15,435
6	14,290	14,955
5	13,705	14,340
4	13,325	13,945
3	12,955	13,555
2	12,575	13,160
1	12,230	12,800
1a	11,894	12,445

### **Police Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
59	181,050	190,050
58	(154,150) 149,600	(161,800) 157,000
57	(135,550) (131,700) 127,900	(142,250) (138,250) 134,250
56	(116,800) (113,400) 110,000	(122,600) (119,000) 115,450
55	(101,400) (98,300) 95,350	(106,450) (103,200) 100,100
54	87,430	91,765
53	84,040	88,210
52	80,660	84,660
51	77,645	81,495
50	74,765	78,475
49	72,090	75,665
48	69,575	73,025
47	67,085	70,410
46	64,655	67,860
45	62,330	65,420
44	60,035	63,015
43	57,885	60,755
42	55,770	58,535
41	53,675	56,335
40	51,775	54,345
39	49,900	52,375
38	48,080	50,465
37	46,470	48,775
36	44,965	47,195
35	43,865	45,890
34	42,290	44,245

22	40.545	12 120
33	40,545	42,420
32	38,840	40,635
31	37,130	38,845
30	35,465	37,105
29	33,830	35,395
28	32,220	33,710
27	30,610	32,025
26	29,280	30,635
25	28,405	29,715
24	27,570	28,845
23	26,745	27,980
22	26,135	27,340
21	25,480	26,655
20	24,810	25,955
19	24,180	25,295
18	23,510	24,595
17	22,850	23,905
16	22,220	23,245
15	21,610	22,610
14	20,995	21,965
13	20,400	21,340
12	19,825	20,740
11	19,340	20,235
10	18,690	19,555
9	18,130	18,970
8	17,575	18,385
7	17,070	17,860
6	16,550	17,315
5	16,065	16,805
4	15,595	16,315
3	15,120	15,820
2	14,670	15,350
1	14,240	14,900
1a	13,823	14,465

## **Independent Commission Against Corruption Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
	(154,150)	(161,800)
48	149,600	157,000
	(135,550)	(142,250)
	(131,700)	(138,250)
<b>47</b>	127,900	134,250
	(116,800)	(122,600)
	(113,400)	(119,000)
46	110,000	115,450
	(101,400)	(106,450)
	(98,300)	(103,200)
45	95,350	100,100
44	87,430	91,765
43	84,040	88,210
42	80,660	84,660
41	77,645	81,495
40	74,765	78,475
<b>39</b>	72,030	75,605
38	69,530	72,980
<b>37</b>	67,020	70,345
<b>36</b>	64,585	67,790
35	62,055	65,135
34	59,745	62,710
33	57,410	60,260
32	55,105	57,840
31	52,770	55,385
30	50,455	52,960
29	48,165	50,555
28	45,855	48,130
27	43,705	45,725
<b>26</b>	42,380	44,340
25 24	40,435	42,305
24	38,435	40,210
23	36,465	38,150
22	34,490	36,085

21	32,510	34,010
20	30,995	32,425
19	29,490	30,850
18	28,235	29,540
<b>17</b>	26,990	28,235
16	25,735	26,925
15	24,795	25,940
14	24,480	25,610
13	23,842	24,945
<b>12</b>	23,195	24,265
11	21,950	22,965
10	20,715	21,670
9	19,560	20,465
8	18,435	19,285
7	17,295	18,095
6	16,095	16,840
5	14,895	15,585
4	13,705	14,340
3	13,203	13,815
2	12,700	13,290
1	12,242	12,810

### **Training Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
16	18,870	19,740
15	17,965	18,795
14	17,105	17,895
13	16,355	17,110
12	15,350	16,060
11	14,070	14,725
10	12,920	13,520
9	12,165	12,730
8	11,420	11,950
7	10,720	11,220
6	10,070	10,540
5	9,445	9,885
4	8,870	9,280
3	8,335	8,725
2	7,810	8,175
1	7,340	7,680

### **Craft Apprentice Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
4	7,230	7,565
3	6,620	6,930
2	5,985	6,265
1	5,385	5,635
0	5,072	5,310

### **Technician Apprentice Pay Scale**

Point	(As at 31.3.07)	(W.e.f. 1.4.07)
4	9,145	9,570
3	8,335	8,725
2	7,535	7,885
1	6,930	7,255
0	6,500	6,805

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# Effective Date for the 2007-08 Pay Adjustment in respect of Civil Servants Remunerated on the Reference Pay Scales

For civil servants remunerated on the reference pay scales on or after 1 April 2007, the 2007-08 pay adjustments will apply to them on –

- (a) the date when the new starting salaries take effect, or
- (b) the date when they migrate to the "standard" pay scales upon the award of the first annual increment,

whichever is earlier.

- 2. The above arrangement is necessary in view of the delinking arrangement implemented since 2000. Under the delinking arrangement, the reference pay scales will not be adjusted in accordance with the annual civil service pay adjustment based on the results of a pay trend survey. Instead, the reference pay scales will be adjusted either upon a subsequent revision of the starting salaries or because of exceptional circumstances (such as the civil service-wide pay reductions in 2002, 2004 and 2005).
- 3. In accordance with the decision of the Chief Executive-in-Council made on 15 May 2007, the delinking arrangement will be discontinued upon the implementation of the new starting salaries. The reference civil service pay scales will be abolished on the date when the new starting salaries take effect and there will be no adjustment to these pay scales before their abolition.

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