

NOTE FOR ESTABLISHMENT SUBCOMMITTEE OF FINANCE COMMITTEE

Update on Overall Directorate Establishment Position

Introduction

This paper updates Members on the overall directorate establishment position and gives Members advance information on possible proposals for the creation and deletion of directorate posts in the 2010-11 legislative session.

Continuous efforts to contain the size of the civil service establishment

2. The Administration has continued its efforts to control the size of the civil service by making more effective use of manpower resources, by deleting existing posts where the functional need has ceased, and by creating new posts only when fully justified. As at 30 September 2010, the civil service establishment (including judges and judicial officer (J&JO) posts in the Judiciary and all posts in the Independent Commission Against Corruption (ICAC)) stood at 164 971, made up of 1 544¹ directorate and 163 427 non-directorate posts in bureaux and departments. Compared with the position in January 2002, this represents a net deletion of 46 permanent and 28 supernumerary directorate posts. During the period, the number of directorate posts has been maintained at less than 1% of the total establishment of the civil service.

3. In November 2009, we submitted (vide ECI(2009-10)7) a forecast on the likely creation of 15 directorate posts (eight permanent and seven supernumerary posts) and one non-civil service position at the directorate level in the 2009-10 legislative session. By the end of the session, Establishment Subcommittee (ESC)/Finance Committee (FC) has endorsed/approved the creation of nine permanent directorate posts (excluding upgrading/downgrading among directorate ranks, transfer of posts, etc.), seven new supernumerary directorate posts and one non-civil service position at the directorate level, and also

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¹ Excluding a supernumerary Deputy Principal Solicitor (DL2) post/non-civil service position at DL2-equivalent in the Companies Registry which was filled by a non-civil servant.

the extension of five supernumerary directorate posts. In addition, eight supernumerary directorate posts have lapsed without extension. As a result, there was a net creation of nine permanent directorate posts and one non-civil service position at the directorate level, as well as a net reduction of one supernumerary directorate post for the 2009-10 legislative session.

Forecast of directorate post proposals that may possibly be submitted in the 2010-11 legislative session

4. To take forward the new initiatives set out in the 2010-11 Policy Address and Agenda and other ongoing initiatives, we will need additional manpower resources at the directorate level². Based on the current assessment provided by bureaux, and subject to further planning, we forecast that in the 2010-11 legislative session the Administration may put forward the following proposals –

Encl. 1 (a) to create six permanent directorate posts³ and delete one permanent directorate post (excluding upgrading/downgrading among directorate ranks, transfer of posts, etc) as set out in Enclosure 1; and

Encl. 2 (b) to create six supernumerary directorate posts and extend two supernumerary directorate posts as set out in Enclosure 2. Members may wish to note that six existing supernumerary directorate posts are expected to lapse during the period.

Encl. 3 5. In addition, there will be proposals arising from the recommendations of the Grade Structure Reviews (GSRs) of the disciplined services and selected civilian grades⁴, involving the creation of 21 permanent directorate posts as set out in Enclosure 3.

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² Additional manpower resources at the non-directorate level will also be required. These will be dealt with by the Departmental Establishment Committee concerned under authority delegated by FC.

³ Including the proposal to create a permanent Chief Labour Officer (CLO) (D1) post to be offset by the lapse of a supernumerary CLO post in the Labour Department.

⁴ The recommendations of the GSRs of the disciplined services and selected civilian grades concluded in 2008 were accepted by the Chief Executive-in-Council on 20 October 2009. The Legislative Council Panel on Public Service was subsequently briefed on the recommendations, which included, amongst others, the creation of new directorate ranks in the Commission Against Corruption Officer grade, the Forensic Accountant grade, the Government Counsel grade and the Veterinary Officer grade, and the upgrading of certain posts in the Solicitor grade to the directorate rank on a functional basis. Those recommendations involving changes in pay scales were endorsed by ESC on 18 November and approved by FC on 4 December 2009. Relevant bureaux and departments will separately seek the endorsement of ESC and the approval of FC on the creation of new directorate ranks and directorate posts in the 2010-11 legislative session.

6. We wish to point out that the above forecast is based on our current assessment only. Bureaux/departments may need to adjust their current assessments on staffing requirements in the course of the 2010-11 legislative session as proposals are further refined or as unforeseeable circumstances arise.

Encl. 4 7. Separately, we wish to draw attention to some possible additional post requirements at the directorate level which are under review by the bureaux/departments concerned. These are summarised in Enclosure 4. They may result in the submission of staffing proposals to ESC/FC in the 2010-11 legislative session.

8. The Administration will continue to exercise prudence in monitoring and controlling the size of the directorate establishment. A rigorous system is in place to scrutinise proposals initiated by bureaux/departments and ensure that these proposals are fully justified before submission to ESC/FC.

Unfilled civil service directorate posts

9. As at 30 September 2010, there were six unfilled directorate posts in bureaux/departments (excluding ICAC and J&JO posts). Of these unfilled posts, one will be filled shortly, two are required to preserve the promotion prospects of civil servants working in the Hong Kong Monetary Authority, and three are under review.

Civil Service Bureau
Financial Services and the Treasury Bureau
November 2010

Current Forecast of Possible Submissions on Creation/Deletion of Permanent Directorate Posts in the 2010-11 Legislative Session

Bureau/ Department/ Office	Purpose	Rank	Proposed Creation	Proposed Deletion
Department of Health	To establish a dedicated Drug Office to strengthen the organisation and capacity of the Pharmaceutical Service in the regulation of drugs	Assistant Director of Health (D2)	+1	
		Chief Pharmacist (D1)	+1	
Labour Department (LD)	To oversee the implementation of the Work Incentive Transport Subsidy Scheme and strengthen the policy formulation and implementation of labour administration initiatives To spearhead the territory-wide implementation of the statutory minimum wage (SMW) regime and support the Minimum Wage Commission in reviewing the SMW rate (also see the lapse of one supernumerary D1 post in LD in Enclosure 2)	Assistant Commissioner for Labour (D2)	+1	
		Chief Labour Officer (D1)	+1	
Leisure and Cultural Services Department (LCSD)	To replace a non-civil service Chief Information Technology Manager position to provide continued support at the directorate level for the development and implementation of information technology plans in LCSD	Chief Systems Manager (D1)	+1	
Office of the Tele-communications Authority (OFTA)	To create a new civil service Regulatory Affairs Manager grade, which will include a directorate post at D1 rank, with multi-discipline expertise to perform the core regulatory functions of OFTA	Chief Regulatory Affairs Manager (D1) <i>(new rank)</i>	+1	
Independent Police Complaints Council (IPCC)	To delete the civil service post of Secretary-General, IPCC following the appointment of IPCC's own Secretary-General	Administrative Officer Staff Grade C (D2)		-1
Total			+6	-1

Current Forecast of Possible Submissions on Creation/Extension of Supernumerary Directorate Posts in the 2010-11 Legislative Session

Bureau/ Department/ Office	Purpose	Rank	Proposed Creation	Proposed Extension	Expected to Lapse
Buildings Department	To oversee the implementation of a comprehensive package of measures to enhance building safety in Hong Kong	Government Building Surveyor/ Government Structural Engineer (D2) (bi-disciplinary)	+1		
Financial Services and the Treasury Bureau (FSTB)	To undertake the policy formulation, consultation as well as the legislative and implementation work in relation to the proposed establishment of the independent Insurance Authority and a Policyholders' Protection Fund	Administrative Officer Staff Grade C (D2)	+1		
Home Affairs Bureau	To provide directorate support to take forward the work of the to-be-established Community Care Fund	Administrative Officer Staff Grade C (D2)	+1		
Inland Revenue Department	To implement various initiatives associated with the expansion of Hong Kong's Comprehensive Double Taxation Agreement network and to handle disclosure requests arising from these Agreements based on international standards	Chief Assessor (D1)	+1		
Planning Department	To head a dedicated team to provide secretariat services and professional planning support to the District Urban Renewal Forum	Chief Town Planner (D1)	+1		
Registration and Electoral Office	To supervise the preparation and conduct of the 2011 District Council election, 2011 Election Committee Subsector elections, 2012 Chief Executive election and 2012 Legislative Council election	Principal Executive Officer (D1)	+1		

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Bureau/ Department/ Office	Purpose	Rank	Proposed Creation	Proposed Extension	Expected to Lapse
FSTB	To provide continued directorate support for completing the legislative work relating to anti-money laundering/counter financing of terrorism and the preparatory work for implementation	Administrative Officer Staff Grade C (D2)		1	
Labour and Welfare Bureau	To provide continued directorate support for the coordination of the Government's poverty alleviation work	Administrative Officer Staff Grade C (D2)		1	
Constitutional and Mainland Affairs Bureau	To allow a supernumerary D2 post to lapse upon the conclusion of Hong Kong Special Administrative Region's participation at the World Exposition 2010 Shanghai China	Administrative Officer Staff Grade C (D2)			-1
Labour Department (LD)	To allow a supernumerary D1 post to lapse upon the enactment of the legislation on statutory minimum wage (also see the creation of one D1 permanent post in LD in Enclosure 1)	Chief Labour Officer (D1)			-1
Land Registry	To allow four supernumerary directorate posts to lapse in view of the on-going review of the Land Titles Ordinance	Senior Principal Executive Officer (D2) Assistant Principal Solicitor (DL1) Principal Land Registration Officer (D1) Chief Systems Manager (D1)			-1 -1 -1 -1
Total			+6	2	-6

**Current Forecast of Possible Submissions on Creation of Permanent Directorate Posts in the 2010-11 Legislative Session
arising from the Recommendations of the Grade Structure Reviews**

Bureau/ Department/ Office	Purpose	Rank	Proposed Creation
Agriculture, Fisheries and Conservation Department	To provide directorate support and high-level technical expertise required to enhance the public veterinary services in Hong Kong	Principal Veterinary Officer (D1) <i>(new rank)</i>	+1
Department of Justice Development Bureau	To strengthen support at the directorate level increased through upgrading identified Senior Government Counsel posts in recognition of their level of responsibilities	Assistant Principal Government Counsel (DL1) <i>(new rank)</i>	+15
Independent Commission Against Corruption	To cope with the strategic and functional requirements arising from investigative responsibilities, in particular, supervision of the use of covert surveillance and telephone interception under the Interception of Communications and Surveillance Ordinance (ICSO) and ensuring compliance under the ICSO regime	Chief Commission Against Corruption Officer (ICAC Pay Scale Point 45 or D1-equivalent) <i>(new rank)</i>	+2
	To head a new Forensic Accountant Grade which is to be created to meet the increasingly demanding operational requirements arising from the upsurge in corruption-related fraud cases involving complex business transactions, sophisticated investment tools in the financial markets, global flow of funds and cross-border money laundering	Chief Forensic Accountant (ICAC Pay Scale Point 45 or D1-equivalent) <i>(new rank)</i>	+1
Intellectual Property Department	To enhance the legal capacity needed in discharging the quasi-judicial hearing function of the Registrar of Trade Marks, who is also the Director of Intellectual Property	Assistant Principal Solicitor (DL1)	+2
Total			+21

Possible additional post requirements at the directorate level which are under review

Bureau/Department/Office	Purpose
Commerce and Economic Development Bureau (CEDB)	To deal with policy matters relating to consumer protection
CEDB	To provide continued directorate support required for the work of the Hong Kong Film Development Council and the administration of the Film Development Fund
Constitutional and Mainland Affairs Bureau	To head a new multi-functional office in Taipei to promote Hong Kong's economic and trade relations with Taiwan
Department of Health	To strengthen support on public health promotion programmes, family health service and tobacco control activities
Government Laboratory	To strengthen analytical and advisory services
Radio Television Hong Kong (RTHK)	To strengthen directorate support for taking forward the planning and implementation of new services with a view to fulfilling RTHK's role as the public service broadcaster in Hong Kong
