

**Panel on Public Service****List of follow-up actions**

(Position as at 14 March 2011)

<b>Subject</b>	<b>Date of meeting</b>	<b>Follow-up actions required</b>	<b>Administration's response</b>
1. <u>Supplementary provision arising from the modification to the '3+3' civil service entry system</u>	18.10.2010	The Administration was requested to report in late 2010 the results of its assessment of the suitability for permanent appointment of the officers who had opted for further appointment on new permanent terms.	The Administration's response was issued vide LC Paper No. CB(1)1341/10-11 on 18 February 2011.
2. <u>Employment of non-civil service contract (NCSC) staff</u>	15.11.2010	<p>The Administration was requested to take the following actions –</p> <ul style="list-style-type: none"> <li>(a) Seek details from the Leisure and Cultural Services Department (LCSD) on the reasons for having a relatively high proportion of NCSC staff in its Information Technology Office, so as to address Mr WONG Kwok-hing's concerns in this regard;</li> <li>(b) Provide a breakdown by job titles and departments of the 4 000 NCSC positions identified in the 2006 review for gradual replacement by civil service posts; and</li> <li>(c) Provide a breakdown (as at 30 June 2010) by post of the 859 full-time NCSC staff employed by LCSD to meet service needs where the mode of delivery of the service was under review or likely to be changed, in particular those 422 NCSC staff</li> </ul>	The Administration's response is awaited.

<b>Subject</b>	<b>Date of meeting</b>	<b>Follow-up actions required</b>	<b>Administration's response</b>
		with a length of continuous service of five years or more. The Administration should also advise how many of these 422 NCSC staff were staff of public libraries.	
3. <u>Policy on overtime work compensation</u>	15.11.2010	<p>The Administration was requested to take the following actions –</p> <p>(a) Provide a response to the submission from the Hong Kong Fire Services Department (FSD) Staff's General Association tabled at the meeting (LC Paper No. CB(1)438/10-11(01)), and to provide an estimate on the additional manpower and resources incurred if the conditioned hours of work for staff of FSD's Fire Stream were to be reduced from 54 to 48 hours per week, so as to improve fire-fighting work and training, and facilitate the deployment of six firemen for each fire appliance; and</p> <p>(b) Make reference to papers/reports of the three relevant advisory bodies on civil service salaries and conditions of service, including their predecessor, the Salaries Commission, and provide details on the changes since the sixties in the conditioned hours of work of civil servants, in particular FSD's Fire Stream.</p>	The Administration's response is awaited.

<b>Subject</b>	<b>Date of meeting</b>	<b>Follow-up actions required</b>	<b>Administration's response</b>
4. <u>Progress update on proposed amendments to subsidiary regulations on discipline to the disciplined services legislation</u>	20.12.2010	<p>The Administration was requested to take the following actions –</p> <ul style="list-style-type: none"><li>(a) Provide information on how long the relevant audio-record and/or video-record of the disciplinary proceedings instituted against a civil servant who had subsequently been cleared of the misconduct concerned would be kept, and on the circumstances under which the record would be provided to other parties for reference, particularly on whether consent of the civil servant concerned would be obtained beforehand;</li><li>(b) Conduct a research into overseas practices and find out whether any overseas jurisdictions reimbursed the defaulter concerned with the legal fees incurred as a result of having legal representation in disciplinary proceedings if he/she was subsequently acquitted of the misconduct; and</li><li>(c) In relation to the disciplinary cases involving disciplined services departments, other than the Hong Kong Police Force, since 1991 or 1997, provide the respective numbers of cases where the punishments imposed were dismissal or compulsory retirement, together with details on the misconducts that had led to the punishments, and whether legal representation had been applied for and denied.</li></ul>	The Administration's response is awaited.

Subject	Date of meeting	Follow-up actions required	Administration's response
5. <u>Use of agency workers</u>	20.12.2010	The Administration was requested to provide the breakdown (as of 30 September 2010) on the distribution of the 2 260 agency workers by bureau/department (B/D) (Annex to LC Paper No. CB(1)783/10-11(05)), such as information on the types of work and services involved in B/Ds using over 100 agency workers, particularly on the number of clerical jobs.	The Administration's response is awaited.
6. <u>Items for discussion at the next meeting scheduled for 21 February 2011</u>	17.01.2011	The Administration agreed to follow up the following case highlighted by Mr WONG Kwok-hing and Mr LEE Cheuk-yan at the meeting: that some non-civil service contract (NCSC) staff and agency workers presently used by the Government, in particular the Buildings Department, might lose their jobs as a result of tightened entry requirements of the posts they presently occupied, so that these staff members' employment contracts might not be renewed if they could not meet the tightened requirements. The Administration was urged to follow up the case in close liaison with the two members concerned as soon as practicable, followed by a written report to the Panel.	The Administration's report was issued vide LC Paper No. CB(1)1347/10-11 on 18 February 2011.

<b>Subject</b>	<b>Date of meeting</b>	<b>Follow-up actions required</b>	<b>Administration's response</b>
<p>7. <u>Updated overview of the civil service: establishment, strength, retirement, resignation and age profile</u></p>	<p>17.01.2011</p>	<p>The Administration was requested to take the following actions –</p> <ul style="list-style-type: none"> <li>(a) Provide information on the major recruitment exercises to be conducted by individual bureaux/ departments (B/Ds) in the near future, with a breakdown of the number of vacancies concerned by grade;</li> <li>(b) Provide details on the respective ratios between the vacancies filled by internal promotion and those filled by external recruitment in individual B/Ds since 2008; and</li> <li>(c) Provide details on the retirement and resignation position, specifically the yearly retirement position of directorate civil servants since 1985-1986, their age profile and a breakdown of their age at the time of retirement over the past 25 years, and the number of directorate civil servants projected to retire in the following 25 years.</li> </ul>	<p>The Administration's response is awaited.</p>

<b>Subject</b>	<b>Date of meeting</b>	<b>Follow-up actions required</b>	<b>Administration's response</b>
<p>8. <u>Acceptance of qualifications under the new 3-3-4 academic structure for civil service appointments</u></p>	<p>21.02.2011</p>	<p>The Administration was requested to take the following actions –</p> <ul style="list-style-type: none"> <li>(a) Ascertain the availability of relevant figures and if available, provide a breakdown by grade of the respective numbers of candidates only meeting the relevant minimum entry requirements, in particular Project Yi Jin graduates, who had in the past year been appointed to the 35 grades which set the minimum academic entry requirements at five passes in the Hong Kong Certificate of Education Examination not including Mathematics; and</li> <li>(b) Review the intended arrangement for accepting attainments and qualifications under the new senior secondary academic structure for the purpose of civil service appointments after its implementation for a certain period, and report back on the review results to the Panel.</li> </ul>	<p>The Administration's response is awaited.</p>

<b>Subject</b>	<b>Date of meeting</b>	<b>Follow-up actions required</b>	<b>Administration's response</b>
9. <u>Government outsourcing</u>	21.02.2011	<p>The Administration was requested to take the following actions –</p> <ul style="list-style-type: none"><li>(a) Provide details on the annualized expenditure on outsourcing of \$52 billion, in particular the proportion of wage cost;</li><li>(b) Consider Mr IP Wai-ming's request to analyze and report back on whether the decrease in the average contract value of outsourcing projects in 2010 as compared with 2008 was the result of decrease in the wages of the workers concerned, and even exploitation of wages and work-related benefits;</li><li>(c) Provide details on the proportion of the estimated savings of 26% to 34%, as reported by the majority of responding departments in the 2010 outsourcing survey, which had resulted from reduction and even exploitation of wages and work-related benefits;</li><li>(d) According to the 2010 outsourcing survey, 84% departments reported that their staff accepted the changes brought about by the outsourcing of in-house service, and only 2% of staff strongly objected to outsourcing of service. The Administration was requested to provide further details in this regard, including a further breakdown of the former preferably with figures</li></ul>	The Administration's response is awaited.

<b>Subject</b>	<b>Date of meeting</b>	<b>Follow-up actions required</b>	<b>Administration's response</b>
		<p>on the specific numbers of staff members concerned;</p> <p>(e) Provide for each existing outsourcing project a breakdown of the factors that had contributed/would contribute to enhanced efficiency and effectiveness in the provision of the services concerned, such as reduction of wages and work-related benefits, improvement to service management such as work flow, etc; and</p> <p>(f) Provide to the Panel and upload to the Internet the full report of the 2010 outsourcing survey.</p>	