

**Replies to initial written questions raised by Finance Committee Members in examining the  
Estimates of Expenditure 2012-13**

**Controlling Officer: Secretary General, Legislative Council Secretariat**

**Session No. : 8**

<b>Reply Serial No.</b>	<b>Question Serial No.</b>	<b>Name of Member</b>	<b>Head</b>	<b>Programme</b>
<a href="#">LC001</a>	0035	Hon. IP LAU Suk-ye, Regina	112	Members' Offices and Remuneration
<a href="#">LC002</a>	0304	Hon. EU Yuet-mee, Audrey	112	Council Business Services
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<a href="#">LC006</a>	1660	Hon. WONG Ting-kwong	112	Council Business Services
<a href="#">LC007</a>	3128	Hon. CHAN Mo-po, Paul	112	Council Business Services
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**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**LC001**

Question Serial No.

0035

Head: 112 Legislative Council Commission

Subhead: 366 Members'  
Remuneration and  
Operating Expenses  
Reimbursement

Programme: (1) Members' Offices and Remuneration

Controlling Officer: Secretary General, Legislative Council Secretariat

Director of Bureau: N/A

Question:

Have the need for Members to offer pay rises and more benefits to retain their assistants and the increasing overheads of Members' offices been taken into account in the Estimates of Expenditure ("Estimates")? If so, what is the detailed breakdown of these items? If not, will the Estimates be revised to include the expenses of these items?

Asked by: Hon. IP LAU Suk-ye, Regina

Reply:

The level of Members' Operating Expenses Reimbursement ("OER") set out in the Estimates is an estimate based on the prevailing OER ceilings approved by the Finance Committee ("FC") of the Legislative Council ("LegCo").

The OER ceilings are recommended to the Government by the Independent Commission on Remuneration for Members of the Executive Council and the Legislature, and Officials under the Political Appointment System of the HKSAR ("Independent Commission") after deliberation; the Government will in turn seek the approval of the FC.

The Subcommittee on Members' Remuneration and Operating Expenses Reimbursement ("the Subcommittee") has all along made submissions to the Independent Commission regarding enhancement of Members' OER, in the hope that the Independent Commission will raise the OER ceilings so that Members can have sufficient resources to discharge their LegCo duties. The current Subcommittee made a submission in March 2011, in which the provision of support for Members' offices was analyzed and recommendations were made, with a view to addressing the current turnover rate of Members' offices, which stood at 34%. Apart from providing statistics and justifications, the Subcommittee also held meetings with the Independent Commission and invited it to visit Members' district offices and have face-to-face talks with Members' staff. The Independent Commission has not made any decision on the issue yet. Consequently, the Subcommittee wrote to it again on 1 February 2012 to request that it consider the issue expeditiously.

After the Independent Commission has submitted its recommendations to the Government, the Chief Executive in Council will consider them and their commencement date. If it is considered that the level of Members' OER should be raised, the Government will submit a funding proposal to the FC. With the approval of the FC, funds will be incorporated into the financial budget of The Legislative Council Commission for Members' application.

Signature: \_\_\_\_\_

Name in block letters: Ms Pauline NG

Post Title: Secretary General

Date: 2.3.2012

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**LC002**

Question Serial No.

0304

Head: 112 Legislative Council Commission

Subhead: 000 Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat

Director of Bureau: N/A

Question:

Please advise the additional expenses, staff establishment and division/section in charge of the ten additional posts for managing the new Legislative Council Complex.

Asked by: Hon. EU Yuet-mee, Audrey

Reply:

The additional ten posts for managing the new Legislative Council Complex report to the Administration Division. Details of the establishment and staff costs are as follows:

	<b>Amount \$'000</b>
<u>Accommodation and Building Management Office</u>	
1 Council Secretary	664
1 Clerical Assistant	177
Less: 1 Workman II	(141)
	<u>700</u>
<u>Catering and steward services</u>	
1 Senior Administrative Assistant	482
<u>Security Office</u>	
4 Security Assistant I	1,260
3 Security Assistant II	723
1 Administrative Assistant II	227
	<u>2,210</u>
	<u>3,392</u>

Signature: \_\_\_\_\_

Name in block letters: Ms Pauline NG

Post Title: Secretary General

Date: 2.3.2012

**CONTROLLING OFFICER'S REPLY TO  
INITIAL QUESTION**

**LC003**

Question Serial No.

0305

Head: 112 Legislative Council Commission

Subhead: 000 Operational expenses

Programme: (4) Redress System

Controlling Officer: Secretary General, Legislative Council Secretariat

Director of Bureau: Not applicable

Question:

What is the average expense for processing a new case (not including telephone cases) in 2011-12?  
Please provide the information in the following tabulated form:

Name of Members	Number of new cases processed (not including telephone cases)	Number of cases concluded (not including telephone cases)

Asked by: Hon. Audrey EU Yuet-mee

Reply:

The redress system established by the Legislative Council ("LegCo") provides a channel for members of the public to express their views to LegCo Members or seek remedy in respect of the problems arising from government policies, decisions and procedures. Under the redress system, Members, in groups of six, take turns to be on duty each week to oversee the redress system, receive views of deputations and handle their complaints. Members take turns to be on "ward duty" during their duty week to meet individual complainants and give guidance to the staff in processing cases. The Complaints Division of the LegCo Secretariat is responsible for providing support service for Members to ensure smooth operation of the redress system. Moreover, Members also deal with public representations on government policies, legislation and other matters of public concern.

During the period between 1 April 2011 and 31 December 2011-

- (a) the number of new cases processed (not including telephone cases) was 1 451;
- (b) the number of cases concluded (not including telephone cases) was 1 213; and
- (c) the number of telephone cases received and concluded was 1 153. <sup>Notes</sup>

*Notes: "Telephone cases" refer to the telephone enquiries (enquiries in respect of which further follow-up actions are not required) handled by the staff of Complaints Division and views received by telephone. As such cases are not assigned file reference numbers, they are not classified as cases referred to in items (a) and (b) above.*

During the period between 1 April 2011 and 31 December 2011, the average expense for processing a new case (not including telephone cases) was \$4,691.

Details of the number of new cases (not including telephone cases) handled by individual Members during the period between 1 April 2011 and 31 December 2011 are set out at **Annex 1**.

Details of the number of cases (not including telephone cases) concluded by individual Members during the period between 1 April 2011 and 31 December 2011 are set out at **Annex 2**.

Signature: \_\_\_\_\_

Name in block letters: Ms Pauline NG

Post Title: Secretary General

Date: 2.3.2012

**The Legislative Council Redress System**  
**In the period between 1 April 2011 and 31 December 2011**

The number of new cases handled by the following Members

Members	Number
Hon Jasper TSANG Yok-sing, GBS, JP	166
Hon Albert HO Chun-yan	53
Ir Dr Hon Raymond HO Chung-tai, SBS, S.B.St.J., JP	60
Hon LEE Cheuk-yan	191
Dr Hon David LI Kwok-po, GBM, GBS, JP	50
Hon Fred LI Wah-ming, SBS, JP	89
Dr Hon Margaret NG	115
Hon James TO Kun-sun	102
Hon CHEUNG Man-kwong	44
Hon CHAN Kam-lam, SBS, JP	40
Hon Mrs Sophie LEUNG LAU Yau-fun, GBS, JP	77
Hon LEUNG Yiu-chung	293
Dr Hon Philip WONG Yu-hong, GBS	45
Hon WONG Yung-kan, SBS, JP	46
Hon LAU Kong-wah, JP	73
Hon LAU Wong-fat, GBM, GBS, JP	36
Hon Miriam LAU Kin-yee, GBS, JP	119
Hon Emily LAU Wai-hing, JP	74
Hon Andrew CHENG Kar-foo	30
Hon Timothy FOK Tsun-ting, GBS, JP	24
Hon TAM Yiu-chung, GBS, JP	49
Hon Abraham SHEK Lai-him, SBS, JP	58
Hon LI Fung-ying, SBS, JP	106
Hon Tommy CHEUNG Yu-yan, SBS, JP	33
Hon Frederick FUNG Kin-kee, SBS, JP	88
Hon Audrey EU Yuet-mee, SC, JP	187
Hon Vincent FANG Kang, SBS, JP	65
Hon WONG Kwok-hing, MH	52
Hon LEE Wing-tat	101
Dr Hon Joseph LEE Kok-long, SBS, JP	57
Hon Jeffrey LAM Kin-fung, GBS, JP	32
Hon Andrew LEUNG Kwan-yuen, GBS, JP	61
Hon CHEUNG Hok-ming, GBS, JP	93
Hon WONG Ting-kwong, BBS, JP	46
Hon Ronny TONG Ka-wah, SC	39
Hon CHIM Pui-chung	78
Prof Hon Patrick LAU Sau-shing, SBS, JP	41
Hon KAM Nai-wai, MH	49
Hon Cyd HO Sau-lan	316
Hon Starry LEE Wai-king, JP	79
Dr Hon LAM Tai-fai, BBS, JP	64
Hon CHAN Hak-kan	54
Hon Paul CHAN Mo-po, MH, JP	124
Hon CHAN Kin-por, JP	30
Dr Hon Priscilla LEUNG Mei-fun, JP	39
Dr Hon LEUNG Ka-lau	112
Hon CHEUNG Kwok-che	353

Members	Number
Hon WONG Sing-chi	134
Hon WONG Kwok-kin, BBS	95
Hon IP Wai-ming, MH	239
Hon IP Kwok-him, GBS, JP	40
Hon Mrs Regina IP LAU Suk-yea, GBS, JP	52
Dr Hon PAN Pey-chyou	88
Hon Paul TSE Wai-chun, JP	24
Dr Hon Samson TAM Wai-ho, JP	94
Hon Alan LEONG Kah-kit, SC	148
Hon LEUNG Kwok-hung	142
Hon Tanya CHAN	113
Hon Albert CHAN Wai-yip	136
Hon WONG Yuk-man	173

**The Legislative Council Redress System**  
**In the period between 1 April 2011 and 31 December 2011**

The number of cases concluded by the following Members

Members	Number
Hon Jasper TSANG Yok-sing, GBS, JP	136
Hon Albert HO Chun-yan	59
Ir Dr Hon Raymond HO Chung-tai, SBS, S.B.St.J., JP	56
Hon LEE Cheuk-yan	117
Dr Hon David LI Kwok-po, GBM, GBS, JP	51
Hon Fred LI Wah-ming, SBS, JP	94
Dr Hon Margaret NG	118
Hon James TO Kun-sun	89
Hon CHEUNG Man-kwong	45
Hon CHAN Kam-lam, SBS, JP	41
Hon Mrs Sophie LEUNG LAU Yau-fun, GBS, JP	77
Hon LEUNG Yiu-chung	143
Dr Hon Philip WONG Yu-hong, GBS	36
Hon WONG Yung-kan, SBS, JP	44
Hon LAU Kong-wah, JP	73
Hon LAU Wong-fat, GBM, GBS, JP	34
Hon Miriam LAU Kin-yee, GBS, JP	55
Hon Emily LAU Wai-hing, JP	52
Hon Andrew CHENG Kar-foo	33
Hon Timothy FOK Tsun-ting, GBS, JP	23
Hon TAM Yiu-chung, GBS, JP	52
Hon Abraham SHEK Lai-him, SBS, JP	59
Hon LI Fung-ying, SBS, JP	142
Hon Tommy CHEUNG Yu-yan, SBS, JP	33
Hon Frederick FUNG Kin-kee, SBS, JP	75
Hon Audrey EU Yuet-mee, SC, JP	72
Hon Vincent FANG Kang, SBS, JP	58
Hon WONG Kwok-hing, MH	52
Hon LEE Wing-tat	39
Dr Hon Joseph LEE Kok-long, SBS, JP	59
Hon Jeffrey LAM Kin-fung, GBS, JP	33
Hon Andrew LEUNG Kwan-yuen, GBS, JP	61
Hon CHEUNG Hok-ming, GBS, JP	92
Hon WONG Ting-kwong, BBS, JP	49
Hon Ronny TONG Ka-wah, SC	42
Hon CHIM Pui-chung	38
Prof Hon Patrick LAU Sau-shing, SBS, JP	46
Hon KAM Nai-wai, MH	41
Hon Cyd HO Sau-lan	122
Hon Starry LEE Wai-king, JP	52
Dr Hon LAM Tai-fai, BBS, JP	62
Hon CHAN Hak-kan	59
Hon Paul CHAN Mo-po, MH, JP	31
Hon CHAN Kin-por, JP	42
Dr Hon Priscilla LEUNG Mei-fun, JP	42
Dr Hon LEUNG Ka-lau	30
Hon CHEUNG Kwok-che	158

Members	Number
Hon WONG Sing-chi	74
Hon WONG Kwok-kin, BBS	68
Hon IP Wai-ming, MH	106
Hon IP Kwok-him, GBS, JP	49
Hon Mrs Regina IP LAU Suk-yea, GBS, JP	48
Dr Hon PAN Pey-chyou	46
Hon Paul TSE Wai-chun, JP	41
Dr Hon Samson TAM Wai-ho, JP	103
Hon Alan LEONG Kah-kit, SC	59
Hon LEUNG Kwok-hung	91
Hon Tanya CHAN	118
Hon Albert CHAN Wai-yip	107
Hon WONG Yuk-man	94

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**LC004**

Question Serial No.

0306

Head: 112 Legislative Council Commission

Subhead: 000 Operational expenses

Programme: (4) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat

Director of Bureau: N/A

Question:

Please provide the utilization rates and related expenditure of the Children's Corner, Infant Care Room and Breast Feeding Room since the commissioning of the new LegCo Complex in October 2011.

Asked by: Hon. EU Yuet-mee, Audrey

Reply:

Children's Corner

The Children's Corner in the Legislative Council ("LegCo") Complex is an education activity room designed for children between the age of three and eight to enable these young visitors to experience the legislative process and to understand the importance of public engagement in building the community.

It has recorded a total of 1,175 users since the LegCo Complex commenced operation in October 2011. The detailed usage of the Children's Corner is as follows –

Month	Schools and charitable organizations		Members of the public (No. of users)
	No. of groups	No. of users	
During the test run period:			
From October to December 2011	33	1,004	Not yet open to members of the public
After the official opening of the LegCo Complex to members of the public:			
From 11 January to 20 February 2012	4	122	49
<b>Total:</b>		1,126	49
<b>Grand Total:</b>		<b>1,175</b>	

The monthly expenditure of the Children's Corner is around \$29,000 including staff and operating costs.

Infant Care Room and Breast Feeding Room

To facilitate young parents who may need to bring their infants along to have the chance to use the services and facilities of the LegCo Complex, such as guided tours, library, Children's Corner, etc., Infant Care Room and Breast Feeding Room are provided at the LegCo Complex. These facilities are open to all visitors during the servicing hours of the LegCo Complex, i.e. from 9:00 am to 6:00 pm on all days. So far, no record is kept on the utilization rate as the usage of these facilities is similar to the toilets for female, male and handicapped visitors. However, it is observed that these two facilities were fully utilized during the LegCo Complex Open Day held on 11 and 12 February 2012. No extra cost is incurred for providing these services.

Signature: \_\_\_\_\_

Name in block letters: Ms Pauline NG

Post Title: Secretary General

Date: 2.3.2012

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**LC005**

Question Serial No.

0307

Head: 112 Legislative Council Commission

Subhead: 000 Operational expenses

Programme: (6) Corporate Liaison and Education and Visitor Services

Controlling Officer: Secretary General, Legislative Council Secretariat

Director of Bureau: N/A

Question:

Please provide the number of visitors to the Souvenir Shop since the commissioning of the new LegCo Complex in October 2011.

Asked by: Hon. EU Yuet-mee, Audrey

Reply:

The Souvenir Shop in the Legislative Council ("LegCo") Complex commenced operation on 30 November 2011. It has recorded a total of about 4,800 visits by users or visitors of the LegCo Complex since its opening. The monthly breakdown of the number of visitors since the opening of the Shop is as follows -

	Number of visitors to the Souvenir Shop
November 2011 (since 30 November 2011)	72
December 2011	1,583
January 2012	1,802
February 2012 (as at 20 February 2012)	1,332
<b>Total</b>	<b>4,789</b>

Signature: \_\_\_\_\_

Name in block letters: Ms Pauline NG

Post Title: Secretary General

Date: 2.3.2012

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**LC006**

Question Serial No.

1660

Head: 112 Legislative Council Commission

Subhead: 000 Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat

Director of Bureau: N/A

Question:

Upon the commissioning of the Legislative Council ("LegCo") Complex, many installation and defect rectification works are still underway. What is the progress of such works and when are they expected to be completed? Has any provision been made for meeting the costs of such works, if so, what is the expenditure involved?

Asked by: Hon WONG Ting-kwong

Reply:

As at 7 February 2012, around 60% of the defect rectification works for the LegCo Complex have been completed.

The LegCo Secretariat will work closely with the Architectural Services Department ("ArchSD"), the Contractor of the Tamar Development Project and users of the LegCo Complex to expedite the completion of the defect rectification works. However, to ensure that the normal operation of LegCo will not be adversely affected, certain works can only be carried out during non-office hours on weekdays, weekends and holidays. As advised by ArchSD, all rectification works are expected to be completed by mid-2012.

As it is the Contractor's responsibility to carry out the rectification works, no cost implication is anticipated.

Signature: \_\_\_\_\_

Name in block letters: Ms Pauline NG

Post Title: Secretary General

Date: 2.3.2012

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**LC007**

Question Serial No.

3128

Head: 112 Legislative Council Commission

Subhead: 000 Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat

Director of Bureau: N/A

Question:

Upon the relocation of the Legislative Council ("LegCo") to the LegCo Complex in Tamar, Legionella bacteria was found in the Complex and the level of Total Volatile Organic Compound ("TVOC") in the Complex was also found to have exceeded the permitted level. Have additional expenditure and staffing support been involved in this regard?

Asked by: Hon Paul CHAN Mo-po

Reply:

In view of the positive reaction of the water samples taken from the LegCo Complex to Legionella bacteria tests earlier and the level of TVOC inside the Complex, the Administration has taken a series of measures to improve the water and air quality in the LegCo Complex, which include conducting tests for water and air quality, carrying out thorough cleansing and disinfection work for and conducting tests for water samples from the entire water supply system, as well as conducting air purging exercises to bring fresh air in the Complex to attain Good Class results for indoor air quality. No additional expenditure arising from such measures is borne by LegCo.

In dealing with the above issues, the LegCo Secretariat has only redeployed existing staff and has not recruited extra staff. However, additional disinfection and cleaning materials, water filters, distilled water as well as plants which absorb TVOC have been procured, with a total expenditure of about \$137,000.

Signature: \_\_\_\_\_

Name in block letters: Ms Pauline NG

Post Title: Secretary General

Date: 2.3.2012

**CONTROLLING OFFICER'S REPLY TO  
INITIAL WRITTEN QUESTION**

**LC008**

Question Serial No.

3167

Head: 112 Legislative Council Commission

Subhead : 000 Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat

Director of Bureau: N/A

Question:

- (a) How many additional security staff have been recruited by the Secretariat since the relocation of the Legislative Council ("LegCo") to the new LegCo Complex, and what is the expenditure involved? Will it be necessary to continue recruiting additional security staff in 2012-13? What is the estimated expenditure?
- (b) What is the expenditure involved in revamping the LegCo Website last year? What are the work details for this financial year? What is the percentage of increase in the expenditure for operating the new Website as compared to that for operating the old one?
- (c) What are the details of the estimates for the increased operational expenses relating to the LegCo Complex, as this is the first year for the Secretariat to prepare the estimates in this regard? Which items have their estimated expenditure significantly higher than their previous figures?

Asked by: Hon. CHAN Tanya

Reply:

(a) For 2011-12, a provision of \$15.76 million was provided for the creation of 58 posts to strengthen the security and building management services for the new LegCo Complex offset by the deletion of four clerical posts. These 58 posts, which are scheduled to work on three shifts, include one Chief Security Officer, one Security Officer, four Senior Security Assistants, six Security Assistant I ("SAI"), and 46 Security Assistant II ("SAII").

The new LegCo Complex has a net operating floor area four times that of the old LegCo Building. More conference, meeting and public facilities are provided. There are five main pedestrian access points into the new LegCo Complex. Apart from an underground carpark, goods loading and unloading areas are provided. There are also two vehicular access routes into the LegCo Complex.

To enable members of the public to enjoy the new facilities in the LegCo Complex such as Video Corner, Visitors' Sharing Area, Exhibition Area, Children's Corner, Viewing Gallery, Memory Lane, Education Activities Rooms and Education Galleries, etc., the service hours are extended to seven days a week from 8:00 am to 6:30 pm. More seats are made available in the public galleries for members of the public to observe the proceeding of meetings. There are four demonstration areas for members of the public to lodge petitions, with the Main Lobby open for public access during normal business hours of the Council. Coupled with the provision of guarding services, and operation of the building management and security systems round the clock, there is a need to strengthen the establishment of the Security Office to cope with the related duties.

For 2012-13, a provision of \$2.21 million would be required for the creation of eight posts including four SAI posts, three SAII posts and one AAI post. These posts were found necessary after moving into the LegCo Complex in mid 2011 to deal with the complex building management duties and eight temporary security staff have been engaged since October 2011. These temporary posts would be replaced by permanent posts when funding provision is made available in April 2012.

(b) The website redevelopment project carried out in 2011-12 aimed at enhancing information sharing functions to facilitate public understanding of LegCo business. Apart from enhancement of the contents for both the desktop version and mobile version of the LegCo Website, opportunities were also taken to enhance website security and provide live video webcasting for all open meetings. A new search engine was installed to improve the accessibility and user-friendliness of our website, etc. Further, an online booking system for guided education tours was developed in the context of the redevelopment project to facilitate members of the public to plan their visits to the LegCo Complex. The overall project cost was about \$8.2 million which include mainly expenditures in system design and implementation, procurement of hardware, software, and search engine, testing and commissioning, and related staff costs, etc.

In 2012-13, the Secretariat will follow up on the views and suggestions collected from the post-implementation survey conducted at end-2011. The major areas of enhancement would mainly be on the appearance and layout of the Website, navigation, search and interactive functions, as well as the selection of contents for uploading. The recurrent operating cost of the new Website, though higher as a result of the enhanced IT infrastructure and application software, is within the provision budgeted for the operation and maintenance of the LegCo Website in the Estimate.

(c) Due to the increase in the net operating floor areas of the new LegCo Complex which is four times the areas previously managed by The Legislative Council Commission, and the installation of new systems and facilities in the new Complex, there is a need to increase the financial provisions to support the operation of the new Complex and the work of the Council. Additional expenditures are also incurred due to more meetings and the enhanced integrated information technology infrastructure to support the business operation of LegCo.

For 2012-13, an additional provision of \$22.604 million is sought for the following items:

	<b>Major expenditure items</b>	<b>\$ million</b>
(i)	maintenance of new information technology facilities	7.310
(ii)	operation and maintenance of building services facilities	14.305
(iii)	electricity	0.700
(iv)	TV production	0.625
(v)	simultaneous interpretation (SI)	0.161
(vi)	office supplies and maintenance of office equipment & appliances	0.037
(vii)	operation and maintenance of SI/PA system	(0.534)
	<b>Total</b>	<b>22.604</b>

Signature: \_\_\_\_\_

Name in block letters: Ms Pauline NG

Post Title: Secretary General

Date: 2.3.2012