

For Information

## **Legislative Council Panel on Public Service**

### **Follow-up to the Meeting on 18 March 2013**

At the meeting of the Legislative Council Panel on Public Service (the Panel) on 18 March 2013, the Administration briefed the Panel on the civil service-related issues featuring in the 2013-14 Budget. In connection with the creation of civil service posts, the Administration was requested to provide –

- (a) a breakdown by Bureaux/Departments (B/Ds) of the 1 708 additional civil service posts provided in the 2013-14 Draft Estimates of Expenditure;
  - (b) a breakdown by years of service of the some 460 non-civil service contract (NCSC) staff whose positions will be replaced by civil service posts in 2013; and
  - (c) further number of NCSC positions which will be converted to civil service posts.
2. A detailed breakdown of the 1 708 additional civil service posts to be created by B/Ds is at **Annex A**. Breakdowns of the said additional posts by civilian versus disciplined services, by directorate versus non-directorate ranks, and by entry versus promotional ranks are at **Annex B**.
3. The above 1 708 posts include some 460 posts for replacing NCSC positions the long term need for which is established. Since the creation of civil service posts to replace NCSC positions is subject to the long-term service need of the positions instead of the years of service of the incumbents, we did not require B/Ds to advise on the years of service of the incumbents of these 460 NCSC positions. We are therefore unable to provide a breakdown by years of service of the concerned NCSC staff.

4. Civil Service Bureau (CSB), jointly with B/Ds, conducted a special review on the employment situation of NCSC staff in 2006 and identified some 4 000 NCSC positions undertaking duties that should more appropriately be performed by civil servants. By end 2012, 3 905 such positions have been phased out upon expiry of the employment contracts of the concerned NCSC staff and the recruitment of replacement civil servants.

5. Since the 2006 special review, B/Ds have been asked to review from time to time whether their engagement of NCSC staff fits the ambit of the NCSC Staff Scheme and to consider whether the service needs should better be met by other means. As at 31 December 2012, another 1 440 NCSC positions which involved work with permanent service needs that should more appropriately be carried out by civil servants have been replaced by civil service posts. The Administration will, as an on-going process, continue to review the employment situation of NCSC staff on a regular basis and seek to replace NCSC positions by civil service posts according to the established procedures if the work involved is of a permanent nature. CSB will report to the Panel the latest employment situation of NCSC staff and conversion of NCSC positions at appropriate juncture.

**Civil Service Bureau**  
**June 2013**

**2013-14 Estimates  
Summary of Establishment**

HEAD OF EXPENDITURE	<i>ESTABLISHMENT (NUMBER OF POSTS)AS AT</i>		
	31.3.2013 Revised estimate (a)	<b>31.3.2014 Estimate (b)</b>	Change in establishment (b)-(a)
21 Chief Executive's Office	101	<b>103</b>	2
22 Agriculture, Fisheries and Conservation Department	2 040	<b>2 042</b>	2
25 Architectural Services Department	1 789	<b>1 795</b>	6
24 Audit Commission	187	<b>187</b>	
23 Auxiliary Medical Service	96	<b>96</b>	
82 Buildings Department	1 232	<b>1 319</b>	87
26 Census and Statistics Department	1 218	<b>1 225</b>	7
27 Civil Aid Service	103	<b>103</b>	
28 Civil Aviation Department	780	<b>761</b>	- 19
33 Civil Engineering and Development Department	1 746	<b>1 760</b>	14
30 Correctional Services Department	6 883	<b>6 899</b>	16
31 Customs and Excise Department	5 849	<b>5 948</b>	99
37 Department of Health	5 944	<b>6 050</b>	106
92 Department of Justice	1 210	<b>1 239</b>	29
39 Drainage Services Department	1 858	<b>1 869</b>	11
42 Electrical and Mechanical Services Department	377	<b>382</b>	5
44 Environmental Protection Department	1 715	<b>1 732</b>	17
45 Fire Services Department	9 965	<b>10 130</b>	165
49 Food and Environmental Hygiene Department	11 142	<b>11 153</b>	11
46 General Expenses of the Civil Service	359	<b>359</b>	
166 Government Flying Service	236	<b>236</b>	
48 Government Laboratory	453	<b>459</b>	6
59 Government Logistics Department	713	<b>713</b>	
51 Government Property Agency	204	<b>214</b>	10
143 Government Secretariat: Civil Service Bureau	606	<b>613</b>	7
152 Government Secretariat: Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	187	<b>192</b>	5
55 Government Secretariat: Commerce and Economic Development Bureau (Communications and Technology Branch)	106	<b>109</b>	3
144 Government Secretariat: Constitutional and Mainland Affairs Bureau	147	<b>163</b>	16
138 Government Secretariat: Development Bureau (Planning and Lands Branch)	131	<b>131</b>	
159 Government Secretariat: Development Bureau (Works Branch)	232	<b>230</b>	- 2
156 Government Secretariat: Education Bureau	5 481	<b>5 448</b>	- 33
137 Government Secretariat: Environment Bureau	41	<b>45</b>	4
148 Government Secretariat: Financial Services and the Treasury Bureau (Financial Services Branch)	164	<b>167</b>	3
147 Government Secretariat: Financial Services and the Treasury Bureau (The Treasury Branch)	178	<b>179</b>	1
139 Government Secretariat: Food and Health Bureau (Food Branch)	47	<b>45</b>	- 2
140 Government Secretariat: Food and Health Bureau (Health Branch)	117	<b>117</b>	
53 Government Secretariat: Home Affairs Bureau	230	<b>244</b>	14
155 Government Secretariat: Innovation and Technology Commission	190	<b>190</b>	
141 Government Secretariat: Labour and Welfare Bureau	105	<b>105</b>	
47 Government Secretariat: Office of the Government Chief Information Officer	637	<b>641</b>	4
142 Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary	515	<b>533</b>	18
96 Government Secretariat: Overseas Economic and Trade Offices	149	<b>149</b>	

*ESTABLISHMENT  
(NUMBER OF POSTS) AS AT*

HEAD OF EXPENDITURE	31.3.2013 Revised estimate (a)	31.3.2014 Estimate (b)	Change in establishment (b)-(a)
151 Government Secretariat: Security Bureau	189	<b>190</b>	1
158 Government Secretariat: Transport and Housing Bureau (Transport Branch)	180	<b>180</b>	
60 Highways Department	2 112	<b>2 125</b>	13
63 Home Affairs Department	1 912	<b>1 937</b>	25
168 Hong Kong Observatory	298	<b>301</b>	3
122 Hong Kong Police Force	33 208	<b>33 234</b>	26
70 Immigration Department	6 817	<b>6 971</b>	154
72 Independent Commission Against Corruption	1 409	<b>1 432</b>	23
74 Information Services Department	431	<b>432</b>	1
76 Inland Revenue Department	2 818	<b>2 826</b>	8
78 Intellectual Property Department	123	<b>129</b>	6
79 Invest Hong Kong	35	<b>35</b>	
174 Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	34	<b>34</b>	
80 Judiciary	1 690	<b>1 738</b>	48
90 Labour Department	2 206	<b>2 257</b>	51
91 Lands Department	3 944	<b>3 970</b>	26
94 Legal Aid Department	542	<b>542</b>	
95 Leisure and Cultural Services Department	8 781	<b>9 034</b>	253
100 Marine Department	1 372	<b>1 372</b>	
180 Office for Film, Newspaper and Article Administration	55	<b>55</b>	
116 Official Receiver's Office	233	<b>235</b>	2
118 Planning Department	805	<b>820</b>	15
136 Public Service Commission Secretariat	27	<b>27</b>	
160 Radio Television Hong Kong	560	<b>665</b>	105
162 Rating and Valuation Department	856	<b>859</b>	3
163 Registration and Electoral Office	186	<b>139</b>	- 47
169 Secretariat, Commissioner on Interception of Communications and Surveillance	20	<b>20</b>	
170 Social Welfare Department	5 506	<b>5 622</b>	116
173 Student Financial Assistance Agency	605	<b>673</b>	68
181 Trade and Industry Department	499	<b>498</b>	- 1
186 Transport Department	1 402	<b>1 438</b>	36
188 Treasury	487	<b>486</b>	- 1
190 University Grants Committee	59	<b>62</b>	3
194 Water Supplies Department	4 491	<b>4 501</b>	10
Government paid staff	149 355	<b>150 914</b>	1 559
Companies Registry	292	<b>309</b>	17
Electrical and Mechanical Services Trading Fund	3 533	<b>3 533</b>	
Hong Kong Monetary Authority	30	<b>25</b>	- 5
Hospital Authority	2 085	<b>1 946</b>	- 139
Housing Authority	8 243	<b>8 487</b>	244
Land Registry	495	<b>518</b>	23
Legal Aid Services Council	4	<b>4</b>	
Office of the Communications Authority	314	<b>326</b>	12
Post Office	5 347	<b>5 347</b>	
Vocational Training Council	16	<b>13</b>	- 3
Staff working under other public bodies	20 359	<b>20 508</b>	149
<b>TOTAL</b>	<b>169 714</b>	<b>171 422</b>	<b>1 708</b>

**Profile of change in establishment (1 708 posts)  
in the 2013-14 Estimates**

## ESTABLISHMENT (NUMBER OF POSTS) AS AT

31.3.2013 Revised Estimate:	169 714
31.3.2014 Estimate:	171 422
change in establishment:	<b>1 708</b> (note)

**(A) Civilian vs Disciplined Services**

	change in establishment	%
<i>Civilian</i>		
Degree and professional	262	25%
Matriculation, technical and diploma	317	30%
Junior	476	45%
<b>Sub-total (a)</b>	<b>1055</b>	<b>100%</b>
<i>Disciplined services</i>		
Officer	195	30%
Rank-and-file	458	70%
<b>Sub-total (b)</b>	<b>653</b>	<b>100%</b>
<b>Total:</b>	<b>1 708</b>	

**(B) Directorate vs Non-directorate Ranks**

	change in establishment	%
Directorate	10	1%
Non-directorate	1 698	99%
<b>Total:</b>	<b>1 708</b>	<b>100%</b>

**(C) Entry Ranks vs Promotional Ranks**

	change in establishment	ratio
Entry rank	1 048	} 9
Next higher rank <sup>#</sup>	487	
Other higher ranks (including directorate) <sup>@</sup>	173	1
<b>Total:</b>	<b>1 708</b>	

(note)

The change in establishment represents the estimated **net** increase of posts in 2013-14. Controlling officers are authorised to create or delete posts in existing non-directorate ranks provided that the net additional notional annual mid-point salary value of the posts created does not cause the departmental establishment ceiling to be exceeded.

<sup>#</sup> Next higher rank is the immediate promotional rank above the entry rank.

<sup>@</sup> Other higher ranks are the promotional ranks other than the next higher rank.