

政府總部
勞工及福利局
香港添馬添美道
政府總部



LABOUR AND WELFARE BUREAU
GOVERNMENT SECRETARIAT

Central Government Offices
Tim Mei Avenue
Tamar, Hong Kong

本函檔號 Our Ref.: LWB T1/1/9A

電話號碼 Tel. No.: 2810 3432

來函檔號 Your Ref.:

傳真號碼 Fax No.: 2524 7635

22 December 2017

Mr Colin CHUI
Clerk to the Legislative Council Panel on Welfare Services
Legislative Council Complex
1 Legislative Council Road
Central, Hong Kong

Dear Mr Chui,

**Legislative Council Panel on Welfare Services
Follow-up actions**

At the following meetings of the Panel on Welfare Services of the Legislative Council, Members requested the Government to provide the following information or take follow-up actions -

Meeting on 21 January 2013

- (a) The supply and demand for residential care services and community care services including day care services and home-based care services in the next five years;
- (b) The steps to be taken by the Administration to address the problem of inter-generational poverty;
- (c) A list of social welfare problems existing in the community in the absence of social welfare planning since mid-1990s;

- (d) In respect of releasing the labour force of women who could not go to work because they had to take care of their families, whether the Administration would consider extending the service hour of after-school learning support to 7 pm or 8 pm;
- (e) The outcome of the Administration's discussion with the welfare sector on measures to meet the sector's demand for front-line care staff;

Meeting on 10 June 2013

The number of staff required for working and staff shortfall in each category of the rehabilitation sector as well as the lead time for training the relevant staff;

Meeting on 8 July 2013

The needs for the elderly and rehabilitation services in the next five years;

Meeting on 13 January 2014

The number of youth population and the number of Integrated Children and Youth Services Centres by district from 2014 to 2021;

Meeting on 23 January 2014

- (a) The justifications for setting the upper age limit of children eligible for the Neighbourhood Support Child Care Project;
- (b) Whether the Administration had any plans to reserve space for the provision of child care services in the vicinity of newly built residential care homes for the elderly (RCHEs) to encourage women to join the workforce of elderly care services;

Meeting on 12 January 2015

- (a) The number of users receiving services from each of the six operators of home care service for persons with severe disabilities;
- (b) A paper on the Administration's review of home and community care services for persons with disabilities;

Meeting on 26 January 2015

- (a) A breakdown of the usage rate of Extended Hours Service (EHS) provided by aided child care centres and kindergarten-cum-child care centres, and by districts;
- (b) The amount incurred in providing 1 200 EHS places at aided child care centres and kindergarten-cum-child care centres;

Meeting on 11 May 2015

The contribution for Mandatory Provident Fund by each and every non-governmental organisation (NGO) receiving Lump Sum Grant subvention;

Meeting on 23 July 2015

Request for the Secretary for Labour and Welfare to relay to the Chief Executive members' requests for earmarking sites in public rental housing development projects for construction of RCHEs and making the provision of RCHEs a land sale condition;

Meeting on 9 November 2015

- (a) The lead level of each of the water sample taken from the 78 welfare units for which water sampling tests had been completed;
- (b) The guidelines provided for welfare units by the Social Welfare Department (SWD) on the use of wall-mounted kettles, water sampling procedures, reducing lead exposure and maintaining water safety;
- (c) The number of welfare units which had followed the guidelines mentioned in (b) above;
- (d) A comparison of the test results of samples of water stored overnight inside wall-mounted kettles and for samples which were taken after running water at a tap for two to five minutes from the 78 welfare units mentioned in (a) above;

Meeting on 12 June 2017

- (a) The amount of allowances paid to the various ranks of staff by those NGOs which had provided cash allowances for their senior management staff and the criteria of providing the allowances;

- (b) The guidelines promulgated by the Administration Wing of the Chief Secretary for Administration's Office in 2003 (the Guidelines) which sought to strengthen the control and monitoring of the ranking, structure and remuneration of the top three tiers of management in subvented bodies and set out the arrangements for the public disclosure of such information;
- (c) The subvented bodies which were exempt from the Guidelines;

Meeting on 8 July 2017

The provision of rehabilitation services in Shui Chuen O Estate;

Meeting on 10 July 2017

- (a) The number of children who did not have medical needs but were required to stay in public hospitals due to lack of residential child care services as at July 2017 and the services provided by the SWD for these children;
- (b) The number of foster families who had not provided any foster care services in the past five years and the reasons for not doing so;
- (c) The number of children who were in need of residential child care services but were not provided with any such services in the past three years; and
- (d) The number of children who were admitted to a place of refuge in accordance with the care or protection orders granted by the court on account of emergency residential care needs in the past three years.

The relevant information is at Annex for Members' reference.

Yours sincerely,



(Kelvin MA)
for Secretary for Labour and Welfare

c.c. Director of Social Welfare (Attn: Ms Loletta LO)

**Information requested by Members at the meetings of
the Legislative Council Panel on Welfare Services
on 21 January 2013, 10 June 2013, 8 July 2013, 13 January 2014,
23 January 2014, 12 January 2015, 26 January 2015, 11 May 2015,
23 July 2015, 9 November 2015, 12 June 2017, 8 July 2017 and
10 July 2017**

Meeting on 21 January 2013

**Future supply of and demand for residential care services and
community care services for the elderly**

On service demand, the Elderly Commission, tasked by the Government, has completed the Elderly Services Programme Plan (ESPP). The ESPP has made projections on the future demand for subsidised long-term care services (including residential care services and community care services). According to the projections, the demand for subsidised residential care services and subsidised community care services in 2022 (i.e. five years later) is estimated to be about 48 000 places and about 26 000 places respectively.

As for service supply, as at September 2017, there were about 27 100 subsidised residential care places for the elderly; and there were about 11 500 community care places under subsidised long-term care services, including about 3 100 day care places for the elderly and about 8 400 home care places. The Government will continue to increase service places for the elderly under a multi-pronged approach. The Social Welfare Department (SWD) is planning to implement 27 development projects for providing new contract residential care homes for the elderly (RCHEs) and day care centres/units. It is estimated that about 2 400 residential care places (including subsidised and non-subsidised places) and about 880 day care places for the elderly will be progressively provided starting from 2017-18. Besides, the Government is actively implementing the Special Scheme on Privately Owned Sites for Welfare Uses to encourage and subsidise

non-governmental organisations (NGOs) to make better use of their sites through expansion, redevelopment or new development to provide or increase the provision of those welfare facilities considered by the Government as being in acute demand, in particular elderly, rehabilitation and child care facilities as well as other developments relating to these facilities. Based on the rough estimation of the applicant NGOs, if all the projects can be implemented smoothly, a range of welfare facilities will be provided, including about 7 000 additional residential care places and about 2 000 day care places for the elderly.

At the same time, the Government will continue to implement the Pilot Scheme on Community Care Service Voucher (CCSV) for the Elderly and the Pilot Scheme on Residential Care Service Voucher (RCSV) for the Elderly, by adopting the “money-following-the-user” approach, so as to provide an additional choice for elderly persons. As announced in the 2017 Policy Address, the Government will further increase the number of vouchers under the Second Phase of the Pilot Scheme on CCSV by 1 000 to a total of 6 000 in 2018-19 to support ageing in place for elderly persons with moderate or severe impairment. A total of 3 000 vouchers will be issued by phases under the Pilot Scheme on RCSV from 2017 to 2019.

Measures to ease inter-generational poverty

The Government launched the Low-income Working Family Allowance (LIFA) Scheme in May 2016. Its objective is to encourage self-reliance of low-income families through employment, with a focus on supporting families with children and youth to ease inter-generational poverty. Apart from providing a working hour-linked allowance for LIFA families fulfilling the working hour requirements, a Child Allowance is especially provided to further support eligible children and youth. As at end-September 2017, over 36 000 families (involving around 130 000 persons, of which over 57 000 were children or youth) had received LIFA, with the total amount of allowances disbursed exceeding \$930 million.

A series of improvement measures on the LIFA Scheme were announced in the Chief Executive’s 2017 Policy Address –

- (1) extending the Scheme to cover singletons;
- (2) introducing a tier with the income limit pitched at 70% of the median monthly domestic household income (MMDHI), and adopting the MMDHI of economically active households as the basis for calculating the income limits;
- (3) adding a new tier of working hour requirement of 168 hours a month for non-single-parent households and a new tier of 54 hours a month for single-parent households. Households meeting the respective monthly working hour requirements are eligible for higher rates of allowance;
- (4) allowing household members to aggregate working hours for assessing the allowance; and
- (5) increasing all rates of allowance (including Child Allowance), and adding another tier of 3/4 allowance rate between the current full-rate allowance and half-rate allowance.

In addition, the LIFA Scheme will be renamed as the Working Family Allowance Scheme. The Government expects that the above-mentioned improvement measures will be implemented on 1 April next year.

Social welfare planning that serves to address welfare problems

The Government has since 2012 adopted the social welfare planning mechanism recommended by the Social Welfare Advisory Committee to regularly conduct consultations and planning for the future development of welfare services at district, central and advisory committee levels on a yearly basis. After collating the views collected through the respective consultation mechanisms at district and central levels, the Labour and Welfare Bureau (LWB) consults the relevant advisory committees, enabling them to offer views on the planning for welfare services from macro and strategic perspectives. The Government gives due consideration to the views raised by the advisory committees in formulating welfare policies and measures, and seeks

resources accordingly. Although this is an annual mechanism, the policies and measures involved are not limited to implementation in a year; many of them are sustainable and in line with medium to long-term planning.

On the future planning of elderly services, the Government has commenced the follow-up work on the various recommendations under the ESPP. The Government has also tasked the Rehabilitation Advisory Committee to commence work to formulate a new Hong Kong Rehabilitation Programme Plan (HKRPP). The Committee will conduct a public engagement exercise in early 2018, and aims to submit a report in end of 2019. In addition, the SWD has commissioned the Department of Social Work and Social Administration of the University of Hong Kong to conduct a Consultancy Study on the Long-term Development of Child Care Services, which is expected to be completed in mid-2018.

Extension of the service hour of after-school learning support to 7 pm or 8 pm

Under the After School Care Programme (ASCP), operating agencies normally provide services to the children in need until 7 or 8 pm. To enhance support for families and unleash women's working potential, the SWD has since December 2014 provided through some operating agencies additional full fee-waiving and half fee-reduction places under the Fee-waiving Subsidy Scheme under the ASCP for low income families, as well as extended hour services on weekday evenings until 9 pm, Saturdays, Sundays and school holidays. Besides, the SWD has launched a pilot scheme through the Community Care Fund since October 2017 to relax the income limit of low-income families for the Fee-waiving Subsidy Scheme under the ASCP and to increase 2 000 full fee-waiving places.

Provision of front-line care staff

Under the Lump Sum Grant Subvention System, NGOs can flexibly deploy their subventions and arrange suitable manpower to operate their services, provided that service quality is upheld and the

requirements in the Funding and Service Agreements are complied with. The Government has also enhanced the provision of front-line care staff and improved their work prospects and employment conditions through the following initiatives –

Increasing training places

The Government launched a “first-hire-then-train” pilot project in 2013 with an allocation under the Lotteries Fund to recruit young persons to take up care work in RCHEs, providing a total of 200 training places. The Government also rolled out the Navigation Scheme for Young Persons in Care Services (Navigation Scheme) in July 2015, providing a total of 1 000 training places in several years starting from 2015-16 to encourage young persons to join the elderly and rehabilitation care services. Apart from being arranged to receive on-the-job training in elderly or rehabilitation service units, the young persons participating in the Scheme are provided with subsidies from the Government to pursue a related two-year part-time diploma course. As at end-November 2017, the Navigation Scheme had 99 graduates and 474 trainees.

Besides, the SWD has recently produced a publicity video featuring trainees of the Navigation Scheme, their parents and officers-in-charge/instructors of the service units to promote care services as a meaningful job with prospects for young persons. The video was released in July 2017 for broadcast on social media and in MTR train compartments.

Implementing Qualifications Framework

The Education Bureau set up the Elderly Care Service Industry Training Advisory Committee (ITAC) in February 2012 to facilitate the implementation of Qualifications Framework (QF) in the elderly care service sector. The ITAC completed the Specification of Competency Standards for the elderly care service sector in December 2014. On the basis of such standards, the ITAC has developed related training programmes and implemented the Recognition of Prior Learning mechanism for the elderly care service sector to enable practitioners to obtain recognised qualifications under QF. QF can help enhance the career prospects of practitioners in the sector, and this will help attract

more people to join the social welfare sector.

Improving the salaries of front-line care staff

As mentioned in the 2017 Policy Agenda, the SWD will provide additional resources for subsidised elderly service units to increase the salaries of personal care workers and home helpers (i.e. the salaries of personal care workers and home helpers will be increased by two pay points in the current calculation of the subsidy for salaries), thereby enabling these service units to recruit and retain staff more effectively. The initiative will also cover similar posts in the service units of subsidised rehabilitation services as well as family and child welfare services.

Meeting on 10 June 2013

Manpower requirements and training in the welfare sector

The SWD is concerned about the manpower requirements and training for various types of staff in the welfare sector, and has implemented corresponding measures. Apart from the Navigation Scheme mentioned above, measures on manpower training are set out below –

- (a) Since January 2012, the Hong Kong Polytechnic University has offered two-year master programmes in occupational therapy and physiotherapy respectively on a self-financing basis. The SWD has provided funding support for NGOs in respect of the two programmes through a sponsorship scheme to sponsor the tuition fees of students recruited by these NGOs, with a view to encouraging the graduates to join the welfare sector. The first and second cohorts of students graduated in January 2014 and January 2016 respectively, and have joined the job market, thereby relieving the demand of the welfare organisations for allied health professionals. The third cohort was launched in January 2017 and it is expected that 68 students will graduate in January 2019.
- (b) The SWD has collaborated with the Hospital Authority since 2006 to organise a two-year Enrolled Nurse (General)/Enrolled Nurse

(Psychiatric) Training Programme. A total of 14 training classes have been organised so far, providing a total of about 1 800 training places. The SWD has commissioned the Open University of Hong Kong to organise a two-year full-time Enrolled Nurse Training Programme for the welfare sector, which will provide a total of 920 training places (including General and Psychiatric streams) for four consecutive years starting from 2017. The Training Programme is fully subsidised by the Government. The trainees are required to sign an undertaking to work in the welfare sector continuously for two years upon graduation.

The results of the latest questionnaire survey conducted by the SWD on the demand of paramedical and professional staff in the welfare sector is at **Appendix 1**.

Meeting on 8 July 2013

Future needs for the elderly and rehabilitation services

The ESPP has made projections on the future demand for subsidised long-term care services (including residential care services and community care services). The estimated demand in 2022 (i.e. five years later) has been provided above. As regards rehabilitation services, the Government has tasked the Rehabilitation Advisory Committee to commence work to formulate a new HKRPP, the scope of which will cover various subjects related to persons with disabilities, including their demand for subsidised rehabilitation and care services.

Meeting on 13 January 2014

Youth population and the number of Integrated Children and Youth Services Centres by district from 2014 to 2021

The requested information is at **Appendix 2**.

Meeting on 23 January 2014

Upper age limit of children eligible for the Neighbourhood Support Child Care Project (NSCCP)

The Government has since October 2014 raised the age limit of the service targets of the NSCCP from six to nine, and at the same time provided at least 234 additional places of home-based child care service across the territory, with the provision of additional funding for the service operators to enhance social work support.

The NSCCP comprises two components, namely home-based child care service and centre-based care groups. Home-based child carers serve as volunteers in the spirit of mutual help at neighbourhood level, providing basic care for the service users. Children aged nine or above have different service needs arising from their emotional and behavioural development, and the SWD considers that the ASCP, which targets at children aged six to 12, can better meet their needs.

Reservation of space for the provision of child care services in the vicinity of newly built RCHEs

To support women in fulfilling work and family commitments, the Government encourages NGOs to establish work-based child care centres (CCCs) under the Special Scheme on Privately Owned Sites for Welfare Uses. So far, two NGOs have proposed to incorporate a work-based CCC, to be operated on a self-financing basis, in the RCHEs which they plan to build. These work-based CCCs provide services to children aged under three to encourage women to join elderly care services. The two work-based CCCs are respectively located in the development of an RCHE in Lam Tei by Pok Oi Hospital, and in the redevelopment of a care and attention home for the elderly in Sandy Bay by Tung Wah Group of Hospitals.

Besides, the SWD has commissioned the Department of Social Work and Social Administration of the University of Hong Kong to conduct a Consultancy Study on the Long-term Development of Child Care Services, which will explore among others the practices in other

places of providing child care services in the vicinity of RCHEs.

Meeting on 12 January 2015

Home care service for persons with severe disabilities (HCS) and service planning review

The HCS Scheme provides a package of home-based support services for persons with severely disabilities living in the community (irrespective of whether they are on the waiting list for residential care services), so as to help them stay in the community and relieve the stress of their family members/carers. The Scheme includes personal care service, escort service, occupational therapy/physiotherapy rehabilitation training service and carer support service. The annual number of HCS places is about 3 250. The service volumes in 2016-17 and 2017-18 (as at the end of September 2017), broken down by operating organisation and district served, are at **Appendix 3**.

To keep our rehabilitation services updated with changing needs, the Government has tasked the Rehabilitation Advisory Committee to commence work in October to formulate a new HKRPP. In the process, the LWB will, in collaboration with the SWD and relevant organisations, review the home and community care services for persons with disabilities.

Meeting on 26 January 2015

Usage rate of Extended Hours Service (EHS) provided by aided child care centres and kindergarten-cum-child care centres by district

The requested information is at **Appendix 4**.

Amount incurred in providing 1 200 EHS places at aided child care centres and kindergarten-cum-child care centres

The number of EHS places has been increased from 1 230 to 2 254 since 2015-16. The actual expenditure for the EHS in 2014-15 was

about \$17.6 million, and the revised estimate of the expenditure of the EHS after expansion is about \$40.5 million in 2016-17.

Meeting on 11 May 2015

Contribution for Mandatory Provident Fund by each and every NGO receiving Lump Sum Grant subvention

Under the Lump Sum Grant Subvention System, NGOs have the flexibility to decide their own provident fund (PF) schemes for non-Snapshot Staff with the SWD's subvention calculated at 6.8% of the mid-point salaries of the recognised ranks. The PF for Snapshot Staff is paid on an actual basis according to their employment contract with the maximum contribution rates at 5% for the first 10 years, 10% for the 11th to the 15th year and 15% for the 16th year and over. The SWD does not collect information on the PF schemes of individual NGOs as per usual practice. With the consensus of NGOs, the SWD agreed in 2015-16 for the NGOs the transfer of 64.9% of their PF surplus for the Snapshot Staff (as at 31 March 2014) to the PF Reserve for non-Snapshot Staff on a one-off basis. NGOs have been making use of this reserve to improve their PF contribution for non-Snapshot Staff. According to the Best Practice Manual, NGO boards are required to discuss at least once a year how to manage and utilise the PF Reserve. They are also required to report on the utilisation of the PF Reserve for non-Snapshot Staff for the past year, and to provide a brief plan on how the reserve is going to be used in the future at their annual general meetings/in their annual reports.

Meeting on 23 July 2015

Reservation of sites for the construction of RCHEs

The SWD is planning to implement 27 development projects, including public housing development projects, private development projects, vacant school sites, etc., for the construction of new contract RCHEs and day care centres/units. The SWD will continue to actively identify suitable sites from different sources for the construction of new

elderly service facilities.

Meeting on 9 November 2015

Drinking water safety in welfare units

Lead level of water samples taken

With the assistance of the Water Supplies Department (WSD), the SWD has arranged water sampling tests for 205 welfare units serving children aged below six who need to stay in the units for long hours, and consume drinking water in the units. The welfare units include day child care services, residential CCCs, children's homes, small group homes, pregnant girls' hostel and day and residential special CCCs. All of the 400 drinking water samples taken were in compliance with the World Health Organisation's Provisional Guideline Value. Information of the water samples is at **Appendix 5**.

Guidelines on drinking water safety

To enhance the welfare sector's understanding of how to reduce lead exposure and of drinking water safety, the SWD has, in cooperation with the WSD, disseminated to the welfare units serving service users who need to stay in the units for long hours and consume drinking water in the units (including residential care services for children, elderly persons and persons with disabilities), the health advice on reducing lead exposure from the Centre for Health Protection, the advice on installation and use of wall-mounted dispensers from the WSD, as well as the "Tips for Using Wall-mounted Dispensers" published by the WSD. Besides, the SWD conducted a briefing on 30 September 2015 for the 205 welfare units joining the water sampling tests carried out by the WSD, and disseminated information about water sampling procedures, and the points-to-note for water sampling test from the WSD. The WSD also organised two seminars for residential institutions, day centres and CCCs on 18 and 20 January 2017 respectively to further enhance the welfare units' understanding of how to ensure water quality and use wall-mounted dispensers properly. Such information has been uploaded onto the

SWD's website for welfare units' reference.

Follow-up actions

Since the incident of excess lead found in drinking water in 2015, the Government has implemented various improvement measures, including the setting up of the International Expert Panel on Drinking Water Safety (IEP) in June 2016 to offer advice on issues regarding drinking water safety. The Development Bureau and the WSD have also commissioned expert consultants to study the experience and practices of other countries in dealing with drinking water safety and, taking into account the advice of the IEP, holistically reviewed the existing drinking water safety regime in Hong Kong, and developed the Action Plan for Enhancing Drinking Water Safety. The IEP considered that a specific testing programme for the drinking water in welfare units would not be necessary. The SWD will work closely with the WSD in implementing the Action Plan, including yearly collection of random water samples from users' drinking taps for testing.

Meeting on 12 June 2017

Provision of cash allowance for senior management staff

According to the Review Reports on Remuneration Packages of Staff in the Top Three Tiers (RRs) submitted by the subvented NGOs, a total of 35 subvented NGOs reported their provision of cash allowances for their top three-tier senior management staff for the reporting year of 2015-16. The total amount of cash allowances paid was \$7,504,623. The SWD does not have the criteria of provision of the allowances as NGOs were not required to report such information. The 2015-16 RRs are available on the website of the SWD. For details, please visit the following SWD webpage –

http://www.swd.gov.hk/en/index/site_ngo/page_AFRandRR/

Guidelines for the control and monitoring of remuneration practices in respect of senior executives in subvented bodies (the guidelines) and the subvented bodies exempted from the guidelines

The requested information is at **Appendix 6**.

Some subvented bodies which receive more than 50% of their operating incomes from the Government are exempted from the guidelines. The exempted categories are set out as follows –

- (a) Organisations where government funds are provided as subscription/sponsorship fees;
- (b) Organisations where government funds are provided as fees for the procurement of their services;
- (c) Organisations, or particular divisions of certain large organisations, where their top three-tier positions are funded entirely by the organisations' income from sources other than the Government;
- (d) Organisations where their top three-tier positions are filled entirely by civil servants;
- (e) Organisations that are receiving subventions of less than \$10 million a year; and
- (f) Organisations that are subject to statutory provisions or decisions approved by the Executive Council/Legislative Council on staffing matters, and where the provisions/decisions are in conflict with the guidelines or have prescribed separate monitoring and control mechanisms.

Please refer to Annex A to **Appendix 6** for details.

Meeting on 8 July 2017

Provision of rehabilitation services in Shui Chuen O Estate

The rehabilitation facilities to be provided in Shui Chuen O Estate include a small group home for mildly mentally handicapped children (16 places), a day activity centre cum hostel for severely mentally handicapped persons (50 places), a hostel for severely physically handicapped persons (50 places), a hostel for moderately mentally handicapped persons (50 places), a supported hostel for mentally or physically handicapped persons (30 places), and an integrated vocational rehabilitation services centre (160 places).

Meeting on 10 July 2017

Number of children who did not have medical needs but were required to stay in public hospitals due to waitlisting for residential child care services as at July 2017, and the services provided by the SWD for these children

According to the information from the Hospital Authority and the SWD, as at July 2017, 24 children without medical needs had overstayed in hospitals due to waitlisting for residential child care services. Of these children, 23 had been arranged residential child care services before the end of October 2017¹.

Caseworkers render counselling services to the children who do not have medical needs but are required to stay in hospitals due to waitlisting for residential child care services, as well as to their family members/carers, and assist them in formulating discharge plans by conducting ongoing assessments of the children's care needs, psychological well-being, the caring abilities of family members/carers, home safety and support networks, etc. The caseworkers also provide support services having regard to their needs, such as application for emergency placement, follow-up on the waitlisting for residential child

¹ One child had to stay in hospital temporarily due to fluctuating health conditions from August to October 2017, and continued to waitlist for residential child care service at the end of October.

care services, financial/tangible assistance, housing assistance, referral for rehabilitation services, referral for clinical psychological services and referral to other suitable service units for follow-up on their welfare needs.

Number of foster families who did not provide any foster care services in the past five years and the reasons for not doing so

The requested information is at Appendix 7.

Number of children who were in need of residential child care services but were not provided with any such services in the past three years

The requested information is at Appendix 8.

Number of children who were admitted to a place of refuge in accordance with the care or protection orders granted by the court on account of emergency residential care needs in the past three years

According to the figures as at end-March each year, the numbers of children who were admitted to the Po Leung Kuk New Comers' Ward² in accordance with the care or protection orders granted by the court on account of emergency residential needs in 2015, 2016 and 2017 were 28, 44 and 42 respectively.

² For any children having emergency residential needs, the relevant caseworkers may apply to the juvenile court for a care or protection order under the Protection of Children and Juveniles Ordinance (Cap. 213) and arrange for them to be admitted to the emergency residential care places of the Po Leung Kuk New Comers' Ward.

**Projected manpower requirement of paramedical and professional staff in the welfare sector
(from 2017-18 to 2022-23)**

Post / Rank	Non-governmental organisation (including Bought Place Scheme for Private Residential Care Homes) Vacancy (as at 30.6.2017)			Projected Manpower Requirement of Self-financed Service operated by Non- governmental organisation (for the years from 2017-18 to 2022-23)							Projected Manpower Requirement of Social Welfare Department (including Subvented/Planned New Project/Bought Place Scheme) (for the years from 2017-18 to 2022-23)							Total
	Subvented service	Self-financed service	sub-total	2017-18 ¹	2018-19	2019-20	2020-21	2021-22	2022-23	sub-total	2017-18 ¹	2018-19	2019-20	2020-21	2021-22	2022-23	sub-total	
Registered Nurse	94.55	42.05	136.60	8.05	6.05	5.60	6.00	4.00	9.40	39.10	101.11	129.80	57.10	36.80	73.90	302.80	701.51	877.21
Registered Nurse (Psychiatric)	7.00	0.00	7.00	1.00	0.00	0.00	0.00	1.00	0.00	2.00	0.00	10.00	1.50	8.00	0.00	2.00	21.50	30.50
Senior Physiotherapist	1.00	0.00	1.00	1.00	1.50	0.00	0.00	0.00	0.00	2.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.50
Physiotherapist I	51.95	12.74	64.69	14.25	15.20	3.50	4.75	5.00	5.50	48.20	13.56	36.76	13.50	13.25	2.75	12.50	92.32	205.21
Physiotherapist II	85.18	7.60	92.78	12.00	6.25	8.40	3.00	6.50	6.50	42.65	79.55	150.52	23.50	73.85	15.60	44.60	387.62	523.05
Senior Occupational Therapist	1.30	0.00	1.30	3.50	1.50	0.00	0.00	0.00	0.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.30
Occupational Therapist I	67.30	21.42	88.72	17.10	11.20	6.00	7.20	7.00	7.50	56.00	21.69	54.76	23.50	13.25	2.75	12.50	128.45	273.17
Occupational Therapist II	90.69	10.43	101.12	7.80	6.15	6.70	3.00	4.50	5.70	33.85	45.80	131.67	5.85	5.70	6.88	44.92	240.82	375.79
Clinical Psychologist	6.80	3.70	10.50	7.70	5.30	2.50	0.20	1.50	0.50	17.70	0.40	17.30	5.20	0.20	0.00	0.00	23.10	51.30

Note 1: Service that commenced after 30 June 2017.

**The youth population¹ and the number of Integrated Children and Youth Services Centres (ICYSCs)²
by district from 2014 to 2021**

District		2014	2015	2016	2017	2018	2019	2020	2021
Central and Western [#]	Youth Population	41 900	43 100	40 924	41 000	43 400	44 000	44 300	44 700
	Number of ICYSCs	3	3	3	3	3	3	3	3
Southern [#]	Youth Population	48 900	47 400	44 156	44 200	43 400	42 200	40 900	40 800
	Number of ICYSCs	5	5	5	5	5	5	5	5
Islands*	Youth Population	32 000	32 800	25 833	35 300	36 300	39 200	38 800	38 000
	Number of ICYSCs	2	2	2	2	2	2	2	2
Eastern*	Youth Population	93 800	89 700	90 462	82 600	82 200	80 500	79 100	77 300
	Number of ICYSCs	9	9	9	9	9	9	9	9
Wanchai* [#]	Youth Population	22 800	23 400	25 969	26 800	28 100	28 200	28 200	28 400
	Number of ICYSCs	2	2	2	2	2	2	2	2
Kowloon City* [#]	Youth Population	71 600	70 300	71 928	68 400	70 000	70 600	70 500	71 200
	Number of ICYSCs	6	6	6	6	6	6	6	6
Yau Tsim Mong [#]	Youth Population	50 500	51 800	59 516	52 700	55 700	57 000	58 200	58 800
	Number of ICYSCs	5	5	5	5	5	5	5	5
Sham Shui Po	Youth Population	69 300	69 400	69 351	69 100	69 900	75 300	79 700	81 200
	Number of ICYSCs	7	7	7	7	7	7	7	7
Wong Tai Sin*	Youth Population	79 400	75 400	75 421	69 300	65 900	63 200	60 900	57 800
	Number of ICYSCs	9	9	9	9	9	9	9	9
Sai Kung*	Youth Population	88 300	87 600	79 277	86 500	87 800	86 800	85 800	87 900
	Number of ICYSCs	8	8	8	8	8	8	8	8
Kwun Tong* [#]	Youth Population	121 100	118 900	113 741	117 900	118 600	114 000	108 500	105 000

District		2014	2015	2016	2017	2018	2019	2020	2021
	Number of ICYSCs	13	13	13	13	13	13	13	13
Tsuen Wan [#]	Youth Population	53 800	52 800	55 221	53 900	54 800	55 300	56 100	55 800
	Number of ICYSCs	7	7	7	7	7	7	7	7
Kwai Tsing ^{*#}	Youth Population	95 100	94 100	91 388	87 000	83 800	79 600	76 000	73 800
	Number of ICYSCs	10	10	10	10	10	10	10	10
Tuen Mun [#]	Youth Population	89 600	88 500	87 267	81 300	82 600	80 900	81 100	81 800
	Number of ICYSCs	13	13	13	13	13	13	13	13
Yuen Long ^{*#}	Youth Population	129 100	127 900	113 149	124 100	122 400	120 400	117 300	114 800
	Number of ICYSCs	10	10	10	10	10	10	10	10
Tai Po [*]	Youth Population	54 000	51 800	53 186	48 000	47 500	46 300	47 000	49 200
	Number of ICYSCs	7	7	7	7	7	7	7	7
North	Youth Population	61 500	60 000	57 434	54 200	52 000	49 500	49 200	47 300
	Number of ICYSCs	7	7	7	7	7	7	7	7
Sha Tin [*]	Youth Population	115 500	114 100	117 089	113 000	111 100	111 400	111 800	110 600
	Number of ICYSCs	15	15	15	15	15	15	15	15
Grand Total	Youth Population	1 318 100	1 299 100	1 271 312	1 255 200	1 255 600	1 244 500	1 233 500	1 224 400
	Number of ICYSCs	138	138	138	138	138	138	138	138

Note 1: Youth population refers to people aged between 6 and 24. The sources of information are as follows:

- 2014 and 2015: General Household Survey, Census and Statistics Department
- 2016: 2016 Population By-census, Census and Statistics Department
- 2017 to 2021: Projections of Population Distribution 2015-2024, Planning Department

Note 2: The planning ratio of number of ICYSC to youth population is 1:12 000. Apart from ICYSCs, there are 23 Children and Youth Centres and 13 Community Centres in 16 districts providing subvented children and youth services.

* District with Children and Youth Centre(s)

District with Community Centre(s)

Appendix 3

Home care service for persons with severe disabilities Volumes of various services utilised by service users in 2016-17

District Served Service Type	Central & Western, Islands, Eastern and Wan Chai	Kwun Tong, Wong Tai Sin	Sham Shui Po, Kowloon City, Yau Tsim Mong and Tseung Kwan O	Tsuen Wan, Yuen Long and Tin Shui Wai	Kwai Chung, Tsing Yi and Tuen Mun	Sha Tin Tai Po & North, Sai Kung
Nursing Care (session)[Note]	4 552	4 062	3 781	6 559	4 003	1 190
Rehabilitation Training (session)[Note]	9 528	6 605	12 586	6 395	6 760	6 667
Personal Care Service (hour)	7 058	7 230	18 039	10 953	4 822	5 797
Escort Service (hour)	2 557	13 115	11 508	5 112	7 619	4 163
Carer Support Programme (number)	24	14	15	15	23	15
Home Respite Service (person)	152	104	311	69	72	136
Case Management Service (person)	668	595	788	587	549	742
Meal Service (person)	-	1	4	5	1	-

Note: Each session lasts for 45 minutes.

Home care service for persons with severe disabilities
Volumes of various services utilised by service users in 2017-18
(As at the end of September 2017)

Operating Organisation Service Type	Central & Western, Islands, Eastern and Wan Chai	Kwun Tong, Wong Tai Sin	Sham Shui Po, Kowloon City, Yau Tsim Mong and Tseung Kwan O	Tsuen Wan, Yuen Long and Tin Shui Wai	Kwai Chung, Tsing Yi and Tuen Mun	Sha Tin Tai Po & North, Sai Kung
Nursing Care (hour)[Note]	2 627	2 250	3 153	3 252	2 303	1 143
Rehabilitation Training (hour)[Note]	5 300	3 085	7 599	4 379	4 522	4 365
Personal Care Service (hour)	4 614	3 157	9 844	7 637	2 420	4 312
Escort Service (hour)	1 475	6 716	5 869	2 906	4 359	1 964
Carer Support Programme (number)	1	15	7	12	10	8
Home Respite Service (person)	97	54	167	40	36	102
Case Management Service (person)	622	569	731	608	553	700
Meal Service (person)	-	1	3	3	1	-

Note: Since 1 April 2017, the Social Welfare Department and operating agencies have used “service hour” rather than “service session” for calculating service volume so as to better reflect service provision.

Appendix 4

Usage rate of Extended Hours Service (EHS) (April 2016 - March 2017)

District	EHS Usage Rate (%)		
	Aided Standalone Child Care Centres [Note 1]	Aided Kindergarten -cum-Child Care Centres [Note 2]	Overall
Central and Western	67%	37%	45%
Eastern	77%	47%	51%
Islands	0%	20%	20%
Kowloon City	53%	50%	51%
Kwai Tsing	66%	46%	47%
Kwun Tong	0%	56%	56%
North	57%	52%	53%
Sai Kung	0%	54%	54%
Sha Tin	67%	33%	39%
Sham Shui Po	80%	66%	69%
Southern	0%	89%	89%
Tai Po	0%	49%	49%
Tsuen Wan	0%	51%	51%
Tuen Mun	84%	42%	46%
Wan Chai	62%	43%	46%
Wong Tai Sin	0%	60%	60%
Yau Tsim Mong	55%	38%	43%
Yuen Long	0%	58%	58%
All districts	66	52	53

Note 1: A total of 224 EHS places are provided in 10 aided standalone child care centres across the territory. The districts where the usage rate is 0% do not have aided standalone child care centres, or the aided standalone child care centres in those districts do not provide EHS.

Note 2: A total of 2 030 EHS places are provided in 155 centres across the territory.

Appendix 5

Information of water samples taken from welfare units

Of the 400 water samples, 379 water samples contained lead of less than 0.001 mg/L while the other 21 water samples contained an amount varying from 0.001 mg/L to 0.007 mg/L. The figures are set out below -

Lead (mg/L) [Note]	<0.001	0.001	0.002	0.003	0.004	0.005	0.007
Number of Water Samples	379	8	5	2	3	2	1
		21					

Note: The Provisional Guideline Value for lead in drinking water as prescribed in the World Health Organization's Guidelines for Drinking-Water Quality is 0.010 mg/L.



CIRCULAR MEMORANDUM

<p><i>From</i> <u>Director of Administration</u></p> <p><i>Ref.</i> <u>CSO/ADM CR 2/1136/01</u></p> <p><i>Tel.</i> <u>2810 3838</u></p> <p><i>Fax</i> <u>2877 0802</u></p> <p><i>Date</i> <u>28 March 2003</u></p>	<p><i>To</i> <u>Directors of Bureaux and Permanent Secretaries</u></p> <p><i>(Attn:</i> _____ <i>)</i></p> <p><i>Your Ref.</i> _____</p> <p><i>dated</i> _____ <i>Fax</i> _____</p> <p><i>Total Pages</i> _____ <u>7+3+2</u></p>
--	--

Internal Review of Remunerations of Senior Executives of Government-funded Bodies and New Guidelines Arising from the Review

This circular memorandum informs Directors of Bureaux of the outcome of the above review, and promulgates new guidelines and associated changes for the control and monitoring of remuneration practices in subvented bodies by Directors of Bureaux and their Controlling Officers. Relevant Directors of Bureaux are invited to take follow up actions.

Policy Decision

2. At the meeting of the Executive Council on 25 February 2003, the Council took note of:

- (a) the findings of the review of remunerations of the senior executives of 20 selected subvented bodies; and
- (b) a set of new guidelines for the effective control and monitoring of the structure, ranking and remunerations of the top three-tier executives in subvented bodies.

3. The Council ADVISED and the Chief Executive ORDERED that with the implementation of the new guidelines for the effective control and monitoring of the structure, ranking and remuneration for the top three tiers executives in subvented bodies and to avoid micro-managing remuneration practices of subvented bodies, the Government should do away with the subvention guideline premised upon the "no better than" principle.

Findings of Review on Selected Bodies

4. In January 2002, the Government initiated an internal review of remunerations of senior executives of government-funded bodies. A Steering Committee convened by the Chief Secretary for Administration was set up to oversee the review. The Steering Committee eventually selected 20 subvented bodies for detailed examination.

5. The Steering Committee concluded the review in December 2002. According to the review report, there should be changes to or further reviews of the remuneration practices of the following six organisations (excluding the Hong Kong Arts Development Council for which follow-up action has been completed), namely –

Vocational Training Council
Employees Retraining Board
Equal Opportunities Commission
Hong Kong Sports Development Board
Hong Kong Philharmonic Society Ltd
Hospital Authority

The relevant Directors of Bureaux undertook to take timely follow-up action in accordance with the review report.

New Guidelines for the Control and Monitoring of Remuneration Practices in respect of Senior Executives in Subvented Bodies

6. In the light of public concern, the Steering Committee decided to strengthen the monitoring and control of remuneration practices in respect of the top three tiers of staff in subvented bodies. It is believed that a proper framework governing remuneration practices for senior executives of an organisation would in effect filter down to other tiers of staff. Specifically, the Steering Committee decided to adopt the following new guidelines for the effective control and monitoring of the ranking, structure and remunerations of the top three-tier executives in subvented bodies:

-
- (a) Save for the exceptions in Annex A, all subvented bodies which receive more than 50% of their operating income from the Government should review their senior staff's number, ranking and remunerations and submit to their responsible Directors of Bureaux annual reports on the review findings. The relevant Directors of Bureaux may, with justifications, approve individual bodies under their purview to submit biennial or triennial review reports.
- (b) Each body's review report should set out the up-to-date position in respect of the number, ranking and remuneration packages of staff at the top three tiers, and also explain and justify any changes over the period covered in the report.
- (c) In assessing the appropriateness of the number and ranking of senior positions of a subvented body, the Director of Bureau will take into account the functions and overall staffing structure of the concerned body, the nature and complexity of duties being performed by each of the top three-tier executives in question, and the ranking for comparable jobs in the civil service. Where the Director of Bureau has, after consulting the Civil Service Bureau, decided that there are no comparable jobs in the civil service, reference should be made to market practices.
- (d) As a general rule, the ranking of the senior staff of a subvented body should not exceed Directorate Pay Scale D8 or equivalent. A Director of Bureau should seek and obtain the ranking support of the Secretary for the Civil Service before endorsing any organisation's proposal to rank a senior position at D7 or D8 equivalent.
- (e) In evaluating the appropriateness of remuneration packages for senior positions of a subvented body that have comparable civil service ranks, the relevant Director of Bureau will compare the average total cost of remunerations for a tier of staff with that of civil servants at comparable ranks. The cost comparison for each of the top three tiers of staff will comprise two parts, one for serving staff and one for the first contracts of new recruits. Details of this cost comparison approach are set out in Annex B. In the absence
-

of such comparable civil service ranks, reference should be made to market practices.

- (f) To enhance transparency, the Director of Bureau will work out with those subvented bodies under his/her purview suitable arrangements for public disclosure of their regular review reports.

7. As the amount of operating income and subvention may change from year to year, the relevant Director of Bureau should, before the commencement of the next reporting cycle, ascertain the average operating income and subvention received by the concerned organisation over a four-year period immediately before the next reporting cycle. If the figures indicate that the organisation has on average received more than 50% of its operating income from the Government and the amount averages \$10 million or more (hence not eligible for exemption over the four-year period), the organisation is required to submit a report for the next reporting cycle. Information on the remuneration package of the head of the organisation should indicate the total staff cost, with breakdown by remuneration components where applicable, such as \$X on salary, \$Y on housing, etc.

Other Changes in the Approach for Controlling and Monitoring Remuneration Practices in Subvented Bodies

Application of the “no double housing benefits” rule

8. Subvented bodies have hitherto been required to follow the “no double housing benefits” rule, as applicable to civil servants, in offering housing benefits to their staff. With the control of the average total cost of remunerations by separate cost comparisons for serving senior staff and the first contracts of new recruits to the top three tiers, the Steering Committee saw no need for continued enforcement of the “no double housing benefits” rule as a general guideline, or for insisting on detailed comparison of the housing or other elements of remuneration packages adopted by individual subvented bodies.

9. Notwithstanding the removal of the general requirement to enforce the “no double housing benefits” rule, it will be up to individual Directors of Bureaux to decide whether the rule should be separately considered for selected subvented bodies under their purview on a case by case basis.

Removal of the general subvention guideline on terms of service

10. Subvented organisations are hitherto subject to the general subvention guideline that the terms of service for subvented staff should not be better than those for comparable staff in the civil service, i.e. the “no better than” guideline. This “no better than” guideline focuses only on the cost of remunerations for subvented staff with comparable ranks in the civil service. It does not control ranking and structure of staff, examine cases without comparable civil service ranks or prescribe disclosure arrangements, which are matters covered by the more elaborate new guidelines applicable to the top three tiers of subvented staff.

11. With the introduction of the new guidelines set out in paragraph 6 above and to avoid micro-managing the subvented bodies, the central subvention guideline of “no better than” for application across all subvented organisations and their subvented staff will be removed at the same time. This is to strike a balance between control and flexibility. The new guidelines represent enhanced arrangements for controlling and monitoring not only the remunerations but also the structure and ranking of the top management of subvented bodies. Such arrangement will in effect set a ceiling and broad framework governing how other staff below the top three tiers in subvented bodies would be remunerated. In the circumstances, arrangements for remuneration practices in respect of other staff would be left to the subvented bodies, which in turn are subject to monitoring by relevant Directors of Bureaux. Under the “envelop” approach, the Directors of Bureaux determine annual funding to subvented bodies under their purview and are ultimately accountable for monitoring the use of the money granted.

12. The Directors of Bureaux will decide whether, in addition to the new guidelines applicable to the top three tiers of subvented staff, there should be other measures for ensuring value for money in the use of subventions on staff costs. They will have the flexibility, for example, to mandate remuneration packages for subvented staff as a condition of subvention; set cost ceilings for remuneration packages; ensure value for money by controlling output rather than checking staff costs; or give subvented bodies a complete free hand in determining their remuneration arrangements but hold their governing boards publicly accountable, etc.

Effective Date and Implementation Arrangement

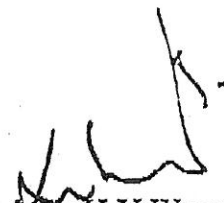
13. The effective implementation date for the new guidelines is 1 April 2003. Directors of Bureaux are invited to follow up with the concerned subvented bodies the decisions in respect of the 20 selected bodies in paragraph 5, as well as implementation of the new guidelines set out in paragraph 6 of this circular memorandum. Save for those exempted in accordance with the prescribed exemption categories at Annex A, relevant subvented bodies are expected to submit their first review reports for the period from 1 April 2003 to 31 March 2004 to their respective Directors of Bureaux before end June 2004. Directors of Bureaux may, with justification, approve individual bodies under their purview to submit their first review reports on a later date.

14. Directors of Bureaux will also work out with the relevant subvented bodies the disclosure arrangement for the review reports. For a multi-disciplinary organisation providing services which fall under programme areas of different Directors of Bureaux, a Director of Bureau would be responsible for that part of the review report covering those senior staff who operate services under his/her policy purview.

15. In case a review report reveals irregularities in the practices adopted by a subvented body, the relevant Directors of Bureaux should follow up with the concerned body with a view to rectifying the situation as soon as possible. Where the Director of Bureau accepts that there are practical difficulties in early rectification in the first instance, e.g. due to the need of the concerned body to honour on-going contractual obligations and to retain staff, he/she should agree with the concerned body on the most practicable measures. In this regard, it is advisable for organisations to term their new/renewed contracts in a way that would provide flexibility for adjustment that may be required for compliance with the new guidelines. The new guidelines, being administrative in nature, and any rectification measures deemed appropriate by the Directors of Bureaux, do not and cannot prevail over an organisation's statutory powers, if any, to determine the terms and conditions of their staff. Neither can they take away the appointment authority of the organisations as employers. If an organisation decides to exercise its powers (statutory or non-statutory) in a manner that would result in non-compliance with the new guidelines, the Director of Bureau should make this known under the public disclosure arrangements and consider whether the existing level of subvention to the organisation is still justified.

16. The responsibility for administering the new guidelines promulgated in this circular memorandum rests with the relevant Directors of Bureaux. Directors of Bureaux are requested to bring this circular memorandum to the attention of their Controlling Officers. The Secretary for Financial Services and the Treasury will promulgate in a separate circular the consequential amendments to Financial Circulars, FSTB circular memoranda and various subvention guidelines as appropriate.

17. For enquiries on the internal review of the 20 selected bodies, please contact Mr Sidney Chan, Assistant Director of Administration, at 2810 2205. For enquiries on the new guidelines, please contact Ms Bernadette Linn, Principal Assistant Secretary for Financial Services and the Treasury (Treasury)B, of the Financial Services and the Treasury Bureau at 2810 2286.



(Andrew H Y Wong)
Director of Administration

cc (w/encl) :
D/CEO
SCS
AA/CS
AA/FS

**Exemptions from New Guidelines for the
Control and Monitoring of Remuneration of
Senior Staff of Subvented Bodies**

The new guidelines will not apply to those subvented bodies which receive 50% or less of their operating income from the Government. As for those subvented bodies which receive more than 50% of their operating incomes from the Government, a number of them would also be exempted from the annual review and report requirement. The exempted categories are set out as follows¹ -

(a) Category A

This covers organizations where government funds are provided as subscription/sponsorship fees. In such circumstances, it would not be appropriate for the Government, as a voluntary sponsor to these bodies, to seek to control the organizations' staffing and remuneration expenditure. **A list of such subventions is at the Appendix.**

(b) Category B

This covers circumstances where government funds are provided as fees for the procurement of services by an organization. Existing examples include hire of services in welfare sector and procurement of training places from the Outward Bound Trust of Hong Kong. In such circumstances, it would not be appropriate for the Government, as a service client to these bodies, to seek to control the organizations' staffing and remuneration expenditure.

(c) Category C

This includes organizations, or particular divisions of certain large organizations, where their top three-tier positions are funded entirely by the organizations' income from sources other than the Government. Existing examples include the administrative headquarters of the Tung Wah Group of Hospitals (TWGHs) and the Po Leung Kuk (PLK) where remunerations of their senior executives are funded by the organizations themselves. However, the senior staff of other divisions or certain subsidiary bodies of those organizations may still be covered by the proposed review and reporting arrangement subject to the latter's particular circumstances.

¹ Except for exemptions under Category A, we have not provided a breakdown of the subvented organisations by the different exemption categories. This is because the applicability of Category B to F to an organisation may change, e.g. upon a change in the level of subvention. Controlling Officers should examine the applicability of the various exemptions having regard to any changes in circumstances.

(d) Category D

This category includes organizations where their top three-tier positions are filled entirely by civil servants.

(e) Category E

It includes organizations that are receiving only limited government funds in monetary terms. The monetary level will be specified by the Government and is subject to regular review. As a start, organizations receiving subventions of less than \$10 million a year will be exempted.

(f) Category F

This category covers organizations that are subject to statutory provisions or decisions approved by ExCo/LegCo on staffing matters, and where the provisions/decisions are in conflict with the new guidelines or have prescribed separate monitoring and control mechanisms. Examples include the Hospital Authority, schools under the Codes of Aid, and UGC-funded institutions.

*Appendix to Annex A***List of subventions categorised as sponsorships/subscriptions**

Subventions
Hong Kong Life Saving Society
Hong Kong Archaeological Society
Subventions to district sports and arts associations (Head 63 S/H 531)
Subventions to New Territories organizations (Head 63 S/H 470)
Society for the Prevention of Cruelty to Animals
World Wide Fund for Nature (HK)
Conservancy Association
Hong Kong Bird Watching Society
United Nations Children's Fund
World Meteorological Organisation
United Nations International Drug Control Programme and World Health Organisation
Asia and Pacific Development Centre
Hong Kong-Japan Business Co-operation Committee
World Customs Organisation
United Nations Development Programme
Statistical Institute for Asia and the Pacific
Network of Aquaculture Centres in Asia and the Pacific

**Cost Comparison for Vetting Remuneration Packages for
Top Three Tiers of Staff in Subvented Bodies**

Section A. For serving staff appointed before 1 April 2003 and staff recruited on or after 1 April 2003 but serving in their second or further contracts

The cost comparisons would be based on the annual average staff cost as indicated in the Staff Cost Ready Reckoner (SCRR) published annually by the Treasury. The SCRR provides both the monthly and annual average staff costs for each and every civil service rank. The process is summarized as follows -

- (a) the subvented organization to agree with the Controlling Officer whether the jobs performed by subvented staff in the top three tiers are comparable to those for civil servants and if yes, agree a comparable civil service rank for each group of subvented posts within the top three tiers in the organization;
- (b) the subvented organization to calculate the average of the total annual staff cost for each of the top three tiers of subvented posts, by taking the average of **actual expenditure** incurred on all components in remuneration packages for the concerned staff in the same tier in the past year (except that salary and fringe benefits pegged to salary should also be based on the prevailing monthly salary x 12 months, as in the treatment for the costing of similar components reflected in the SCRR for the civil servants. This is to ensure that the SCRR promptly reflects the effect of any civil service pay adjustment on staff cost); and
- (c) for each tier, the cost in (b) is compared against the annual average staff cost of the comparable civil service rank(s) (there may be more than one comparable rank if there are more than one group of subvented staff within the same tier) as expressed in the prevailing SCRR. A subvented organization will have passed the test on cost comparison if the cost in (b) is at or below the SCRR cost for the comparable civil service rank(s) taken together.

Section B. For staff recruited on or after 1 April 2003 and serving their first contracts

The same procedures in Section A above apply, except that the benchmark for comparison will not be the SCRR, but recruitment benchmarks reflecting the lower cost of the prevailing remuneration packages for new recruits to the comparable civil service rank(s). In the first instance, the recruitment benchmarks will be calculated by reference to the New Term for civil service appointments applicable since 2000. The basis for determining the recruitment benchmarks will be adjusted from time to time by the Civil Service Bureau having regard to changes to civil service remuneration structures and policies. The list of recruitment benchmarks for relevant comparable ranks will be updated annually and published at the same time the SCRR is released each year. The first list of recruitment benchmarks will be published shortly.

Appendix 7

Number of foster families who did not provide any foster care services in the past five years and the reasons for not doing so

	As at end March of the year				
	2013	2014	2015	2016	2017
Number of registered foster homes not providing service [Note 1]	105	129	123	126	125
Reasons					
(i) On leave (e.g. taking a break from service, health issue, family engagement, etc.)	75	107	99	100	85
(ii) Under review by Central Foster Care Unit (due to change of family/social conditions) [Note 2]	30	22	24	26	40

Note 1: The figures reflect the positions as at end-March of the respective years. The total numbers of registered foster homes in 2013, 2014, 2015, 2016 and 2017 were 910, 944, 931, 934 and 899 respectively.

Note 2: Under the existing mechanism, apart from changes in family conditions, registered foster homes on leave for over three consecutive months are subject to review by the Central Foster Care Unit of the Social Welfare Department.

Appendix 8

Number of children who were in need of residential child care services but were not provided with any such services in the past three years

	As at 31 December 2015	As at 31 December 2016	As at 30 June 2017
Number of children waitlisted for residential child care services (RCCS) (a)	599	585	659
Out of (a), number of children receiving RCCS but waitlisted for another type of RCCS due to change of service need	206	215	261
Out of (a), number of children not receiving any RCCS at the time of application [Note]	393	370	398

Note: The children were under the care of their family members/relatives/child-minders or receiving treatment in hospital.