

**Replies to initial written questions raised by Finance Committee Members in
examining the Estimates of Expenditure 2015-16**

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Controlling Officer: Secretary General, Legislative Council Secretariat

Session No. : 3

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CONTROLLING OFFICER'S REPLY

LC001

(Question Serial No. 2022)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Last year, a number of storming incidents occurred in the Legislative Council ("LegCo") Complex and caused damage to some facilities of LegCo. In this connection, will the authorities advise on the following:

- (a) What were the costs incurred by The Legislative Council Commission for the repair and maintenance of the facilities damaged after the aforesaid storming incidents?
- (b) Have security measures been upgraded in the past 3 years for the protection of the safety of people and properties in the LegCo Complex? If yes, what are the details of the manpower, expenses and measures involved each year? If no, what are the reasons?

Asked by: Hon CHAN Han-pan (Member Question No. 23)

Reply:

Last year, there were four major incidents of the Legislative Council ("LegCo") Complex being stormed, which took place on 6 and 13 June, 26 September and 19 November 2014 respectively. As the LegCo Complex is a government property, expenditure on works for the building structure and related facilities of the Complex is borne by the Architectural Services Department ("ArchSD") and not by The Legislative Council Commission ("the Commission"). Details of the damage and the estimated costs for the repair works are set out below:

Item	Estimated cost (HK\$)
<i>ArchSD</i>	
(a) Replacement of broken panels of glass curtain walls	2,307,000
(b) Repair of damaged doors	352,000
(c) Replacement of damaged surface channel covers	23,000
(d) Repair of damaged false ceiling	1,000
Sub-total for ArchSD:	2,683,000
<i>The Commission</i>	
(e) Repair of the broken vehicle drop gate at the entrance to the area under the drum	59,000
(f) Replacement of damaged parts of fire service installations	17,000
(g) Loss of mills barriers	32,000
Sub-total for the Commission:	108,000

2. Measures taken by the LegCo Secretariat for enhancing the physical security of the LegCo Complex in the 3 years from 2012-13 to 2014-15 and the estimated costs for the works are set out below:

Item	Estimated cost (HK\$)
<i>ArchSD</i>	
(a) Fixing of shatterproof protective films to glass panels	270,000
(b) Installation of door locks	88,000
(c) Installation of floor hooks in the area under the drum for anchoring mills barriers	44,000
Sub-total for ArchSD:	402,000
<i>The Commission</i>	
(d) Procurement of L-shaped mills barriers	450,000
(e) Procurement of locking bars for steel cabinets	22,000
Sub-total for the Commission	472,000

- End -

CONTROLLING OFFICER'S REPLY**LC002****(Question Serial No. 2023)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (2) Council Business Services, (3) Legal ServiceControlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

Will the authorities advise on the following:

What were the average number of staff deployed, the manpower expenditure incurred and the details of manpower required by The Legislative Council Commission for servicing meetings of the Legislative Council and its committees and subcommittees per hour in each of the past 3 years and what was the average amount of other expenditures involved?

Asked by: Hon CHAN Han-pan (Member Question No. 24)Reply:

All and some resources under Programme (2) Council Business Services and Programme (3) Legal Service respectively are for servicing of meetings of the Council and its committees. As at 1 April in 2012, 2013 and 2014, 361, 409 and 455 staff respectively were/are directly or indirectly involved in providing Council Business Services, respectively. Details of these staff by functional areas are as follows:

Functional area	2012	2013	2014
Council business staff	112	129	141
Translation and interpretation staff	81	88	95
Legal service staff	13	17	18
Other supporting staff	155	175	201
Total	361	409	455

2. The manpower expenditure and other expenditures incurred in providing Council Business Services in the past 3 years from 2012-2013 to 2014-2015 are as follows:

	2012-2013 (Actual)	2013-2014 (Actual)	2014-2015 (Estimate)
	\$ million	\$ million	\$ million
Manpower expenditure	253.53	283.54	318.86
Other expenditures (e.g. simultaneous interpretation services)	83.35	81.08	97.44
Total	336.88	364.62	416.30

3. The total number of meeting hours of the Council and committees (includes subcommittees) in these 3 financial years were/are 1 952, 1 928 and 1 994 respectively. The average hourly expenditure incurred by The Legislative Council Commission in providing Council Business Services are approximately \$173,000, \$189,000 and \$209,000 respectively.

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CONTROLLING OFFICER'S REPLY

(Question Serial No. 5751)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the security manpower in the Legislative Council ("LegCo") Complex, will the LegCo Secretariat advise on the following:

- (a) What were the numbers, ranks and remuneration expenses in respect of the security staff on permanent establishment in the LegCo Complex in the past 3 financial years?
- (b) Will the Secretariat increase the permanent establishment of security staff in the LegCo Complex in 2015-16; if it will, what are the number, ranks and estimated expenditure in respect of the new posts to be created?
- (c) What is the total estimated expenditure in respect of security staff in the LegCo Complex in 2015-16?

Asked by: Hon CHAN Ka-lok, Kenneth (Member Question No. 238)

Reply:

The number and ranks of security staff on the permanent establishment of the Legislative Council ("LegCo") Secretariat in the past 3 years, as at 1 April of each year, were as follows:

Establishment of security staff as at 1 April	2012	2013	2014*
Chief Security Officer			1
Security Officer	2	2	2
Senior Security Assistant	6	6	6
Security Assistant I	34	34	34
Security Assistant II	49	49	49
Total	91	91	92

* On 10 June 2014, The Legislative Council Commission ("the Commission") approved the creation of 1 Security Officer and 1 Senior Security Assistant posts by the deletion of 1 Security Assistant I and 3 Security Assistant II posts.

2. The remuneration expenses in respect of the security staff on the permanent establishment in the Secretariat in the past 3 financial years were as follows:

	2012-2013 (\$ million)	2013-2014 (\$ million)	2014-2015 (\$ million)
Total remuneration	26.62	28.49	30.41

3. The Commission appointed a security consultant in July 2014 to conduct a review on how security management of the LegCo Complex can be improved. The security consultant made a number of recommendations to improve the staffing support for the Estate and Security Office ("ESO"), including the creation of a new rank of Senior Security Officer, increase in the manpower of frontline security staff and widening of the salary range of the ranks of Security Assistant I and Senior Security Assistant. The Secretariat will study the recommendations and work out a comprehensive proposal, including the number, ranks and estimated expenditure in respect of the new posts to be created, for the Commission's consideration. To address the manpower shortage of ESO in the short term, the Commission approved the creation of 5 time-limited posts for 3 years, including one Senior Security Officer and 4 Security Assistant II posts, and the expenditure for 2015-2016 is \$1.269 million.

4. The estimated expenditure in respect of all security staff (including the 5 time-limited posts mentioned in paragraph 3 above) in 2015-2016 is \$35.49 million.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 5752)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the arrangement of security manpower during the "Occupy Movement", will the Legislative Council ("LegCo") Secretariat advise on the following:

- (a) What was the number of overtime hours that the permanent security staff in the LegCo Complex worked during the "Occupy Movement" and the expenditure on their overtime allowances?
- (b) How many temporary security staff were employed by the LegCo Secretariat during the "Occupy Movement"? What were the ranks of such staff and the number of staff in each rank? What were the total working hours of such temporary security staff and the expenditure incurred by the LegCo Secretariat on the related pay and allowances?

Asked by: Hon CHAN Ka-lok, Kenneth (Member Question No. 239)

Reply:

The total number of overtime ("OT") hours worked by the security staff of the Legislative Council Secretariat during the period between the end of September and mid-December 2014 was about 2 835 hours. Under the Secretariat's policy, Secretariat staff are encouraged to take time-off in lieu ("TOIL") for the OT worked by them as far as practicable before specified deadlines. OT allowance will be granted to eligible staff, i.e. staff in the ranks with a maximum salary point equivalent to Master Pay Scale 25 or below, if TOIL cannot be taken. If all OT hours of eligible staff were to be compensated by OT allowance, the total expenditure is estimated to be about \$405,000.

2. No temporary security staff was employed during the above period.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 5753)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the security facilities in the Legislative Council ("LegCo") Complex before and after the "Occupy Movement", will the LegCo Secretariat advise on the following:

- (a) What were the expenditures of LegCo on the installation of various temporary security facilities during the "Occupy Movement"? Please provide a breakdown of the expenditures by individual security facility.
- (b) The LegCo Secretariat has carried out works for replacement/installation of door locks on various floors of the LegCo Complex for restricting access of members of the public, Members' assistants and reporters to different floors of the LegCo Complex. What were the respective expenditures incurred for such works?
- (c) Permanent security facilities in the LegCo Complex will be provided after the "Occupy Movement". What are the details and expenditures of various projects on security facilities?

Asked by: Hon CHAN Ka-lok, Kenneth (Member Question No. 240)

Reply:

During the period between the end of September and mid-December 2014, no temporary security facility was procured or installed by the Legislative Council ("LegCo") Secretariat. Additional security duties were undertaken by the Secretariat's security staff working overtime.

2. The estimated total cost for the installation of door locks is about \$9,000. As the LegCo Complex is a government property, expenditure on works for the building structure and related facilities of the Complex, including the above item, is borne by the Architectural Services Department and not by The Legislative Council Commission ("the Commission").

3. The Commission appointed a security consultant in July 2014 to conduct a review on how security management of the LegCo Complex can be improved to ensure that the operation of LegCo is free from hindrance and disruption while the Complex remains an open and welcoming place for members of the public.

4. The review report submitted by the consultant to the Commission contains various recommendations. The Commission has approved the implementation of a number of recommendations which have little impact on Complex users but could readily enhance the physical security of the Complex. The recommendations relating to permanent facilities include:

(a) installing signs to prevent obstruction to vehicular and pedestrian passageways and smoke vents; and

(b) fixing of shatterproof protective films on glass panels.

5. Details of the works and costs are being worked out between the Secretariat and ArchSD and the expenditure will be borne by ArchSD.

6. The consultant has also recommended the erection of gates, fences and roller shutters in the LegCo Complex and equipping the closed-circuit television cameras in the area under the drum ("the drum area") with sound recording function. The Commission wishes to seek the views of all Members before it considers the recommendations further. The Secretariat has issued a circular to invite all Members to give views on these and other recommendations by the end of March 2015. Implementation details and expenditure involved will be subject to the decision on the recommendations to be made by the Commission in due course.

7. The consultant has also put forward a number of recommendations relating to the use of electronic displays and broadcasting equipment in the drum area. The Secretariat is still studying these recommendations and will submit its views for the Commission's consideration. Implementation details and expenditure involved will be subject to the decision on the recommendations to be made by the Commission.

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CONTROLLING OFFICER'S REPLY

LC006

(Question Serial No. 5754)

Head: (112) Legislative Council Commission
Subhead (No. & title): (-) Not Specified
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

The Legislative Council Secretariat provides lunch, dinner, refreshments and fruit for Members during Council meetings. What were the amounts of food waste generated from the supply of such meals in each of the past 3 legislative sessions? What were the methods adopted for treating such food waste and the amounts of food waste treated by different methods?

Asked by: Hon CHAN Ka-lok, Kenneth (Member Question No. 241)

Reply:

To facilitate Members' attendance at Council meetings which are normally held continuously without breaks, the Legislative Council Secretariat arranges lunches and, where necessary, dinners for Members on Council meeting days. The cost is shared by Members.

2. The Secretariat normally engages caterers for the meals and will try to keep surplus to a minimum when ordering food. Since 2013, surplus food will be donated to Foodlink Foundation, which is a registered charity, for re-distribution to the needy.

3. The weight of food donated to the Foundation in the past three legislative sessions was as follows:

<u>Legislative session</u>	<u>Weight (Kg)</u>
2012-2013 (9 months: January to September 2013)	442.5
2013-2014	761.3
2014-2015 (5 months: October 2014 to February 2015)	378.5

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CONTROLLING OFFICER'S REPLY

(Question Serial No. 6035)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

The Legislative Council ("LegCo") Secretariat allocated funding for engaging a consultancy firm to conduct a consultancy study on the enhancement of the security level of the LegCo Complex in the light of the storming of the LegCo Complex in June and November last year. What is the total expenditure on the consultancy study and the specific details of the recommendations made? What are the specific details of the recommendations adopted and those not adopted by the LegCo Secretariat?

Asked by: Hon CHAN Ka-lok, Kenneth (Member Question No. 256)

Reply:

Following the incidents of the Legislative Council ("LegCo") Complex being stormed in June 2014, The Legislative Council Commission ("the Commission") appointed a security consultant in July 2014 to conduct a review on how security management of the LegCo Complex can be improved to ensure that the operation of LegCo is free from hindrance and disruption while the LegCo Complex remains an open and welcoming place for members of the public. The cost of the review was HK\$200,000. The review report submitted by the consultant to the Commission contains various recommendations.

Recommendations already approved

2. The Commission has approved the implementation of a number of recommendations which have little impact on Complex users but could readily enhance the physical security of the LegCo Complex. These recommendations include: procurement of L-shaped mills barriers to protect the glass curtain walls; fixing of shatterproof protective films on glass panels; providing security staff with suitable equipment and gear; enhancing training for security staff; improving the design of admission passes and management of their issuance; improving the operation of the Security Control Room; and installing signs to prevent obstruction to vehicular and pedestrian passageways and smoke vents.

Recommendations to be further considered

3. The consultant has also made the following recommendations: erection of gates, fences and roller shutters; enhancement of security screening; equipping the closed-circuit television cameras in the area under the drum ("the drum area") with sound recording function; and setting a ceiling on the number of staff admission passes for each Member. The Commission wishes to seek the views of all Members before it considers these recommendations further. The Secretariat has issued a circular to invite all Members to give views on these recommendations by the end of March 2015.

4. The consultant has put forward a number of recommendations relating to risk assessment; security communications system and equipment; use of electronic displays and broadcasting equipment in the drum area; mechanism for notification and coordination with staff as well as external parties such as the Police; and the establishment of security staff and their remuneration package. The Secretariat is still studying these recommendations and will submit its views for the Commission's consideration in due course. However, in order to ease the tight manpower situation of security staff, the Commission has approved the creation of 5 temporary posts, including 1 Senior Security Officer and 4 Security Assistant II posts, for 3 years.

Recommendations not adopted

5. The recommendations put forward by the consultant which are not adopted include: deploying security staff to accompany visitors throughout their stay in the LegCo Complex; lowering the capacity of each Members' office floor (6/F to 10/F) from the present limit of 105 persons to 80 persons; revising the validity period of admission passes for media representatives to 12 months; making it a standing requirement for all LegCo Complex users to go through security screening; and using L-shaped mills barriers to demarcate the designated demonstration area under the drum.

- End -

CONTROLLING OFFICER'S REPLY

LC008

(Question Serial No. 3992)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please set out in table form the names of the accounting firms responsible for conducting compliance audits on the operating expenses reimbursement claims made by Members of the Legislative Council from 2006-07 to 2013-14 and the expenditures involved.

Asked by: Hon KWOK Dennis (Member Question No. 32)

Reply:

The compliance audit system was established by the House Committee in July 2005. Under the system, audits are conducted to assure that Members' operating expenses reimbursement ("OER") claims are made in compliance with the provisions on conflict of interest and declaration of interest as stipulated in "A Guide for Reimbursement of Operating Expenses for Members of Legislative Council".

2. The auditor for conducting compliance audits is appointed through open tender. PKF was the compliance auditor for the four sessions from 1 October 2006 to 30 September 2010. It was re-appointed in 2010 for another four sessions from 1 October 2010 to 30 September 2014.

3. Audit fees since the 2006-07 session are as follows:

Session	Amount (\$)
2006-07	480,000
2007-08	400,000
2008-09	480,000
2009-10	380,000
2010-11	450,000
2011-12	450,000
2012-13	500,000
2013-14	500,000

4. The contract with PKF will expire upon its submission in March 2015 of the last audit report on Members' OER claims in respect of the period from 1 October 2013 to 30 September 2014. An open tender exercise for the provision of compliance audit services for the four sessions from 1 October 2014 to 30 September 2018 is being conducted.

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CONTROLLING OFFICER'S REPLY

(Question Serial No. 1869)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Last year, there were repeated incidents of violent storming of the Legislative Council ("LegCo") Complex by a large number of protesters, in which some mobsters even used mills barriers and bricks to smash the glass doors and external walls. Such attacks resulted in injuries to a number of Secretariat staff members and also damaged several parts of the Complex. After the incidents, the LegCo Secretariat has arranged some temporary security improvement works and commissioned a consultancy firm to conduct a comprehensive security review for the Complex. The consultant has earlier submitted its final report.

- (a) How many Secretariat staff members were injured in the incidents? What are their present conditions? Is work injury compensation involved? If yes, what are the amounts involved?
- (b) What was the expenditure incurred for the repair and temporary improvement works for the Complex and what were the details? Will the related expenses be recovered from the mobsters involved in the incidents? If yes, what are the details and progress? If no, what are the reasons?
- (c) What is the expenditure incurred for engaging the consultancy firm?
- (d) What will be the costs if all the recommendations of the consultancy firm are to be implemented?

Asked by: Hon LEE Wai-king, Starry (Member Question No. 29)

Reply:

Last year, there were four major incidents of the Legislative Council ("LegCo") Complex being stormed, which took place on 6 and 13 June, 26 September and 19 November 2014 respectively.

2. Fourteen security staff of the Secretariat were injured in the two incidents on 6 and 13 June 2014. All the injured staff needed medical treatment and one of them was hospitalized. All the injured staff have resumed duty but one of them will need to undergo a surgical operation later. So far, the injured staff have taken a total of 182 days of sick leave. All the injured cases were reported to the Labour Department and the insurer of The Legislative Council Commission ("the Commission") for employees' compensation. Twelve cases have been settled and the total amount of compensation paid by the insurer is about \$113,000, including \$89,000 paid to the Commission for the sick leave granted and \$24,000 paid to the staff concerned for medical expenses or as compensation payment. The amount of compensation in respect of the remaining two cases has yet to be determined. No staff was injured during the September and November incidents.

3. As the LegCo Complex is a government property, expenditure on works for the building structure and related facilities of the Complex is borne by the Architectural Services Department ("ArchSD") and not by the Commission. Details of the damage and the estimated costs for the repair works are set out below:

Item	Estimated cost (HK\$)
<i>ArchSD</i>	
(a) Replacement of broken panels of glass curtain walls	2,307,000
(b) Repair of damaged doors	352,000
(c) Replacement of damaged surface channel covers	23,000
(d) Repair of damaged false ceiling	1,000
Sub-total for ArchSD:	2,683,000
<i>The Commission</i>	
(e) Repair of the broken vehicle drop gate at the entrance to the area under the drum	59,000
(f) Replacement of damaged parts of fire service installations	17,000
(g) Loss of mills barriers	32,000
Sub-total for the Commission:	108,000

4. Following the incidents of the LegCo Complex being stormed in June 2014, the Commission appointed a security consultant in July 2014 to conduct a review on how security management of the LegCo Complex can be improved to ensure that the operation of LegCo is free from hindrance and disruption while the Complex remains an open and welcoming place for members of the public. The cost of the review was HK\$200,000.

5. The review report submitted by the consultant to the Commission contains various recommendations. The Commission has approved the implementation of a number of recommendations which have little impact on Complex users but could readily enhance the physical security of the Complex. These recommendations include:

- (a) installing signs to prevent obstruction to vehicular and pedestrian passageways and smoke vents;
- (b) fixing of shatterproof protective films on glass panels;
- (c) procurement of L-shaped mills barriers to protect the glass curtain walls;
- (d) providing security staff with suitable equipment and gear;
- (e) enhancing training for security staff;
- (f) improving the design of admission passes and management of their issuance; and
- (g) improving the operation of the Security Control Room.

6. Expenditure for items (a) and (b) of paragraph 5 above will be borne by ArchSD. Details of the works and costs are being worked out between the Secretariat and ArchSD. The expenditure in respect of the remaining items, i.e. (c) to (g), will be borne by the Commission and the implementation details are being worked out by the Secretariat. The up-to-date position is that the Commission has already approved \$450,000 for the procurement of L-shaped mills barriers and the Secretariat has procured various items of protective gear (including safety boots and gloves) for security staff at an estimated total cost of \$60,800.

7. The consultant has also made the following recommendations: erection of gates, fences and roller shutters; enhancement of security screening; equipping the closed-circuit television cameras in the area under the drum ("the drum area") with sound recording function; and setting a ceiling on the number of staff admission passes for each Member. The Commission wishes to seek the views of all Members before it considers these recommendations further. The Secretariat has issued a circular to invite all Members to give views on these recommendations by the end of March 2015. Implementation details and expenditure involved will be subject to the decision on the recommendations to be made by the Commission in due course.

8. The consultant has also put forward a number of recommendations relating to risk assessment; security communications system and equipment; use of electronic displays and broadcasting equipment in the drum area; mechanism for notification and coordination with staff as well as external parties such as the Police; and establishment and remuneration package of the security team. The Secretariat is still studying these recommendations and will submit its views for the Commission's consideration in due course. Implementation details and expenditure involved will be subject to the decision on the recommendations to be made by the Commission.

9. In order to ease the tight staffing position of the security team, the Commission has approved the creation of 5 temporary posts, including 1 Senior Security Officer and 4 Security Assistant II posts, for 3 years. The expenditure for 2015-2016 is \$1.269 million.

- End -

CONTROLLING OFFICER'S REPLY

LC010

(Question Serial No. 1870)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

How many motions on adjournment have been moved under paragraph 39 of the Finance Committee Procedure at the Finance Committee meetings in the 2012-2013, 2013-2014 and 2014-2015 legislative sessions respectively, and how much time has been spent on the discussion of the relevant motions?

Asked by: Hon LEE Wai-king, Starry (Member Question No. 30)

Reply:

Under paragraph 39 of the Finance Committee Procedure ("FCP39"), a member when speaking on a proposal in the Committee may move without notice that discussion on an item or further proceedings of the Committee be now adjourned.

2. In the 2012-2013, 2013-2014 and 2014-2015 legislative sessions, the number of motions moved by members under FCP39 and the time spent on the relevant debates are given below:

	2012–2013 <i>(October 2012 - July 2013)</i>	2013–2014 <i>(October 2013 - July 2014)</i>	2014–2015 <i>(October 2014 - 27 February 2015*)</i>
No. of motions moved by members under FCP39 that discussion on an item be now adjourned	6	4	10
No. of motions moved by members under FCP39 that further proceedings of the Committee be now adjourned	nil	4	13
Total no. of motions moved	6	8	23
Total time spent on the debates on the motions	5 hrs 35 mins	6 hrs 51 mins	20 hrs 46 mins

* The Finance Committee will hold further meetings in the 2014-2015 legislative session.

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CONTROLLING OFFICER'S REPLY

LC011

(Question Serial No. 5609)

Head: (112) Legislative Council Commission

Subhead (No. & title): (-) Not Specified

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

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

What were the expenditures on Guest Day Luncheons of the Legislative Council in 2012-13, 2013-14 and 2014-15? What is the estimated provision for 2015-16? Which subhead are these amounts deducted from?

Asked by: Hon LEUNG Kwok-hung (Member Question No. 282)

Reply:

Guest Day Lunches are normally held during lunch hours on every Tuesday and Friday for Members to host lunches for their guests. Any Member may make reservations for tables. The Legislative Council Commission does not bear the costs of the lunches. The costs are paid for by the participating Members. Western menu and family-styled Chinese menu are served on rotation at \$385 and \$285 per person respectively.

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CONTROLLING OFFICER'S REPLY

LC012

(Question Serial No. 4814)

Head: (112) Legislative Council Commission

Subhead (No. & title): (-) Not Specified

Programme: (-) Not Specified

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

It is stated in paragraph 46 of the Budget Speech that from this year onwards, free online government information will be released in digital formats. In respect of this:

- (a) Please provide in the table below details of the free online information released by the Legislative Council ("LegCo") Secretariat in digital formats for public download:

Information/ data to be released for free public consumption	Description of the information	Period of the information	Is the information currently set out in Data.One	Date of release and frequency of update	Data format available for download (Please choose)			
					JSON, XML, or CSV	XLS, DOC	TIF, JPG, PDF, PNG	RSS

- (b) What are the manpower and expenditure allocated by the LegCo Secretariat for releasing information online in 2015-2016?
- (c) Has the LegCo Secretariat reviewed all the non-classified information owned and possessed by it, set the priority for release and compiled the information in digital data formats to facilitate data inspection and research or development of applications, so as to create more industries through innovative data reuse? If yes, what are the details? If no, what are the reasons?

Asked by: Hon MOK Charles Peter (Member Question No. 100)

Reply:

At present, the Legislative Council ("LegCo") Secretariat provides the following open data:

Information/ data released for free public consumption	Description of the information	Period of the information	Is the information currently set out in Data.One	Date of release and frequency of update	Data format available for download (Please choose)			
					JSON, XML, or CSV	XLS, DOC	TIF, JPG, PDF, PNG	RSS
Voting results of Council meetings, Finance Committee, House Committee, Establishment Subcommittee, Public Works Subcommittee	Results of divisions claimed	Since the 2012-2013 session	No	October 2012, updated after the relevant meeting at which the division was claimed	JSON & XML			
Database on the Legislative History of Bills	Information on the enactment and amendment history of bills	Since 1890	No	March 2014, updated as and when there is new information	JSON & XML			
Database on Particular Policy Issues	Information on questions, motions, legislative proposals, financial proposals and deliberations in Council or committees relating to selected policy issues	Since 1992	No	August 2014, updated as and when there is new information	JSON & XML			
Meeting Schedule	Schedule of open meetings of the Council and its committees, and membership of committees	Since the 2012-2013 session	No	May 2014, updated every hour	JSON & XML			

2. The work of publishing the above information in machine readable format will continue to be undertaken in-house by the Information Technology Office ("IT Office") of the Secretariat with no additional cost or manpower required.

3. It is planned that certain information relating to Council meetings of the Fifth LegCo will be published in XML and JSON formats in October 2015. The information includes dates of meetings, items of business transacted, such as questions asked, motions moved for debates and bills scrutinized, and names of Members and Public Officers who spoke on the items of business. The work will also be undertaken in-house by the IT Office with no additional cost or manpower required. The Secretariat will continue to keep in view of public demands and publish information in machine readable format progressively.

- End -

CONTROLLING OFFICER'S REPLY**LC013****(Question Serial No. 4815)**Head: (112) Legislative Council CommissionSubhead (No. & title): (-) Not SpecifiedProgramme: (-) Not SpecifiedControlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

In connection with the provision of public information and collection of public opinions by means of the Internet, please advise on the following:

The information regarding the social media platforms set up and operated by your bureau/departments/public bodies or their agents (such as out-sourced contractors or consultants) for the past year in tabulated form (see below).

Commence- ment of operation (Month/ Year)	Status (keep updating/ ceased updating) (as at 28 February 2015)	Government agencies (including policy bureaux/ departments/ public bodies/ government consultations)	Name	Social media (Facebook/ Flickr/ Google+/ LinkedIn/ Sina Weibo/ Twitter/ YouTube)	Purpose of establi- shment and number of updates (as at 28 February 2015)	Number of "Likes"/ Number of subscribers/ Average monthly visits (as at 28 February 2015)	Compiling summary of comments and following up on a regular basis (Yes/No)	Rank and number of officers responsible for the operation (as at 28 February 2015)	Financial resources involved in the establi- shment and daily operation (as at 28 February 2015)
			(1)...	(1)...					
			(2)...	(2)...					
			(3)...	(3)...					

Asked by: Hon MOK Charles Peter (Member Question No. 101)Reply:

Details of the provision of public information and gathering of public opinions by means of the Internet by The Legislative Council Commission for the past year are shown in the **Annex**.

Provision of public information and gathering of public opinions by means of the Internet by The Legislative Council Commission

Commencement of operation (Month/Year)	Status (keep updating/ceased updating) (as at 28 February 2015)	Government agencies (including policy bureaux/departments/public bodies/government consultations)	Name	Social media (Facebook/Flickr/Google+/LinkedIn/Sina Weibo/Twitter/YouTube)	Purpose of establishment and no. of updates (as at 28 February 2015)	"Like"/ no. of subscribers/ average monthly visits (as at 28 February 2015)	Compiling summary of comments and following up on a regular basis (Yes/No)	Rank and no. of officers responsible for the operation (as at 28 February 2015)	Financial resources involved in the establishment and daily operation (as at 28 February 2015)
1/2014	Keep updating	The Legislative Council Commission	LegCo YouTube Channel (including Floor version, English version and Putonghua version)	YouTube	- Video recordings of meetings and other activities of LegCo and its committees are posted on the LegCo YouTube Channel to enable members of the public to follow closely the latest information about LegCo. - Upload as and when there are new video recordings	- "Like" received: 116 - No. of subscribers: 2 709 - Average monthly visits: 24 563	No	The uploading work is undertaken by an out-sourced contractor.	Average monthly financial resources involved: \$24,000
1/2014	Keep updating	The Legislative Council Commission	LegCo Flickr photo album	Flickr	- Photos of Members' participation in LegCo official events and education activities are posted on the LegCo Flickr photo album to enhance public understanding of the work of LegCo. - Three to four times a week	- There is no "Like" function in Flickr. - No. of subscribers: 47 - Average monthly visits: 17 023	No	The uploading work is undertaken by two Administrative Assistant IIs in the Public Information Division which takes up a small portion of their working hours.	No additional financial resources involved

- End -

CONTROLLING OFFICER'S REPLY

LC014

(Question Serial No. 4841)

Head: (112) Legislative Council Commission

Subhead (No. & title): (-) Not Specified

Programme: (-) Not Specified

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the Legislative Council Secretariat's expenditure on the procurement of computer software and hardware, please advise this Committee on the following:

- (a) Does the Secretariat have any standard internal procurement guidelines which set out the criteria for the purchase or upgrade of computer software and hardware for its divisions? If yes, what are the details? Do the guidelines require that divisions must upgrade their computer software and hardware in a timely manner?
- (b) Given that the computer software and hardware supplier Microsoft will terminate its support service for its Windows XP operating platform, please provide the respective numbers of mainframe systems in various divisions which are using (i) Microsoft Windows XP operating platform; (ii) the operating platforms released by Microsoft before 2001; and (iii) other operating platforms (please specify the versions), as well as the respective percentages of these 3 operating systems in the total number of mainframe systems used in such divisions. Whether the divisions have any plan to upgrade the obsolete operating platform versions mentioned above?
- (c) What are the expenditure on and criteria for procurement of various types of tablet computers by the Secretariat? What are the model numbers and work-related uses of the tablet computers? Is there any classified information stored in such tablet computers? If yes, what are the details? Is there any information security software installed in the tablet computers used by various divisions? What is the expenditure involved?

- (d) What is the number of mainframe systems used in various divisions of the Secretariat which operate in off-line mode? What are the versions of operating platforms they use? Is there any unified standard for all divisions on the use of information security or anti-virus software? If yes, what is the model number of the software being used? If no, what are the respective model numbers of the software being used?

Asked by: Hon MOK Charles Peter (Member Question No. 145)

Reply:

The procurement and updating work of the hardware and software of the Legislative Council Secretariat are coordinated and undertaken by the Information Technology Office ("IT Office") of the Secretariat having regard to operational requirements, budget and suitable products available on the market. In procuring hardware and software, the IT Office provides general technical specifications and follows the Schedule of Approving Authority for Procurement of Stores and Services approved by The Legislative Council Commission in the selection of vendors. The IT Office makes reference to the updates, guidelines and alerts on hardware and software upgrade and security patch update issued regularly by the Office of the Government Chief Information Officer to plan for and undertake the necessary upgrading work.

2. No Windows XP or other outdated operating platform is being used in the Secretariat. At present, all computers of the Secretariat run on the Windows 7 Professional Edition.

3. The Secretariat has 80 Apple mini iPad 3 (Wi-Fi 16GB), which were recently procured at a total cost of HK\$288,000, for the development and provision of a mobile electronic voting system. The system will be used as a back-up system for the Electronic Voting System ("EVS") in the Chamber and certain conference rooms and for use in meeting venues not installed with the EVS. This model of tablet was chosen as it meets the operational requirements in terms of system capacity, portability and memory size. Also, the cost of procurement is within budget. No confidential information will be stored in these iPads. Mobile security related software will be installed and the software cost is around HK\$20,000.

4. All the computers in the Secretariat are connected to the Secretariat's internal network. An anti-virus software, i.e. the Symantec Endpoint Protection version 12, is installed in all these computers and the virus signature definitions are kept up-to-date.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 3748)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

As a result of the "Occupy Movement", the security inside and outside the Legislative Council ("LegCo") Complex has notably been strengthened, and there are special arrangements for entrances and exits. Besides, the Secretariat needed to make special arrangement for manpower to remove obstructions and posters, etc., when the "Occupy Movement" came to a close. Also, the LegCo Complex had been stormed. In this connection, please advise this Committee on :

- (a) What was the total additional expenditure incurred by the Secretariat due to the "Occupy Movement"?
- (b) What is the breakdown (such as deployment of additional security and cleaning staff) of such expenditure?

Asked by: Hon TIEN Puk-sun, Michael (Member Question No. 50)

Reply:

The estimated total expenditure incurred by the Legislative Council Secretariat during the period between the end of September and mid-December 2014 was \$530,000.

2. The breakdown of the expenditure is as follows:

Item	Amount (HK\$)
1. Overtime ("OT") allowances for Secretariat staff*	421,000
2. Repair of the broken vehicle drop gate at entrance to the area under the drum	59,000
3. Car parking fee for the Secretariat's vehicles	28,000
4. Hiring of manual workers	14,000
5. Hiring of coaches and delivery service	8,000

* According to the Secretariat's policy, Secretariat staff are encouraged to take time-off in lieu ("TOIL") for the OT worked by them as far as practicable.

3. Extra security duties during the period mentioned were undertaken by the Secretariat's security staff working OT. The total number of OT hours worked by Secretariat staff was about 3 700 hours. Under the Secretariat's policy, staff are encouraged to take TOIL as far as practicable before specified deadlines. OT allowance will be granted to eligible staff, i.e. staff in the ranks with a maximum salary point equivalent to Master Pay Scale 25 or below, if TOIL cannot be taken. If all OT hours of eligible staff were to be compensated by OT allowance, the total expenditure will be about \$421,000. No temporary security staff was employed during this period. As regards cleaning work, it was undertaken by the cleaning contractor at no additional charges.

4. As the LegCo Complex is a government property, expenditure on repair works for glass panels, doors, granite tiles and other building structure and facilities damaged is borne by the Architectural Services Department ("ArchSD"), not by the Secretariat. According to ArchSD, these repair works are estimated to cost \$149,000.

- End -

CONTROLLING OFFICER'S REPLY**LC016****(Question Serial No. 1284)**

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Past incidents of storming of the Legislative Council ("LegCo") have caused damage to the facilities of the LegCo and injuries to staff members. Please advise on the details of the damage of facilities and injuries of staff members, the amounts involved and the expenditure incurred for repair of the facilities? What are the details of the security enhancements for LegCo in future, the expenses and manpower resources involved?

Asked by: Hon WONG Ting-kwong (Member Question No. 70)

Reply:

Last year, there were four major incidents of the Legislative Council ("LegCo") Complex being stormed, which took place on 6 and 13 June, 26 September and 19 November 2014 respectively. As the LegCo Complex is a government property, expenditure on works for the building structure and related facilities of the Complex is borne by the Architectural Services Department ("ArchSD") and not by The Legislative Council Commission ("the Commission"). Details of the damage and the estimated costs for the repair works are set out below:

Item	Estimated cost (HK\$)
<i>ArchSD</i>	
(a) Replacement of broken panels of glass curtain walls	2,307,000
(b) Repair of damaged doors	352,000
(c) Replacement of damaged surface channel covers	23,000
(d) Repair of damaged false ceiling	1,000
Sub-total for ArchSD:	2,683,000

Item	Estimated cost (HK\$)
<i>The Commission</i>	
(e) Repair of the broken vehicle drop gate at the entrance to the area under the drum	59,000
(f) Replacement of damaged parts of fire service installations	17,000
(g) Loss of mills barriers	32,000
Sub-total for the Commission:	108,000

2. Fourteen security staff of the Secretariat were injured in the two incidents on 6 and 13 June 2014. All the injured staff needed medical treatment and one of them was hospitalized. All the injured staff have resumed duty but one of them will need to undergo a surgical operation later. So far, the injured staff have taken a total of 182 days of sick leave. All the injured cases were reported to the Labour Department and the Commission's insurer for employees' compensation. Twelve cases have been settled and the total amount of compensation paid by the insurer is about \$113,000, including \$89,000 paid to the Commission for the sick leave granted and \$24,000 paid to the staff concerned for medical expenses or as compensation payment. The amount of compensation in respect of the remaining two cases has yet to be determined. No staff was injured during the September and November incidents.

3. Following the incidents of the LegCo Complex being stormed in June 2014, the Commission appointed a security consultant in July 2014 to conduct a review on how security management of the LegCo Complex can be improved to ensure that the operation of LegCo is free from hindrance and disruption while the Complex remains an open and welcoming place for members of the public. The cost of the review was \$200,000.

4. The review report submitted by the consultant to the Commission contains various recommendations. The Commission has approved the implementation of a number of recommendations which have little impact on Complex users but could readily enhance the physical security of the Complex. These recommendations include:

- (a) installing signs to prevent obstruction to vehicular and pedestrian passageways and smoke vents;
- (b) fixing of shatterproof protective films on glass panels;
- (c) procurement of L-shaped mills barriers to protect the glass curtain walls;
- (d) providing security staff with suitable equipment and gear;
- (e) enhancing training for security staff;
- (f) improving the design of admission passes and management of their issuance; and
- (g) improving the operation of the Security Control Room.

5. Expenditure for items (a) and (b) of paragraph 4 above will be borne by ArchSD. Details of the works and costs are being worked out between the Secretariat and ArchSD. The expenditure in respect of the remaining items, i.e. (c) to (g), will be borne by the Commission and the implementation details are being worked out by the Secretariat. The up-to-date position is that the Commission has already approved \$450,000 for the procurement of L-shaped mills barriers and the Secretariat has procured various items of protective gear (including safety boots and gloves) for security staff at an estimated total cost of \$60,800.

6. The consultant has also made the following recommendations: erection of gates, fences and roller shutters; enhancement of security screening; equipping the closed-circuit television cameras in the area under the drum ("the drum area") with sound recording function; and setting a ceiling on the number of staff admission passes for each Member. The Commission wishes to seek the views of all Members before it considers these recommendations further. The Secretariat has issued a circular to invite all Members to give views on these recommendations by the end of March 2015. Implementation details and expenditure involved will be subject to the decision on the recommendations to be made by the Commission in due course.

7. The consultant has put forward a number of recommendations relating to risk assessment; security communications system and equipment; use of electronic displays and broadcasting equipment in the drum area; mechanism for notification and coordination with staff as well as external parties such as the Police; and the establishment of security staff and their remuneration package. The Secretariat is still studying these recommendations and will submit its views for the Commission's consideration in due course. Implementation details and expenditure involved will be subject to the decision on the recommendations to be made by the Commission.

8. In order to ease the tight manpower situation of security staff, the Commission has approved the creation of 5 temporary posts, including 1 Senior Security Officer and 4 Security Assistant II posts, for 3 years. The expenditure for 2015-2016 is \$1.269 million.

- End -

CONTROLLING OFFICER'S REPLY**LC017****(Question Serial No. 4770)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (2) Council Business ServicesControlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

Among the security staff recruited to undertake building management of the Legislative Council Complex in the recent 4 years, how many of them have police background? What is their percentage share in the total number of security staff? How will The Legislative Council Commission educate these new security staff this year to ensure that their daily work performance is consistent with parliamentary culture?

Asked by: Hon WONG Yuk-man (Member Question No. 116)Reply:

All the security staff of the Legislative Council ("LegCo") Secretariat belong to the Estate and Security Office. They are deployed to undertake building and conference security as well as estate management duties.

2. The number of security staff who have Police background and were recruited in the 4 financial years from 2011-12 to 2014-15 is set out in the following table:

Year	Strength	New recruits	Police background	
			Number	% of strength
2011 – 12	65	49	15	23
2012 – 13	92	0	0	0
2013 – 14	88	2	2	2
2014 – 15	86	2	2	2

3. All new staff, including new security staff, will attend an induction programme which provides an overview of the constitutional powers and functions of LegCo and the administrative support and services provided by the LegCo Secretariat.

4. New security staff will also receive the following training:
 - (a) talks on the Legislative Council (Powers and Privileges) Ordinance (Cap. 382), the Administrative Instructions for Regulating Admittance and Conduct of Persons (Cap. 382 sub. Leg. A) ("AI"), and other relevant laws and regulations;
 - (b) briefings and drills relating to building and conference security services, crowd management, operation of gear and equipment (e.g. X-ray screening, metal detector and automatic fire alarm system) and relevant operational procedures; and
 - (c) training on first aid, use of automated external defibrillator as well as occupational and construction industry safety.
5. New security staff will come under the close supervision of his/her supervisors who will provide on-the-job training and coaching.
6. Serving security staff are required to attend annual refresher training programmes comprising lectures, drills and role play sessions. The subjects covered include Cap. 382, AI and other relevant legal issues, security and access control, crowd management as well as staff management issues such as conduct and discipline, team building, etc.
7. The overall objective of the training provided to security staff is to equip them with a high standard of professional knowledge and practical skills as well as a good understanding of the constitutional status and culture of LegCo for the effective execution of their duties.

- End -