

**For discussion  
on 13 January 1999**

**EC(98-99)17**

## **ITEM FOR ESTABLISHMENT SUBCOMMITTEE OF FINANCE COMMITTEE**

**HEAD 153 - GOVERNMENT SECRETARIAT:  
TRANSPORT BUREAU  
Subhead 001 Salaries**

Members are invited to recommend to Finance Committee -

- (a) the re-organisation of the directorate structure of the Transport Bureau;
- (b) the creation of one permanent post of Administrative Officer Staff Grade C (D2) (\$116,650 - \$123,850); and
- (c) the creation of one supernumerary post of Administrative Officer Staff Grade C (D2) (\$116,650 - \$123,850) for a period of two years.

### **PROBLEM**

The Secretary for Transport (S for T) needs to strengthen his directorate support to enhance strategic planning on transport issues and to cope with the changing level, scope and complexity of the services and activities under the purview of the Transport Bureau (TB).

**/PROPOSAL .....**

**PROPOSAL**

2. We propose to create two posts of Administrative Officer Staff Grade C (AOSGC) (D2), one on a permanent basis and the other on a supernumerary basis for a period of two years, to cope with the increasing workload and responsibilities arising from the major infrastructure developments. We also propose, following from the creation of the additional posts, to re-distribute responsibilities and re-structure TB.

**JUSTIFICATION**

3. At present, TB has three divisions -

- (a) The Transport Infrastructure (TI) Division is headed by an Administrative Officer Staff Grade B1 (AOSGB1) (D4). It is responsible for formulating policy objectives and commitments, overseeing the bureau's overall legislative programme, planning the implementation of the Railway Development Strategy (RDS), overseeing planning and progress of transport infrastructure projects, resource management, financial monitoring of public transport operators and tunnel companies, and bureau administration.
- (b) The Transport Management (TM) Division is headed by an Administrative Officer Staff Grade B (AOSGB) (D3). It is responsible for formulating traffic management policies, steering major transport studies, overseeing planning and progress of the Port and Airport Development Strategy (PADS) related transport projects, transport links with the Mainland, and road, bridge and tunnel tolls.
- (c) Also headed by an AOSGB (D3), the Transport Services (TS) Division is responsible for the evaluation and formulation of policies and overall co-ordination of public transport services (covering land, waterborne and rail transport), and overseeing the Transport Advisory Committee and its Transport Complaints Unit, the Hong Kong Railways Inspectorate and the Transport Study for New Airport.

*/Increasing .....*

*Increasing workload*

4. The Administration is committed to continually invest in upgrading our physical infrastructure to improve our living environment, create more land for future use and to meet the demand of the growth in population and economic activities. To this end, we will expedite the construction of major rail and road infrastructure projects in the coming decade. As the policy bureau responsible for the planning, policy input, management, co-ordination and legislation in association with the projects, TB will face a tremendous growth in the scale, scope and complexity of its workload during this period of rapid infrastructure development. The following is a brief account of the activities and commitments of the bureau arising from the initiative -

- (a) The planning and implementation of West Rail (WR) Phase I, Mass Transit Railway Tseung Kwan O Extension (TKE) and Quarry Bay Station Congestion Relief Works (QBR), Ma On Shan to Tai Wai Rail Link (MOS Rail) and Kowloon-Canton Railway Extension from Hung Hom to Tsim Sha Tsui (TST Extension), are proceeding at full speed. These projects together will cost over \$110 billion (in money-of-the-day prices). Construction of WR Phase I and TKE has started. TKE and QBR, WR Phase I and MOS/TST Extension are programmed for completion in 2002, 2003 and 2004 respectively. In addition, we need to speed up the planning of a section of WR Phase II to provide additional cross-boundary services between Hong Kong and the Mainland. Implementation of this spur line will commence before the completion of WR Phase I in 2003.
- (b) We will embark on a programme of major highway projects on a scale larger than that of the Airport Core Programme (ACP) projects. The estimated project commitments total about \$68.9 million as compared to \$34 billion (both at December 1997 prices) for ACP projects. New projects in the pipeline include Western Highway connecting the Northwest New Territories and Aberdeen (via Deep Bay Link and Route 10 from Yuen Long Highway through North Lantau to Kennedy Town where it connects Route 7 to Aberdeen), Route 9 from Tsing Yi to Cheung Sha Wan, and its extension from Cheung Sha Wan to Shatin, Central-Wanchai Bypass and Central Kowloon Route. Large-scale improvements to existing highways including Hiram's Highway, Tolo Highway and Yuen Long Highway are under planning. A list of the major projects is at Enclosure 1.

Encl. 1

/(c) .....

- (c) The Second Railway Development Study (RDS-2) is due for completion in late 1999. It will formulate the long term framework for the next phase of railway development for Hong Kong. The study will provide interim recommendations in early 1999 on the most urgent projects. Amongst other things, the study will examine the feasibility of a North Hong Kong Island Line, a West Hong Kong Island Line, an East Kowloon Line, a second connection from MOS Rail to the urban areas and a fourth cross-harbour rail link.
- (d) The Third Comprehensive Transport Study (CTS-3) will be completed in early 1999. It will map out a detailed plan for the development and provision of transport infrastructure and transport facilities and an up-to-date transport strategy. With a planning horizon extending up to 2016, CTS-3 will provide a broad indication of longer term demands and address potential traffic concerns by examining the need for, and preferred alignments of, a number of strategic road projects such as an Eastern Highway between the Eastern New Territories and the urban areas, and an additional expressway to strengthen the east-west route in the New Territories.
- (e) Alongside infrastructure development, there is demand for more effort to formulate and monitor transport management matters, such as the use of high technology equipment and processes to maximise the use of the capacity of the road network (including Electronic Road Pricing) and the design and operation of priority measures for large capacity users of the road, parking demand and freight transport studies, park and ride scheme, and improvement of traffic safety. From the transport co-ordination perspective, there is increasing pressure for greater policy input arising from the co-ordination of the different modes of public transport, cross boundary transport issues, roads and tunnels management and monitoring of the two railway corporations.

5. Against this background, we consider it necessary to strengthen and restructure the directorate support of TB, particularly in relation to increase in workload and responsibility over railway expansion. We propose to re-organise the bureau into the following management structure to bring about a clearer delineation of responsibilities and more equitable distribution of workload. The original and proposed organisation charts of the bureau are at Enclosures 2 and 3 respectively.

Encls.2&3

**/PROPOSED .....**

**PROPOSED RE-ORGANISATION***Division (1)*

(+ 1 supernumerary post of AOSGC)

6. This Division will be re-structured from the existing TI Division. It will be responsible for the bureau's overall legislative programme and policy commitments, long-term and strategic infrastructure planning development and reviews, co-ordination of activities within the bureau, and general and resource support services. The division will be headed by the Deputy Secretary (Transport Infrastructure) (AOSGB1), to be re-titled as Deputy Secretary (1). He will be assisted by three Principal Assistant Secretaries (PASs) (AOSGC), to be designated as PAS(T)5, PAS(T)7 and PAS(T)8, Principal Executive Officer (Resource Management) (PEO(RM)) and Chief Treasury Accountant (Transport) (CTA(T)). Their portfolios will be as follows -

- (a) PAS(T)5 will deal with policy and programming work on road transport projects, secure resources for highway infrastructure improvements, administer the Roads (Works, Use and Compensation) Ordinance and provide input on transport matters to the Steering Committee on Land Supply for Housing.
- (b) PAS(T)7 will provide policy input and monitor the progress of the RDS-2 and CTS-3. To meet traffic demand in respect of cross-boundary rail passengers, he will oversee the planning of the construction of a spur line (as part of WR Phase II) which will connect the Kowloon-Canton Railway at Sheung Shui with Lok Ma Chau, for completion in 2004. The officer will also serve on the Railway Panel and the Huangguang/Lok Ma Chau Passenger Crossing Panel of the Hong Kong and Mainland Cross Boundary Major Infrastructure Co-ordinating Committee (ICC) and attend to related matters.
- (c) PAS(T)8 will provide policy input into various strategic planning studies such as the Territorial Development Strategy Review, deal with all town planning matters and provide transport planning input to the Roads and Bridges Panel of the ICC. He will oversee the cross boundary transport issues and co-ordinate the bureau's inputs in respect of discussions with the Mainland in the ICC and the Hong Kong Guangdong Co-operation Joint Conference. He is also responsible for co-ordinating policy matters concerning the bureau, assisting in the drawing up of the bureau's policy programmes and objectives, ensuring the smooth transaction of business with the Legislative Council and providing policy interface between different programme areas.
- (d) PEO(RM) will continue to deal with resource management and

/(d) .....

bureau administration, whilst CTA(T) deals with financial monitoring of public transport operators and tunnel companies.

7. We propose to create a supernumerary AOSGC post for two years to fill the PAS(T)7 post and handle the respective duties. When RDS-2 and CTS-3 and the related follow-up actions are completed, and when planning of the spur line is finalised and the implementation work passed on to Division (3) (see paragraph 10 below), the supernumerary post can lapse. We expect that this will take two years, but we will allow the post to lapse at an earlier date if we can complete the tasks earlier than anticipated. The revised duty lists of DS(T)1, PAS(T)5, PAS(T)7 and PAS(T)8 are at Enclosures 4, 5, 6 and 7 respectively.

Encls.4to7

#### *Division (2)*

8. Division (2) will be re-structured from the existing TS Division. It will be responsible for the policy and overall co-ordination of land (other than railways) and waterborne transport services. The Deputy Secretary (Transport Services) (AOSGB), to be re-titled as DS(2), will head the division. He will be assisted by two PASs, to be designated as PAS(T)1 and PAS(T)2 -

- (a) PAS(T)1 will deal with policy and administrative matters relating to franchised buses, including franchise renewals, tender assessments, fare increase applications, and fare determination mechanism. He will oversee the development of a study on the integration between different modes of public transport. He will also be involved in transport policy in respect of public light buses and taxis, including processing of fare increase applications.
- (b) PAS(T)2 will oversee transport policy and administrative matters concerning franchised ferry services, including fare increase applications and franchise negotiations. He will deal with other ferry related matters such as pier rental policy, cross boundary ferry services and ferry licences. He is responsible for overseeing transport policy for trams and the Peak Tram and the operation of the Transport Advisory Committee and its Transport Complaints Unit.

9. The revised duty lists of DS(T)2, PAS(T)1 and PAS(T)2 are at Enclosures 8, 9 and 10 respectively.

Encls.8to10

*/Division .....*

*Division (3)*

(+ 1 permanent post of AOSGC)

10. Division (3) will be re-structured from the existing TM Division and responsible for the implementation of railway projects after their authorisation by the Chief Executive in Council, the monitoring of all matters relating to day-to-day railway operations and services and the administrative duties for the Hong Kong Railway Inspectorate. The division will also be actively involved in the formulation and monitoring of policies and strategies relating to transport management, road safety, park and ride, measures to tackle congestion, and tunnel management. Whilst the planning of new railway projects will rest with Division (1), there will be close interface between the two divisions. The division will be headed by the Deputy Secretary (Transport Management) (AOSGB), to be retitled as DS(3). He will be assisted by three PASs, to be designated as PAS(T)3, PAS(T)4 and PAS(T)6 -

- (a) PAS(T)3 will oversee and monitor the transport policy and administrative matters concerning the operation of the Mass Transit Railway Corporation (MTRC) and the implementation of TKE and QBR. He will oversee policy matters relating to the Build-Operate-Transfer tunnels and franchises and co-ordinate all road tunnel management matters. He will co-ordinate and deal with on-going transport matters involving PADS-related projects.
- (b) PAS(T)4 will monitor the implementation of WR Phase I, MOS Rail, TST Extension, Light Rail Transit extensions and other capital projects undertaken by Kowloon-Canton Railway Corporation (KCRC). He will oversee matters relating to KCRC's day-to-day operations and services, such as fares, operational issues, property developments and improvement programmes. He will also assume administrative duties relating to the operation of the Hong Kong Railway Inspectorate, overall policy on railway safety, and policy on park and ride schemes.
- (c) PAS(T)6 will deal with policy and administrative matters on transport management, road safety and licensing of vehicles and drivers, and oversee the implementation of the recommendations of the Parking Demand and Freight Transport Studies. He will deal with cross boundary road transport matters and liaise with the Mainland authorities on traffic management measures at boundary crossing points.

/11. ....

11. We propose to create one permanent post of AOSGC (D2) to fill

Encls. 11  
to 14

the PAS(T)4 post. Similar to other PASs in the proposed organisation, we consider that the responsibilities, experience and seniority required of the incumbent are appropriate for an officer at the AOSGC level. The revised duty lists of DS(T)3, PAS(T)3, PAS(T)4 and PAS(T)6 are at Enclosures 11, 12, 13 and 14 respectively.

**FINANCIAL IMPLICATIONS**

12. The additional notional annual salary cost of this proposal at mid-point and the additional full annual average staff cost of the proposal, including salaries and on-costs, are -

	<i>Notional Annual Salary Cost at Mid-Point \$</i>	<i>Full Annual Average Staff Cost \$</i>	<i>No. of Posts</i>
New permanent post	1,443,000	2,502,252	1
New supernumerary post	1,443,000	2,502,252	1
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	2,886,000	5,004,504	2

We have included sufficient provision in the 1998-99 Estimates to meet the cost of this proposal. This proposal involves the redeployment of two non-directorate posts of Personal Secretary I within TB at a notional annual mid-point salary of \$583,680 and the full annual average staff cost of \$903,768. There are no other additional financial and staffing implications.

**BACKGROUND INFORMATION**

13. Vide EC(96-97)46, Members approved on 6 December 1996 the redeployment of the then DS(TM) (AOSGB1) post to head a new TI Division for five years to take forward the three priority railway projects, and the creation of a supernumerary AOSGB post and a supernumerary AOSGC post for five years respectively to head the TM Division and to assist DS(TI) on railway duties. In the existing organisation chart of TB, the supernumerary post of AOSGC is designated as PAS(T)7 whose main duties are to assist DS(TI) in taking forward TKE, MOS Rail and TST Extension. In the proposed organisation chart, this supernumerary post will be transferred to Division (3) which will be responsible for the implementation of railway projects and designated as PAS(T)3.

/Division .....

Division (1), headed by an AOSGB1, continues to be responsible for the planning of strategic infrastructure developments, including new roads (Enclosure 1) and railway projects (e.g. Sheung Shui to Lok Ma Chau Spur Line and other RDS-2 identified projects).

14. In December 1989, Finance Committee approved the creation of a supernumerary AOSGC post in TB to provide the necessary transport input on PADS-related projects. The post lapsed on 1 April 1998 as a result of the completion of the ACP projects. A supernumerary AOSGC post was then created under delegated authority for six months up to 30 September 1998 to take up the policy and administrative matters relating to railway, tunnel and other PADS-related projects. This post lapsed on 1 October 1998.

15. A supernumerary AOSGC post was created on 30 October 1997 under delegated authority for six months to work as a member of a government task force to review the franchise of the China Motor Bus Company Limited (CMB) which was due to expire on 1 September 1998 and to ensure the continued provision of bus services on Hong Kong Island. Another supernumerary AOSGC post was created under delegated authority on 30 April 1998 to oversee the transitional arrangements on the launch of the network of 88 bus routes consequent upon the non-renewal of CMB's franchise. This post lapsed on 30 October 1998.

16. The additional workload described in paragraph 4 has necessitated the retention in the bureau of the incumbents of the two supernumerary posts lapsed since October 1998 mentioned in paragraphs 14 and 15 above to undertake revised duties in the re-structured organisation. These two officers are currently accommodated in operational reserve posts temporarily on loan to TB.

#### **CIVIL SERVICE BUREAU COMMENTS**

17. The Administration has considered carefully other alternatives including redeployment and creation of short-term supernumerary posts bearing in mind the need for greater efficiency and productivity under the present economic climate. Having regard to the reasons put forward, we consider the proposal justified. Civil Service Bureau considers the grading and ranking of the posts being sought to be appropriate.

18. Two AOSGC posts from Civil Service Bureau's operational reserve are temporarily on loan to TB to help cope with the increase in workload. These reserve posts will be released upon the creation of the posts being sought.

**ADVICE OF THE STANDING COMMITTEE ON DIRECTORATE SALARIES AND CONDITIONS OF SERVICE**

19. The Standing Committee on Directorate Salaries and Conditions of Service has advised that the grading proposed for the post would be appropriate if the post were to be created.

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Transport Bureau  
December 1998

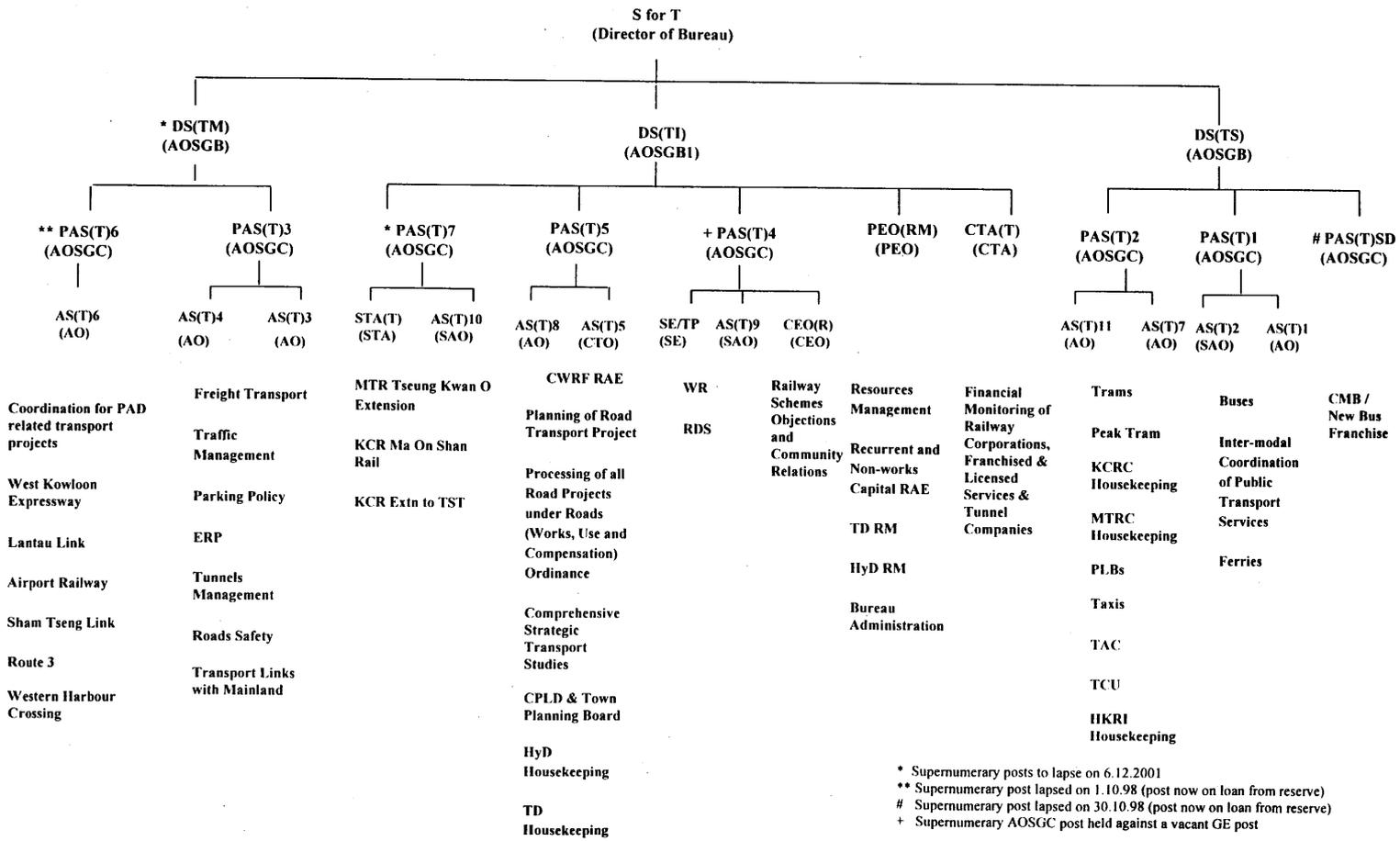
(LU0254/WIN11)

**Enclosure 1 to EC(98-99)17**

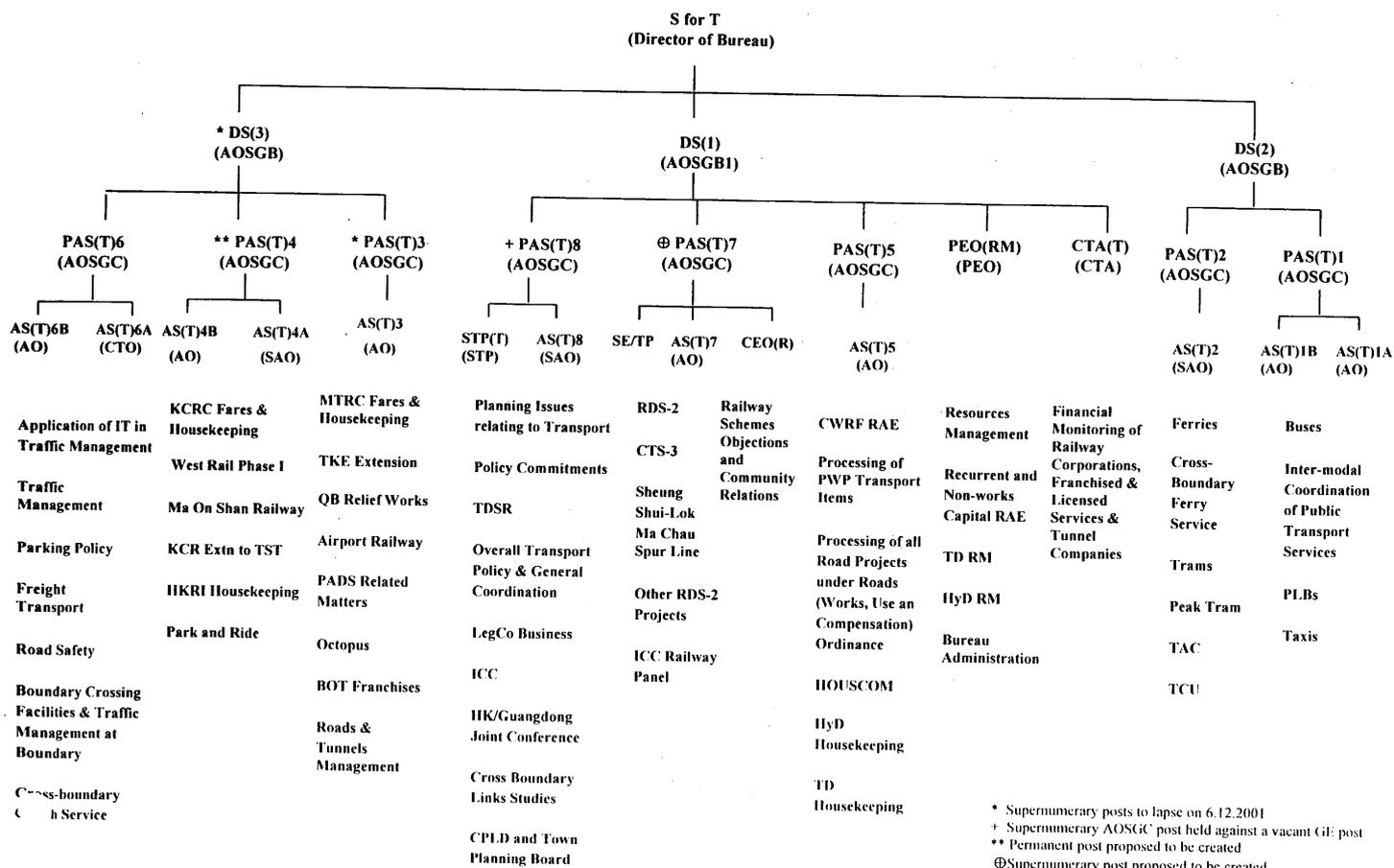
**Major ( over \$0.5 billion) Highway Projects**

<b><u>Project Title</u></b>	<b>Estimated Project Cost (\$ billion in <u>December 97 prices</u>)</b>	<b>Scheduled Construction Commencement/ <u>Completion Date</u></b>
<b>Construction underway/to begin in 1998/99</b>		
Improvement Works for Lung Cheung Road and Ching Cheung Road	1.1	1994/1998
Hung Hom Bypass and Princess Margaret Road Link	1.3	1996/1999
Improvements to Tuen Mun Road	1.0	1994/2000
Widening of Tolo Highway between Island House Interchange and Ma Liu Shui Interchange	1.9	1998/2001
Tsing Yi North Coastal Road	1.2	1999/2002
Sub-total :	6.5	
<b>Preliminary design/Detailed design underway/to begin in 1998/99</b>		
Widening of Fo Tan Road	0.5	1999/2002
Improvement to Kam Tin Road	0.9	1999/2005
Castle Peak Road Improvement between Tsuen Wan Area 2 and Ka Loon Tsuen	2.8	2000/2003
Island Eastern Corridor - section between North Point and Sai Wan Ho	0.9	2000/2003
Central-Wan Chai Bypass & Island Eastern Corridor Link	10.8	2000/2010
Route 9 – between Cheung Sha Wan and Sha Tin	7.9	2001/2004
Flyover and Footbridge Scheme at the Junction of Austin Road, Chatham Road and Cheong Wan Road	0.6	2001/2005
Route 9 – between Tsing Yi and Cheung Sha Wan	13.5	2002/2006
Widening and Reconstruction of Tai Po Road (Sha Tin Section)	0.5	2002/2006
Widening of Choi Hung Road	0.5	2002/2006
Route 10 - North Lantau to Yuen Long Highway	23.5	2002/2007
Sub-total :	62.4	
<b>Total :</b>	<b>68.9</b>	

Original Organisation Chart of Transport Bureau



### Proposed Organisation Chart of Transport Bureau



**Proposed Job Description of Deputy Secretary (1)**

*Post* : Deputy Secretary (1)

*Rank* : Administrative Officer Staff Grade B1

*Responsible to* : Secretary for Transport

*Main Duties* :

1. To formulate and oversee the bureau's overall legislative programme and policy commitments;
2. to steer long-term and strategic planning and reviews on transport matters;
3. to oversee the planning and progress of transport projects;
4. to steer major transport studies and providing policy input to studies with significant transport implications;
5. to oversee the Second Railway Development Study and the Third Comprehensive Transport Study;
6. to provide overall policy guidance on transport links with China;
7. to oversee bureau input to the resource allocation exercises, establishing priorities for capital works projects and monitoring their implementation; and
8. to oversee bureau administration and standing in for Secretary for Transport, when necessary.

**Proposed Job Description of Principal Assistant Secretary (Transport)5**

*Post* : Principal Assistant Secretary (Transport)5

*Rank* : Administrative Officer Staff Grade C

*Responsible to* : Deputy Secretary (1)

*Main Duties* :

1. To deal with policy work relating to transport capital projects including vetting the necessary policy support and providing policy input into such projects;
2. to secure the necessary resources to undertake Government's highway infrastructure improvements by overseeing the bureau's Capital Works Reserve Fund-Resource Allocation Exercise submissions, project feasibility studies, and presenting items to Public Works Sub-committee/Finance Committee for funding approval;
3. to monitor the implementation of approved projects and assisting in resolving difficulties;
4. to administer the Secretary for Transport's responsibilities under the Roads (Works, Use and Compensation) Ordinance, including gazettal of schemes and authorization of projects by the Executive Council;
5. to comment on private sector schemes concerning transport infrastructure projects and be responsible for servicing the Steering Committee on Land Supply for Housing; and
6. to undertake housekeeping duties of the Highways Department and Transport Department.

**Proposed Job Description of Principal Assistant Secretary (Transport)7**

*Post* : Principal Assistant Secretary (Transport)7

*Rank* : Administrative Officer Staff Grade C

*Responsible to* : Deputy Secretary (1)

*Main Duties* :

1. To provide policy input and monitor progress of the Second Railway Development Study;
2. to provide policy input and monitor progress in respect of the Third Comprehensive Transport Study;
3. to provide input regarding railway matters to the deliberations of the Hong Kong and Mainland Cross Boundary Major Infrastructure Coordinating Committee (ICC) and to serve on the Railway Panel and Lok Ma Chau Crossing Working Group of the ICC;
4. to monitor and oversee the planning of the proposed Sheung Shui to Lok Ma Chau Spur Line; and
5. to negotiate, as part of the Government team, with KCRC in respect of the legal, financial, land and engineering issues with a view to finalising a Project Agreement, to seek ExCo endorsement of the draft Project Agreement and to execute the agreement after ExCo's authorisation of the scheme.

**Proposed Job Description of Principal Assistant Secretary (Transport)8**

*Post* : Principal Assistant Secretary (Transport)8

*Rank* : Administrative Officer Staff Grade C

*Responsible to* : Deputy Secretary (1)

*Main Duties* :

1. To co-ordinate policy and general matters concerning the Bureau, including the Policy Address Exercise, Legislative Council business and policy interface between different programme areas, i.e. transport infrastructure, transport services and transport management;
2. to oversee different facets of cross boundary transport issues within the Bureau (transport infrastructure, management and services), and to co-ordinate the bureau's inputs in respect of discussions with the Mainland (e.g. in the Hong Kong and Mainland Cross Boundary Major Infrastructure Co-ordinating Committee (ICC) and the Hong Kong Guangdong Cooperation Joint Conference);
3. to provide transport policy input to the Roads and Bridges Panel of ICC; and
4. to provide policy input into various strategic and regional planning studies such as Territorial Development Strategic Review and to deal with all town planning matters, including representing the Bureau as necessary on the Road and Bridges Panel of the Infrastructure Co-ordinating Committee, the Town Planning Board, and other inter-departmental committees on town planning matters.

**Proposed Job Description of Deputy Secretary(2)**

*Post* : Deputy Secretary (2)

*Rank* : Administrative Officer Staff Grade B

*Responsible to* : Secretary for Transport

*Main Duties* :

1. To evaluate and formulate policies on public transport services covering land (other than railways) and waterborne transport;
2. to co-ordinate and monitor the provision and operation of public transport services;
3. to oversee the processing of fare increase applications from public transport operators;
4. to oversee the negotiations on new franchises with public transport operators; and
5. To oversee support for the Transport Advisory Committee (TAC) and the operation of the Transport Complaints Unit of the TAC.

**Proposed Job Description of Principal Assistant Secretary (Transport)1**

*Post* : Principal Assistant Secretary (Transport)1

*Rank* : Administrative Officer Staff Grade C

*Responsible to* : Deputy Secretary (2)

*Main Duties* :

1. To deal with any policy matters and administrative procedures at bureau level related to franchised buses including the franchise renewals, tender assessment, new grants, fare increase applications, route development and rationalisation, board businesses and policy on bus depots, etc.;
2. to oversee the legislation of franchised buses, such as dealing with amendments to Public Bus Services Ordinance, schedules of routes order and Legislative Council resolutions etc.;
3. to oversee the studies on the bus fare determination mechanism and the integration of public transport services with railway service;
4. to formulate and oversee the implementation of arrangements for the co-ordination of services between different modes of public transport; and
5. to oversee the transport policy for public light buses and taxis and scrutinise their fare increase applications.

**Proposed Job Description of Principal Assistant Secretary (Transport)2**

*Post* : Principal Assistant Secretary (Transport)2

*Rank* : Administrative Officer Staff Grade C

*Responsible to* : Deputy Secretary (2)

*Main Duties* :

1. To deal with issues concerning the tendering out of HongKong and Yaumati Ferry's franchised ferry services;
2. to deal with any policy matters and administrative procedures at bureau level related to franchised ferry operations including the franchise renewals, fare increase applications, route rationalisation etc.;
3. to deal with other ferry-related matters, e.g. review of pier rental policy, consultancy study on future of waterborne transport, cross-boundary ferry services and ferry licences;
4. to oversee matters relating to the Transport Advisory Committee and the Transport Complaints Unit; and
5. to oversee the transport policy for trams and peak trams, and scrutinize fare increase applications by the Hong Kong Tramways.

**Proposed Job Description of Deputy Secretary (3)**

*Post* : Deputy Secretary (3)

*Rank* : Administrative Officer Staff Grade B

*Responsible to* : Secretary for Transport

*Main Duties* :

1. To oversee all day-to-day railway related matters and implementation of new railway projects;
2. to provide overall policy guidance on the interface of the railway projects with existing infrastructure;
3. to oversee the planning and progress of Port and Airport Development Strategy-related transport projects;
4. to oversee support for the Hong Kong Railway Inspectorate;
5. to oversee the management of tolled roads and tunnels, and Build-Operate-Transfer franchises; and
6. to formulate and monitor the policies and strategies on traffic management.

**Proposed Job Description of Principal Assistant Secretary (Transport)3**

*Post* : Principal Assistant Secretary (Transport)3

*Rank* : Administrative Officer Staff Grade C

*Responsible to* : Deputy Secretary (3)

*Main Duties* :

1. To oversee and monitor the transport policies and administrative matters concerning the operation of and services provided by the Mass Transit Railway Corporation (MTRC), including fares levels;
2. to oversee and monitor the planning and implementation of the Quarry Bay Station Congestion Relief Works and Tseung Kwan O Extension, including negotiation with the corporation in respect of legal, financial, land and engineering issues, pursuing project agreement and enabling legislation and effecting all necessary consultation with the Legislative Council and the public;
3. to oversee and monitor the day-to-day tunnel management matters, provide policy input to matters related to the legal and financial aspects of the tunnel companies, and process applications for toll increases;
4. to oversee and co-ordinate matters related to Build-Operate-Transfer franchises, in particular expiry of Cross Harbour Tunnel's franchise in August 1999;
5. to negotiate with MTRC on an operating agreement for the Airport Railway and the subsequent monitoring of its operations after commissioning;
6. to oversee matters relating to the provision of Octopus; and
7. to oversee and co-ordinate the residual issues arising from Port and Airport Development Strategy-related transport projects and associated transport projects, such as Tsing Yi North Coastal Road, the port development in north Lantau, and Tsing Ma Control Area.

**Proposed Job Description of Principal Assistant Secretary (Transport)4**

*Post* : Principal Assistant Secretary (Transport)4

*Rank* : Administrative Officer Staff Grade C

*Responsible to* : Deputy Secretary (3)

*Main Duties* :

1. To oversee matters relating to Kowloon-Canton Railway Corporation (KCRC)'s day-to-day operations and services, including fares, operational issues, board business, property development and on-going capital improvement programmes;
2. to monitor the planning and implementation of KCRC's new projects, including West Rail Phase I, Ma On Shan to Tai Wai Rail Link and Kowloon-Canton Railway Extension from Hung Hom to Tsim Sha Tsui, Light Rail Transit (LRT) extensions and LRT/road junctions improvements;
3. to oversee overall policy on railway safety and administrative issues on the Hong Kong Railway Inspectorate; and
4. to oversee the policy and implementation of the park and ride scheme.

**Proposed Job Description of Principal Assistant Secretary (Transport)6**

*Post* : Principal Assistant Secretary (Transport)6

*Rank* : Administrative Officer Staff Grade C

*Responsible to* : Deputy Secretary (3)

*Main Duties* :

1. To deal with the policy work and administrative and legal procedures at the Bureau level on traffic management, road safety, and licensing vehicles and drivers;
2. to implement recommendations of the Parking Demand and Freight Transport Studies;
3. to deal with cross boundary road transport matters, and chair liaison meetings with Shenzhen, Guangdong and relevant departments on traffic management measures at boundary crossing points, and monitor progress of projects to improve roads and facilities; and
4. to deal with matters concerning vehicle and pollution and act as member of Working Group on Diesel to Gas.

(LU0254/WIN11)