

**Bills Committee on
Fixed Penalty (Smoking Offences) Bill**

**Administration's response to issues raised
at the Bills Committee meeting
on 23 May 2008**

PURPOSE

This paper sets out the Administration's response to issues raised by the Bills Committee at its meeting on 23 May 2008.

BACKGROUND

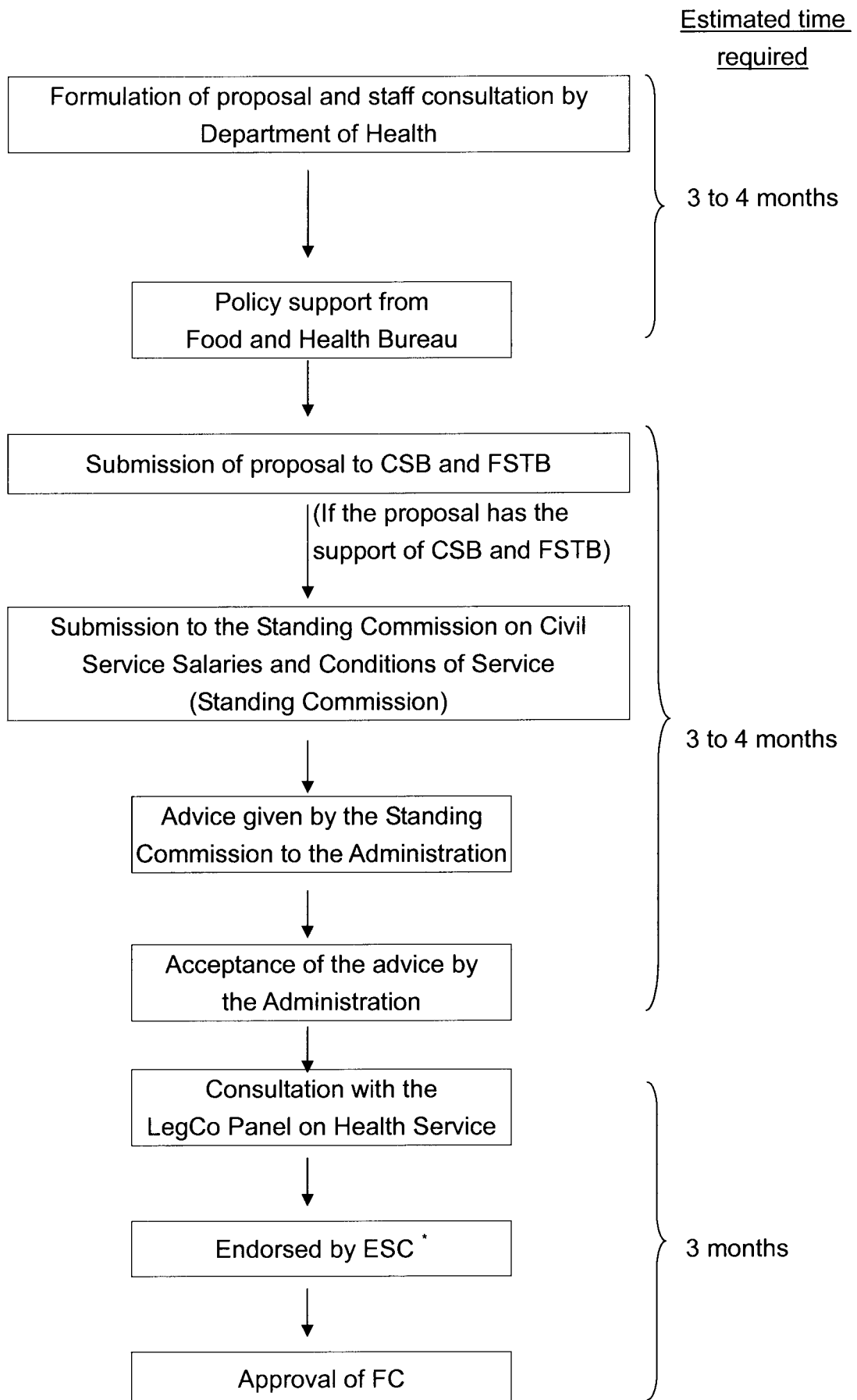
2. At the above meeting, Members raised the following issue and requested the Administration to provide a response in writing -

Procedures and Time Required for converting non-civil service contract Tobacco Control Inspectors positions into civil service positions

3. The Administration supports the conversion of contract Tobacco Control Inspector (TCI) positions into civil service posts. We will explore the possibility of absorbing the TCIs into existing grades as far as practicable. The conversion of TCI positions into existing grades will take around 6 months, taking account of the timing required for formulation of proposal and staff consultation.

4. If, however, there is no existing grade appropriate for absorbing the TCI positions, we will consider the creation of a new civil service grade. This process will be 3 to 6 months longer, mainly because of the need to seek advice of the Standing Commission on Civil Service Salaries and Conditions of Service and the endorsement of the Establishment Subcommittee as well as approval of the Finance Committee. In this case, the procedures and estimated lead time required are set out in the flow-chart in the **Annex**.

Creation of New Civil Service Grade



* The terms of reference of ESC provide that ESC will consider submissions from the Administration and, as appropriate, recommend to FC, changes to the structure of civil service ranks and grades (including pay scales, new grades and new ranks) recommended by the relevant advisory body, and the consequential creation and deletion of posts in affected ranks.