

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

### **Update on Overall Directorate Establishment Position**

#### **Introduction**

This paper updates Members on the overall directorate establishment position and gives Members advance information on possible proposals for creation and deletion of directorate posts in the 2009-10 legislative session.

#### **Continuous efforts to contain the size of the civil service establishment**

2. The Administration has continued its efforts to control the size of the civil service by making more effective use of manpower resources, by deleting existing posts where the functional need has ceased, and by creating new posts only when fully justified. At the end of August 2009, the civil service establishment (including judges and judicial officer (J&JO) posts in the Judiciary and all posts in the Independent Commission Against Corruption (ICAC)) stood at 164 103, made up of 1 534<sup>1</sup> directorate and 162 569 non-directorate posts in bureaux and departments. Compared with the position in January 2002, this represents a net deletion of 55 permanent and 29 supernumerary directorate posts. During the period, the number of directorate posts has been maintained at less than 1% of the total establishment of the civil service.

3. In November 2008, we submitted (vide ECI(2008-09)7) a forecast on the creation of 24 directorate posts (eight permanent and 16 supernumerary) and deletion of two permanent directorate posts in the 2008-09 legislative session. As that was no more than a forecast, we eventually submitted to Establishment Subcommittee (ESC) our proposals to create 16 and delete two directorate posts. By the end of the session, the ESC/Finance Committee (FC) has endorsed/approved the creation of three permanent directorate posts (excluding upgrading/downgrading among directorate ranks, transfer of posts, etc.) and 13 new  
/supernumerary .....

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<sup>1</sup> Excluding a supernumerary Deputy Principal Solicitor (DL2) post/non-civil service position at DL2-equivalent in the Companies Registry which is currently filled by a non-civil servant and two supernumerary posts of one Administrative Officer Staff Grade B (D3) and one Administrative Officer Staff Grade C (D2) created in the Food and Health Bureau (Health Branch) respectively on 14 September 2009 and 12 October 2009.

supernumerary directorate posts and the deletion of two permanent directorate posts, apart from approving the extension of two supernumerary directorate posts and one non-civil service position at the directorate level equivalent. As a result, there was a net creation of one permanent directorate post and 13 supernumerary directorate posts for the 2008-09 legislative session.

### **Forecast of directorate post proposals that may possibly be submitted in the 2009-10 legislative session**

4. To take forward the new initiatives set out in the 2009-10 Policy Address and Agenda and other ongoing initiatives, we will need additional manpower resources at the directorate level<sup>2</sup>. Based on the current assessment provided by bureaux, and subject to further planning, we forecast that in the 2009-10 legislative session the Administration may put forward the following proposals –

- Encl. 1 (a) to create eight permanent directorate posts (excluding upgrading/downgrading among directorate ranks, transfer of posts, etc.) as set out in Enclosure 1;
- Encl. 2 (b) to create seven supernumerary directorate posts and extend nine supernumerary directorate posts as set out in Enclosure 2. Members may wish to note that eight existing supernumerary directorate posts are expected to lapse during the period; and
- Encl. 3 (c) to create one non-civil service position at the directorate level as set out in Enclosure 3.

5. We wish to point out that the above forecast is based on our current assessment only. Bureaux/departments may need to adjust their current assessments on staffing requirements in the course of the 2009-10 legislative session as proposals are refined or as unforeseeable circumstances arise. Separately, we wish to draw attention to some possible additional post requirements at the directorate level which are under review by the bureaux/departments concerned. Encl. 4 These are summarised in Enclosure 4. They may result in staffing proposals to ESC/FC in the 2009-10 legislative session. Members may also wish to note that the above forecast has not included any proposals on new directorate ranks/posts that arise from the recommendations of the Grade Structure Reviews for the disciplined services grades and selected civilian grades as the departments concerned have yet to work out the detailed implementation plan.

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<sup>2</sup> Additional manpower resources at the non-directorate level will also be required. These will be dealt with by the Departmental Establishment Committee concerned under authority delegated by FC.

6. The Administration will continue to exercise prudence in monitoring and controlling the size of the directorate establishment. A rigorous system is in place to scrutinise proposals initiated by bureaux/departments and ensure that they are fully justified before submission to ESC/FC.

**Unfilled civil service directorate posts**

7. As at 31 August 2009, there were seven unfilled directorate posts in bureaux and departments (excluding ICAC and J&JO posts). Of these unfilled posts, one will be filled shortly, two are required to preserve the promotion prospects of civil servants working in the Hong Kong Monetary Authority, and four are under review.

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Civil Service Bureau  
Financial Services and the Treasury Bureau  
November 2009

## Current Forecast of Possible Submissions on Creation of Permanent Directorate Posts in the 2009-10 Legislative Session

Bureau/ Department/ Office	Purpose	Rank	Proposed Creation	Others (e.g. upgrading, downgrading, transfer)
Department of Health	To provide directorate support to the dedicated office to be set up to support the Working Group on Primary Care; to take forward the recommendations of the Working Group; and to co-ordinate the overall primary care development in Hong Kong	Assistant Director of Health (D2)	+1	
		Principal Medical and Health Officer (D1)	+1	
Department of Justice	To rationalise the directorate structure of the Prosecutions Division	Deputy Principal Government Counsel (DL2)	+1	
	To head a dedicated legal team to provide full advisory and litigation support to handle claims lodged under the Convention Against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment and other immigration related cases	Deputy Principal Government Counsel (DL2)	+1	
Development Bureau	To provide steer at a strategic level for the shaping of a greener and more sustainable urban environment through a new, holistic approach to greening, landscape and tree management, as recommended by the "Report of the Task Force on Tree Management – People, Trees, Harmony"	Head of Greening, Landscape and Tree Management Section (D2) ( <i>new rank</i> )	+1	
Architectural Services Department		Head of Tree Management Office (D1) ( <i>new rank</i> )	+1	
		Chief Landscape Architect (D1)		+1
		Chief Landscape Architect (D1)		-1

<b>Bureau/ Department/ Office</b>	<b>Purpose</b>	<b>Rank</b>	<b>Proposed Creation</b>	<b>Others (e.g. upgrading, downgrading, transfer)</b>
Highways Department	To continue the temporary redeployment of a permanent post to plan and implement the Hong Kong-Zhuhai-Macao Bridge and related highway infrastructure projects (also see the extension of two supernumerary posts in Enclosure 2)	Chief Engineer (D1)  Chief Engineer (D1)		+1  -1
Housing Department	To implement the market-oriented letting strategies of the Housing Authority's commercial properties and enhance support for lease administration	Chief Estate Surveyor (D1)	+1	
Inland Revenue Department	To rationalise the directorate structure of the department	Chief Assessor (D1)  Chief Assessor (D1)		+1  -1
Transport Department	To strengthen planning of new railway projects and monitoring of railway operations	Principal Transport Officer (D1)	+1	
<b>Total</b>			<b>+8</b>	

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## Current Forecast of Possible Submissions on Creation/Extension of Supernumerary Directorate Posts in the 2009-10 Legislative Session

Bureau/ Department/ Office	Purpose	Rank	Proposed Creation	Proposed Extension	Expected to Lapse
Civil Engineering and Development Department	To co-ordinate the implementation and interfacing of various mega projects in and around Kai Tak Development (KTD); to steer the design development of KTD infrastructural works for public engagement/consultation; to enhance the wider adoption of green features in KTD; and to co-ordinate the conservation of heritage and enhanced integration with the older parts of the district	Government Engineer (D2)/Government Architect (D2) (bi-disciplinary)	+1		
Constitutional and Mainland Affairs Bureau	To take forward the strategies for enhancing cooperation with Guangdong and developing Hong Kong's professional and service industries in Pearl River Delta	Administrative Officer Staff Grade B (D3)	+1		
Development Bureau	To strengthen capability to resolve cross-bureaux and cross-departmental issues relating to major infrastructure projects; to conduct high-level public engagement; and to address strategic issues which might impede progress of the major infrastructure projects	Administrative Officer Staff Grade C (D2)/ Government Engineer (D2)	+1		
Home Affairs Bureau (HAB)	To assume the co-ordinating, regulatory and monitoring role for the West Kowloon Cultural District (WKCD) project upon the lapse of the existing WKCD Office under HAB	Principal Government Engineer (D3)  Administrative Officer Staff Grade C (D2)	+1  +1		
Innovation and Technology Commission	To head the Secretariat of the Hong Kong Council for Testing and Certification	Administrative Officer Staff Grade C (D2)	+1		

Bureau/ Department/ Office	Purpose	Rank	Proposed Creation	Proposed Extension	Expected to Lapse
Security Bureau	To expedite the implementation of the recommendations of the Task Force on Youth Drug Abuse and enhance anti-drug efforts	Administrative Officer Staff Grade C (D2)	+1		
Companies Registry	To assist in taking forward the rewrite of the Companies Ordinance (Phase I)	Deputy Principal Solicitor (DL2)/non-civil service position at DL2-equivalent		1	
Financial Services and the Treasury Bureau	To spearhead the rewrite of the Companies Ordinance, the corporate rescue review and the review of the Trustee Ordinance	Administrative Officer Staff Grade B (D3)		1	
	To assist in taking forward the rewrite of the Companies Ordinance and the review of the Trustee Ordinance	Administrative Officer Staff Grade C (D2)		1	
Highways Department	To plan and implement the Hong Kong-Zhuhai-Macao Bridge and related highway infrastructure projects (also see the temporary redeployment of one permanent post in Enclosure 1)	Principal Government Engineer (D3) Chief Engineer (D1)		1 1	
Land Registry	To sustain the directorate support required in preparation for the commencement of the Land Titles Ordinance and the implementation of the new Land Titles Registration System	Senior Principal Executive Officer (D2) Assistant Principal Solicitor (DL1) Principal Land Registration Officer (D1) Chief Systems Manager (D1)		1 1 1 1	
Commerce and Economic Development Bureau	To tie in with the cessation of the functional need for the post upon completion of the Government's discussion with The Walt Disney Company on an expansion plan for Hong Kong Disneyland and related financial arrangements	Administrative Officer Staff Grade C (D2)			-1

<b>Bureau/ Department/ Office</b>	<b>Purpose</b>	<b>Rank</b>	<b>Proposed Creation</b>	<b>Proposed Extension</b>	<b>Expected to Lapse</b>
Education Bureau	To tie in with the cessation of the functional need for these posts following the implementation of the New Academic Structure for Senior Secondary Education and Higher Education	Principal Education Officer (D1)			-2
HAB	To tie in with the cessation of the functional need for these posts upon the dissolution of the existing WKCD Office under HAB	Administrative Officer Staff Grade B (D3) Administrative Officer Staff Grade C (D2) Chief Treasury Accountant (D1)			-1 -1 -1
Housing Department	To tie in with the cessation of the functional need for the post relating to the management of the procurement of land leases and deeds of mutual covenant and the proper transfer of legal titles for retail and car-parking facilities sold to The Link REIT, and the co-ordination of the sale of surplus Home Ownership Scheme and Private Sector Participation Scheme flats	Chief Estate Surveyor (D1)			-1
Labour and Welfare Bureau	To allow the lapse of the supernumerary post created to accommodate a civil servant seconded to the Employees Retraining Board to serve as its Executive Director upon the filling of this position by open recruitment	Administrative Officer Staff Grade B (D3)			-1
<b>Total</b>			<b>+7</b>	<b>9</b>	<b>-8</b>

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**Current Forecast of Possible Submissions on Creation of Non-Civil Service Positions at Directorate Level in the 2009-10 Legislative Session**

<b>Bureau/ Department/ Office</b>	<b>Purpose</b>	<b>Level</b>	<b>Proposed Creation</b>
Department of Justice	To take forward the relevant recommendations of the Secretary for Justice's Working Group on Mediation	Non-civil service position at DL2-equivalent	+1

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**Possible additional post requirements at the directorate level which are under review**

<b>Bureau/Department/ Office</b>	<b>Purpose</b>
Commerce and Economic Development Bureau	To deal with policy matters relating to consumer protection
Constitutional and Mainland Affairs Bureau	To strengthen capability at the bureau's directorate level to oversee relief and reconstruction work in the earthquake stricken areas of Sichuan funded by HKSARG, to develop HKSARG's policy on cooperation with Taiwan and take forward specific initiatives, and to cope with other new and additional duties arising from further cooperation with the Mainland
Department of Health	To strengthen support for public health promotion programmes, family health service and tobacco control activities
Government Laboratory	To strengthen analytical and advisory services
Transport Department	To strengthen support for dealing with increasingly complex issues relating to taxi, ferry and transport services for people with disabilities

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