

Replies to initial written questions raised by Finance Committee Members in examining the Estimates of Expenditure 2013-14

**Controlling Officer : Permanent Secretary, Chief Executive's Office
Session No. : 5**

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Reply Serial No.	Question Serial No.	Name of Member	Head	Programme
CEO033	3724	HO Sau-lan, Cyd	21	(1) Chief Executive's Office
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**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (2) Executive Council

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

The expenditure of the Executive Council in 2013-14 will be higher than the revised estimate for 2012-13 by 8.5%, which far exceeds the 0.6% increase for the Chief Executive's Office. On what areas will the additional expenditure be spent? Will there be any projects to be implemented?

Asked by: Hon. CHEUNG Wah-fung, Christopher

Reply:

The expenditure of the Executive Council in 2013-14 will be higher than the revised estimate for 2012-13 by 8.5%, i.e. \$1.714 m. The increase in estimated expenditure involves:

- (a) Honoraria for Non-official Members of the Executive Council: There are currently 3 more Non-official Members than in the last term of Government. In addition, the honoraria for Non-official Members have been increased by 5% under the existing mechanism (i.e. in accordance with the movement of the Consumer Price Index) with effect from October 2012; and
- (b) Other operational expenses: Mainly increased contributions to the Civil Service Provident Fund.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO002

Question Serial No.

2966

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Regarding the expenditure of the Chief Executive's Office, please provide the following information:

- a. The number of times that the Chief Executive's Office received visitors in each of the past 5 years (i.e. 2008-09, 2009-10, 2010-11, 2011-12 and 2012-13) and the expenditure involved;
- b. The expenditure on duty visits by the Chief Executive in each of the past 5 years (i.e. 2008-09, 2009-10, 2010-11, 2011-12 and 2012-13), using the table below:

Date of visit	Purpose of visit	Entourage members	Hotel name and expenses	Air ticket class and price	Total expenditure

Asked by: Hon. FAN Kwok-wai, Gary

Reply:

- (a) The number of times that the Chief Executive's Office received visitors in each of the past 5 years and the expenditure involved are set out below:

<u>Year</u>	<u>No. of receptions</u>	<u>Expenditure</u>
2008-09	173	\$312,478
2009-10	190	\$285,150
2010-11	174	\$378,292
2011-12	239	\$443,394
2012-13	191	\$517,616 (up to February 2013)

During the above 5 years, the Chief Executive also received a non-accountable entertainment allowance at an annual rate of \$768,300 for meeting expenses on official entertainment at his official residence. Since the allowance is non-accountable in nature, we do not have details of the related expenses.

(b) Details of duty visits made by the Chief Executive in the past 5 years are set out at Annex.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

Duty visits of the Chief Executive (CE) (1 April 2008 – 28 February 2013)

Date	Place of visit	Size of entourage	Expenses*(\$)	Purpose of visit
2008-09				
11 – 13 April 2008	Hainan	4	43,007	To attend Boao Forum for Asia Annual Conference.
25 – 27 April 2008	Wuhan	3	20,583	To lead a business delegation to participate in Expo Central China.
16 – 18 May 2008	Singapore	6	114,842	To pay an official visit to Singapore to foster bilateral relations.
30 May – 1 June 2008	Shanghai	5	44,578	To exchange views with Shanghai Party Secretary and Mayor.
11 June 2008	Guangzhou	5	2,015	To exchange views with Guangdong Party Secretary and Governor.
13 June 2008	USA (San Francisco) [Note: CE was on leave in the USA and spent one day on official duty]	2	23,829 (mainly hotel and subsistence allowances)	To officiate at a large-scale event to promote Hong Kong organised by Hong Kong Economic and Trade Office (HKETO) in San Francisco.
27 – 29 June 2008	Chengdu	4	59,282	To visit the areas affected by the Sichuan earthquake.
19 – 26 July 2008	Harbin, Changchun, Shenyang and Dalian	3	56,588	To lead a business delegation to Northeast China.
4 – 5 August 2008	Guangzhou	4	19,461	To co-chair Hong Kong/Guangdong (HK/GD) Co-operation Joint Conference.

Date	Place of visit	Size of entourage	Expenses*(\$)	Purpose of visit
7 – 10 August 2008	Beijing	2	39,803	To attend certain events of Beijing Olympics.
18 – 25 November 2008	UK (London) and Peru (Lima)	7	1,542,034	To pay an official visit to the UK. To attend Asia-Pacific Economic Cooperation (APEC) Leaders' Meeting in Peru.
17 – 19 December 2008	Beijing	5	71,543	To make annual work report.
26 January 2009	USA (Los Angeles) [Note: CE was on leave in the USA and spent a half-day on official duty]	1	2,202 (mainly subsistence allowance)	To officiate at a cultural event to promote Hong Kong organised by HKETO in San Francisco.
16 – 20 February 2009	Japan (Tokyo) and Korea (Seoul)	6	256,016	To pay official visits to Japan and Korea to promote Hong Kong and foster bilateral relations.
3 – 6 March 2009	Beijing	5	122,822	To attend opening of plenary meeting of National People's Congress (NPC), and to have working meetings with various ministries of Central People's Government (CPG).
2009-10				
17 – 18 April 2009	Hainan	5	63,515	To attend Boao Forum for Asia Annual Conference, and to meet with the Premier.
25 – 27 April 2009	Hefei	4	24,913	To attend Expo Central China.
9 – 10 June 2009	Nanning	3	14,963	To attend Pan-Pearl River Delta (PPRD) Regional Co-operation and Development Forum and Trade Fair.

Date	Place of visit	Size of entourage	Expenses*(\$)	Purpose of visit
27 September – 2 October 2009	Beijing	12	788,750	To participate in events to commemorate the 60 th anniversary of the People's Republic of China, and to have working meetings with various CPG ministries.
21 – 22 October 2009	Guangzhou	3	17,174	To exchange views with Guangdong Party Secretary and Governor.
12 -16 November 2009	Singapore	7	269,361	To attend APEC Leaders' Meeting.
19 – 20 December 2009	Macao	6	13,399	To attend events to celebrate the 10 th anniversary of the Macao Special Administrative Region.
27 – 29 December 2009	Beijing	5	89,485	To make annual work report.
3 – 6 March 2010	Beijing	6	81,203	To attend opening of NPC plenary meeting, and to have working meetings with various CPG ministries.
2010-11				
6 – 7 April 2010	Beijing	5	66,329	To attend signing ceremony of Framework Agreement on HK/GD Co-operation.
9 – 10 April 2010	Hainan	3	25,698	To attend Boao Forum for Asia Annual Conference.
26 April – 1 May 2010	Shanghai and Jiangsu	6	93,140	To pay official visits to Jiangsu and Shanghai to promote closer co-operation between Hong Kong and the two places, and to inspect Hong Kong Pavilion at Shanghai Expo.
25 – 27 July 2010	Chengdu	4	64,359	To inspect progress of Hong Kong's projects in support of relief efforts after the Sichuan earthquake.
31 August – 2 September 2010	Russia (Moscow)	7	444,743	To lead a business delegation to Russia to promote

Date	Place of visit	Size of entourage	Expenses*(\$)	Purpose of visit
				Hong Kong and foster bilateral relations.
16 September 2010	Guangzhou	5	2,344	To co-chair HK/GD Co-operation Joint Conference.
25 – 26 September 2010	Nanchang	3	13,574	To attend Expo Central China.
20 October 2010	Shanghai	4	34,315	To officiate at opening of Hong Kong Week in Shanghai Expo.
25 – 29 October 2010	India (Delhi, Mumbai)	9	452,023	To lead a business delegation to India to promote Hong Kong and foster bilateral relations, and to co-host a joint Hong Kong-Guangdong promotion seminar.
30 October – 1 November 2010	Shanghai	3	33,340	To attend closing ceremony of Shanghai Expo.
11 – 14 November 2010	Japan (Yokohama, Tokyo)	9	245,437	To attend APEC Leaders' Meeting, and to visit incineration plants and ancillary facilities.
22 – 23 November 2010	Guangzhou	4	22,957	To attend opening ceremony of Asian Games.
20 – 23 December 2010	Beijing	6	99,621	To make annual work report, and to meet with various CPG ministries.
4 – 7 March 2011	Beijing	6	117,710	To attend opening of NPC plenary meeting, and to meet with various CPG ministries.
2011-12				
14 – 15 April 2011	Hainan	3	23,188	To attend Boao Forum for Asia Annual Conference.
15 – 23 June 2011	Australia (Melbourne, Perth, Canberra)	6	715,488	To pay an official visit to Australia to promote Hong Kong and foster bilateral relations.

Date	Place of visit	Size of entourage	Expenses*(\$)	Purpose of visit
31 August – 2 September 2011	Urumqi	6	71,147	To participate in China Eurasia Expo.
8 – 17 September 2011	Belgium (Brussels) and UK (London, Edinburgh)	6	1,047,717	To pay official visits to Belgium and the UK to promote Hong Kong and foster bilateral relations.
14 October 2011	Guangzhou	6	1,680	To attend the 110 th China Import and Export Fair (Canton Fair).
7 – 15 November 2011	USA (New York, Washington, Honolulu)	9	1,512,539	To pay an official visit to the USA to promote Hong Kong and foster bilateral relations. To attend APEC Leaders' Meeting in Honolulu.
25 – 28 December 2011	Beijing	5	75,668	To make annual work report, and to meet with various CPG ministries.
5 – 6 January 2012	Shanghai	4	29,257	To co-chair Hong Kong-Shanghai Economic and Trade Co-operation Conference.
27 – 29 January 2012	Switzerland (Zurich, Davos)	6	892,601	To attend World Economic Forum Annual Meeting to promote Hong Kong and foster bilateral relations with Switzerland.
4 – 6 March 2012	Beijing	6	92,538	To attend opening of NPC plenary meeting.
2012-13 (1 April – 30 June 2012)				
9 – 18 April 2012	New Zealand, Chile and Brazil	6	1,076,409	To pay official visits to promote Hong Kong.
26 – 27 June 2012	Beijing	4	49,430	To officiate at “Towards a Better Future” exhibition to celebrate the 15 th anniversary of Hong Kong Special

Date	Place of visit	Size of entourage	Expenses*(\$)	Purpose of visit
				Administrative Region
2012-13 (1 July 2012 – 28 February 2013)				
14 September 2012	Guangzhou	3	1,520	To attend the 15 th Plenary of HK/GD Co-operation Joint Conference.
30 November – 1 December 2012	Sanya	4	38,419	To attend the 8 th PPRD Regional Co-operation and Development Forum and Trade Fair.
7 December 2012	Guangzhou	2	1,260	To attend Hong Kong-Pearl River Delta Industrial & Commercial Circle Goodwill Gathering 2012.
20 – 22 December 2012	Beijing	4	64,938	To make annual work report, and to call on various CPG ministries.
6 February 2013	Guangzhou and Shenzhen	4	1,150	To call on key leaders of Guangdong Provincial Government and Shenzhen Municipal Government.

* Expenses include charges for accommodation and passage, subsistence allowance for duty outside Hong Kong and sundry expenses (if applicable), but exclude sponsorship (if any).

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO003

Question Serial No.

2825

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

It is stated on page 33 (English version, same below) of the Estimates that the establishment ceiling for 2013-14 (notional annual mid-point salary value) represents an estimated 96 non-directorate posts as at 31 March 2013 rising by 2 posts to 98 posts as at 31 March 2014. What are the duties and salaries of these 2 new posts? Will the posts be filled by open recruitment or internal transfer? According to paragraph 3 on page 37, the establishment of the Chief Executive's Office will be 101 permanent posts. What posts account for the difference between the number of these posts and the number of non-directorate posts?

Asked by: Hon. FANG Kang, Vincent

Reply:

The Chief Executive's Office plans to create 1 Senior Information Officer post and 1 Information Officer post in 2013-14 to meet its needs in news and public relations work. The monthly salaries of these 2 posts are as follows:

Senior Information officer	\$55,850 - \$68,735
Information Officer	\$43,450 - \$54,665

As at 31 March 2013, the establishment of the Chief Executive's Office will be 101 permanent posts, including 96 non-directorate posts and 5 directorate posts, i.e. Permanent Secretary of the Chief Executive's Office, Private Secretary to Chief Executive, Information Coordinator, Deputy Private Secretary to Chief Executive and Clerk to the Executive Council.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Would the Administration inform this Committee of the following:

- (a) Details of duty visits by the incumbent Chief Executive since he took office, listing the purpose and destination, expenditure involved, number of days and number of entourage members for each visit;
- (b) Provision for the emoluments of the Chief Executive for 2013-14;
- (c) Establishment of the Chief Executive's Office in the past financial year and in 2013-14, and the duties and salary of each post;
- (d) Expenditure on social engagements of the wife of the incumbent Chief Executive since he took office, and a comparison with the relevant figures for the wives of previous Chief Executives;
- (e) Expenditure on alteration and renovation works on Government House carried out for the moving in of the incumbent Chief Executive;
- (f) A comparison of the utilisation of Fanling Lodge by the incumbent Chief Executive and his predecessors; the number of times that the incumbent Chief Executive has used Fanling Lodge for official and private activities since he took office; the operational expenses and establishment of Fanling Lodge in each of the past three years (up to 2012-13) and the estimated figures for 2013-14?

Asked by: Hon. FUNG Kin-kee, Frederick

Reply:

- (a) Details of duty visits made by the Chief Executive between 1 July 2012 and 28 February 2013 are set out at Annex.
- (b) The estimated expenditure on the emoluments (including salaries and non-accountable entertainment allowance) of the Chief Executive for 2013-14 is \$5,022,360.
- (c) The establishment of the Chief Executive's Office in 2012-13, and the types of duties and salaries of various posts are tabulated below:

<u>Types of duties</u>	<u>No. of posts</u>	<u>Monthly salary</u>
1. Policy coordination; planning and arrangements for the Chief Executive's official activities; and coordination of news and public relations work	10	\$87,340 - \$202,800
2. Departmental administration	11	\$43,450 - \$100,625
3. Translation services	2	\$43,450 - \$100,625
4. Secretarial and other support services	20	\$12,260 - \$68,735
5. Clerical and general support services	30	\$10,160 - \$31,525
6. Domestic services for the Chief Executive's official residences	21	\$12,260 - \$49,870
7. Driving services	7	\$13,085 - \$22,405
	101	

The Chief Executive's Office plans to create 1 Senior Information Officer post and 1 Information Officer post in 2013-14 to meet its needs in news and public relations work. The monthly salaries of these two posts are as follows:

Senior Information Officer	\$55,850 - \$68,735
Information Officer	\$43,450 - \$54,665

(d) The Chief Executive's Office does not have any dedicated manpower for assisting the wife of the Chief Executive with her official activities. The Office deploys 1 Assistant Social Secretary, 1 Assistant Clerical Officer and 1 Personal Chauffeur to provide support to the wife of the Chief Executive in addition to performing other duties. This arrangement is similar to that in the last term of Government.

(e) Government House is a historic building over 150 years old. To preserve this building properly, scheduled maintenance and refurbishment works were carried out from July to December 2012, including full-scale replacement of roof tiles to stop water seepage from the rooftop. The cost of the works was about \$9.95 m. In addition, interior renovation and improvement works were carried out at the building to meet the requirements of the incumbent Chief Executive and his family. These include altering partitions, refurbishing existing rooms and replacing and upgrading building services (e.g. electrical installations, air conditioning and ventilation facilities, fire and security equipment, water supply and drainage facilities). The cost of the works was about \$4.9 m.

(f) The numbers of official activities held by the Chief Executive at Fanling Lodge in the past 10 years are set out below:

<u>Year</u>	<u>No. of official activities</u>
2003-04	0
2004-05	1
2005-06	0
2006-07	1

<u>Year</u>	<u>No. of official activities</u>
2007-08	3
2008-09	1
2009-10	3
2010-11	3
2011-12	1
April – June 2012	1
July 2012 – February 2013 (The incumbent Chief Executive)	3

We do not keep any record on private activities conducted by the Chief Executive at Fanling Lodge.

At present, 20 domestic staff and 1 Housekeeper of the Chief Executive's Office work at Government House and Fanling Lodge to provide hospitality services in official functions held by the Chief Executive, as well as domestic services required. The management expenses for Fanling Lodge are set out below:

<u>Year</u>	<u>Management expenses</u>
2010-11	\$530,000
2011-12	\$570,000
2012-13	\$600,000 (Revised estimate)
2013-14	\$650,000 (Estimate)

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

Duty visits of the Chief Executive (1 July 2012 – 28 February 2013)

Date	Place of visit	Size of entourage	Expenses* (\$)	Purpose of visit
14 September 2012	Guangzhou	3	1,520	To attend the Fifteenth Plenary of Hong Kong/Guangdong Co-operation Joint Conference.
30 November – 1 December 2012	Sanya	4	38,419	To attend the Eighth Pan-Pearl River Delta Regional Co-operation and Development Forum and Trade Fair.
7 December 2012	Guangzhou	2	1,260	To attend the Hong Kong-Pearl River Delta Industrial & Commercial Circle Goodwill Gathering 2012.
20 – 22 December 2012	Beijing	4	64,938	To make annual work report, and to call on various ministries of the Central People's Government.
6 February 2013	Guangzhou and Shenzhen	4	1,150	To call on key leaders of the Guangdong Provincial Government and the Shenzhen Municipal Government.

* Expenses include charges for accommodation and passage, subsistence allowance for duty outside Hong Kong and sundry expenses (if applicable), but exclude sponsorship (if any).

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO005

Question Serial No.

0504

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

It is expected that there will be a net increase of 2 non-directorate permanent posts in the Chief Executive's Office in 2013-14. In this regard, please inform this Committee of the ranks and duties of these posts and the expenditure involved.

Asked by: Hon. HO Sau-lan, Cyd

Reply:

The Chief Executive's Office plans to create 1 Senior Information Officer post and 1 Information Officer post in 2013-14 to meet its needs in news and public relations work. The estimated annual expenditures of these 2 posts are as follows:

Senior Information Officer	\$754,000
Information Officer	\$598,000

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Regarding departmental records management work in the past three years (2010-11, 2011-12, 2012-13):

1. Please provide information on the number and ranks of officers designated to perform such work. If no officers were designated for such work, please provide information on the number of officers and the hours of work involved in records management duties, and the other duties they had to undertake in addition to records management;

2. Please list in the table below information on programme and administrative records which have been closed pending transfer to the Government Records Service (GRS) for appraisal:

Category of records	Years covered by the records	Number and linear metres of records	Retention period approved by GRS	Are they confidential documents

3. Please list in the table below information on programme and administrative records which have been transferred to GRS for retention:

Category of records	Years covered by the records	Number and linear metres of records	Year in which the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents

4. Please list in the table below information on records which have been approved for destruction by GRS:

Category of records	Years covered by the records	Number and linear metres of records	Year in which the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents

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Asked by: Hon. HO Sau-lan, Cyd

Reply:

1. In line with the service-wide records management requirements, we have designated 1 Departmental Records Manager at the rank of Chief Executive Officer, underpinned by 1 Assistant Departmental Records Manager at the rank of Senior Executive Officer, to establish and implement a comprehensive departmental records management programme for this Office. We have also designated 1 directorate officer to oversee this matter. Other records management duties are mainly performed by staff at various ranks of the executive, clerical and secretarial grades. These duties include opening and closing of files, managing and maintaining an accurate file inventory, maintaining proper file storage, reviewing and arranging destruction of records, overseeing and monitoring records management activities, etc. in accordance with the departmental records management programme. Among them, 2 Confidential Assistants and 1 Clerical Assistant are deployed to perform these duties on a full-time basis, while the time spent by other staff on such duties varies according to actual needs.

2. Records which have been closed pending transfer from the Chief Executive's Office to the Government Records Service (GRS) for appraisal over the past 3 years are as follows:

Category of records	Years covered by the records	Number and linear metres (lm) of files	Retention period recommended by this Office or approved by GRS	Are they confidential documents
Programme	1997 – 2013	547 (26.94 lm)	7 years to permanent	Some are confidential
Administrative	2008 - 2012	4 (0.19 lm)	5 years	No

3. Records which have been transferred from the Chief Executive's Office to GRS for retention over the past 3 years are as follows:

Category of records	Years covered by the records	Number and linear metres (lm) of files	Year in which the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents
Programme	2008 - 2009	53 (3.34 lm)	2011 - 2012	Permanent	Yes

4. Records which have been approved for destruction by GRS over the past 3 years are as follows:

Category of records	Years covered by the records	Number and linear metres (lm) of files	Year in which the records were transferred to GRS	Retention period approved by GRS	Are they confidential documents
Programme	1997 - 2004	341 (1.5 lm)	Not applicable	7 years	No
Administrative	1958 - 2009	218 (68.66 lm)	Not applicable	1 – 7 years	Some are confidential

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

How many visitors from Mainland China were received by the Chief Executive's Office in 2012-13? What were their post titles and the organisations they represented?

Asked by: Hon. KWOK, Dennis

Reply:

In order to consolidate and strengthen Hong Kong's ties with foreign countries and Mainland China, the Chief Executive's Office frequently receives representatives of governments, international organisations, the media and business communities, etc. from all over the world, including visitors from Mainland China. The Chief Executive's Office handles the related work with existing resources. In view of the large number of organisations and visitors involved, we have not compiled any statistics/information on the number of visitors received, their post titles and the organisations they represented.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO008

Question Serial No.

0748

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

The estimate of the amount required in 2013-14 for the salaries and expenses of the Chief Executive's Office is \$94,481,000, representing an increase of \$2,109,000 over the revised estimate for 2012-13 and of \$4,326,000 over actual expenditure in 2011-12. What are the reasons? Please provide a breakdown of the estimated salaries, allowances and other operational expenses of the relevant posts.

Asked by: Hon. LAM Tai-fai

Reply:

The estimated expenditure of the Chief Executive's Office for 2013-14 is higher than the revised estimate for 2012-13 by about \$2.1 m mainly because of increased personal emoluments, an increase in the number of Non-official Members of the Executive Council and higher rates of honorarium for them. This Office plans to create 2 non-directorate civil service posts in 2013-14, including 1 Senior Information Officer post and 1 Information Officer post, with a total estimated additional expenditure of about \$1.35 m. Similarly, the estimated expenditure for 2013-14 is higher than the actual expenditure in 2011-12 by about \$4.32 m mainly because of increased personal emoluments (including the salaries of the said new posts and civil service pay increase), an increase in the number of Non-official Members of the Executive Council and higher rates of honorarium for them.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

For the Chief Executive's Office, provision for 2013-14 is \$0.4 million (0.6%) higher than the revised estimate for 2012-13, mainly due to increased requirements for operating expenses. Please give details of the increased requirements for operating expenses.

Asked by: Hon. LAM Tai-fai

Reply:

The provision for the Chief Executive's Office (excluding the Executive Council) for 2013-14 is higher than the revised estimate for 2012-13 mainly due to the increase in personal emoluments, including expenditure on the salaries of new posts. Some of the increased expenditure is offset by the decrease in remuneration for special appointments and general departmental expenses. The net increase in estimated expenditure is \$400,000.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO010

Question Serial No.

0753

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (2) Executive Council

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

For the Executive Council, provision for 2013-14 is \$1.7 million (8.5%) higher than the revised estimate for 2012-13, mainly due to increased requirements for the honoraria for non-official Members of the Executive Council and for other operating expenses. Has the estimate taken into account the remuneration for the Honourable Franklin LAM Fan-keung, non-official Member of the Executive Council, who is on leave of absence? If yes, what is the expenditure involved? If no, what are the reasons?

Asked by: Hon. LAM Tai-fai

Reply:

The estimated provision for the Executive Council for 2013-14 includes the honoraria for the Convenor of the Non-official Members of the Executive Council and all Non-official Members. The estimated expenditure on honorarium for each Non-official Member for the said financial year is \$808,680.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

In the 2013-14 Estimates of the Chief Executive's Office, remuneration for special appointments is less than that in 2012-13. What are the reasons? Please give a breakdown of the estimated remuneration. What are the conditions for appointment and for termination of service for the relevant officers?

Asked by: Hon. LAM Tai-fai

Reply:

In view of the change in government, the estimate of the Chief Executive's Office for 2012-13 included provision for end-of-contract gratuities and encashment of untaken leave for 5 officers, i.e. Information Coordinator (IC), Senior Special Assistant (SSA), Special Assistant (SA), Senior Personal Assistant to Chief Executive (SPA/CE), and Driver for Director of the Chief Executive's Office (D,CEO). Since no such provision is made for 2013-14, the estimate under "remuneration for special appointments" for 2013-14 is less than the revised estimate for 2012-13.

In making special appointments, the Chief Executive will take into account the abilities and experience of the candidates. A breakdown of the estimated remuneration for officers under special appointment in the Chief Executive's Office for 2013-14 is as follows:

D,CEO	\$3.40 m
IC	\$2.53 m
SSA	\$1.84 m
SA	\$1.06 m
SPA/CE	\$0.88 m

According to their respective terms of appointment, where the holder of the D,CEO post intends, within the 1-year period beginning from the expiry or termination of his/her employment with the Government, to commence any employment or to become a director or a partner in any business or profession or to start any business or profession on his/her own account or with others, he/she must seek advice from the Advisory Committee on Post-office Employment for Former Chief Executives and Politically Appointed Officials. The holder of the IC and SSA posts must also obtain the agreement of the Chief Executive's Office before taking up outside work within a specified period immediately following the expiry of his/her appointment. There is no restriction on post-office employment for non-directorate officers employed by special appointment.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO012

Question Serial No.

0925

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Please give details of all duty visits made by the Chief Executive the Honourable C Y Leung since he took office, including the number of visits, destinations, purposes, dates, expenses incurred and numbers of entourage members, and indicate whether these visits were made on invitation and whether they were sponsored.

Asked by: Hon. LEONG Kah-kit, Alan

Reply:

Details of duty visits made by the Chief Executive between 1 July 2012 and 28 February 2013 are set out at Annex.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

Duty visits of the Chief Executive (1 July 2012 – 28 February 2013)

Date	Place of visit	Size of entourage	Expenses* (\$)	Purpose of visit
14 September 2012	Guangzhou	3	1,520	To attend the Fifteenth Plenary of Hong Kong/Guangdong Co-operation Joint Conference.
30 November – 1 December 2012	Sanya	4	38,419	To attend the Eighth Pan-Pearl River Delta Regional Co-operation and Development Forum and Trade Fair.
7 December 2012	Guangzhou	2	1,260	To attend the Hong Kong-Pearl River Delta Industrial & Commercial Circle Goodwill Gathering 2012.
20 – 22 December 2012	Beijing	4	64,938	To make annual work report, and to call on various ministries of the Central People's Government.
6 February 2013	Guangzhou and Shenzhen	4	1,150	To call on key leaders of the Guangdong Provincial Government and the Shenzhen Municipal Government.

* Expenses include charges for accommodation and passage, subsistence allowance for duty outside Hong Kong and sundry expenses (if applicable), but exclude sponsorship (if any). In-town transportation expenses were sponsored by the Mainland authorities for all the above visits. For the visits to Sanya and Beijing, accommodation expenses were also sponsored by the Mainland authorities.

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO013

Question Serial No.

0926

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Please list the total amount of entertainment expenses incurred by the Chief Executive the Honourable C Y Leung since he assumed office, and the entertainment expenditure of the Chief Executive in each of the past 3 years (i.e. 2010-11 to 2012-13). Please list the figures by year.

Asked by: Hon. LEONG Kah-kit, Alan

Reply:

The official entertainment expenditure of the Chief Executive in the past 3 years is set out below:

2010-11	\$366,458
2011-12	\$333,161
April - June 2012	\$49,412
July 2012 - February 2013 (The incumbent Chief Executive)	\$290,506

With effect from July 1997, the Chief Executive also receives a monthly non-accountable entertainment allowance for meeting expenses on official entertainment at his official residence. The current rate of this allowance is \$64,025 per month.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (2) Executive Council

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

What is the honorarium of each non-official Member of the Executive Council (ExCo) under the Chief Executive's Office? Have any statistics been compiled on the number of withdrawals of non-official Members from discussions at ExCo meetings due to conflict of interest since the Honourable C Y Leung appointed the new ExCo membership? Please provide the attendance record of each ExCo Member as well.

Asked by: Hon. LEUNG Kwok-hung

Reply:

The rates of monthly honorarium payable to each Non-official Member of the Executive Council and the Convenor of the Non-official Members of the Executive Council are \$67,390 and \$107,910 respectively.

From July 2012 to February 2013, the Executive Council conducted 31 meetings in total, with 62 withdrawals of Members from discussions to avoid conflict of interest.

We cannot provide information on attendance record of individual Members of the Executive Council as we do not compile any such statistics.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO015

Question Serial No.

0704

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

There will be a net increase of 2 non-directorate permanent posts in 2013-14. What are the specific duties of these posts?

Asked by: Hon. TONG Ka-wah, Ronny

Reply:

The Chief Executive's Office plans to create 1 Senior Information Officer post and 1 Information Officer post in 2013-14 to meet its needs in news and public relations work.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO016

Question Serial No.

2378

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

The estimated 96 non-directorate posts as at 31 March 2013 will rise to 98 posts as at 31 March 2014. What are the duties of the 2 new posts?

Asked by: Hon. WONG Yuk-man

Reply:

The Chief Executive's Office plans to create 1 Senior Information Officer post and 1 Information Officer post in 2013-14 to meet its needs in news and public relations work.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Does co-ordinating the Government's public relations strategy by the Chief Executive's Office include participating in discussions and responding to criticisms against the Government in an unofficial capacity on online platforms such as social networking websites and online discussion forums?

Asked by: Hon. WONG Yuk-man

Reply:

The Chief Executive's Office does not participate in discussions or respond to criticisms against the Government in any unofficial capacity on online platforms.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO018

Question Serial No.

2380

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (2) Executive Council

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

How will the Executive Council Secretariat provide support for Members of the Executive Council to help them avoid making statements that are factually incorrect, slanderous or defamatory, and will tarnish the image of the Government?

Asked by: Hon. WONG Yuk-man

Reply:

The Executive Council (ExCo) is an organ for assisting the Chief Executive in policy-making. The ExCo Secretariat provides administrative support to ExCo to ensure its smooth operation. This includes strict implementation of the system of declaration of interest to ensure that ExCo Members are fair, disinterested, impartial and unbiased in giving advice to the Chief Executive. Provided that ExCo Members uphold the principles of confidentiality and collective responsibility, they have a right to express their personal opinions like other members of the public. They are responsible for the personal opinions that they express.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO019

Question Serial No.

2404

Head: 21 Chief Executive's Office

Subhead (No. & title): 000 Operational Expenses

Programme: (2) Executive Council

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

The Executive Council is now processing the free television licence applications of Hong Kong Television Network Limited, Fantastic Television Limited and Hong Kong Television Entertainment Company Limited. What is the work plan for this year in this regard? Will the process be completed this year (i.e. 2013-14)?

Asked by: Hon. WONG Yuk-man

Reply:

Since the agenda and proceedings of the Executive Council are confidential, we cannot provide the information requested.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

How many phone calls did the Chief Executive make to offices set up by the Central People's Government in Hong Kong, state ministries and commissions and departments of municipal governments in each of the past 3 years (2010-11, 2011-12, 2012-13), and what were the long-distance call charges involved?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

We have not compiled any statistics on the number of phone calls made by the Chief Executive or the Chief Executive's Office to individuals and organisations or on the long-distance call charges involved. Apart from flat monthly charges, the Office's expenditure on phone calls (including long-distance calls, roaming calls and data transmission) in the past 3 years is set out below:

2010-11	\$142,695
2011-12	\$141,651
2012-13	\$62,027 (up to February 2013)

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO021

Question Serial No.

3388

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

What are the details of expenditure incurred by the Chief Executive's Office since 1 July 2012 in dealing with the activities of the wife of the Chief Executive, including the date and nature of and total expenditure on each activity? Were there any activities organised by commercial organisations? If yes, please give details.

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

The Chief Executive's Office does not have any dedicated manpower for assisting the wife of the Chief Executive with her official activities. The Office deploys 1 Assistant Social Secretary, 1 Assistant Clerical Officer and 1 Personal Chauffeur to provide support to the wife of the Chief Executive in addition to performing other duties.

The wife of the Chief Executive has not attended any activity of a commercial nature in her official capacity.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

What was the expenditure of the Chief Executive-elect's Office on the selection of Under Secretaries and Political Assistants in the open recruitment exercise after the Chief Executive election last year? Will provision be made for recruiting Under Secretaries or Political Assistants again in 2013-14?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

The Chief Executive-elect's Office and the Chief Executive's Office used their existing resources and manpower to recruit Under Secretaries and Political Assistants for the fourth-term HKSAR Government. The Chief Executive's Office has not made any provision for recruiting Under Secretaries or Political Assistants in 2013-14.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO023

Question Serial No.

3390

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Please give the following information in tabular form: What alteration or renovation works have been carried out at Government House since July last year to meet the requirements of the new Chief Executive and his wife? What is the expenditure involved?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

Government House is a historic building over 150 years old. To preserve this building properly, scheduled maintenance and refurbishment works were carried out from July to December 2012, including full-scale replacement of roof tiles to stop water seepage from the rooftop. The cost of the works was about \$9.95 m. In addition, interior renovation and improvement works were carried out at the building to meet the requirements of the incumbent Chief Executive and his family. These include altering partitions, refurbishing existing rooms and replacing and upgrading building services (e.g. electrical installations, air conditioning and ventilation facilities, fire and security equipment, water supply and drainage facilities). The cost of the works was about \$4.9 m.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO024

Question Serial No.

3391

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (2) Executive Council

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

After assuming office, the Chief Executive stated that the new-term Executive Council would extend its meetings to the afternoon and shorten its summer break. What is the additional expenditure involved in this arrangement?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

The manpower involved in extending the meetings of the Executive Council and shortening its summer break is absorbed by the Executive Council Secretariat with existing resources.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Regarding the post of Special Assistant in the Chief Executive's Office, would the Administration inform this Committee of the following:

- (a) What is the public expenditure involved for 2013-14?
- (b) Has the performance of the post holder been reviewed this year? What are the details? Will the salary of the post holder be adjusted according to his/her performance?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

For budget purpose, the Chief Executive's Office has reserved \$1.063 m for the remuneration of the Special Assistant for 2013-14. The post is now vacant.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

How often has the new Chief Executive used his country residence at Fanling since he took office in July last year? What is the expenditure involved in managing the residence?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

While the Chief Executive's official functions are held mainly at Government House or the Chief Executive's Office building, the Chief Executive may also receive guests at Fanling Lodge where appropriate. As at February 2013, the incumbent Chief Executive has held 3 official functions at Fanling Lodge. We do not keep any record on private activities conducted by the Chief Executive at Fanling Lodge. The total management expenses for Fanling Lodge for the period from July 2012 to February 2013 is about \$420,000.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

- (a) What is the expenditure on social engagements of the Chief Executive and his wife since July last year?
- (b) What is the estimated expenditure of the Chief Executive's Office on public relations activities and publicity using the new media in 2013-14?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

- (a) The expenditure on official entertainment of the Chief Executive and his wife from July 2012 to February 2013 is \$290,506. In addition, the Chief Executive receives a non-accountable entertainment allowance at a monthly rate of \$64,025 for meeting expenses on official entertainment at his official residence.
- (b) At present, the Chief Executive's Office has no plan to conduct public relations activities and publicity using the new media.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Would the Administration inform this Committee of the following:

- (a) Details of duty visits by the Chief Executive since he took office in July last year (including the purposes, destinations, dates and numbers of entourage members) and the expenditure involved (including passage expenses of the Chief Executive and his entourage);
- (b) Details of the Chief Executive's duty visits in 2013-14 and the estimated expenditure?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

(a) Details of duty visits made by the Chief Executive between 1 July 2012 and 28 February 2013 are set out at Annex.

(b) For duty visits in 2013-14, the Chief Executive has already planned to attend the Boao Forum for Asia Annual Conference to be held in April 2013. We cannot provide details of other visits to be made in that financial year since they are still under planning. For budget purpose, we have reserved \$1.3 m to meet related expenses that may be incurred in 2013-14.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

Duty visits of the Chief Executive (1 July 2012 – 28 February 2013)

Date	Place of visit	Size of entourage	Expenses* (\$)	Purpose of visit
14 September 2012	Guangzhou	3	1,520	To attend the Fifteenth Plenary of Hong Kong/Guangdong Co-operation Joint Conference.
30 November – 1 December 2012	Sanya	4	38,419	To attend the Eighth Pan-Pearl River Delta Regional Co-operation and Development Forum and Trade Fair.
7 December 2012	Guangzhou	2	1,260	To attend the Hong Kong-Pearl River Delta Industrial & Commercial Circle Goodwill Gathering 2012.
20 – 22 December 2012	Beijing	4	64,938	To make annual work report, and to call on various ministries of the Central People's Government.
6 February 2013	Guangzhou and Shenzhen	4	1,150	To call on key leaders of the Guangdong Provincial Government and the Shenzhen Municipal Government.

* Expenses include charges for accommodation and passage, subsistence allowance for duty outside Hong Kong and sundry expenses (if applicable), but exclude sponsorship (if any).

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO029

Question Serial No.

4196

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

The Chief Executive has been away from Hong Kong on vacation several times since July 2012 (including in August and December 2012 and February 2013). Regarding the benefits of the Chief Executive, please inform this Committee of the following:

- (a) What are the details of leave taken by the Chief Executive since he took office?
- (b) How many days of paid leave per year is the Chief Executive entitled to?
- (c) Was there any public money involved in the Chief Executive's going on vacation outside Hong Kong since he took office? If yes, what was the expenditure involved?
- (d) How many days of leave did the two former Chief Executives take during each term of office?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

The Chief Executive is entitled to 22 working days of vacation leave each year. Between 1 July 2012 and 28 February 2013, the incumbent Chief Executive took 9 days of leave in total. Personal expenses incurred by the Chief Executive on vacation outside Hong Kong are not paid with public money.

Former Chief Executive Mr TUNG Chee-hwa took 59.5 days of leave during his term of office of about 8 years. Former Chief Executive Mr Donald TSANG took 89.5 days of leave during his term of office of about 7 years.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO030

Question Serial No.

4697

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (2) Executive Council

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Please set out the monthly honorarium and allowance of each non-official Member of the Executive Council. What is the total annual expenditure on these honoraria and allowances?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

The rates of monthly honorarium payable to each Non-official Member of the Executive Council and the Convenor of Non-official Members of the Executive Council are \$67,390 and \$107,910 respectively. They receive no other allowance. The total estimated expenditure on their honoraria is \$13.425 m for 2013-14.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Reply Serial No.

CEO031

Question Serial No.

4890

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

What is the estimated expenditure on the salaries, allowances and benefits of the Chief Executive for 2013-14?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

The estimated expenditures on the salaries and non-accountable entertainment allowance of the Chief Executive for 2013-14 are \$4,222,560 and \$799,800 respectively. The Chief Executive is also entitled to medical and dental benefits, but we do not have expenditure breakdowns on these benefits.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Are there any officers in the Chief Executive's Office dedicated to dealing with matters concerning social networking websites and new media for the Chief Executive? If yes, what are the ranks, duties and salaries of these officers? What is the estimated expenditure involved for 2013-14?

Asked by: Hon. CHAN Ka-lok, Kenneth

Reply:

At present, the Chief Executive's Office does not have any dedicated manpower for dealing with matters concerning social networking websites and new media.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

- (a) How many public offices does the wife of the Chief Executive hold? Please list them one by one.
- (b) Please list the resources required by the Chief Executive's Office to support the wife of the Chief Executive in performing her official duties, including the number of support staff and their ranks.
- (c) Does the wife of the Chief Executive have the authority to use the resources of the Chief Executive's Office to deal with unofficial matters?

Asked by: Hon. HO Sau-lan, Cyd

Reply:

- (a) The public offices held by the wife of the Chief Executive as at February 2013 are set out at Annex.
- (b) The Chief Executive's Office does not have any dedicated manpower for assisting the wife of the Chief Executive with her official activities. The Office deploys 1 Assistant Social Secretary, 1 Assistant Clerical Officer and 1 Personal Chauffeur to provide support to the wife of the Chief Executive in addition to performing other duties.
- (c) The wife of the Chief Executive may use the car and chauffeur provided by the Chief Executive's Office for official and private purposes. Apart from that, she does not draw on the Office's resources for unofficial activities.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

Organisation	Position
1. Against Child Abuse Ltd.	Patron
2. Arts with the Disabled Association Hong Kong	Patron
3. Care for Your Heart	Honorary Patron
4. Caritas Fund Raising Committee	Patron
5. Ebenezer School and Home for The Visually Impaired	Patron
6. Food for Good Limited	Honorary Patron
7. Green Power	Honorary Patron
8. Harmony House Ltd.	Patron
9. Heep Hong Society	Patron
10. Helping Hand	Patron
11. Hok Yau Club	Honorary Patron
12. Hong Chi Association	Patron
13. Hong Kong Alzheimer's Disease Association	Patron
14. Hong Kong Ballet	Honorary Patron
15. Hong Kong Breast Cancer Foundation	Honorary Patron
16. Hong Kong Cheshire Home Foundation	Patron
17. Hong Kong Childhealth Foundation	Patron
18. Hong Kong Dance Company	Patron
19. Hong Kong Federation of Handicapped Youth	Honorary Patron
20. Hong Kong Federation of Women	Honorary Patron
21. Hong Kong Federation of Women Lawyers	Patron
22. Hong Kong & Kowloon Kaifong Women's Association Ltd.	Honorary President
23. Hong Kong Oratorio Society	Honorary Patron
24. Hong Kong PHAB Association	Patron
25. Hong Kong Special Olympics	Patron
26. Hong Kong Sports Association for the Mentally Handicapped	Patron
27. Hong Kong Student Aid Society	Patron
28. Hong Kong Women Development Association Limited	Honorary Patron
29. Hong Kong Young Women's Christian Association	Patron
30. International Social Service Hong Kong Branch	Patron
31. Lions Kidney Educational Centre and Research Foundation	Honorary Patron
32. Make-A-Wish Hong Kong	Patron
33. Mother's Choice	Patron
34. Red Ribbon Centre	Patron
35. Operation Santa Claus	Honorary Patron
36. SAHK (The Spastics Association of Hong Kong)	Patron
37. Shell/Island JC Scholarship for the Disabled	Honorary Patron
38. Social Welfare Department "Volunteer Movement"	Volunteer-in-Chief
39. Society for the Prevention of Cruelty to Animals (HK)	Patron
40. Society for the Promotion of Hospice Care	Patron
41. South China Athletic Association (Women Section)	Honorary Advisor
42. St. James' Settlement	Honorary Patron
43. The Community Chest	President
44. The Family Planning Association of Hong Kong	Honorary President
45. The Friends of The Hong Kong Museum of Art	Honorary Patron
46. The Helena May	Patron
47. The Hong Kong Association of Private Eye Surgeons	Honorary Patron
48. The Hong Kong Ballet Group	Honorary Patron
49. The Hong Kong Chinese Women's Club	Patron
50. The Hong Kong Down Syndrome Association	Patron

Organisation	Position
51. The Hong Kong Girl Guides Association	President
52. The Hong Kong Paediatric Society	Patron
53. The Hong Kong Society for the Aged	President
54. The Hospital Authority Charitable Foundation	Honorary Patron
55. The Neighbourhood Advice-Action Council	Patron
56. The Samaritans	Patron
57. The Samaritans Befrienders Hong Kong	Patron
58. The Society of the Academy for Performing Arts	Honorary Patron
59. Treats	Patron
60. Watchdog Early Education Centre	Patron
61. Women's Welfare Club Western District Hong Kong	Honorary Patron
62. Youth Outreach	Patron
63. Zonta Clubs in Hong Kong, Zonta International District 17	Patron

(In alphabetical order)

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Would the Administration provide the estimated personal emoluments of the Chief Executive, including salaries, allowances and job-related allowances, for 2010-11, 2011-12, 2012-13 and 2013-14? What are their percentages in the operational expenses of the Chief Executive's Office?

Asked by: Hon. KWOK Ka-ki

Reply:

The expenditure on the Chief Executive's emoluments (including salaries and non-accountable entertainment allowance) and its percentage in the total expenditure of the Chief Executive's Office (Head 21) for each financial year since 2010-11 are set out below:

	<u>Expenditure</u>	<u>Percentage in Total Expenditure</u>
2010-11	\$4,990,860	6.1%
2011-12	\$4,990,860	5.5%
2012-13	\$4,990,860	5.4%
2013-14	\$5,022,360 (Estimate)	5.3%

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

Under this programme, please provide the following information in detail for the past 10 years (2003-04 to 2012-13):

- 1) The establishment and related expenditure of the Chief Executive's Office building and the Chief Executive's Office;
- 2) The management expenses, numbers of management staff, establishment and related expenditure of Government House and Fanling Lodge; and
- 3) The utilisation rate of Fanling Lodge.

Asked by: Hon. TIEN Puk-sun, Michael

Reply:

- (1) The establishment and expenditure of the Chief Executive's Office on personal emoluments, including salaries, allowances and job-related allowances, in the past 10 years are set out below:

<u>Year</u>	<u>No. of posts (As at 31 March)</u>	<u>Expenditure (\$ m)</u>
2003-04	102	39.13
2004-05	96	39.76
2005-06	96	36.45
2006-07	97	38.91
2007-08	97	42.68
2008-09	97	46.11
2009-10	100	47.03
2010-11	100	45.95
2011-12	101	49.23
2012-13	101	51.53 (Revised estimate)

Upon the completion of the Chief Executive's Office building in August 2011, all except domestic staff of the Office moved to the new building.

(2) Some 20 domestic staff and 1 Housekeeper of the Chief Executive's Office work at Government House and Fanling Lodge to provide hospitality services in official functions held by the Chief Executive, as well as domestic services required. The management expenses for Government House and Fanling Lodge in the past 10 years are set out below:

<u>Year</u>	<u>Management expenses for Government House</u> (\$ m)	<u>Management expenses for Fanling Lodge</u> (\$ m)
2003-04	3.82	0.47
2004-05	3.82	0.47
2005-06	3.96	0.46
2006-07	4.67	0.47
2007-08	5.33	0.50
2008-09	5.31	0.51
2009-10	5.42	0.51
2010-11	5.49	0.53
2011-12	5.52	0.57
2012-13	5.77	0.60 (Revised estimate)

(3) The numbers of official activities held by the Chief Executive at Fanling Lodge are set out below:

<u>Year</u>	<u>No. of official activities</u>
2003-04	0
2004-05	1
2005-06	0
2006-07	1
2007-08	3
2008-09	1
2009-10	3
2010-11	3
2011-12	1
April - June 2012	1
July 2012 - February 2013 (Incumbent Chief Executive)	3

We do not keep any record on private activities conducted by the Chief Executive at Fanling Lodge.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

**CONTROLLING OFFICER'S REPLY TO
INITIAL WRITTEN QUESTION**

CEO036

Question Serial No.

4924

Head: 21 Chief Executive's Office

Subhead (No. & title):

Programme: (1) Chief Executive's Office

Controlling Officer: Permanent Secretary, Chief Executive's Office

Director of Bureau: Director of the Chief Executive's Office

Question:

What is the expenditure on social engagements and duty visits of the Chief Executive and his wife since he took office on 1 July last year? Please give details of each engagement and duty visit and the expenditure involved.

What is the estimated expenditure on social engagements of the Chief Executive and his wife for 2013-14?

Asked by: Hon. TIEN Puk-sun, Michael

Reply:

The expenditure on official entertainment of the Chief Executive and his wife from July 2012 to February 2013 is \$290,506. The expenditure was spent on receiving visitors to Hong Kong and entertaining people from various sectors of the local community, including Members of the Legislative Council, representatives of business and industrial associations, professionals and media representatives. In addition, the Chief Executive receives a non-accountable entertainment allowance at a monthly rate of \$64,025 for meeting expenses on official entertainment at his official residence. Details of duty visits made by the Chief Executive during the said period are set out at Annex. The Chief Executive was not accompanied by his wife in any of these visits.

For 2013-14, the estimated expenditure on official entertainment of the Chief Executive and his wife is \$650,000, and that on the non-accountable entertainment allowance for the Chief Executive is \$799,800.

Name in block letters: Ms Alice LAU

Post Title: Permanent Secretary, Chief Executive's Office

Date: 5 April 2013

Duty visits of the Chief Executive (1 July 2012 – 28 February 2013)

Date	Place of visit	Size of entourage	Expenses* (\$)	Purpose of visit
14 September 2012	Guangzhou	3	1,520	To attend the Fifteenth Plenary of Hong Kong/Guangdong Co-operation Joint Conference.
30 November – 1 December 2012	Sanya	4	38,419	To attend the Eighth Pan-Pearl River Delta Regional Co-operation and Development Forum and Trade Fair.
7 December 2012	Guangzhou	2	1,260	To attend the Hong Kong-Pearl River Delta Industrial & Commercial Circle Goodwill Gathering 2012.
20 – 22 December 2012	Beijing	4	64,938	To make annual work report, and to call on various ministries of the Central People's Government.
6 February 2013	Guangzhou and Shenzhen	4	1,150	To call on key leaders of the Guangdong Provincial Government and the Shenzhen Municipal Government.

* Expenses include charges for accommodation and passage, subsistence allowance for duty outside Hong Kong and sundry expenses (if applicable), but exclude sponsorship (if any).