

## Index page

### Replies to initial written questions raised by Finance Committee Members in examining the Estimates of Expenditure 2018-19

Controlling Officer: Secretary General, Legislative Council Secretariat

Session No. : 3

File Name : LC-1-e1.doc

Reply Serial No.	Question Serial No.	Name of Member	Head	Programme
<a href="#">LC001</a>	3629	CHAN Chi-chuen	112	(2) Council Business Services
<a href="#">LC002</a>	3632	CHAN Chi-chuen	112	(5) Library and Archives Services
<a href="#">LC003</a>	3662	CHAN Chi-chuen	112	(-) Not Specified
<a href="#">LC004</a>	3665	CHAN Chi-chuen	112	(6) Corporate Liaison and Education and Visitor Services
<a href="#">LC005</a>	5115	CHAN Tanya	112	(2) Council Business Services
<a href="#">LC006</a>	5116	CHAN Tanya	112	(3) Legal Service
<a href="#">LC007</a>	3964	CHEUNG Chiu-hung, Fernando	112	(2) Council Business Services
<a href="#">LC008</a>	5113	CHU Hoi-dick	112	(3) Legal Service
<a href="#">LC009</a>	2922	HO Kai-ming	112	(2) Council Business Services
<a href="#">LC010</a>	3222	HUI Chi-fung	112	(-) Not Specified
<a href="#">LC011</a>	5110	HUI Chi-fung	112	(2) Council Business Services
<a href="#">LC012</a>	6316	IP Kin-yuen	112	(2) Council Business Services
<a href="#">LC013</a>	6326	KWOK Ka-ki	112	(1) Members' Offices and Remuneration
<a href="#">LC014</a>	2020	LEE Wai-king, Starry	112	(3) Legal Service
<a href="#">LC015</a>	2021	LEE Wai-king, Starry	112	(2) Council Business Services
<a href="#">LC016</a>	2022	LEE Wai-king, Starry	112	(2) Council Business Services
<a href="#">LC017</a>	2023	LEE Wai-king, Starry	112	(3) Legal Service
<a href="#">LC018</a>	2024	LEE Wai-king, Starry	112	(2) Council Business Services

<a href="#">LC019</a>	4177	LEUNG Yiu-chung	112	(2) Council Business Services
<a href="#">LC020</a>	1861	LIAO Cheung-kong, Martin	112	(2) Council Business Services
<a href="#">LC021</a>	1862	LIAO Cheung-kong, Martin	112	(2) Council Business Services
<a href="#">LC022</a>	1863	LIAO Cheung-kong, Martin	112	(2) Council Business Services
<a href="#">LC023</a>	0436	LUK Chung-hung	112	(2) Council Business Services
<a href="#">LC024</a>	3121	LUK Chung-hung	112	(2) Council Business Services
<a href="#">LC025</a>	6328	MOK Charles Peter	112	(2) Council Business Services
<a href="#">LC026</a>	6329	TAM Man-ho, Jeremy	112	(1) Members' Offices and Remuneration
<a href="#">LC027</a>	3065	WAN Siu-kin, Andrew	112	(2) Council Business Services
<a href="#">LC028</a>	3144	WONG Ting-kwong	112	(2) Council Business Services
<a href="#">LC029</a>	3278	WONG Ting-kwong	112	(2) Council Business Services
<a href="#">LC030</a>	3506	WONG Ting-kwong	112	(6) Corporate Liaison and Education and Visitor Services

**CONTROLLING OFFICER'S REPLY****LC001****(Question Serial No. 3629)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (2) Council Business ServicesControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

Please provide the total paper consumption in the Legislative Council ("LegCo") Secretariat for printing documents for various meetings of LegCo in each of the past 3 years. Has the LegCo Secretariat adopted any measures to economize on the use of paper? If yes, what are the details?

Asked by: Hon CHAN Chi-chuen (Member Question No. (LegCo use): 68)Reply:

The annual consumption of paper by the Legislative Council ("LegCo") Secretariat ("the Secretariat") for printing documents for meetings of the Council and its committees, as well as other documents and circulars issued by the Secretariat in the past 3 years was as follows:

	Amount of paper used for printing meeting documents (ream)
2015-16	9 715
2016-17	9 475
2017-18 (as at 28.2.2018)	7 715

2. The Secretariat is committed to conducting all its activities and operations in an environmentally responsible manner. To reduce paper consumption, the Secretariat has adopted various measures including minimizing print copy of documents, printing on both sides of paper, communicating by electronic mail, and issuing softcopy of documents only to Members, Secretariat staff and Legislative Council Complex users as far as practicable.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC002**

**(Question Serial No. 3632)**

Head: (112) Legislative Council Commission

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

Programme: (5) Library and Archives Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please provide the following information:

1. Among the users of the Legislative Council ("LegCo") Library in each of the past 3 years, what were the respective numbers and percentages of them who were Members' assistants, Secretariat staff, public officers and members of the public?
2. What were the top 10 most borrowed books/publications in each of the past 3 years?
3. What was the number of late return of books in each of the past 3 years? What was the longest overdue period?
4. Does the LegCo Library currently have a way of dealing with cases of late return of books? If yes, what are the details?

Asked by: Hon CHAN Chi-chuen (Member Question No. (LegCo use): 71)

Reply:

The information requested is set out in the tables below\*:

**Table 1 – Number of users of the Legislative Council ("LegCo") Library from 2015-16 to 2017-18**

Type of users	Number of users		
	2015-16	2016-17	2017-18 (up to Feb 2018)
Members	42 (0.46%)	59 (0.63%)	54 (0.41%)
Members' assistants	1 411 (15.51%)	1 310 (14.03%)	1 189 (9.13%)
Secretariat staff	3 137 (34.49%)	3 256 (34.86%)	3 478 (26.71%)
Public officers	7 (0.08%)	3 (0.03%)	0 (0%)
Members of the public	4 499 (49.46%)	4 712 (50.45%)	8 301 (63.75%)
<b>Total</b>	9 096 (100%)	9 340 (100%)	13 022 (100%)

**Table 2 - The top 10 most borrowed books/publications of the LegCo Library in 2015-16**

No.	Title	Number of times on loan
1	Report of the Select Committee on Kwun Lung Lau landslip and related issues	175
2	Report of the Select Committee to Inquire into the Handling of the Severe Acute Respiratory Syndrome Outbreak by the Government and the Hospital Authority	86
3	調查政府與醫院管理局對嚴重急性呼吸系統綜合症爆發的處理手法專責委員會報告	41
4	公營房屋建築問題專責委員會：第一份報告及文件	38
5	公營房屋建築問題專責委員會：第二份報告	36
6	由立法局保安事務委員會撰寫的研究廉政公署前高級助理處長徐家傑先生遭解僱一事的有關情況	35
7	House of Representatives practice by the House of Representatives, Parliament of Australia	25
8	由莫泰基撰寫的香港減貧政策探索：社會發展的構思	20
9	OMELCO annual report 1985/1986	17
10	Annual report of the UMELCO Office 1979/1980	17

**Table 3 - The top 10 most borrowed books/publications of the LegCo Library in 2016-17**

No.	Title	Number of times on loan
1	Erskine May's treatise on the law, privileges, proceedings, and usage of Parliament by Thomas Erskine May	209
2	Report of the Select Committee on Legislative Council Elections	163
3	Report of the Legislative Council Select Committee to Inquire into the Circumstances Leading to the Problems Surrounding the Commencement of the Operation of the New Hong Kong International Airport at Chek Lap Kok since 6 July 1998 and Related Issues	147
4	Legislative Council annual report 1993/1994	36
5	Annual report of the UMELCO Office 1984/1985	35
6	Legislative Council annual report 1992/1993	33
7	OMELCO annual report 1990/1991	32
8	OMELCO annual report 1991/1992	30
9	Annual report of the UMELCO Office 1983/1984	30
10	OMELCO annual report 1986/1987	29

**Table 4 - The top 10 most borrowed books/publications of the LegCo Library in 2017-18 (up to February 2018)**

No.	Title	Number of times on loan
1	Report of the Select Committee to Inquire into the Circumstances Surrounding the Departure of Mr. Leung Ming-yin from the Government and Related Issues	47
2	由葉天生編寫的香港選舉資料匯編：1996年-2000年	35
3	OMELCO annual report 1988/1989	32
4	OMELCO annual report 1989/1990	31
5	Hong Kong's new constitutional order : the resumption of Chinese sovereignty and the Basic Law by Yash Ghai	31
6	Annual report of the UMELCO Office 1973/1974	26
7	由葉天生編寫的香港選舉資料匯編：2001年-2004年	24
8	Erskine May's treatise on the law, privileges, proceedings, and usage of Parliament by Thomas Erskine May	24
9	OMELCO annual report 1985/1986	22
10	Hong Kong yearbook 1974	21



**Table 5 – Number of overdue items from 2015-16 to 2017-18**

<b>Year</b>	<b>No. of overdue items</b>
2015-16	309
2016-17	271
2017-18 (up to February 2018)	297

Between 2015-16 and 2017-18, the longest overdue item was returned 81 days late.

2. Eligible users may borrow up to 50 items in the LegCo Library for a loan period of one month, and may renew for three times. Overdue notices will be issued in accordance with the following schedule:

<b>Overdue notice</b>	<b>Item overdue for</b>
1 <sup>st</sup>	7 days
2 <sup>nd</sup>	14 days
3 <sup>rd</sup>	21 days
4 <sup>th</sup>	33 days

3. If a borrower fails to return overdue items to the Library within seven days after the issuance of the fourth overdue notice, all his borrowing rights, including loans and renewals, will be suspended. Borrowing rights will be resumed after the overdue items have been returned to the Library.

\* In this reply, the reference years are financial years.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC003**

**(Question Serial No. 3662)**

Head: (112) Legislative Council Commission

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

Programme: (-) Not Specified

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please provide the following information:

- (1) What are the number and magnitude of increases in food prices of the Legislative Council ("LegCo") Cafeteria in the past 3 years? Are there any clauses in the contract with the contractor which restrict the magnitude and number of price increases of the Cafeteria?
- (2) In what ways does LegCo handle the price increase applications of the LegCo Cafeteria? Has it sought the views of Member's assistants, LegCo staff and customers before considering such applications?
- (3) How many complaints were received from customers against the LegCo Cafeteria in the past 3 years and what was the content of the complaints? Are there any clauses in the contract with the contractor which stipulate the ways in which the LegCo Cafeteria should follow up customer complaints?

Asked by: Hon CHAN Chi-chuen (Member Question No. (LegCo use): 154)

Reply:

Since the commencement of the operation of the Legislative Council ("LegCo") Cafeteria in January 2012, the prices of the food items/meal sets provided in the Cafeteria had been increased in 2015, 2016 (when the Cafeteria operator was re-granted a permit to operate the Cafeteria for four years following an open tender exercise) and 2018. During each price adjustment, the price increase ranged from \$1 to \$3, while the prices of some food items remained unchanged.

2. Under the Permit Agreement between The Legislative Council Commission ("the Commission") and the operator of the Cafeteria, all menus and list of charges must be submitted for the approval of the Commission and cannot be altered without its prior approval. The price increase applications were considered by the Commission in accordance with the provision of the Permit Agreement. In considering the operator's applications, the Commission took into account various factors, including changes in the Composite Consumer Price Index, food costs and wages in the catering industry with reference to government statistics, and the prices of food items provided by the fast food restaurants in the vicinity of the LegCo Complex, etc.

3. The LegCo Secretariat ("the Secretariat") and the operator of the Cafeteria have received suggestions and comments on the food and services of the Cafeteria from time to time. The comments cover issues such as increasing the food portion, the variety of vegetarian dishes and supply of popular food items, reducing the prices, etc. There is no provision in the Permit Agreement which stipulates the ways for following up customer complaints and suggestions. The suggestions and comments received by the Secretariat will be forwarded to the operator for consideration.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC004**

**(Question Serial No. 3665)**

Head: (112) Legislative Council Commission

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

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

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please provide the following information:

- (1) What were the number of staff, various expenses and income of the Legislative Council ("LegCo") Souvenir Kiosk in each of the past 3 years?
- (2) What were the top 5 souvenir items with the highest sales and the quantity of these souvenir items sold in each of the past 3 years?
- (3) Given that the LegCo has passed the amendments to the Rules of Procedure, how many copies of the old version of the Rules of Procedure are left unsold in the Souvenir Kiosk? How will they be handled?

Asked by: Hon CHAN Chi-chuen (Member Question No. (LegCo use): 157)

Reply:

The number of staff, expenses and income of the Legislative Council ("LegCo") Souvenir Shop/Kiosk<sup>1</sup> in each of the past 3 financial years are as follows:

Financial year	Mode of operation	No. of staff of the Shop/Kiosk	(HK\$)	
			Expenses <sup>2</sup>	Income
2015-16	Souvenir Shop	2	834,032	596,932
2016-17			860,882	490,951
2017-18 (up to 28 February 2018)	Souvenir Shop (from 1 April to 12 June 2017)	Nil <sup>3</sup>	415,954	399,912
	Souvenir Kiosk (since 13 June 2017)			

2. The top 5 souvenir items with the highest sales and the quantity sold in each of the past 3 financial years are as follows:

Financial year	Top 5 souvenir items with the highest sales (quantity sold)				
	1	2	3	4	5
2015-16	LegCo Chamber magnet (1 599)	LegCo Complex keychain (1 475)	Metal bookmark (1 419)	LegCo Complex pin (1 321)	Reusable shopping bag (708)
2016-17	Metal bookmark (1 667)	LegCo Complex pin (1 257)	LegCo Chamber magnet (1 183)	LegCo Complex keychain (1 045)	Checkered metal roller pen (400)
2017-18 (up to 28 February 2018)	Metal bookmark (1 652)	LegCo Complex keychain (997)	LegCo Complex pin (856)	Metallic finish metal roller pen (595)	Reusable shopping bag (430)

3. Copies of the previous version of the Rules of Procedure have been sold out.

- End -

<sup>1</sup> The LegCo Souvenir Shop was originally located next to the LegCo Cafeteria. Since 13 June 2017, the Shop has been relocated to the open space near the Tour Reception Counter ("TRC") in the Main Lobby of the Complex, operating as a Souvenir Kiosk.

<sup>2</sup> Expenses of the LegCo Souvenir Shop/Kiosk include staff cost, product development cost, credit card and Octopus commission charges, and other consumable items.

<sup>3</sup> It was no longer necessary to deploy a designated staff to man the Souvenir Kiosk as the reception staff at the TRC could provide sales services as necessary.

**CONTROLLING OFFICER'S REPLY**

**LC005**

**(Question Serial No. 5115)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the security arrangements of the Legislative Council ("LegCo") Complex, will The Legislative Council Commission inform this Committee of the following:

- i. What were the manpower and expenditure involved in the provision of security service for LegCo in the past 5 years? Please provide the number of security staff, the expenditure incurred for employing security staff, the cost for purchasing various security equipment and the repair and maintenance cost of such equipment.
- ii. Did LegCo employ any part-time security staff in the past 5 years? If yes, please provide the relevant details, including the employment periods, the number of staff and expenditure involved.

Asked by: Hon CHAN Tanya (Member Question No. (LegCo use): 270)

Reply:

The permanent establishment of security staff in the Legislative Council ("LegCo") Secretariat ("the Secretariat") and expenditures for the personal emolument of the staff in the past 5 years were as follows:

	Security staff establishment (as at 31 March of the year)	Expenditure for personal emolument (\$ million)
2013-14	92	28.816
2014-15	95	31.753
2015-16	95	35.729
2016-17	107	40.766
2017-18	107	43.204

2. The costs incurred in the procurement of major security equipment in the past 5 years were as follows:

	Item	Cost (\$)
2013-14	-	-
2014-15	-	-
2015-16	(a) About 100 L-shaped mills barriers to protect the glass curtain walls of the LegCo Complex (b) Replacement of 2 close-circuit television ("CCTV") cameras in the area under the drum of the LegCo Complex with recording function	(a) 462,000 (b) 52,000
2016-17	Enhancement of the Radio Communication System ("RCS")	238,000
2017-18	(a) Enhancement of RCS (b) Replacement of malfunctioned or poor-performing CCTV cameras (c) 1 X-ray machine and 3 metal detectors	(a) 1,002,000 (b) 784,000 (c) 591,000

3. The costs incurred in the maintenance of security equipment (including X-ray machines, metal detectors, and CCTV system) by the Electrical and Mechanical Services Trading Fund and other outsourced contractors in the past 5 years were as follows:

	Maintenance costs for security equipment (\$ million)
2013-14	0.772
2014-15	0.763
2015-16	1.069
2016-17	1.423
2017-18	1.295

4. Temporary security staff were engaged by the Secretariat on an one-off basis in June 2014, June 2015 and March 2016 to provide reinforcement to the Secretariat's own security staff when the LegCo Complex was under high security threat. The temporary security staff engaged in terms of man hours and the expenditure incurred were as follows:

	No. of man hours	Expenditure (\$)
June 2014	3 456	742,000
June 2015	1 064	161,000
March 2016	185	32,375

- End -



**CONTROLLING OFFICER'S REPLY**

**LC006**

**(Question Serial No. 5116)**

Head: (112) Legislative Council Commission

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

Programme: (3) Legal Service

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the legal service provided for the Legislative Council ("LegCo"), The Legislative Council Commission ("the Commission") and the Secretariat:

- i. What are the details regarding the provision of legal advice by outside legal professionals engaged by the Commission in the past 5 years? Please provide a summary of the legal issues for which outside legal service was engaged by the Commission, the months and years in which such service was engaged, the names and professional qualifications of the legal professionals concerned and the expenditure involved.
- ii. How many times have the aforesaid persons provided legal advice to the President of LegCo and the Chairman of the Commission since the commencement of the current LegCo term? What areas does the advice cover?

Asked by: Hon CHAN Tanya (Member Question No. (LegCo use): 271)

Reply:

In the 2013-14 legislative year, no external legal advice was sought. In the four subsequent legislative years, apart from in-house legal advice, external legal advice was sought and the expenditure incurred is set out below.

<b>Legislative year</b>	<b>Matters for external legal advice (excluding legal proceedings)</b>	<b>Number of counsel / legal firms involved</b>	<b>Expenditure \$</b>
2014-15	<b>Quorum requirement under Article 75 of the Basic Law</b>  Fees and expenses incurred in relation to briefing a London QC in advising on the quorum requirement under Article 75 of the Basic Law and related issues.	2	457,850
2015-16	<b>Legal issues arising from witness summonses served on the then Chairman and Deputy Chairman of The Legislative Council Commission ("the Commission")</b>  Fees and expenses incurred in relation to briefing a local Senior Counsel ("SC") and a local junior counsel in advising whether there were legitimate grounds for the issue of the witness summonses to the Chairman and Deputy Chairman of the Commission and whether they enjoyed privilege in immunity in relation to attendance as a witness in civil or criminal proceedings. The witness summons issued to the Deputy Chairman of the Commission was subsequently set aside by the trial magistrate.	3	261,500
2016-17	<b>Matters relating to the taking of the Legislative Council Oath</b>  Fees and expenses incurred in relation to briefing two local SC and two local junior counsel in advising on the validity of the Legislative Council ("LegCo") Oaths taken by certain LegCo members and related issues.	5	606,152

<b>Legislative year</b>	<b>Matters for external legal advice (excluding legal proceedings)</b>	<b>Number of counsel / legal firms involved</b>	<b>Expenditure \$</b>
2016-17	<b>Quorum requirement for LegCo and committee of the whole Council</b>  Fees and expenses incurred in relation to briefing a local SC and a local junior counsel in advising on the quorum requirement for LegCo and committee of the whole Council.	3	349,000
2016-17 and 2017-18	<b>Matters relating to recovery of remuneration and expenses paid to six disqualified LegCo members</b>  Fees and expenses incurred in relation to briefing one local SC and two local junior counsel in advising on the merits of the Commission's claim for repayment of remuneration and expenses paid to the six persons who were disqualified by the courts from holding their respective offices as LegCo members for declining to take the LegCo Oaths when duly requested to do so.	4	380,000

2. Since the commencement of the Sixth LegCo in 2016, the President of LegCo has obtained legal advice from two local SC on the taking of LegCo Oath and the quorum requirement for LegCo respectively. Advice was given to the Commission by a local junior counsel on matters relating to recovery of remuneration and operating expenses from Sixtus LEUNG Chung-hang and YAU Wai-ching. The Commission has also obtained legal advice from a local SC and a local junior counsel concerning recovery of remuneration and operating expenses from LEUNG Kwok-hung, YIU Chung-yim, LAU Siu-lai and Nathan LAW Kwun-chung.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC007**

**(Question Serial No. 3964)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the outsourced cleaning services for the Legislative Council ("LegCo") Complex, will the Secretariat inform this Committee of the following:

1. What is the overall turnover rate of outsourced cleaners since the commissioning of the LegCo Complex?
2. What are the details of the terms of employment for such cleaners currently, including their salaries, annual leave, working hours, etc.? Do they have paid meal breaks? How long are the intervals between meal breaks?
3. Are the outsourced contracts for cleaning services of LegCo awarded to bidders with the lowest prices? What are the details of the relevant marking scheme?
4. Has the LegCo Secretariat adopted any measures to gauge the views of such cleaners so as to evaluate the contractor's performance and check whether there has been any violation of the contract terms? If it has, what are the details of the relevant measures? If not, what are the reasons?
5. Does the LegCo Secretariat have any plans to abolish the practice of outsourcing its cleaning services and engage cleaners directly?

Asked by: Hon CHEUNG Chiu-hung, Fernando (Member Question No. (LegCo use): 4074)

Reply:

The existing contract for the provision of cleansing service in the Legislative Council ("LegCo") Complex covers a period of 36 months. The contract does not require the cleansing contractor to provide information on the turnover rate of its cleaners employed for the cleaning work for the LegCo Complex. The cleansing contractor has also advised that it has not compiled such information.

2. According to the service contract, the cleansing contractor is required to pay each cleaner/worker, during the service period, monthly wage in an amount not less than:

(a) the Average Monthly Salary for Cleaner (general) as promulgated in the latest Quarterly Report of Wage and Payroll Statistics published by the Census and Statistics Department; or

(b) statutory minimum wage plus paid rest days,

whichever is the higher. The contractor is also required to report to the LegCo Secretariat the result of each wage level review and make available documents and information for inspection by the LegCo Secretariat at any time.

3. Currently, the wage for the cleaners is \$35 per hour and they normally work eight hours per day. The cleaners are entitled to one paid rest day for every period of seven days, 12 paid statutory holidays, and seven days of annual leave increasing progressively to a maximum of 14 days according to their length of service.

4. In the open tender exercise for engaging the cleansing contractor, the tenderers were required to submit their technical proposals and fees proposals in two separate sealed envelopes to facilitate tender assessment. The technical proposals of the tender submissions were evaluated first. Further assessment of the fees proposals was conducted for those tenderers who had passed the technical assessment. The price score of the fees proposal carried a weighting of 60% as against a 40% weighting for the technical score of the technical proposal. The tender with the highest combined score was accepted.

5. The cleansing contractor is required to provide on a quarterly basis and upon request of the LegCo Secretariat details of the working hours, working days, payment of wages and record of contribution to the statutory provident fund schemes in respect of the cleaners employed for providing cleansing service for the LegCo Complex for inspection by the LegCo Secretariat. According to the information provided by the contractor and verified by the LegCo Secretariat, the wages for cleaners had been increased in the second and third quarters of 2017 in accordance with the results of the wage level reviews mentioned in paragraph 2 above.

6. The current contract for the provision of cleansing service in the LegCo Complex will expire in mid-September 2019. Before expiry of the current contract, the LegCo Secretariat will review the mode of service provision for the consideration of The Legislative Council Commission.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC008**

**(Question Serial No. 5113)**

Head: (112) Legislative Council Commission

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

Programme: (3) Legal Service

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please advise on the following:

(1) the specific items and related expenditure concerning all the litigations or legal advice sought in relation to the 6 Members (i.e. Sixtus LEUNG Chung-hang, YAU Wai-ching, LEUNG Kwok-hung, LAU Siu-lai, YIU Chung-yim and Nathan LAW Kwun-chung) in the Legislative Council oath-taking saga.

(2) the items and related expenditure concerning the litigations or legal advice sought in relation to the recovery of remuneration and operating expenses from the aforesaid 6 Members (i.e. Sixtus LEUNG Chung-hang, YAU Wai-ching, LEUNG Kwok-hung, LAU Siu-lai, YIU Chung-yim and Nathan LAW Kwun-chung).

Asked by: Hon CHU Hoi-dick (Member Question No. (LegCo use): 68)

Reply:

As at 28 February 2018, the expenditure incurred for instructing solicitors and counsel to respond to the various legal proceedings (including the relevant appeals) in relation to the validity of the Legislative Council ("LegCo") Oaths respectively taken by Sixtus LEUNG Chung-hang, YAU Wai-ching, LEUNG Kwok-hung, LAU Siu-lai, YIU Chung-yim and Nathan LAW Kwun-chung was about \$1.71 million in total. The expenditure incurred for seeking external legal advice relating to the validity of the LegCo Oaths taken by certain LegCo Members and related issues was about \$606,000 in total.

2. As at 28 February 2018, the expenditure incurred for instituting legal proceedings for the recovery of remuneration and advance of operating funds paid to Sixtus LEUNG Chung-hang and YAU Wai-ching was \$57,000. The relevant legal proceedings have not been concluded. No legal proceedings have been instituted for the recovery of remuneration, advance of operating funds and expenses paid to LEUNG Kwok-hung, LAU Siu-lai, YIU Chung-yim and Nathan LAW Kwun-chung. The expenditure incurred for seeking external legal advice on the recovery of remuneration, advance of operating funds and expenses from the above six persons was about \$380,000 in total.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC009**

**(Question Serial No. 2922)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the support services provided by the Secretariat under the Programme, would the Secretariat please advise on the following:

1. How many hours of Council meetings have been serviced in the 2015-16 and 2016-17 legislative years?
2. How many hours of committee meetings have been serviced in the 2015-16 and 2016-17 legislative years?
3. Has the number of staff increased or decreased last year? If yes, what is the increase or decrease in the number of staff and what are their job duties?
4. What was the number of extra hours worked by Secretariat staff for Council meetings or committee meetings in the last legislative year? Has the number of overtime hours decreased compared to the preceding year?

Asked by: Hon HO Kai-ming (Member Question No. (LegCo use): 9)

Reply:

In the 2015-16 and 2016-17 legislative years, the total numbers of hours of Council meetings serviced by the Legislative Council ("LegCo") Secretariat were around 559 hours and 407 hours respectively, while the total numbers of hours of committee (including subcommittee) meetings serviced were around 1 378 hours and 1 392 hours respectively.

2. In 2017-18, the Secretariat has created one permanent post of Senior Information Technology Officer to undertake management of the Televising System in the LegCo Complex.



3. In the 2016-17 legislative year, the total number of overtime hours worked by Secretariat staff directly or indirectly involved in servicing meetings of the Council and its committees was about 10 356 hours, with a decrease of about 6 908 hours as compared with the preceding year. This was mainly due to a decrease in the overtime hours worked by security staff in servicing Council/committees meetings.

- End -

**CONTROLLING OFFICER'S REPLY****LC010****(Question Serial No. 3222)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (-) Not SpecifiedControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

In relation to the operating costs of the Legislative Council ("LegCo")'s administrative and office supplies:

1. For the past 5 years, how much was spent each year on office supplies, and how much was spent on paper products alone? (Please specify the type of paper product)
2. Please also provide the figures for the amount of paper that the LegCo Secretariat ("the Secretariat") used each year for the past 5 years, and indicate the number of recycled paper used.
3. Does the Secretariat follow a recycling scheme/certain guidelines to minimize paper usage? If so, what are the details?

Asked by: Hon HUI Chi-fung (Member Question No. (LegCo use): 53)Reply:

The expenditures of the Legislative Council ("LegCo") Secretariat ("the Secretariat") on office supplies and paper products in the past 5 years were as follows:

	Expenditure (\$ million)	
	Office supplies (including paper products)	Paper products*
2013-14	2.11	0.47
2014-15	2.32	0.51
2015-16	1.54	0.41
2016-17	1.88	0.41
2017-18 (up to 28.2.2018)	1.16	0.29

2. The amount of paper consumed by the Secretariat in the past 5 years was as follows:

	Amount of paper consumed (ream)		
	Recycled paper	Environmentally friendly paper	Total
2013-14	21 511	277	21 788
2014-15	20 871	350	21 221
2015-16	17 113	225	17 338
2016-17	17 152	286	17 438
2017-18 (up to 28.2.2018)	14 660	166	14 826

3. The Secretariat is committed to conducting all its activities and operations in an environmentally responsible manner. To reduce paper consumption, the Secretariat has adopted various measures including minimizing print copy of documents, printing on both sides of paper, communicating by electronic mail, and issuing softcopy of documents only to Members, Secretariat staff and Legislative Council Complex users as far as practicable.

\* Paper products include photocopying paper, envelopes and letterheads.

- End -

**CONTROLLING OFFICER'S REPLY****LC011****(Question Serial No. 5110)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (2) Council Business ServicesControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

How much recyclables (paper, aluminium cans, plastic, glass, batteries etc.) were recovered and collected each year in the Legislative Council ("LegCo") for the past 5 years? Where were they sent to? How much did LegCo pay for this service?

How does LegCo encourage users to recycle in a clean and proper way, to prevent recyclables from ending up in landfills?

Asked by: Hon HUI Chi-fung (Member Question No. (LegCo use): 54)Reply:

The amount of recyclables collected in the Legislative Council ("LegCo") Complex in the past 5 years was as follows:

	Amount of recyclables collected in the LegCo Complex					
	Paper (kg)	Aluminum can (kg)	Plastics (kg)	Glass (kg)	Battery (piece)	Others (e.g. metal, wire) (kg)
2013-14	47 681	73	137	-	52	98
2014-15	59 674	26	32	-	106	179
2015-16	60 646	20	44	57	95	153
2016-17	68 249	25	22	25	79	308
2017-18 (up to 28.2.2018)	45 553	7	<1	<1	100	15

2. The recyclables other than confidential waste paper were collected and delivered to registered recyclers by the cleansing service contractor of The Legislative Council Commission ("the Commission") as required under the cleansing service contract at no extra cost. Confidential waste paper was collected and destructed by a designated contractor which paid the Commission (currently \$0.33/kg) for the waste.

3. The Secretariat regularly measures the quantity of waste disposal and recyclables generated in the LegCo Complex, tries its best to reduce waste, recycles the recyclables, and helps promote waste reduction. To enhance the awareness of LegCo Complex users on waste reduction, the Secretariat regularly issues to them tips on various environmental protection initiatives, including waste reduction at source and handling recyclables in a clean and proper way. Facilities for collecting recyclables are provided at various locations in the LegCo Complex.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC012**

**(Question Serial No. 6316)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Live broadcast of meetings of the Legislative Council ("LegCo") and its committees is currently provided on the LegCo website. However, the LegCo website is using Microsoft Silverlight for the live broadcast. Microsoft has announced that it will not release any update for Microsoft Silverlight and all the support services for it will be discontinued in 2021. Since many commonly used browsers, including Google Chrome, Firefox and Microsoft Edge, have already ended support for Microsoft Silverlight, members of the public can no longer watch live broadcast on the LegCo website through the aforesaid browsers.

In this connection, does the LegCo Secretariat have any plan to update the webcasting system of the LegCo website? If yes, please provide:

- (i) the platforms planned to be used (e.g. HTML5);
- (ii) the anticipated launch dates; and
- (iii) the estimated expenditure on the development of new systems.

If no, what are the reasons?

Asked by: Hon IP Kin-yuen (Member Question No. (LegCo use): 78)

Reply:

The Legislative Council Secretariat is currently revamping and upgrading the Webcast System with the latest web technologies including HTML5, etc. Microsoft Silverlight will no longer be used and the upgraded system will be able to support various web browsers, such as Google Chrome, Firefox, Microsoft Internet Explorer and Microsoft Edge. The revamp and upgrading exercise is funded by in-house resources and expected to be completed by the end of 2018.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC013**

**(Question Serial No. 6326)**

Head: (112) Legislative Council Commission

Subhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative Council

Programme: (1) Members' Offices and Remuneration

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

1. Please set out in a table the rates of increase in the salary (highest, lowest, average and median) of Members' assistants in the past 5 years.
2. Please set out in a table the salary (highest, lowest, average and median) of Members' assistants in the past 5 years.
3. Have the authorities considered establishing a salary scale for Members' assistants? If yes, please advise on the implementation timetable and the expenditure required. If no, what are the reasons?
4. Please set out the respective largest and smallest numbers of full-time and part-time assistants employed by Members returned by geographical and functional constituencies in the current term of the Legislative Council.

Asked by: Hon KWOK Ka-ki (Member Question No. (LegCo use): 289)

Reply:

According to the claims submitted by Members of the Fifth Legislative Council ("LegCo") and the Sixth LegCo, the salary of Members' full-time assistants in the past 5 years were as follows:

Legislative year	Salary of Members' assistants			
	Highest	Lowest	Average	Median
	\$	\$	\$	\$
2012-13	64,500	5,800	17,120	14,000
2013-14	67,700	6,032	17,469	14,000
2014-15	71,800	6,000	18,109	14,905
2015-16	71,800	6,000	19,512	16,000
2016-17	73,950	6,000	20,871	17,500

2. The rates of increase in the salary of Members' assistants were as follows:

Legislative year	Rates of increase in salary of Members' assistants			
	Highest	Lowest	Average	Median
	%	%	%	%
2013-14	66.7	1.4	9.1	7.7
2014-15	42.9	2	9.5	7.7
2015-16	50	1.9	9.7	7.8
2016-17	93.4	0.7	12.1	8.4

3. Based on the claims submitted by Members of the Sixth LegCo for the reimbursement month of September 2017, the maximum number and minimum number of full-time staff and part-time staff employed by Members returned by the District Council (second) functional constituency ("DC (second) FC"), Geographical Constituencies ("GC") and Functional Constituencies ("FC") were as follows:

Channels through which Members were returned	Number of full-time staff		Number of part-time staff	
	Maximum	Minimum	Maximum	Minimum
DC (second) FC	13	6	4	2
GC	11	4	12.1	0
FC	8	3	6	0



4. The Subcommittee on Members' Remuneration and Operating Expenses Reimbursement formed under the House Committee during the Fourth LegCo and the Fifth LegCo had conducted reviews of the operating expense reimbursements ("OER") for LegCo Members. Among others, the Subcommittee had put forward specific proposals for enhancing the level of OER to enable Members to recruit and retain a team of quality staff to support their discharge of LegCo duties, for consideration by the Independent Commission on Remuneration for Members of the Executive Council and the Legislature, and Officials under the Political Appointment System of the HKSAR ("the Independent Commission").<sup>1</sup> These proposals included: (a) the financial provision for the salaries of Members' staff be calculated with reference to the salary points of comparable ranks in the civil service; (b) an end-of-service gratuity be provided to full-time staff engaged by Members; and (c) the portion of OER for staff salaries be adjusted annually in accordance with the civil service pay adjustment.

5. Having considered the Subcommittee's proposals, the Independent Commission, while agreeing that the level of Members' OER should be enhanced, had reservation about the proposal to use civil service pay as the basis for working out the amount required to cover Members' staff expenses, given the different job nature of civil service and Members' staff and the unique mechanism of the civil service pay structure. Furthermore, the Independent Commission considered that since Members had full discretion to apportion their OER between staffing and other office expenses, it would be inappropriate to set a certain percentage of OER as the salary portion and subject that portion to a different annual adjustment mechanism. The Independent Commission was also of the view that it was beyond its purview to prescribe the number of staff to be employed by Members, or a wage floor and pay scale for Members' assistants.

6. It is an established practice to review the remuneration package for LegCo Members at least one year before the start of a new LegCo term. In the Sixth LegCo, a subcommittee has been set up under the House Committee to continue to study issues relating to Members' remuneration and OER. The Subcommittee has held three meetings so far and discussed issues relating to the level of Members' OER and the mechanism for annual adjustment of OER. The Subcommittee generally supports adopting a weighted index of the three main components of Office Operation Expenses Reimbursement (i.e. staff expenses, office accommodation expenses and other operating expenses) as the basis for annual adjustment, with relevant indicators (i.e. civil service pay adjustment, rental index for Grade C Offices published by the Rating and Valuation Department and Consumer Price Index (C)) to be used as the respective basis for adjusting the three components. The Subcommittee has agreed that all Members' views should be sought on its proposals.

- End -

---

<sup>1</sup> The Independent Commission is appointed by the Chief Executive to, among others, conduct periodic review of and advise the Government on the remuneration package for LegCo Members.

**CONTROLLING OFFICER'S REPLY****LC014****(Question Serial No. 2020)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (3) Legal ServiceControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

What are the details of the external legal services engaged by the Legislative Council each year since the 2012-13 legislative year, the justifications for engaging such services and the relevant expenditure incurred? Has funding been earmarked for this purpose for the current year? If yes, what are the details?

Asked by: Hon LEE Wai-king, Starry (Member Question No. (LegCo use): 26)Reply:

In the Fifth Legislative Council ("LegCo"), no external legal advice was sought in the 2012-13 and 2013-14 legislative years. In the four subsequent years, apart from in-house legal advice, external legal advice was sought on important matters relating to the Legislative Council ("LegCo") and The Legislative Council Commission ("the Commission"). The subject matters for external legal advice and the relevant expenditure incurred are set out below.

<b>Legislative year</b>	<b>Matters for external legal advice (excluding court proceedings)</b>	<b>Expenditure (external counsel and solicitors' fees) \$</b>
2014-15	Quorum requirement under Article 75 of the Basic Law and related issues	457,850
2015-16	Legal issues arising from witness summonses served on the then Chairman and Deputy Chairman of the Commission	261,500

<b>Legislative year</b>	<b>Matters for external legal advice (excluding court proceedings)</b>	<b>Expenditure (external counsel and solicitors' fees) \$</b>
2016-17	Matters relating to the validity of the LegCo Oaths taken by certain LegCo Members and related issues	606,152
2016-17	Quorum requirement for LegCo and committee of the whole Council	349,000
2016-17 and 2017-18	Matters relating to recovery of remuneration and expenses paid to six persons respectively disqualified by the courts from holding their respective offices as LegCo Members for declining to take the LegCo Oath when duly requested to do so	380,000

2. It is the established practice to set aside a provision in the annual budget of the Commission to meet the need for engaging external legal service as and when necessary.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC015**

**(Question Serial No. 2021)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

How many meeting hours of the Finance Committee, the Public Works Subcommittee and the Establishment Subcommittee were wasted in each of the legislative sessions since 2012-13 due to discussion of motions to adjourn further proceedings or motions to adjourn discussion of an agenda item respectively? What is the projected expenditure for the wasted meeting time based on the day-to-day operational expenditure of the Legislative Council?

Asked by: Hon LEE Wai-king, Starry (Member Question No. (LegCo use): 27)

Reply:

Information about the meeting time spent on motions to adjourn the discussion on an agenda item and motions to adjourn further proceedings of the committee/subcommittee (collectively referred to as "adjournment motions") at the meetings of the Finance Committee ("FC"), Public Works Subcommittee ("PWSC") and Establishment Subcommittee ("ESC") in each of the legislative sessions since 2012-13 is as follows:

	<b>Meeting time spent on dealing with adjournment motions</b>			<b>Total</b>	<b>Expenditure*</b>
	<b>FC</b>	<b>PWSC</b>	<b>ESC</b>		
2012-13	5 hrs 35 mins	0 min	0 min	5 hrs 35 mins	\$965,917
2013-14	6 hrs 51 mins	2 hrs 5 mins	15 mins	9 hrs 11 mins	\$1,735,650
2014-15	24 hrs 32 mins	3 hrs	24 mins	27 hrs 56 mins	\$5,670,467
2015-16	28 hrs 30 mins	7 hrs 7 mins	2 hrs 16 mins	37 hrs 53 mins	\$7,955,500
2016-17	15 hrs 50 mins	11 hrs 5 mins	45 mins	27 hrs 40 mins	\$7,525,333
2017-18 (up to end Feb 2018)	46 mins	0 min	0 min	46 mins	\$170,200

\* The figures on expenditure are calculated based on the average hourly expenditure incurred for servicing meetings of the Council and its committees from 2012-13 to 2017-18 which are approximately \$173,000, \$189,000, \$203,000, \$210,000, \$272,000 and \$222,000 (estimated) respectively.

- End -

**CONTROLLING OFFICER'S REPLY****LC016****(Question Serial No. 2022)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (2) Council Business ServicesControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

In recent years, many instances of disorderly behaviour and even violent storming have occurred during Council meetings, with some even resulting in injuries to a number of frontline security staff. What is the establishment of security staff of the Legislative Council since the 2012-13 legislative session? To ensure order of the Council and personal safety of security staff, has the Secretariat reviewed the appropriateness of the existing strength of security staff from time to time? What are the conclusions of the review and the follow-up actions taken?

Asked by: Hon LEE Wai-king, Starry (Member Question No. (LegCo use): 28)Reply:

The permanent establishment of security staff of the Legislative Council ("LegCo") Secretariat ("the Secretariat") since 2012-13 was as follows:

	Establishment as at					
	31.3.2013	31.3.2014	31.3.2015	31.3.2016	31.3.2017	31.3.2018
Chief Security Officer	1	1	1	1	1	1
Senior Security Officer	0	0	0	0	1	1
Security Officer	2	2	4	4	4	4
Senior Security Assistant	6	6	8	8	8	8
Security Assistant I	34	34	36	36	36	36
Security Assistant II	49	49	46	46	57	57
Total	92	92	95	95	107	107

2. A security consultant was commissioned by The Legislative Council Commission to conduct a comprehensive review on security management in 2014 and the Secretariat had implemented a number of recommendations to improve the security staffing support. The Secretariat will continue to keep in view developments which may affect the security of the LegCo Complex and review the manpower requirement for providing the security services as and when necessary.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC017**

**(Question Serial No. 2023)**

Head: (112) Legislative Council Commission

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

Programme: (3) Legal Service

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Since the 2012-13 legislative year, has the Legislative Council incurred litigation costs because of its involvement in court cases? If yes, what are the details and the breakdown of the relevant expenditure? Has funding been earmarked for this purpose for the current year? If yes, what are the details?

Asked by: Hon LEE Wai-king, Starry (Member Question No. (LegCo use): 33)

Reply:

In the Fifth Legislative Council ("LegCo"), expenditure totalling about \$3.675 million was incurred for instructing solicitors and counsel to act for the LegCo President and two Chairmen of the Finance Committee to respond to certain judicial review proceedings concerning business of LegCo and the Finance Committee.

2. In the Sixth LegCo, solicitors and counsel were instructed to respond to various legal proceedings (including the judicial review proceedings) concerning the validity of the LegCo Oaths taken by certain LegCo Members and to institute legal proceedings for the recovery of remuneration and advance of operating funds paid to Sixtus LEUNG Chung-hang and YAU Wai-ching who had been disqualified by the court from holding their respective offices as LegCo Members, and the relevant expenditure incurred as at 28 February 2018 was about \$1.767 million in total.

3. It is the established practice to set aside a provision in the annual budget of The Legislative Council Commission to meet the need for engaging external legal service as and when necessary.

- End -



**CONTROLLING OFFICER'S REPLY**

**LC018**

**(Question Serial No. 2024)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

How many hours of Council meetings were reduced due to filibustering such as quorum calls and adjournment of the Council due to the lack of a quorum in each of the legislative sessions since 2012-13? What is the projected expenditure for the meeting time reduced based on the day-to-day operational expenditure of the Legislative Council?

Asked by: Hon LEE Wai-king, Starry (Member Question No. (LegCo use): 25)

Reply:

Information about quorum calls at Council meetings and the meeting time reduced due to adjournment of the Council because of the lack of a quorum in each of the legislative sessions since 2012-13 is as follows:

	<b>(1) Time spent on quorum calls</b>	<b>(2) Meeting time reduced due to adjournment</b>	<b>(1)+(2) Total</b>
2012-13	----*	51 hrs 44 mins	51 hrs 44 mins
2013-14	49 hrs 43 mins	41 hrs 6 mins	90 hrs 49 mins
2014-15	56 hrs 3 mins	26 hrs 15 mins	82 hrs 18 mins
2015-16	116 hrs 59 mins	110 hrs 22 mins	227 hrs 21 mins
2016-17	16 hrs 20 mins	30 hrs 27 mins	46 hrs 47 mins
2017-18 (up to end Feb 2018)	33 hrs 14 mins	14 hrs 53 mins	48 hrs 7 mins

2. The average hourly expenditure incurred for servicing meetings of the Council and its committees from 2012-13 to 2017-18 are approximately \$173,000, \$189,000, \$203,000, \$210,000, \$272,000 and \$222,000 (estimated) respectively. As no additional meetings were scheduled to make up for the lost meeting time when the Council was adjourned because of the lack of a quorum, there is no incremental expenditure incurred.

*\* Since 2013-14, the Electronic Voting System has been enhanced to capture the statistics on Council meetings including the time spent on quorum calls.*

- End -

**CONTROLLING OFFICER'S REPLY**

**LC019**

**(Question Serial No. 4177)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the issue of the deaf and/or people with hearing impairment accessing Council services and information in the past 5 years, please inform this Committee of the following:

1. What are the number and remuneration of sign language interpreters engaged each year, and which service contractor(s) do they belong to?
2. What is the total expenditure incurred each year?
3. The Legislative Council Commission ("the Commission") decided in December 2012 that the provision of simultaneous sign language ("SSL") interpretation service be extended to all committee meetings as from October 2014, in addition to Council meetings. However, this initiative has yet to be implemented. In this connection, will the Commission set any policy objectives to ensure the expeditious implementation of such initiative? If yes, what are the details? If no, what are the reasons?
4. Will it consider providing SSL interpretation service for Members who need it at meetings and/or public activities held in the venues of the Legislative Council in future?
5. Will it consider allocating more resources to improve the access of the deaf and/or people with hearing impairment to Council services and information in the future? If yes, what are the details (including specific measures, manpower, expenditure and timetable, etc.)? If no, what are the reasons?

Asked by: Hon LEUNG Yiu-chung (Member Question No. (LegCo use): 125)

Reply:

At present, simultaneous sign language ("SSL") interpretation is provided for Council meetings as a regular service. During the past 5 years from 2013-14 to 2017-18, the SSL interpretation service has been undertaken by a core team of 5 to 6 interpreters from an outsourced contractor (i.e. The Hong Kong Society for the Deaf) under 2-year service contracts which were awarded through open tenders in 2013, 2015 and 2017 respectively. Under the outsourcing arrangement, the service fees are paid by the Legislative Council ("LegCo") Secretariat to the contractor. The Secretariat does not have information on remuneration payable by the contractor to the SSL interpreters.

2. The total expenditure on the provision of SSL interpretation service in the past 5 years is about \$4.467 million. An annual breakdown of the expenditure is set out below:

	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18 (Estimate)</b>
	\$ million	\$ million	\$ million	\$ million	\$ million
Expenditure incurred in providing SSL interpretation service	0.884	0.854	0.837	0.812	1.080

3. Since December 2012, it has been the policy objective of The Legislative Council Commission ("the Commission") that the provision of SSL interpretation service be extended to all committee meetings, in addition to Council meetings. This policy has yet to be implemented because of the limited supply of qualified SSL interpreters. To take a step further in the provision of the service, the Commission approved in January 2018 the implementation of a pilot scheme of providing SSL interpretation at meetings of the Panel on Welfare Services. Subject to the availability of suitable service providers, the pilot scheme will be launched in May/June 2018 and reviewed at the end of the next legislative session. Meanwhile, SSL interpretation will continue to be provided for other committee meetings on a need and request basis.

4. The Secretariat will continue to keep in view the various services and facilities in LegCo available to the general public, including persons with disability, to facilitate barrier-free access to Council services and information.

- End -

**CONTROLLING OFFICER'S REPLY****LC020****(Question Serial No. 1861)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (2) Council Business ServicesControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

Please list out the following information for each legislative session since 2012-13:

- 1) the number of meeting hours spent on quorum calls and handling Members' disorderly conduct at Council meetings;
- 2) the percentage of the meeting hours listed in 1) in relation to the total meeting hours of the session; and
- 3) the projected expenditure for the meeting hours listed in 1) based on the day-to-day operational expenditure of the Legislative Council.

Asked by: Hon LIAO Cheung-kong, Martin (Member Question No. (LegCo use): 28)Reply:

Information about quorum calls at Council meetings in each of the legislative sessions since 2012-13 is as follows:

Session	(1) Meeting time spent on quorum calls	(2) Percentage in relation to the total meeting hours	(3) Expenditure in respect of (1)**
2012-13	----*	----*	----
2013-14	49 hrs 43 mins	9%	9,396,450
2014-15	56 hrs 3 mins	11%	11,378,150
2015-16	116 hrs 59 mins	21%	24,566,500
2016-17	16 hrs 20 mins	4%	4,442,667
2017-18 (up to end Feb 2018)	33 hrs 14 mins	12%	7,377,800

2. The Secretariat does not keep statistics on the time spent on handling Members' disorderly conduct at meetings of the Council and its committees.

*\* Since 2013-14, the Electronic Voting System has been enhanced to capture the statistics on Council meetings including the time spent on quorum calls.*

*\*\* The figures on expenditure are calculated based on the average hourly expenditure incurred for servicing meetings of the Council and its committees from 2012-13 to 2017-18 which are approximately \$173,000, \$189,000, \$203,000, \$210,000, \$272,000 and \$222,000 (estimated) respectively.*

- End -

**CONTROLLING OFFICER'S REPLY**

**LC021**

**(Question Serial No. 1862)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please list out:

1. the number of meeting hours of the Finance Committee ("FC") and its Public Works Subcommittee ("PWSC") and Establishment Subcommittee ("ESC") spent on motions to adjourn further proceedings or motions to adjourn discussion of an agenda item, motions without notice proposed by members under paragraph 37A of the FC Procedure/paragraph 32A of the PWSC Procedure/paragraph 31A of the ESC Procedure (commonly known as "motions without notice"), points of order raised by members, members' disorderly conduct and debate on members' motions to shorten the division bell duration to one minute since the 2012-13 legislative session;
2. the percentage of the meeting hours in (1) in the total meeting hours of the committee/subcommittee of the session; and
3. the projected amount of expenditure for the meeting hours in (1) based on the day-to-day operational expenditure of the Legislative Council.

Asked by: Hon LIAO Cheung-kong, Martin (Member Question No. (LegCo use): 30)

Reply:

Information about the meeting time spent on motions to adjourn the discussion on an agenda item or motions to adjourn further proceedings of the committee/subcommittee at the meetings of the Finance Committee ("FC"), Public Works Subcommittee ("PWSC") and Establishment Subcommittee ("ESC") in each of the legislative sessions since 2012-13 is as follows:

**Table 1**

<b>FC</b>				
<b>Session</b>	<b>Motions to adjourn further proceedings</b>		<b>Motions to adjourn discussion of agenda items</b>	
	<b>Meeting time spent on dealing with the motions (% of meeting time)</b>	<b>Expenditure*</b>	<b>Meeting time spent on dealing with the motions (% of meeting time)</b>	<b>Expenditure*</b>
2012-13	0 min (0%)	\$0	5 hrs 35 mins (10.0%)	\$965,917
2013-14	4 hrs 43 mins (6.9%)	\$891,450	2 hrs 8 mins (3.1%)	\$403,200
2014-15	16 hrs 48 mins (11.6%)	\$3,410,400	7 hrs 44 mins (5.3%)	\$1,569,867
2015-16	18 hrs 2 mins (10.2%)	\$3,787,000	10 hrs 28 mins (5.9%)	\$2,198,000
2016-17	12 hrs (9.8%)	\$3,264,000	3 hrs 50 mins (3.1%)	\$1,042,667
2017-18 (up to end Feb 2018)	6 mins (0.16%)	\$22,200	40 mins (1.1%)	\$148,000

**Table 2**

<b>PWSC</b>				
<b>Session</b>	<b>Motions to adjourn further proceedings</b>		<b>Motions to adjourn discussion of agenda items</b>	
	<b>Meeting time spent on dealing with the motions (% of meeting time)</b>	<b>Expenditure*</b>	<b>Meeting time spent on dealing with the motions (% of meeting time)</b>	<b>Expenditure*</b>
2012-13	0 min (0%)	\$0	0 min (0%)	\$0
2013-14	1 hr 2 mins (2.2%)	\$195,300	1 hr 3 mins (2.2%)	\$198,450
2014-15	0 min (0%)	\$0	3 hrs (5.4%)	\$609,000
2015-16	5 hrs 14 mins (6.8%)	\$1,099,000	1 hr 53 mins (2.4%)	\$395,500
2016-17	6 hrs 40 mins (9.1%)	\$1,813,333	4 hrs 25 mins (6.0%)	\$1,201,333
2017-18 (up to end Feb 2018)	0 min (0%)	\$0	0 min (0%)	\$0



**Table 3**

ESC				
Session	Motions to adjourn further proceedings		Motions to adjourn discussion of agenda items	
	Meeting time spent on dealing with the motions (% of meeting time)	Expenditure*	Meeting time spent on dealing with the motions (% of meeting time)	Expenditure*
2012-13	0 min (0%)	\$0	0 min (0%)	\$0
2013-14	0 min (0%)	\$0	15 mins (1.23%)	\$47,250
2014-15	0 min (0%)	\$0	24 mins (1.33%)	\$81,200
2015-16	1 hr 8 mins (2.3%)	\$238,000	1 hr 8 mins (2.3%)	\$238,000
2016-17	0 min (0%)	\$0	45 mins (2%)	\$204,000
2017-18 (up to end Feb 2018)	0 min (0%)	\$0	0 min (0%)	\$0

\* The figures on expenditure are calculated based on the average hourly expenditure incurred for servicing meetings of the Council and its committees from 2012-13 to 2017-18 which are approximately \$173,000, \$189,000, \$203,000, \$210,000, \$272,000 and \$222,000 (estimated) respectively.

2. Information on motions proposed under paragraph 37A of the FC Procedure ("FCP37A"), paragraph 32A of the PWSC Procedure ("PWSCP32A") and paragraph 31A of the ESC Procedure ("ESCP31A"), and motions to shorten the duration of ringing the division bell from 5 minutes to 1 minute in each of the legislative sessions since 2012-13 is as follows:

**Table 4**

<b>FC</b>				
<b>Session</b>	<b>(a) Meeting time spent on dealing with FCP37A motions (% of meeting time)</b>	<b>Expenditure*</b>	<b>(b) Meeting time of (a) spent on motions to shorten the duration of ringing of division bell (% of meeting time)</b>	<b>Expenditure*</b>
2012-13	13 hrs 32 mins (22.9%)	\$2,341,267	26 mins (0.73%)	\$74,967
2013-14	2 hrs 15 mins (3.3%)	\$425,250	45 mins (1.10%)	\$141,750
2014-15	18 hrs 49 mins (13%)	\$3,819,783	1 hr 11 mins (0.82%)	\$240,217
2015-16	12 hrs 54 mins (7.3%)	\$2,709,000	3 hrs 28 mins (2%)	\$728,000
2016-17	12 hrs 13 mins (10%)	\$3,322,933	5 hrs 32 mins (4.5%)	\$1,505,067
2017-18 (up to end Feb 2018)	1 hr 36 mins (2.6%)	\$355,200	5 mins (0.14%)	\$18,500

**Table 5**

<b>PWSC</b>				
<b>Session</b>	<b>(a) Meeting time spent on dealing with PWSCP32A motions (% of meeting time)</b>	<b>Expenditure*</b>	<b>(b) Meeting time of (a) spent on motions to shorten the duration of ringing of division bell (% of meeting time)</b>	<b>Expenditure*</b>
2012-13	0 min (0%)	\$0	0 min (0%)	\$0
2013-14	10 hrs 45 mins (22.6%)	\$2,031,750	27 mins (0.9%)	\$85,050
2014-15	49 mins (1.5%)	\$165,783	0 min (0%)	\$0
2015-16	31 mins (0.7%)	\$108,500	33 mins (0.7%)	\$115,500
2016-17	5 hrs 8 mins (7.0%)	\$1,396,267	1 hr 48 mins (2.4%)	\$489,600
2017-18 (up to end Feb 2018)	25 mins (1.7%)	\$92,500	1 min (0.1%)	\$3,700

**Table 6**

<b>ESC</b>				
<b>Session</b>	<b>(a) Meeting time spent on dealing with ESCP31A motions (% of meeting time)</b>	<b>Expenditure*</b>	<b>(b) Meeting time of (a) spent on motions to shorten the duration of ringing of division bell (% of meeting time)</b>	<b>Expenditure*</b>
2012-13	0 min (0%)	\$0	0 min (0%)	\$0
2013-14	2 hrs 1 min (10.0%)	\$381,150	5 mins (0.4%)	\$15,750
2014-15	1 hr 11 mins (4.0%)	\$240,217	0 min (0%)	\$0
2015-16	1 hr 49 mins (3.7%)	\$381,500	37 mins (0.8%)	\$129,500
2016-17	1 hr 43 mins (4.6%)	\$466,933	5 mins (0.2%)	\$22,667
2017-18 (up to end Feb 2018)	23 mins (1.6%)	\$85,100	0 min (0%)	\$0

3. The Secretariat does not keep specific records on the meeting time spent on handling points of order raised by members or dealing with disorderly behaviour of members during meetings of FC, PWSC and ESC.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC022**

**(Question Serial No. 1863)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please list out the following information for each legislative session since 2012-13:

- 1) the number of Council meeting hours reduced due to adjournment of the Council because of the lack of a quorum;
- 2) the percentage of the meeting hours listed in 1) in relation to the total meeting hours of the session; and
- 3) the projected expenditure for the meeting hours listed in 1) based on the day-to-day operational expenditure of the Legislative Council.

Asked by: Hon LIAO Cheung-kong, Martin (Member Question No. (LegCo use): 29)

Reply:

Information about the meeting time reduced due to adjournment of the Council because of the lack of a quorum in each of the legislative sessions since 2012-13 is as follows:

	<b>Meeting time reduced due to adjournment</b>	<b>Percentage in relation to the total meeting hours</b>
2012-13	51 hrs 44 mins	10%
2013-14	41 hrs 6 mins	7%
2014-15	26 hrs 15 mins	5%
2015-16	110 hrs 22 mins	20%
2016-17	30 hrs 27 mins	7%
2017-18 (up to end Feb 2018)	14 hrs 53 mins	5%

2. No additional meetings were scheduled to make up for the lost meeting time when the Council was adjourned because of the lack of a quorum. As such, no additional expenditure was incurred.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC023**

**(Question Serial No. 0436)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding issues relating to outsourced workers, will the Legislative Council ("LegCo") Secretariat inform this Committee of the following:

- a. What is the number of non-skilled workers currently employed by the outsourced contractors of the LegCo Secretariat? Please provide a breakdown by work type, rank and number of vacancies, etc.
- b. What were the salary distribution and levels of benefits of the non-skilled workers employed by the outsourced contractor in the past 3 years? Please provide a breakdown by work type and rank.
- c. Will the LegCo Secretariat consider directly employing these non-skilled workers in future? If yes, what are the details? If no, what are the reasons?

Asked by: Hon LUK Chung-hung (Member Question No. (LegCo use): 23)

Reply:

Unskilled workers are engaged by The Legislative Council Commission ("the Commission")'s cleansing contractor to provide cleansing service for the Legislative Council ("LegCo") Complex. Under the existing contract, the contractor deploys a total of 43 staff including 1 supervisor, 3 foremen and 39 workers on shift to provide the required cleansing service.

2. According to the service contract, the cleansing contractor is required to pay each cleaner/worker, during the service period, monthly wage in an amount not less than:

- (a) the Average Monthly Salary for Cleaner (general) as promulgated in the latest Quarterly Report of Wage and Payroll Statistics published by the Census and Statistics Department ("C&SD"); or

- (b) statutory minimum wage plus paid rest days,

whichever is the higher. The contractor is also required to report to the LegCo Secretariat ("the Secretariat") the result of each wage level review and make available documents and information for inspection by the Secretariat at any time.

3. Currently, the wage for the cleaners is \$35 per hour and they normally work eight hours per day. The cleaners are entitled to one paid rest day for every period of seven days, 12 paid statutory holidays, and seven days of annual leave increasing progressively to a maximum of 14 days according to their length of service. The cleansing contractor is required to provide on a quarterly basis and upon request of the Secretariat details of the working hours, working days, payment of wages and record of contribution to the statutory provident fund schemes in respect of the cleaners employed for providing cleansing service for the LegCo Complex for inspection by the Secretariat. According to the information provided by the contractor and verified by the Secretariat, the wages for cleaners had been increased in the second and third quarters of 2017 in accordance with the results of the wage level reviews mentioned in paragraph 2 above.

4. The monthly wages of the cleaners in the past 3 years were as follows:

Period	Monthly wage <sup>Note 1</sup> (\$)
April 2015	7,843
May 2015	8,184
June to August 2015	8,222
September to November 2015	8,254
December 2015 to February 2016	8,330
March to May 2016	8,291
June to August 2016	8,493
September 2016	8,565
October 2016 to May 2017	8,700
June to August 2017	8,951
September to November 2017	9,043
December 2017 to March 2018	8,700 <sup>Note 2</sup>

Note 1: Including the backpay to the cleaners in accordance with the results of the wage level reviews mentioned in paragraph 2 above

Note 2: This is the provisional wage. It may be adjusted when the relevant quarterly reports of wage and payroll statistics are published by C&SD at the end of March and June 2018.

5. The current contract for the provision of cleansing service in the LegCo Complex will expire in mid-September 2019. Before expiry of the current contract, the Secretariat will review the mode of service provision for the consideration of the Commission.

**CONTROLLING OFFICER'S REPLY**

**LC024**

**(Question Serial No. 3121)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding Council business, it is mentioned under the Programme that it is necessary "to ensure the smooth operation of the Council and its committees". In this connection, will the authorities advise on:

1. the number of Council meetings adjourned due to the lack of a quorum in the past 2 sessions;
2. the number of quorum calls, time spent on quorum calls and meeting time reduced due to adjournment of the Council in the past 2 sessions;
3. the respective numbers and total duration of meetings held by the Public Works Subcommittee ("PWSC") and the Finance Committee ("FC") in each of the past 2 sessions; and
4. the respective numbers of motions without notice (i.e. those proposed under paragraph 32A of the PWSC Procedure and paragraph 37A of the FC Procedure) received by PWSC and FC in the past 2 sessions; the extra working time thus spent by the Secretariat on processing such motions?

Asked by: Hon LUK Chung-hung (Member Question No. (LegCo use): 20)



Reply:

Regarding sub-questions (1) and (2), please refer to the table below for information about quorum calls at Council meetings, adjournment of the Council because of the lack of a quorum, and meeting time reduced due to adjournment in the past two legislative sessions:

	<b>No. of quorum calls</b>	<b>Meeting time spent on quorum calls</b>	<b>No. of times of adjournment of Council due to lack of a quorum</b>	<b>Meeting time reduced due to adjournment</b>
2015-16	608	116 hrs 59 mins	11	110 hrs 22 mins
2016-17	95	16 hrs 20 mins	2	30 hrs 27 mins

2. For sub-question (3), the respective number of meetings and the total number of meeting hours of the Public Works Subcommittee ("PWSC") and the Finance Committee ("FC") spent on dealing with financial proposals in the past two legislative sessions are given below:

<b>Session</b>	<b>Number of meetings (meeting hours) of PWSC</b>	<b>Number of meetings (meeting hours) of FC</b>
2015-16	30 (77.5 hours)	88 (177.5 hours)
2016-17	25 (73.5 hours)	64 (123 hours)

3. For sub-question (4), the respective number of motions proposed under paragraph 32A of the PWSC Procedure ("PWSCP32A") and under paragraph 37A of the FC Procedure ("FCP37A") in the past two legislative sessions are given below:

<b>Session</b>	<b>Number of motions proposed under PWSCP32A</b>	<b>Number of motions proposed under FCP37A</b>
2015-16	21	3 741
2016-17	341	848

4. The Secretariat does not keep specific records on the working time spent on processing such motions. Upon receiving such motions, the Secretariat needs to go through each of them to assist the Chairman in making his rulings on whether the motions are directly related to the agenda item concerned and whether they should be consolidated before being referred to FC or PWSC for deciding whether any of them should be proceeded forthwith. The Secretariat also assists the Chairman in preparing his written rulings on such motions and/or written explanations in response to members' queries on the Chairman's rulings.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC025**

**(Question Serial No. 6328)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

The Legislative Council Commission will continue to develop various business applications and information technology systems to support the operation of the Council and its committees. In this connection, will the authorities advise on the following:

1. What are the functions of the applications and systems to be developed, the timetable for development, the manpower and resources involved and the estimated expenditure?
2. Will users, including Members' offices, be consulted on the development of the applications and systems so that their views can form the basis for developing the applications and systems and understanding users' needs? If yes, what are the details? If no, what are the reasons?
3. Will more information be made available in machine-readable formats in 2018-19? If yes, what are the details?

Asked by: Hon MOK Charles Peter (Member Question No. (LegCo use): 175)

Reply:

The Legislative Council ("LegCo") Secretariat ("the Secretariat") has developed and will carry out on-going enhancements to the following business applications and information technology ("IT") systems to support the operation of the Council and its committees:

- (a) the Online Registration System which enables the public and deputations to register their attendance at public hearings held by committees and provide written submissions via the LegCo Website;
- (b) the System for Registration of Members' Interests which enables Members to register their interests online and facilitates public inspection of such records on the LegCo Website;
- (c) the System for Signification of Membership and Attendance at Meetings and other Activities which enables Members to signify their committee membership and attendance at committee meetings and activities online;
- (d) the Special Finance Committee Question Input System which enables Members to submit their questions online; and
- (e) revamp of the Electronic Voting System which provides voting, request-to-speak, time control and election services to Members at Council and committee meetings.

2. Three IT Officers and one Assistant IT Officer are designated to undertake duties relating to enhancement of the above systems and application, management and in-house development of new IT systems (including the new e-Application System, e-Appraisal System and Electronic Visitor Admission System). These posts have been approved in the 2017 Resource Allocation Exercise.

3. In the course of development and enhancement of IT systems to meet service needs, the Secretariat takes into account views of different users, including LegCo Members and their staff as well as Secretariat staff. Where necessary, consultation and briefing sessions are held with the objective of ensuring that business requirements and user expectation are met.

4. In 2018-19, the Secretariat will consider releasing more machine-readable data sets relating to Council business for public access, and Application Programming Interface will be provided.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC026**

**(Question Serial No. 6329)**

Head: (112) Legislative Council Commission

Subhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative Council

Programme: (1) Members' Offices and Remuneration

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Given Members' heavy commitments and workload, Members' assistants play an important role in assisting Members to handle day-to-day Council business. Will the authorities concerned inform this Committee whether they have any plan to fund the salary of Members' assistants separately from Members' office operation expenses reimbursements and formulate guidelines on the establishment of a salary scale for Members' assistants in order to retain talents to assist Members in policy deliberations, with a view to improving the quality and efficiency of the work of the Council? If yes, please provide information on the plan. If no, please provide a detailed explanation.

Asked by: Hon TAM Man-ho, Jeremy (Member Question No. (LegCo use): 126)

Reply:

The Subcommittee on Members' Remuneration and Operating Expenses Reimbursement formed under the House Committee during the Fourth Legislative Council ("LegCo") and the Fifth LegCo had conducted reviews of the operating expense reimbursements ("OER") for LegCo Members. Among others, the Subcommittee had put forward specific proposals for enhancing the level of OER to enable Members to recruit and retain a team of quality staff to support their discharge of LegCo duties, for consideration by the Independent Commission on Remuneration for Members of the Executive Council and the Legislature, and Officials under the Political Appointment System of the HKSAR ("the Independent Commission").<sup>1</sup> These proposals included: (a) the financial provision for the salaries of Members' staff be calculated with reference to the salary points of comparable ranks in the civil service; (b) an end-of-service gratuity be provided to full-time staff engaged by Members; and (c) the portion of OER for staff salaries be adjusted annually in accordance with the civil service pay adjustment.

2. Having considered the Subcommittee's proposals, the Independent Commission, while agreeing that the level of Members' OER should be enhanced, had reservation about the proposal to use civil service pay as the basis for working out the amount required to cover Members' staff expenses, given the different job nature of civil service and Members' staff and the unique mechanism of the civil service pay structure. Furthermore, the Independent Commission considered that since Members had full discretion to apportion their OER between staffing and other office expenses, it would be inappropriate to set a certain percentage of OER as the salary portion and subject that portion to a different annual adjustment mechanism. The Independent Commission was also of the view that it was beyond its purview to prescribe the number of staff to be employed by Members, or a wage floor and pay scale for Members' assistants.

3. It is an established practice to review the remuneration package for LegCo Members at least one year before the start of a new LegCo term. In the Sixth LegCo, a subcommittee has been set up under the House Committee to continue to study issues relating to Members' remuneration and OER. The Subcommittee has held three meetings so far and discussed issues relating to the level of Members' OER and the mechanism for annual adjustment of OER. The Subcommittee generally supports adopting a weighted index of the three main components of Office Operation Expenses Reimbursement (i.e. staff expenses, office accommodation expenses and other operating expenses) as the basis for annual adjustment, with relevant indicators (i.e. civil service pay adjustment, rental index for Grade C Offices published by the Rating and Valuation Department and Consumer Price Index (C)) to be used as the respective basis for adjusting the three components. The Subcommittee has agreed that all Members' views should be sought on its proposals.

-End-

---

<sup>1</sup> The Independent Commission is appointed by the Chief Executive to, among others, conduct periodic review of and advise the Government on the remuneration package for LegCo Members.

**CONTROLLING OFFICER'S REPLY**

**LC027**

**(Question Serial No. 3065)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Some staff of the Legislative Council ("LegCo") are employed through outsourcing to provide translation, computer operation, clerical and cleaning services, etc. Will the authorities inform me of the number of outsourced staff engaged by LegCo and the amount of expenditure involved in the past 5 years, with a breakdown by age, wage level, sex, work type and contract duration? Besides, what are the value and nature of the various outsourced service contracts awarded by LegCo each year? How many staff are employed through outsourcing? Please provide a breakdown by their years of service, i.e. over 3 years and over 5 years respectively.

Asked by: Hon WAN Siu-kin, Andrew (Member Question No. (LegCo use): 310)

Reply:

Staff of the Legislative Council Secretariat ("the Secretariat") are employed by The Legislative Council Commission on a full-time basis and no Secretariat staff is employed through outsourcing.

2. The Secretariat outsources various services, including the operation and maintenance of the Building Services Systems and the Televising System, the operation of the Electronic Systems (covering the Electronic Voting System, the Audio Visual System, the Simultaneous Interpretation System, the Annunciator System and the Public Address System etc.), interpretation services for Putonghua, sign language and ethnic minority languages, cleansing service, horticultural service, etc. to corresponding contractors.

3. The costs of the major outsourced service contracts in the past 5 years were as follows:

	Expenditure (\$ million)					
	Operation and maintenance of Building Services Systems	Operation and maintenance of Televising System	Operation and maintenance of Electronic Systems	Interpretation services (Note 2)	Cleansing service	Horticultural service
2013-14	10.57	6.03	23.46	1.80	2.87	0.18
2014-15	10.75	8.18	19.73	7.29	4.98	0.20
2015-16	11.53	8.60	19.73	7.57	4.98	0.21
2016-17	12.01	8.49	19.73	6.26	5.69	0.24
2017-18	12.45	7.62	14.42 (Note 1)	8.71 (Note 3)	6.29	0.38

Note 1: After an internal review of service requirements, with effect from 1.10.2017, the maintenance of the Electronic Systems has been taken up by in-house staff of the Secretariat, and the contractor only provides the operation service.

Note 2: Covering interpretation services for Putonghua, sign language and ethnic minority languages

Note 3: Estimated figure

- End -

**CONTROLLING OFFICER'S REPLY**

**LC028**

**(Question Serial No. 3144)**

Head: (112) Legislative Council Commission

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

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Following the recent passage of the resolutions on amendments to the Rules of Procedure by the Legislative Council and the motions on amendments to the Finance Committee Procedure by the Finance Committee, do the authorities expect that less meeting time will be spent on filibustering such as making quorum calls and proposing a voluminous number of frivolous or meaningless amendments in 2018-19? If yes, how much time is expected to be reduced and how many meeting resources can be saved? If no, what are the reasons?

Asked by: Hon WONG Ting-kwong (Member Question No. (LegCo use): 43)

Reply:

For Council meetings and Finance Committee ("FC") meetings, there is no estimation of meeting hours that may possibly be spent on filibustering in the 2018-19 legislative session.

2. After the Council's passage of the resolutions on amendments to the Rules of Procedure on 15 December 2017, about four meeting hours were spent on quorum calls between 16 December 2017 and 31 March 2018. According to records, no voluminous number of frivolous or meaningless amendments were received during the period.

3. Between FC's passage of two motions on amendments to the Finance Committee Procedure ("FCP") on 1 March and the end of March 2018, the number of motions to express a view without notice (moved under FCP37A) was within manageable limits.

- End -



**CONTROLLING OFFICER'S REPLY**

**LC029**

**(Question Serial No. 3278)**

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

Question:

In 2018-19, the Legislative Council Secretariat will continue to develop various business applications and information technology systems to support the operation of the Council and its committees. Were there any problems or malfunctioning of the applications and systems concerned in the preceding year? What was the impact on the work of the Council? How much expenditure was incurred on repair?

Asked by: Hon WONG Ting-kwong (Member Question No. (LegCo use): 63)

Reply:

The Legislative Council ("LegCo") Secretariat ("the Secretariat") has developed the following business applications and information technology systems to support the operation of the Council and its committees:

- (a) the Online Registration System which enables the public and deputations to register their attendance at public hearings held by committees and provide written submissions via the LegCo Website;
- (b) the System for Registration of Members' Interests which enables Members to register their interests online and facilitates public inspection of such records on the LegCo Website;
- (c) the System for Signification of Membership and Attendance at Meetings and other Activities which enables Members to signify their committee membership and attendance at committee meetings and activities online;
- (d) the Special Finance Committee Question Input System which enables Members to submit their questions online; and

- (e) revamp of the Electronic Voting System which provides voting, request-to-speak, time control and election services to Members at Council and committee meetings.

2. There was no malfunctioning of the applications and systems concerned in the preceding year. The Secretariat will continue to enhance system monitoring, application performance and service stability, taking into account operational needs and feedback of different users including LegCo Members and their staff as well as Secretariat staff.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC030**

**(Question Serial No. 3506)**

Head: (112) Legislative Council Commission

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

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

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

In 2018-19, the Legislative Council ("LegCo") Secretariat will develop an electronic visitor admission system to further expedite the admission process for visitors to the LegCo Complex. Is the admission process for visitors to the Complex running smoothly at present? What is the progress of the development of the electronic visitor admission system? When is the system expected to be launched and what is the expenditure involved?

Asked by: Hon WONG Ting-kwong (Member Question No. (LegCo use): 64)

Reply:

The admission of visitors to the Legislative Council Complex has all along been smooth and the development of an electronic admission system ("the system") aims to further expedite the admission process and reduce paper consumption. It is expected that the system will be ready for launch within this year. The first phase will cover members of the public attending open meetings of the Council. The other phases will be applicable to Members' and other types of visitors and rolled out gradually. Funding of \$730,000 has been approved by the Administration in the 2017 Resource Allocation Exercise for the development of the system.

- End -