

立法會

Legislative Council

立法會 PAC 166/18-19 號文件

檔 號：CB4/PAC/VISIT

2019 年 5 月 31 日內務委員會會議文件

**政府帳目委員會計劃派出
一個由兩名委員及一名秘書處職員組成的代表團
前往吉隆坡出席英聯邦政府帳目委員會聯合會亞洲工作坊**

目的

本文件旨在請內務委員會察悉，政府帳目委員會("帳委會")計劃派出一個由帳委會主席、一名帳委會委員及一名秘書處職員組成的代表團，出席 2019 年 8 月 1 日至 3 日在馬來西亞吉隆坡舉行的英聯邦政府帳目委員會聯合會亞洲工作坊，並請內務委員會批准將有關活動的開支記入個別議員的海外職務訪問帳目。

背景

2. 英聯邦議會聯合會英國分會邀請立法會出席由該英國分會與馬來西亞國會聯合舉辦的上述工作坊。該工作坊旨在協助一眾政府帳目委員會更妥善地履行職責，並會把重點放在政府帳目委員會可如何有效地以衡工量值的方式對公共開支進行審計、要求政府就公共服務的提供而問責，以及加強區域合作並尋求協作的機會。據英聯邦議會聯合會英國分會所述，出席這 3 天活動的參與者可有效交流其知識及工作上的慣常做法，從而互相學習，並共同建立網絡，藉此讓這種重要的互相支援關係在工作坊完結後仍得以持續。英聯邦議會聯合會英國分會的邀請函及工作坊的詳情載於**附錄 I**。

政府帳目委員會接受邀請及作出提名

3. 英聯邦議會聯合會英國分會邀請立法會提名最多 3 名代表團成員出席工作坊。根據附錄 I 申請程序第 2.01 段所規定的提名準則，代表團成員必須選自政府帳目委員會或等同的委員會。就此，秘書處已經透過傳閱文件的方式，請帳委會委員表明帳委會應否接受英聯邦議會聯合會英國分會的邀請，以及他們是否有興趣出席有關工作坊。根據委員的回覆，帳委會已同意接受有關邀請，並提名帳委會主席石禮謙議員及帳委會副主席梁繼昌議員參加工作坊。

撥款安排

4. 根據立法會行政管理委員會已通過的安排，每名議員均獲安排設立一個數額為 55,000 元的海外職務訪問帳目，以供議員在每個立法會任期內參加港外職務訪問。議員僅可使用此海外職務訪問帳目內的款項進行已獲內務委員會批准的職務訪問。4 年任期內的開支若超過可動用餘額，差額須由議員自行支付。

5. 根據初步預算，每名參加工作坊的議員的開支(包括機票、往來機場與酒店的交通、膳食及雜項開支等¹)約為 7,192 元。預算開支的分項數字載於**附錄 II**。

徵詢意見

6. 根據《內務守則》第 29A(d)條，凡應邀以立法會或其轄下委員會的名義前往香港以外地方進行，而開支擬記入個別議員的海外職務訪問帳目的訪問活動，均須經內務委員會批准。就此，謹請內務委員會備悉帳委會的提名，並批准把參加工作坊的開支記入該兩名被提名的帳委會委員的海外職務訪問帳目。

立法會秘書處
議會事務部 4
2019 年 5 月 29 日

¹ 住宿費用(含早餐)將由英聯邦議會聯合會英國分會支付。



COMMONWEALTH ASSOCIATION
OF PUBLIC ACCOUNTS COMMITTEES

COMMONWEALTH
PARLIAMENTARY
ASSOCIATION UK



附錄 I

COMMONWEALTH ASSOCIATION OF PUBLIC ACCOUNTS COMMITTEES REGIONAL WORKSHOP SERIES

ASIA

Kuala Lumpur, Malaysia
1 - 3 August 2019



INVITATION

About CPA UK

CPA exists to support and strengthen parliamentary democracy throughout the Commonwealth, and to learn from fellow Commonwealth Parliaments. We are the largest and most active branch of the Commonwealth Parliamentary Association, and have been a key player ever since CPA's forerunner was formed in 1911. We share CPA's aims, which include developing and supporting Parliamentarians and their staff, and helping them implement the enduring values of the Commonwealth.

CPA UK have developed a distinctive ability and capacity in this area, drawing on the UK Parliament's propensity to learn, evolve and inform.

Peer to peer learning is central to our methodology. We design and deliver opportunities for UK and Commonwealth parliamentarians and officials to meet and to share knowledge to improve parliamentary oversight, scrutiny and representation.

CPA UK's core funding comes from the UK Parliament and we are governed by an Executive Committee made up of 20 parliamentarians from both the House of Commons and the House of Lords. Following a Strategic Review in early 2018, we now have a new vision and purpose:

Our Vision Our Purpose

Inclusive, representative and transparent Commonwealth Parliaments; fully effective in enforcing the accountability of the executive and representing the interests and concerns of the electorate.

To learn from and strengthen Commonwealth parliaments to deliver effective oversight, scrutiny and representation.

Commonwealth Partnership for Democracy (CP4D) & Commonwealth Association of Public Accounts Committees (CAPAC)

This project, delivered by CPA UK is part of the Commonwealth Partnership for Democracy (CP4D). CP4D aims to build trust in democratic institutions and support the political engagement of minorities and vulnerable groups in 18 developing countries across the Commonwealth.

The £4m two-year programme was launched at the 2018 London meeting of Commonwealth Heads of Government. It is managed by the UK Foreign and Commonwealth Office (FCO) and implemented by Westminster Foundation for Democracy (WFD) in partnership with CPA UK, CPA International, and the Commonwealth Local Government Forum.

As part of CP4D, our 2-year project will focus on strengthening Commonwealth Public Accounts Committees. It will:

Support the Commonwealth Association of Public Accounts Committees (CAPAC)

Hold a series of regional and Commonwealth wide CAPAC workshop for PACs

Ensure sustainability of learning and the embedding of the CAPAC network

Building on the success of a bespoke Public Accounts Committee Africa Regional Workshop delivered by CPA UK in Kenya in August 2018, the project will include three Regional Workshops. Fiji will be the first of these focussing on Public Accounts Committees in the Pacific region and will be followed by workshops in Asia and the Caribbean. A final pan-Commonwealth workshop will take place in London in early 2020. This will be an opportunity for regions and individual committees to report on progress made in line with aims and objectives of the preceding regional workshops.

CAPAC Asia Workshop

From 1 - 3 August, CPA UK will host the CAPAC Asia Workshop, in partnership with the Parliament of Malaysia. This workshop will welcome Chairs, Members, and Clerks of Pacific Commonwealth Public Accounts or equivalent Committees to Kuala Lumpur for a three-day programme focussed on regional challenges and opportunities. Participants will learn from each other through effective exchange of knowledge and practice, and work together to establish a network that will embed this important peer to peer support beyond the workshop.

We are delighted to invite your legislature to apply for places for your Chair, a Member, and one Clerk from your Public Accounts Committee or equivalent body to participate in the Workshop.

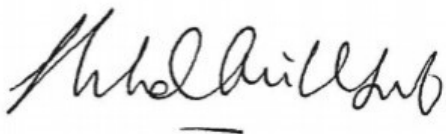
Please follow the application procedures outlined below and submit your nominations by **Friday 31 May 2019**.

Due to a high demand for places at the CAPAC Asia Workshop, any application received after the above indicated deadline is unlikely to be successful.

We ask that you complete the attached Public Accounts Committee Bi-Annual Survey. This survey aims to assess the state of PACs regionally and will feed into a wider analysis of Commonwealth PACs. We encourage you to include information about your PAC and its practices, as well as case studies and your personal perspective on PACs. Your contributions will inform the development of this programme, ensuring it is focussed and relevant.

This workshop is part of a wider PAC project delivered by CPA UK as part of the Commonwealth Partnership for Democracy (CP4D). The first regional workshop for Pacific legislatures took place in Suva, Fiji in February 2019. I would encourage you to look into other projects within the CP4D partnership, all of which aim to strengthen democratic processes across the Commonwealth.

We look forward to meeting you in Kuala Lumpur.



Mohamad Ariff Md. Yusof
Speaker of the Dewan Rakyat



Meg Hillier MP
Chair, UK Public Accounts Committee

CAPAC Asia Workshop

Workshop Aim

As part of the wider aim of the project to improve parliamentary scrutiny of financial oversight in the Commonwealth, this workshop aims to enable Public Accounts Committees to fulfil their remit. It will focus on how Public Accounts Committees can effectively scrutinise the value for money of public spending, hold their governments to account for the delivery of public services, and to strengthen regional collaboration and seek opportunities for coordination.

Objectives

1. Chairs, Members and Clerks will develop their technical skills and improve capacity through knowledge and experience sharing.
2. Participants will strengthen and widen their networks through opportunities for knowledge exchange, peer support and sharing best practice during and beyond the workshop.
3. Participants will use case studies to explore regional cooperation, gather available expertise and discuss opportunities for stronger bilateral and regional relationships.
4. Participants will have the opportunity to contribute to the development the Commonwealth Association of Public Accounts Committees (CAPAC) online portal.

By the end of this workshop CPA will produce the following outputs:

1. An enhanced resource bank of regionally relevant content for the Commonwealth Association of Public Accounts Committees (CAPAC) online portal.
2. A full project report detailing discussions and outcomes from the workshop which will be made available to all participants and more widely online following the workshop.

Application Process

Nominations

Places per Legislature

1.01. Legislatures may apply for a maximum of **THREE places, one each for the Chair, one Member and the Clerk of their Public Accounts or equivalent Committee**. When nominating their delegates legislatures are reminded to note the nomination criteria as outlined below. To apply for places at the Workshop, please complete the enclosed Participant Nomination Form and return it to CPA UK by no later than **Friday 31 May**.

1.02. Due to a high demand for limited places at the CAPAC Asia Workshop, any application received after the stated deadline will be held as a reserve.

Compulsory Nomination Criteria

2.01. When selecting participants for nomination, you are requested to consider the following criteria:

- a. Delegates must be from the Public Accounts Committee or an equivalent Committee (a scrutiny committee whose function is to examine the accounts of national Government bodies)
- b. It is CPA UK policy to encourage broad participation in its events. **Please nominate parliamentarians from both government/majority parties and opposition/minority parties, and ensure gender balance and youth representation when nominating.**
- c. Delegates should have a **reasonable expectation of continuing in their parliamentary careers and Committee role** so that their participation in the workshop is worthwhile both to themselves and to their parliament.
- d. Participants are expected to arrive for the start of the programme and to participate fully through to its conclusion. Legislatures should only nominate participants who will attend the entire workshop programme.

2.02. Due to the limited places for the workshop, there is a likelihood that it will be oversubscribed. Therefore it is important to note that **nominations that meet the above criteria are more likely to be selected.**

2.03. Legislatures whose nominations do not meet the set out criteria may be asked to reconsider. Please ensure that the above criteria is disseminated to the nominated participants to ensure they understand the criteria.

Committee Knowledge Sharing Exercise

3.01. To inform the development of the CAPAC Asia Workshop, all legislatures applying for places are asked to complete and return the attached online survey with information about their Committee. This information will be used only by CPA UK only.

Acceptance of Participant Places

4.01. CPA UK will inform legislatures of the outcome of the application and selected participants by the close of business on **Wednesday 5 June**. We regret that we are unable to answer queries about applications before this date.

Visas

5.01. For those countries that require visas to enter Malaysia applications should be made as soon as possible after receipt of confirmation of participant places. CPA UK is not able to assist in the visa application process, however CPA UK is happy to provide a supporting letter for visa applications if needed.

Participation Costs

Funding

6.01. CPA UK will be responsible for the following:

Accommodation. Accommodation costs (bed and breakfast) for the **four nights of 31 July - 4 August** will be covered by CPA UK at the official event hotel. **Please note that nominations recieved after the deadline of Friday 31 May will not be guaranteed accommodation.**

6.02. Delegates will be responsible for the following:

a. **Logistics.**

(1) Return travel to Kuala Lumpur

(2) Airport-hotel transfers

(3) Visa fees

(4) Meals except those annotated as part of the official programme

(5) Personal expenses during the workshop (laundry, telephone, room service, mini-bars etc.)

6.03. Delegates attending the CAPAC Asia Workshop are asked to arrive on 31 July and attend the full Workshop Programme, from 1- 3 August inclusive.

6.04. Details of the official the hotel will be issued to all successful legislatures when they are notified of their places

Funding Assistance

7.01. If in the unusual case your Parliament is unable to cover the costs of a delegation's participation in the workshop, CPA UK may be in a position to assist with limited financial support on certain aspects of the workshop. Should this be case, please contact cpauk@parliament.uk as soon as places have been confirmed.

Workshop Administration & Logistics

Spouses / Accompanying Persons / Children

8.01. The CAPAC Asia Workshop is an intensive programme for the delegates, requiring their full focus and attention. It is CPA UK policy that spouses, accompanying persons and children are not invited to attend any part of the workshop. No additional programme for spouses / accompanying persons will be organised.

Withdrawals / Cancellations / Liabilities

9.01. Legislatures are requested to inform CPA UK immediately if a delegate cancels, or if for any reason they will not arrive in Kuala Lumpur as scheduled. Once legislatures have committed to delegate attendance at the CAPAC Asia Workshop, any cancellation fees or liabilities incurred by CPA UK as a result of a delegate failing to arrive or departing early will be passed to the nominating legislature for reimbursement to CPA UK.

CPA UK

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政府帳目委員會
英聯邦政府帳目委員會聯合會亞洲工作坊
初步的開支預算

工作坊舉行日期：2019 年 7 月 31 日(星期三)至 8 月 4 日(星期日)^(附註 1)

地點：馬來西亞吉隆坡

預計開支細項

項目	記入參加工作坊的議員的 海外職務訪問帳目的開支 (兩名帳委會委員) (港元)	記入秘書處帳目的開支 (一名秘書處職員) (港元)
1. 來回機票 ^(附註 2) 香港/吉隆坡/香港	8,000(經濟客位) (每人4,000)	4,000(經濟客位)
2. 酒店住宿(佔膳宿津貼的60%)	2019年7月31日至8月4日期間共4晚的 住宿費用(住宿連早餐)將由英聯邦議會 聯合會英國分會支付	
3. 膳食及雜項開支(佔膳宿津貼的 35%) ^(附註 3) 在吉隆坡4晚 (每晚386馬來西亞元) ^(附註 4)	5,884 (每人2,942)	2,942
4. 旅遊保險	500 (每人250)	250
5. 往來機場與酒店的交通	—	900
6. 雜項支援服務及其他 (例如紀念品、供職員中途使用的 網上/電話通訊服務)	—	1,300
7. 應急開支 (第5及6項的約5%)	—	100
總計	14,384 (每人7,192)	9,492
總額	23,876^(附註 5) (約24,000)	

附註：

- 代表團須於 2019 年 7 月 31 日到埗，並於 2019 年 8 月 1 日至 3 日(包括首尾兩天)全程參與工作坊。
- 2019 年 5 月 17 日取得的機票報價。價格包括稅項及附加費。
- 膳宿津貼：午膳(10%)、晚膳(15%)、市內交通(5%)及雜項開支(5%)。
- 適用於吉隆坡的膳宿津貼額：每人每晚 1,102 馬來西亞元。2019 年 5 月 21 日的匯率為 1 馬來西亞元=1.9055 港元
- 實際開支將視乎確認機票訂位時的價格而增減。