

**Index page**

**Replies to initial written questions raised by Finance Committee Members in  
examining the Estimates of Expenditure 2019-20**

**Controlling Officer: Secretary General, Legislative Council Secretariat**

**Session No. : 3**

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<b>Reply Serial No.</b>	<b>Question Serial No.</b>	<b>Name of Member</b>	<b>Head</b>	<b>Programme</b>
<a href="#">LC001</a>	1210	AU Nok-hin	112	(-) Not Specified
<a href="#">LC002</a>	1242	AU Nok-hin	112	(-) Not Specified
<a href="#">LC003</a>	4718	CHAN Chi-chuen	112	(6) Corporate Liaison and Education and Visitor Services
<a href="#">LC004</a>	4719	CHAN Chi-chuen	112	(2) Council Business Services
<a href="#">LC005</a>	4720	CHAN Chi-chuen	112	(5) Library and Archives Services
<a href="#">LC006</a>	4746	CHAN Chi-chuen	112	(5) Library and Archives Services
<a href="#">LC007</a>	4327	CHAN Tanya	112	(1) Members' Offices and Remuneration
<a href="#">LC008</a>	5113	CHAN Tanya	112	(4) Redress System
<a href="#">LC009</a>	5114	CHAN Tanya	112	(2) Council Business Services
<a href="#">LC010</a>	6058	CHAN Tanya	112	(2) Council Business Services
<a href="#">LC011</a>	6290	CHAN Tanya	112	(-) Not Specified
<a href="#">LC012</a>	6291	CHAN Tanya	112	(5) Library and Archives Services
<a href="#">LC013</a>	7277	CHAN Tanya	112	(3) Legal Service
<a href="#">LC014</a>	6745	CHEUNG Chiu-hung, Fernando	112	(2) Council Business Services
<a href="#">LC015</a>	2649	CHEUNG Wah-fung, Christopher	112	(2) Council Business Services
<a href="#">LC016</a>	2650	CHEUNG Wah-fung, Christopher	112	(2) Council Business Services

<a href="#">LC017</a>	2651	CHEUNG Wah-fung, Christopher	112	(5) Library and Archives Services
<a href="#">LC018</a>	5177	FAN Kwok-wai, Gary	112	(2) Council Business Services
<a href="#">LC019</a>	2537	HO Kai-ming	112	(1) Members' Offices and Remuneration
<a href="#">LC020</a>	4384	HUI Chi-fung	112	(2) Council Business Services
<a href="#">LC021</a>	4385	HUI Chi-fung	112	(2) Council Business Services
<a href="#">LC022</a>	4913	IP Kin-yuen	112	(6) Corporate Liaison and Education and Visitor Services
<a href="#">LC023</a>	5864	KWOK Ka-ki	112	(1) Members' Offices and Remuneration
<a href="#">LC024</a>	6470	KWOK Ka-ki	112	(2) Council Business Services
<a href="#">LC025</a>	1324	LEE Wai-king, Starry	112	(3) Legal Service
<a href="#">LC026</a>	1325	LEE Wai-king, Starry	112	(2) Council Business Services
<a href="#">LC027</a>	1326	LEE Wai-king, Starry	112	(2) Council Business Services
<a href="#">LC028</a>	3492	LEUNG Mei-fun, Priscilla	112	(3) Legal Service
<a href="#">LC029</a>	3493	LEUNG Mei-fun, Priscilla	112	(6) Corporate Liaison and Education and Visitor Services
<a href="#">LC030</a>	3494	LEUNG Mei-fun, Priscilla	112	(6) Corporate Liaison and Education and Visitor Services
<a href="#">LC031</a>	2013	LIAO Cheung-kong, Martin	112	(2) Council Business Services
<a href="#">LC032</a>	2014	LIAO Cheung-kong, Martin	112	(2) Council Business Services
<a href="#">LC033</a>	2015	LIAO Cheung-kong, Martin	112	(2) Council Business Services
<a href="#">LC034</a>	4392	LUK Chung-hung	112	(2) Council Business Services
<a href="#">LC035</a>	4481	TAM Man-ho, Jeremy	112	(1) Members' Offices and Remuneration
<a href="#">LC036</a>	4482	TAM Man-ho, Jeremy	112	(6) Corporate Liaison and Education and Visitor Services

<a href="#">LC037</a>	4485	TAM Man-ho, Jeremy	112	(-) Not Specified
<a href="#">LC038</a>	0700	TSE Wai-chuen, Tony	112	(3) Legal Service
<a href="#">LC039</a>	0701	TSE Wai-chuen, Tony	112	(1) Members' Offices and Remuneration (3) Legal Service
<a href="#">LC040</a>	0702	TSE Wai-chuen, Tony	112	(2) Council Business Services
<a href="#">LC041</a>	3451	WONG Ting-kwong	112	(5) Library and Archives Services
<a href="#">LC042</a>	4959	YEUNG Alvin	112	(1) Members' Offices and Remuneration
<a href="#">LC043</a>	4960	YEUNG Alvin	112	(1) Members' Offices and Remuneration

**CONTROLLING OFFICER'S REPLY**

**LC001**

**(Question Serial No. 1210)**

Head: (112) Legislative Council Commission

Subhead (No. & title): (885) Legislative Council Commission

Programme: (-) Not Specified

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

The commitment for the item "824 Replacement of the Legislative Council ("LegCo") vehicle LC2" under the Capital Account "Subhead 885 Legislative Council Commission" for 2019-20 is \$400,000, while the commitment for the item "817 Replacement of the LegCo vehicle LC1" for last year was \$900,000. Please advise this Committee on the following:

1. the details of the vehicle models of LegCo vehicles LC1, LC2 and LC3 in the past 5 years;
2. the respective expenditures on the maintenance of the above vehicles in the past 5 years;
3. the respective reasons for the replacement of vehicle LC1 last year and the replacement of vehicle LC2 this year;
4. the details of the estimated expenditures on the maintenance of the above LegCo vehicles in 2019-20.

Asked by: Hon AU Nok-hin (LegCo internal reference no.: 35)

Reply:

Details of the vehicles owned by The Legislative Council Commission (Vehicle Nos. LC1, LC2 and LC3) ("LegCo Vehicles") in the past 5 financial years are as follows:

<b>LegCo Vehicle</b>	<b>Make and model</b>	<b>Servicing period</b>
LC1 (disposed of on 5.11.2018)	Lexus GS450h	March 2010 to November 2018
LC1	Lexus LS500 Executive	November 2018 to present
LC2	Toyota Alphard A240	May 2010 to present
LC3 (disposed of on 20.2.2017)	Toyota Estima Hybrid X	March 2009 to February 2017
LC3	Nissan Elgrand 250	February 2017 to present

2. The expenditures on the maintenance of the LegCo Vehicles in the past 5 years are as follows:

	<b>Expenditures on vehicle maintenance (\$)</b>			
	<b>LC1</b>	<b>LC2</b>	<b>LC3</b>	<b>Total</b>
2014-15	49,446	12,115	2,890	64,451
2015-16	33,471	28,394	72,745	134,610
2016-17	36,480	31,421	3,055	70,956
2017-18	26,016	34,948	16,968	77,932
2018-19 (11 months up to 28.2.2019)	46,985	12,176	17,841	77,002

3. The previous LC1 (i.e. Lexus GS450h) had serviced for 8 years 8 months before disposal and the existing LC2 has serviced for 8 years 10 months, which were beyond the typical life of their models of 7 years. In the replacement assessments conducted by the Electrical and Mechanical Services Department ("EMSD") in April 2017 and March 2018 for the previous LC1 and the existing LC2 respectively, it was reported that a number of parts of the two vehicles were deteriorating. EMSD concluded that the previous LC1 and the existing LC2 would not be maintainable or serviceable beyond their economical life and recommended their replacement. The previous LC1 was replaced in November 2018.

4. The total estimated expenditure on the maintenance of the LegCo Vehicles in 2019-20 is \$83,000.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC002**

**(Question Serial No. 1242)**

Head: (112) Legislative Council Commission  
Subhead (No. & title): (885) Legislative Council Commission  
Programme: (-) Not Specified  
Controlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)  
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the substantial increase in the estimated expenditure under this Subhead from about HK\$10 million in 2018-19 to about HK\$35 million in 2019-20, please advise on the following:

1. What are the reasons for the substantial increase in the estimated expenditure under this Subhead?
2. Please set out in table form the breakdown of the estimates under this Subhead.

Asked by: Hon AU Nok-hin (LegCo internal reference no.: 21)

Reply:

The estimate of Subhead 885 Capital Account of The Legislative Council Commission for 2019-20 is \$25.01 million higher than the revised estimate for 2018-19. This is mainly due to the estimated increase in expenditure on new capital items totalling \$32.639 million, partly offset by the reduced expenditure on capital items which will be completed in 2018-19.

2. A breakdown of the estimate of Subhead 885 for 2019-20 is as follows:

<b>Capital items</b>	<b>2019-20 (Estimate) HK\$</b>
Procurement of hardware, software and database for the redevelopment of the Legislative Council ("LegCo") Website and the provision of new online information services	9,810,000
Procurement of hardware, software and televising broadcasting equipment for upgrading the components of the Televising System	9,750,000
Procurement of hardware, software, network equipment and related cabling infrastructure for upgrading the Wi-Fi System	4,800,000
Replacement of some parts/devices for the building systems in the LegCo Complex	3,279,000
Procurement of hardware and software for the redevelopment of the existing Digital Transcription System	3,200,000
Replacement of the personal computer workstations	1,733,000
Procurement of updated Microsoft Office software	1,400,000
Replacement of the LegCo vehicle LC2	400,000
TV production equipment and light fixtures for the provision of extended simultaneous sign language interpretation service	300,000
Procurement of hardware and software for the development of new human resources information systems (i.e. e-Application System and e-Appraisal System)	280,000
Re-design and enhancement of the education facilities in the LegCo Complex	103,000
Replacement of the wireless communication devices	82,000
Purchase of archival boxes and supplies for preserving archival records of the LegCo Archives	31,000
<b>Total for Subhead 885</b>	<b>35,168,000</b>

- End -

**CONTROLLING OFFICER'S REPLY****LC003****(Question Serial No. 4718)**

Head: (112) Legislative Council Commission

Subhead (No. & title): (-) Not Specified

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:

- (1) What are the paper and printing costs for the paper admission passes for visitors and how many paper admission passes were issued in the past three years? How will these paper admission passes be disposed of after use?
- (2) It is stated in the matters requiring special attention in 2019-20 under Programme (6) that the teams will implement the electronic visitor admission system in phases to facilitate the admission process of members of the public attending open meetings, Members' visitors and other types of visitors to the Legislative Council Complex. What are the details of the electronic visitor admission system? What is the current progress of such work? What is the estimated expenditure on this electronic system?

Asked by: Hon CHAN Chi-chuen (LegCo internal reference no.: 230)

Reply:

The paper admission passes for visitors are made of 100% recycled paper at an average unit cost of around \$0.17. The passes are collected after use for recycling. The number of paper admission passes issued in the past 3 years is as follows:

<b>Year</b>	<b>Number of admission passes issued</b>
October 2016 – September 2017	159 382
October 2017 – September 2018	153 381
October 2018 – February 2019 (5 months)	62 804



2. The Electronic Visitor Admission System ("the system") aims to further expedite the admission process and reduce paper consumption by using rewritable cards. The first phase of the system covering members of the public attending open meetings of the Council was launched in May 2018. The second phase covering Members' visitors is expected to be launched within the 2018-2019 session. The third phase applicable to other types of visitors will be rolled out in 2020. Estimated expenditure for the development of the system is \$730,000.

- End -

**CONTROLLING OFFICER'S REPLY****LC004****(Question Serial No. 4719)**

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 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 (LegCo internal reference no.: 231)

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 is as follows:

	<b>Amount of paper used for printing meeting documents (ream)</b>
2016-17	9 475
2017-18	7 812
2018-19 (11 months up to 28.2.2019)	5 375

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 LegCo Complex users as far as practicable.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC005**

**(Question Serial No. 4720)**

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:

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. What was the number of overdue notices issued in each of the past 3 years? Does the LegCo Library have a way of following up with borrowers who, despite having had their borrowing rights suspended for failure to return overdue books after being issued with overdue notices, have still not returned the books? If yes, what are the details?

Asked by: Hon CHAN Chi-chuen (LegCo internal reference no.: 232)

Reply:

The information requested is set out in the tables below:

**Table 1 - Number of users of the LegCo Library from 2016-17 to 2018-19**

Type of users	Number of users		
	2016-17	2017-18	2018-19 (up to Feb 2019)
Members	59 (0.63%)	59 (0.43%)	71 (0.79%)
Members' assistants	1 310 (14.03%)	1 294 (9.45%)	1 188 (13.28%)
Secretariat staff	3 256 (34.86%)	3 731 (27.24%)	3 544 (39.63%)
Public officers	3 (0.03%)	0 (0%)	6 (0.07%)
Members of the public	4 712 (50.45%)	8 612 (62.88%)	4 135 (46.23%)
<b>Total</b>	9 340 (100%)	13 696 (100%)	8 944 (100%)

**Table 2 - 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 3 - The top 10 most borrowed books/publications of the LegCo Library in 2017-18**

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 4 - The top 10 most borrowed books/publications of the LegCo Library in 2018-19 (up to February 2019)**

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	50
2	Griffith & Ryle on Parliament : functions, practice and procedures by Robert Blackburn and Andrew Kennon	35
3	Hong Kong's new constitutional order : the resumption of Chinese sovereignty and the Basic Law by Yash Ghai	34
4	OMELCO annual report 1988/1989	33
5	OMELCO annual report 1990/1991	33
6	OMELCO annual report 1989/1990	32
7	Estimates for the year ending 31st March 2004/2005	32
8	Dictionary of the Basic law of the Hong Kong Special Administrative Region of the People's Republic of China edited by Wang Qiaolong	28
9	Erskine May's treatise on the law, privileges, proceedings, and usage of Parliament by Thomas Erskine May	26
10	Criminal law in Hong Kong by Michael Jackson	24

**Table 5 - Number of overdue items from 2016-17 to 2018-19**

Year	No. of overdue items
2016-17	271
2017-18	328
2018-19 (up to February 2019)	242

Between 2016-17 and 2018-19, the longest overdue item was returned 114 days late.

**Table 6 – Number of overdue notices issued from 2016-17 to 2018-19**

Year	No. of overdue notices				Total
	1 <sup>st</sup> overdue notice	2 <sup>nd</sup> overdue notice	3 <sup>rd</sup> overdue notice	4 <sup>th</sup> overdue notice	
2016-17	271	144	84	61	560
2017-18	328	183	120	62	693
2018-19 (up to Feb 2019)	242	143	95	57	537

Note: 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> overdue notice will be issued if an item is overdue for seven days, 14 days, 21 days and 33 days respectively. If a borrower fails to return overdue items within seven days after issuance of the 4<sup>th</sup> overdue notice, all his borrowing rights will be suspended.

2. If the borrower fails to return overdue items following the suspension of his borrowing rights, the overdue items will be considered lost items. The borrower shall pay an administration fee of \$100 for each lost item as well as a charge either equivalent to the replacement cost if the item is available for purchase, or of \$500 if the item is not available for purchase.

- End -



**CONTROLLING OFFICER'S REPLY**

**LC006**

**(Question Serial No. 4746)**

Head: (112) Legislative Council Commission

Subhead (No. & title): (-) Not Specified

Programme: (5) Library and Archives Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

The provision for 2019-20 under this Programme is \$13.7 million (33.5%) higher than the revised estimate for 2018-19. This is mainly due to the increased cash flow requirement for capital and non-recurrent items, filling of vacant posts and creation of 1 post to support the redevelopment of the Legislative Council website. Will the authorities inform this Committee of the reasons for the increase in cash flow requirement for capital and non-recurrent items in 2019-20 over last year?

Asked by: Hon CHAN Chi-chuen (LegCo internal reference no.: 323)

Reply:

The higher estimate for the provision of the Library and Archives Services from \$40.9 million in 2018-19 to \$54.6 million in 2019-20 is mainly due to the funding required for the redevelopment of the Legislative Council website and the Library system, which accounts for over 86% of the increase. A breakdown of the increase in the provision is set out in the table below:

**Table - Breakdown of the increase in the estimate for the provision of the Library and the Archives Services in 2019-20**

<b>Item</b>	<b>Description</b>	<b>\$million</b>
1	Redevelopment of the Legislative Council Website	10.2 (74.4%)
2	Replacement of the existing Library system	1.6 (11.7%)
3	Filling of posts	1.3 (9.5%)
4	Increased operating expenses	0.6 (4.4%)
	<b>Total</b>	<b>13.7 (100%)</b>

- End -

**CONTROLLING OFFICER'S REPLY**

**LC007**

**(Question Serial No. 4327)**

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:

Will The Legislative Council ("LegCo") Commission conduct a comprehensive review of the operating expenses reimbursement system for LegCo Members' Offices in 2019-20, including a review of the method for calculating the amount of allowances/reimbursements?

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 71)

Reply:

It is an established practice to review the remuneration package and expenses reimbursement arrangements for Members of Legislative Council ("LegCo") 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 operating expense reimbursements ("OER") and put forward specific proposals 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> The Subcommittee has discussed issues relating to the level of Members' OER and the mechanism for annual adjustment of OER. After consultation with all Members, the Subcommittee proposes the adoption of a weighted index instead of Consumer Price Index (C) as the basis for annual adjustment to Members' office operation expenses with effect from the next LegCo term. The proposed weighted index comprises three main components of Office Operation Expenses Reimbursement (i.e. staff expenses, office accommodation expenses and other operating expenses), with relevant indicators (i.e. civil service pay adjustment, rental index for Grade C Offices published by the Rating and Valuation Department and Composite Consumer Price Index) to be used as the respective basis for adjusting the three components.

2. The Subcommittee is currently seeking Members' views on the remuneration and OER for Members of the Seventh LegCo. It will put forward the above proposal and other proposals on Members' remuneration and OER to the Administration for consideration by the Independent Commission.

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<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**

**LC008**

**(Question Serial No. 5113)**

Head: (112) Legislative Council Commission

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

Programme: (4) Redress System

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the statistics on the complaint cases processed by the Complaints Division of the Legislative Council ("LegCo"), will the LegCo Secretariat inform this Committee of:

1. the numbers of newly opened, concluded and outstanding cases of the LegCo Complaints Division in each of the past 3 years;
2. the average time taken for processing a complaint case from file opening to conclusion in the past 3 years;
3. the average number of complaint cases followed up by each officer of the LegCo Complaints Division in each of the past 3 years?

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 200)

Reply:

The numbers of newly opened, concluded and outstanding cases of the Public Complaints Office ("PCO") in each of the past 3 financial years are as follows:

Financial year	No. of newly opened cases	No. of concluded cases	No. of outstanding cases
2016-17 <sup>1</sup>	4 409	4 590	251
2017-18 <sup>2</sup>	1 670	1 448	473
2018-19 <sup>3</sup> (11 months up to 28.2.2019)	1 894	2 143	224

2. The time taken<sup>4</sup> by PCO for processing a case from file opening to conclusion in the past 3 financial years is set out as follows:

Financial year	2016-17 <sup>1</sup>	2017-18 <sup>2</sup>	2018-19 <sup>3</sup> (11 months up to 28.2.2019)
Time taken			
Not more than 3 months	92.5%	73.1%	91.6%
3 to 6 months	3.6%	16.9%	6.2%
More than 6 months	3.9%	10%	2.2%

3. Currently, there are 4 Senior Council Secretaries ("SCSs") and 5 Council Secretaries ("CSs") in PCO who serve as case officers to assist Members in the processing of cases received under the LegCo Redress System. The Chief Council Secretary in PCO is responsible for supervising the SCSs and the CSs in their handling of cases. The average numbers of newly opened cases processed by each case officer in each of the past 3 financial years are as follows:

Financial year	Average no. of newly opened cases processed
2016-17 <sup>1</sup>	490
2017-18 <sup>2</sup>	186
2018-19 <sup>3</sup> (11 months up to 28.2.2019)	210

- End -

<sup>1</sup> In 2016-17, of the 4 409 cases received by PCO, there were 2 931 cases of form letters concerning issues relating to the taking of the Legislative Council ("LegCo") Oath.

<sup>2</sup> In 2017-18, PCO did not receive any case of form letters.

<sup>3</sup> In 2018-19 (up to 28 February 2019), PCO did not receive any case of form letters.

<sup>4</sup> The time required for processing a case often depends on the complexity of the case.

**CONTROLLING OFFICER'S REPLY**

**LC009**

**(Question Serial No. 5114)**

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 team of security staff in the Legislative Council ("LegCo") Complex, will the LegCo Secretariat inform this Committee of the following:

1. What are the details of the current establishment of security staff in the LegCo Complex, including the numbers of security staff at various ranks, the monthly salaries of security staff at various ranks, the numbers of security staff employed on contract and temporary terms and the turnover rate of security staff in the past 3 years?
2. What is the expenditure on the emoluments of security staff in the LegCo Complex in 2018-19? and what is the estimated expenditure in this respect in 2019-20?
3. Has the LegCo Secretariat provided any training course or activity to security staff in the LegCo Complex in 2018-19? If it has, what are the detailed contents of such training and the total expenditure involved; if not, what are the reasons? What are the work plan, work schedule and the estimated expenditure in respect of the training to be provided by the LegCo Secretariat to security staff in 2019-20?

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 201)

Reply:

There is no temporary staff in the Security grade of the Legislative Council Secretariat ("the Secretariat"). The current establishment and remuneration of Security grade staff is as follows:

<b>Rank</b>	<b>Establishment (up to 28.2.2019)</b>	<b>Master pay scale</b>
Chief Security Officer	1	Point 44-47
Senior Security Officer	1	Point 35-39
Security Officer	3	Point 29-30
Senior Security Assistant	9	Point 20-21
Security Assistant I	36	Point 15-16
Security Assistant II	57	Point 8-14
<b>Total:</b>	<b>107</b>	<b>-</b>

2. The turnover rates of Security grade staff in the past three years are as follows:

<b>Year</b>	<b>Turnover rate*</b>	<b>Number of staff</b>
2016-17	3%	3
2017-18	0%	0
2018-19 (11 months up to 28.2.2019)	1%	1

\*excluding staff on retirement

3. The total remuneration expenses for security staff in 2018-19 is \$45.065 million, and the estimate for those in 2019-20 is \$45.166 million.

4. In 2018-19, the Secretariat conducted training courses, workshops and seminars specifically for security staff. The topics included first aid, security screening practices, communications skills and legal knowledge. The training expenditure incurred in 2018-19 is \$30,854.

5. In 2019-20, training workshops/courses covering topics such as first aid, basic safety, occupational safety as well as fire-fighting and prevention will be arranged for security staff. The estimated training expenditure in 2019-20 is \$56,000.

- End -



**CONTROLLING OFFICER'S REPLY**

**LC010**

**(Question Serial No. 6058)**

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:

Does the Public Information Division of the Legislative Council ("LegCo") Secretariat have plans in place, or budgets set aside, to provide video recordings with a resolution of 720P or 1080P for uploading onto the LegCo Website or social media websites?

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 302)

Reply:

The Legislative Council ("LegCo") Secretariat provides different versions of video recordings of open meetings of LegCo and its Committees on the LegCo Website ("Website") and the LegCo YouTube Channel ("YouTube Channel"). The floor version of such recordings is already available in resolution of 720p. The Cantonese, English and Putonghua versions will be upgraded to resolution of 720p at the start of the 2019-2020 legislative session.

2. Video recordings of open meetings are also available on the LegCo Mobile Application. To avoid heavy data consumption on mobile devices, the resolution of video recordings playing on the Mobile Application remains below 720p.

3. Meanwhile, the LegCo Secretariat produces various types of video recordings on Members' local visits, LegCo official events as well as educational videos. These video recordings are available in resolution of 720p or 1080p on the Website and the YouTube Channel.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC011**

**(Question Serial No. 6290)**

Head: (112) Legislative Council Commission  
Subhead (No. & title): (-) Not Specified  
Programme: (-) Not Specified  
Controlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)  
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please set out the information about the Legislative Council ("LegCo") Website:

1. What were the costs incurred last year for the management, maintenance and update of the Website?
2. Please list out the configuration and setting for properly viewing the LegCo Webcast videos and the types of browsers supported by the LegCo Website.
3. Does the LegCo have any plans to upgrade the LegCo Website to enable it to comprehensively support more types of web browsers, or has it earmarked funding in its budget to cater for the corresponding upgrade?
4. As Microsoft will no longer release updates for Internet Explorer, has the LegCo earmarked funding in its budget to cope with failures or losses due to the not-up-to-date website support?

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 339)

Reply:

The maintenance cost for the hardware and software of the Legislative Council ("LegCo") Website in 2018-19 was \$140,000. The management and upgrading of the Website is undertaken by in-house staff of the LegCo Secretariat.

2. The LegCo Website and the LegCo Webcast can be viewed with various modern web browsers, such as Microsoft Internet Explorer 11, Mozilla Firefox 53 or above, Safari 8 or above and Google Chrome 56 or above, on computers running various operating systems like Microsoft Windows, MacOS or Linux. JavaScript should be enabled on the browsers.

3. The LegCo Website supports various modern browsers. If Microsoft does not update or support Internet Explorer, users can still use other browsers to access the LegCo Website.

4. Estimated expenditure of \$9.81 million has been included in 2019-20 for revamping the LegCo Website which will be implemented by phases.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC012**

**(Question Serial No. 6291)**

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 concerning the Legislative Council ("LegCo") Library:

- a the number of books purchased and the amount spent by the Library last year;
- b the proportions of books in various languages, including traditional Chinese, simplified Chinese, English and other languages, purchased last year;
- c the criteria adopted by the LegCo Library for determining the books it needs to purchase, and the mechanism under which the purchase is made?

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 340)

Reply:

As at 8 March 2019, the number of books purchased in 2018-19 were 678 and the corresponding expenditure was \$813,207.

2. The proportion of books purchased in 2018-19 by languages is set out in the table below:

<b>Language</b>	<b>Number</b>
English	501 (74%)
Traditional Chinese	147 (22%)
Simplified Chinese	30 (4%)
Other languages	0
<b>Total</b>	<b>678 (100%)</b>

3. The Legislative Council ("LegCo") Library acquires materials germane to the mission of the Library which is to support the work of Members and staff of LegCo, facilitate public understanding of the Hong Kong Legislature as well as serving as the primary source of information for study of constitutional and parliamentary issues in Hong Kong. Library materials are acquired in accordance with the Collection Development and Management Policy of the Legislative Council Library. Selection is based on a host of factors including but not limited to the following:

- (i) Relevance to the functions, powers, history, people and work of the Hong Kong Legislature;
- (ii) Relevance to the information needs of Members and staff of LegCo;
- (iii) Subjects relating to the Basic Law of HKSAR, constitutional and administrative law, parliamentary practices and procedures, as well as political science and social sciences;
- (iv) Availability and ease of alternative means of access to the material concerned such as access through inter-library loans service; and
- (v) Financial resources.

4. Librarians are responsible for making acquisition suggestions to the Library Acquisition Committee for consideration. Users of the Library may also make acquisition suggestions to the Library. Acquisition decisions are made by Head (Information Services) on the recommendations of the Library Acquisition Committee, which consists of representatives from the Library, the Research Office, the Legal Service Division and the Council Business Divisions of the Legislative Council Secretariat.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC013**

**(Question Serial No. 7277)**

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 set out in detail the relevant bills/issues/procedural matters on which the Legislative Council sought external legal advice in the past 5 years, the organizations providing such legal advice and the expenditure incurred.

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 71)

Reply:

In the 2014-15 and 2015-16 legislative years, apart from in-house legal advice, external legal advice was obtained from a London QC on the quorum requirement under Article 75 of the Basic Law. Advice was also sought from a local Senior Counsel ("SC") and a local junior counsel on matters relating to legal issues arising from witness summonses served on the Chairman and Deputy Chairman of The Legislative Council Commission ("the Commission"). The total legal costs incurred were about \$720,000.

2. Since the commencement of the Sixth Legislative Council ("LegCo") in 2016, the President of LegCo ("the President") has obtained legal advice from two local SC and two local junior counsel on matters relating to the taking of LegCo Oath, and from a local SC and a local junior counsel on the quorum requirement for LegCo and committee of the whole Council. Advice was given to the Commission by a local SC and two local junior counsel on matters relating to recovery of remuneration and expenses paid to six disqualified Members. The President has also obtained legal advice from a local SC and a local junior counsel on matters relating to LegCo's power to summon the Chief Executive. The total legal costs incurred as at 13 March 2019 were about \$1.685 million.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC014**

**(Question Serial No. 6745)**

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 cleansing 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 cleansing 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 cleansing services and engage cleaners directly?

Asked by: Hon CHEUNG Chiu-hung, Fernando (LegCo internal reference no.: 7048)

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. 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 ("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 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 \$9,200 per month.<sup>1</sup> They normally work eight hours per day. They 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. In the last tender exercise in 2016, 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 every quarter since the second quarter of 2017 in accordance with the results of the wage level reviews mentioned in paragraph 2 above.

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<sup>1</sup> This is the provisional wage. It may be adjusted when the relevant quarterly reports of wage and payroll statistics are published by C&SD.



6. The current contract for the provision of cleansing service in the LegCo Complex will expire in mid-September 2019. The LegCo Commission ("the Commission") has discussed whether the cleansing service should be taken up by the Secretariat's own recruited staff or should continue to be provided by a contractor. The Commission noted that if the cleansing service was to be provided by its own full time staff (whose retirement age is 65), the part-time workers and those over 65 currently providing cleansing service in the Complex would be displaced; the financial impact on the Commission for employing staff for cleaning would be significant; and the service of the existing contractor had been satisfactory. Having considered such relevant factors, the Commission decided that the cleansing service should continue to be outsourced.

7. The Commission has adopted the Administration's new initiatives to enhance the labour benefits of non-skilled employees engaged by contractors for government service contracts tendered on or after 1 April 2019 in the Commission's next cleansing service contract. Such initiatives include mandating the provision of contractual gratuity to non-skilled employees, and increasing the technical weighting and weighting of wage level in the marking schemes for tender assessment. The Commission also decided that unless the Administration introduced a new policy to require government service contractors to provide paid meal breaks to their employees, such a requirement would not be included in its next cleansing service contract.

- End -

**CONTROLLING OFFICER'S REPLY****LC015****(Question Serial No. 2649)**

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 spent on quorum calls and adjournments of the Council due to the lack of a quorum in each of the last 3 legislative sessions? What is the projected expenditure for those meeting hours based on the day-to-day operational expenditure of the Legislative Council?

Asked by: Hon CHEUNG Wah-fung, Christopher (LegCo internal reference no.: 31)

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 past three legislative sessions 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>
2016-17	16 hrs 20 mins	30 hrs 27 mins	46 hrs 47 mins
2017-18	39 hrs 19 mins	14 hrs 53 mins	54 hrs 12 mins
2018-19 (up to end Feb 2019)	3 hrs 27 mins	0 hrs 0 mins	3 hrs 27 mins

2. The average hourly expenditure incurred for servicing meetings of the Council and its committees from 2016-17 to 2018-19 are approximately \$272,000, \$224,000 and \$267,000 (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.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC016**

**(Question Serial No. 2650)**

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 set out in table form the numbers 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 and 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") for the past 3 years. What are the respective estimated expenditures incurred for the aforesaid meeting hours based on the day-to-day operational expenditure of the Legislative Council?

Asked by: Hon CHEUNG Wah-fung, Christopher (LegCo internal reference no.: 32)

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"), the Public Works Subcommittee ("PWSC") and the Establishment Subcommittee ("ESC") in each of the last three legislative sessions is as follows:

**Table 1**

<b>FC</b>				
<b>Session</b>	<b>Motions to adjourn further proceedings<sup>#</sup></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>
2016-2017	12 hrs (9.8%)	\$3,264,000	3 hrs 50 mins (3.1%)	\$1,042,667
2017-2018	nil	\$0	1 hr 30 mins (1.1%)	\$336,000
2018-2019 (up to end Feb 2019)	nil	\$0	3 hrs 19 mins (5.6%)	\$885,550

**Table 2**

<b>PWSC</b>				
<b>Session</b>	<b>Motions to adjourn further proceedings<sup>#</sup></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>
2016-2017	6 hrs 40 mins (9.1% )	\$1,813,333	4 hrs 25 mins (6.0%)	\$1,201,333
2017-2018	nil	\$0	1 hr 23 mins (1.8%)	\$309,867
2018-2019 (up to end Feb 2019)	nil	\$0	1 hr 4 mins (4.0%)	\$284,800

**Table 3**

ESC				
Session	Motions to adjourn further proceedings <sup>#</sup>		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*
2016-2017	nil	\$0	45 mins (2%)	\$204,000
2017-2018	nil	\$0	nil	\$0
2018-2019 (up to end Feb 2019)	nil	\$0	nil	\$0

\* The figures on expenditure are calculated based on the average hourly expenditure incurred for servicing meetings of the Council and its committees from 2016-2017 to 2018-2019 which are approximately \$272,000, \$224,000 and \$267,000 (estimated) respectively.

# Following the passage of the relevant amendment to the FC Procedure, the PWSC Procedure and the ESC Procedure on 1 March 2018, a member when speaking on a proposal in the Committee/Subcommittee may move without notice that discussion on an item be now adjourned, but may not move any motion to adjourn further proceedings of the Committee/Subcommittee.

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") in each of the last three legislative sessions is as follows:

**Table 4**

FC		
Session	Meeting time spent on dealing with FCP37A motions <sup>^</sup> (% of meeting time)	Expenditure*
2016-2017	12 hrs 13 mins (10%)	\$3,322,933
2017-2018	3 hrs 7 mins (2.3%)	\$698,133
2018-2019 (up to end Feb 2019)	2 hrs 12 mins (3.8%)	\$587,400

**Table 5**

<b>PWSC</b>		
<b>Session</b>	<b>Meeting time spent on dealing with PWSCP32A motions^ (% of meeting time)</b>	<b>Expenditure*</b>
2016-2017	5 hrs 8 mins (7.0%)	\$1,396,267
2017-2018	1 hr 12 mins (1.5%)	\$268,800
2018-2019 (up to end Feb 2019)	11 mins (0.7%)	\$48,950

**Table 6**

<b>ESC</b>		
<b>Session</b>	<b>Meeting time spent on dealing with ESCP31A motions^ (% of meeting time)</b>	<b>Expenditure*</b>
2016-2017	1 hr 43 mins (4.6%)	\$466,933
2017-2018	23 mins (0.7%)	\$85,867
2018-2019 (up to end Feb 2019)	55 mins (4.9%)	\$244,750

<sup>^</sup> Following the passage of the relevant amendment to the FC Procedure, the PWSC Procedure and the ESC Procedure on 1 March 2018, each member may propose no more than one such motion in respect of an agenda item. Before the amendment was made, no restriction was specified in the Procedures on the number of such motion that a member might propose.

- End -

**CONTROLLING OFFICER'S REPLY****LC017****(Question Serial No. 2651)**

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:

It is mentioned in the Estimates that there are two matters, among others, requiring special attention of the Legislative Council ("LegCo") in 2019-20: enhancing collections in the Library, particularly collections relating to constitutional and parliamentary affairs; and enhancing electronic resources to facilitate research relating to LegCo business and constitutional and parliamentary affairs. What are the respective estimated financial expenditures required for enhancing Library collections and enhancing electronic resources and the detailed breakdown of such expenditures?

Asked by: Hon CHEUNG Wah-fung, Christopher (LegCo internal reference no.: 33)

Reply:

The information requested is set out in the tables below:

**Table 1 - Breakdown of estimated financial expenditure for enhancing Library collections in 2019-20**

<b>Item</b>	<b>Subjects</b>	<b>\$('000)</b>
1	Law	775.4 (61%)
2	Political Sciences	216.4 (17%)
3	Social Sciences and other subjects	279.5 (22%)
	<b>Total</b>	<b>1,271.3 (100%)</b>

**Table 2 – Breakdown of estimated financial expenditure for enhancing electronic resources in the Library in 2019-20**

<b>Item</b>	<b>Subjects</b>	<b>\$('000)</b>
1	Local and international news	2,818.0 (76.6%)
2	Public affairs	370.0 (10.0%)
3	China studies	216.7 (5.9%)
4	Policy reports and journals	145.5 (4.0%)
5	Law	128.2 (3.5%)
	<b>Total</b>	<b>3,678.4 (100%)</b>

- End -



**CONTROLLING OFFICER'S REPLY**

**LC018**

**(Question Serial No. 5177)**

Head: (112) Legislative Council Commission

Subhead (No. & title): (-) Not Specified

Programme: (2) Council Business Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

It is mentioned in Programme (2) that the provision for 2019–20 is \$23.2 million higher than the revised estimate for 2018–19, and this is mainly due to the increased cash flow requirement for capital items and net creation of 10 posts to meet operational needs of the Council. Please advise on the pay scale and job nature of the 10 posts to be created in 2019-20.

Asked by: Hon FAN Kwok-wai, Gary (LegCo internal reference no.: 112)

Reply:

The provision for 2019-20 includes the funding required for the creation of 12 posts, which is offset by the deletion of two posts; hence a net creation of 10 posts. Details of these posts are set out below:

	<b>Rank</b>	<b>Pay scale (Master Pay Scale)</b>	<b>No. of posts</b>	<b>Service areas</b>
(a)	<b><i>Council Business Divisions</i></b> Chief Council Secretary Senior Council Secretary Council Secretary  Clerical Assistant	Point 45 - 49 Point 34 - 44 Point 28 - 33  Point 1 - 10	1 1 3 (offset by deletion of 1 Senior Council Secretary post) 1	To strengthen secretariat and research support for the Legislative Council ("LegCo") and its committees
(b)	<b><i>Information Technology Office</i></b> Information Technology Officer Assistant Information Technology Officer	Point 28 - 33 Point 16 - 21	1 1	To support in-house development and management of essential information technology ("IT") systems and provision of enhanced IT services to LegCo and the LegCo Secretariat
(c)	<b><i>Public Information Division</i></b> Public Information Officer Administrative Assistant I	Point 28 - 33 Point 16 - 21	1 1	To provide enhanced media support services to the Council, media and members of the public
(d)	<b><i>Human Resources Office</i></b> Senior Council Secretary	Point 34 - 44	1	To meet the enhanced needs for human resource services
(e)	<b><i>Research Office</i></b> Administrative Assistant I	Point 16 - 21	1 (offset by deletion of 1 Clerical Assistant post)	To strengthen administrative support for the provision of enhanced research services for Members

- End -

**CONTROLLING OFFICER'S REPLY**

**LC019**

**(Question Serial No. 2537)**

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:

The provision for Members' Offices and Remuneration under this Programme has only increased by 1.3% in the coming year. In this connection, will the authorities advise on the following:

1. What is the total number of Legislative Council ("LegCo") Members' assistants at present?
2. Have the authorities taken into account the adjustments to the salary levels of Members' assistants in considering the increases/decreases of Members' operating expenses? If no, what are the reasons?
3. Despite the fact that there have been requests in the past LegCo terms for improvement of the employment terms of Members' assistants, including formulating a staffing complement and introducing a salary scale for Members' assistants, as well as separating the remuneration of Members' assistants from Members' operating expenses, the Government has made no improvement in this respect over the years. What are the reasons for that? What studies has the Administration conducted and what measures does the department have in place to help the Government and Members achieve the relevant targets?
4. Did the department also provide continued career development strategies and enhanced training for Members' assistants in the past 3 years? If yes, please set out the details. If no, in what ways can Members' assistants cooperate with the department to work smoothly?

Asked by: Hon HO Kai-ming (LegCo internal reference no.: 76)

Reply:

The increase of 1.3% in the provision for Members' Offices and Remuneration was mainly due to the adjustment in remuneration and operating expenses for Members in accordance with the changes in the Consumer Price Index (C), partly offset by the anticipated decrease in Members' setting up and information technology expenses reimbursements towards the end of the Legislative Council ("LegCo") term.

2. According to the claims submitted by Members of the Sixth LegCo, there were a total of 430 full-time staff employed by Members as at 30 September 2018.

3. 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.

4. According to the Independent Commission, in conducting its review of the remuneration package and OER of Members, it had taken into account a basket of factors including the role and functions of LegCo Members, utilization rates of the allowances available to Members, the economic situation of Hong Kong, market rates of salaries and rentals, etc. 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.

5. 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

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<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.

relating to Members' remuneration and OER. The Subcommittee has discussed issues relating to the level of Members' OER and the mechanism for annual adjustment of OER. After consultation with all Members, the Subcommittee proposes the adoption of a weighted index instead of Consumer Price Index (C) as the basis for annual adjustment to Members' office operation expenses with effect from the next LegCo term. The proposed weighted index comprises three main components of Office Operation Expenses Reimbursement (i.e. staff expenses, office accommodation expenses and other operating expenses), with relevant indicators (i.e. civil service pay adjustment, rental index for Grade C Offices published by the Rating and Valuation Department and Composite Consumer Price Index) to be used as the respective basis for adjusting the three components.

6. The Subcommittee is currently seeking Members' views on the remuneration and OER for Members of the Seventh LegCo. It will put forward the above proposal and other proposals on Members' remuneration and OER to the Administration for consideration by the Independent Commission.

7. The Secretariat organizes workshops and briefings for Members' assistants to facilitate their work in rendering assistance to Members. In the past three years, workshops/briefings covering the following areas had been organized for Members' assistants: complaint handling skills; Members' related databases and databases subscribed by the LegCo Library; the Secretariat's facilities, services and information technology systems (such as the Online System for Signification of Membership for Committees, and the System for Registration of Members' Interests); fire safety measures; cardiopulmonary resuscitation and use of automated external defibrillator, etc.

- End -

**CONTROLLING OFFICER'S REPLY****LC020****(Question Serial No. 4384)**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 are they sent to? How much does the LegCo pay for this service?

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

Asked by: Hon HUI Chi-fung (LegCo internal reference no.: 78)Reply:

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

	<b>Amount of recyclables collected in the LegCo Complex</b>					
	Paper (kg)	Aluminum can (kg)	Plastics (kg)	Glass (kg)	Battery (piece)	Others (e.g. metal, wire) (kg)
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	50 114	7	<1	<1	113	15
2018-19 (11 months up to 28.2.2019)	38 710	24	19	<1	88	2

2. The recyclables other than confidential waste paper were collected and delivered to registered recyclers by the cleansing service contractor of The LegCo Commission ("the Commission") as required under the cleansing service contract at no extra cost. Confidential waste paper was collected and destroyed 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. Posters providing tips on clean recycling are posted in all pantries in the LegCo Complex. An annual waste audit will be conducted in the LegCo Complex starting from 2019-20 with the aim of informing the Secretariat and other Complex users how best to minimize waste going forward.

- End -

**CONTROLLING OFFICER'S REPLY****LC021****(Question Serial No. 4385)**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 relation to the operating costs of the Legislative Council'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 the Secretariat used each year for the past 5 years, and indicate the number of recycled paper used.
3. Does the LegCo Secretariat follow a recycling scheme/certain guidelines to minimize paper usage? If so, what are the details?

Asked by: Hon HUI Chi-fung (LegCo internal reference no.: 79)Reply:

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

	<b>Expenditure (\$ million)</b>	
	Office supplies (including paper products)	Paper products*
2014-15	2.32	0.51
2015-16	1.54	0.41
2016-17	1.88	0.41
2017-18	1.49	0.33
2018-19 (11 months up to 28.2.2019)	1.15	0.21

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



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

	<b>Amount of paper consumed (ream)</b>		
	Recycled paper	Environmentally friendly paper	Total
2014-15	20 871	350	21 221
2015-16	17 113	225	17 338
2016-17	17 152	286	17 438
2017-18	15 773	183	15 956
2018-19 (11 months up to 28.2.2019)	11 875	186	12 061

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 LegCo Complex users as far as practicable.

- End -

**CONTROLLING OFFICER'S REPLY****LC022****(Question Serial No. 4913)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (6) Corporate Liaison and Education and Visitor ServicesControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

1. What were the respective total numbers of visits by school and school outreach activities conducted by the Legislative Council ("LegCo") Secretariat in the past 3 years? Please provide the information in the table below:

Year	Number of visits by school				Number of school outreach activities			
	Kindergarten	Primary school	Secondary school	Special school	Kindergarten	Primary school	Secondary school	Special school
2018								
2017								
2016								

2. What was the total number of requests for participating in visit programmes received from schools by the LegCo Secretariat in each of the past 3 years? If any of such requests from schools were refused, what were the common reasons for the refusal?

3. What was the total number of requests for arranging school outreach activities received from schools by the LegCo Secretariat in each of the past 3 years? If any of such requests from schools were refused, what were the common reasons for the refusal?

Asked by: Hon IP Kin-yuen (LegCo internal reference no.: 167)

Reply:

Below is the breakdown of school visits conducted in the past 3 years:

<b>Year</b>	<b>Number of school visits</b>				
	<b>Kindergarten</b>	<b>Primary School</b>	<b>Secondary School</b>	<b>Special School</b>	<b>Total</b>
October 2018 – February 2019 (5 months)	129	216	133	6	484
October 2017 – September 2018	302	415	272	5	994
October 2016 – September 2017	256	450	290	16	1 012

No school outreach activities were conducted in the past 3 years.

2. The Secretariat accepted all requests for school visits in the past 3 years, and the numbers were shown in the above table.

3. The Secretariat did not receive any outreach requests from schools in the past 3 years. Support to schools for organizing school-based activities is provided in the form of online education resources made available in the "Education" section of the Legislative Council Website.

- End -

**CONTROLLING OFFICER'S REPLY****LC023****(Question Serial No. 5864)**Head: (112) Legislative Council CommissionSubhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative CouncilProgramme: (1) Members' Offices and RemunerationControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

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 (LegCo internal reference no.: 181)Reply:

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

Legislative year	Salary of Members' assistants			
	Highest	Lowest	Average	Median
	\$	\$	\$	\$
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
2017-18	73,950	6,500	21,182	17,500

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

Legislative year	Rates of increase in salary of Members' assistants			
	Highest	Lowest	Average	Median
	%	%	%	%
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
2017-18	33.3	1	6.9	5.2

3. Based on the claims submitted by Members of the Sixth LegCo, 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") as at 30 September 2018 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	10	5	8	2
GC	12	4	24	0
FC	8	3	4	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.

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<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.

5. Having considered the Subcommittee's proposals, the Independent Commission, while agreeing that the level of Members' OER should be enhanced, had reservations 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 discussed issues relating to the level of Members' OER and the mechanism for annual adjustment of OER. After consultation with all Members, the Subcommittee proposes the adoption of a weighted index instead of Consumer Price Index (C) as the basis for annual adjustment to Members' office operation expenses with effect from the next LegCo term. The proposed weighted index comprises three main components of Office Operation Expenses Reimbursement (i.e. staff expenses, office accommodation expenses and other operating expenses), with relevant indicators (i.e. civil service pay adjustment, rental index for Grade C Offices published by the Rating and Valuation Department and Composite Consumer Price Index) to be used as the respective basis for adjusting the three components.

7. The Subcommittee is currently seeking Members' views on the remuneration and OER for Members of the Seventh LegCo. It will put forward the above proposal and other proposals on Members' remuneration and OER to the Administration for consideration by the Independent Commission.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC024**

**(Question Serial No. 6470)**

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:

At present, the staff of Legislative Council ("LegCo") Members' Offices need to obtain live video recordings of meetings through designated computers in the LegCo Complex, and they are also required to pay a fee for high-definition video recordings. In this respect, will the Information Technology Office of the LegCo Secretariat consider adopting other additional means to facilitate the staff's access to video recordings of the Council and making high-definition video recordings of Council meetings available for use by Members' Offices? If yes, what are the details? If no, what are the reasons?

Asked by: Hon KWOK Ka-ki (LegCo internal reference no.: 449)

Reply:

The Legislative Council ("LegCo") Secretariat provides different versions of video recordings of open meetings of LegCo and its committees on the LegCo Website and the LegCo YouTube Channel. The floor version of such recordings is available in high-definition resolution (i.e. 720p). The Cantonese, English and Putonghua versions will be upgraded to resolution of 720p at the start of the 2019-2020 legislative session.

2. A new video clipping function has been introduced in the webcast section on the LegCo Website. Anyone interested in obtaining a video recording of the open meetings of LegCo and its committees can do so using the relevant functions provided at the LegCo Website and LegCo YouTube Channel, in addition to using the dedicated workstations provided on Members' floor, Press Room and the LegCo Library. To familiarize Members' staff with the use of these new on-line tools, a workshop will be arranged.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC025**

**(Question Serial No. 1324)**

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:

What are the details of the external legal services engaged by the Legislative Council in each of the past three legislative years, the justifications for engaging such services and the relevant expenditure incurred?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 28)

Reply:

In the past three legislative years, apart from in-house legal advice, external legal advice was sought by The Legislative Council Commission ("the Commission") or the President of the Legislative Council ("President") on matters relating to the validity of the Legislative Council ("LegCo") Oaths taken by certain Members, recovery of remuneration and expenses paid to six disqualified Members, the quorum requirement for LegCo and a committee of the whole Council, and matters relating to LegCo's power to summon the Chief Executive. The total legal costs incurred as at 13 March 2019 were about \$1.685 million.

2. In the past three legislative years, the Commission and the President had also engaged external legal services from local law firms and counsel for instituting or responding to legal proceedings in which the Commission or the President was a party. The subject matters of those legal proceedings relate to the validity of the LegCo Oaths taken by certain Members; the passage by LegCo of the Guangzhou-Shenzhen-Hong Kong Express Rail Link (Co-location) Bill; the constitutionality of the amendment to the Rules of Procedure of LegCo changing the quorum requirement of a committee of the whole Council; and recovery of remuneration and operating expenses from Sixtus LEUNG Chung-hang, YAU Wai-ching and LEUNG Kwok-hung. The total expenditure incurred as at 13 March 2019 in those legal proceedings were about \$5.279 million.

- End -



**CONTROLLING OFFICER'S REPLY**

**LC026**

**(Question Serial No. 1325)**

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 set out the respective numbers of meeting hours of the Finance Committee, the Public Works Subcommittee and the Establishment Subcommittee spent 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? What are the respective estimated expenditures for such meeting hours based on the day-to-day operational expenditure of the Legislative Council?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 29)

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"), the Public Works Subcommittee ("PWSC") and the Establishment Subcommittee ("ESC") in each of the legislative sessions since 2012-2013 is as follows:

Session	Meeting time spent on dealing with adjournment motions <sup>#</sup>			Total	Expenditure*
	FC	PWSC	ESC		
2012-2013	5 hrs 35 mins	0 min	0 min	5 hrs 35 mins	\$965,917
2013-2014	6 hrs 51 mins	2 hrs 5 mins	15 mins	9 hrs 11 mins	\$1,735,650
2014-2015	24 hrs 32 mins	3 hrs	24 mins	27 hrs 56 mins	\$5,670,467
2015-2016	28 hrs 30 mins	7 hrs 7 mins	2 hrs 16 mins	37 hrs 53 mins	\$7,955,500
2016-2017	15 hrs 50 mins	11 hrs 5 mins	45 mins	27 hrs 40 mins	\$7,525,333
2017-2018	1 hr 30 mins	1 hr 23 mins	0 min	2 hrs 53 mins	\$645,867
2018-2019 (up to end Feb 2019)	3 hrs 19 mins	1 hr 4 mins	0 min	4 hrs 23 mins	\$1,170,350

\* The figures on expenditure are calculated based on the average hourly expenditure incurred for servicing meetings of the Council and its committees from 2012-2013 to 2018-2019 which are approximately \$173,000, \$189,000, \$203,000, \$210,000, \$272,000, \$224,000 and \$267,000 (estimated) respectively.

# Following the passage of the relevant amendment to the FC Procedure, the PWSC Procedure and the ESC Procedure on 1 March 2018, a member when speaking on a proposal in the Committee/Subcommittee may move without notice that discussion on an item be now adjourned, but may not move any motion to adjourn further proceedings of the Committee/Subcommittee.

- End -

**CONTROLLING OFFICER'S REPLY****LC027****(Question Serial No. 1326)**

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 much Council meeting time was spent on filibusters such as quorum calls and adjournments of the Council due to the lack of a quorum in each of the past 3 legislative sessions? What is the projected expenditure for such meeting time based on the day-to-day operational expenditure of the Legislative Council?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 30)

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 past three legislative sessions 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>
2016-17	16 hrs 20 mins	30 hrs 27 mins	46 hrs 47 mins
2017-18	39 hrs 19 mins	14 hrs 53 mins	54 hrs 12 mins
2018-19 (up to end Feb 2019)	3 hrs 27 mins	0 hrs 0 mins	3 hrs 27 mins

2. The average hourly expenditure incurred for servicing meetings of the Council and its committees from 2016-17 to 2018-19 are approximately \$272,000, \$224,000 and \$267,000 (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.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC028**

**(Question Serial No. 3492)**

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 provide a list of legal proceedings in the past 3 years involving The Legislative Council ("LegCo") Commission, such as judicial reviews of the rulings of the President of LegCo, recovery of remuneration and expenses paid to Members and appearance of Secretariat staff in court to give evidence, and the expenditure involved in each case.

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 72)

Reply:

In the past three legislative years, The Legislative Council Commission ("the Commission") has not incurred any expenditure in criminal proceedings. As regards civil proceedings, the Commission and the President has engaged external legal services from local law firms and counsel for instituting or responding to various proceedings in which the Commission or the President was a party. The subject matters of those civil proceedings relate to the validity of the Legislative Council ("LegCo") Oaths taken by certain Members; the passage by LegCo of the Guangzhou-Shenzhen-Hong Kong Express Rail Link (Co-location) Bill; the constitutionality of the amendment to the Rules of Procedure of LegCo changing the quorum requirement of a committee of the whole Council; and recovery of remuneration and operating expenses from Sixtus LEUNG Chung-hang, YAU Wai-ching and LEUNG Kwok-hung. The total expenditure incurred as at 13 March 2019 in those legal proceedings were about \$5.279 million.

2. In the past three legislative years, staff members of the Secretariat have appeared in courts to give evidence in certain criminal proceedings. No legal costs or extra expenditure was incurred for Secretariat's staff's court appearance in the proceedings concerned.

- End -

**CONTROLLING OFFICER'S REPLY****LC029****(Question Serial No. 3493)**

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 advise on the sales, expenses and profit/loss of souvenir items offered by the Legislative Council Secretariat and the top 3 souvenir items with the highest sales in the last financial year. What are the reasons for the substantial decrease in the sale of souvenir items by 23% in 2017-18 as compared to 2016-17?

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 73)

Reply:

The sales, expenses, and profit/loss of the Legislative Council ("LegCo") Souvenir Shop ("the Shop") in the past 2 years are as follows:

<b>Financial year</b>	<b>(HK\$)</b>		
	<b>Sales</b>	<b>Expenses<sup>1</sup></b>	<b>Profit (Loss)</b>
2017 – 2018	420,496	437,586	(17,090)
2018 – 2019 (11 months up to February 2019)	444,320	311,661	132,659

<sup>1</sup> Expenses of the Shop include staff cost, product development cost, credit card and Octopus commission charges, and other consumable items. After the relocation of the Shop to the open space near the Tour Reception Counter, it was no longer necessary to deploy designated staff members to man the Shop as the staff members at the Tour Reception Counter could provide sales service if needed.

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

Financial year	Top 3 souvenir items with the highest sales (quantity sold)		
	1	2	3
2017 – 2018	Metal bookmark (1 847)	LegCo Complex keychain (1 041)	LegCo Complex pin (856)
2018 – 2019 (11 months up to February 2019)	Metal bookmark (1 426)	Plastic folder featuring the design of Drum Wall (942)	Wooden chopsticks and spoon set (830)

3. The Shop originally located next to the LegCo Cafeteria was relocated to the open space near the Tour Reception Counter in the Main Lobby of the LegCo Complex in June 2017 on a trial basis to enhance its visibility to visitors. During the period from June 2017 to September 2018, the Shop operated in the form of a kiosk with limited products on display, resulting in a decrease in the sale of souvenir items in 2017-2018.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC030**

**(Question Serial No. 3494)**

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:

Regarding the work to promote the Council's image to the public, please advise this committee on:

1. whether the Secretariat has compiled any statistics on the countries/territories of residence of the participants of guided educational tours; if yes, please list out the top 5 countries/territories, other than Hong Kong, from where most visitors come;
2. whether the Secretariat has kept any record on the numbers of guided educational tours conducted in Cantonese, Putonghua and English;
3. whether the Secretariat has communicated with relevant departments or public organizations to step up the efforts in promoting the Council's image to the international community and visitors to Hong Kong?

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 74)

Reply:

Applicants for guided tours are not required to specify their countries/territories of residence.

2. Below is the breakdown of guided tours conducted in different languages in the past 3 years:

Year	Number of tours <sup>1</sup> (%)			
	Cantonese	Putonghua	English	Total
October 2016 – September 2017	1 547 (77%)	281 (14%)	180 (9%)	2 008
October 2017 – September 2018	1 594 (76%)	328 (16%)	177 (8%)	2 099
October 2018 – February 2019 (5 months)	652 (70%)	188 (20%)	93 (10%)	933

3. In promoting the Council's image to the international community, the Secretariat has assisted committees and Members to meet with parliamentarians, dignitaries, diplomats and opinion leaders around the world. The Parliamentary Liaison Subcommittee ("PLS") is tasked to promote liaison and develop good relationship with legislatures outside Hong Kong.

4. PLS aside, Members meet with visiting delegations referred by government departments and consuls-general in Hong Kong to explain the work of the Council and the latest developments in Hong Kong. Regular luncheons are held by the President for Members to meet with Consuls-General and Honorary Consuls to establish a closer tie with the local diplomatic community.

5. In addition, the Secretariat has approached the Hong Kong Tourism Board to seek its assistance to introduce the guided tour service of the Legislative Council on its "Discover Hong Kong" website to promote the Council's work to visitors to Hong Kong.

- End -

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<sup>1</sup> The number of tours includes guided tours conducted for schools, charitable groups, public groups, individual, and Members' guests.



**CONTROLLING OFFICER'S REPLY**

**LC031**

**(Question Serial No. 2013)**

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 the last 5 legislative sessions:

- 1) the number of items endorsed by the Public Works Subcommittee ("PWSC") of the Legislative Council ("LegCo") which were put on the Finance Committee ("FC") agenda for separate discussion, and its percentage in the number of agenda items of PWSC;
- 2) the respective numbers of meeting hours of PWSC and FC spent on the discussion of the items listed in 1);
- 3) the number of items endorsed by the Establishment Subcommittee ("ESC") of LegCo which were put on the FC agenda for separate discussion, and its percentage in the number of agenda items of ESC;
- 4) the respective numbers of meeting hours of ESC and FC spent on the discussion of the items listed in (3).

Asked by: Hon LIAO Cheung-kong, Martin (LegCo internal reference no.: 46)

Reply:

In respect of the information requested, the Secretariat only keeps relevant records since the 2016-17 legislative session.

2. Information about the number of items recommended by the Public Works Subcommittee ("PWSC") requiring discussion by the Finance Committee ("FC") in each of the three legislative sessions since 2016-17, and the percentage of such items to the overall number of items approved by PWSC are as follows:

**Table 1**

Session	Number of items recommended by PWSC	Number of items requiring discussion by FC (including items that have not yet been submitted to FC)	Percentage
2016-17	18	13	72%
2017-18	47	22.5	48%
2018-19 (up to 1 March 2019)	10	9	90%

3. Regarding the items recommended by PWSC requiring discussion by FC, the meeting time spent on discussion of these items by PWSC and FC respectively is given below:

**Table 2**

Session	Number of items recommended by PWSC requiring discussion by FC	Meeting time spent on discussion of the items	
		PWSC (rounded to the nearest half hour)	FC (rounded to the nearest half hour)
2016-17	13	67.5 hrs	59.5 hrs
2017-18	22.5	53.5 hrs	41.5 hrs
2018-19 (up to 1 March 2019)	9(3) [Note 1]	19.5 hrs	10.5 hrs

Note 1: There are nine items recommended by PWSC requiring discussion by FC, and three of them have not yet been submitted to FC.

4. Information about the number of items recommended by the Establishment Subcommittee ("ESC") requiring discussion by FC in each of the three legislative sessions since 2016-17, and the percentage of such items to the overall number of items approved by ESC are as follows:

**Table 3**

Session	Number of items recommended by ESC	Number of items requiring discussion by FC (including items that have not yet been submitted to or discussed by FC)	Percentage
2016-17	14	11	79 %
2017-18	32	21.5	67 %
2018-19 (up to 1 March 2019)	11	5.5	50 %

5. Regarding the items recommended by ESC requiring discussion by FC, the meeting time spent on discussion of these items by ESC and FC respectively is given below:

**Table 4**

Session	Number of items recommended by ESC requiring discussion by FC	Meeting time spent on discussion of the items	
		ESC (rounded to the nearest half hour)	FC (rounded to the nearest half hour)
2016-17	11 (1) [Note 2]	35 hrs	24.5 hrs
2017-18	21.5 (1) [Note 3]	44 hrs	32 hrs
2018-19 (up to 1 March 2019)	5.5 (1) [Note 4]	10 hrs	8 hrs

Note 2: There are 11 items recommended by ESC requiring discussion by FC, and one of them has not yet been submitted to FC.

Note 3: There are 21.5 items recommended by ESC requiring discussion by FC, and one of them has not yet been discussed by FC.

Note 4: There are 5.5 items recommended by ESC requiring discussion by FC, and one of them has not yet been submitted to FC.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC032**

**(Question Serial No. 2014)**

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 regarding the Finance Committee ("FC") meetings in the last 5 legislative sessions:

- 1) the number of financial proposals the scrutiny of which was not completed in each session;
- 2) the number of meeting hours spent on handling points of order raised by Members, and the percentage of time spent on handling such point of order issues at a meeting in relation to the total duration of that meeting;
- 3) the number of meeting hours spent on handling Members' disorderly conduct, and the percentage of time spent on handling such disorderly conduct issues at a meeting in relation to the total duration of that meeting; and
- 4) the estimated expenditures for the meeting hours listed in 2) and 3) based on the day-to-day operational expenditure of the Legislative Council.

Asked by: Hon LIAO Cheung-kong, Martin (LegCo internal reference no.: 47)

Reply:

Information about the number of financial proposals submitted to the Finance Committee but subsequently not dealt with or discussion of which had not finished in each of the last five legislative sessions is as follows:

<b>Session</b>	<b>Number of financial proposals not dealt with or discussion of which had not finished</b>
2013-14	17
2014-15	2
2015-16	5
2016-17	6
2017-18	9

2. The Secretariat does not keep statistics on the time spent on handling points of order raised by Members or Members' disorderly conduct at meetings of the Council and its committees (including the Finance Committee).

- End -

**CONTROLLING OFFICER'S REPLY****LC033****(Question Serial No. 2015)**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 of the last 5 legislative sessions:

- 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) over 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 (LegCo internal reference no.: 48)Reply:

Information about quorum calls at Council meetings in each of the past five legislative sessions is as follows:

<b>Session</b>	<b>(1) Meeting time spent on quorum calls</b>	<b>(2) Percentage in relation to the total meeting hours</b>	<b>(3) Expenditure in respect of (1)*</b>
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	39 hrs 19 mins	8%	\$8,806,933
2018-19 (up to end Feb 2019)	3 hrs 27 mins	1%	\$921,150

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

*\* The figures on expenditure are calculated based on the average hourly expenditure incurred for servicing meetings of the Council and its committees from 2014-15 to 2018-19 which are approximately \$203,000, \$210,000, \$272,000, \$224,000 and \$267,000 (estimated) respectively.*

- End -

**CONTROLLING OFFICER'S REPLY**

**LC034**

**(Question Serial No. 4392)**

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 (LegCo internal reference no.: 70)

Reply:

Unskilled workers are engaged by The Legislative Council ("LegCo") Commission's cleansing contractor to provide cleansing service for the LegCo Complex. Under the existing contract, the contractor deploys a total of 42 staff including 1 supervisor, 3 foremen and 38 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) the 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 \$9,200 per month.<sup>1</sup> They normally work eight hours per day. They 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.

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

<b>Period</b>	<b>Monthly wage<sup>2</sup> (\$)</b>
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 February 2018	9,148
March to April 2018	9,179
May 2018	9,200
June to August 2018	9,375
September to November 2018	9,449
December 2018 to March 2019	9,200 <sup>1</sup>

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<sup>1</sup> This is the provisional wage. It may be adjusted when the relevant quarterly reports of wage and payroll statistics are published by C&SD.

<sup>2</sup> Including the backpay to the cleaners in accordance with the results of the wage level reviews mentioned in paragraph 2 above.

5. The current contract for the provision of cleansing service in the LegCo Complex will expire in mid-September 2019. The Legislative Council Commission ("the Commission") has discussed whether the cleansing service should be taken up by the Secretariat's own recruited staff or should continue to be provided by a contractor. The Commission noted that if the cleansing service was to be provided by its own full time staff (whose retirement age is 65), the part-time workers and those over 65 currently providing cleaning service in the Complex would be displaced; the service of the existing contractor has been satisfactory; and the financial impact on the Commission for employing staff for cleaning would be significant. Having considered such relevant factors, the Commission decided that the cleaning service should continue to be outsourced.

6. The Commission also decided to adopt the Administration's new initiatives to enhance the labour benefits of non-skilled employees engaged by contractors for government service contracts tendered on or after 1 April 2019 in the Commission's next cleansing service contract. Such initiatives include mandating the provision of contractual gratuity to non-skilled employees, and increasing the technical weighting and weighting of wage level in the marking schemes for tender assessment.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC035**

**(Question Serial No. 4481)**

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 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 (which does not necessarily follow the civil service pay scale) 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 (LegCo internal reference no.: 120)

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 discussed issues relating to the level of Members' OER and the mechanism for annual adjustment of OER. After consultation with all Members, the Subcommittee proposes the adoption of a weighted index instead of Consumer Price Index (C) as the basis for annual adjustment to Members' office operation expenses with effect from the next LegCo term. The proposed weighted index comprises three main components of Office Operation Expenses Reimbursement (i.e. staff expenses, office accommodation expenses and other operating expenses), with relevant indicators (i.e. civil service pay adjustment, rental index for Grade C Offices published by the Rating and Valuation Department and Composite Consumer Price Index) to be used as the respective basis for adjusting the three components.

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<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.

4. The Subcommittee is currently seeking Members' views on the remuneration and OER for Members of the Seventh LegCo. It will put forward the above proposal and other proposals on Members' remuneration and OER to the Administration for consideration by the Independent Commission.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC036**

**(Question Serial No. 4482)**

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:

Regarding visitors to the Legislative Council ("LegCo"), will the authorities provide the number of individual visitors (not groups) visiting the LegCo Library or the LegCo Cafeteria via Public Entrance 1 at different hours last year?

Hour	Number of visitors
09:00-11:00	
11:00-13:00	
13:00-15:00	
15:00-17:00	
17:00-19:00	

Asked by: Hon TAM Man-ho, Jeremy (LegCo internal reference no.: 121)

Reply:

Visitors issued with admission passes to the Main Lobby of the Legislative Council ("LegCo") Complex may visit the LegCo Library and use the service of the LegCo Cafeteria. At present, records of the number of visitors entering the LegCo Complex via Public Entrance 1 ("PE1") are kept in two periods, i.e. from 9:00 am to 1:00 pm and from 1:00 pm to 6:00 pm. A breakdown of individual visitors entering the LegCo Complex via PE1 in the past 2 years is as follows:

<b>Year</b>	<b>Period</b>	<b>Number of visitors to the Main Lobby admitted via PE1</b>
October 2017 – September 2018	9:00 am – 1:00 pm	36 285
	1:00 pm – 6:00 pm	9 057
October 2018 – February 2019 (5 months)	9:00 am – 1:00 pm	14 660
	1:00 pm – 6:00 pm	3 843

- End -

**CONTROLLING OFFICER'S REPLY**

**LC037**

**(Question Serial No. 4485)**

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:

Regarding the operational expenses of the Legislative Council ("LegCo"), will the authorities provide information on the following:

1. the numbers of outsourced services and agency workers employed in the past 3 years, and the reasons for the employment;
2. given that the Panel on Manpower of this Council had passed the same motion at its meetings on 26 February 2018 and 15 January 2019 respectively requesting LegCo to lead by example by including employees' paid meal breaks in the terms of tender for its outsourced service contractors, will the LegCo Commission make reference to the motions passed by this Council and provide wage and fringe benefit protection to the outsourced workers? If yes, please provide the details. If no, please provide the reasons for such decision.

Asked by: Hon TAM Man-ho, Jeremy (LegCo internal reference no.: 124)

Reply:

The Legislative Council ("LegCo") Secretariat ("the Secretariat") outsources various services, including the operation and maintenance of 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; and horticultural service to contractors. The Secretariat considers various factors in deciding outsourcing, including availability of relevant expertise in-house, cost-effectiveness, as well as flexibility in service delivery.



2. The LegCo Secretariat employs temporary staff occasionally on a need basis through a human resources agency to address temporary manpower shortage arising from, for example, prolonged sick leave of staff or upsurge of workload for a short period. The numbers of temporary staff employed through an agency in the past 3 years are as follows:

	<b>No. of temporary staff employed</b>	<b>Employment period</b>
2016-17	7	Varied from 2 months to 9.5 months
2017-18	5	Varied from 114 hours to 12 months
2018-19 (11 months up to 28.2.2019)	9	Varied from 4 hours to 8.5 months

3. The current contract for the provision of cleansing service in the LegCo Complex will expire in mid-September 2019. The Legislative Council Commission ("the Commission") has discussed whether the cleansing service should be taken up by the Secretariat's own recruited staff or should continue to be provided by a contractor. The Commission noted that if the cleansing service was to be provided by its own full time staff (whose retirement age is 65), the part-time workers and those over 65 currently providing cleansing service in the Complex would be displaced; the service of the existing contractor has been satisfactory; and the financial impact on the Commission for employing staff for cleansing would be significant. Having considered such relevant factors, the Commission decided that the cleansing service should continue to be outsourced.

4. The Commission has adopted the Administration's new initiatives to enhance the labour benefits of non-skilled employees engaged by contractors for government service contracts tendered on or after 1 April 2019 in the Commission's next cleansing service contract. Such initiatives include mandating the provision of contractual gratuity to non-skilled employees, and increasing the technical weighting and weighting of wage level in the marking schemes for tender assessment. The Commission also decided that unless the Administration introduced a new policy to require government service contractors to provide paid meal breaks to their employees, such a requirement would not be included in its next cleansing service contract.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC038**

**(Question Serial No. 0700)**

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 provide the basic information on all criminal and civil proceedings in which The Legislative Council ("LegCo") Commission/the President of LegCo has been involved (including as a claimant, a respondent or a witness) since the commencement of the Sixth LegCo, the legal expenditure (including fees for legal advice and court costs) incurred on and the outcome (if any) of these proceedings and, in respect of the cases where the court has ruled in favour of LegCo and ordered the whole or part of the costs to be paid by the other party, the amounts of the relevant costs and whether they have been recovered.

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 31)

Reply:

Since the commencement of the Sixth Legislative Council ("LegCo"), The Legislative Council Commission ("the Commission") has not incurred legal costs in any criminal proceedings. As regards civil proceedings, the Commission and the President has engaged external legal services from local law firms and counsel for instituting or responding to various proceedings in which the Commission or the President was a party. The subject matters of those civil proceedings relate to (a) the validity of the LegCo Oaths taken by certain Members; (b) the passage by LegCo of the Guangzhou-Shenzhen-Hong Kong Express Rail Link (Co-location) Bill ("the Co-location Bill"); (c) the constitutionality of the amendment to the Rules of Procedure of LegCo changing the quorum requirement of a committee of the whole Council; and (d) recovery of remuneration and operating expenses from Sixtus LEUNG Chung-hang, YAU Wai-ching and LEUNG Kwok-hung. The total expenditure incurred as at 13 March 2019 in those legal proceedings were about \$5.279 million. The relevant legal proceedings in respect of (c) and (d) have not been concluded.

2. In the judicial review proceedings relating to the Co-location Bill, the Court of First Instance ordered the applicant to pay the costs of the President incurred in the proceedings. The legal costs to be recovered from the applicant in the above proceedings are still being assessed by the law firm acting for the President.

- End -

**CONTROLLING OFFICER'S REPLY****LC039****(Question Serial No. 0701)**

Head: (112) Legislative Council Commission

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

Programme: (1) Members' Offices and Remuneration  
(3) Legal Service

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

What is the latest progress of the recovery of remuneration and operating expenses from 6 former Legislative Council ("LegCo") Members (i.e. Sixtus LEUNG Chung-hang, YAU Wai-ching, LEUNG Kwok-hung, YIU Chung-yim, LAU Siu-lai and Nathan LAW Kwun-chung) by the LegCo Commission? Please set out the respective amounts to be recovered from each of them, the legal expenses incurred so far and the amount recovered (if any).

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 32)

Reply:

The respective amounts of Members' remuneration and operating expenses which had been paid to the six persons who were disqualified by the courts from assuming offices of Members of Legislative Council ("LegCo") for failure to lawfully and validly take the LegCo Oath are as follows:

Mr Sixtus LEUNG Chung-hang	\$ 929,573
Miss YAU Wai-ching	\$ 929,573
Mr LEUNG Kwok-hung	\$ 2,747,452.59
Mr Nathan LAW Kwun-chung	\$ 2,525,360.50
Dr YIU Chung-yim	\$ 2,811,783.51
Dr LAU Siu-lai	\$ 2,824,549.42

2. The Legislative Council Commission ("the Commission") has commenced legal proceedings in the District Court to recover the full amount of Member's remuneration and advanced operating funds paid to Mr Sixtus LEUNG Chung-hang and Miss YAU Wai-ching.

3. Regarding the other four disqualified persons, the Commission decided to offer settlement of its claims against them. Mr Nathan LAW Kwun-chung, Dr YIU Chung-yim and Dr LAU Siu-lai accepted the Commission's settlement offers and had returned the unspent advanced operating funds, certain prepaid expenses and all the capital items to the Commission. As Mr LEUNG Kwok-hung did not accept the offer, the Commission has commenced legal proceedings to recover all the monies paid to him.

4. As at 28 February 2019, the expenditure incurred for instructing solicitors and counsel to institute legal proceedings to recover the monies from Mr Sixtus LEUNG Chung-hang, Miss YAU Wai-ching and Mr LEUNG Kwok-hung was about \$427,000.

- End -

**CONTROLLING OFFICER'S REPLY****LC040****(Question Serial No. 0702)**

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 provide a breakdown by year of the number of Legislative Council ("LegCo") Secretariat staff and security staff who have sustained injuries while handling protests and confrontations or matters relating to the maintenance of order within and outside the Council since 2014, and the additional expenditure incurred by the LegCo Commission (if any) in connection with the medical treatment and compensation for them?

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 33)

Reply:

The numbers of staff of the Legislative Council ("LegCo") Secretariat who sustained injuries while carrying out duties in connection with the maintenance of order at meetings of the Council or its committees or in the LegCo Complex since 2014 are as follows:

<b>Year</b>	<b>Number of staff</b>
2014-15	15
2015-16	6
2016-17	7
2017-18	5
2018-19 (11 months up to 28.2.2019)	6

2. Since all related expenses (including payments for sick leave granted, medical expenses and compensation payments) have been reimbursed by the insurer of The LegCo Commission ("the Commission"), the Commission did not have to bear any extra cost arising from the staff members' injuries.

- End -

**CONTROLLING OFFICER'S REPLY**

**LC041**

**(Question Serial No. 3451)**

Head: (112) Legislative Council Commission

Subhead (No. & title): (-) Not Specified

Programme: (5) Library and Archives Services

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

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

The provision under Library and Archives Services for 2019-20 is 33.5% higher than the revised estimate for 2018-19. What are the reasons for this and the details of the amounts of expenditure on individual budget items?

Asked by: Hon WONG Ting-kwong (LegCo internal reference no.: 65)

Reply:

The higher estimate for the provision of the Library and Archives Services from \$40.9 million in 2018-19 to \$54.6 million in 2019-20 is mainly due to the funding required for the redevelopment of the Legislative Council website and the Library system, which accounts for over 86% of the increase. A breakdown of the increase in the provision is set out in the table below:

**Table - Breakdown of the increase in the estimate for the provision of the Library and the Archives Services in 2019-20**

<b>Item</b>	<b>Description</b>	<b>\$million</b>
1	Redevelopment of the Legislative Council Website	10.2 (74.4%)
2	Replacement of the existing Library system	1.6 (11.7%)
3	Filling of posts	1.3 (9.5%)
4	Increased operating expenses	0.6 (4.4%)
	<b>Total</b>	<b>13.7 (100%)</b>

- End -

**CONTROLLING OFFICER'S REPLY****LC042****(Question Serial No. 4959)**Head: (112) Legislative Council CommissionSubhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative CouncilProgramme: (1) Members' Offices and RemunerationControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

Please provide the following information regarding the expenditure on salaries incurred by Members' Offices:

(1) Please tabulate, for the (a) 2013-14, (b) 2014-15, (c) 2015-16, (d) 2016-17 and (e) 2017-18 legislative sessions, the (i) minimum value, (ii) lower quartile, (iii) median, (iv) mean, (v) upper quartile and (vi) maximum value of the salaries of full-time staff employed by Members' Offices:

	(i) Minimum value	(ii) Lower quartile	(iii) Median	(iv) Mean	(v) Upper quartile	(vi) Maximum value
(a) 2013-14 legislative session						
(b) 2014-15 legislative session						
(c) 2015-16 legislative session						
(d) 2016-17 legislative session						
(e) 2017-18 legislative session						

(2) Please tabulate, for the (a) 2013-14, (b) 2014-15, (c) 2015-16, (d) 2016-17 and (e) 2017-18 legislative sessions, the (i) minimum value, (ii) lower quartile, (iii) median, (iv) mean, (v) upper quartile and (vi) maximum value of the salaries of part-time staff employed by Members' Offices:

	(i) Minimum value	(ii) Lower quartile	(iii) Median	(iv) Mean	(v) Upper quartile	(vi) Maximum value
(a) 2013-14 legislative session						
(b) 2014-15 legislative session						
(c) 2015-16 legislative session						
(d) 2016-17 legislative session						
(e) 2017-18 legislative session						

(3) Please tabulate, for the (a) 2013-14, (b) 2014-15, (c) 2015-16, (d) 2016-17 and (e) 2017-18 legislative sessions, the (i) minimum value, (ii) median, (iii) mean and (iv) maximum value of the increase in the salaries of full-time staff employed by Members' Offices:

	(i) Minimum value	(ii) Median	(iii) Mean	(iv) Maximum value
(a) 2013-14 legislative session				
(b) 2014-15 legislative session				
(c) 2015-16 legislative session				
(d) 2016-17 legislative session				
(e) 2017-18 legislative session				

(4) Please tabulate, for the (a) 2013-14, (b) 2014-15, (c) 2015-16, (d) 2016-17 and (e) 2017-18 legislative sessions, the (i) minimum value, (ii) median, (iii) mean and (iv) maximum value of the increase in the salaries of part-time staff employed by Members' Offices:

	(i) Minimum value	(ii) Median	(iii) Mean	(iv) Maximum value
(a) 2013-14 legislative session				
(b) 2014-15 legislative session				
(c) 2015-16 legislative session				
(d) 2016-17 legislative session				
(e) 2017-18 legislative session				



Asked by: Hon YEUNG Alvin (LegCo internal reference no.: 137)

Reply:

According to the claims submitted by Members of the Fifth Legislative Council ("LegCo") and the Sixth LegCo, the information on salaries of staff employed by Members' offices is as follows:

**Table 1 – Monthly salaries of full-time staff employed by Members' offices**

Monthly salary (\$)	(i) Minimum value	(ii) Lower quartile	(iii) Median	(iv) Mean	(v) Upper quartile	(vi) Maximum value
(a) 2013-14 legislative session	6,032	11,500	14,000	17,469	19,840	67,700
(b) 2014-15 legislative session	6,000	12,000	14,905	18,109	20,150	71,800
(c) 2015-16 legislative session	6,000	12,600	16,000	19,512	22,500	71,800
(d) 2016-17 legislative session	6,000	13,790	17,500	20,871	24,000	73,950
(e) 2017-18 legislative session	6,500	14,000	17,500	21,182	24,050	73,950

**Table 2 – Hourly rate of part-time staff employed by Members' offices**

Hourly rate (\$)	(i) Minimum value	(ii) Lower quartile	(iii) Median	(iv) Mean	(v) Upper quartile	(vi) Maximum value
(a) 2013-14 legislative session	30.0	46.4	59.5	72.7	75.0	416.7
(b) 2014-15 legislative session	35.0	47.7	62.5	77.8	83.6	390.6
(c) 2015-16 legislative session	35.0	50.0	65.9	90.0	106.5	407.8
(d) 2016-17 legislative session	40.0	50.0	70.7	86.8	113.3	300.0
(e) 2017-18 legislative session	40.0	50.0	70.5	90.1	100.0	312.5

**Table 3 – Rate of increase in monthly salaries of full-time staff employed by Members' offices**

%	(i) Minimum value	(ii) Median	(iii) Mean	(iv) Maximum value
(a) 2013-14 legislative session	1.4	7.7	9.1	66.7
(b) 2014-15 legislative session	2.0	7.7	9.5	42.9
(c) 2015-16 legislative session	1.9	7.8	9.7	50.0
(d) 2016-17 legislative session	0.7	8.4	12.1	93.4
(e) 2017-18 legislative session	1.0	5.2	6.9	33.3

**Table 4 – Rate of increase in hourly rate of part-time staff employed by Members' offices**

%	(i) Minimum value	(ii) Median	(iii) Mean	(iv) Maximum value
(a) 2013-14 legislative session	1.9	6.0	9.9	50.0
(b) 2014-15 legislative session	3.6	8.8	15.0	78.6
(c) 2015-16 legislative session	1.7	8.9	10.3	44.5
(d) 2016-17 legislative session	4.8	10.4	12.1	36.6
(e) 2017-18 legislative session	4.2	12.5	17.1	66.7

- End -

**CONTROLLING OFFICER'S REPLY****LC043****(Question Serial No. 4960)**Head: (112) Legislative Council CommissionSubhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative CouncilProgramme: (1) Members' Offices and RemunerationControlling Officer: Secretary General, Legislative Council Secretariat  
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

Please provide the following information regarding the staffing complement of the Offices of Legislative Council ("LegCo") Members:

(1) Please tabulate, for the (a) 2013-14, (b) 2014-15, (c) 2015-16, (d) 2016-17 and (e) 2017-18 legislative sessions, the (A) maximum value, (B) mean and (C) minimum value of the numbers of full-time staff working in the Offices of Members returned by (i) geographical constituencies ("GCs"), (ii) the District Council (second) functional constituency ("DC (second) FC") and (iii) other functional constituencies ("FCs").

Legislative session	Number of full-time staff								
	(i) GCs			(ii) DC (second) FC			(iii) other FCs		
	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value
(a) 2013-14									
(b) 2014-15									
(c) 2015-16									
(d) 2016-17									
(e) 2017-18									

(2) Please tabulate, for the (a) 2013-14, (b) 2014-15, (c) 2015-16, (d) 2016-17 and (e) 2017-18 legislative sessions, the (A) maximum value, (B) mean and (C) minimum value of the numbers of part-time staff working in the Offices of Members returned by (i) GCs, (ii) DC (second) FC and (iii) other FCs.

Legislative session	Number of part-time staff								
	(i) GCs			(ii) DC (second) FC			(iii) other FCs		
	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value
(a) 2013-14									
(b) 2014-15									
(c) 2015-16									
(d) 2016-17									
(e) 2017-18									

(3) Please tabulate, for the (a) 2013-14, (b) 2014-15, (c) 2015-16, (d) 2016-17 and (e) 2017-18 legislative sessions, the (A) maximum value, (B) mean and (C) minimum value of the total numbers of staff working in the Offices of Members returned by (i) GCs, (ii) DC (second) FC and (iii) other FCs.

Legislative session	Total number of staff								
	(i) GCs			(ii) DC (second) FC			(iii) other FCs		
	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value
(a) 2013-14									
(b) 2014-15									
(c) 2015-16									
(d) 2016-17									
(e) 2017-18									

Asked by: Hon YEUNG Alvin (LegCo internal reference no.: 138)

Reply:

According to the claims submitted by Members of the Fifth Legislative Council ("LegCo") and the Sixth LegCo, the numbers of staff employed by Members returned by the Geographical Constituencies ("GCs"), District Council (second) functional constituency ("DC (second) FC") and Functional Constituencies ("FCs") are as follows:

**Table 1 – Number of full-time staff employed by Members' offices**

Legislative session	Number of full-time staff								
	(i) GCs			(ii) DC (second) FC			(iii) FCs		
	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value
(a) 2013-14	17	10	3	16	11	7	9	5	2
(b) 2014-15	18	10	6	14	11	8	12	6	2
(c) 2015-16	18	10	6	17	11	7	10	6	2
(d) 2016-17	16	10	5	20	11	7	9	6	3
(e) 2017-18	15	9	4	14	9	5	12	6	3

**Table 2 – Number of part-time staff employed by Members' offices**

Legislative session	Number of part-time staff								
	(i) GCs			(ii) DC (second) FC			(iii) FCs		
	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value
(a) 2013-14	12	3	0	7	3	0	4	1	0
(b) 2014-15	13	3	0	8	3	0	3	1	0
(c) 2015-16	10	3	0	5	3	0	3	1	0
(d) 2016-17	14	4	0	7	3	0	3	1	0
(e) 2017-18	25	4	0	11	5	2	4	1	0

**Table 3 – Total number of staff employed by Members' offices**

Legislative session	Total number of staff								
	(i) GCs			(ii) DC (second) FC			(iii) FCs		
	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value
(a) 2013-14	25	13	4	17	14	10	10	6	3
(b) 2014-15	28	13	6	17	14	10	14	6	3
(c) 2015-16	28	13	6	17	14	9	12	6	2
(d) 2016-17	29	13	6	20	14	9	10	7	3
(e) 2017-18	40	13	5	19	14	9	13	7	3

- End -