

ITEM FOR ESTABLISHMENT SUBCOMMITTEE OF FINANCE COMMITTEE

HEAD 53 – GOVERNMENT SECRETARIAT : HOME AFFAIRS BUREAU

Subhead 000 Operational expenses

Members are invited to recommend to Finance Committee the retention of the following supernumerary post in the Home Affairs Bureau with effect from 1 January 2021 or upon approval of Finance Committee (whichever is later) up to 31 December 2023 –

1 Administrative Officer Staff Grade C
(D2) (\$171,200 - \$187,150)

PROBLEM

The Home Affairs Bureau (HAB) needs dedicated support at directorate level to continue to head the Recreation and Sport Division (2) (RS Division 2) of Recreation and Sport Branch (RS Branch), to oversee the provision of new public sports facilities, to implement the Government's sports policy in enhancing Hong Kong's position as a centre for major international sports events, and to oversee the administration of the Main Fund of the Sir David Trench Fund for Recreation, etc.

PROPOSAL

2. We propose to retain a supernumerary Administrative Officer Staff Grade C (AOSGC) (D2) post in HAB, designated as Principal Assistant Secretary (Recreation and Sport) 2 (PAS(RS)2), with effect from 1 January 2021, or upon approval of Finance Committee (FC) (whichever is later), up to 31 December 2023.

/JUSTIFICATION

JUSTIFICATION

Duties of RS Branch of HAB

3. The RS Branch of HAB is responsible for the promotion of sports development. The Branch is led by an Administrative Officer Staff Grade B (D3) (i.e. the Commissioner for Sports) who is underpinned by three D2 officers, namely a permanent AOSGC (i.e. Principal Assistant Secretary (Recreation and Sport)1 (PAS(RS)1)), a supernumerary AOSGC post (i.e. PAS(RS)2), and a supernumerary Government Architect post (i.e. Project Director (Sports Park) (PD(SP))).

4. In recent years, the Government has allocated substantial resources to promote and develop sports, and the RS Branch will be taking forward several complicated and important initiatives in the next few years. They include strengthening the support to the sports sector by substantially enhancing the subvention for sports organisations, improving the governance of ‘national sports associations’ (NSAs), planning for the physical fitness survey for the community, supporting the development of the new facility building of the Hong Kong Sports Institute (HKSI), and enhancing the support for disability sports and promotion of school sports. The RS Branch also handles various types of funding applications, oversees the planning and implementation of new sports and recreation facilities, enhances promotion and publicity of major sports events and initiatives, etc. The organisation chart and current distribution of duties and responsibilities of the RS Branch are at Enclosures 1 and 2 respectively. The RS Branch is already over-stretched beyond the limits. Relying on only one AOSGC and a supernumerary Government Architect, after the lapse of the existing supernumerary post of PAS(RS)2 on 1 January 2021, to provide directorate support to the Commissioner for Sports on the implementation of sports policy is not possible after having regard to the scope and complexity of the work which is required to be undertaken by PAS(RS)2 in the next few years (see paragraphs 5 to 11 below).

Encls. 1 & 2

Need for retention of PAS(RS)2 post

5. At present, PAS(RS)2 provides dedicated directorate support to plan for the operation of the Kai Tak Sports Park (the Sports Park), oversees the planning of new public sports facilities (including those committed under the Five-Year Plan for Sports and Recreation Facilities (Five-Year Plan) as announced in the Policy Address of January 2017), reviews the provision of sports facilities in Hong Kong^{Note}, oversees land matters relating to sports and recreation, implements

/Government’s

^{Note} A Working Group on Sports Facilities was set up in 2015 to, among other things, review the demand and supply of sports facilities and consider whether there is a need for a review of the Hong Kong Planning Standards and Guidelines (HKPSG) on the provision of sports facilities. HAB then commissioned a consultancy study on the demand and supply of sports facilities in Hong Kong. The study was completed in 2019. The HKPSG will be amended in 2020 after consulting/informing the Legislative Council (LegCo) Panel on Home Affairs, District Councils and relevant parties.

Government's sports policy in enhancing Hong Kong's position as a centre for major international sports events, oversees the administration of the Main Fund of the Sir David Trench Fund for Recreation and handles housekeeping matters of the Leisure Services Branch of Leisure and Cultural Services Department (LCSD) (except financial matters), etc.

6. These duties will remain heavy after 1 January 2021 when the existing PAS(RS)2 post lapses. Construction of the Sports Park commenced in early 2019, and works are on schedule with targeted completion in 2023. The planning for the operation of the Sports Park will become critical after 2020. In the run-up to the opening of the venues in 2023, PAS(RS)2 will be responsible for setting up a governance structure to oversee the business plan, the management of the Sports Park and performance of the Sports Park operator. PAS(RS)2 will also have to vet the pre-opening plan and the first annual business plan of the Sports Park in extensive consultation with different stakeholders including Sports Federation & Olympic Committee of Hong Kong, China, Hong Kong Paralympic Committee & Sports Association for the Physically Disabled, NSAs and their affiliated clubs, district sports associations, entertainment industry, other users of the venues and the locals as well as other government departments and public authorities/utility providers and advisory bodies. Moreover, PAS(RS)2 will help make sure that the Sports Park operator is appropriately and sufficiently staffed, and that the operator has all the plans ready for different operational areas such as event procurement, marketing, community sports programme, booking and ticketing, pitch and arena flooring management, catering, safety, security and emergency arrangements, etc. Testing of arrangements and opening-related events will also be required to be planned and monitored before commissioning of the Sports Park in 2023. PAS(RS)2 will closely monitor the operation of the Sports Park, especially in the initial period, and make sure that the operator meets the key performance indicators as stipulated in its contract with the Government.

7. We are pressing ahead in full steam the implementation of the 26 sports and recreation projects as committed in the Five-Year Plan announced in the Policy Address of January 2017. In the past three legislative sessions, FC approved funding proposals for ten sports and recreation facility projects, involving an amount of about \$4.6 billion. The pre-construction activities/construction works of these projects are underway. We have also consulted the relevant LegCo panels and Public Works Subcommittee for two public open space projects and obtained their support for seeking funding approval from FC. Since the abovementioned two projects had yet to be considered by FC in the 2018-19 LegCo session, we would endeavour to seek FC's approval for these two projects in 2019-20 LegCo session together with four other projects under the Five-Year Plan as well as one works project under the district facilities initiative as announced in the 2018-19 Budget. The Five-Year Plan also includes conducting technical feasibility studies for another 15 projects, some of which involve complicated issues such as the redevelopment of Hong Kong Stadium (and redevelopment of the Olympic

House) and the development of another Sports Park at Whitehead. The planning of these projects requires leadership at the directorate level with strategic considerations from the overall sports policy angle. Planning will also be made for post-2022 projects.

8. In addition to the aforementioned works projects, PAS(RS)2 also oversees land matters relating to sports and recreation. In the coming years, PAS(RS)2 will continue to oversee the implementation of the new Private Recreational Leases (PRL) policy, including the further opening-up requirements of the sports and recreational facilities held by the lessees, the continuous assessment of sports contribution rendered by private sports clubs and the enhanced monitoring measures on PRL sites; and will prepare for the renewal of the leases concerned with new conditions. PAS(RS)2 will also formulate details of and implement policy on special purpose leases for community organisations holding sites for sports and recreation use in consultation with a wide range of stakeholders. PAS(RS)2 will also continue to provide steer in processing other applications for short term tenancy.

9. It is one of our strategic objectives to make Hong Kong a major centre for international sports events. To help NSAs develop sustainable major sports events through greater participation and support from the commercial sector and the wider community, the 'M' Mark System and Support Package were launched by the Major Sports Events Committee (MSEC) in 2004 to provide funding support and advice to NSAs on hosting major sports events in Hong Kong. In 2019, the Government allocated \$500 million to launch the Major Sports Events Matching Grant Scheme (the Matching Grant Scheme) to attract more new major international sports events to be hosted in Hong Kong. This would enhance the provision of a matching grant under the 'M' Mark System with a view to encouraging more sponsorships from the business and private sectors to support NSAs in bringing more higher-level major sports events. There is a need for the Government to continue supporting the 'M' Mark System which includes the Matching Grant Scheme, identification of more high level major international events and exhibition matches, etc. PAS(RS)2 will support the work, as the representative of HAB on MSEC, and oversee the operation of its secretariat. In view of the recent social situation, five 'M' Mark events originally scheduled for June to December 2019 were cancelled/postponed. Nevertheless, four other projects proceeded with contingency plans and additional safeguard arrangements with the assistance of RS Division 2. In 2019, altogether ten 'M' Mark events were held.

10. PAS(RS)2 also oversees the annual operation of the Main Fund of the Sir David Trench Fund for Recreation, which aims at providing or assisting in providing facilities for recreational, sporting, cultural and social activities and due administration of such fund. In 2019, \$19.77 million was distributed to 223 bodies

/under

under non-capital works, capital works and special projects as recommended by the Sir David Trench Fund Committee. In addition, PAS(RS)2 is responsible for housekeeping of the Leisure Services Branch of LCSD (except financial matters), including legislative amendments, works projects and manpower proposals; and handling relevant enquiries and complaints from LegCo, the media, etc.

Encl. 3 11. All in all, there is a continual need for steer and support at the directorate level in the next few years to ensure that the tasks are in line with sports development policy objectives and are taken forward on schedule in a co-ordinated manner. The proposed duty list of PAS(RS)2 is at Enclosure 3.

Non-directorate support

12. PAS(RS)2 will continue to be supported by 21 non-directorate officers, including civil servants of the Administrative Officer, Executive Officer, Leisure Services Manager, clerical and secretarial grades, and non-civil service contract staff.

ALTERNATIVES CONSIDERED

Encl. 4 13. We have considered alternatives to cope with the duties under the post of PAS(RS)2. PAS(RS)1 is already over-stretched with a heavy portfolio, including handling various new and ongoing initiatives such as overseeing the elite sports training system and preparation for the 2020 Tokyo Olympics, improving the support for serving and retired elite athletes, supporting the development of a new facility building of HKSI, enhancing the governance and operational transparency of NSAs, reviewing the funding support for football development and implementing various sports promotion programmes for team sports, people with disability and schools. PD(SP) is also fully preoccupied with the close monitoring of the design and construction of the Sports Park to make sure that the processes can complete by 2023 within the budget of \$31.9 billion. He has to handle various project administration, professional and technical matters, for example issues on statutory compliance, landscape, interface with other projects, structure, inspection, testing, building services, consultancy and project management. They would not have extra capacity to absorb the duties of PAS(RS)2. Other Principal Assistant Secretaries (PASes) of HAB are fully engaged in their duties. It is also not possible for them to take up the portfolio of PAS(RS)2 in addition to their current duties. The detailed work schedules of the six PASes outside RS Branch are at Enclosure 4.

/FINANCIAL

FINANCIAL IMPLICATIONS

14. The retention of the proposed supernumerary post of AOSGC (D2) will require an additional notional annual salary cost at mid-point of \$2,179,800. The additional full annual average staff cost, including salaries and staff on-cost, amounts to \$3,074,000.

15. The total notional annual salary cost at mid-point and the full annual average staff cost, including salaries and staff on-cost for the non-directorate civil service officers supporting the proposed PAS(RS)2 post, will be \$15,282,660, and \$21,112,000 respectively.

16. We will include the necessary provision in the draft Estimates of the relevant financial years to meet the cost of this proposal.

PUBLIC CONSULTATION

17. We consulted the LegCo Panel on Home Affairs on the above staffing proposal on 4 November 2019. Members supported the submission of the proposal to the Establishment Subcommittee (ESC).

BACKGROUND

18. On 6 June 2014, FC approved the creation of a supernumerary post of AOSGC (i.e. PAS(RS)2) for a period of two years until 5 June 2016 for the preparation of the Sports Park project and the review on PRL policy. FC approved on 20 May 2016 the retention of the then post of PAS(RS)2 until 31 December 2017. On 9 February 2018, FC further approved the creation of one supernumerary post of AOSGC (i.e. the existing post of PAS(RS)2) until 31 December 2020, after the lapse of the previous post of PAS(RS)2 on 1 January 2018 and upon restructuring the duties within the RS Branch, to provide dedicated directorate support to plan for the operation of the Sports Park, oversee the planning of new public sports facilities, review the provision of sports facilities in Hong Kong, oversee land matters relating to sports and recreation and implement Government's sports policy in enhancing Hong Kong's position as a centre for major international sports events.

ESTABLISHMENT CHANGES

19. The establishment changes in HAB for the past three years are as follows –

/Establishment

Establishment (Note)	Number of posts			
	Existing (as at 1 December 2019)	As at 1 April 2019	As at 1 April 2018	As at 1 April 2017
A	10+(5) [#]	10+(3)	11 + (5)	11 + (4)
B	90	86	79	80
C	206	198	185	205
Total	306 + (5)	294 + (3)	275 + (5)	296 + (4)

Note:

- A – ranks in the directorate pay scale or equivalent
- B – non-directorate ranks, the maximum pay point of which is above MPS Point 33 or equivalent
- C – non-directorate ranks, the maximum pay point of which is at or below MPS Point 33 or equivalent
- () – number of supernumerary directorate posts approved by ESC/FC
- # – as at 1 December 2019, there was no unfilled directorate post in HAB

CIVIL SERVICE BUREAU COMMENTS

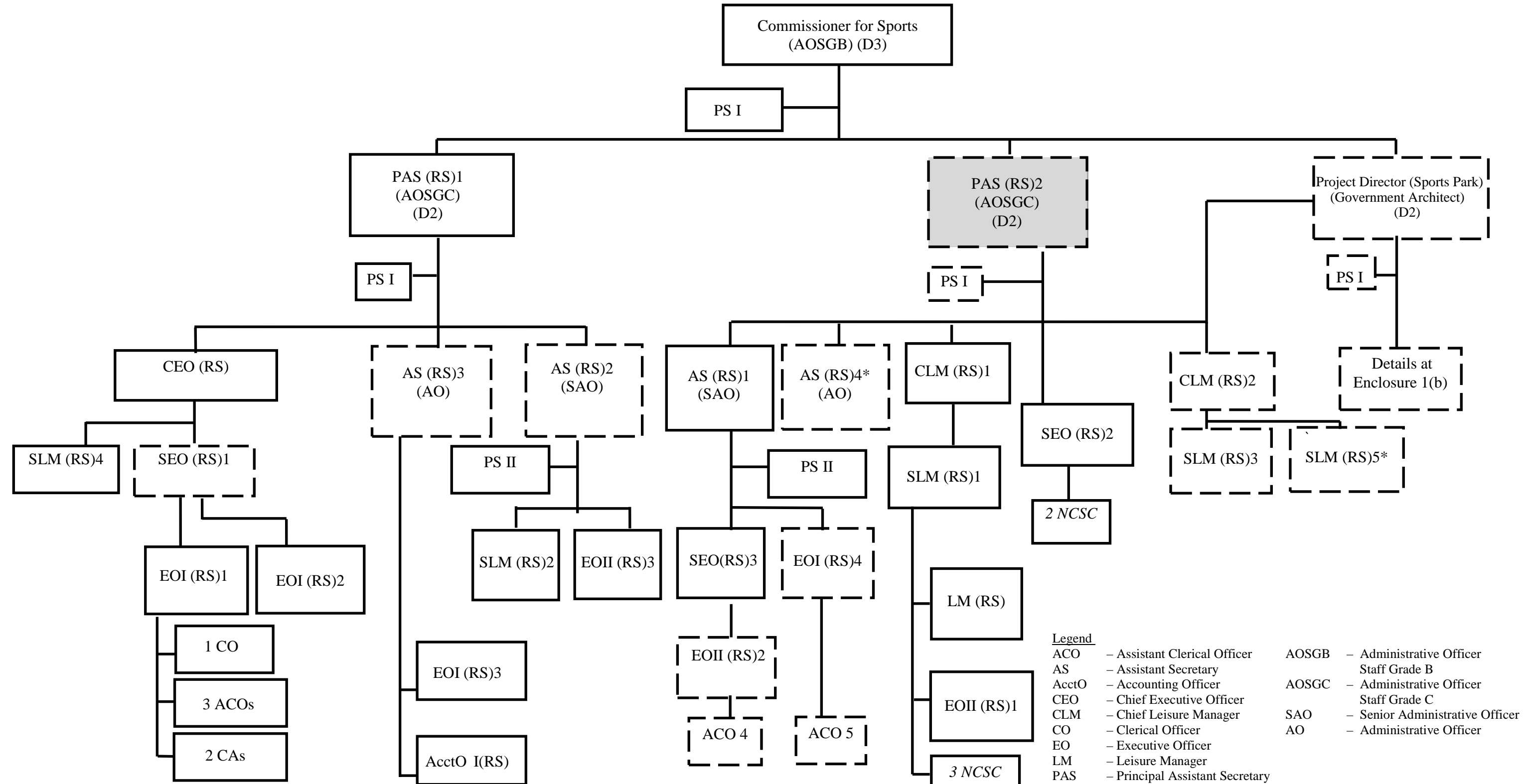
20. The Civil Service Bureau supports the retention of the proposed supernumerary post of AOSGC (D2). The grading and ranking of the post are considered appropriate having regard to the level and scope of responsibilities of the post.

ADVICE OF THE STANDING COMMITTEE ON DIRECTORATE SALARIES AND CONDITIONS OF SERVICE

21. As the post is proposed on a supernumerary basis, its retention, if approved, will be reported to the Standing Committee on Directorate Salaries and Conditions of Service in accordance with the agreed procedure.

Home Affairs Bureau
December 2019

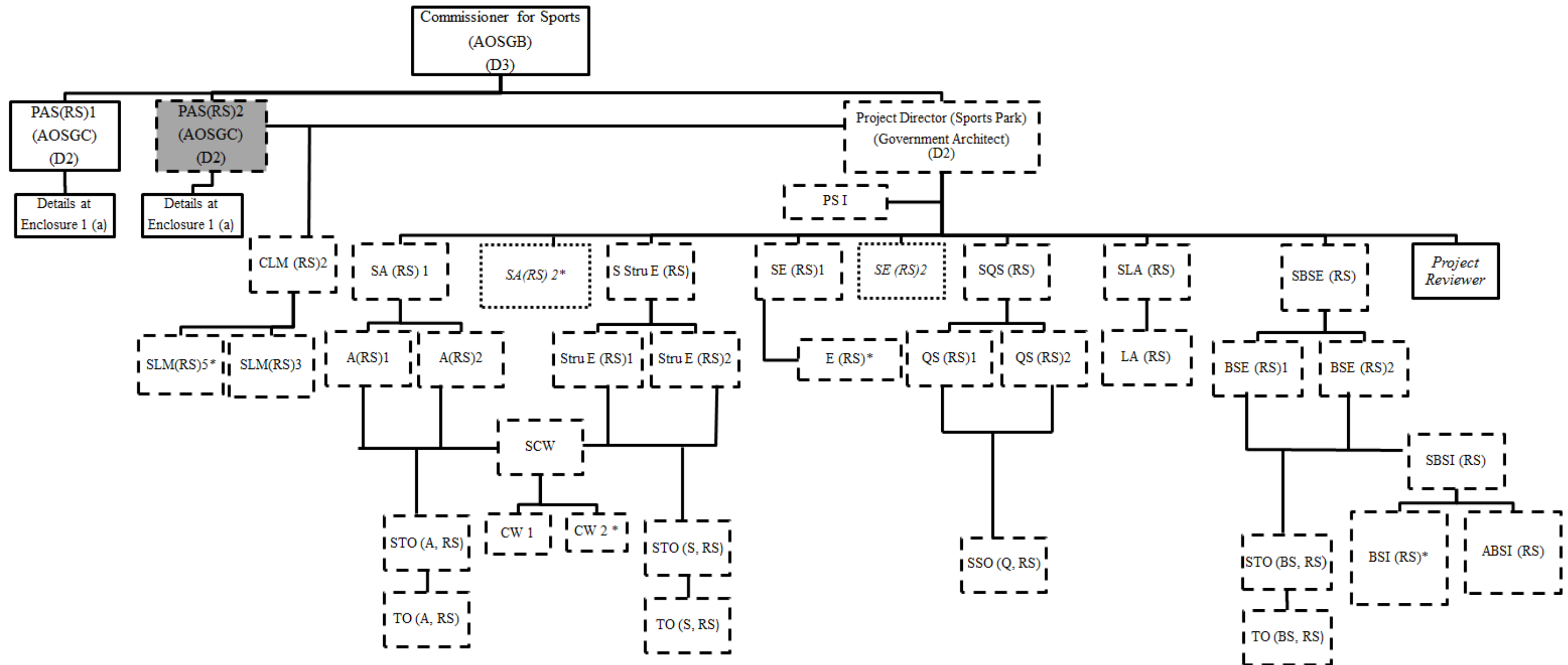
Existing Organisation Chart for Recreation and Sport (RS) Branch of Home Affairs Bureau



Post Permanent posts
Post Proposed supernumerary directorate post to be retained from 1 January 2021 (or upon approval of Finance Committee, whichever is later) up to 31 December 2023
Post *Non-Civil Service Contract (NCSC) positions*
Post Time-limited posts
 * Time-limited post to be created

- Legend**
- ACO – Assistant Clerical Officer
 - AS – Assistant Secretary
 - AcctO – Accounting Officer
 - CEO – Chief Executive Officer
 - CLM – Chief Leisure Manager
 - CO – Clerical Officer
 - EO – Executive Officer
 - LM – Leisure Manager
 - PAS – Principal Assistant Secretary
 - PS – Personal Secretary
 - SEO – Senior Executive Officer
 - SLM – Senior Leisure Manager
 - AOSGB – Administrative Officer Staff Grade B
 - AOSGC – Administrative Officer Staff Grade C
 - SAO – Senior Administrative Officer
 - AO – Administrative Officer

Organisation Chart for the Kai Tak Sports Park Section under Recreation and Sports (RS) Branch of Home Affairs Bureau



Post Permanent posts

Post Proposed supernumerary directorate post to be retained from 1 January 2021 (or upon approval of Finance Committee, whichever is later) up to 31 December 2023

Post NCSC position

Post Time-limited posts

Post Post-retirement Contract Scheme position

* Posts pending for creation/officers pending to be engaged

Legend

- | | | | | | |
|------|---|----------|--------------------------------------|-------|--|
| A | - Architect | SBSE | - Senior Building Services Engineer | A,RS | - Architectural, Recreation and Sports |
| ABSI | - Assistant Building Services Inspector | SBSI | - Senior Building Services Inspector | BS,RS | - Building Services, Recreation and Sports |
| BSE | - Building Services Engineer | SCW | - Senior Clerk of Works | Q,RS | - Quantity, Recreation and Sports |
| BSI | - Building Services Inspector | SE | - Senior Engineer | S,RS | - Structural, Recreation and Sports |
| CLM | - Chief Leisure Manager | SLA | - Senior Landscape Architect | | |
| CW | - Clerk of Works | SLM | - Senior Leisure Manager | | |
| E | - Engineer | SQS | - Senior Quantity Surveyor | | |
| LA | - Landscape Architect | SSO | - Senior Survey Officer | | |
| PAS | - Principal Assistant Secretary | S Stru E | - Senior Structural Engineer | | |
| PS | - Personal Secretary | STO | - Senior Technical Office | | |
| QS | - Quantity Surveyor | Stru E | - Structural Engineer | | |
| SA | - Senior Architect | TO | - Technical Officer | | |

**Distribution of duties and responsibilities
among divisions/section in the Recreation and Sport (RS) Branch**

<p style="text-align: center;">RS Division (1) Headed by Principal Assistant Secretary (Recreation and Sport)1 (PAS(RS)1)</p>	<p style="text-align: center;">RS Division (2) Headed by Principal Assistant Secretary (Recreation and Sport)2 (PAS(RS)2)^{Note}</p>	<p style="text-align: center;">Kai Tai Sports Park Section Headed by Project Director (Sports Park) (PD(SP))</p>
<ul style="list-style-type: none"> • Overall coordination of sports policy and strategic initiatives • Implementation of sports policies on promoting ‘Sports for All’ and developing elite sports • Support the work of the Sports Commission and Elite Sports Committee • Support for serving and retired elite athletes • Football development • Disability sports development • Team sports development programme • Resource management of Hong Kong Sports Institute (HKSI), Sports Federation & Olympic Committee of Hong Kong, China and Outward Bound Hong Kong • Development of HKSI • Governance and general liaison with ‘national sports associations’ • Administration of the Arts and Sport Development Fund (Sports Portion) • Matters concerning giant pandas at Ocean Park and fireworks display • Branch administration • Housekeeping of financial matters of Leisure Services Branch of the Leisure and Cultural Services Department (LCSD) including fees and charges matters 	<ul style="list-style-type: none"> • Provide policy inputs and devise a monitoring regime on the operation of the Kai Tai Sports Park • Oversee the planning of new public sports facilities, including the Five-Year Plan for Sports and Recreation Facilities • Supervise the consultancy study on provision of sports facilities in Hong Kong and follow up on its recommendations • Oversee land matters relating to sports and recreation, including Private Recreational Leases • Implement measures aimed at enhancing Hong Kong’s position as a centre for major international sports events • Support the work of the Major Sports Events Committee and oversee the promotion and implementation of ‘M’ Mark System • Oversee the administration of the Sir David Trench Fund for Recreation (Main Fund) • Housekeep the Leisure Services Branch of LCSD, except for financial matters 	<ul style="list-style-type: none"> • Oversee the implementation of the Kai Tai Sports Park in accordance with contractual provisions, statutory requirements and established government standards • Oversee the design and construction programme, budget, resources and works quality of the Sports Park project • Monitor contractors to carry out the construction works • Coordinate among relevant Government bureaux/ departments and entities to resolve any pertinent professional and technical issues related to the implementation of the Sports Park

^{Note} The supernumerary post now proposed for retention

**Job Description of the Post of
Principal Assistant Secretary (Recreation and Sport)2
from 1 January 2021 to 31 December 2023**

Rank : Administrative Officer Staff Grade C (D2)

Responsible to : Commissioner for Sports

Main Duties and Responsibilities –

1. To provide policy inputs to and set up a monitoring regime on the operation of the Kai Tak Sports Park;
2. To oversee the planning of new public sports facilities, including the Five-Year Plan for Sports and Recreation Facilities announced in the Policy Address in January 2017;
3. To oversee land matters relating to sports and recreation, including Private Recreational Leases and short term tenancy;
4. To implement measures aimed at enhancing Hong Kong's position as a centre for major international sports events;
5. To support the work of the Major Sports Events Committee and oversee the promotion and implementation of the 'M' Mark System;
6. To oversee the administration of the Main Fund of the Sir David Trench Fund for Recreation; and
7. To housekeep the Leisure Services Branch of the Leisure and Cultural Services Department except for financial matters.

**Duties and Responsibilities of Principal Assistant Secretaries (PASes)
outside the Recreation and Sports Branch of in Home Affairs Bureau**

- (1) PAS (Civic Affairs) 1 is responsible for youth development policy, Youth Hostel policy and steering of relevant projects, youth exchange and internship, life planning activities, Youth Development Fund, Space Sharing Scheme for Youth and Service Corps. The post-holder also serves as the secretary to the Youth Development Commission.
- (2) PAS (Civic Affairs) 2 is responsible for leading the Community Care Fund (CCF) Secretariat to provide support to the CCF Task Force under the Commission on Poverty, coordinating efforts with bureaux and departments and stakeholders in the implementation of the CCF initiative, overseeing the implementation of specific assistance programme administrated by the CCF Secretariat, overseeing the financial management and overall funding allocation of the CCF, monitoring the operation and evaluating the effectiveness of the CCF, community development policy, maintenance policies relating to enforcement of maintenance orders, wills, intestate, inheritance and probate legislation, and postage stamp policy. The post-holder is also responsible for matters related to subventions for Youth Uniformed Groups, Youth Square, promotion of civic education (including national education) outside schools, supporting the development of volunteerism and Multi-faceted Excellence Scholarship. This post-holder also promotes family perspectives and family core values, and serves as the secretary to the Family Council and the Committee on the Promotion of Civic Education.
- (3) PAS (Civic Affairs) 3 is responsible for gambling policy, social enterprises policy, entertainment licensing, matters relating to advisory and statutory bodies, liaison with religious bodies, matters relating to the Board of Management of the Chinese Permanent Cemeteries and the Chinese Temples Committee, and housekeeping of the Information Services Department. The post-holder is also responsible for the Member Self-recommendation Scheme for Youth, the Trust Fund in Support of Reconstruction in the Sichuan Earthquake Stricken Areas, the Secretary for Home Affairs Incorporated properties and trust funds, and non-charitable fund-raising permits under Summary Offences Ordinance; and serves as the secretary to the Betting and Lotteries Commission, the Ping Wo Fund Advisory Committee and the Social Enterprise Advisory Committee.

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- (4) PAS (Culture) 1 is responsible for policy on arts and cultural software, performing arts policy and funding, subvention for the major performing arts groups, cultural exchange between Hong Kong and the Mainland, Macao and Taiwan, the Hong Kong – Taiwan Cultural Co-operation Committee, housekeeping of the Hong Kong Arts Development Council and the Hong Kong Academy for Performing Arts, the Arts and Sport Development Fund (Arts Portion), matters relating to Jockey Club Creative Arts Centre and the Fringe Club, the Advisory Committee on Arts Development as well as its Sub-committee on Arts Development Fund, Subcommittee on Funding for Performing Arts and the Sub-committee on Arts Education under the Committee. The post-holder also coordinates the Art Development Matching Grants Scheme.
- (5) PAS (Culture) 2 is responsible for policies on public and private museums, visual arts, public libraries, public art with regard to visual arts, intangible cultural heritage, development of Cantonese Opera and related matters, and planning of cultural and performance facilities of the Leisure and Cultural Services Department (LCSD), as well as cultural exchange between Hong Kong and other countries. The post-holder is also responsible for matters relating to the Hong Kong Jockey Club Music and Dance Fund, the Lord Wilson Heritage Trust and the Hong Kong Arts Centre, Asia Cultural Cooperation Forum and the manpower situation and training needs study of the arts and cultural sector in Hong Kong.
- (6) PAS (West Kowloon Cultural District) is responsible for monitoring the performance of the West Kowloon Cultural District Authority (WKCDA) and its subsidiaries in fulfillment of its objectives and roles as stated in the WKCDA Ordinance (Cap. 601) and overseeing the interface issues between arts and cultural facilities operated by WKCDA and those operated by LCSD, as well as liaising with WKCDA to oversee the institutional set-up and establishment of the governance mechanism for museum and performing arts venues. The post-holder is also responsible for monitoring the progress in planning of programmes and services by WKCDA and its subsidiaries for the opening of arts and cultural facilities in West Kowloon Cultural District and monitoring the policy and work of WKCDA and its subsidiaries in developing cultural software and the implementation of the enhanced financial arrangement and its interface with operation and development of arts and cultural facilities. This post-holder also oversees WKCDA's policy and work in nurturing local arts talents, engaging stakeholders and building up audiences, as well as housekeep WKCDA and its subsidiaries.
