

## Head 174 — JOINT SECRETARIAT FOR THE ADVISORY BODIES ON CIVIL SERVICE AND JUDICIAL SALARIES AND CONDITIONS OF SERVICE

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**Controlling officer:** the Secretary General, Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service will account for expenditure under this Head.

**Estimate 2009–10** ..... **\$27.3m**

**Establishment ceiling 2009–10** (notional annual mid-point salary value) representing an estimated 25 non-directorate posts as at 31 March 2009 rising by two posts to 27 posts as at 31 March 2010 ..... **\$15.2m**

In addition, there will be an estimated four directorate posts as at 31 March 2009 and as at 31 March 2010.

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### Controlling Officer's Report

#### Programme

**Secretariat services for the following advisory bodies on civil service and judicial salaries and conditions of service—**

- **Standing Commission on Civil Service Salaries and Conditions of Service**
- **Standing Committee on Disciplined Services Salaries and Conditions of Service**
- **Standing Committee on Directorate Salaries and Conditions of Service**
- **Standing Committee on Judicial Salaries and Conditions of Service**

This programme contributes to Policy Area 26: Central Management of the Civil Service (Secretary for the Civil Service).

#### Detail

	2007–08 (Actual)	2008–09 (Original)	2008–09 (Revised)	<b>2009–10 (Estimate)</b>
Financial provision (\$m)	13.9	25.8	27.7 (+7.4%)	<b>27.3</b> (–1.4%)
				(or +5.8% on 2008–09 Original)

#### Aim

2 The aim is to assist in maintaining efficient and stable civil and judicial services through the advice of the advisory bodies.

#### Brief Description

3 The four advisory bodies advise the Chief Executive on the following:

- Standing Commission on Civil Service Salaries and Conditions of Service – matters relating to the pay and conditions of service of the non-directorate civil service;
- Standing Committee on Disciplined Services Salaries and Conditions of Service – matters relating to the pay and conditions of service of the disciplined services;
- Standing Committee on Directorate Salaries and Conditions of Service – the structure of directorate posts and matters relating to pay and conditions of service; and
- Standing Committee on Judicial Salaries and Conditions of Service – the structure of judicial posts and matters relating to pay and conditions of service.

4 The advisory bodies take into consideration recommendations from the Administration and views of the staff before tendering their advice to the Chief Executive.

5 The effectiveness of the work of the advisory bodies is reflected in the part they play in the formulation of reasonable principles and viable practices governing the grades, ranks, salary structures and conditions of service of the civil and judicial services.

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### ***Matters Requiring Special Attention in 2009–10***

**6** During 2009–10, the advisory bodies will:

- continue to tender advice to the Administration on the on-going efforts to modernise the civil service pay system;
- continue to examine and tender advice to the Administration on proposals put to them by the Administration on matters within their ambits; and
- conduct 2009 Starting Salaries Survey and undertake other reviews as requested by the Administration.

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**ANALYSIS OF FINANCIAL PROVISION**

<b>Programme</b>	2007-08 (Actual) (\$m)	2008-09 (Original) (\$m)	2008-09 (Revised) (\$m)	<b>2009-10 (Estimate) (\$m)</b>
Secretariat services for the following advisory bodies on civil service and judicial salaries and conditions of service—				
• Standing Commission on Civil Service Salaries and Conditions of Service				
• Standing Committee on Disciplined Services Salaries and Conditions of Service				
• Standing Committee on Directorate Salaries and Conditions of Service				
• Standing Committee on Judicial Salaries and Conditions of Service.....	13.9	25.8	27.7 (+7.4%)	<b>27.3 (-1.4%)</b>
				<b>(or +5.8% on 2008-09 Original)</b>

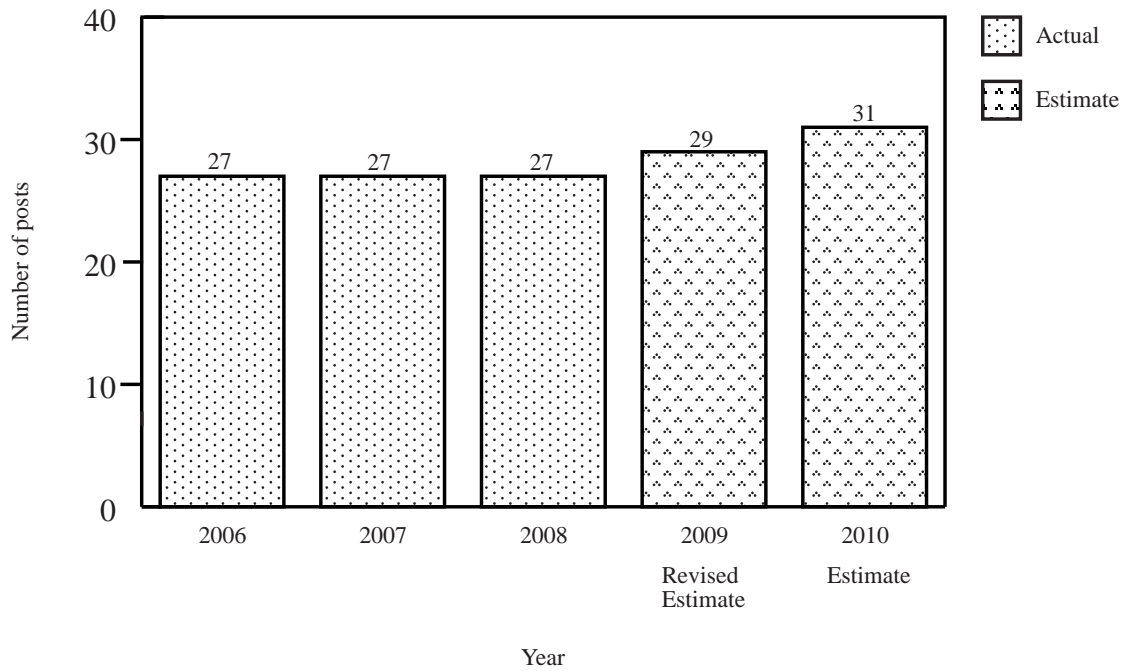
**Analysis of Financial and Staffing Provision**

Provision for 2009-10 is \$0.4 million (1.4%) lower than the revised estimate for 2008-09. This is mainly due to the reduced requirement for general departmental expenses, partly offset by increased requirement for salary payments.

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*Changes in the size of the establishment  
(as at 31 March)*



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Sub-head (Code)	Actual expenditure 2007-08	Approved estimate 2008-09	Revised estimate 2008-09	<b>Estimate 2009-10</b>	
	\$'000	\$'000	\$'000	<b>\$'000</b>	
<b>Operating Account</b>					
Recurrent					
000	Operational expenses .....	13,911	25,791	27,672	<b>27,271</b>
	Total, Recurrent .....	<u>13,911</u>	<u>25,791</u>	<u>27,672</u>	<b><u>27,271</u></b>
	Total, Operating Account .....	13,911	25,791	27,672	<b>27,271</b>
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	Total Expenditure .....	<u>13,911</u>	<u>25,791</u>	<u>27,672</u>	<b><u>27,271</u></b>

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### Details of Expenditure by Subhead

The estimate of the amount required in 2009–10 for the salaries and expenses of the Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service (Joint Secretariat) is \$27,271,000. This represents a decrease of \$401,000 against the revised estimate for 2008–09 and an increase of \$13,360,000 over actual expenditure in 2007–08.

#### *Operating Account*

##### Recurrent

**2** Provision of \$27,271,000 under *Subhead 000 Operational expenses* is for the salaries, allowances and other operating expenses of the Joint Secretariat.

**3** The establishment as at 31 March 2009 will be 29 permanent posts. It is expected that there will be a net increase of two posts in 2009–10. Subject to certain conditions, the controlling officer may under delegated power create or delete non-directorate posts during 2009–10, but the notional annual mid-point salary value of all such posts must not exceed \$15,193,000.

**4** An analysis of the financial provision under *Subhead 000 Operational expenses* is as follows:

	2007–08 (Actual) (\$'000)	2008–09 (Original) (\$'000)	2008–09 (Revised) (\$'000)	<b>2009–10 (Estimate) (\$'000)</b>
Personal Emoluments				
- Salaries .....	11,795	16,620	18,540	<b>20,918</b>
- Allowances .....	505	812	483	<b>409</b>
Departmental Expenses				
- General departmental expenses .....	1,611	8,359	8,649	<b>5,944</b>
	13,911	25,791	27,672	<b>27,271</b>