

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

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 2011–12..... **\$19.2m**

Establishment ceiling 2011–12 (notional annual mid-point salary value) representing an estimated 24 non-directorate posts as at 31 March 2011 and as at 31 March 2012..... **\$10.7m**

In addition, there will be an estimated four directorate posts as at 31 March 2011 and as at 31 March 2012.

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) and Policy Area 27: Intra-Governmental Services (Director of Administration).

Detail

	2009–10 (Actual)	2010–11 (Original)	2010–11 (Revised)	2011–12 (Estimate)
Financial provision (\$m)	23.4	20.0	19.2 (–4.0%)	19.2 (—)
				(or –4.0% on 2010–11 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.

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

Matters Requiring Special Attention in 2011–12

6 During 2011–12, the advisory bodies will:

- continue to tender advice to the Administration on the on-going efforts to modernise the civil service pay system; and
- continue to examine and tender advice to the Administration on proposals put to them by the Administration on matters within their ambits.

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

ANALYSIS OF FINANCIAL PROVISION

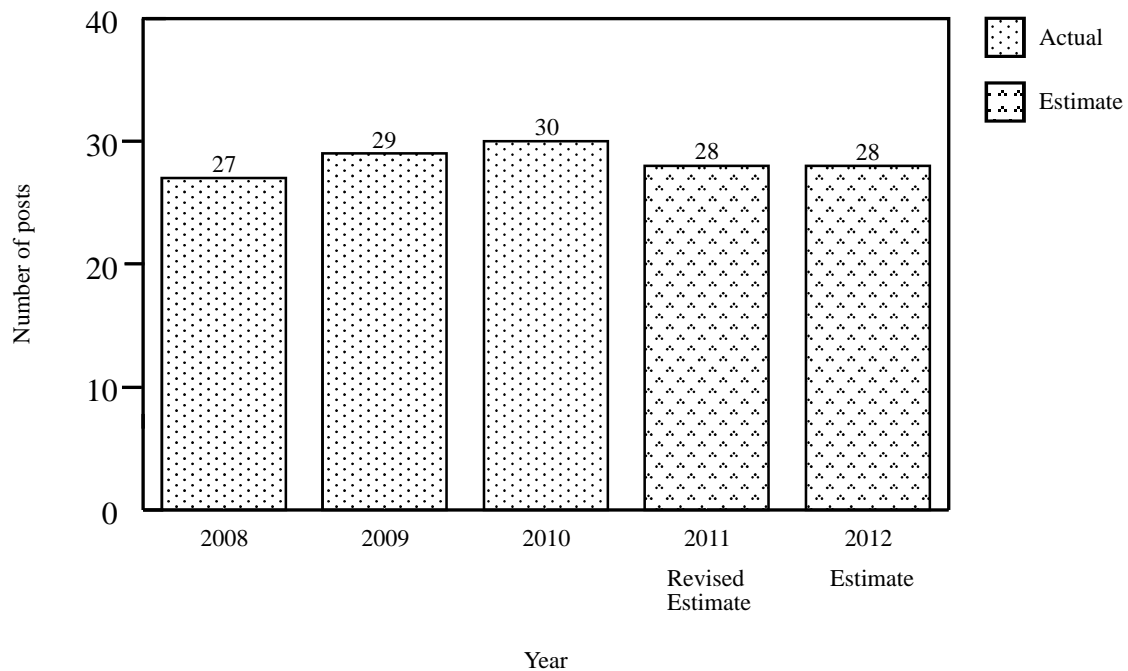
Programme	2009–10 (Actual) (\$m)	2010–11 (Original) (\$m)	2010–11 (Revised) (\$m)	2011–12 (Estimate) (\$m)
Secretariat services for the following advisory bodies on civil service and judicial salaries and conditions of service—				
• Standing Commission on Civil Service Salaries and Conditions of Service				
• 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	23.4	20.0	19.2 (–4.0%)	19.2 (—)
				(or –4.0% on 2010–11 Original)

Analysis of Financial and Staffing Provision

Provision for 2011–12 is comparable with the revised estimate for 2010–11.

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

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



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SERVICE AND JUDICIAL SALARIES AND CONDITIONS OF SERVICE**

Sub-head (Code)	Actual expenditure 2009-10	Approved estimate 2010-11	Revised estimate 2010-11	Estimate 2011-12	
	\$'000	\$'000	\$'000	\$'000	
Operating Account					
Recurrent					
000	Operational expenses.....	23,389	19,975	19,243	19,244
	Total, Recurrent	23,389	19,975	19,243	19,244
	Total, Operating Account.....	23,389	19,975	19,243	19,244
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	Total Expenditure	23,389	19,975	19,243	19,244

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

Details of Expenditure by Subhead

The estimate of the amount required in 2011–12 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 \$19,244,000. This represents an increase of \$1,000 over the revised estimate for 2010–11 and a decrease of \$4,145,000 against actual expenditure in 2009–10.

Operating Account

Recurrent

2 Provision of \$19,244,000 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 2011 will be 28 permanent posts. No change in establishment is expected by 31 March 2012. Subject to certain conditions, the controlling officer may under delegated power create or delete non-directorate posts during 2011–12, but the notional annual mid-point salary value of all such posts must not exceed \$10,665,000.

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

	2009–10 (Actual) (\$'000)	2010–11 (Original) (\$'000)	2010–11 (Revised) (\$'000)	2011–12 (Estimate) (\$'000)
Personal Emoluments				
- Salaries	19,460	17,301	16,819	16,894
- Allowances	100	335	128	254
Personnel Related Expenses				
- Mandatory Provident Fund contribution	5	7	13	13
Departmental Expenses				
- General departmental expenses.....	3,824	2,332	2,283	2,083
	23,389	19,975	19,243	19,244