

Head 112 — LEGISLATIVE COUNCIL COMMISSION

Controlling officer: the Secretary General of the Legislative Council Secretariat will account for expenditure under this Head.

Estimate 2007–08	\$351.9m
Commitment balance	\$13.8m

Controlling Officer's Report

Programmes

<p>Programme (1) Remuneration and Reimbursements for Members</p> <p>Programme (2) General and Secretariat Services</p> <p>Programme (3) Legal Service</p> <p>Programme (4) Redress System</p> <p>Programme (5) Research and Library Services</p>	<p>These programmes contribute to Policy Area 29: Support for Members of the Legislative Council (Secretary General of the Legislative Council Secretariat).</p>
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Detail

Programme (1): Remuneration and Reimbursements for Members

	2005–06 (Actual)	2006–07 (Original)	2006–07 (Revised)	2007–08 (Estimate)
Financial provision (\$m)	123.9	123.4	124.8 (+1.1%)	130.2 (+4.3%) (or +5.5% on 2006–07 Original)

Aim

2 The aim is to meet the remuneration and reimbursements for Members of the Legislative Council.

Brief Description

3 Members of the Legislative Council are provided with a monthly remuneration. Also, operating expenses reimbursements are available to cover expenses arising out of their Legislative Council duties, including setting up and winding up expenses for their ward offices.

Programme (2): General and Secretariat Services

	2005–06 (Actual)	2006–07 (Original)	2006–07 (Revised)	2007–08 (Estimate)
Financial provision (\$m)	148.9	161.7	157.0 (–2.9%)	160.3 (+2.1%) (or –0.9% on 2006–07 Original)

Aim

4 The aim is to provide secretariat support for the Legislative Council, The Legislative Council Commission and their committees; and to enhance public understanding of the work of the Legislative Council.

Brief Description

5 The three Council Business Divisions in the Legislative Council Secretariat provide support services for the Council and its committees in scrutinising legislative and public expenditure proposals and in monitoring government policies and measures. The divisions also support Members in their contacts with legislators and visitors from other jurisdictions as well as members of district organisations.

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6 The work of the Council Business Divisions involves:

- providing clerkship and background research support for the Council and its committees;
- providing support services, including co-ordination of research support and servicing of duty visits within and outside Hong Kong, for committees in conducting studies on specific subjects or policy issues;
- assisting in developing the procedures of the Council and its committees;
- providing support services for Members' meetings with District Councils and Heung Yee Kuk and facilitating Members' contact with other local organisations; and
- facilitating Members' contact with organisations in and visitors from other jurisdictions.

7 The Administration Division services The Legislative Council Commission and executes its administrative, financial and human resources policies. It administers Members' remuneration and operating expenses reimbursements, and assists in organising Members' corporate social functions. The division is also responsible for the management and security of Council premises, and oversees the development and application of information technology in the Secretariat to enhance work efficiency and to facilitate management of information.

8 The Public Information Division offers public relations advice to Members, facilitates reporting by the media on Council matters, and provides a newspaper clipping service for Members. The division handles public and press enquiries in connection with Council business. It is also responsible for the development and implementation of civic education programmes in relation to the Council's functions.

9 The Translation and Interpretation Division is responsible for the production of the Official Record of Proceedings of the Meetings of the Legislative Council. The division also provides translation service in respect of Council and committee papers, including Members' questions and motions.

10 In the legislative year 2005/06, the divisions were able to provide the intended general and secretariat support for Members. The key performance measures are:

Indicators

	<i>Legislative Year</i>		2006/07 (Estimate)
	2004/05 (Actual)	2005/06 (Actual)	
Council meetings serviced.....	37	37	37
committee meetings serviced.....	703	821	913
meetings of Commission and its committees serviced.....	8	6	8
meetings with visitors to Legislative Council serviced.....	128	109	100
bills scrutinised.....	38	35	35
financial proposals scrutinised	109	119	135
Council questions processed.....	609	598	640
motions debated in Council (other than debates on bills).....	85	106	100
papers issued to Commission and its committees	71	79	90
papers on studies conducted and background briefs issued.....	310	261	252
committee reports issued	82	98	102
pages of Official Record of Proceedings of the Legislative Council processed.....	25 880	28 552	29 387
tours of Legislative Council Building conducted	442	406	410
general telephone/walk-in/e-mail enquiries handled	18 608	17 209	17 000
duty visits (outside Hong Kong) serviced.....	3	5	1

Matters Requiring Special Attention in 2007–08

11 In 2007–08, the divisions will:

- strengthen support services to committees by providing comprehensive background papers or information briefs to facilitate Members' discussion;
- continue to assist Members in developing a more effective committee system with a view to improving the working relationship between the Administration and the Legislature;
- continue to effect simultaneous issue of Chinese and English versions of papers to Members;
- enhance the Database on Particular Policy Issues on the Legislative Council Website to enable Members, staff and the public to have easy access to previous discussions and decisions on key policy issues;
- enhance the attractiveness of the guided tours of the Legislative Council Building by inviting more Members to participate in the programme, and enrich the role-playing game about the legislative process to further enhance young people's political awareness; and
- continue to provide the public with easy and quick access to information relating to activities of the Council and its committees.

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Programme (3): Legal Service

	2005–06 (Actual)	2006–07 (Original)	2006–07 (Revised)	2007–08 (Estimate)
Financial provision (\$m)	23.6	23.2	24.0 (+3.4%)	23.5 (–2.1%)
				(or +1.3% on 2006–07 Original)

Aim

12 The aim is to provide an efficient and effective legal service for the Legislative Council, The Legislative Council Commission and the Legislative Council Secretariat.

Brief Description

13 The Legal Service Division provides legal advice and support for the Council and its committees and for individual Members on matters relating to business of the Council. The division also advises The Legislative Council Commission and the Council Secretariat on legal matters.

14 The work involves:

- scrutinising bills and subsidiary legislation, and making reports thereon;
- attending meetings of and providing legal support for the Council and its committees;
- providing legal advice for the President, Members and the Clerk to the Legislative Council on matters relating to the business of the Council;
- advising Members on legal issues in relation to cases under the Council’s redress system as necessary; and
- providing in-house legal support for The Legislative Council Commission and the Legislative Council Secretariat on legal matters.

15 In the legislative year 2005/06, the aim of the programme was generally achieved and the overall performance of the programme was satisfactory. The key performance measures are:

Indicators

	<i>Legislative Year</i>		2006/07 (Estimate)
	2004/05 (Actual)	2005/06 (Actual)	
pages of bills scrutinised	2 324	961	1 000
pages of subsidiary legislation scrutinised.....	2 160	2 436	3 000
Council, Commission and committee meetings serviced#.....	748	864	960
Council questions advised upon	609	598	600
reports issued.....	116	111	130

Indicator revised to include Council and Commission meetings serviced, and the actual figure for 2004/05 updated to reflect the expanded coverage.

Matters Requiring Special Attention in 2007–08

16 In 2007–08, the division will ensure that the quality of service to the Legislative Council, The Legislative Council Commission and the Legislative Council Secretariat is maintained and that new or increased demand for service is met.

Programme (4): Redress System

	2005–06 (Actual)	2006–07 (Original)	2006–07 (Revised)	2007–08 (Estimate)
Financial provision (\$m)	15.2	15.3	14.7 (–3.9%)	15.0 (+2.0%)
				(or –2.0% on 2006–07 Original)

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Aim

17 The aim is to ensure that complaints and representations lodged under the redress system are dealt with thoroughly and efficiently.

Brief Description

18 The redress system, operated through the Complaints Division, is open to individuals and groups to make representations on, or seek solutions to, problems arising from government policies, decisions, practices and procedures. The division assists Members in processing cases to redress legitimate grievances and bring to light the need for changes in government policies and procedures where appropriate.

19 The work involves:

- meeting and corresponding with complainants;
- ascertaining facts of cases and communicating with relevant organisations and government bureaux and departments;
- examining cases and assisting Members in determining suitable courses of action;
- compiling Members' duty roster, scheduling and servicing interviews with complainants, case conferences and site visits with government officials; and
- preparing briefs, papers and reports.

20 In the legislative year 2005/06, the division was able to provide an effective service to assist Members in handling the cases lodged under the system. The key performance measures are:

Indicators

	<i>Legislative Year</i>		2006/07 (Estimate)
	2004/05 (Actual)	2005/06 (Actual)	
new cases processed (excluding telephone cases)	1 012	944	1 100
cases completed (excluding telephone cases)	1 018	900	1 000
telephone cases received and completed	2 393	1 631	1 800
meetings and site visits serviced	164	133	160
papers issued to Members	1 241	1 068	1 200

Matters Requiring Special Attention in 2007–08

21 In 2007–08, the division will:

- ensure continuation of effective and efficient support services to Members in the operation of the redress system; and
- enhance the understanding of the operation of the redress system by members of the public.

Programme (5): Research and Library Services

	2005–06 (Actual)	2006–07 (Original)	2006–07 (Revised)	2007–08 (Estimate)
Financial provision (\$m)	22.5	23.0	22.1 (–3.9%)	22.9 (+3.6%)
				(or –0.4% on 2006–07 Original)

Aim

22 The aim is to provide independent research and library support for the Council and its committees.

Brief Description

23 The Research and Library Services Division carries out research work for the Council and its committees, including research support for duty visits, and provides reference services for Members and staff of the Secretariat. In addition, the division manages the Legislative Council Website for dissemination of information, and the Legislative Council Library which holds, apart from books and reference materials, papers and records of Council and committee meetings.

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24 In the legislative year 2005/06, the division was able to provide the intended research and information support for Members and staff of the Secretariat. The key performance measures are:

Indicators

	<i>Legislative Year</i>		2006/07 (Estimate)
	2004/05 (Actual)	2005/06 (Actual)	
research publications	79	73	60
search tasks.....	79	84	80
library users serviced.....	8 537	8 509	8 500
books borrowed	9 272	10 435	10 000
enquiries handled.....	18 321	20 143	18 000

Matters Requiring Special Attention in 2007–08

25 In 2007–08, the division will:

- continue to provide timely and effective research support for the Council and its committees;
- strengthen the core collections in the Legislative Council Library; and
- enhance public understanding of the work of the Council by efficient and effective dissemination of information through the Legislative Council Website and the Library.

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ANALYSIS OF FINANCIAL PROVISION

Programme	2005-06 (Actual) (\$m)	2006-07 (Original) (\$m)	2006-07 (Revised) (\$m)	2007-08 (Estimate) (\$m)
(1) Remuneration and Reimbursements for Members	123.9	123.4	124.8	130.2
(2) General and Secretariat Services	148.9	161.7	157.0	160.3
(3) Legal Service	23.6	23.2	24.0	23.5
(4) Redress System	15.2	15.3	14.7	15.0
(5) Research and Library Services.....	22.5	23.0	22.1	22.9
	334.1	346.6	342.6 (-1.2%)	351.9 (+2.7%)
				(or +1.5% on 2006-07 Original)

Analysis of Financial and Staffing Provision

Programme (1)

Provision for 2007-08 is \$5.4 million (4.3%) higher than the revised estimate for 2006-07. This is mainly due to the full-year effect of the 2006 price adjustment on Members' remuneration and expenses reimbursements, and a 10% increase in the ceiling of Members' office operation expenses reimbursement.

Programme (2)

Provision for 2007-08 is \$3.3 million (2.1%) higher than the revised estimate for 2006-07. This is mainly due to the increased cash flow requirement for replacement of simultaneous interpretation/public address and voting systems in the Chamber and Conference Room A of the Legislative Council Building, and increased provision for replacement of computer equipment in the Secretariat.

Programme (3)

Provision for 2007-08 is \$0.5 million (2.1%) lower than the revised estimate for 2006-07. This is mainly due to an anticipated decrease in legal expenses, which were incurred in 2006-07 in relation to a judicial review, partly offset by increased provision for filling of vacant posts.

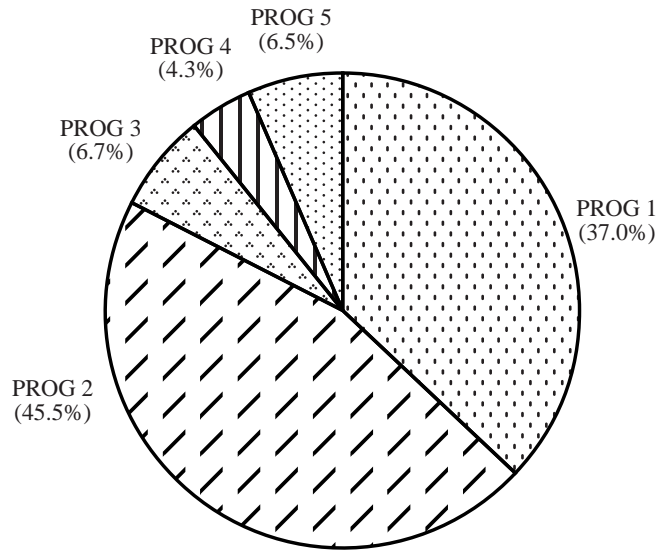
Programme (4)

Provision for 2007-08 is \$0.3 million (2.0%) higher than the revised estimate for 2006-07. This is mainly due to salary increments for staff.

Programme (5)

Provision for 2007-08 is \$0.8 million (3.6%) higher than the revised estimate for 2006-07. This is mainly due to salary increments for staff and increased provision for on-line databases and maintenance of research and library computer systems.

*Allocation of provision
to programmes
(2007-08)*



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Sub-head (Code)	Actual expenditure 2005-06	Approved estimate 2006-07	Revised estimate 2006-07	Estimate 2007-08	
	\$'000	\$'000	\$'000	\$'000	
Operating Account					
Recurrent					
000	Operational expenses.....	207,990	215,008	215,008	216,587
366	Remuneration and reimbursements for Members of the Legislative Council	121,539	120,014	123,793	128,768
	Total, Recurrent.....	<u>329,529</u>	<u>335,022</u>	<u>338,801</u>	<u>345,355</u>
Non-Recurrent					
700	General non-recurrent.....	—	170	90	100
	Total, Non-Recurrent	<u>—</u>	<u>170</u>	<u>90</u>	<u>100</u>
	Total, Operating Account.....	329,529	335,192	338,891	345,455
Capital Account					
Subventions					
872	Non-recurrent expenses reimbursements for Members of the Legislative Council	2,400	3,367	1,000	1,500
885	Legislative Council Commission	2,218	8,078	2,668	4,938
	Total, Subventions.....	<u>4,618</u>	<u>11,445</u>	<u>3,668</u>	<u>6,438</u>
	Total, Capital Account	4,618	11,445	3,668	6,438
	Total Expenditure.....	<u><u>334,147</u></u>	<u><u>346,637</u></u>	<u><u>342,559</u></u>	<u><u>351,893</u></u>

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Details of Expenditure by Subhead

The estimate of the amount required in 2007–08 for remuneration and reimbursements for Members of the Legislative Council and for those parts of the staff salaries and expenses of The Legislative Council Commission funded from General Revenue is \$351,893,000. This represents an increase of \$9,334,000 over the revised estimate for 2006–07 and of \$17,746,000 over actual expenditure in 2005–06.

Operating Account

Recurrent

2 Provision of \$216,587,000 under *Subhead 000 Operational expenses* is for staff salaries, allowances and other operating expenses of The Legislative Council Commission.

3 Provision of \$128,768,000 under *Subhead 366 Remuneration and reimbursements for Members of the Legislative Council* is for the payment of remuneration and operating expenses reimbursements for Members of the Legislative Council.

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Commitments

Sub-head (Code)	Item (Code)	Ambit	Approved commitment	Accumulated expenditure to 31.3.2006	Revised estimated expenditure for 2006–07	Balance
			\$'000	\$'000	\$'000	\$'000
<i>Operating Account</i>						
700		<i>General non-recurrent</i>				
	540	Microfilming of archival records.....	540	200	90	250
			<u>540</u>	<u>200</u>	<u>90</u>	<u>250</u>
<i>Capital Account</i>						
872		<i>Non-recurrent expenses reimbursements for Members of the Legislative Council</i>				
	543	Setting up expenses for Members of the Legislative Council (2004–2008)	6,000	3,033	500	2,467
	544	Information technology and communication equipment expenses for Members of the Legislative Council (2004–2008).....	6,000	2,633	500	2,867
			<u>12,000</u>	<u>5,666</u>	<u>1,000</u>	<u>5,334</u>
885		<i>Legislative Council Commission</i>				
	467	Replacement of simultaneous interpretation/public address and voting systems in the Chamber and Conference Room A of the Legislative Council Building	9,276	998	1,700	6,578
	526	Enhancement of the Legislative Council Business Information System (LEBIS)	2,020	1,921	20	79
	536	Replacement of internal electronic mailing system	2,150	1,714	30	406
	537	Digital Recording System.....	2,490	2,026	180	284
	539	Internet access to information systems on the Legislative Council network	433	343	60	30
	541	Replacement of computing facilities	4,909	3,708	350	851
			<u>21,278</u>	<u>10,710</u>	<u>2,340</u>	<u>8,228</u>
		Total.....	<u><u>33,818</u></u>	<u><u>16,576</u></u>	<u><u>3,430</u></u>	<u><u>13,812</u></u>