

**Legislative Council Panel on Public Service
Meeting on 21 January 2002**

**Supplementary Paper on
Review of Civil Service Pay Policy and System**

INTRODUCTION

The Administration announced on 18 December 2001 its decision to carry out a comprehensive review on the civil service pay policy and system with the assistance of the Standing Commission on Civil Service Salaries and Conditions of Service (Standing Commission), the Standing Committee on Disciplined Services Salaries and Conditions of Service (SCDS) and the Standing Committee on Directorate Salaries and Conditions of Service (Directorate Committee). The background to the review and the action plan are set out in a Brief for the Legislative Council issued on the same day. This paper informs Members of the developments since then.

DEVELOPMENTS

2. The Standing Commission, the SCDS and the Directorate Committee have accepted the Administration's invitation to conduct the comprehensive review. At a joint meeting held on 4 January 2002, the three advisory bodies decided to set up a Task Force to take forward the review. The Task Force is chaired by Mr YEUNG Ka-sing (Chairman of the Standing Commission) and comprises nine members from the three advisory bodies (a membership list of the Task Force is at the Annex). The Task Force held its first meeting on 10 January 2002.

3. For the first phase of the review, the Task Force will research into the latest developments in civil service pay administration in other Governments, analyse their pros and cons, and identify best practices that may be of particular relevance to Hong Kong. Particular areas to be focused on include -

- (a) the pay policies, pay system and pay structure commonly adopted;
- (b) the experience of replacing fixed pay scales with pay ranges;

- (c) the pay adjustment system and mechanism;
- (d) the experience of introducing performance-based rewards to better motivate staff; and
- (e) the experience on simplification and decentralisation of pay administration.

4. In carrying out this analytical study, the Task Force will have regard to the history and development of the civil service pay policy and system in Hong Kong. It will seek professional input to the analytical study as appropriate. The Task Force will consult interested parties, including the staff sides, departmental/grade management and other interested parties and will take account of their views in the process.

TIMETABLE

5. The three advisory bodies will submit the findings of the analytical study under phase one of the review to the Administration in the middle of 2002. The preliminary findings will be made public before a report is finalised. Based on the findings of the analytical study and taking account of the ensuing discussions with the parties concerned, the three advisory bodies will make recommendations to the Administration in the second half of 2002 on the scope of the comprehensive review to be conducted under phase two, the factors which may need to be taken into account in conducting this exercise, the methodology to be adopted, as well as the timeframe for completing the review.

Civil Service Bureau
January 2002

**Membership of Task Force on
Review of Civil Service Pay Policy and System**

公務員薪酬政策和制度檢討

專責小組成員名單

Chairman :

主席

Mr Yeung Ka-sing, JP (楊家聲先生)

Members :

委員

Mr Nicholas Brooke, BBS, JP (蒲祿祺先生)

The Hon Bernard Chan (陳智思議員)

Professor Chan Yuk-shee (陳玉樹教授)

Professor Anthony Cheung Bing-leung, BBS, JP (張炳良教授)

Mr Nicholas Chiu Sai-chuen, JP (趙世存先生)

Mr Nicky Lo Kar-chun (羅家駿先生)

Mr Mak Ping-on (麥平安先生)

The Hon Tam Yiu-chung, GBS, JP (譚耀宗議員)

The Hon Howard Young, JP (楊孝華議員)