

Opening Remarks for PAC on 9 December 2014 by DArchS  
(Updated on 8.12.2014)

Chairman,

1. Architectural Services Department (ArchSD)'s role was project management. At the early stage of the project, the department was responsible for the technical feasibility study, assisted the user department in determining their requirements, prepared tender documents and involved in application of funding, etc. After signing of the construction contract, the ArchSD monitored the quality, progress and expenditure of the project.
2. The ArchSD agreed with all the recommendations in Audit Report No. 63 of the Director of Audit.
3. On improvement initiatives, the ArchSD will continue to maintain its continuous improvement objective. From May to July 2014, we already implemented the following three improvement initiatives :
  - The Chairman of the Project Vetting Committee (PVC) had already issued a memo reminding Heads of Department to submit schedules of accommodation to the PVC for approval in a timely manner;
  - The ArchSD implemented an electronic-room data sheet information system since May 2014, using information technology to more effectively collect and review the accommodation requirements of user departments. The system can check whether the accommodation requirements and the approved schedules of accommodation are consistent. We will keep under review the effectiveness of the system;
  - We have already amended the ArchSD Project Administration Handbook, adding more check points at different stages of the project to remind colleagues responsible for project management to timely follow up and ensure the work scope is based on the approved schedules of accommodation.
4. The ArchSD will actively follow up the suggestions from the Public Accounts Committee (PAC) and the Audit Commission. On internal training, we will prepare After Action Review and arrange experience sharing session. We will disseminate the experience gained in this audit to colleagues responsible for project management through the departmental knowledge management system and training courses.
5. Chairman, my ArchSD colleagues and I are happy to answer the questions from you and other PAC Members.