

Index page

Replies to initial written questions raised by Finance Committee Members in examining the Estimates of Expenditure 2020-21

Controlling Officer: Secretary General, Legislative Council Secretariat

Session No. : 6

File Name : LC-1-e1.docx

Reply Serial No.	Question Serial No.	Name of Member	Head	Programme
LC001	2695	CHAN Chi-chuen	112	(3) Legal Service
LC002	3970	CHAN Chi-chuen	112	(2) Council Business Services
LC003	3972	CHAN Chi-chuen	112	(2) Council Business Services
LC004	3973	CHAN Chi-chuen	112	(5) Library and Archives Services
LC005	4255	CHAN Tanya	112	(1) Members' Offices and Remuneration
LC006	4256	CHAN Tanya	112	(3) Legal Service
LC007	4377	CHAN Tanya	112	(2) Council Business Services
LC008	4394	CHAN Tanya	112	(2) Council Business Services
LC009	4839	CHAN Tanya	112	(2) Council Business Services
LC010	5412	CHEUNG Chiu-hung, Fernando	112	(2) Council Business Services
LC011	5413	CHEUNG Chiu-hung, Fernando	112	(2) Council Business Services
LC012	2798	CHU Hoi-dick	112	(2) Council Business Services
LC013	2800	CHU Hoi-dick	112	(2) Council Business Services (3) Legal Service
LC014	2371	HUI Chi-fung	112	(2) Council Business Services
LC015	2372	HUI Chi-fung	112	(2) Council Business Services
LC016	3448	IP Kin-yuen	112	(6) Corporate Liaison and Education and Visitor Services
LC017	4522	KWOK Ka-ki	112	(2) Council Business Services
LC018	4523	KWOK Ka-ki	112	(2) Council Business Services

LC019	5002	KWOK Ka-ki	112	(1) Members' Offices and Remuneration
LC020	5091	KWOK Ka-ki	112	(2) Council Business Services
LC021	2729	KWOK Wing-hang, Dennis	112	(1) Members' Offices and Remuneration (2) Council Business Services
LC022	2730	KWOK Wing-hang, Dennis	112	(2) Council Business Services
LC023	1127	LAU Ip-keung, Kenneth	112	(2) Council Business Services
LC024	1196	LEE Wai-king, Starry	112	(2) Council Business Services
LC025	1201	LEE Wai-king, Starry	112	(2) Council Business Services
LC026	1202	LEE Wai-king, Starry	112	(2) Council Business Services
LC027	1684	LEE Wai-king, Starry	112	(2) Council Business Services
LC028	2152	LEUNG Mei-fun, Priscilla	112	(2) Council Business Services
LC029	3672	LEUNG Mei-fun, Priscilla	112	(6) Corporate Liaison and Education and Visitor Services
LC030	3673	LEUNG Mei-fun, Priscilla	112	(6) Corporate Liaison and Education and Visitor Services
LC031	2220	MO Claudia	112	(-) Not Specified
LC032	6079	MO Claudia	112	(-) Not Specified
LC033	1360	TSE Wai-chuen, Tony	112	(2) Council Business Services
LC034	1739	TSE Wai-chuen, Tony	112	(1) Members' Offices and Remuneration (3) Legal Service
LC035	1740	TSE Wai-chuen, Tony	112	(2) Council Business Services
LC036	4048	WONG Ting-kwong	112	(2) Council Business Services
LC037	6508	YEUNG Alvin	112	(1) Members' Offices and Remuneration
LC038	6509	YEUNG Alvin	112	(1) Members' Offices and Remuneration

CONTROLLING OFFICER'S REPLY

LC001

(Question Serial No. 2695)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (3) Legal Service
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

The Secretary General ("SG") of the Legislative Council ("LegCo") made a decision, by circulation of paper, to change the member who shall be responsible for presiding at the election of the chairman of the Bills Committee on Fugitive Offenders and Mutual Legal Assistance in Criminal Matters Legislation (Amendment) Bill 2019 ("the Bill") during the legislative process of LegCo in relation to the Bill. SG of the LegCo then sought external legal advice on the issue. In this connection, what are the manpower and expenditure involved in the seeking of such external legal advice? Has the matter been discussed by The LegCo Commission, and what is the external legal advice on this?

Asked by: Hon CHAN Chi-chuen (LegCo internal reference no.: 30)

Reply:

The Secretary General (or the Secretariat) has not sought external legal advice on the handling or contents of the guidelines provided by the House Committee at its meeting of 4 May 2019 ("the HC guidelines") relating to election of the Chairman of the Bills Committee on Fugitive Offenders and Mutual Legal Assistance in Criminal Matters Legislation (Amendment) Bill 2019 ("the Bills Committee") during the legislative process of the Bill.

2. On the other hand, the President of the Legislative Council, through the Secretariat, briefed a local Senior Counsel and a local junior counsel (through a law firm) to advise on certain issues arising from two proposed motions relating to the alleged mishandling by the Secretariat (under the leadership of the Secretary General) of the HC guidelines or the procedures on the election of the Chairman of the Bills Committee. The total expenditure incurred for the external legal advice is HK\$439,650.

- End -

CONTROLLING OFFICER'S REPLY

LC002

(Question Serial No. 3970)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please provide the total paper consumption in the Legislative Council ("LegCo") Secretariat for printing documents for various meetings of LegCo in each of the past 3 years. Has the LegCo Secretariat adopted any measures to economize on the use of paper? If yes, what are the details?

Asked by: Hon CHAN Chi-chuen (LegCo internal reference no.: 250)

Reply:

The annual consumption of paper by the Legislative Council ("LegCo") Secretariat ("the Secretariat") for printing documents for meetings of the Council and its committees, as well as other documents and circulars issued by the Secretariat in the past 3 years is as follows:

Financial year	Amount of paper used for printing meeting documents (ream)
2017-18	7 812
2018-19	5 878
2019-20 (11 months up to 29.2.2020)	3 357

2.. During the COVID-19 epidemic, the Secretariat has adopted special work arrangements and suspended the provision of print copies of meeting documents.

3.. The Secretariat is committed to conducting all its activities and operations in an environmentally responsible manner. To reduce paper consumption, the Secretariat has adopted various measures, including minimizing print copies of documents, printing on both sides of paper, communicating by electronic mail, minimizing the use of fax, and issuing softcopies of documents only to Members, Secretariat staff and LegCo Complex users as far as practicable.

- End -

CONTROLLING OFFICER'S REPLY

LC003

(Question Serial No. 3972)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Under this Programme, the Administration Division implements the building management and security policies formulated by The Legislation Council ("LegCo") Commission in the management of the facilities. In this connection, will LegCo provide, since the social movements which started in early June 2019, the number of occasions on which the Police entered the precincts of LegCo, the reasons for the entry, the number of police officers entering on each occasion, their duration of stay, and the floors and rooms which they entered? Did the Police seek the consent of the President of LegCo each time before entering the precincts of LegCo? Were the police officers, upon their entry, accompanied and monitored by the security staff of LegCo?

Asked by: Hon CHAN Chi-chuen (LegCo internal reference no.: 252)

Reply:

The Legislative Council ("LegCo") Secretariat will seek Police assistance in the following circumstances:

- (a) when an amber or a red alert is issued under the colour alert mechanism approved by The LegCo Commission ("the Commission"), the Police may be requested to enter the LegCo Complex for standby or active duties respectively and
- (b) when untoward or security incidents occur in the LegCo Complex and/or in its vicinity which are beyond the coping capability of the Secretariat's security staff.

The above circumstances aside, the Police may enter the precincts of LegCo to conduct investigation or collect evidence in relation to incidents that occurred therein.

2. Under the arrangement agreed by the Commission, the Secretary General of the LegCo Secretariat ("the Secretary General") will consult the Chairman and the other two ex-officio members of the Commission before requesting the Police to enter the Complex to handle untoward incidents, where circumstances permit. Before the Police enter the Complex to collect evidence in relation to reported crimes, the Secretary General will seek the clearance of the Chairman and Deputy Chairman of the Commission. Since June 2019, the Police entered the precincts of LegCo on various occasions to handle security incidents and the Secretary General followed the aforesaid arrangements and consulted the Chairman and the other two ex-officio members of the Commission.

3. When the Police perform duties in the LegCo Complex, they are normally accompanied by the Secretariat's security staff who provide assistance if needed. The only incident in which the Police were unaccompanied by the Secretariat's security staff was on 1 July 2019 evening when all security staff had at one time evacuated the Complex on the Police's advice during the storming and intrusion of the LegCo Complex. In the early morning of 2 July 2019, the Secretariat's security staff returned to the Complex upon the Police's request for assistance in conducting investigation.

- End -

CONTROLLING OFFICER'S REPLY

LC004

(Question Serial No. 3973)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (5) Library and Archives Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

1. Among the users of the Legislative Council ("LegCo") Library in each of the past 3 years, what were the respective numbers and percentages of them who were Members' assistants, Secretariat staff, public officers and members of the public?
2. What were the top 5 most borrowed books/publications in each of the past 3 years?
3. What was the number of late return of books in each of the past 3 years? What was the longest overdue period?
4. What was the number of overdue notices issued in each of the past 3 years? Does the LegCo Library have a way of following up with borrowers who, despite having had their borrowing rights suspended for failure to return overdue books after being issued with overdue notices, have still not returned the books? If yes, what are the details?

Asked by: Hon CHAN Chi-chuen (LegCo internal reference no.: 253)

Reply:

The information requested is set out in the tables below:

Table 1 - Number of users of the Legislative Council ("LegCo") Library from 2017-18 to 2019-20

Type of users	Number of users		
	2017-18	2018-19	2019-20 ^{Note} (up to Feb 2020)
Members	59 (0.43%)	78 (0.81%)	55 (1.93%)
Members' assistants	1 294 (9.45%)	1 271 (13.20%)	469 (16.43%)
Secretariat staff	3 731 (27.24%)	3 872 (40.22%)	1 542 (54.03%)
Public officers	0 (0%)	7 (0.07%)	6 (0.21%)
Members of the public	8 612 (62.88%)	4 400 (45.70%)	782 (27.40%)
Total	13 696 (100%)	9 628 (100%)	2 854 (100%)

Note: The Library was closed to the public and Complex users from 1 July to 7 October 2019 due to repairing works following the storming of the LegCo Complex on 1 and 2 July 2019. The Library was reopened to Complex users on 8 October 2019 but its on-site service to Complex users was suspended again between 29 January and 1 March 2020 to reduce the risk of the spread of COVID-19 in the community. As from 2 March 2020, the Library is reopened to Complex users as well as public users by appointment.

Table 2 - The top five most borrowed books/publications of the LegCo Library in 2017-18

No.	Title	Number of times on loan
1	Report of the Select Committee to Inquire into the Circumstances Surrounding the Departure of Mr. Leung Ming-yin from the Government and Related Issues	47
2	由葉天生編寫的香港選舉資料匯編：1996年-2000年	35
3	OMELCO annual report 1988/1989	32
4	OMELCO annual report 1989/1990	31
5	Hong Kong's new constitutional order : the resumption of Chinese sovereignty and the Basic Law by Yash Ghai	31

Table 3 - The top five most borrowed books/publications of the LegCo Library in 2018-19

No.	Title	Number of times on loan
1	Report of the Select Committee to Inquire into the Circumstances Surrounding the Departure of Mr. Leung Ming-yin from the Government and Related Issues	50
2	Griffith & Ryle on Parliament : functions, practice and procedures by Robert Blackburn and Andrew Kennon	35
3	Hong Kong's new constitutional order : the resumption of Chinese sovereignty and the Basic Law by Yash Ghai	35
4	OMELCO annual report 1988/1989	33
5	OMELCO annual report 1990/1991	33

Table 4 - The top five most borrowed books/publications of the LegCo Library in 2019-20 (up to February 2020)

No.	Title	Number of times on loan
1	Erskine May's treatise on the law, privileges, proceedings, and usage of Parliament by Thomas Erskine May	64
2	立法局保安事務委員會報告 - 研究廉政公署前高級助理處長徐家傑先生遭解僱一事的有關情況	38
3	Hong Kong's new constitutional order : the resumption of Chinese sovereignty and the Basic Law by Yash Ghai	35
4	Legislative Council annual report 1996/1997	31
5	Report of the Select Committee to Inquire into the Circumstances Surrounding the Departure of Mr. Leung Ming-yin from the Government and Related Issues	27

Table 5 - Number of overdue items from 2017-18 to 2019-20

Year	No. of overdue items
2017-18	328
2018-19	270
2019-20 (up to February 2020)	150

Between 2017-18 and 2019-20, the longest overdue item was returned 114 days late.

Table 6 – Number of overdue notices issued from 2017-18 to 2019-20

Year	No. of overdue notices				Total
	1 st overdue notice	2 nd overdue notice	3 rd overdue notice	4 th overdue notice	
2017-18	328	183	120	62	693
2018-19	270	150	101	57	578
2019-20 (up to Feb 2020)	150	62	39	24	275

Note: 1st, 2nd, 3rd and 4th overdue notice will be issued if an item is overdue for seven days, 14 days, 21 days and 33 days respectively. If a borrower fails to return overdue items within seven days after issuance of the 4th overdue notice, all his borrowing rights will be suspended.

2. If the borrower fails to return overdue items following the suspension of his borrowing rights, the overdue items will be considered lost items. The borrower shall pay an administration fee of \$100 for each lost item as well as a charge either equivalent to the replacement cost if the item is available for purchase, or of \$500 if the item is not available for purchase.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 4255)

Head: (112) Legislative Council Commission

Subhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative Council

Programme: (1) Members' Offices and Remuneration

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Will The Legislative Council ("LegCo") Commission conduct a comprehensive review of the operating expenses reimbursement system for LegCo Members' Offices in 2020-21, including a review of the method for calculating the amount of allowances/reimbursements?

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 221)

Reply:

It is an established practice to review the remuneration package and expenses reimbursement arrangements for Members of Legislative Council ("LegCo") at least one year before the start of a new LegCo term. In the Sixth LegCo, a subcommittee has been set up under the House Committee to continue to study issues relating to Members' remuneration and operating expense reimbursements and put forward specific proposals for consideration by the Independent Commission on Remuneration for Members of the Executive Council and the Legislature, and Officials under the Political Appointment System of the HKSAR ("the Independent Commission").¹

¹ The Independent Commission is appointed by the Chief Executive to, among others, conduct periodic review of and advise the Government on the remuneration package for LegCo Members.

2. Based on the outcome of two surveys conducted with all Members and after endorsement by the House Committee, the Subcommittee submitted a report on the findings of its review to the Administration for consideration by the Independent Commission in July 2019. The Subcommittee had recommended the adoption of a weighted index instead of Consumer Price Index (C) as the basis for annual adjustment to Members' office operation expenses with effect from the next LegCo term. The proposed weighted index comprises three main components of Office Operation Expenses Reimbursement (i.e. staff expenses, office accommodation expenses and other operating expenses), with relevant indicators (i.e. civil service pay adjustment, rental index for Grade C Offices published by the Rating and Valuation Department and Composite Consumer Price Index) to be used as the respective basis for adjusting the three components. Apart from the above recommendation, the Subcommittee had also included in its report information obtained in the surveys and members' views for consideration by the Independent Commission. A meeting was held between the Subcommittee and the Independent Commission in March 2020 to exchange views on the Subcommittee's report.

- End -

CONTROLLING OFFICER'S REPLY

LC006

(Question Serial No. 4256)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (3) Legal Service

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please set out in detail the relevant bills/issues/procedural matters on which the Legislative Council sought external legal advice in the past 5 years, the organizations providing such legal advice and the expenditure incurred.

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 222)

Reply:

In the past five legislative years¹, apart from in-house legal advice, external legal advice was sought by The Legislative Council Commission ("the Commission") or the President of the Legislative Council ("the President"). The subject matters for external legal advice and the relevant expenditure incurred up to 10 March 2020 are set out below.

Legislative year	Matters for external legal advice (excluding litigation proceedings)	Expenditure \$
2015-16	<p>Legal issues arising from witness summonses served on the then Chairman and Deputy Chairman of the Commission</p> <p>Fees and expenses incurred for briefing a local Senior Counsel ("SC") and a junior counsel through a law firm to advise whether there were legitimate grounds for the issue of the witness summonses to the Chairman and Deputy Chairman of the Commission and whether they enjoyed privilege in immunity in relation to attendance as a witness in civil or criminal proceedings.</p>	261,500

¹ No external legal advice has been sought in the legislative year 2019-20.

Legislative year	Matters for external legal advice (excluding litigation proceedings)	Expenditure \$
2016-17	<p>Matters relating to the taking of the Legislative Council Oath</p> <p>Fees and expenses incurred for briefing two local SC and two junior counsel through a law firm to advise on the validity of the Legislative Council ("LegCo") Oaths taken by certain members-elect and related issues.</p>	606,152
2016-17	<p>Quorum requirement for LegCo and committee of the whole Council</p> <p>Fees and expenses incurred for briefing a local SC and a junior counsel through a law firm to advise on the quorum requirement for LegCo and committee of the whole Council.</p>	349,000
2016-17 and 2017-18	<p>Matters relating to recovery of remuneration and expenses paid to six disqualified LegCo members</p> <p>Fees and expenses incurred for briefing one local SC and two junior counsel through a law firm to advise on the merits of the Commission's claim for repayment of remuneration and expenses paid to the six persons who were disqualified by the courts as LegCo members for declining to take the LegCo Oaths when duly requested to do so.</p>	380,000
2018-19	<p>Matters relating to LegCo's power to summon the Chief Executive of HKSAR</p> <p>Fees and expenses incurred for briefing one local SC and one junior counsel through a law firm to advise on issues relating to LegCo's power to summon the Chief Executive to attend before the Council or its committee.</p>	350,000
2018-19	<p>Matters relating to two motions relating to the handling by the Secretariat of the practice and procedure for the election of Chairman of a Bills Committee by adoption certain guidelines provided by the House Committee on 4 May 2019</p> <p>Fees and expenses incurred for briefing a local SC and a junior counsel through a law firm to advise on the issues arising from two motions relating to the handling by the Secretariat of the election of the Chairman of the Bills Committee on Fugitive Offenders and Mutual Legal Assistance in Criminal Matters Legislation (Amendment) Bill 2019.</p>	439,650

Legislative year	Matters for external legal advice (excluding litigation proceedings)	Expenditure \$
2018-19	<p>Matters relating to two proposed resolutions under section 17(2) of The Legislative Council Commission Ordinance (Cap. 443)</p> <p>Fees and expenses incurred for briefing two local SC through a law firm to advise on issues arising from two proposed resolutions to direct the Commission to take disciplinary action against the Secretary General by reason of his alleged dereliction of duty or the Secretariat's alleged mishandling of the security arrangements for the LegCo Complex.</p>	425,975

- End -

CONTROLLING OFFICER'S REPLY

LC007

(Question Serial No. 4377)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please set out in detail the expenses on repair works incurred since the Legislative Council Complex was vandalized in the "anti-extradition to China" protests last year, including the details of various expenditure items, the commencement and completion dates of the repair works carried out in various parts of the Complex, and the costs for providing additional security facilities and deploying additional security manpower.

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 343)

Reply:

Since 9 June 2019, there have been a number of incidents in which the building fabrics (glass panels, wall panels, floor tiles, etc.) of the Legislative Council ("LegCo") Complex were damaged during demonstrations or social events. The intrusion of the LegCo Complex on 1 and 2 July 2019 had caused serious damage to building fabrics, the electric, mechanical, air-conditioning and building service ("EMABS") systems (closed-circuit television cameras, equipment of the integrated security management system, etc.), information technology ("IT") and security systems (electronic voting system, simultaneous interpretation system, X-ray checkers and metal detectors, etc.), souvenir shop, education and media facilities, furniture and other equipment, artworks and feature wall. In August and September 2019, the LegCo Complex also sustained damage due to the security incidents that occurred in the vicinity of the Complex.

2. The repair/replacement costs of the items damaged/lost during security incidents since June 2019 are as follows:

Item	Repair/replacement cost (\$ million)
(a) Building fabrics	20.078
(b) EMABS systems	7.693 (Note)
(c) IT and security systems	7.840
(d) Education facilities	0.640
(e) Furniture and other equipment	1.905
(f) Artworks	0.822
Total:	38.978

Note: The cost includes the repair/replacement costs of items damaged/lost in the security incidents that occurred on 1, 2 July and 31 August 2019.

3. As the LegCo Complex is government property, expenses on the restoration works of the building fabrics of the Complex, i.e. item (a) above, are borne by the Architectural Services Department.

4. The expenses incurred on items (b) to (f) are paid out by The LegCo Commission ("the Commission")'s operating reserve. The Secretariat is pursuing claims with the insurance company under the insurance policy taken out by the Commission. The compensation amount has yet to be finalized. The Secretariat has also sought additional funding from the Administration to cover the expenses. When the compensation has been received from the insurance company, the relevant amount will be returned to the Administration.

5.. The restoration and repair of essential meeting facilities and critical systems were completed in early October 2019. As at mid-March 2020, the restoration of the glass panels of the LegCo Complex is still underway.

6.. During the period from June 2019 to March 2020, temporary security staff were engaged by the Secretariat from time to time to complement the security staff in carrying out security duties. The expenditure incurred on temporary security services from 1 June 2019 up to 11 March 2020 was \$2,125,920.

7.. Following the occurrence of successive security incidents in the 2018-19 legislative session, the Commission decided to engage a consultant to conduct a comprehensive review on the physical security of the LegCo Complex. A consultant was engaged in December 2019 to provide a comprehensive review on the physical security of the LegCo Complex after the conduct of a quotation exercise by the Secretariat. The contract price for the service is \$1.36 million. The review is in progress and a report will be submitted to the Commission.

CONTROLLING OFFICER'S REPLY

LC008

(Question Serial No. 4394)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

The Legislative Council ("LegCo") Secretariat employs staff who are designated to handle security matters of the LegCo Complex. To facilitate understanding of the staffing complement and financial expenditure of the security office of LegCo, will The LegCo Commission provide the following statistics: (1) the total expenditures of the Estate and Security Office of LegCo from 2011-12 to 2019-20; (2) the current numbers of staff in the Security grade and rank of the LegCo Secretariat; and (3) the total estimated expenditure for security matters of LegCo in 2020-21, as well as the detailed expenditure and a breakdown of the expenditure items among the total expenditure?

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 112)

Reply:

The total expenditures of the Estate and Security Office of the Legislative Council ("LegCo") in the past 5 years are as follows:

Financial year	Total expenditures (Note)
	\$ million
2015-16	69.675
2016-17	73.915
2017-18	75.569
2018-19	82.307
2019-20 (11 months up to 29.2.2020) (not including the pay adjustment for 2019-20)	76.364

2. The current establishment of security staff of the LegCo Secretariat is as follows:

Rank	Establishment (as at 29.2.2020)
Chief Security Officer	1
Senior Security Officer	1
Security Officer	3
Senior Security Assistant	9
Security Assistant I	36
Security Assistant II	57
Total	107

3. The total estimated expenditure on security matters of LegCo in 2020-21 is as follows:

Financial year	Budget expenditure		
	Personal emoluments	Departmental expenses	Total
	\$ million	\$ million	\$ million
2020-21	48.110	4.252	52.362

Note: The total expenditures of the Estate and Security Office include expenditures on building management services and electricity of the LegCo Complex.

- End -

CONTROLLING OFFICER'S REPLY

LC009

(Question Serial No. 4839)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the team of security staff in the Legislative Council ("LegCo") Complex, will the LegCo Secretariat inform this Committee of the following:

1. What are the details of the current establishment of security staff in the LegCo Complex, including the numbers of security staff at various ranks, the monthly salaries of security staff at various ranks and the numbers of security staff employed on contract and temporary terms?
2. Has the number of security staff in the LegCo Complex increased in response to the social movements in 2019? If it has, what are the relevant figures, posts and expenditure?
3. Has the LegCo Secretariat provided any training course or activity to security staff in the LegCo Complex in 2019-2020? If it has, what are the detailed contents of such training and the total expenditure involved; if not, what are the reasons?
4. What are the plan and estimated expenditure of the LegCo Secretariat for employing security staff in 2020-2021?

Asked by: Hon CHAN Tanya (LegCo internal reference no.: 372)

Reply:

There is no temporary staff in the Security grade of the Legislative Council ("LegCo") Secretariat ("the Secretariat"). The current establishment and remuneration of Security grade staff are as follows:

Rank	Establishment (as at 29.2.2020)	Master pay scale
Chief Security Officer	1	Point 44 - 47
Senior Security Officer	1	Point 35 - 39
Security Officer	3	Point 29 - 30
Senior Security Assistant	9	Point 20 - 21
Security Assistant I	36	Point 15 - 16
Security Assistant II	57	Point 8 - 14
Total:	107	-

2. The Secretariat currently has no plan to increase the establishment of the security staff. However, the Secretariat will continue to keep in view developments which may affect the security of the LegCo Complex and review the manpower requirements for providing the security services as and when necessary.

3. In 2019-20, the Secretariat conducted training courses and workshops specifically for security staff. The topics included first aid, use of Automated External Defibrillators, basic safety as well as occupational safety and self-protection techniques in confrontational situations. The training expenditure incurred in 2019-20 is approximately \$98,000.

4. The estimated remuneration expense for security staff in 2020-21 is \$48.110 million.

- End -

CONTROLLING OFFICER'S REPLY

LC010

(Question Serial No. 5412)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the outsourced cleansing services for the Legislative Council ("LegCo") Complex, will the Secretariat inform this Committee of the following:

1. What is the overall turnover rate of the outsourced cleaners since the commissioning of the LegCo Complex?
2. What are the details of the terms of employment for the outsourced cleaners currently, including their salaries, annual leave, working hours, etc.? Do they have paid meal breaks? How long are the intervals between meal breaks?
3. Are the outsourced contracts for cleansing services of LegCo awarded to bidders with the lowest prices? What are the details of the relevant marking scheme?
4. Has the LegCo Secretariat adopted any measures to gauge the views of the outsourced cleaners so as to evaluate the outsourced contractor's performance and check whether there has been any violation of the contract terms? If it has, what are the details of the relevant measures? If not, what are the reasons?
5. Does the LegCo Secretariat have any plans to abolish the practice of outsourcing its cleansing services and engage cleaners directly?

Asked by: Hon CHEUNG Chiu-hung, Fernando (LegCo internal reference no.: 1261)

Reply:

The existing contract for the provision of cleaning service in the Legislative Council ("LegCo") Complex covers a period of 36 months. The contract does not require the cleaning contractor to provide information on the turnover rate of its cleaners. The cleaning contractor has also advised that it has not compiled such information.

2. According to the service contract, the cleaning contractor is required to pay each cleaner/worker, during the service period, monthly wage in an amount not less than:

- (a) the Average Monthly Salary for Cleaner (general) as promulgated in the latest Quarterly Report of Wage and Payroll Statistics published by the Census and Statistics Department ("C&SD"); or
- (b) statutory minimum wage plus paid rest days,

whichever is the higher. The contractor is also required to report to the LegCo Secretariat the result of each wage level review and make available documents and information for inspection by the LegCo Secretariat at any time.

3. Currently, the wage for the cleaners is \$10,600 per month.¹ They normally work eight hours per day. They are entitled to one paid rest day for every period of seven days, 12 paid statutory holidays, and seven days of annual leave increasing progressively to a maximum of 14 days according to their length of service. On par with the new initiatives implemented by the Administration to enhance the labour benefits of non-skilled employees engaged by contractors for government service contracts tendered on or after 1 April 2019 ("the New Initiatives"), the contractor is required to provide each cleaner with a 6% contractual gratuity, statutory holiday pay for cleaners who have been employed for not less than one month, and extra wages for cleaners who are required to work when Typhoon Warning Signal No. 8 or above is hoisted. The contractor is not required to provide paid meal breaks to cleaners.

4. In the open tender exercise for engaging the cleaning contractor, the tenderers were required to submit their technical proposals and fees proposals in two separate sealed envelopes to facilitate tender assessment. The technical proposals of the tender submissions were evaluated first. Further assessment of the fees proposals was conducted for those tenderers who had passed the technical assessment. Following the implementation of the New Initiatives, in the last tender exercise in 2019, the price score of the fees proposal carried a weighting of 30% as against a 70% weighting for the technical proposal. The tender with the highest combined score was accepted.

5. The cleaning contractor is required to provide on a quarterly basis and upon request of the LegCo Secretariat details of the working hours, working days, payment of wages and record of contribution to the statutory provident fund schemes in respect of the cleaners employed for providing cleaning service for the LegCo Complex. According to the information provided by the contractor and verified by the LegCo Secretariat, the amount of wages paid to cleaners complied with the requirements mentioned in paragraph 2 above.

¹ This is the provisional wage. It may be adjusted upward when the relevant quarterly report of wage and payroll statistics are published by C&SD.

6. The LegCo Commission ("the Commission") discussed in 2019 whether the cleaning service should be taken up by the Secretariat's own recruited staff or should continue to be provided by a contractor. The Commission noted that if the cleaning service was to be provided by its own full time staff (whose retirement age is 65), the part-time workers and those over 65 currently providing cleaning service in the Complex would be displaced; the financial impact on the Commission for employing staff for cleaning would be significant; and the service of the then contractor had been satisfactory. Having considered such relevant factors, the Commission decided that the cleaning service should continue to be outsourced.

- End -

CONTROLLING OFFICER'S REPLY

LC011

(Question Serial No. 5413)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Regarding the outsourced catering services for the Legislative Council ("LegCo") Complex, will the Secretariat inform this Committee of the following:

1. What is the overall turnover rate of the outsourced cafeteria staff since the commissioning of the LegCo Complex?
2. What are the details of the terms of employment for the outsourced cafeteria staff currently, including their salaries, annual leave, working hours, etc.? Do they have paid meal breaks? How long are the intervals between meal breaks?
3. Are the outsourced contracts for catering services of LegCo awarded to bidders with the lowest prices? What are the details of the relevant marking scheme?
4. Has the LegCo Secretariat adopted any measures to gauge the views of the outsourced cafeteria staff so as to evaluate the outsourced contractor's performance and check whether there has been any violation of the contract terms? If it has, what are the details of the relevant measures? If not, what are the reasons?
5. Does the LegCo Secretariat have any plans to abolish the practice of outsourcing its catering services and engage employees directly?

Asked by: Hon CHEUNG Chui-hung, Fernando (LegCo internal reference no.: 1262)

Reply:

Under the tender arrangements approved by The Legislative Council ("LegCo") Commission ("the Commission"), an open tender exercise for the grant of a permit to operate the LegCo Cafeteria ("the Cafeteria") for four years from 1 August 2016 was conducted in 2016.

2. The permit agreement does not require the Cafeteria operator to provide information on the turnover rate of its staff or their terms of employment. Hence, the LegCo Secretariat ("the Secretariat") does not have such information.

3. As approved by the Commission, no permit fee or rental is charged by the Commission under the permit agreement and price is not part of the evaluation criteria. The evaluation procedure comprises two stages, i.e. Stage 1 – Mandatory Requirement Evaluation; and Stage 2 – Quality Criteria Evaluation. Compliance with the mandatory requirement on previous experience in relevant business and operation of catering outlets of the tenderers was assessed first. Tender submissions which fail to meet the mandatory requirement would not be considered for Stage 2. The maximum scores under the four quality criteria in Stage 2 in the last tender exercise conducted in 2016 were as follows:

	Quality criterion	Maximum score
(i)	Proposal on mode of operation	25
(ii)	Menu and service package	30
(iii)	Food quality and taste	30
(iv)	Staffing structure, training and hygiene	15
	Total	100

The Secretariat assessed the suitability, competence and business innovation of the tenderers according to the above marking scheme.

4. Representatives of the Secretariat meet with the operator of the Cafeteria periodically to discuss matters related to the operation of the Cafeteria. So far the operator has not violated any terms of the permit agreement.

5. The Secretariat does not have any plan to engage employees directly to operate the Cafeteria.

- End -

CONTROLLING OFFICER'S REPLY

LC012

(Question Serial No. 2798)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

1. Please provide in table form the details of the amber and red alerts issued by The Legislative Council Commission ("the Commission") since June last year, including (a) the dates, (b) the duration from issuance to cancellation, (c) the officers who made the decision to issue the alerts, (d) the special arrangements for the Complex while the alerts were in force, and (e) the details of the additional costs involved on each occasion when amber and red alerts were issued;

2. The Controlling Officer stated that "the Commission has engaged a consultant to conduct an overall review on the security of the Complex". In this connection, please advise on:

- (a) the name of the consultant engaged, the mode of award and the consultancy fee;
- (b) whether the consultant has conducted studies on the security issues arising since 12 June 2019, including:
 - (i) whether the security staff had closed all entrances, rendering Legislative Council ("LegCo") Members unable to access the LegCo Complex;
 - (ii) whether delegating absolutely the security arrangements of LegCo to the Police is in violation of the Legislative Council (Powers and Privileges) Ordinance;
 - (iii) whether allowing police officers free access to LegCo without going through the security screening procedures is in breach of the amber alert arrangement;
 - (iv) whether police officers and security staff of the Secretariat are allowed to enter into the Office of Secretariat staff without permission;

- (v) whether, when the amber alert was in force, the Police holding two protestors in custody in the Office of Secretariat staff is in breach of the amber alert arrangement; and

3. Do the authorities have any plan to conduct a review on the alert mechanism and the special arrangements for the Complex while the alerts are in force? If no, what are the reasons?

Asked by: Hon CHU Hoi-dick (LegCo internal reference no.: 6000)

Reply:

Under the colour alert mechanism approved by The Legislative Council Commission ("the Commission"), an amber alert will be issued when large numbers of protestors have assembled in the drum area and/or the vicinity of the Legislative Council ("LegCo") Complex and some of them are engaging in rowdy behavior and conflicts among them are highly possible. When an amber alert has been issued, the Secretary General of the LegCo Secretariat ("the Secretary General"), after consulting the Chairman and the other two ex-officio members of the Commission, may request the Police to stand by within the LegCo Complex. All persons entering the LegCo Complex, including LegCo Members, Members' visitors, Members' staff, public officers, LegCo Secretariat staff and media representatives, will be required to go through the security screening procedures.

2. A red alert will be issued when violent conflicts have broken out in the drum area and/or in the vicinity of the LegCo Complex posing an imminent threat to the safety of the users of the Complex. When a red alert has been issued, the Secretary General may request the Police to take actions to maintain public order in the LegCo Complex.

3. Under the established arrangements, a colour alert will be issued after the Secretary General has consulted the Chairman and the other two ex-officio members of the Commission. The duration of colour alerts issued since June 2019 is as follows:

Alert	Duration					
Amber	0:00 am	on	12.6.2019	to	2:00 pm	on 18.6.2019
Red	5:53 pm	on	1.7.2019	to	8:00 am	on 11.7.2019
Red	5:14 pm	on	15.9.2019	to	9:23 pm	on 15.9.2019
Red	6:02 pm	on	28.9.2019	to	10:00 pm	on 29.9.2019
Red	3:55 pm	on	1.10.2019	to	10:00 pm	on 1.10.2019
Red	7:26 pm	on	4.10.2019	to	7:00 am	on 5.10.2019
Red	4:25 pm	on	6.10.2019	to	7:00 am	on 7.10.2019
Amber	0:00 am	on	16.10.2019	to	1:00 pm	on 17.10.2019

4. The Commission may implement special arrangements when a colour alert is in force, having regard to the security risks faced by the LegCo Complex. The special arrangements implemented on the above occasions included minimizing the number of persons gathered in or admitted to the Complex (including Secretariat staff, Members' staff, visitors, observers of meetings), suspending some public services, temporarily closing some entrances to the Complex and the designated demonstration area, and engaging temporary security staff when necessary, etc.

5. During the period from June 2019 to March 2020, temporary security staff were engaged by the Secretariat from time to time to complement the security staff in carrying out security duties and the expenditure incurred was \$2,125,920.

6. Following the occurrence of successive security incidents in the 2018-19 legislative session, the Commission considered it imperative to enhance the security of the LegCo Complex in order to provide a safe working environment for Members, Secretariat staff and other Complex users. For this purpose, a security consultant, Clement Shield (Security Specialist & Event Organizer) Ltd, was engaged by the Secretariat in a quotation exercise in December 2019 to provide a comprehensive review on the physical security of the LegCo Complex. The contract price for the service is \$1.36 million. The consultant will make recommendations to address potential risks and threats and enhance the security of the LegCo Complex with a view to ensuring the safety of all Complex users and the smooth conduct of LegCo business. The review is in progress and a report will be submitted to the Commission.

7. Members' views on the colour alert mechanism and the special arrangements for the LegCo Complex will be considered by the Commission after members of the Commission for the 2019-20 session have been elected according to The Legislative Council Commission Ordinance (Cap. 443).

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 2800)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
(3) Legal Service
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please advise on:

1. What is the estimated expenditure on the emolument and allowances of the Secretary General of the Legislative Council in 2020-21?
2. What is the estimated expenditure on the emolument and allowances of the Legal Adviser of the Legislative Council in 2020-21?

Asked by: Hon CHU Hoi-dick (LegCo internal reference no.: 6003)

Reply:

The posts of Secretary General and Legal Adviser of the Legislative Council Secretariat ("the Secretariat") are pitched at D6 and D5 of the Directorate Pay Scale of the civil service respectively. A monthly cash allowance applicable to the respective posts, which is calculated on the basis of civil service staff costs given in Staff Cost Ready Reckoner issued by the Treasury, is also payable. The estimated expenditures, including salary and cash allowance, for Secretary General and Legal Adviser in 2020-21 are \$3.60 million and \$3.44 million respectively. According to their terms of appointment, a gratuity is payable upon completion of agreement, which is calculated at the rate of 15% and 25% respectively^(Note) of the total salary drawn by the Secretary General and the Legal Adviser during the agreement period.

Note: According to the policy of the Secretariat, staff who joined the Secretariat before 27 May 1999 are eligible for 25% gratuity, while those who joined afterwards are eligible for 10-15% gratuity.

- End -

CONTROLLING OFFICER'S REPLY**LC014****(Question Serial No. 2371)**Head: (112) Legislative Council CommissionSubhead (No. & title): (000) Operational expensesProgramme: (2) Council Business ServicesControlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)Director of Bureau: Secretary General, Legislative Council SecretariatQuestion:

In relation to the operating costs of the Legislative Council's administrative and office supplies:

1. For the past 5 years, how much was spent each year on office supplies, and how much was spent on paper products alone? (Please specify the type of paper product)
2. Please also provide the figures for the amount of paper the Secretariat used each year for the past 5 years, and indicate the number of recycled paper used.
3. Does the LegCo Secretariat follow a recycling scheme/certain guidelines to minimize paper usage? If so, what are the details?

Asked by: Hon HUI Chi-fung (LegCo internal reference no.: 51)Reply:

The expenditures of the Legislative Council ("LegCo") Secretariat ("the Secretariat") on office supplies and paper products in the past 5 years are as follows:

Financial year	Expenditure (\$ million)	
	Office supplies (including paper products)	Paper products*
2015-16	1.54	0.41
2016-17	1.88	0.41
2017-18	1.49	0.33
2018-19	1.31	0.24
2019-20 (11 months up to 29.2.2020)	1.04	0.18

* Paper products include photocopying papers, envelopes and letterheads.

2. The amount of paper consumed by the Secretariat in the past 5 years is as follows:

Financial year	Amount of paper consumed (ream)		
	Recycled paper	Environmentally friendly paper	Total
2015-16	17 113	225	17 338
2016-17	17 152	286	17 438
2017-18	15 773	183	15 956
2018-19	12 978	204	13 182
2019-20 (11 months up to 29.2.2020)	8 810	115	8 925

3. During the COVID-19 epidemic, the Secretariat has adopted special work arrangements and suspended the provision of print copies of meeting documents.

4. The Secretariat is committed to conducting all its activities and operations in an environmentally responsible manner. To reduce paper consumption, the Secretariat has adopted various measures including minimizing print copies of documents, printing on both sides of paper, communicating by electronic mail, minimizing the use of fax, and issuing softcopies of documents only to Members, Secretariat staff and LegCo Complex users as far as practicable.

- End -

CONTROLLING OFFICER'S REPLY

LC015

(Question Serial No. 2372)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

How much recyclables (paper, aluminium cans, plastic, glass, batteries etc.) were recovered and collected each year in the LegCo for the past 5 years? Where are they sent to? How much does the LegCo pay for this service? What incentives, if any, are given to cleaners so that they will not mix the recyclables with normal rubbish?

How does the LegCo encourage users to recycle in a clean and proper way, to prevent recyclables from ending up in landfill?

Asked by: Hon HUI Chi-fung (LegCo internal reference no.: 52)

Reply:

The amount of recyclables collected in the Legislative Council ("LegCo") Complex in the past 5 financial years is as follows:

Financial year	Amount of recyclables collected in the LegCo Complex					
	Paper (kg)	Aluminum can (kg)	Plastics (kg)	Glass (kg)	Battery (piece)	Others (e.g. metal, wire) (kg)
2015-16	60 646	20	44	57	95	153
2016-17	68 249	25	22	25	79	308
2017-18	50 114	7	<1	<1	113	15
2018-19	41 069	27	24	<1	103	2
2019-20 (11 months up to 29.2.2020)	21 872	26	42	72	100	<1

2. The recyclables other than confidential waste paper were collected and delivered to registered recyclers by the cleaning service contractor of The LegCo Commission ("the Commission") as required under the cleaning service contract at no extra cost. Confidential waste paper was collected and destructed by a designated contractor which paid the Commission (currently \$0.33/kg) for the waste.

3. The Secretariat regularly measures the quantity of waste disposal and recyclables generated in the LegCo Complex, endeavours to reduce waste, recycles the recyclables, and helps promote waste reduction. Facilities for collecting recyclables are provided at various locations in the LegCo Complex. Posters providing tips on clean recycling are posted in all pantries in the LegCo Complex. A waste audit for the LegCo Complex was conducted in May and June 2019 to identify the amount and types of waste generated in the LegCo Complex, review the level of correct segregation of waste, and identify areas where waste reduction could be improved. The waste audit report with its recommendations was issued in January 2020 and is available on the LegCo Website. To enhance the awareness of LegCo Complex users on waste reduction, the Secretariat will continue to regularly issue to them tips on various environmental protection initiatives, including waste reduction at source and handling recyclables in a clean and proper way.

- End -

CONTROLLING OFFICER'S REPLY

LC016

(Question Serial No. 3448)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (6) Corporate Liaison and Education and Visitor Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

1. What were the respective total numbers of school visits and school outreach activities conducted by the Legislative Council ("LegCo") Secretariat in the past 3 years? Please provide the information in the table below:

Year	Number of school visits conducted				Number of school outreach activities conducted			
	Kindergarten	Primary school	Secondary school	Special school	Kindergarten	Primary school	Secondary school	Special school
2018								
2017								
2016								

2. What was the total number of requests for participating in visit programmes received from schools by the LegCo Secretariat in each of the past 3 years? If any of such requests from schools were refused, what were the common reasons for the refusal?

3. What was the total number of requests for arranging school outreach activities received from schools by the LegCo Secretariat in each of the past 3 years? If any of such requests from schools were refused, what were the common reasons for the refusal?

Asked by: Hon IP Kin-yuen (LegCo internal reference no.:200)

Reply:

Below is the breakdown of school visits conducted in the past 3 years:

Year	Number of school visits conducted				
	Kindergarten	Primary School	Secondary School	Special School	Total
2019 – 20 ¹ (5 months up to February 2020)	Guided tour service of the Legislative Council ("LegCo") Complex has been suspended since the intrusion into the Complex on 1 July 2019.				
2018 – 19 ¹ (9 months up to June 2019)	229	349	230	11	819
2017 – 18 (full year from October 2017 to September 2018)	302	415	272	5	994

No school outreach activities were conducted in the past 3 years.

2. The Secretariat accepted all requests for school visits in the past 3 years, and the numbers were shown in the above table.
3. The Secretariat did not receive any outreach requests from schools in the past 3 years. Support to schools for organizing school-based activities is provided in the form of online education resources made available in the "Education" section of the LegCo Website.

- End -

¹ Guided tour service of the LegCo Complex was suspended while the Amber alert was in force in June 2019 as the Fugitive Offenders and Mutual Legal Assistance in Criminal Matters Legislation (Amendment) Bill 2019 was scheduled for resuming its Second Reading debate, and has been suspended since the intrusion into the Complex on 1 July 2019.

CONTROLLING OFFICER'S REPLY

LC017

(Question Serial No. 4522)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please set out in table form (1) the expenditure items and (2) the actual expenditure incurred on matters relating to the security of the Legislative Council in the past 3 years.

Asked by: Hon KWOK Ka-ki (LegCo internal reference no.: 103)

Reply:

The major expenditure items and actual expenditure incurred on matters relating to the security of the Legislative Council in the past 3 years are as follows:

Financial year	Personal emoluments	Departmental expenses	Total
	\$ million	\$ million	\$ million
2017 - 18	43.743	2.435	46.178
2018 - 19	45.003	2.735	47.738
2019 - 20 (11 months up to 29.2.2020) (not including the pay adjustment for 2019-20)	41.560	6.916	48.476

- End -

CONTROLLING OFFICER'S REPLY

LC018

(Question Serial No. 4523)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

In the past 3 years, regarding the security of the Legislative Council ("LegCo"):

1. How many security staff, including full-time, part-time and temporary staff, were employed and what was the emolument expenditure involved?
2. Had LegCo enquired with the security staff about their political stance? If yes, how and why were the enquiries made?
3. How many security staff, including full-time, part-time and temporary staff, were dismissed by LegCo in the past 3 years, and what were the reasons for the dismissal?
4. Under the guidelines of LegCo, are security staff not required to dress in uniform while on duty on particular occasions? If yes, what is the content of the guidelines? If no, are the relevant decisions made by management staff? If yes, what are the ranks of the staff concerned, and what are the reasons for making such decisions?
5. What were the dates on which and the reasons why security staff were not in uniform while on duty in the past 3 years?

Asked by: Hon KWOK Ka-ki (LegCo internal reference no.: 104)

Reply:

There is no part-time or temporary security staff in the Security grade of the Legislative Council ("LegCo") Secretariat ("the Secretariat"). The permanent establishment and remuneration expenses of security staff of the Secretariat in the past 3 years are as follows:

Financial year	Establishment	Remuneration expenses (\$ million)
2017-18	107 (as at 31.3.2018)	43.743
2018-19	107 (as at 31.3.2019)	45.003
2019-20	107 (as at 29.2.2020)	41.560 (11 months up to 29.2.2020) (not including the pay adjustment for 2019-20)

2. Temporary security staff were engaged by the Secretariat in 2019-20 to complement the security staff in carrying out security duties. The expenditure incurred on temporary security services in the past 3 years was as follows:

Financial year	Expenditure on temporary security services (\$ million)
2017-18	0
2018-19	0
2019-20 (11 months up to 29.2.2020)	2.126

3. The Secretariat has all along strictly observed the principle of political impartiality. Security staff have never been asked to indicate their political stance.

4. In the past 3 years, no security staff of the Secretariat were dismissed.

5. Security staff are normally required to wear uniform while on duty except with the approval of their supervisors under special circumstances, including the following:

- (a) the uniforms of some security staff were seriously stained or damaged during the storming of the LegCo Complex on 1 and 2 July 2019 and uniforms were therefore not available for the security staff concerned before replacement;
- (b) when security staff are required to perform duties immediately upon arrival in the LegCo Complex to deal with emergencies; and
- (c) when security staff attend training courses which involve physical exercises.

- End -

CONTROLLING OFFICER'S REPLY

LC019

(Question Serial No. 5002)

Head: (112) Legislative Council Commission

Subhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative Council

Programme: (1) Members' Offices and Remuneration

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

1. Please set out in a table the rates of increase in the salary (highest, lowest, average and median) of Members' assistants in the past 5 years.
2. Please set out in a table the salary (highest, lowest, average and median) of Members' assistants in the past 5 years.
3. Have the authorities considered establishing a salary scale for Members' assistants? If yes, please advise on the implementation timetable and the expenditure required. If no, what are the reasons?
4. Please set out the respective largest and smallest numbers of full-time and part-time assistants employed by Members returned by geographical and functional constituencies in the current term of the Legislative Council.

Asked by: Hon KWOK Ka-ki (LegCo internal reference no.: 850)

Reply:

According to the claims submitted by Members of the Fifth Legislative Council ("LegCo") and the Sixth LegCo, the salaries of Members' full-time assistants¹ in the past 5 years are as follows:

Legislative session	Salary of Members' assistants			
	Highest	Lowest	Average	Median
	\$	\$	\$	\$
2014-15	71,800	6,000	18,109	14,905
2015-16	71,800	6,000	19,512	16,000
2016-17	73,950	6,000	20,871	17,500
2017-18	73,950	6,500	21,182	17,500
2018-19	75,430	4,950	21,894	16,316

2. The rates of increase in the salary of Members' assistants are as follows:

Legislative session	Rates of increase in salary of Members' assistants			
	Highest	Lowest	Average	Median
	%	%	%	%
2014-15	42.9	2.0	9.5	7.7
2015-16	50.0	1.9	9.7	7.8
2016-17	93.4	0.7	12.1	8.4
2017-18	33.3	1.0	6.9	5.2
2018-19	55.0	1.0	7.0	5.1

3. Based on the claims submitted by Members of the Sixth LegCo, the maximum number and minimum number of full-time staff and part-time staff employed by Members returned by the District Council (second) functional constituency ("DC (second) FC"), Geographical Constituencies ("GC") and Functional Constituencies ("FC") as at 30 September 2019 were as follows:

Channels through which Members were returned	Number of full-time staff		Number of part-time staff	
	Maximum	Minimum	Maximum	Minimum
DC (second) FC	11	6	7	1
GC	16	4	27	0
FC	8	3	5	0

4. The Subcommittee on Members' Remuneration and Operating Expenses Reimbursement formed under the House Committee during the Fourth LegCo and the Fifth LegCo had conducted reviews of the operating expense reimbursements ("OER") for LegCo Members. Among others, the Subcommittee had put forward specific proposals for enhancing the level of OER to enable Members to recruit and retain a team of quality staff to support their discharge of LegCo duties, for consideration by the Independent Commission on Remuneration for Members of the Executive Council and the Legislature,

¹ Full-time assistants refer to those who work 30 hours or more per week.

and Officials under the Political Appointment System of the HKSAR ("the Independent Commission").² These proposals included: (a) the financial provision for the salaries of Members' staff be calculated with reference to the salary points of comparable ranks in the civil service; (b) an end-of-service gratuity be provided to full-time staff engaged by Members; and (c) the portion of OER for staff salaries be adjusted annually in accordance with the civil service pay adjustment.

5. Having considered the Subcommittee's proposals, the Independent Commission, while agreeing that the level of Members' OER should be enhanced, had reservations about the proposal to use civil service pay as the basis for working out the amount required to cover Members' staff expenses, given the different job nature of civil service and Members' staff and the unique mechanism of the civil service pay structure. Furthermore, the Independent Commission considered that since Members had full discretion to apportion their OER between staffing and other office expenses, it would be inappropriate to set a certain percentage of OER as the salary portion and subject that portion to a different annual adjustment mechanism. The Independent Commission was also of the view that it was beyond its purview to prescribe the number of staff to be employed by Members, or a wage floor and pay scale for Members' assistants.

6. It is an established practice to review the remuneration package and expenses reimbursement arrangements for LegCo Members at least one year before the start of a new LegCo term. In the Sixth LegCo, a subcommittee has been set up under the House Committee to continue to study issues relating to Members' remuneration and OER.

7. Based on the outcome of two surveys conducted with all Members and after endorsement by the House Committee, the Subcommittee submitted a report on the findings of its review to the Administration for consideration by Independent Commission in July 2019. The Subcommittee had recommended the adoption of a weighted index instead of Consumer Price Index (C) as the basis for annual adjustment to Members' office operation expenses with effect from the next LegCo term. The proposed weighted index comprises three main components of Office Operation Expenses Reimbursement (i.e. staff expenses, office accommodation expenses and other operating expenses), with relevant indicators (i.e. civil service pay adjustment, rental index for Grade C Offices published by the Rating and Valuation Department and Composite Consumer Price Index) to be used as the respective basis for adjusting the three components. Apart from the above recommendation, the Subcommittee had also included in its report information obtained in the surveys and members' views for consideration by the Independent Commission. A meeting was held between the Subcommittee and the Independent Commission in March 2020 to exchange views on the Subcommittee's report.

- End -

² The Independent Commission is appointed by the Chief Executive to, among others, conduct periodic review of and advise the Government on the remuneration package for LegCo Members.

CONTROLLING OFFICER'S REPLY

LC020

(Question Serial No. 5091)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

At present, the staff of Legislative Council ("LegCo") Members' Offices need to obtain live video recordings of meetings through designated computers in the LegCo Complex, and they are also required to pay a fee for high-definition video recordings. In this respect, will the Information Technology Office of the LegCo Secretariat consider adopting other additional means to facilitate the staff's access to video recordings of the Council and making high-definition video recordings of Council meetings available for use by Members' Offices? If yes, what are the details? If no, what are the reasons?

Asked by: Hon KWOK Ka-ki (LegCo internal reference no.: 1130)

Reply:

The Legislative Council ("LegCo") Secretariat provides different versions of video recordings of open meetings of LegCo and its committees on the LegCo Website and the LegCo YouTube Channel. The floor version of such recordings is available in high-definition resolution (i.e. 720p). The project to upgrade the Cantonese, English and Putonghua versions to resolution of 720p is underway and will be completed within the 2019-20 legislative session.

2. A video clipping function has been introduced in the webcast section on the LegCo Website. Anyone interested in obtaining a video recording of the open meetings of LegCo and its committees can do so using the relevant functions provided at the LegCo Website and LegCo YouTube Channel, in addition to using the dedicated workstations provided on Members' floor, Press Room and the LegCo Library.

- End -

CONTROLLING OFFICER'S REPLY

LC021

(Question Serial No. 2729)

Head: (112) Legislative Council Commission

Subhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative Council
(000) Operational expenses

Programme: (1) Members' Offices and Remuneration
(2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please provide the following information regarding the salary, allowances, job-related allowances and related expenses of the President of Legislative Council ("the President") in 2020-21:

(1) Please tabulate the estimated expenditures on the (i) salary, (ii) benefits and allowances, (iii) job-related allowances, (iv) Mandatory Provident Fund ("MPF") contribution and (v) other allowances and contributions (please specify) for (a) the President in this financial year; if the aforesaid estimated expenditures are not included under personal emoluments but form part of the estimated departmental operating expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes;

	(i) Salary	(ii) Benefits and allowances	(iii) Job-related allowances	(iv) MPF contribution	(v) Other allowances and contributions (please specify)
(a) President					
(b) Relevant total estimated departmental expenses					

(2) Please tabulate the estimated expenditures on the following 4 categories of benefits and allowances for (a) the President in this financial year: (i) personal medical and dental benefits, (ii) medical and dental benefits for spouse, (iii) personal leave passage allowances and (iv) leave passage allowances for spouse; if the aforesaid estimated expenditures are not included under personal emoluments but form part of the estimated departmental operating

expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes;

	(i) Personal medical and dental benefits	(ii) Medical and dental benefits for spouse	(iii) Personal leave passage allowances	(iv) Leave passage allowances for spouse
(a) President				
(b) Relevant total estimated departmental expenses				

(3) Please tabulate the estimated expenditures on the (i) cars services and (ii) security arrangements for (a) the President in this financial year; if the aforesaid estimated expenditures are not included under personal emoluments but form part of the estimated departmental operating expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes;

	(i) Cars and chauffeur services	(ii) Security arrangements
(a) President		
(b) Relevant total estimated departmental expenses		

(4) Please tabulate the estimated expenditures on the following 2 categories of job-related allowances for (a) the President in this financial year: (i) official entertainment and (ii) passage for duty visits; if the aforesaid estimated expenditures are not included under personal emoluments but form part of the estimated departmental operating expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes; and

	(i) Official entertainment	(ii) Passage for duty visits
(a) President		
(b) Relevant total estimated departmental expenses		

(5) Regarding the gratuity payable to (a) the President on completion of his term of office, please provide the estimated expenditures on the payment of (i) gratuity and (ii) related allowances; if the aforesaid estimated expenditures are not included under personal emoluments but form part of the estimated departmental operating expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes.

	(i) Gratuity	(ii) Related allowances
(a) President		
(b) Relevant total estimated departmental expenses		

Asked by: Hon KWOK Wing-hang, Dennis (LegCo internal reference no.: 120)

Reply:

Based on the prevailing rate of the remuneration package for Legislative Council ("LegCo") Members, the estimated expenditure on remuneration for the President of LegCo in 2020-21 is \$2.42 million. Upon completion of service, he is entitled to an end-of-service gratuity which is calculated at the rate of 15% of the total remuneration received during the whole LegCo term. The estimated expenditure on gratuity for the President payable at the end of the current LegCo term is \$1.40 million. Like other LegCo Members, the President is also entitled to a medical allowance, currently at the rate of \$35,180 per annum.

2. Regarding official entertainment, according to the remuneration package for LegCo Members, the President is provided with an entertainment allowance, currently at \$0.22 million per annum, for discharge of his duties as President. Expenses on duty visits outside Hong Kong incurred by LegCo Members, including the President, will be covered by the provision set aside for Members' duty visits, which is calculated based on the entitlement of each Member of \$55,000 for conducting duty visits outside Hong Kong for each LegCo term. As regards car services for the President, the estimated departmental expenses for 2020-21 is \$0.58 million, which covers the emolument for a Personal Chauffeur and the running costs of the President's official vehicle. Aside from the above, no other separate provision in departmental expenses has been set aside in 2020-21 for the President's discharge of his official duties.

- End -

CONTROLLING OFFICER'S REPLY

LC022

(Question Serial No. 2730)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please provide the following information regarding the salary, allowances, job-related allowances and related expenses of the Secretary General of the Legislative Council Secretariat ("the Secretary General") in 2020-21:

(1) Please tabulate the estimated expenditures on the (i) salary, (ii) benefits and allowances, (iii) job-related allowances, (iv) Mandatory Provident Fund ("MPF") contribution and (v) other allowances and contributions (please specify) for the Secretary General in this financial year; if the aforesaid estimated expenditures are not included under personal emoluments but form part of estimated departmental operating expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes;

	(i) Salary	(ii) Benefits and allowances	(iii) Job-related allowances	(iv) MPF contribution	(v) Other allowances and contributions (please specify)
(a) Secretary General					
(b) Relevant total estimated departmental expenses					

(2) Please tabulate the estimated expenditures on the following 4 categories of benefits and allowances for (a) the Secretary General in this financial year: (i) personal medical and dental benefits, (ii) medical and dental benefits for spouse, (iii) personal leave passage allowances and (iv) the leave passage allowances of spouse; if the aforesaid estimated expenditures are not included under personal emoluments but form part of the estimated departmental operating expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes;

	(i) Personal medical and dental benefits	(ii) Medical and dental benefits for spouse	(iii) Personal leave passage allowances	(iv) Leave passage allowances for spouse
(a) Secretary General				
(b) Relevant total estimated departmental expenses				

(3) Please tabulate the estimated expenditures on the (i) cars services and (ii) security arrangements for (a) the Secretary General in this financial year; if the aforesaid estimated expenditures are not included under personal emoluments but form part of the estimated departmental operating expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes;

	(i) Cars and chauffeur services	(ii) Security arrangements
(a) Secretary General		
(b) Relevant total estimated departmental expenses		

(4) Please tabulate the estimated expenditures on the following 2 categories of job-related allowances for (a) the Secretary General in this financial year: (i) official entertainment and (ii) passage for duty visits; if the aforesaid estimated expenditures are not included under personal emoluments but form part of the estimated departmental operating expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes; and

	(i) Official entertainment	(ii) Passage for duty visits
(a) Secretary General		
(b) Relevant total estimated departmental expenses		

(5) Regarding the gratuity payable to (a) the Secretary General on completion of his term of office, please provide the estimated expenditures on the payment of (i) gratuity and (ii) related allowances; if the aforesaid estimated expenditures are not included under personal emoluments but form part of the estimated departmental operating expenses, please provide (b) the estimated departmental expenses for the aforesaid purposes.

	(i) Gratuity	(ii) Related allowances
(a) Secretary General		
(b) Relevant total estimated departmental expenses		

Asked by: Hon KWOK Wing-hang, Dennis (LegCo internal reference no.: 121)

Reply:

The post of Secretary General of the Legislative Council ("LegCo") Secretariat is pitched at D6 of the Directorate Pay Scale of the civil service. A monthly cash allowance applicable to the post of Secretary General, which is calculated on the basis of civil service staff costs given in Staff Cost Ready Reckoner issued by the Treasury, is also payable. The estimated expenditures on the salary and cash allowance for the Secretary General in 2020-21 are \$3.28 million and \$0.30 million respectively, and that on employer's contributions to Mandatory Provident Fund ("MPF") Scheme is \$ 0.02 million. According to his terms of appointment, upon completion of agreement, the Secretary General is eligible for a gratuity which, when added to the employer's MPF contributions, is equal to 15% of the total salary drawn during the agreement period. The estimated expenditure on gratuity for the Secretary General payable on completion of agreement is \$1.41 million. The Secretary General and his family members are also eligible for medical and dental services provided by the Government and the Hospital Authority.

2. LC2 is a departmental vehicle of the LegCo Secretariat for use by the Secretary General and other Secretariat staff for LegCo official functions as well as despatching office supplies and documents. The estimated expenditure on the vehicle in 2020-21 is \$0.46 million, which covers the emolument for the Chauffeur and the running costs of the vehicle. Regarding official entertainment, a provision of \$0.07 million has been set aside in departmental expenses for liaison with media in 2020-21. Aside from the above, no other provision for departmental expenditure relating to the Secretary General's discharge of official duties has been set aside in 2020-21.

- End -

CONTROLLING OFFICER'S REPLY

LC023

(Question Serial No. 1127)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please set out in table form the respective numbers of full-time and part-time security staff employed by the Legislative Council Secretariat and the number of staff who have sustained injuries while carrying out duties since the 2016-17 legislative session.

Asked by: Hon LAU Ip-keung, Kenneth (LegCo internal reference no.: 16)

Reply:

There is no part-time security staff employed by the Legislative Council Secretariat ("the Secretariat"). The establishment of security staff of the Secretariat since 2016-17 is as follows:

Financial year	Establishment
2016 –17 (as at 31.3.2017)	107
2017 –18 (as at 31.3.2018)	107
2018 –19 (as at 31.3.2019)	107
2019 –20 (as at 29.2.2020)	107

2. The number of Secretariat staff who have sustained injuries while carrying out duties since 2016-17 is as follows:

Financial year	Number
2016 –17	7
2017 –18	9
2018 - 19	8
2019 - 20 (up to 29.2.2020)	4

- End -

CONTROLLING OFFICER'S REPLY

LC024

(Question Serial No.1196)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please set out the respective numbers of meeting hours of the Finance Committee, the Public Works Subcommittee and the Establishment Subcommittee spent in each of the legislative sessions since 2012-13 on discussion of motions to adjourn further proceedings or motions to adjourn discussion of an agenda item. What are the respective estimated expenditures for such meeting hours based on the day-to-day operational expenditure of the Legislative Council?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 24)

Reply:

Information about the meeting time spent on motions to adjourn the discussion on an agenda item and motions to adjourn further proceedings of the committee/subcommittee (collectively referred to as "adjournment motions") at the meetings of the Finance Committee ("FC"), the Public Works Subcommittee ("PWSC") and the Establishment Subcommittee ("ESC") in each of the legislative sessions since 2015-16 is as follows:

Session	Meeting time spent on dealing with adjournment motions [#]			Total	Expenditure*
	FC	PWSC	ESC		
2015-16	28 hrs 30 mins	7 hrs 7 mins	2 hrs 16 mins	37 hrs 53 mins	\$7,955,500
2016-17	15 hrs 50 mins	11 hrs 5 mins	45 mins	27 hrs 40 mins	\$7,525,333
2017-18	1 hr 30 mins	1 hr 23 mins	0 min	2 hrs 53 mins	\$645,867
2018-19	4 hrs 30 mins	2 hrs 17 mins	0 min	6 hrs 47 mins	\$1,831,500
2019-20 (up to end Feb 2020)	1 hr 57 mins	34 mins	0 min	2 hrs 31 mins	\$724,800

- * The figures on expenditure are calculated based on the average hourly expenditure incurred for servicing meetings of the Council and its committees from 2015-16 to 2019-20 which are approximately \$210,000, \$272,000, \$224,000, \$270,000 and \$288,000 respectively. (Note: The hourly expenditure for servicing a meeting in 2019-20 is estimated based on average number of meeting hours in the past three years.)
- # Following the passage of the relevant amendment to the FC Procedure, the PWSC Procedure and the ESC Procedure on 1 March 2018, a member when speaking on a proposal in the Committee/Subcommittee may move without notice that discussion on an item be now adjourned, but may not move any motion to adjourn further proceedings of the Committee/Subcommittee.

- End -

CONTROLLING OFFICER'S REPLY

LC025

(Question Serial No. 1201)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

In recent years, the spate of violent incidents in the Legislative Council ("LegCo") Complex involving the siege and storming of the Complex by rioters and the violent disruption of meetings held in the Complex (including the frequent occurrence of other people forcing entry into meeting venues, Members being obstructed from conducting meetings, total breakdown of order in meetings and occupation of the Chamber) have posed great threat to the personal safety of security staff in the execution of their duties.

- (1) How many security staff were injured in the execution of their duties in each of the past 3 years? What are the details?
- (2) Will the establishment of security staff be increased to cope with a working environment of escalating violence? What are the details?
- (3) Have security staff been provided with different training courses to help them safeguard their personal safety in the execution of their duties? What are the details?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 30)

Reply:

The numbers of security staff of the Legislative Council ("LegCo") Secretariat ("the Secretariat") who sustained injuries in the execution of their duties in the past 3 years with details of the tasks they were performing were as follows:

Financial year	Number of security staff who sustained injuries in execution of their duties		
	Handling protests and maintaining order	Performing other routine duties	Total
2017-18	5	2	7
2018-19	8	0	8
2019-20 (up to 29.2.2020)	3	0	3

2. The Secretariat currently has no plan to increase the establishment of the security staff. However, the Secretariat will continue to keep in view developments which may affect the security of the LegCo Complex and review the manpower requirements for providing the security services as and when necessary.

3. In 2019-20, the Secretariat conducted training courses and workshops specifically for security staff. The topics included first aid, use of Automated External Defibrillators, basic safety as well as occupational safety and self-protection techniques in confrontational situations.

- End -

CONTROLLING OFFICER'S REPLY

LC026

(Question Serial No. 1202)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

In recent years, the Legislative Council ("LegCo") Complex have, on many occasions, been besieged, stormed and vandalized by a large number of protesters. On 1 July last year, there even occurred a violent storming which caused serious damage to a number of facilities. In this connection, will The Legislative Council Commission review the design of the Complex and the policy of opening the Complex to the public in face of an environment of escalating violence? If yes, what are the details and progress? If no, what are the reasons?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 31)

Reply:

Following the occurrence of successive security incidents in the 2018-19 legislative session, The Legislative Council Commission ("the Commission") considered it imperative to enhance the security of the Legislative Council ("LegCo") Complex in order to provide a safe working environment for Members, Secretariat staff and other Complex users. For this purpose, a security consultant was engaged in December 2019 to conduct a comprehensive review on the physical security of the LegCo Complex. The consultant will make recommendations to address potential risks and threats and enhance the security of the LegCo Complex with a view to ensuring the safety of all Complex users and the smooth conduct of LegCo business. The review is in progress and a report will be submitted to the Commission.

- End -

CONTROLLING OFFICER'S REPLY

LC027

(Question Serial No. 1684)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Protestors opposing the proposed legislative amendments violently stormed the Legislative Council Complex on 1 July last year, causing serious damage to a number of facilities in the Complex. The Complex had to be closed to the public for more than 3 months for restoration.

1. What are the details of the costs of the restoration works? Can the relevant costs be claimed in full from the insurance? If no, what are the details?
2. What is the progress of the restoration works and when will the works be completed?
3. Is there any plan to recover the restoration costs from the persons who have vandalized the Complex? If yes, what are the details and progress? If no, what are the reasons?

Asked by: Hon LEE Wai-king, Starry (LegCo internal reference no.: 29)

Reply:

The intrusion of the Legislative Council ("LegCo") Complex on 1 and 2 July 2019 had caused serious damage to building fabrics (glass panels, wall panels, floor tiles, etc.), the electric, mechanical, air-conditioning and building service ("EMABS") systems (closed-circuit television cameras, equipment of the integrated security management system, etc.), information technology ("IT") and security systems (electronic voting system, simultaneous interpretation system, X-ray checkers and metal detectors, etc.), souvenir shop, education and media facilities, furniture and other equipment, artworks and feature wall.

2. The repair/replacement costs of the items damaged/lost are as follows:

Item	Repair/replacement cost (\$ million)
(a) Building fabrics	17.650
(b) EMABS systems	7.693 (Note)
(c) IT and security systems	7.840
(d) Education facilities	0.640
(e) Furniture and other equipment	1.803
(f) Artworks	0.822
Total:	36.448

Note: The cost includes the repair/replacement costs of items damaged/lost in the security incidents that occurred on 1, 2 July and 31 August 2019.

3. As the LegCo Complex is government property, expenses on the restoration works of the building fabrics of the Complex, i.e. item (a) above, are borne by the Architectural Services Department.

4. The expenses incurred on items (b) to (f) are paid out by The LegCo Commission ("the Commission")'s operating reserve. The Secretariat is pursuing claims with the insurance company under the insurance policy taken out by the Commission. The compensation amount has yet to be finalized. The Secretariat has also sought additional funding from the Administration to cover the expenses. When the compensation has been received from the insurance company, the relevant amount will be returned to the Administration.

5. The restoration and repair of essential meeting facilities and critical systems were completed in early October 2019. As at mid-March 2020, the restoration of the glass panels of the LegCo Complex is still underway.

6. The loss of and damage to the systems, equipment and facilities during the intrusion on 1 and 2 July 2019 has been reported to the Police. Matters concerning damage claims could only be considered after the Commission for the 2019-20 session has been formed.

- End -

CONTROLLING OFFICER'S REPLY

LC028

(Question Serial No. 2152)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (2) Council Business Services
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

The Legislative Council ("LegCo") Complex was intruded and extensively vandalized by demonstrators on 1 July 2019. Please inform this Committee of the following:

1. What were the non-recurrent expenses incurred from such vandalism (including but not limited to repair costs), and how much was or will be covered by the insurance schemes taken out by the LegCo Secretariat?
2. Has the vandalism led to any increase in recurrent expenditure (e.g. premiums of the various insurance policies procured for the Complex, and regular maintenance costs of the facilities in the Complex)? If yes, please provide the relevant figures.

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 33)

Reply:

The intrusion of the Legislative Council ("LegCo") Complex on 1 and 2 July 2019 had caused serious damage to building fabrics (glass panels, wall panels, floor tiles, etc.), the electric, mechanical, air-conditioning and building service ("EMABS") systems (closed-circuit television cameras, equipment of the integrated security management system, etc.), information technology ("IT") and security systems (electronic voting system, simultaneous interpretation system, X-ray checkers and metal detectors, etc.), souvenir shop, education and media facilities, furniture and other equipment, artworks and feature wall.

2. The repair/replacement costs of the items damaged/lost are as follows:

Item	Repair/replacement cost (\$ million)
(a) Building fabrics	17.650
(b) EMABS systems	7.693 (Note)
(c) IT and security systems	7.840
(d) Education facilities	0.640
(e) Furniture and other equipment	1.803
(f) Artworks	0.822
Total:	36.448

Note: The cost includes the repair/replacement costs of items damaged/lost in the security incidents that occurred on 1, 2 July and 31 August 2019.

3. As the LegCo Complex is government property, expenses on the restoration works of the building fabrics of the Complex, i.e. item (a) above, are borne by the Architectural Services Department.

4. The expenses incurred on items (b) to (f) are paid out by The LegCo Commission ("the Commission")'s operating reserve. The Secretariat is pursuing claims with the insurance company under the insurance policy taken out by the Commission. The compensation amount has yet to be finalized. The Secretariat has also sought additional funding from the Administration to cover the expenses. When the compensation has been received from the insurance company, the relevant amount will be returned to the Administration.

5. The Commission has taken out 5 types of insurance coverage, namely, Employees' Compensation Insurance, Money All Risks Insurance, Public Liability Insurance, Property All Risks Insurance, and Motor Insurance. The total premium for the 5 insurance policies for a 24-month period from 1 December 2017 to 30 November 2019 was \$1,386,350. The insurance service contract should expire on 30 November 2019. As the Commission for the 2019-20 session, which is the approving authority for award of tender, has yet to be formed, the Secretariat has arranged extension of the current contract until 30 June 2020 and the total premium is \$3,659,078.25. Other than the increase in the insurance premium, the 1 July incident has not led to any increase in the Commission's recurrent expenditure.

- End -

CONTROLLING OFFICER'S REPLY

LC029

(Question Serial No. 3672)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (6) Corporate Liaison and Education and Visitor Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

What were the sales, expenses and profit/loss generated from the sale of souvenir items offered by the Legislative Council Secretariat and the top 3 souvenir items with the highest sales in the past 3 years?

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 31)

Reply:

The sales, expenses and profit and loss of the Legislative Council ("LegCo") Souvenir Shop ("the Shop") in the past 3 financial years are as follows:

Financial year	(HK\$)		
	Sales	Expenses¹	Profit (Loss)
2019 – 20 ² (11 months up to February 2020)	155,170	136,505	18,665
2018 – 19	465,639	344,707	120,932
2017 – 18	420,496	437,586	(17,090)

¹ At present, expenses of the Shop include product development cost, credit card and Octopus commission charges, and other consumable items. Staff cost has been excluded since July 2017 when the Shop was relocated to the open space near the Tour Reception Counter in the Main Lobby of the LegCo Complex. It was no longer necessary to deploy designated staff members to man the Shop as the staff members at the Tour Reception Counter could provide sales service if needed.

² All guided tours and services to the public in the LegCo Complex were suspended while the Amber alert was in force in June 2019 as the Fugitive Offenders and Mutual Legal Assistance in Criminal Matters Legislation (Amendment) Bill 2019 was scheduled for resuming its Second Reading debate, and have been suspended since the intrusion into the Complex on 1 July 2019. Since 8 October 2019, the Shop has resumed its sale service to Complex users.

2. The top 3 souvenir items with the highest sales and the quantity sold in the past 3 financial years are as follows:

Financial year	Top 3 souvenir items with the highest sales (quantity sold)		
	1	2	3
2019 – 20 (11 months up to February 2020)	Metal bookmark (807)	Collapsible meal container (310)	Wooden chopsticks and spoon set (221)
2018 – 19	Metal bookmark (1 468)	Plastic folder (988)	Wooden chopsticks and spoon set (852)
2017 – 18	Metal bookmark (1 847)	LegCo Complex keychain (1 041)	LegCo Complex pin (856)

- End -

CONTROLLING OFFICER'S REPLY

LC030

(Question Serial No. 3673)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (6) Corporate Liaison and Education and Visitor Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

1. How many guided educational tours were conducted in the past 3 years (please provide a breakdown by language of the tours)?
2. How many individual members of the public made a booking via the Internet or by telephone in the past 3 years for a guided tour for individual visitors offered by the Legislative Council ("LegCo") Secretariat?
3. What measures does the LegCo Secretariat have in place to step up the efforts in promoting the Council's image to the public and tourists to Hong Kong?

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 32)

Reply:

Below is the breakdown of guided tours conducted in different languages in the past 3 years:

Year	Number of tours conducted ¹			
	Cantonese	Putonghua	English	Total
2019 – 20 ² (5 months up to February 2020)	Guided tour service of the Legislative Council ("LegCo") Complex has been suspended since the intrusion into the Complex on 1 July 2019.			
2018 – 19 ² (9 months up to June 2019)	1 119	271	146	1 536
2017 – 18 (full year from October 2017 to September 2018)	1 594	328	177	2 099

2. Below is the breakdown of bookings for a guided tour for individual visitors via the Internet or by telephone in the past 3 years:

Year	Number of bookings made by individual members of the public	Number of places reserved ³	Actual attendance
2019 – 20 ² (5 months up to February 2020)	Guided tour service of the LegCo Complex has been suspended since the intrusion into the Complex on 1 July 2019.		
2018 – 19 ² (9 months up to June 2019)	919	2 757	1 647
2017 – 18 (full year from October 2017 to September 2018)	1 787	5 428	4 139

¹ Guided tours have been conducted for schools, charitable groups, public groups, individual, Members' guests and official visitors.

² Guided tour service of the LegCo Complex was suspended while the Amber alert was in force in June 2019 as the Fugitive Offenders and Mutual Legal Assistance in Criminal Matters Legislation (Amendment) Bill 2019 was scheduled for resuming its Second Reading debate, and has been suspended since the intrusion into the Complex on 1 July 2019.

³ Each individual member of the public can reserve up to 6 places.

3. The Secretariat attaches great importance to promoting the Council's image through proactive information dissemination, enhanced publicity campaign, and targeted public engagement and collaboration.

The Secretariat regularly updates the content and functions of various online platforms, including the LegCo Website, the LegCo Mobile App, the YouTube Channel and the Flickr Album, to provide the public a quick access to the information and educational materials of the LegCo business and activities.

Apart from the above platforms, information on tour services provided by the Secretariat is also made available on the "Discover Hong Kong" website by the Hong Kong Tourism Board.

The Secretariat has been organizing various activities to promote public understanding of the work of LegCo. These include the Meeting with Members Programme, the Internship Programme, role play and mock debate with a view to engaging students and young persons.

In addition, the Secretariat has collaborated with a social enterprise to develop various souvenirs modelled on an artwork of a disabled artist. The souvenirs have been made available for sale in 2019 to visitors and members of the public.

The Secretariat will continue with its efforts to promote LegCo corporate image both locally and overseas.

- End -

CONTROLLING OFFICER'S REPLY

LC031

(Question Serial No. 2220)

Head: (112) Legislative Council Commission
Subhead (No. & title): (000) Operational expenses
Programme: (-) Not Specified
Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)
Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

1. Please provide the staffing complement and the details of manpower of the Legislative Council ("LegCo") Secretariat as well as the remuneration expenses incurred in the past 3 years.
2. Regarding the manpower of security staff in the LegCo Complex, will the authorities provide the number of security staff on permanent establishment and the remuneration expenses incurred in the past 3 years?
3. What is the total estimated expenditure on security staff in the LegCo Complex in 2019-2020? Will the permanent establishment of security staff be increased? If yes, what are the number and ranks of the additional posts to be created?
4. What were the number of overtime hours worked and the amount of overtime allowances received by security staff on permanent establishment from June 2019 to March this year? During the said period, did LegCo employ any temporary security staff or additional staff? If yes, what were the number of staff employed and the amount of expenditure involved?
5. Please provide the expenditure incurred on the remuneration and allowances for the Secretary General of the LegCo Secretariat in the past 3 years and the estimated expenditure in 2020-2021.

Asked by: Hon MO Claudia (LegCo internal reference no.: 49)

Reply:

The establishment and remuneration of staff of the Legislative Council ("LegCo") Secretariat ("the Secretariat") in the past 3 years are as follows:

Financial year	Staff establishment	Staff remuneration (\$)
2017-18	663 (as at 31.3.2018)	465,753,000
2018-19	679 (as at 31.3.2019)	502,989,000
2019-20	687 (as at 29.2.2020)	468,824,000 (11 months up to 29.2.2020) (not including the pay adjustment for 2019-20)

2. The permanent establishment and remuneration of security staff of the Secretariat in the past 3 years are as follows:

Rank	Establishment of security staff		
	as at 31.3.2018	as at 31.3.2019	as at 29.2.2020
Chief Security Officer	1	1	1
Senior Security Officer	1	1	1
Security Officer	4	3	3
Senior Security Assistant	8	9	9
Security Assistant I	36	36	36
Security Assistant II	57	57	57
Total:	107	107	107

	2017-18 (\$)	2018-19 (\$)	2019-20 (\$)
Remuneration of security staff	43,743,000	45,003,000	41,560,000 (11 months up to 29.2.2020) (not including the pay adjustment for 2019-20)

3. The Secretariat currently has no plan to increase the establishment of the security staff. However, the Secretariat will continue to keep in view developments which may affect the security of the LegCo Complex and review the manpower requirement for providing the security services as and when necessary.

4. The number of overtime hours worked and the amount of overtime allowances received by security staff on permanent establishment from June 2019 to March 2020 are as follows:

Period	Number of overtime hours	Amount of overtime allowances (\$)
From June 2019 to March 2020	2,359.5 (as at 6.3.2020)	59,000 (as at 6.3.2020) (not including the pay adjustment for 2019-20)

5. According to the policy of the Secretariat, the cut-off dates to clear outstanding overtime balance for staff are 31 March and 30 September of each year. Only when the overtime balance of eligible staff cannot be cleared by time-off in lieu ("TOIL") by the cut-off dates will overtime allowances be paid. As at 6 March 2020, of the total 2,359.5 overtime hours worked by security staff from June 2019 to March 2020, 290 overtime hours worked for the period from June to September 2019 were recompensed by overtime allowances as they could not be cleared by TOIL by the cut-off date of 30 September 2019, and a total amount of \$59,000 was incurred. For the overtime hours worked for the period from October 2019 to March 2020, overtime allowances will only be paid when they cannot be cleared by TOIL by the cut-off date of 31 March 2020. Hence, the exact amount of overtime allowances from October 2019 to March 2020 to be paid, if any, has not been included.

6. During the period from June 2019 to March 2020, temporary security staff were engaged by the Secretariat from time to time to complement the security staff in carrying out security duties. The expenditure incurred on temporary security services from 1 June 2019 up to 11 March 2020 was \$2,125,920.

7. The remuneration for the Secretary General of the Secretariat is pitched at the level of D6 in the Civil Service Directorate Pay Scale and his cash allowance is determined on the basis of civil service staff costs given in the Staff Cost Ready Reckoner issued by the Treasury. The expenditure incurred on the remuneration and allowances for the Secretary General of the Secretariat in the past 3 years and the estimated amount in 2020-21 are as follows:

Financial year	Salary and gratuity paid (\$)	Allowances (\$)
2017-18	3,005,000	281,000
2018-19	4,407,000	296,000
2019-20 (11 months up to 29.2.2020)	2,867,000 (not including the pay adjustment for 2019-20)	279,000
2020-21	3,276,000 (estimated)	304,000 (estimated)

- End -

CONTROLLING OFFICER'S REPLY

LC032

(Question Serial No. 6079)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (-) Not Specified

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

a. Please set out in the table below the quantity, value and stock of surgical masks produced by the Correctional Services Department ("CSI masks") which The Legislative Council ("LegCo") Commission obtained from the Government Logistics Department ("GLD") each month in the past 3 years:

Month/Year	Quantity of CSI masks obtained	Value of CSI masks obtained	Stock of CSI masks

b. Please set out in the table below the quantity, value, stock and usage of surgical masks which The LegCo Commission obtained from GLD or acquired through direct procurement each month in the past 3 years:

Month/Year	Quantity (value) of surgical masks obtained from GLD	Quantity (value) of surgical masks acquired through direct procurement	Stock	Usage

c. Please set out in the table below the quantity, value, stock and usage of N95 respirators which The LegCo Commission obtained from GLD or acquired through direct procurement each month in the past 3 years:

Month/Year	Quantity (value) of N95 respirators obtained from GLD	Quantity (value) of N95 respirators acquired through direct procurement	Stock	Usage

d. Please set out in the table below the quantity, value, stock and usage of gowns which The LegCo Commission obtained from GLD or acquired through direct procurement each month in the past 3 years:

Month/Year	Quantity (value) of gowns obtained from GLD	Quantity (value) of gowns acquired through direct procurement	Stock	Usage

e. Please set out in the table below the quantity, value, stock and usage of protective coverall suits which The LegCo Commission obtained from GLD or acquired through direct procurement each month in the past 3 years:

Month/Year	Quantity (value) of protective coverall suits obtained from GLD	Quantity (value) of protective coverall suits acquired through direct procurement	Stock	Usage

f. Please set out in the table below the quantity, value, stock and usage of face shields which The LegCo Commission obtained from GLD or acquired through direct procurement each month in the past 3 years:

Month/Year	Quantity of face shields acquired	Value of face shields acquired	Stock of face shields	Usage

g. Please set out in the table below the quantity, value, stock and usage of goggles which The LegCo Commission obtained from GLD or acquired through direct procurement each month in the past 3 years:

Month/Year	Quantity of goggles acquired	Value of goggles acquired	Stock of goggles	Usage

h. Has The LegCo Commission supplied or sold surgical masks, N95 respirators, face shields, goggles, gowns and protective coverall suits to other organizations in the past 3 years? If it has, please set out in the table below the relevant information about those items, including their quantities, usages and stocks:

Month/Year	Name of Organization	Mode of provision (e.g. offering for sale, giving out for free)	Surgical mask	N95 respirator	Face shield	Goggles	Gown	Protective overall suit

i. If The LegCo Commission has supplied or sold surgical masks, N95 respirators, face shields, goggles, gowns and protective coverall suits to other organizations, by which department(s) or by which rank(s) of personnel were such decisions made? Please provide the rank of the personnel who made the decision, each time, whether to supply or sell the relevant items to other organizations, the dates on which such decisions were made, and the relevant information.

Asked by: Hon MO Claudia (LegCo internal reference no.: 168)

Reply:

The quantity, value, stock and usage of surgical masks which The Legislative Council Commission ("the Commission") obtained from the Government Logistics Department ("GLD") or acquired through direct procurement each month in the past 3 financial years are as follows:

Month/Year	Quantity (value) of surgical masks obtained from GLD (manufactured by the Correctional Services Department)	Quantity (value) of surgical masks acquired through direct procurement	Stock (piece)	Usage (piece) (Note 1)
		Balance :	2 950	
April 2017	0	0	2 350	600
May 2017	0	0	2 250	100
June 2017	0	0	1 700	550
July 2017	6 000 pieces (\$856.80)	0	7 450	250
August 2017	0	160 pieces (\$140.00)	7 150	460
September 2017	0	0	7 000	150
October 2017	0	0	5 950	1050
November 2017	0	0	5 600	350
December 2017	0	0	4 350	1 250
January 2018	0	0	3 600	750
February 2018	0	0	2 450	1 150
March 2018	0	0	2 350	100
April 2018	0	0	1 850	500
May 2018	5 500 pieces (\$785.40)	0	6 650	700
June 2018	0	0	6 250	400
July 2018	0	0	6 150	100
August 2018	0	0	6 050	100
September 2018	0	0	4 700	1 350
October 2018	0	0	4 650	50
November 2018	0	0	4 550	100
December 2018	0	0	4 250	300
January 2019	0	0	2 900	1 350
February 2019	0	0	2 900	0
March 2019	0	0	2 100	800
April 2019	0	0	1 750	350
May 2019	5 500 pieces (\$782.10)	0	6 400	850
June 2019	0	0	6 350	50
July 2019	0	0	5 800	550
August 2019	0	0	5 650	150
September 2019	0	0	4 850	800
October 2019	0	0	3 800	1 050

Month/Year	Quantity (value) of surgical masks obtained from GLD (manufactured by the Correctional Services Department)	Quantity (value) of surgical masks acquired through direct procurement	Stock (piece)	Usage (piece) (Note 1)
November 2019	0	0	3 500	300
December 2019	0	0	2 550	950
January 2020	15 000 pieces (\$2,904.00)	6 000 pieces (\$6,600.00)	14 950	8 600
February 2020	0	0	13 200	1 750
March 2020 (up to 26.3.2020)	0	14 116 pieces (\$65,856.00)	18 766	8 550 (Note 2)

Note 1: The usage refers to the quantity of surgical masks distributed to individual Divisions of the Secretariat. Some of the masks have been used and some are still kept by the Divisions.

Note 2: As part of the Secretariat's corporate wellness programme, on 11 March 2020, the Secretariat distributed to each staff member 10 surgical masks acquired through direct procurement and a bottle of hand sanitizer.

2. The quantity, value, stock and usage of N95 respirators which the Commission obtained from GLD or acquired through direct procurement each month in the past 3 financial years are as follows:

Month/Year	Quantity (value) of N95 respirators obtained from GLD	Quantity (value) of N95 respirators acquired through direct procurement	Stock (piece)	Usage (piece)
		Balance :	0	
from April 2017 to June 2019	0	0	0	0
July 2019	0	200 pieces (\$1,500.00)	0	200 (Note 3)
from August to December 2019	0	0	0	0
January 2020	100 pieces (\$315.00)	0	100	0
February 2020	0	0	100	0
March 2020 (up to 12.3.2020)	0	0	100	0

Note 3: The N95 respirators were used by the LegCo Secretariat staff who supervised the restoration works of the LegCo Complex.

3. The Commission did not obtain from GLD or procure any protective gown, protective coverall suit, face shield and protective goggles in the past 3 years.

4. Owing to the tight market supply of surgical masks, in early February 2020, the Commission's cleaning service contractor sought assistance from the Legislative Council ("LegCo") Secretariat for provision of surgical masks to the cleaners working in the LegCo Complex. 150 pieces of surgical masks were then provided to the contractor on loan for use by the cleaners.

- End -

CONTROLLING OFFICER'S REPLY

LC033

(Question Serial No. 1360)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please set out the number of meetings held, the number of meeting hours spent and the public expenditures (including those on the remuneration of Members and Secretariat staff, seeking legal advice and electricity tariff) incurred, respectively, by the Finance Committee and the House Committee of the Legislative Council so far for the election of their Chairmen and Deputy Chairmen for the 2019-20 session.

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 41)

Reply:

Information about the number of meetings held, the number of meeting hours spent and the public expenditures (including those on the remuneration of Members and Secretariat staff, seeking legal advice and electricity tariff) incurred, respectively, by the Finance Committee ("FC") and the House Committee ("HC") of the Legislative Council for the election of their Chairmen and Deputy Chairmen for the 2019-20 session is as follows:

	Number of meetings held	Number of meeting hours spent	Expenditure*
FC	4	13 hours 21 minutes	\$3,844,800
HC	12 (up to 10 March 2020)	23 hours 52 minutes	\$6,873,600

* The Secretariat does not keep statistics on Members' remuneration incurred for holding meetings of the Council and its committees. The figures on expenditure are calculated based on the average hourly expenditure incurred for servicing meetings of the Council and its committees in 2019-20 which is approximately \$288,000 (estimated on the basis of average number of meeting hours in the past three years).

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1739)

Head: (112) Legislative Council Commission

Subhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative Council
(000) Operational expenses

Programme: (1) Members' Offices and Remuneration
(3) Legal Service

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

What is the latest progress of the recovery of remuneration and operating expenses from 3 former Legislative Council ("LegCo") Members (i.e. Sixtus LEUNG Chung-hang, YAU Wai-ching and LEUNG Kwok-hung) by The LegCo Commission? Please set out the respective amounts (together with interests thereon) to be recovered from each of them, the legal expenses incurred so far and the amount recovered (if any).

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 10)

Reply:

The respective amounts of Members' remuneration and operating expenses which have been paid to Mr Sixtus LEUNG Chung-hang, Miss YAU Wai-ching and Mr LEUNG Kwok-hung who were disqualified by the courts from assuming the office of Members of Legislative Council ("LegCo") for failure to lawfully and validly take the LegCo Oath are as follows:

Mr Sixtus LEUNG Chung-hang	\$ 929,573
Miss YAU Wai-ching	\$ 929,573
Mr LEUNG Kwok-hung	\$ 2,747,452.59

2. The Legislative Council Commission ("the Commission") has commenced legal proceedings in the District Court to recover the full amount of Members' remuneration and advanced operating funds paid to Mr Sixtus LEUNG Chung-hang and Miss YAU Wai-ching. The District Court has scheduled a hearing in early May 2020 for the purpose of giving directions for the management and further conduct of the legal proceedings. No amount has so far been recovered from Mr LEUNG and Miss YAU.

3. The Commission has also commenced legal proceedings in the High Court against Mr LEUNG Kwok-hung to recover the full amount of Member's remuneration, operating expenses and advances paid to Mr LEUNG. The High Court has scheduled a hearing in May 2020 for giving directions for the management and further conduct of the legal proceedings. No amount has so far been recovered from Mr LEUNG.

4. As at 10 March 2020, the total expenditure incurred¹ for the above-mentioned legal actions was about \$742,600:

(a) Legal proceedings in the District Court	\$543,300
(b) Legal proceedings in the High Court	\$199,300

- End -

¹ This represents the total amount of external counsel's invoices and fee notes received and settled thus far.

CONTROLLING OFFICER'S REPLY

LC035

(Question Serial No. 1740)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please provide a breakdown by year of the number of Legislative Council ("LegCo") Secretariat staff and security staff who have sustained injuries while handling protests and confrontations or matters relating to the maintenance of order within and outside the Council since 2014, and the relevant expenditure incurred on medical treatment and compensation for them (irrespective of whether the expenditure was paid by The Legislative Council Commission or insurance companies). Is there any increase in the medical insurance premium as a result of an increased number of violent incidents targeting LegCo?

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 11)

Reply:

The number of staff of the Legislative Council ("LegCo") Secretariat who sustained injuries while carrying out duties in connection with the maintenance of order within and outside the Council since 2014-15 is as follows:

Financial year	Number of staff
2014-15	15
2015-16	6
2016-17	7
2017-18	5
2018-19	8
2019-20 (11 months up to 29.2.2020)	3

2. The expenses paid by insurer of The LegCo Commission ("the Commission") on medical treatment and compensation for injured staff stated in paragraph 1 since 2014 are as follows:

Financial year	Expenses paid by insurer (\$)
2014-15	268,656.45
2015-16	37,300.54
2016-17	49,547.18
2017-18	63,591.06
2018-19	67,240.13
2019-20 (11 months up to 29.2.2020)	7,309.46

Since all related expenses (including payments for sick leave granted, medical expenses and compensation payments) have been reimbursed by the insurer, the Commission did not have to bear any extra cost arising from the staff members' injuries.

3. The Commission does not take out medical insurance for Secretariat staff. As regards the Employees' Compensation Insurance ("ECI") for Secretariat staff, the premiums in the past four years, which are based on the number, salary and work nature of Secretariat staff as well as the claim history, are as follows:

Insurance period	ECI premium (\$)
December 2016 to November 2017	685,326.41
December 2017 to November 2018	495,690.50
December 2018 to November 2019	506,679.59
December 2019 to March 2020 (4 months)	453,916.60

- End -

CONTROLLING OFFICER'S REPLY

LC036

(Question Serial No. 4048)

Head: (112) Legislative Council Commission

Subhead (No. & title): (000) Operational expenses

Programme: (2) Council Business Services

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

In response to the ongoing novel coronavirus epidemic, the Legislative Council ("LegCo") Secretariat has implemented a series of anti-epidemic measures and special arrangements. Please advise whether the impact brought about by the epidemic on the operation of LegCo has incurred additional expenditure. If yes, what are the details?

Asked by: Hon WONG Ting-kwong (LegCo internal reference no.: 49)

Reply:

In view of the COVID-19 epidemic in Hong Kong, the Legislative Council ("LegCo") Secretariat has implemented various measures and special arrangements for disease prevention, including, among others, the conduct of body temperature screening for all persons entering the LegCo Complex, provision of surgical masks for frontline Secretariat staff according to the Government's guidelines, provision of disinfectant products and work from home arrangements. A breakdown of the additional expenses incurred up to 26 March 2020 is as follows:

	Item	Expense (\$)
(a)	Enhancement of the webmail system for supporting remote access	706,000
(b)	Implementation of common drive system for supporting remote access	547,000
(c)	Body temperature measurement systems	200,000
(d)	Thermometers	11,620
(e)	Surgical masks and N95 respirators	75,675
(f)	Disinfectant products (e.g. hand sanitizers and dispensers, alcohol swabs and floor mats)	126,236
(g)	Air purifiers (placed in the press areas on 1/F and 2/F of the LegCo Complex)	15,326
(h)	Microphone covers	9,650
	Total :	1,691,507

- End -

CONTROLLING OFFICER'S REPLY

LC037

(Question Serial No. 6508)

Head: (112) Legislative Council Commission

Subhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative Council

Programme: (1) Members' Offices and Remuneration

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please provide the following information regarding the expenditure on salaries incurred by the Offices of Legislative Council ("LegCo") Members:

(1) Please tabulate, for the (a) 2014-15, (b) 2015-16, (c) 2016-17, (d) 2017-18 and (e) 2018-19 legislative sessions, the (A) minimum value, (B) lower quartile, (C) median, (D) mean, (E) upper quartile and (F) maximum value of the (i) monthly salaries of full-time staff and (ii) hourly rates of part-time staff employed by LegCo Members' Offices; and

	Monthly salary of full-time staff						Hourly rate of part-time staff					
	Minimum value	Lower quartile	Median	Mean	Upper quartile	Maximum value	Minimum value	Lower quartile	Median	Mean	Upper quartile	Maximum value
2014-15 legislative session												
2015-16 legislative session												
2016-17 legislative session												
2017-18 legislative session												
2018-19 legislative session												

(2) Please tabulate, for the (a) 2014-15, (b) 2015-16, (c) 2016-17, (d) 2017-18 and (e) 2018-19 legislative sessions, the (A) minimum value, (B) median, (C) mean and (D) maximum value of the increase in the (i) monthly salaries of full-time staff and (ii) hourly rates of part-time staff employed by LegCo Members' Offices.

	Monthly salary of full-time staff				Hourly rate of part-time staff			
	Minimum value	Median	Mean	Maximum value	Minimum value	Median	Mean	Maximum value
2014-15 legislative session								
2015-16 legislative session								
2016-17 legislative session								
2017-18 legislative session								
2018-19 legislative session								

Asked by: Hon YEUNG Alvin (LegCo internal reference no.: 116)

Reply:

According to the claims submitted by Members of the Fifth Legislative Council ("LegCo") and the Sixth LegCo, information on the salaries of staff employed by Members' offices is as follows:

Table 1 – Monthly salaries of full-time staff¹ employed by Members' offices

Monthly salary (\$)	(i) Minimum value	(ii) Lower quartile	(iii) Median	(iv) Mean	(v) Upper quartile	(vi) Maximum value
(a) 2014-15 legislative session	6,000	12,000	14,905	18,109	20,150	71,800
(b) 2015-16 legislative session	6,000	12,600	16,000	19,512	22,500	71,800
(c) 2016-17 legislative session	6,000	13,790	17,500	20,871	24,000	73,950
(d) 2017-18 legislative session	6,500	14,000	17,500	21,182	24,050	73,950
(e) 2018-19 legislative session	4,950	14,625	16,316	21,894	25,000	75,430

Table 2 – Hourly rate of part-time staff² employed by Members' offices

Hourly rate (\$)	(i) Minimum value	(ii) Lower quartile	(iii) Median	(iv) Mean	(v) Upper quartile	(vi) Maximum value
(a) 2014-15 legislative session	35.0	47.7	62.5	77.8	83.6	390.6
(b) 2015-16 legislative session	35.0	50.0	65.9	90.0	106.5	407.8
(c) 2016-17 legislative session	40.0	50.0	70.7	86.8	113.3	300.0
(d) 2017-18 legislative session	40.0	50.0	70.5	90.1	100.0	312.5
(e) 2018-19 legislative session	37.5	52.0	70.0	92.6	114.3	350.0

¹ Full-time staff refer to those who work 30 hours or more per week.

² Part-time staff refer to those who work less than 30 hours per week.

Table 3 – Rate of increase in monthly salaries of full-time staff employed by Members' offices

%	(i) Minimum value	(ii) Median	(iii) Mean	(iv) Maximum value
(a) 2014-15 legislative session	2.0	7.7	9.5	42.9
(b) 2015-16 legislative session	1.9	7.8	9.7	50.0
(c) 2016-17 legislative session	0.7	8.4	12.1	93.4
(d) 2017-18 legislative session	1.0	5.2	6.9	33.3
(e) 2018-19 legislative session	1.0	5.1	7.0	55.0

Table 4 – Rate of increase in hourly rate of part-time staff employed by Members' offices

%	(i) Minimum value	(ii) Median	(iii) Mean	(iv) Maximum value
(a) 2014-15 legislative session	3.6	8.8	15.0	78.6
(b) 2015-16 legislative session	1.7	8.9	10.3	44.5
(c) 2016-17 legislative session	4.8	10.4	12.1	36.6
(d) 2017-18 legislative session	4.2	12.5	17.1	66.7
(e) 2018-19 legislative session	1.0	4.0	8.4	60.0

- End -

CONTROLLING OFFICER'S REPLY

LC038

(Question Serial No. 6509)

Head: (112) Legislative Council Commission

Subhead (No. & title): (366) Remuneration and reimbursements for Members of the Legislative Council

Programme: (1) Members' Offices and Remuneration

Controlling Officer: Secretary General, Legislative Council Secretariat
(Kenneth CHEN)

Director of Bureau: Secretary General, Legislative Council Secretariat

Question:

Please provide the following information regarding the staffing complement of the Offices of Legislative Council ("LegCo") Members:

(1) Please tabulate, for the (a) 2014-15, (b) 2015-16, (c) 2016-17, (d) 2017-18 and (e) 2018-19 legislative sessions, the (A) maximum value, (B) mean and (C) minimum value of the numbers of full-time staff working in the Offices of LegCo Members returned by (i) geographical constituencies ("GCs"), (ii) the District Council (second) functional constituency ("DC (second) FC") and (iii) other functional constituencies ("FCs");

Legislative session	Number of full-time staff								
	GCs			DC (second) FC			Other FCs		
	Maximum value	Mean	Minimum value	Maximum value	Mean	Minimum value	Maximum value	Mean	Minimum value
2014-15									
2015-16									
2016-17									
2017-18									
2018-19									

(2) Please tabulate, for the (a) 2014-15, (b) 2015-16, (c) 2016-17, (d) 2017-18 and (e) 2018-19 legislative sessions, the (A) maximum value, (B) mean and (C) minimum value of the numbers of part-time staff working in the Offices of LegCo Members returned by (i) GCs, (ii) DC (second) FC and (iii) other FCs; and

Legislative session	Number of part-time staff								
	GCs			DC (second) FC			Other FCs		
	Maximum value	Mean	Minimum value	Maximum value	Mean	Minimum value	Maximum value	Mean	Minimum value
2014-15									
2015-16									
2016-17									
2017-18									
2018-19									

(3) Please tabulate, for the (a) 2014-15, (b) 2015-16, (c) 2016-17, (d) 2017-18 and (e) 2018-19 legislative sessions, the (A) maximum value, (B) mean and (C) minimum value of the total numbers of staff working in the Offices of LegCo Members returned by (i) GCs, (ii) DC (second) FC and (iii) other FCs.

Legislative session	Total number of staff								
	GCs			DC (second) FC			Other FCs		
	Maximum value	Mean	Minimum value	Maximum value	Mean	Minimum value	Maximum value	Mean	Minimum value
2014-15									
2015-16									
2016-17									
2017-18									
2018-19									

Asked by: Hon YEUNG Alvin (LegCo internal reference no.: 123)

Reply:

According to the claims submitted by Members of the Fifth Legislative Council ("LegCo") and the Sixth LegCo, the numbers of staff employed by Members returned by the Geographical Constituencies ("GCs"), District Council (second) functional constituency ("DC (second) FC") and Functional Constituencies ("FCs") are as follows:

Table 1 – Number of full-time staff employed by Members' offices

Legislative session	Number of full-time staff								
	(i) GCs			(ii) DC (second) FC			(iii) FCs		
	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value
(a) 2014-15	18	10	6	14	11	8	12	6	2
(b) 2015-16	18	10	6	17	11	7	10	6	2
(c) 2016-17	16	10	5	20	11	7	9	6	3
(d) 2017-18	15	9	4	14	9	5	12	6	3
(e) 2018-19	17	9	4	14	9	6	11	6	3

Table 2 – Number of part-time staff employed by Members' offices

Legislative session	Number of part-time staff								
	(i) GCs			(ii) DC (second) FC			(iii) FCs		
	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value
(a) 2014-15	13	3	0	8	3	0	3	1	0
(b) 2015-16	10	3	0	5	3	0	3	1	0
(c) 2016-17	14	4	0	7	3	0	3	1	0
(d) 2017-18	25	4	0	11	5	2	4	1	0
(e) 2018-19	27	5	0	7	4	2	5	1	0

Table 3 – Total number of staff employed by Members' offices

Legislative session	Total number of staff								
	(i) GCs			(ii) DC (second) FC			(iii) FCs		
	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value	(A) Maximum value	(B) Mean	(C) Minimum value
(a) 2014-15	28	13	6	17	14	10	14	6	3
(b) 2015-16	28	13	6	17	14	9	12	6	2
(c) 2016-17	29	13	6	20	14	9	10	7	3
(d) 2017-18	40	13	5	19	14	9	13	7	3
(e) 2018-19	39	14	5	17	13	8	12	7	3

- End -