

**Replies to initial written questions raised by Finance Committee Members
in examining the Estimates of Expenditure 2014-15**

**Head : 121 Independent Police Complaints Council
Programme : Police Complaints Administration**

Reply Serial No.	Question Serial No.	Name of Member
SB199	0480	Hon. LEE Kok-long, Joseph
SB381	5957	Hon. CHAN Ka-lok, Kenneth
SB382	5474	Hon. LEE Kok-long, Joseph
SB383	6143	Hon. LEUNG Kwok-hung
SB384	6168	Hon. MOK Charles Peter
SB385	5274	Hon. WONG Yuk-man

SB199

CONTROLLING OFFICER'S REPLY

(Question Serial No. 0480)

Head: (121) Independent Police Complaints Council

Subhead (No. & title): (-) Not specified

Programme: (1) Police Complaints Administration

Controlling Officer: Secretary-General, Independent Police Complaints Council (Ricky CHU)

Director of Bureau: Secretary for Security

This question originates from: Estimates on Expenditure Volume 1 Page 582 (if applicable)

Question (Member Question No. 46):

The IPCC indicates that it will strive to reduce the time taken to examine investigation reports submitted by CAPO in 2014-15. Please inform this Council:

- a) Whether there is any assessment on the average processing period for the reply to normal, complicated and review cases? What is the proportion of each type of cases?
- b) Whether there is any assessment on the sufficiency of additional manpower in coping with the increasing workload while at the same time reducing the processing period for examining the investigation reports. If yes, please provide details. If not, will such assessment be conducted?

Asked by: Hon. LEE Kok-long, Joseph

Reply:

- a) Currently, the average processing periods for the reply to normal, complicated and review cases are 52 days, 187 days and 147 days, respectively. The corresponding proportions of normal, complicated and review cases are 59%, 34% and 7%. The integrated average processing time for case examination is 105 days. When comparing to those of 2009-10, the average processing periods for normal, complicated and review cases were 90 days, 279 days and 226 days, respectively. The corresponding proportions of normal, complicated and review cases were 59%, 38% and 3%. The integrated average processing time for case examination was 165 days.
- b) The manpower of the IPCC has been increasing to cope with the increase in workload. The IPCC plans to recruit in next year an additional Deputy Secretary-General or an officer at equivalent rank, and two additional staff who will be responsible for providing daily front line services.

Since the IPCC became a statutory body in 2009, there has been a marked increase in its functions. As a result, the quality, depth and width in the work of case vetting, administration and public relations have been substantially increased. The IPCC plans to conduct in next year a holistic review on the human resources and grade structure of the Secretariat in order to further optimize the services provided by the Secretariat and to enhance the Secretariat's entire efficiency.

SB381

CONTROLLING OFFICER'S REPLY

(Question Serial No. 5957)

Head: (121) Independent Police Complaints Council

Subhead (No. & title): (-) Not specified

Programme: (2) Police Complaints Administration

Controlling Officer: Secretary-General, Independent Police Complaints Council (Ricky CHU)

Director of Bureau: Secretary for Security

This question originates from: Estimates on Expenditure Volume 1 Page 583 (if applicable)

Question (Member Question No. 165):

Regarding the duty and establishment of the IPCC, please inform this Council:

- a) The provision for 2014-15 is 10% higher than the revised estimate for 2013-14. This is mainly due to the increased provision for recruiting additional staff and engaging a consultant to conduct a human resources management review. What are the details as well as the corresponding expenditures and manpower of the two items?
- b) Please list out the establishment of the IPCC staff according to the salary, ranking and number of the staff. Regarding the issue of recruitment of additional staff, what are the salary, ranking and number of the additional staff?
- c) The reason for recruiting additional staff is "to cope with the increasing workload of daily operations". What are the details? Please list out the corresponding workload increment and the distribution of duty of the additional staff according to different types of duty (e.g. case handling, conducting investigation; complaints reporting, promotional events, etc.).

Asked by: Hon. CHAN Ka-lok, Kenneth_

Reply:

- a) To cope with the increasing workload of daily operations, the IPCC plans to recruit in next year a Deputy Secretary-General or an officer at equivalent rank and two additional staff who will be responsible for providing daily front line services. The corresponding expenditure is \$2.82 million (including basic salary, medical insurance, paid leave, etc.). Since IPCC became a statutory body in 2009, there has been a marked increase in its functions. As a result, the quality, depth and width in the work of case vetting, administration and public relations have been substantially increased. The IPCC plans to conduct a holistic review on the human resources and grade structure of the Secretariat in 2014-15. The budget for the corresponding expenditures is \$2.22 million. As to the manpower, the corresponding work will be

absorbed by 3 Secretariat staff in their daily work.

b) The following is the establishment of the IPCC Secretariat staff:

	<u>Rank of staff</u>	<u>Number of staff</u>	<u>Basic salary of staff (per annum)</u>
Existing establishment:	Secretary-General	1	\$1.740 million
	Deputy Secretary-General	1	\$1.090 million
	Legal Advisor	1	\$1.110 million
	Assistant Secretary-General	1	\$0.85 million
	Senior Vetting Officer	7	\$4.98 million
	Senior Manager	3	\$2.2 million
	Vetting Officer	7	\$3.92 million
	Manager	5	\$2.38 million
	Personal Secretary	1	\$0.33 million
	Corporate Services Officer	4	\$0.81 million
	Public Relations Officer	1	\$0.25 million
	Information Technology Officer	1	\$0.26 million
	Administrative Assistant	12	\$1.72 million
	General Assistant	2	\$0.25 million
	Total	47	\$21.89 million
Additional staff:	Deputy Secretary-General	1	\$1.07 million
	Corporate Services Officer	1	\$0.29 million
	Administrative Assistant	1	\$0.13 million
	Total	50	\$23.38 million

c) The following is the situation of workload increment of the IPCC Secretariat:

Type of duty:	Situation of workload increment:	Responsibility of the additional staff:
Case handling	The number of public enquires and corresponding level of complication to be handled by the IPCC are increased.	Deputy Secretary-General: To handle corresponding management, supervision and administration matters. Corporate Services Officers: To assist in record management and handling daily front line duties. Administrative Assistant: To assist in handling daily front line duties.
Examination of reportable complaints	Since the level of complication of reportable complaints continues to increase, much more time is required for vetting teams to study each case in detail, conduct interview with	Corporate Services Officers: To assist in record management and handle daily front line duties.

	complainants and complainees occasionally, gather information for research and analysis purpose, and search for various legal materials as references.	Administrative Assistant: To assist in handling daily front line duties.
Observe public order events	Since two years ago, the IPCC has been deploying particular manpower based on practical situations to conduct observations on the days of large scale public order events, as well as arranging meetings with corresponding organizations before and after the events in order to understand their requests and opinions regarding the events. Besides, the IPCC also arranges meetings with the police in order to understand the arrangement of the public order events and reflect the comments of the IPCC Members and the corresponding organizations after the events.	Deputy Secretary-General: To handle corresponding management, supervision and administration matters.
Promotional programs	In order to enhance the public awareness about the role of the IPCC, the IPCC in recent years devotes to organize promotional programs, produce TV films and programs, arranges meetings with organizations and media. Besides, the IPCC also develops social media and conducts public opinion surveys.	Deputy Secretary-General: To handle corresponding management, supervision and administration matters.
Observers Scheme	Since last year, the IPCC has been conducting seminars for the observers in order to enhance communications with the observers. It is also planned to produce related videos for observers' reference in order to optimize the Observers Scheme.	Deputy Secretary-General: To handle corresponding management, supervision and administration matters. Corporate Services Officers: To assist in record management and handle daily front line duties. Administrative Assistant: To assist in handling daily front line duties.
Information technology projects	The IPCC is required to follow the trend of information technology development. Therefore, projects for enhancement of information technology software and security system have been conducted in recent years.	Deputy Secretary-General: To handle corresponding support and administration matters.

Note: Apart from coping with the above increased workload, the additional Deputy Secretary-General will also be required to assist the Secretary-General to handle the general management, supervision and administrative matters.

SB382

CONTROLLING OFFICER'S REPLY

(Question Serial No. 5474)

Head: (121) Independent Police Complaints Council

Subhead (No. & title): (-) Not specified

Programme: (3) Police Complaints Administration

Controlling Officer: Secretary-General, Independent Police Complaints Council (Ricky CHU)

Director of Bureau: Secretary for Security

This question originates from: Estimates on Expenditure Volume 1 Page 583 (if applicable)

Question (Member Question No. 72):

The provision for 2014-15 is \$5.1 million (10.0%) higher than that of 2013-14. The increment includes the increased provision for recruiting additional staff to cope with the increasing workload of daily operations, as well as engaging a consultant to conduct a human resources management review for the Secretariat. Please inform this Council:

- a) How many additional staff will be recruited?
- b) What are the details of the work, time schedule, expenditures and human resources to be involved in the human resources management review for the Secretariat.

Asked by: Hon. LEE Kok-long, Joseph

Reply:

- a) The IPCC plans to recruit in next year an additional Deputy Secretary-General or an officer at equivalent rank, and two additional staff who will be responsible for providing daily front line services.
- b) Since IPCC became a statutory body in 2009, there has been a marked increase in its functions. As a result, the quality, depth and width in the work of case vetting, administration and public relations have been substantially increased. The IPCC plans to conduct a holistic review on the human resources and grade structure of the Secretariat. It is expected that the review can be finalized in 2014-15. The budget for the corresponding expenditures is \$2.22 million and the corresponding work will be absorbed by 3 Secretariat staff in their daily work.

SB383

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6143)

Head: (121) Independent Police Complaints Council
Subhead (No. & title): (-) Not specified
Programme: (4) Police Complaints Administration
Controlling Officer: Secretary-General, Independent Police Complaints Council (Ricky CHU)
Director of Bureau: Secretary for Security
This question originates from: Estimates on Expenditure Volume 1 Page 582 (if applicable)
Question (Member Question No. 560):

Matters requiring special attention in 2014-15 mentions that:

In 2014-15, the IPCC will strive to reduce the time taken to examine investigation reports submitted by CAPO.

Please inform this Council the average time period for the investigation reports submitted by CAPO to the IPCC in the past five years.

Asked by: Hon. LEUNG Kwok-hung

Reply:

In the past five years, the average time periods for CAPO to submit investigation reports to the IPCC are as follows:

2009-10	131 days
2010-11	147 days
2011-12	111 days
2012-13	139 days
2013-14 (up to 28 February 2014)	121 days

SB384

CONTROLLING OFFICER'S REPLY

(Question Serial No. 6168)

Head: (121) Independent Police Complaints Council

Subhead (No. & title): (-) Not specified

Programme: Not specified

Controlling Officer: Secretary-General, Independent Police Complaints Council (Ricky CHU)

Director of Bureau: Secretary for Security

This question originates from: Estimates on Expenditure Volume 1 Page 581 (if applicable)

Question (Member Question No. 91):

Regarding the "2012/2013 annual report" of the IPCC, please inform this Council:

- (1) the total quantity of produced and distributed copies
- (2) the production expenditure breakdown

Besides, what is the planned budget for the 2013/2014 annual report? Will it be planned to replace the huge paper printing by electronic format or reduce the quantity of printed copy and "simplify the content"? If yes, what will be the estimated amount to be reduced in the production expenditures? If not, why?

Asked by: Hon. MOK Charles Peter

Reply:

The total quantities of the "2012/2013 annual report" of the IPCC produced and distributed are 1,100 and 1,052, respectively. The production expenditure breakdown is \$140,000 for design and printing as well as \$60,000 for translation service. Regarding the 2013/2014 annual report, the IPCC plans to budget \$150,000 for design and printing, as well as \$60,000 for translation service.

The IPCC has been simplifying the content of the annual reports. The annual reports have also been electronically uploading to the website. The quantity of printed copy is determined by the actual demand. In view of inflation, the IPCC estimates that the expenditures related to annual report production may not be able to be reduced.

SB385

CONTROLLING OFFICER'S REPLY

(Question Serial No. 5274)

Head: (121) Independent Police Complaints Council

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

Programme: Not specified

Controlling Officer: Secretary-General, Independent Police Complaints Council (Ricky CHU)

Director of Bureau: Secretary for Security

This question originates from: Estimates on Expenditure Volume 1 Page 584 (if applicable)

Question (Member Question No. 50):

How much does the IPCC budget for official duty visit or exchange to Mainland in 2014-15? Please inform this Council the theme of the official duty visit or exchange to Mainland in 2014-15. How does the IPCC avoid engaging in activities irrelevant to the official function during the official duty visits? How does the IPCC avoid letting the application for changing of visiting locations become only formality?

Asked by: Hon. WONG Yuk-man

Reply:

The IPCC has not budgeted for any official duty visit or exchange to Mainland in 2014-15. All official duty visits made by the IPCC have definite objectives. The itineraries, visiting locations, corresponding expenditures and any changes for all the visits must be endorsed by the top management of the Secretariat before they are submitted to the Management Committee, which is composed of IPCC Members, for approval. The approved details will be reported to all IPCC Members. After each official duty visit, the Secretariat will submit detailed reports to the IPCC Members.