

## CHAPTER 1

### INTRODUCTION

1.1 Since the Standing Commission on Civil Service Salaries and Conditions of Service was set up in 1979, we have published regular progress reports on our work and activities. This is our fifth progress report and it gives an account of our work during 1985.

1.2 During the year, our work fell within three main areas. The first of these was the continuation of our study of civil service pay policy. Besides reviewing the methodology for pay trend surveys and drawing up proposals for further refinements, we continued our examination of the way in which fringe benefits should be valued for the purpose of determining the total pay packages of employees in the public and private sectors. We also conducted further research into civil service grades for which there are likely to be analogues in the private sector which could be used for pay level comparisons. The second main subject with which we were concerned in 1985 was, once again, our continuing review of job-related allowances in the civil service. Having completed the first stage of the review in the previous year, we went on to the second stage, which was to examine the broad issues affecting individual categories of job-related allowances and the need for additional criteria to govern eligibility for these allowances and their payment. During the second half of the year, we started work on a third major subject. This was to consider a package of proposals from the Administration, designed to rationalize and simplify leave and passage arrangements in the civil service. We were able to formulate preliminary recommendations on a few of these proposals but others will take longer to examine. Apart from these major activities, we also carried out reviews of individual grades, where changing circumstances had made this necessary. A more detailed account of our work during 1985 is given in Chapter 2.

1.3 In Chapter 3, we give an account of the activities of two Committees, the Pay Trend Survey Committee and the Pay Research Advisory Committee. The Pay Trend Survey Committee monitored the conduct of the 1984/85 Pay Trend Survey and advised us on the further refinement of pay trend survey methodology, whilst the Pay Research Advisory Committee continued its study of the valuation of fringe benefits for the purpose of comparisons between the public and private sectors. In Chapter 4, we report on the work of the Pay Survey and Research Unit during 1985.

1.4 Two of our Members, the Honourable S.L. Chen, C.B.E., J.P. and Mr. B.A. Pemberton left the Commission during the year. Mr. Chen was a founder member of the Commission and made a valuable contribution to its work during a particularly busy period. Mr. Pemberton joined the Commission in early 1982 and served on it for 3½ years. We are indebted to them both for their hard work and for the contribution which they made to the Commission over the years. In January 1985, Mr. Sunny Choi Shun-shing was appointed to the Commission for a period of two years. A list of the Members of the Commission and its Committees is at Appendix II and of the staff of the Commission Secretariat at Appendix III. We would like to record our thanks to the staff of the Civil Service Branch for their assistance in supplying the information which we needed for our work and to the staff of the Commission Secretariat for their continued loyal support and efficient service during the year.