

CHAPTER 3

THE PAY TREND SURVEY COMMITTEE AND
THE PAY RESEARCH ADVISORY COMMITTEE

Pay Trend Survey Committee

3.1 On our recommendation, a Pay Trend Survey Committee was set up by the Government in early 1983. The main function of the Committee is to monitor the conduct of the pay trend survey and to ensure that the information collected has been correctly analysed and interpreted in accordance with agreed criteria. The Committee has the following terms of reference :

- (a) to commission the annual pay trend survey;
- (b) to analyse the results of the survey and to ensure that the agreed criteria for the interpretation of the data collected have been properly applied;
- (c) to agree the pay trend information resulting from the survey; and
- (d) to advise the Standing Commission on matters relating to pay trend survey methodology.

The Committee, as at present constituted, consists of two Members of the Standing Commission, one as Chairman and the other as Alternate Chairman, the Secretary-General of the Standing Commission, two representatives of the Administration, three representatives of the Staff Side of the Senior Civil Service Council, three representatives of the Staff Side of the Model Scale 1 Staff Consultative Council and two representatives of the Police Force Council. There are also a number of observers from the constituent bodies. Our two representatives are Mr. Gordon M. Macwhinnie, O.B.E., J.P. as the Chairman and Mr. Gallant Y.T. Ho, J.P. as the Alternate Chairman.

3.2 Three meetings were held by the Committee during the year. The first was held in February 1983, to examine the results of the 1982/83 pay trend survey and a press release was subsequently issued by the Committee announcing the results of the survey. In May, the Committee met to discuss various aspects of the pay trend survey methodology which needed to be followed up as a result of the recommendations in our Second Report on Civil Service Pay Policy (Report No. 9). The views of the Committee were then considered by the Commission during its deliberations on the further development of the pay trend survey methodology, and the

Committee's suggestions form the major part of the Commission's recommendations to His Excellency the Governor. In October, the Committee convened its third meeting to commission the 1983/84 pay trend survey, which was to start in December 1983, and to discuss the preparatory arrangements for it.

Pay Research Advisory Committee

3.3 In discharging our responsibilities, we may on occasion need to seek expert advice on the technical aspects of salary administration and pay research. To this end, we decided to form a Pay Research Advisory Committee with the following terms of reference :

To advise the Standing Commission on matters relating to pay and fringe benefits with particular reference to :

- (a) the comparability of jobs in the civil service and the private sector;
- (b) the differences between civil service and private sector pay practices;
- (c) the methodology of pay level and pay trend surveys;
- (d) the valuation of fringe benefits; and
- (e) any other matters relating to pay and fringe benefits referred by the Commission.

3.4 The Committee consists of a core group of nine regular Members, including five Commission Members and this group will direct the work of the Committee and provide continuity in its activities. Other persons knowledgeable in pay research matters and salary administration will be called on for specific tasks for which their particular knowledge or background is of relevance. The members of the Committee are selected for their expertise and experience in salary administration and pay research and they are all appointed in a personal capacity rather than as representatives of particular interests.

3.5 The membership of the Committee at the end of the year was as follows :

Mr. Gordon M. Macwhinnie, C.B.E., J.P. (Chairman)

Dr. Victor K.K. Fung

Mrs. Alice Lam

The Hon. Andrew K.W. So, O.B.E., J.P.

The Rev. G.L. Speak, O.B.E., J.P.

Mr. J.A. Cheetham, J.P.

Mr. Harry Garlick

Mrs. Betty Lam

Mr. S.A. Martyn

The Committee is expected to hold its first meeting early in 1984.