

CHAPTER 3

THE PAY TREND SURVEY COMMITTEE AND
THE PAY RESEARCH ADVISORY COMMITTEE

Pay Trend Survey Committee

3.1 The Pay Trend Survey Committee was established in early 1983 with 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 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 Consultative Council and two representatives of the Police Force Council. There are also observers from the constituent bodies. The Commission is represented on the Committee by Mr. Gordon Macwhinnie as the Chairman of the Committee and Mrs. Alice Lam as the Alternate Chairman. Mrs. Lam was appointed in February 1984 following the retirement of Mr. Gallant Y.T. Ho.

3.2 During the year, the Committee held three meetings. At the first of these, held in February 1984, the Committee examined the findings of the Pay Survey and Research Unit on the 1983/84 Pay Trend Survey. In view of the length of the discussion, the meeting took place in two sessions, at the end of which the Committee agreed the pay trend survey results which were announced immediately afterwards. In view of various suggestions made at that meeting, the Committee held another meeting in May and June to consider how pay trend survey methodology could be further improved. Once again, it was necessary to extend the meeting into two sessions before discussion of all the relevant matters could be completed. We are grateful to the Committee for its valuable advice which was taken into account when we formulated our own advice to His Excellency the Governor on the further development of pay trend survey methodology. The Committee met for the third time in November 1984 to commission the 1984/85 Pay Trend Survey and to agree on the criteria to be used for the analysis of the survey data and the calculation of the pay trend indicators.

Pay Research Advisory Committee

3.3 In our last progress report, we mentioned that we were setting up a Pay Research Advisory Committee, comprising a core group of nine regular members, including five Commission Members, to provide us with expert advice on technical matters concerning pay research and salary administration. The Committee has 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 In June this year, the Pay Research Advisory Committee was asked to consider the issues dealt with in the Report of the Working Group on the Valuation of Benefits mentioned in paragraph 2.2, and to advise specifically which benefits should be included in total pay packages and how they should be valued. The issues raised in the Working Group's Report which require detailed examination by the Committee are :

- (a) the general principles and assumptions to be adopted for the valuation of fringe benefits for comparing total pay packages in the private and public sectors;
- (b) the individual benefits to be included in total pay packages and the development of a practical method of valuing them; and
- (c) the general principles governing comparisons between pay in the public and private sectors having regard to the differences between them.

3.5 By the end of the year, the Committee had completed its examination of the general principles and assumptions to be applied to the valuation of fringe benefits and had commenced its examination of the individual benefits. The Committee intends to complete its task and to submit a report to the Commission in 1985.

3.6 The membership of the Committee at the end of 1984 was as follows :

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

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

Dr. Victor K.K. Fung

Mr. Harry Garlick

Mrs. Alice Lam

Mrs. Betty Lam

Mr. S.A. Martyn

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

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