

‘Enhanced Productivity Programme: 2001-02’ Booklet

Report on EPP Savings -- Government Property Agency

Total value of EPP savings in 2001-02: **\$58.496m**, equivalent to **2.8%** of total recurrent baseline expenditure in that year that is subject to EPP. Total EPP savings (as a percentage of recurrent baseline expenditure subject to EPP) achieved by 2001-02 on a **cumulative** basis is **4.9%**.

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
PE/PRE	0.450	<ul style="list-style-type: none"> Downsize the property management service team upon implementation of a new performance-based contract model and rationalisation of the contract arrangements. The number of contracts is reduced from 20 to four. <p><i>Savings:</i> Deletion of 3 Valuation Officer posts in 2001-02.</p>	<p>The Government Property Agency (GPA) will closely monitor the Property Management Agents' (PMAs') performance through routine site inspection, audit of monthly management reports and half-yearly customer satisfaction survey. The "carrot-and-stick approach" adopted under the new contract model will motivate PMAs to achieve objective performance targets without day-to-day inspections by GPA.</p> <p>No staff redundancy will occur as the incumbents of deleted posts will be posted back to their parent departments with the agreement of the Head of Grade.</p>
	0.244	<ul style="list-style-type: none"> Contract out property management services to Property Managing Agents . <p><i>Savings:</i> Deletion of 2 Property Attendant posts in 2001-02.</p>	<p>GPA stipulates objective service standards in contracts and closely monitor contractors' performance by frequent site inspections.</p> <p>The deletion is made possible by staff wastage and will not result in redundancy.</p>
	0.151	<ul style="list-style-type: none"> Give up one saloon car. <p><i>Savings:</i> Deletion of 1 Motor Driver post in 2001-02.</p>	<p>Staff are encouraged to make better use of public transport.</p> <p>No staff redundancy will occur as the incumbent of deleted post will be posted back to parent department with the agreement of the Head of Grade.</p>
<i>Subtotal</i>	<i>0.845</i>		

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
DE/OC	50.759	<ul style="list-style-type: none"> De-lease leased departmental quarters and re-provision to government-owned accommodation through negotiation with departments. Relocate departments in leased accommodation to less expensive premises where possible. 	<p>GPA provide departments with quarters of comparable grade as replacements to ensure no deterioration in standard. Departments' operational requirements are taken into account in the matching process and GPA ensures that departments' needs are met as far as practicable.</p>
	6.892	<ul style="list-style-type: none"> Reduce contract costs through better budgeting, implementation of a new performance-based contract model for property management services and rationalisation of contract arrangements to enhance economy of scale. 	<p>GPA will closely monitor the PMAs' performance through routine site inspection, audit of monthly management reports and half-yearly customer satisfaction survey. The "carrot-and-stick approach" adopted under the new contract model will motivate PMAs to achieve objective performance targets without day-to-day inspections by GPA.</p> <p>GPA will hold regular meetings with the contractors and users regularly to review the quality of service.</p>
<i>Subtotal</i>	<i>57.651</i>		
Total	58.496		

PE : Personal Emoluments

PRE : Personnel Related Expenses

DE: Departmental Expenses

OC: Other Charges

Subventions

i.e. Staff salaries and allowances

i.e. Costs related to the employment of staff other than pay and allowances e.g. pensions, staff housing

i.e. The day to day operating expenses of departments e.g. fuel, travelling expenses and furniture

i.e. Significant expenditure peculiar to a particular department's operation

i.e. Recurrent payment to non-government bodies in support of their on-going expenses