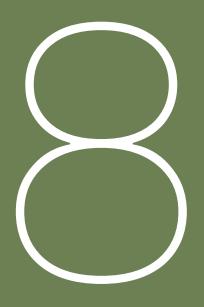




# SECRETARY-GENERAL'S REPORT

秘書長報告





# SECRETARY-GENERAL'S REPORT 秘書長報告



The function of the UGC Secretariat is to support the UGC (and the Councils and bodies under its aegis) in the fulfillment of their terms of reference. That is, impartially, to advise the Government on the funding needs and the strategic development of the eight publicly-funded higher education institutions; to safeguard the institutions' academic freedom and institutional autonomy whilst ensuring accountability and value for money of the public funds entrusted to them.

In pursuit of this role, the Secretariat has a staff of around 130 members whose main responsibilities are supporting the UGC in fulfilling its objectives, formulating action plans to take forward UGC initiatives; working with the UGC-funded universities on all fronts relevant to the committee's terms of reference; and disbursing funds to universities and monitoring their effective use.

教資會秘書處的職能,是協助教資會(包括轄下各局及小組委員會)充分履行職責, 也就是就本港八所公帑資助的高等教育院校 的撥款需要及發展事宜,向政府提供持平的 意見,維護院校的學術自由及院校自主,同 時確保院校妥善運用公帑。

秘書處約有130名職員,負責執行的職能主要包括:協助教資會達致其目標,並制訂行動計劃推行教資會工作;在教資會職權範圍相關的各個領域與資助大學合作;以及向大學發放撥款,並確保撥款用得其所。

# A. Expenditure Statement of the UGC Secretariat 教資會秘書處開支報表

Chart 1 summarises the expenditure of the UGC Secretariat in 2022-23, which covers the recurrent UGC operating expenditure; the recurrent subventions to universities; and the non-recurrent expenditure.

表一簡列教資會秘書處在2022-23年度的開支,當中包括教資會的經常運作開支、向大學發放的經常資助金,以及非經常開支。

Chart 1: Expenditure Statement for the year ended 31 March 2023 表一:截至2023年3月31日止年度開支報表	Year Ended 31 March 截至3月31日止年度	
1. Recurrent UGC Operating Expenditure 教資會經常運作開支	2023 (\$ ' 000)	2022 (\$ ' 000)
Staff Related Expenditure 與員工有關連的開支		
Civil Services Salaries 公務員薪酬	61,030	58,185
• Allowances and MPF Contribution 津貼及公積金供款	8,158	6,317
Departmental Expenditure 部門開支		
• General Departmental Expenses (Note) 一般部門開支 (註)	77,818	73,036
Expenditure for Members 委員開支		
• Honoraria for Non-local Members 非本地委員津貼	19,729	21,235
Meeting Expenses 會議開支	5,581	36
(i.e. air passage and hotel, etc.) (即機票和酒店等)		
Sub-total (1) 小計 (1)	172,316	158,809
2. Recurrent Subventions to Universities 經常資助金		
Recurrent Grants to Universities 資助大學的經常補助金	21,445,694	21,019,936
Refund of Government Rent and Rates 發還地租及差餉	306,574	305,856
Subventions for Housing Related Expenses 資助與房屋福利有關的開支	54,031	54,031
Sub-total (2) 小请 (2)	21,806,299	21,379,823
Total Recurrent Expenditure (1) + (2) 經常開支總額 (1) + (2)	21,978,615	21,538,632
3. Non-Recurrent Expenditure 非經常開支		
General Other Non-recurrent 一般非經常開支		
• Research Matching Grant Scheme 研究配對補助金計劃	588,027	693,349
Targeted Taught Postgraduate Programmes Fellowships Scheme	120,000	120,000
指定研究院修課課程獎學金計劃		
• Global STEM Professorship Scheme 傑出創科學人計劃	115,615	71,029
● Eighth Matching Grant Scheme 第八輪配對補助金計劃	_	68
Sub-total (3) 小計 (3)	823,642	884,446
TOTAL (1) + (2) + (3) 總額 (1) + (2) + (3)	22,802,257	22,423,078

Note: This includes salaries for non civil service contract staff and fees for professional and other hire of services.

註: 這項目包括非公務員合約僱員的薪酬,以及專業和其他外判服務的費用。

The recurrent UGC operating expenditure remains very low as a percentage of total expenditure - at about 0.8%. The Secretariat has established clear internal rules and levels of approval authorities governing various financial and administrative matters (such as the award of consultancy contracts), while rigorously following all civil service, financial and accounting regulations of the Government. There are also guidelines on the procedures for approving the use of funding under the Central Allocation Vote. The Sub-Committee also receives reports from the Secretariat on the year-to-date expenditure position and financial matters.

Local Members of the UGC and all its Councils and Sub-Committees/Panels receive no remuneration for their extensive voluntary service – save for a \$215 per meeting day travel allowance. Meanwhile, non-local Members receive an annual honorarium at the following rate:

教資會的經常運作開支約佔開支總額的 0.8%,維持在相當低水平。秘書處訂有明 確的內部規則及規管各類事務(例如批出顧 問合約)的審批權限,並且嚴格遵從政府在 公務員管理、財務及會計方面的規例。中央 撥款開支項目的使用審核程序亦有指引規定。 至於年內開支情況及財務事宜,秘書處亦會 向委員會匯報。

教資會及轄下各局和小組委員會的本地成員 均義務參與教資會各項工作,並無領取任何 薪酬,只獲發按每天會議215元計算的交通 津貼。非本地委員則按以下津貼率獲發年度 津貼:

	(HK\$ per annum/quality audit) (每年/每次質素核證工作)(港元)
UGC 教資會	173,850
RGC/QAC 研資局/質保局	109,550
UGC Sub-Committees and RGC Panels 教資會轄下小組委員會及研資局轄下小組*	84,600
QAC Audit Panel 質保局評審小組*	63,450

<sup>\*</sup> payable only to members outside Hong Kong who are co-opted and do not serve on UGC/QAC/RGC proper.

<sup>\*</sup> 只適用於加入小組(而非教資會/質保局/研資局)的非本地增補成員。

### **B. UGC Funding to Universities**

UGC funding for the UGC-funded universities is composed of recurrent grants and capital grants.

Recurrent grants support universities' academic work and related administrative activities; and capital grants are used to finance major works projects and minor campus improvement works.

#### (a) Recurrent Grants

The bulk of the recurrent grants are disbursed to universities normally on a triennial basis in the form of a block grant to provide universities with maximum flexibility in internal deployment. Once allocations are approved, universities have the autonomy in and responsibility for deciding on how the resources available are put to best use. Determination of the grants to universities is largely based on an established formula.

The Cash Limit for the entire UGC-funded sector for the 2022-25 triennium is about \$63.2 billion, which comprises three components according to their purposes as follows –

### B. 教資會資助大學的補助金

教資會給予資助大學的撥款,分為**經常補助 金及非經常補助金。** 

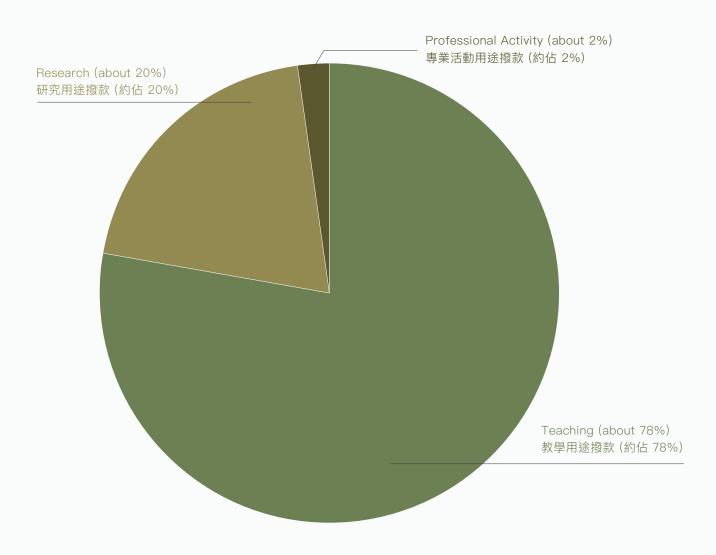
經常補助金用於支援大學的學術活動及相關 行政工作,而非經常補助金則用以資助大型 工程項目及較小型的校園改善工程。

#### (a) 經常補助金

經常補助金一般按三年期的方式發放予大學, 主要以整體補助金形式發放,供大學在內部 靈活調配。撥款一經批准,大學享有自主 權,自行決定如何善用所得資源,並須為所 作的決定負責。各大學所得的補助金額,大 致按既定的撥款公式計算。

整個教資會資助界別在2022-25三年期的撥款限額約為632億元,其用途分為以下三個部分:

# Total Amount of Recurrent Grant: About \$63.2 billion 經常補助金總額: 約632億元



### Teaching (about 78%)

Teaching is an indispensable duty and mission of the eight UGC-funded universities. The bulk of the block grant is therefore allocated for teaching purpose. The allocation for teaching purpose to each university is calculated on the basis of the numbers of student places determined by the Government, levels of study (i.e. sub-degree, undergraduate, taught postgraduate and research postgraduate), modes of study (i.e. part-time and full-time) and disciplines of study, etc. As the teaching of some subjects require special equipment, laboratories or are more staff-teaching time intensive, their teaching costs are higher and would be reflected in the determination of the funding allocation for each of the universities.

#### 教學用途撥款(約佔78%)

教學是八所教資會資助大學不可或缺的責任和使命,故整體補助金的主要部分分配用於教學用途。每所大學用作教學用途的撥款是根據政府釐定的學額數目、修課程度(即副學位、學士學位、研究院修課和研究院研究課程)、修課形式(即兼讀和全日制)和學科等因素計算得出。部分學科的教學需要特別設備、實驗室或須佔用教職員較多時間,因此導致較高的教學成本亦會反映在每所大學的撥款分配上。

#### Research (about 20%)

The Research element comprises two parts. One part is informed by the research performance of universities, and the cost of research in respective fields. The research quality of university is identified in the context of the RAE which assesses the research activity of different units of assessment within universities through expert review by subject panels (RAE component). Another part is informed by the success of universities under the RGC designated funding grants (RGC component). Starting from 2012/13, the UGC has gradually allocated part of the R-portion according to the RGC component. For the 2022-25 and 2025-28 triennium, the UGC endorsed in September 2021 the funding methodology in allocating the R-portion, including the implementation of a changing RAE:RGC ratio (viz. 85:15 for 2022-24, 80:20 for 2024-26 and 75:25 for 2026-28).

# 研究用途撥款(約佔20%)

研究用途撥款包括兩部分:一部分根據大 學的研究表現和相關學術領域的研究成本 批撥。透過研究評審工作,教資會可評定 大學的研究質素,而有關工作是透過學科 小組的專家評核,評估大學內不同研究評 審單位的研究活動(「研究評審工作部 分」);另一部分則根據各大學申請研資局 指定撥款計劃的結果批撥(「研資局競逐部 分」)。教資會在2012/13學年起,逐步把 部分研究用途撥款根據「研資局競逐部分」 分配予大學。教資會於2021年9月通過 研究用途撥款計算機制,在2022-25 及2025-28兩個三年期,以浮動比例 分配「研究評審工作部分」及「研資局競 逐部分」的研究用途撥款(即2022-24 年的85:15、2024-26年的80:20及 2026-28年的75:25)。

#### **Professional Activity (about 2%)**

The Professional Activity element is associated with professional activities expected to be undertaken by all members of academic staff. These include, for example, community service undertaken and advice rendered on societal or professional issues. It is calculated based on the number of academic staff.

#### 專業活動用途撥款(約佔2%)

專業活動用途撥款與大學全體教學人員均 應參與的專業活動相關,範圍涵蓋社區服 務或就社會或專業問題提供意見。撥款額 按教學人員的數目計算。 The UGC also takes into account the special needs of individual universities and other factors not captured by the formula and extra-formulaic adjustments would be introduced where required. Earmarked grants for specific purposes are allocations outside the block grant system.

# (b) Capital Grants

The UGC supports capital works projects of universities for UGC-approved activities by capital grants sought from the Government on an annual basis under the Capital Programme, and the Alterations, Additions, Repairs and Improvements (AA&I) Programme. Details of the two capital grants programmes are illustrated in the flowcharts below:

教資會亦會考慮個別大學的特殊需要,以及 公式中未涵蓋的其他因素,並會在有需要時 做出公式以外的調整。整體補助金分配制度 以外另有指定用途補助金。

#### (b) 非經常補助金

教資會每年就工程項目向政府申請非經常補助金,資助大學為教資會核准活動進行的基本工程項目。大學每年透過「基本工程計劃」和「改建、加建、維修及改善工程計劃」申請非經常補助金,兩項計劃的流程圖如下:

# Capital Programme 基本工程計劃

UGC-funded universities submit works proposals costing more than \$50 million each 資助大學就每項費用超過5,000萬元的工程提交建議

Projects supported by UGC to be submitted to the Government for selection under Capital Works Resource Allocation Exercise 獲教資會支持的項目會提交政府, 按基本工程計劃資源分配工作的程序甄選

Projects selected by the Government to seek funding from the Legislative Council on a project basis after detailed design 獲政府選出的項目會在完成詳細設計後,逐一向立法會申請撥款

Alterations, Additions, Repairs and Improvements Programme 改建、加建、維修及改善工程計劃

UGC-funded universities submit works proposals costing not more than \$50 million each

資助大學就每項費用不超過5,000萬元的工程提 交建議

Projects supported by UGC to be submitted to the Government for bidding of funds under Capital Works Reserve Fund 獲教資會支持的項目會提交政府,申請基本工程儲備基金撥款

Selected projects to be funded under the "Alterations, Additions, Repairs and Improvements" Block Vote approved by the Legislative Council

獲選的項目會由立法會批准的「改建、加建、 維修及改善工程計劃整體撥款」資助 The capital grants are charged to the Capital Works Reserve Fund and are part of the Capital Works Programme of the Government. Universities' projects under capital subvention follow the procedures for creating and managing a capital works project under the Capital Works Programme. Universities assume full responsibility and accountability for their projects under capital subvention. They should ensure that works expenditure stays strictly within the approved project estimate in accordance with the approved project scope.

In 2022, HKU completed the construction works of its Academic Building at No. 3 Sassoon Road which was a major project under the UGC Capital Programme. In 2022-23, the Finance Committee of Legislative Council (LegCo) approved the (i) HKUST's New Research Building 1; and (ii) EdUHK's New Academic Building in Tai Po Campus at about \$1.1 billion in total which was supported by the UGC under the Capital Programme. These two projects are expected to be completed in 2025. Meanwhile, the construction works of four capital works projects, namely (i) PolyU's Library Extension of Revitalisation; (ii) HKU's Redevelopment of No. 2 University Drive (Building 1); (iii) HKU's Information Technology Building at University Drive; and (iv) CUHK's Centralised General Research Laboratory Complex (Block 2), with a total approved funding of about \$2.9 billion, are in progress. These projects are set for completion between 2023 and 2025.

非經常補助金來自基本工程儲備基金,是政府基本工程計劃的一部分。大學在處理由非經常補助金資助的工程項目時,會遵循基本工程計劃有關開立及管理工程項目的程序。 大學須就非經常補助金資助的項目承擔全部責任並作出交代,嚴格確保工程開支不會超逾核准工程範圍內的核准工程預算。

港大在2022年完成了沙宣道3號教學大樓的建造工程。這是教資會基本工程計劃下其中一項大型項目。在2022-23年度,立法會財務委員會批准在基本工程計劃下獲教資會支持的(i)科大新科研樓1及(ii)教大大埔校園新教學大樓的撥款申請,工程預算合共為約11億元。這兩個工程項目預計於2025年完工。同時,四個工程項目的建築工程正在進行,包括:(i)理大圖書館擴建及翻新工程;(ii)港大大學道2號重建工程(一號樓);(iii)港大大學道資訊科技大樓及(iv)中大綜合科研實驗大樓(第2座)。該四項工程的總核准工程預算為約29億元,預計於2023年至2025年完工。



Enhancement of the air-conditioning and ventilation system for main campus office, laboratories and classrooms, CityU 城大校園辦公室、實驗室及課室的空調及通風系統改善工程



Construction of crop science laboratory and associated works at roof floor of Sir Run Run Shaw Building, HKBU 浸大邵逸夫大樓天台農藝實驗室建造及相關工程



Construction of new office space and spatial re-planning for the Arts Gallery and existing offices, LU 嶺大新辦公空間建造和藝術廊空間重新規劃工程



Accessibility improvement works for barrier free access, CUHK 中大無障礙通道設施改善工程



Improvement of facilities in the Sports Centre, EdUHK 教大運動中心設施改善工程



Classrooms improvement works at 2/F of AG, GH and HJ Wings, and 3/F of DE Wing, PolyU 理大AG、GH、HJ翼2樓及DE翼3樓課室改善工程



Improvement works to Atrium Area and Glazed Roof on 6/F at Zone C, HKUST 科大C區6樓大堂和天幕改善工程



Space reorganisation at Faculty of Medicine Building – Laboratory Block, HKU 港大醫學院大樓實驗室樓空間重組工程

#### **Hostel Development Fund (HDF)**

To expedite the development of student hostels of the UGC-funded universities, the Finance Committee of Legislative Council approved in July 2018 the establishment of HDF with the amount of around \$10.3 billion to provide one-off grant to the six UGC-funded universities with hostel shortfalls to carry out 15 student hostel projects. As at 31 March 2022, two hostel projects (namely CUHK's 300-place Student Hostel at New Asia Campus (Mei Yun Tang) and HKU's Student Residence at Mui Fong Street) were completed, providing 550 publicly-funded hostel places. Meanwhile, construction of 10 hostel projects involving the provision of around 11 230 publicly-funded hostel places have commenced. These projects are expected to be completed gradually within around ten years of introduction of the HDF.

#### C. Communications / Interface with Stakeholders

The UGC works in close partnership with stakeholders on sector-wide issues, including resource allocation and strategic development. There are multiple stakeholders in higher education – those from our universities including the institutional management, faculty, staff and students. We also work in partnerships with the Education Bureau, the Legislature Council, and the wider community. We value effective communications with our stakeholders as it is important for them to understand our work, and also for us to have feedback from them on our decisions and policies. We believe that effective communication with our stakeholders would lead to more transparency and greater accountability.

The General Affairs and Management Sub-Committee, is responsible for the oversight of public relations (PR) matters and to advise the UGC on all PR-related matters. A range of activities in different forms has been conducted to foster better understanding and relationship with our stakeholders:

### 宿舍發展基金

為了加快教資會資助大學發展學生宿舍的步伐,立法會財務委員會在2018年7月批准成立約103億元的宿舍發展基金,向宿位不足的六所教資會資助大學發放一筆過補助金,供興建15個學生宿舍項目。截至2023年3月31日,有兩個宿舍項目(即中大提供300個宿位的新亞書院學生宿舍(梅雲堂)及港大梅芳街學生宿舍)經已完工,合共提供550個資助學生宿位。另有10個宿舍項目經已動工,將提供共約11 230個宿位。這些項目預計會於宿舍發展基金推出後約十年內逐步完工。

#### C. 與持份者的溝通 / 接觸

教資會就涉及整個界別的議題,包括資源分配和策略性發展,與持份者緊密合作。高等教育中有多個持份者 - 來自大學的持份者包括管理層、教職員和學生。我們亦與教育局、立法會和廣大社區携手合作。教資會重視與持份者的有效溝通,我們認為讓持份者認識教資會的工作並了解他們對我們的決策的反饋非常重要。我們相信,與持份者進行有效溝通將提高透明度和加強問責。

一般事務及管理小組委員會負責監督公關事宜,以及就一切有關事宜向教資會提供意見。 教資會舉辦一系列不同形式的活動,以增進 與持份者的了解,並促進彼此的關係:

#### Universities

The UGC works closely with universities and conducts meetings – regular and ad hoc, formal and informal – with the Council Chairmen, Heads and senior management of the eight funded universities to facilitate communication and enhance understanding on various subjects of mutual concern. We also engage with faculty members and administrative staff from time to time.

#### **Legislative Council**

The UGC welcomes the opportunity to work with, and explain aspects of UGC's work to, the Legislative Council. The UGC also attends meetings of the Council whenever appropriate to explain our work. In 2022-23, the Secretary-General attended the meeting of Legislative Council Panel on Education by videoconferencing on 8 February 2022 to brief the meeting on the Funding Mechanism of the UGC and the RGC. Representatives of the UGC Secretariat also attended the meetings of the Finance Committee, the Public Works Subcommittee, the Panel on Education and the Panel on Development to brief them on capital works projects and AA&I projects supported by the UGC.

# 大學

教資會與大學緊密合作,定期及就特定議題 與八所資助大學的校董會主席、校長及高層 管理人員舉行正式或非正式會議,就共同關 心的議題進行討論,以加強溝通及了解,並 不時與教職員聯繫。

#### 立法會

教資會樂於與立法會合作,並向其闡述教資會之工作。此外,教資會亦適時派員出席立法會會議闡述教資會的工作。在2022-23年度,教資會秘書長於2022年2月8日以視象形式出席了立法會教育事務委員會會議,簡述教資會及研資局的撥款機制。教資會代表亦出席了財務委員會、工務小組委員會、教育事務委員會及發展事務委員會的會議,以匯報教資會轄下基本工程計劃及改建、加建、維修及改善工程項目進度。

#### The Community

#### **UGC Newswire**

The "UGC Newswire" was issued in August 2022 and February 2023 to keep stakeholders abreast of the latest work of the UGC. Electronic copies of the newsletter were widely sent to our stakeholders, including the university community and the media. The bilingual UGC Newswire is available at the UGC website: http://www.ugc.edu.hk/eng/ugc/about/publications/newswire.html.

### 市民大眾

#### 《教資會快訊》

教資會在2022年8月及2023年2月發布了兩期《教資會快訊》,旨在讓持份者掌握教資會的最新工作。本會廣泛發送簡報電子版予相關持份者,包括大學社群及媒體等。簡報的中英文版本載於教資會網站:https://www.ugc.edu.hk/big5/ugc/about/publications/newswire.html.





#### Media

In 2022-23, the UGC Secretariat hosted two media briefing sessions for local print and online media and issued 13 press releases to share information with the media on matters of public concerns in order to keep the community informed of the latest decisions and deliberations of the Committee. The UGC also responds to media enquiries whenever they arise.

The UGC is committed to openness, transparency and accountability in promoting excellence in Hong Kong's higher education sector. We will continue to explore more effective and innovative ways to communicate with our stakeholders, and continually seek ways to foster a better understanding of the views of our stakeholders and engagement with the community.

#### **Professor James Tang**

Secretary-General
University Grants Committee

### 傳媒

在2022-23年度,教資會秘書處為本地印刷 和網絡媒體舉辦了兩場記者招待會,共刊登 13篇新聞公報,與媒體分享資訊,讓大衆掌 握我們最新決策及商議事項。對於媒體的查 詢,教資會亦會作出回應。

教資會一向恪守開放、透明及問責的原則, 推動香港高等教育界更臻完善。我們將繼續 探求更有效、更創新的方式,與持份者保持 緊密聯繫,讓公眾更深入了解並積極參與教 資會的工作。

大學教育資助委員會 秘書長

鄧特抗教授