

(Unclassified version with commercially sensitive or confidential information and Members' names removed)

S.C. 6/2014 (Revised)

**Revised Minutes of the 47th Meeting of the
Staffing Committee held at 2:30p.m.
on Tuesday, 4 March 2014 in the Board Room,
2nd floor, HKPC Building, 78 Tat Chee Avenue, Yau Yat Chuen, Kowloon**

Present : Chairman - Dr. Elizabeth Shing Shiu-ching, BBS, JP

 Members - Mr. Charles Hui (representing Mr. Byron Ng, JP)
 Mr. Leung Yam-shing
 Mrs. Agnes Mak Tang Pik-yee, MH, JP
 Prof. Helen Meng Mei-ling
 Mrs. Katherine Ngan Ng Yu-ying, JP
 Mr. Sin Kai-ming, MH
 Ms. Marilyn Tang Yin-lee
 Mr. Frank Tsang
 Dr. Jack Yeung Chung-kit

Absent with Apologies: Miss Lam Kam-yi

In Attendance: HKPC Chairman - Mr. Clement Chen, SBS, JP

In Attendance from HKPC:

Mr. Tony Lam	Director, Corporate Services
Mr. Joseph Poon	Director, Technology Development
Mr. Jonathan Ho	General Manager, Corporate Communications
Ms. Lilian Ho	Acting General Manager, Corporate Human Resources & Administration
Mr. Alfonso Tam	Chief Manager, Council Secretariat
Ms. Gillian Luk	Senior Manager, Council Secretariat

Welcome

The Chairman welcomed Dr. Jack Yeung Chung-kit and Ms. Lilian Ho, Acting General Manager, Corporate Human Resources & Administration, HKPC who attended the meeting for the first time.

Vote of Appreciation

The Chairman suggested, and Members agreed, to record a vote of appreciation to Mr. Andrew Mak Yip-shing, JP for his contribution during his tenure as Member.

Confirmation of Minutes (S.C. 23/2013 Revised)

The Revised Minutes of the 46th Staffing Committee Meeting held on 12 November 2013 had been circulated to Members and there were no further requests for amendments. The Revised Minutes were taken as read, confirmed and signed by the Chairman.

III. Review of Performance Management System (PMS) (S.C. 3/2014)

9. Invited by the Chairman, introduced the paper and said that a further review on the Performance Management System (PMS) would be conducted in 2014. This was part of a continuous process to enhance the current system by strengthening the alignment of horizontal and vertical divisional efforts to make HKPC a more integrated entity to meet our changing business and operational requirements. As the PMS was an important core management process driving the organization forward, it was both advisable and useful that the system was reviewed from time to time to identify areas that we had done well and areas that needed to be strengthened in light of the organizational developments.

10. advised that the review was an internal consultation exercise and a PMS Task Force with senior representatives from different divisions would be established to collect users' views and feedback, especially the users' experience in practical applications and their views on relevance of the PMS to functional and operational management. To allow time for employee communication, any identified enhancements to the current PMS would be planned for implementation in a progressive manner. It was planned to report to the SC in July 2014 on the review findings, proposed enhancements and implementation details.

11. Members noted and supported the review on the Performance Management System (PMS) in 2014.

IV. Staffing Position of HKPC (S.C. 4/2014)

12. Members noted the staffing position of HKPC as at 31 January 2014 with 643 staff in post (including 23 from APAS) against the total approved establishment of 695. With regard to staff turnover, the rates for 2012/13 and April 2013 to January 2014 were 15.4% and 11.3% respectively.

13. Members also noted the latest position of the recruitment of senior staff which was reported under ‘Matter Arising’ earlier in the meeting.

V. Report on the Performance of Service Providers of HKPC’s ORSO and MPF Schemes (S.C. 5/2014)

14. Members noted that the Advisory Committee on HKPC Retirement Benefit Schemes, chaired by _____ held its 31st meeting on 19 February 2014 and reviewed the fund performance reports by _____ and _____ covering the period from October 2012 to September 2013. The Advisory Committee, with management and staff representatives, considered that the performance of the ORSO and MPF Schemes was generally on par with market in the past year and recommended that _____ and _____ should continue to be the respective service providers of the HKPC’s ORSO and MPF Schemes in 2014. The recommendation of the Advisory Committee had been accepted by the Management.

15. Members also noted that the Advisory Committee, owing to considerations of corporate governance, had agreed to the replacement of the measurement of “benchmark with NGOs” by “comparison with growth rate and annualized compound rate of return” (which was a commonly used measurement in the market) in the Mechanisms for Reviewing the Performance of Service Providers of HKPC’s ORSO and MPF Schemes.

VI. Any Other Business

(A) Attendance Record of SC Members

16. Members noted their attendance record in 2013 tabled at the meeting.

VII. Date of Next Meeting

17. It was agreed that the next meeting would be held on 8 July 2014 at 2:30pm.

18. There being no other business, the Chairman thanked Members for their attendance and the meeting was adjourned at 3:50p.m.