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**S.C. 3/2017 (Revised)**

**Revised Minutes of the 56<sup>th</sup> Meeting of the  
Staffing Committee held at 9:00a.m.  
on Tuesday, 14 March 2017 in the Board Room,  
2<sup>nd</sup> floor, HKPC Building, 78 Tat Chee Avenue, Yau Yat Chuen, Kowloon**

**Present** :        Chairman -    Mr. Sunny Tan

                         Members -    Mr. Bryan Ha Kwok-fung  
                                                                         Ms. Mandy Kwok Man-yee  
                                                                         Miss Lam Kam-yi  
                                                                         Ms. Amy Lee Sau-king  
                                                                         Mr. Leung Kwong-chuen (attendance via  
                                                                                                                 tele-conferencing)  
                                                                         Mr. Li Hoi  
                                                                         Ms. Melody Luk (representing Miss Mabel Li, JP)  
                                                                         Mrs. Agnes Mak Tang Pik-yee, MH, JP  
                                                                         Mr. Patrick Wong Chi-kwong  
                                                                         Mrs. Carrie Yau Tsang Ka-lai, GBS, JP

**In Attendance from HKPC:**

Dr. Lawrence Cheung	Director, Technology Development
Mr. Tony Lam	Director, Corporate Services
Mr. Gordon Lo	Director, Business Management
Mr. Jonathan Ho	General Manager, Corporate Communication and Marketing
Ms. Flora Li	General Manager, Human Resources and Administration
Ms. Gillian Luk	Senior Manager, Council Secretariat
Ms. Agnes Tang	Senior Manager, Human Resources Management
Ms. Ling Pang	Manager, Compensation and Benefits

**Welcome to New Chairman**

Mrs. Agnes Mak, the Executive Director (ED) welcomed Mr. Sunny Tan as Chairman of the Staffing Committee.

**Welcome**

The Chairman welcomed Ms. Mandy Kwok Man-yee, Mr. Leung Kwong-chuen, Mrs. Carrie Yau Tsang Ka-lai and Ms. Flora Li, General Manager of 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 Dr. Jack Yeung Chung-kit for his contributions during his tenure as Chairman, and to Mr. Leung Yam-shing, Prof. Helen Meng Mei-ling and Mrs. Katherine Ngan Ng Yu-ying, MH, JP for their contributions during their tenure as Members.

### **I. Confirmation of Minutes (S.C. 18/2016 Revised)**

1. The Revised Minutes of the 55<sup>th</sup> Staffing Committee Meeting held on 8 November 2016 had been circulated to Members and there were no further requests for amendments. The Revised Minutes of the meeting were taken as read, confirmed and signed by the Chairman.

### **II. Matter Arising**

2. Invited by the Chairman, informed Members of the appointment of Ms. Flora Li for the post of General Manager, Human Resources and Administration after open recruitment and approval by the Staffing Committee by circulation in December 2016. Ms. Li reported for duty in January 2017.

### **IV. Staffing Position of HKPC (S.C. 2/2017)**

10. Invited by the Chairman, briefed Members on the staffing position of HKPC as at 31 January 2017. On the turnover rate of 13.8% for the period from April 2016 to January 2017, the meeting noted that this was lower than the turnover rate of 18.4% reported by the Employers' Federation of Hong Kong for the 2016 calendar year.

12. After discussion, Members noted the staffing position of HKPC as at January 2017.

### **V. Any Other Business**

#### **(B) Attendance Record of SC Members**

17. Members noted their attendance record in 2016 tabled at the meeting.

**VI. Date of Next Meeting**

18. Members noted that the next meeting would be held on 4 July 2017 at 2:30pm.

19. There being no other business, the Chairman thanked Members for their attendance and the meeting was closed at 9:45am.