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

S.C. 11/2017 (Revised)

Revised Minutes of the 57th Meeting of the Staffing Committee held at 2:30p.m. on Tuesday, 4 July 2017 in the Board Room, 2nd 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 Ms. Melody Luk, JP (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

Absent with Apologies: Mr. Li Hoi

In Attendance from HKPC:

Dr. Lawrence Cheung	Director, Technology Development
Mr. Gordon Lo	Director, Business Management
Mr. Stanley Chu	Head, Internal Audit and Risk Management (Item IV(B) only)
Ms. Flora Li	General Manager, Human Resources and Administration
Ms. Gillian Luk	Senior Manager, Council Secretariat

I. <u>Confirmation of Minutes</u> (S.C. 3/2017 Revised)

1. The Revised Minutes of the 56th Staffing Committee Meeting held on 14 March 2017 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. Matters Arising

2. Invited by the Chairman, briefed Members of two matters arising from the previous meeting.

(A) Recruitment of General Manager, Business Development and Marketing

3. <u>Members</u> noted a report by on the recruitment status of General Manager, Business Development and Marketing (GM/BM). Further to the paper circulation in March 2017 informing Members of the kick off of the recruitment exercise for the post, 2 shortlisted candidates were identified and interviewed by the recruitment panel. In the event, the recruitment panel considered the candidates to be unable to match the job requirements fully and the post was re-advertised on 16 June 2017. Following initial screening of the second round applicants by the Management, the final interview by the recruitment panel was scheduled to be held after the Staffing Committee meeting. The Management targeted to complete the recruitment exercise in two weeks' time tentatively.

(B) Report on the Performance of Service Providers of HKPC's ORSO and MPF Schemes

4. <u>Members</u> noted that a paper circulation was issued in May 2017 on the performance of the service providers of HKPC's ORSO and MPF schemes, i.e. and , and their continual engagement in 2017 based on the recommendations of the Advisory Committee on HKPC Retirement Benefit Schemes, as reported by GM/HA.

5. said that under the established practice, the annual performance of the service providers of the ORSO and MPF schemes was reviewed by the Advisory Committee on HKPC Retirement Benefit Schemes chaired by the Finance Committee Chairman. Where the Committee had reservations about the performance result, a 3 months' improvement period would be given to the service provider before a decision was made on continuation of its service. Based on the good performance of and in 2016, the Advisory Committee recommended, and the Management agreed, to reappoint the two companies for another year.

III. <u>Staffing Position of HKPC</u> (S.C. 9/2017)

6. Invited by the Chairman, briefed Members on the staffing position of HKPC as at 31 May 2017.

7. said that the next staffing position report to Members in November 2017 would come with a new presentation format in line with the new grade structure which was planned to take full effect from 1 October 2017. The new structure would comprise 9 staff bands as consolidated from the current 30 job ranks in an effort to streamline the staffing structure. The process would involve the slot-in of staff into the new bands based on evaluation of

their job responsibilities. The opportunity would be taken to review the proportion of technical and support staff against their genuine roles.

11. <u>The Chairman</u> concluded that the Management should confirm the staff numbers reported in the paper and provide clarifications/supplementary information to Members as appropriate.

IV. Any Other Business

(C) Attendance Record of SC Members

23. <u>Members</u> noted their attendance record in 2017 tabled at the meeting.

V. Date of Next Meeting

24. <u>Members</u> noted that the next meeting was scheduled on 7 November 2017 at 2:30pm.