

S.C. 12/2012

**Minutes of the 42<sup>nd</sup> Meeting of the  
Staffing Committee held at 2:30p.m.  
on Tuesday, 10 July 2012 in the Board Room,  
2<sup>nd</sup> floor, HKPC Building, 78 Tat Chee Avenue, Yau Yat Chuen, Kowloon**

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

Members - Miss Lam Kam-yi  
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. Johann Wong

**Absent with Apologies:** Mr. Andrew Mak Yip-shing, JP

**In Attendance from ITC:** Mr. Ting Lup-wong

**In Attendance from HKPC:**

Mr. Tony Lam	Director, Corporate Services
Mr. Leo Lam	Director, Business Innovation
Mr. Jonathan Ho	General Manager, Corporate Communications
Mr. Dennis Wu	General Manager, Corporate Human Resources & Administration
Mr. Alfonso Tam	Chief Manager, Council Secretariat
Ms. Miranda Yeap	Senior Manager, Council Secretariat

**Welcome**

The Chairman welcomed Mr. Johann Wong, Deputy Commissioner of Innovation and Technology and Mr. Leo Lam, Director, Business Innovation, HKPC who attended the meeting for the first time.

**Confirmation of Minutes (S.C. 5/2012)**

The Minutes of the 41<sup>st</sup> Staffing Committee Meeting held on 6 March 2012



3. In reply to \_\_\_\_\_, \_\_\_\_\_ said that staff were fully briefed when the PPS was introduced that annual pay adjustment for PPS staff would be based on four market survey reports and the pay trend review of the Civil Service. While the pay surveys were representative market reports, the Management had plans to conduct a review of the choice and mix of pay survey reports available in the market. The Staffing Committee and Council would be consulted on any changes proposed.

4. In reply to \_\_\_\_\_, \_\_\_\_\_ said that while the pay adjustments for PPS staff were marginally lower than those for the Non-PPS staff, the total take home pay of PPS staff should still be slightly better taking account of the award of performance linked variable pay (VP) for them. In reply to \_\_\_\_\_, \_\_\_\_\_ said that both the Staffing Committee and Council had previously agreed that HKPC should eventually implement a market oriented and performance base award system for all staff. But meanwhile, both the PPS and Non-PPS had to be maintained until all Non-PPS staff retired or left the employment of HKPC.

5. Members endorsed for Council's approval the proposed 2012/13 pay adjustments for PPS and Non-PPS staff as outlined in paragraphs 4 and 5 of paper S.C. 8/2012 with retrospective effect from 1 April 2012.

#### **IV. Transfer of Staff from Automotive Parts and Accessory Systems R&D Centre (APAS) (S.C. 10/2012)**

12. Invited by the Chairman to report, \_\_\_\_\_ introduced paper S.C. 10/2012 and said that at its 118<sup>th</sup> meeting held on 22 November 2011, Council agreed to the merger of APAS with HKPC and the transfer arrangements for the APAS staff upon merger. Council then subsequently agreed at its 119<sup>th</sup> meeting held on 27 March 2012 that upon termination of the employment contracts with APAS, full time staff of APAS would be offered new employment contracts to join HKPC as new staff on prevailing HKPC contract terms. Their previous



16. In response to the enquiry of \_\_\_\_\_ with regard to the unfilled posts at the Consultant and Project Officer ranks, \_\_\_\_\_ said that HKPC was losing its consultants and, to a lesser degree, project officers to industry continuously, frequently recruited by our clients after completion of consultancy projects for them. Looking at this positively, we were training professionals for Hong Kong's industries. But at the same time there was a real need for HKPC to retain talents. The Management had taken steps to enhance our HR management and positions left vacant by departing staff would not be filled unless supported by solid justifications primarily relating to present and future business needs. This would help towards creating room for upward movement by performing staff at lower ranks who now frequently possessed the required academic qualifications to support their career advancement within the organization. To this end, talent development support would be provided as appropriate to staff. Separately, quarterly promotion boards had been introduced so that cases of capable staff identified for promotion would be considered as soon as practicable. But ultimately, being a public body, HKPC's competitiveness as an employer would always suffer in an active HR market. In this regard, we were considering the usefulness of reviewing the existing staff grading structure to create extra room for upward career movement for capable staff, for example, creating 2 grades within the consultant rank to motivate and retain staff.

## **VI. Any Other Business**

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

17. Members noted their attendance record in 2012 tabled at the meeting.

## **VII. Date of Next Meeting**

18. It was agreed that the next meeting would be held on 6 November 2012 at 2:30pm.

19. There being no other business, the Chairman thanked Members for their attendance and the meeting was adjourned at 3:30p.m.