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S.C. 7/2015 (Revised)

Revised Minutes of the 50th Meeting of the Staffing Committee held at 2:30p.m. on Tuesday, 3 March 2015 in the Board Room, 2nd floor, HKPC Building, 78 Tat Chee Avenue, Yau Yat Chuen, Kowloon

Present : Chairman - Dr. Jack Yeung Chung-kit

Members - Miss Lam Kam-yi
Mr. Leung Yam-shing
Ms. Melody Luk (representing Mr. Byron Ng, JP)
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
Mr. Patrick Wong Chi-kwong

In Attendance from HKPC:

Mr. Joseph Poon	Director, Technology Development
Ms. Lilian Ho	General Manager, Human Resources & Administration
Mr. Tony Lam	Director, Corporate Services (From Item II)
Mr. Gordon Lo	Director, Business Management (From Item II)
Mr. Jonathan Ho	General Manager, Corporate Communications (From Item II)
Ms. Gillian Luk	Senior Manager, Council Secretariat (From Item II)

Welcome to New Chairman

The Executive Director welcomed Dr. Jack Yeung Chung-kit as Chairman of the Staffing Committee.

Welcome

The Chairman welcomed Mr. Patrick Wong and Ms. Melody Luk, Assistant Commissioner for Labour (Labour Relations) 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. Elizabeth Shing Shiu-ching for her contributions during her tenure as Chairman.

II. Confirmation of Minutes (S.C. 23/2014 and S.C. 24/2014 Revised)

The Minutes of the 49th Staffing Committee Meeting held on 4 November 2014 and Revised Minutes of the Special Staffing Committee Meeting held on 13 November 2014 had been circulated to Members and there were no further requests for amendments.

III. Matters Arising

(A) Recruitment of General Manager, Finance & Procurement

1. Members noted the appointment of Ms. Vivian Lin, General Manager, Finance & Procurement which took effect on 29 December 2014. The appointment was approved by Members by circulation on 5 December 2014.

(B) Culture Development

2. Invited by the Chairman to introduce the topic, _____ said that to strengthen internal cohesion and ensure that every voice was heard in the formulation of corporate directions, an internal Culture Development Taskforce was set up in January 2015. The Taskforce would design culture development strategies and carry out organization-wide programmes that were conducive to building up a common vision in HKPC. Following the establishment of the Taskforce and in response to the Chairman's suggestion at the 49th Staffing Committee meeting, a review of the in-house designed Staff Morale Index had been conducted. To improve on the mechanical mode of data collection under the Index which had been in use since 2007 and to strive for multi-angle, multi-level and function-focus opinion tapping, a well-established service provider would be engaged to undertake a staff engagement survey starting from the next round of survey. The tender for the project was issued in early 2015 and bids received were under evaluation.

3. opined that in shaping corporate culture, a bottom-up approach to identify problems and issues for solution seeking should be complemented by management input in terms of principles for change. Otherwise the culture would risk becoming a pre-dominantly problem-solving one, rather than one which steered the organization towards the next level of development. While the new mode of opinion survey would help to better reveal areas requiring improvement from staff angles, the survey findings should be synthesized with management principles before they could shed light on the appropriate directions for change.

4. In response to comment, said that the Management understood that culture development required top level input as the principles and values of an organization should be top-down. Keen to lead the drive for change, the Management had already defined corporate principles as the backdrop to the culture development exercise. The Culture Development Taskforce reported monthly to the Directorate on its progress in promoting programmes which were aimed at building up a “We Share, We Care and We Dare” culture in HKPC. It was hoped that these programmes would encourage staff input in terms of solutions to problems popping up during the change process and nurture a caring work environment. In support of the culture change process, an internal newsletter was also being prepared to enhance internal communication and promote a positive work culture in HKPC.

VI. Staffing Position of HKPC (S.C. 4/2015)

22. Members noted the staffing position of HKPC and APAS as at 31 January 2015, with a total staff strength of 617 (including 27 from APAS) against the total approved establishment of 695, comprising 308 permanent staff and 309 contract staff. The staff turnover rates for 2013/14 and April 2014 to January 2015 were 13.7% and 17.3% respectively, with over half of leavers quoting “remuneration/career advancement” as the reason for departure.

23. With regard to senior staff movement, Members already noted under Matters Arising the appointment of Ms. Vivian Lin as General Manager, Finance & Procurement on 29 December 2014.

VII. Report on the Performance of Service Providers of HKPC's ORSO and MPF Schemes (S.C. 5/2015)

24. Members noted that the Advisory Committee on HKPC Retirement Benefit Schemes (Advisory Committee), held its 32nd meeting on 30 January 2015 and reviewed the fund performance reports by and covering the period from 2013 Q4 to 2014 Q3. The Advisory Committee, with management and staff representatives, considered that the performance of the ORSO Scheme was on par with the market in the past year and recommended that should continue to be the service provider of HKPC's ORSO Scheme in 2015. However, for the MPF Scheme, the Advisory Committee considered that the performance was only average in the past year and expressed grave concern about the high management fees charged by despite the offer of fee reduction to take effect in March 2015. The Advisory Committee recommended that the appointment of as the service provider of HKPC's MPF Scheme should be continued with 2 additional requirements. Firstly, should critically review its management fees again and propose preferential rates or offer for HKPC by end-March 2015. Secondly, should provide a report on the 2014 Q4 and 2015 Q1 fund performance by May 2015 for interim assessment by the Advisory Committee. The recommendations of the Advisory Committee had been accepted by the Management.

25. supplemented that there was a good chance for to come up with more preferential rate for its management fees. agreed with to report the matter to the Staffing Committee at its next meeting.

VIII. Any Other Business

(A) Attendance Record of SC Members

26. Members noted their attendance record in 2014 tabled at the meeting.

IX. Date of Next Meeting

27. Members noted that the next meeting would be held on 7 July 2015 at 2:30pm.

28. There being no other business, the Chairman thanked Members for their attendance and the meeting was adjourned at 5:20pm.