

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

**BDC 9/2020 (Revised)**

**Revised Minutes of the 71<sup>st</sup> Meeting of  
the Business Development Committee of  
the Hong Kong Productivity Council  
held at 2:30p.m. on Tuesday, 17 March 2020  
via Microsoft Teams**

**Present:** Chairman – Mr. Emil Yu Chen-on, JP

Members – Mr. Mohamed D. Butt  
Ms. Clara Chan Yuen-shan, MH  
Miss Kathy Chan Nap-sze  
(Assistant Commissioner for Innovation and Technology (Funding Schemes), representing Ms. Rebecca Pun, JP, Commissioner for Innovation and Technology)  
Mr. Steve Chuang Tzu-hsiung  
Mr. Paul Poon Wai-yin  
Prof. Tam Kar-yan, MH

**Absent with Apologies :** Mr. Felix Chow Bok-hin

**In Attendance from HKPC:**

Dr. Lawrence Cheung	Chief Innovation Officer
Mr. Edmond Lai	Chief Digital Officer
Ms. Vivian Lin	Chief Financial Officer
Mr. Stanley Chu	Head, Internal Audit & Risk Management (Agenda Item V only)
Ms. Karen Fung	Senior Manager, HKPC Academy (Agenda Item V only)
Ms. Gillian Luk	Senior Manager, Council Secretariat
Ms. Olivia Poon	Manager, Council Secretariat

**Special Arrangement for the Meeting**

The Chairman said that in light of the coronavirus outbreak, the Business Development Committee (BDC) meeting was held via Microsoft

Teams application. He thanked Members for joining the meeting and their support of the special arrangement.

### **Declaration of Interest**

The Chairman reminded Members to declare interest should they observe any direct/pecuniary interest in any matter to be discussed at the meeting.

### **Welcome**

The Chairman welcomed Mr. Steve Chuang Tzu-hsiung 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. Alan Cheung for his contribution during his tenure as Member.

#### **I. Confirmation of Minutes (BDC 25/2019 Revised)**

1. The Revised Draft Minutes of the 70<sup>th</sup> BDC meeting held on 15 November 2019 had been circulated to Members and there were no further requests for amendments. The Revised Draft Minutes were taken as read and confirmed and the Secretariat would arrange signing of the Minutes by the Chairman.

#### **II. HKPC's Role in Support of Government Funding Schemes and Policies (BDC 1/2020)**

2. Invited by the Chairman, introduced the paper which reported HKPC's involvement as secretariat in government funding schemes and a special project in support of Government policies which were not budgeted on full cost recovery due to HKPC making in-kind contribution to the projects. With HKPC being invited to support another 2 government funding schemes, the Management considered it advisable to obtain the BDC's and Council's support on HKPC's continued

involvement in such secretariat/special projects and to adopt a set of guiding principles to provide a general framework to guide project negotiation, budgeting, monitoring and reporting.

8. After discussion, Members endorsed for the Council's approval HKPC's position in taking up secretariat/ special projects in support of Government policies and the guiding principles to support HKPC's continual involvement in such projects.

### **III. Revised Key Performance Indicators for HKPC and Proposed Targets for 2020/21 (BDC 2/2020)**

9. Invited by the Chairman, said that an overall review of the framework of the Key Performance Indicators (KPIs) had been conducted to more closely reflect HKPC's business model which had evolved along with changing external circumstances. As some current KPIs did not fully reflect HKPC's performance, an overhaul was intended for the public and stakeholders to have better understanding of HKPC's work. The opportunity was also taken to review if internal data management systems like SAP could be leveraged to facilitate data input and retrieval and reduce subjective elements involved. The revised framework of 19 KPIs contained in the paper was worked out in consultation with the ITC. Subject to Members' endorsement, the revised framework would be submitted for the Council's approval together with the proposed KPI targets for 2020/21.

13. After discussion, Members endorsed for the Council's approval the revised framework of 19 KPIs for implementation from 2020/21 onwards.

### **IV. Executive Director's Goals and Objectives for 2020/21**

14. Members noted the goals and objectives (G&O) of ED for 2020/21 by way of a powerpoint presentation (Appendix).

15. said that G&O setting was an exercise which started 2 years ago to ensure staff knowledge of corporate directions and guide internal efforts towards the prioritised strategic imperatives.

**V. Update on Follow-up Actions on Reports of Director of Audit and Public Accounts Committee (PAC) of Legislative Council on HKPC (BDC 3/2020)**

16. Members received a presentation by \_\_\_\_\_ on the progress of follow-up actions on the reports of the Director of Audit and Public Accounts Committee (PAC).

18. Members noted the update.

**VI. Report on Setting up of Hong Kong Industrial Artificial Intelligence and Robotics Centre (BDC 4/2020)**

19. Members received a presentation by \_\_\_\_\_ on the progress in setting up the Hong Kong Industrial Artificial Intelligence and Robotics Centre (IAIR/The Flair) at AIR@InnoHK Research Cluster at the Hong Kong Science Park.

**VII. Progress Report for 2019/20 and 2020/21 Annual Plan of Inno Space (BDC 5/2020)**

21. Members noted a presentation by \_\_\_\_\_ on the work progress of Inno Space from April 2019 to January 2020, its budget and strategy for 2020/21, as well as the actions taken to address the comments of the Audit Commission .

22. \_\_\_\_\_ suggested that Inno Space could consider bundling a service package to help secondary schools provide STEM education and developing a certification programme to recognize schools/trainers which delivered good programmes. \_\_\_\_\_ welcomed the suggestion and said that Inno Space could leverage its network with STEM vendors, equipment installed and facilities in place to offer technology support and training workshops to meet the needs of schools and STEM education trainers.

**VIII. 2020/21 Annual Plan and 2019/20 Annual Report of Automotive Platforms and Application Systems R&D Centre (APAS) (BDC 6/2020)**

23. Members endorsed the 2020/21 Annual Plan and noted the 2019/20 Annual Report of Automotive Platforms and Application Systems R&D Centre (APAS) as presented by .

**IX. Report on Proposals for Government Funding Schemes (April 2019 – January 2020) (BDC 7/2020)**

24. Members noted that between April 2019 – January 2020, 33 proposals with HKPC's involvement had been approved under the respective government funding schemes, as follows:

- (a) Innovation and Technology Fund (ITF): 18 approved projects for \$34.3M;
- (b) Trade and Industrial Organisation Support Fund (TSF): 14 approved projects for \$37.8M; and
- (c) 深港創新圈 D 類專案: 1 approved project for \$2.7M.

25. Members also noted HKPC's secretariat support to 6 government funding schemes, as follows:

- (a) BUD Fund;
- (b) Cleaner Production Partnership Programme (CPPP);
- (c) Retail Technology Adoption Assistance Scheme for Manpower Demand Management (ReTAAS);
- (d) Recycling Fund – Enterprise Support Programme and Industry Support Programme;
- (e) Chinese Medicine Development Fund; and
- (f) Patent Application Grant.

**X. Final Performance Review of Completed ITF Projects (BDC 8/2020)**

26. Members noted the final performance review of 3 completed ITF projects, as follows:

- (a) Trial: Development of Next Generation Scalable and Integrated Infotainment System;
- (b) Trial: Development of Advanced and Integrated Electronic Fuel Injection System; and
- (c) Development of Electromagnetic Pulse (EMP) Forming and Welding Technology.

**XI. Any Other Business**

**(A) HKPC Shenzhen Innovation and Technology Centre (Futian)**

27.            reported that the HKPC Shenzhen Innovation and Technology Centre (Futian) (the Centre)            was going to enter into a supplementary agreement (監管協議書) with the Shenzhen Futian Technology Bureau. The agreement would spell out the work programmes and activities to be held every year by the Centre

28. Members noted the progress update            .

**(B) Appointment of Mentor for ITF Project**

29. Members agreed to appoint            as the mentor of an ITF project namely “Smart & Multi-stage Electrolytic Ionized Steam Plasma Finish for Mirror Surface of 3D Metallic Object with High Dimensional Tolerance”, in replacement of ex-Council Member,            .

**(C) Attendance Record**

30. Members noted their attendance record for 2019 as circulated together with the meeting agenda and papers by email on 10 March 2020 and shown

at the meeting. The Chairman reminded Members to try their best to attend future meetings.

## **XII. Date of Next Meeting**

31. Members noted that the next meeting would tentatively be held on 14 July 2020 at 3:00 pm.

32. There being no other business, the meeting was closed at 4:08 pm.