

**Revised Minutes of the 145th Meeting of the
Hong Kong Productivity Council
held at 3:00 p.m. on Wednesday, 25 November 2020
via Microsoft Teams**

- Present:** Chairman – Mr. Willy Lin Sun-mo, GBS, JP
- Members – Prof. John Chai Yat-chiu, BBS, JP
Ms. Clara Chan Yuen-shan, MH
Ms. Joyce Cheung Chung-sze (Principal Economist,
representing Mr. Andrew Au Sik-hung, JP,
Government Economist)
Ms. Annie Choi Suk-han, JP (Permanent Secretary for
Innovation and Technology)
Mr. Felix Chow Bok-hin
Mr. Steve Chuang Tzu-hsiung
Mr. Wilson Fung Ying-wai
Mr. Raymond Ho Kam-biu, JP (Assistant Commissioner
for Labour (Development), representing Miss
Mabel Li, JP, Deputy Commissioner for Labour)
Mr. Marvin Hsu Tsun-fai
Ms. Mandy Kwok Man-yee
Ms. Amy Lee Sau-king
Ms. Juan Leung Chung-yan, MH
Mr. Li Hoi
Mr. Brian Lo Sai-hung, JP, Director-General of Trade and
Industry
Mr. Paul Poon Wai-yin
Ms. Rebecca Pun Ting-ting, JP (Commissioner for
Innovation and Technology)
Prof. Tam Kar-yan, MH
Mr. Sunny Tan
Mr. Patrick Wong Chi-kwong
Mrs. Carrie Yau Tsang Ka-lai, GBS, JP
Ms. Karmen Yeung Ka-yin

- Absent with Apologies:** Mr. Emil Yu Chen-on, BBS, JP

In Attendance from the Innovation and Technology Commission:

Mr. Ivan Lee Kwok-bun
Miss Kathy Chan Nap-sze

In Attendance from HKPC:

Mr. Mohamed Din Butt	Executive Director
Dr. Lawrence Cheung	Chief Innovation Officer
Mr. Edmond Lai	Chief Digital Officer
Ms. Vivian Lin	Chief Financial Officer
Ms. Eliza Ng	Chief People and Culture Officer
Mr. Ray Ko	Chief Compliance Officer
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 a new wave of pandemic, the Council meeting was held via Microsoft Teams application. He thanked Members for joining the meeting and their support of the special arrangement.

Welcome

The Chairman welcomed Mr. Brian Lo Sai-hung, Director-General of Trade and Industry, who attended the meeting for the first time.

Congratulations

The Chairman congratulated Prof. John Chai Yat-chiu and Mr. Emil Yu Chen-on on being awarded the Bronze Bauhinia Star (B.B.S.) in the 2020 Honours List announced by the Government on 1 October 2020.

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.

I. Confirmation of Minutes (P.C. 35/2020 Revised)

1. The Revised Draft Minutes of the 144th Council Meeting held on 29 July

2020 were circulated to Members on 24 November 2020. As there were no further requests for amendments, the Revised Draft Minutes of the meeting were taken as read, confirmed and signed by the Chairman.

II. Matters Arising

(A) Paper Circulation Since Last Meeting

2. said that the Council approved by circulation on 18 September 2020 paper P.C. 36/2020 for HKPC to extend the 50% concessionary offer to Hong Kong SMEs including start-ups for another 6 months from 1 October 2020 till 31 March 2021 as a special relief measure during the pandemic, further to the endorsement by the Finance Committee by circulation on 4 September 2020.

(B) Update on Follow-up Actions on Reports of Director of Audit and Public Accounts Committee (PAC) of Legislative Council on HKPC

3. Members noted the report by that HKPC had completed the implementation of all the follow-up actions on the Director of Audit's Report. As for the additional follow-up actions on the subsequent PAC Report, they had also been implemented.

4. Members also noted that HKPC was conducting a Voice of Industry consultation exercise to address the PAC Report's recommendation for the Innovation and Technology Bureau (ITB) and Innovation and Technology Commission (ITC) to regularly keep in view the mode of operation, future business direction and subvention mode of HKPC.

(C) Update on Socio-Economic Study

5. said that the external consultant appointed to assess the socio-economic impact of HKPC's work was also supporting the Voice of Industry consultation exercise (paragraph 4 above).

III. Programme and Estimates of HKPC for 2021/22 and Three-Year Forecast 2021/22 – 2023/24 of HKPC Income and Expenditure (P.C. 38/2020)

7. Invited by the Chairman to introduce the paper, said that the Programme and Estimates for 2021/22 were premised on the Three-Year Strategic Plan for 2021/22-2023/24 approved by the Council at its 144th meeting held on 29 July 2020. HKPC would continue to provide signature support in re-industrialisation, advanced manufacturing and smart living during 2021/22 to

2023/24 as set out in the Strategic Plan. Should the on-going Voice of Industry consultation exercise yield recommendations which had implications for the activity plan for 2021/22, the Council would be duly consulted before implementing the recommendations from the exercise.

8. then presented the financial estimates for 2021/22 and forecast for 2021/22-2023/24.

13. After discussion, Members approved:

- (a) HKPC's Three-Year Forecast for 2021/22-2023/24 as endorsed by the Finance Committee at its 70th meeting held on 13 November 2020;
- (b) the detailed Programme and Estimates of HKPC for 2021/22 which included maintaining the staff establishment for HKPC which was endorsed by the Staffing Committee at its 67th meeting held on 17 November 2020; and
- (c) the proposed targets for KPIs for 2021/22 at Appendix 13 as endorsed by the Business Development Committee at its 73rd meeting held on 13 November 2020.

15. Members also noted the Three-year Forecast of the Mainland subsidiaries for 2021/22 to 2023/24 (paragraph 27 of paper) and the indicative funding from the Innovation and Technology Fund (ITF) to support the operation of APAS in 2021/22 - 2024/25 (paragraph 31 of paper) which did not form part of HKPC's income and expenditure forecast for the purpose of subvention requirement.

IV. Revision of Definition of 2 Key Performance Indicators (KPIs) (P.C. 39/2020)

16. Invited by the Chairman, introduced the paper and briefed Members on a proposal to revise the definition of 2 KPIs .

17. Members approved the proposal.

V. Half-yearly Report on Programme Area Distribution of Integrated Learning Courses Commenced in 2020/21 (P.C. 40/2020)

18. Invited by the Chairman, introduced the paper which informed Members of the programme area distribution of integrated learning courses commenced in the first half of 2020/21 .

19. Members approved the half-yearly report.

VI. Update on Guiding Principles on Commercialisation (P.C. 41/2020)

20. Invited by the Chairman, introduced the proposed updates on the Guiding Principles on the Commercialisation of HKPC's Technologies (Guiding Principles).

25. undertook to seek Members' approval by circulation on further update on the Guiding Principles by incorporating Members' comment at the meeting. Members agreed.

VIII. Revision of Audit Committee's Terms of Reference (P.C. 43/2020)

26. introduced the paper which proposed to revise the Terms of Reference of the Audit Committee (AC) .

27. Members approved the revised Terms of Reference of the Audit Committee as set out at the Appendix of the paper.

IX. Report from the Audit Committee (P.C. 44/2020)

28. Members noted the report from the Audit Committee on matters considered at its 54th meeting held on 17 November 2020.

X. Report from the Business Development Committee (P.C. 45/2020)

29. Members noted the report from the Business Development Committee on matters considered at its 73rd meeting held on 13 November 2020.

XI. Report from the Finance Committee (P.C. 46/2020)

30. Members noted the report from the Finance Committee on matters considered at its 70th meeting held on 13 November 2020.

XII. Report from the Staffing Committee (P.C. 47/2020)

31. Members noted the report from the Staffing Committee on matters considered at its 67th meeting held on 17 November 2020.

XIII. Any Other Business

(A) Foresight 2021

32. Members noted the update by that a large-scale virtual forum, namely Foresight 2021, was being organised with overwhelming response. Close to 8,000 registrations had been received. The 5-day event was kicked off by a “Foresight Leader Forum” on 23 November 2020 with business heavyweights who shared their visions on new development trends. This would be followed by a series of forums till 27 November 2020 on the new economic drivers of Hong Kong.

(B) Declaration of Interest

33. The Chairman said that as an annual exercise to update the Register of Members’ Interests, the Secretariat would invite Members to submit their declaration of interest in early 2021. Timely submission from Members would be appreciated.

(C) 2021 HKPC Annual Dinner and Dinner Gathering for Council Members

34. The Chairman said that because of the pandemic, the 2021 HKPC Annual Dinner and the dinner gathering to bid farewell to outgoing Council Members and welcome new Members would be put on hold. He thanked Members for their understanding.

(D) Attendance Record of Council Members

35. Members noted their attendance record for 2020 as circulated together with the meeting agenda and papers by email on 11 November 2020 and 24 November 2020 and shown at the meeting. The Chairman reminded Members to try their best to attend future meetings.

(E) Meeting Schedule for 2021

36. Members noted the tentative Council meeting schedule for 2021 shown at the meeting, as follows:

Meeting	Date and Time
146 th Council meeting	24 March 2021 (Wednesday) 3:00pm
147 th Council meeting	28 July 2021 (Wednesday) 3:00pm
148 th Council meeting	24 November 2021 (Wednesday) 3:00pm

XIV. Date of Next Meeting

37. Members noted that the next meeting was tentatively scheduled on 24 March 2021 at 3:00 p.m.