

**Revised Minutes of the 71<sup>st</sup> Meeting of the  
Finance Committee of the  
Hong Kong Productivity Council  
held at 4:30p.m. on Tuesday, 16 March 2021  
in the Board Room, 2<sup>nd</sup> Floor, HKPC Building  
78 Tat Chee Avenue, Yau Yat Chuen, Kowloon**

- Present** : Chairman - Mr. Wilson Fung Ying-wai
- Members - Mr. Mohamed D. Butt  
Mr. Bryant Chan Wan-sing  
Ms. Joyce Cheung Chung-sze\*  
(Principal Economist, representing Mr.  
Andrew Au, JP, Government  
Economist)  
Mr. Marvin Hsu Tsun-fai\*  
Ms. Vivien Lau Man-yee\*  
Mr. Indiana Wong Man-chung\*  
(Assistant Commissioner for  
Innovation and Technology (Funding  
Schemes), representing Ms. Rebecca  
Pun, JP, Commissioner for Innovation  
and Technology)  
Ms. Karmen Yeung Ka-yin\*

**In Attendance from HKPC** :

- |                     |  |
|---------------------|--|
| Dr. Lawrence Cheung | Chief Innovation Officer                 |
| Mr. Edmond Lai      | Chief Digital Officer                    |
| Ms. Vivian Lin      | Chief Operating Officer, Funding Schemes |
| Ms. Eliza Ng        | Chief People & Culture Officer           |
| Ms. Gillian Luk     | Senior Manager, Council Secretariat      |
| Mr. Nelson Wong     | Manager, Council Secretariat             |

## **Special Arrangement for the Meeting**

The Chairman said that in light of the pandemic situation, the Finance Committee (FC) meeting was held in a hybrid mode with some Members joining the meeting via Microsoft Teams application. He thanked Members for their support of the special arrangement.

## **Welcome to New Members**

The Chairman welcomed Mr. Bryant Chan Wan-sing, Ms. Vivien Lau Man-ye and Mr. Indiana Wong Man-chung who attended the meeting for the first time.

## **Vote of Appreciation**

The Chairman suggested, and Members agreed, to record a vote of appreciation to Prof. John Chai Yat-chiu and Mr. Felix Chow Bok-hin for their contribution during their tenure as Members.

## **Congratulations**

The Chairman congratulated Ms. Vivian Lin on being appointed as Chief Operating Officer, Funding Schemes with effect from 1 March 2021 and thanked her for continuing to assume the role of Chief Financial Officer until a replacement for the post was identified.

## **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 (F.C. 21/2020 Revised)**

1. The Revised Draft Minutes of the 70<sup>th</sup> FC Meeting held on 13 November 2020 had been circulated to Members and there were no further requests for amendments. The Minutes were taken as read, confirmed and signed by the Chairman.

## **II. Matter Arising**

### **(A) Secretariat Support to Technology Voucher Programme (TVP)**

2. said that the FC endorsed by circulation on 19 February 2021 paper F.C. 1/2021 for HKPC to take up the secretariat role of the TVP for 3 years initially. HKPC's involvement in the TVP was subsequently approved by the Council by circulation on 1 March 2021.

3. also said that pending the Government's announcement, HKPC would not publicise its involvement in the TVP for the time being.

### **III. Revised Programme and Estimates of HKPC for 2021/22 and Three-Year Forecast 2021/22 – 2023/24 of HKPC Income and Expenditure (F.C. 2/2021)**

4. Invited by the Chairman to introduce the paper, said that the Programme and Estimates for 2021/22 and Three-year Forecast for 2021/22 – 2023/24 which were endorsed by the Council in November 2020 had been revised to reflect, among other things, the implications of HKPC's involvement as secretariat in the TVP project. then took Members through the revisions made to the financial estimates in the paper (paragraphs 24 - 28 of the paper).

5. Continuing with presentation, said that with the endorsement by the Business Development Committee at its 74<sup>th</sup> meeting held on 16 March 2021 on the new strategic framework of HKPC with effect from 1 April 2021, the paper would be further revised to incorporate the new strategic framework when seeking the Council's approval of the paper at its 146<sup>th</sup> meeting to be held on 24 March 2021. The new framework comprised the revised vision and mission statements and core values for HKPC, the HKPC Game Plan to guide the business directions of HKPC as well as the 3-pronged strategy approved by the Council in 2016. The new framework emerged from a Voice of Industry (VOI) consultation exercise conducted by HKPC during October 2020 to January 2021. Implementation of the framework from 1 April 2021 would allow HKPC to give early response to the industry views received during the VOI exercise.

7. After discussion, Members endorsed for the Council's approval:

(a) HKPC's revised Three-Year Forecast for 2021/22-2023/24; and

(b) the detailed revised Programme and Estimates of HKPC for 2021/22. The

revised staff establishment had been endorsed by the Staffing Committee by circulation on 19 February 2021 and approved by the Council by circulation on 1 March 2021.

**IV. Financial Performance of HKPC for the Year of 2020/21 (April 2020 – January 2021) (F.C. 3/2021)**

8. Invited by the Chairman, introduced the paper which set out the financial performance of HKPC, excluding APAS, for the period from April 2020 to January 2021.

14. After discussion, Members noted the financial performance of HKPC and its branches for the period April 2020 to January 2021.

**V. Quarterly Report on HKPC's Funds (F.C. 4/2021)**

15. Members noted the quarterly report on HKPC's funds as presented by COO, covering the cash balance position as at 31 January 2021, deposit of funds in savings and time deposit accounts of various banks and interest earned.

**VI. Procurement Update (F.C. 5/2021)**

16. Invited by the Chairman, COO briefed Members on:

- (a) tender awards of over \$10M (paragraphs 6-9 of the paper) and over \$5M (paragraphs 10-14) on the insurance policies for HKPC and its related entities. The tender awards were approved respectively by the Central Tender Board at its 2<sup>nd</sup> meeting held on 25 November 2020 and by the Central Tender Board Chairman on 2 March 2021, in line with the Central Tender Board system approved by the FC at its 61<sup>st</sup> meeting held on 29 November 2017; and
- (b) the key initiatives of the Procurement Unit in 2020/21 (paragraphs 16-18 of the paper).

17. Members noted the report on procurement update.

## **VII. Any Other Business**

### **(B) Attendance Record of FC Members**

19. Members noted their attendance record for 2020 as circulated together with the meeting agenda and papers by email on 9 March 2021 and shown at the meeting. The Chairman reminded Members to try their best to attend future meetings.

## **VIII. Date of Next Meeting**

20. It was noted that the next meeting was tentatively scheduled for 20 July 2021 at 4:30 p.m.

21. There being no other business, the Chairman thanked Members for their attendance and the meeting was closed at 5:15 p.m.