



**Minutes of Hospital Authority
Administrative & Operational Meeting
held on Thursday 21 December 2023 at 2:30 pm
in Conference Hall, 2/F, HA Building, 147B Argyle Street, Kowloon**

Present :

Mr Henry FAN Hung-ling, SBS, JP (Chairman)

Mr Thomas CHAN Chung-ching, JP
Permanent Secretary for Health

Prof Francis CHAN Ka-leung, SBS, JP

Mr Lawrence CHAN Man-yiu (via web conference)

Prof CHAN Wai-yee

Mr CHAN Wing-kai

Ms Margaret CHENG Wai-ching, JP

Dr Amy CHIU Pui-yin, JP (via web conference)
Representing Director of Health

The Hon Duncan CHIU

Ms Anita FUNG Yuen-mei, BBS, JP

Mr Ambrose HO, SBS, SC, JP (via web conference)

Ms Maisy HO Chiu-ha, BBS (via web conference)

Ms Mary HUEN Wai-yi, JP (via web conference)

Mr JAT Sew-tong, SBS, SC, JP

Dr Tony KO Pat-sing, JP
Chief Executive

Mrs Sylvia LAM YU Ka-wai, SBS

Ms Jessica LEE Wing-tung (via web conference)
Representing Deputy Secretary for Financial
Services and the Treasury (Treasury)1

Dr LEUNG Wing-cheong

Prof Agnes TIWARI Fung-yee

Mr Henry TONG Sau-chai, MH, JP *(via web conference)*

Mr Philip TSAI Wing-chung, BBS, JP *(via web conference)*

Mr Anthony TSANG Hin-fun

Dr Thomas TSANG Ho-fai, BBS *(via web conference)*

Mr WAN Man-yee, BBS, JP

Ir Billy WONG Wing-hoo, BBS, JP *(via web conference)*

Mr Andy LAU
Head of Corporate Services *(Secretary)*

Absent with : Prof LAU Chak-sing, BBS, JP
apology
(*Out of
Hong Kong)

* Prof David SHUM Ho-keung

In attendance : Ms Anita CHAN
Director (Finance)

Dr Eric CHEUNG *(via web conference)*
Cluster Chief Executive (Kowloon Central)

Dr N T CHEUNG
Head of Information Technology and Health
Informatics

Dr W K CHING
Director (Strategy and Planning)

Dr K L CHUNG
Cluster Chief Executive (New Territories East)

Dr C B LAW *(via web conference)*
Cluster Chief Executive (Kowloon West)

Dr K H LAU
Deputising Cluster Chief Executive (Hong
Kong East)

Mr David MAK
Head of Human Resources

Mr Jeremiah NG
Chief Internal Auditor

Dr Simon TANG
Director (Cluster Services)

Dr S H TSUI *(via web conference)*
Deputising Cluster Chief Executive (Hong
Kong West)

Dr Michael WONG
Director (Quality and Safety)

Dr WONG Yiu-chung *(via web conference)*
Cluster Chief Executive (New Territories West)

Dr Deacons YEUNG
Cluster Chief Executive (Kowloon East)

Mr Frankie YIP
Chief Manager (Corporate Communication)

Mr Terence CHAM
Chief Manager (Business Support Services)
[For discussion of AOM Paper No. 1918]

Ms Mary YUNG
Chief Manager (Treasury, Insurance & Revenue Management)
[For discussion of AOM Paper No. 1919]

Mr Way LAM
Cluster Manager (Facility Management), Hong Kong West Cluster
[For discussion of AOM Paper No. 1920]

Dr Larry LEE
Chief Manager (Cluster Performance)
[For discussion of AOM Papers No. 1921 and 1922]

Dr Gladys KWAN
Chief Manager (Medical Grade)
[For discussion of AOM Paper No. 1923]

Ms Rowena WONG
Chief Manager (Chinese Medicine)
[For discussion of AOM Paper No. 1923]

Ms Connie WONG
Chief Manager (Budget Planning & Costing)
[For discussion of AOM Paper No. 1923]

Dr Vivien CHUANG
Chief Manager (Infection, Emergency & Contingency)
[For discussion on Preparedness for Potential Upsurge of Respiratory Infections under Any Other Business]

Mr Simon CHENG
Deputising Chief Manager (Staff Development & Wellbeing)
[For report on Senior Executive Appointments under Any Other Business]

Ms Natalia LI
Chief Manager (Boards & General)

Ms Michele LIU
Senior Manager (Boards & Support)

Ms Joanna KOO
Manager (Boards & Support)

In attendance : Ms HO Hiu-wa
(Attachees of Ward Manager (Respiratory Medical Day Care Centre), Kowloon Hospital
the Corporate Exposure Programme) Ms Elaine HUI
Medical Social Worker in charge, Tung Wah Hospital

Mr Avin HUNG
Ward Manager (Operating Theatre & Theatre Services Centre),
Princess Margaret Hospital

Mr Jack LING
Senior Physiotherapist, Princess Margaret Hospital

Dr WONG Yick-Hei
Associate Consultant (Medicine and Geriatrics), United Christian Hospital

Dr Emily YIP
Consultant (Orthopaedics & Traumatology), Tuen Mun Hospital

Declaration of Interest

The Chairman invited Members to declare conflict of interest, if any, arising from the agenda items of, or discussion at, the meeting. There was no declaration from Members.

Welcome Remarks

2. The Chairman welcomed the six sit-in colleagues, who were attachees from the Medical, Nursing and Allied Health Grades under the Corporate Exposure Programme of the Hospital Authority (HA) Head Office.

Confirmation of Minutes

3. The draft minutes of the last Administrative & Operational Meeting (AOM) held on 23 November 2023 were confirmed without amendment.

Matters Arising

Terms of Reference and Membership of Supporting Services Development Committee and Development and Works Committee (Restricted AOM Paper No.1918)

4. Mr Terence CHAM recapped the Board's approval in November 2023 for upgrading the Capital Works Subcommittee formed under the Supporting Services Development Committee (SSDC) to a separate Functional Committee (i.e. Development and Works Committee (DWC)), and highlighted the proposed Terms of Reference (TOR) of SSDC and DWC as well as the latter's co-opted membership as endorsed by the Executive Committee (EC) at its meeting held on 1 December 2023.

5. Without particular comments, Members approved the proposed TORs of SSDC and DWC, the latter's co-opted membership and the corresponding terms of appointment as detailed in the paper, which would take effect from 1 January 2024 upon establishment of DWC. Members also noted that invitation would be extended to Board Members for indication on joining DWC / SSDC after the Committee restructuring.

Board Resolution for Addition of New Banks (Restricted AOM Paper No.1919)

(without presentation)

6. Members approved the adoption of the resolution for authorising the Chairman or the Chief Executive of HA to execute bank

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documentation with two new banks, namely Chiyu Banking Corporation Ltd. and Qatar National Bank.

(Ms Mary HUEN joined the meeting at this juncture.)

**Excising Land under Hong Kong West Cluster to Facilitate Government Project for Invigorating Island South
(Confidential AOM Paper No.1920)**

(The subject was discussed and Members approved the proposals for returning part of the land of Shum Wan Laundry and Sea Water Pump House, which are under the management and control of Queen Mary Hospital of the Hong Kong West Cluster, to the Government, in order to facilitate the “Invigorating Island South Initiative” Project managed by the Development Bureau and announced in the Hong Kong Special Administrative Region Chief Executive’s 2022 Policy Address. The detailed deliberations were separately recorded in paragraphs 7 to 10.)

**Report on Key Performance Indicators
(AOM Paper No.1921)**

(The subject was discussed and Members noted the quarterly report on the Key Performance Indicators (KPI) of HA, which covered KPIs of clinical services, human resources and financial performance for the period ended September 2023. The detailed deliberations were separately recorded in paragraphs 11 to 13.

The Report on KPIs is available at <https://www.ha.org.hk/haho/ho/ca/AOM-P1921.pdf>.)

**2023 Key Performance Indicator Annual Review
(AOM Paper No.1922)**

(The subject was discussed and Members noted the recommendations of the 2023 KPI annual review made by the KPI Review Working Group and approved the list of KPIs for reporting in 2024/25. The detailed deliberations were separately recorded in paragraphs 14 to 17.)

**Annual Report on Action Plan of the Task Group on Sustainability
(Restricted AOM Paper No.1923)**

(The subject was discussed and Members noted the third annual report covering December 2022 to November 2023 on the implementation progress of (a) the latest key initiatives considered by the Task Group on Sustainability (TG) and (b) the Action Plan in taking forward the strategies endorsed by the TG and its Sub-groups and subsequently

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approved by HA. The detailed deliberations were separately recorded in paragraphs 18 to 34.)

**Progress Reports of Committees of the Hospital Authority Board
(Restricted AOM Paper No.1924)**

(without presentation)

35. Members noted the key agenda items discussed by SSDC, EC, Medical Services Development Committee, Finance Committee, Information Technology Services Committee and Audit and Risk Committee in November and December 2023; and the detailed progress reports from EC, Human Resources Committee and Main Tender Board in November 2023.

Any Other Business

Preparedness for Potential Upsurge of Respiratory Infections

(The subject was discussed and Members noted the latest situation of respiratory pathogens, including COVID-19 and influenza, and HA's response measures. The detailed deliberations were separately recorded in paragraphs 36 to 38.)

Senior Executive Appointments

39. Members noted the following appointments:

- (a) Dr David SUN Tin-fung (孫天峯醫生), currently Hospital Chief Executive of North District Hospital, New Territories East Cluster, as Head of HA Academy with effect from 5 February 2024;
- (b) Mr Dickson WONG Wing-cheong (黃永昌先生), currently Chief Systems Manager (Information Technology & Electronic Health Record Operations), as Chief Systems Manager (Clinical Systems Product & Quality) with effect from 1 April 2024; and
- (c) Mr Ambrose LAU Chap-hing (劉集興先生), former Chief Manager (Staff Development & Wellbeing), as Chief Manager (Human Resources Policy & System) with effect from 1 December 2023.

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Date of Next Meeting

40. The next AOM was scheduled for Thursday, 25 January 2024 at 2:30 pm in the Conference Hall, HA Building.

41. There being no other business, the meeting was adjourned at 4:15pm.

Hospital Authority
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AL/NL/ML/st
5 January 2024