



**Minutes of Hospital Authority
Administrative & Operational Meeting
held on Thursday 31 March 2022 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 Food and Health (Health)	(via web conference)
Prof Francis CHAN Ka-leung, SBS, JP	(via web conference)
Prof CHAN Wai-yee	(via web conference)
Mr CHAN Wing-kai	(via web conference)
Ms Margaret CHENG Wai-ching, JP	(via web conference)
The Hon Duncan CHIU	(via web conference)
Mr Ambrose HO, SBS, JP	(via web conference)
Ms Maisy HO Chiu-ha, BBS	(via web conference)
Ms Mary HUEN Wai-yi	(via web conference)
Dr Tony KO Pat-sing Chief Executive	
Mrs Ann KUNG YEUNG Yun-chi, JP	(via web conference)
Mr Daniel LAM Chun, SBS, JP	(via web conference)
Mr Franklin LAM Fan-keung, BBS	(via web conference)
Dr Ronald LAM Man-kin, JP Director of Health	(via web conference)
Prof LAU Chak-sing, JP	(via web conference)

Mr Raistlin LAU Chun, JP
Deputy Secretary for Financial Services and
the Treasury (Treasury)1 (via web conference)

Ms Lisa LAU Man-man, BBS, MH, JP (via web conference)

Prof Gabriel Matthew LEUNG, GBS, JP (via web conference)

Dr LEUNG Wing-cheong (via web conference)

Prof David SHUM Ho-keung (via web conference)

Prof Agnes TIWARI Fung-yee (via web conference)

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

Dr Thomas TSANG Ho-fai (via web conference)

Mr WAN Man-yee, BBS, JP (via web conference)

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

Miss Margaret CHEUNG
Head of Corporate Services (Secretary)

Absent with : Mr David FONG Man-hung, BBS, JP
apology
(*Out of HK)

In attendance : Ms Anita CHAN (via web conference)
Director (Finance)

Dr Beatrice CHENG (via web conference)
Cluster Chief Executive (New Territories East)

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

Dr N T CHEUNG (via web conference)
Head of Information Technology and Health
Informatics

Dr K L CHUNG (via web conference)
Director (Quality and Safety)

Dr K H LAU (via web conference)
Chief Manager (Quality & Standards)

Dr C B LAW Cluster Chief Executive (Kowloon West)	<i>(via web conference)</i>
Dr Libby LEE Director (Strategy and Planning)	<i>(via web conference)</i>
Dr Theresa LI Cluster Chief Executive (Hong Kong West)	<i>(via web conference)</i>
Mr David MAK Head of Human Resources	<i>(via web conference)</i>
Mr Jeremiah NG Chief Internal Auditor	<i>(via web conference)</i>
Dr Loletta SO Cluster Chief Executive (Hong Kong East)	<i>(via web conference)</i>
Dr Simon TANG Cluster Chief Executive (New Territories West)	<i>(via web conference)</i>
Dr K T TOM Cluster Chief Executive (Kowloon East)	<i>(via web conference)</i>
Dr Deacons YEUNG Director (Cluster Services)	<i>(via web conference)</i>
Mr Frankie YIP Chief Manager (Corporate Communication)	
Ms Wincy WONG Chief Manager (HR Policy & System) [For discussion of AOM Papers No. 1740 and No. 1746]	
Ms Anita LEE Chief Manager (Budget Planning & Management) [For discussion of AOM Paper No. 1741]	
Dr Flora TSANG Chief Manager (Strategy, Service Planning & Knowledge Management) [For discussion of AOM Paper No. 1741]	<i>(via web conference)</i>

Dr Vivien CHUANG
Chief Manager (Infection, Emergency &
Contingency)
[For discussion of “Update on COVID-19”]

Dr Tony HA
Chief Manager (Primary & Community
Services)
[For discussion of “Updates on COVID-19”]

Dr Benjamin LEE *(via web conference)*
Chief Pharmacist
[For discussion of “Updates on COVID-19”]

Mr Ambrose LAU
Chief Manager (Staff Development &
Wellbeing)
[For discussion of Any Other Business]

Mr Andy LAU
Chief Manager (Boards & General)

Ms Phoebe LEUNG
Senior Manager (Boards & Support)

Ms Joanna KOO
Manager (Boards & Support)

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 extended a warm welcome to Dr Eric CHEUNG for joining the Administrative & Operational Meeting (AOM) in his capacity as the Cluster Chief Executive (Kowloon Central), and Mr Jeremiah NG in his capacity as Chief Internal Auditor of the Hospital Authority (HA) with effect from 1 March 2022.

Confirmation of Minutes

3. The draft minutes of the last AOM held on 25 February 2022, which had been revised and circulated to Members on 28 March 2022, were confirmed without further amendments.

Matters Arising

Circulation of Paper

4. It was reported that AOM Paper No. 1735 on “Report on Key Performance Indicators” was circulated to Members for information on 23 March 2022.

Membership of Main Tender Board
(Restricted AOM Paper No.1736)

5. Members approved the proposed co-option of members to the Main Tender Board (MTB) as detailed in the paper for the membership term commencing on 1 April 2022.

Membership of Hospital Governing Committees
(Restricted AOM Paper No.1737)

6. Members approved the proposed appointments and re-appointments to the Hospital Governing Committees (HGCs) of Hong Kong Children’s Hospital, Pamela Youde Nethersole Eastern Hospital, Tin Shui Wai Hospital, Tuen Mun Hospital, Hong Kong Buddhist Hospital, Kwong Wah Hospital & Tung Wah Group of Hospitals (TWGHs) Wong Tai Sin Hospital, Tung Wah Hospital & Tung Wah Eastern Hospital & TWGHs Fung Yiu King Hospital and Yan Chai

Action by

Hospital for one-year term commencing on 1 April 2022 as detailed in the paper. The outstanding nominations from the parent body of Pok Oi Hospital (POH) and the Regional Advisory Committees (RACs), when received, would be submitted to the Board for approval.

(Post-meeting note : The outstanding appointments and reappointments to the HGC of POH were subsequently approved by the Board on 12 April 2022 via circulation of AOM Paper No. 1747.)

Membership of Regional Advisory Committees

(Restricted AOM Paper No.1738)

(without presentation)

7. Members approved the proposed appointments to the RACs for Hong Kong, Kowloon and the New Territories as detailed in the paper, for the one-year term commencing on 1 April 2022.

Membership of The Queen Elizabeth Hospital Charitable Trust

(Restricted AOM Paper No.1739)

(without presentation)

8. Members approved the appointment of Dr Thomas TSANG Ho-fai (曾浩輝醫生) as chairman of the Board of Trustees of the Queen Elizabeth Hospital (QEH) Charitable Trust for a term of three years from 1 April 2022 or until his membership in the HGC of QEH ceased, whichever was the earlier. The Board also authorised the Chairman, the Chief Executive (CE) and any one member of the Board to fix the seal of HA and authenticate the fixing of the seal for executing the Trust Deed for effecting this membership change.

Special Scheme for Radiologists: Financial Implications against Radiologist Posts Involved

(Minutes of the last AOM held on 25 February 2022)

(This subject was discussed and the detailed deliberations were separately recorded in paragraph 9.)

Forecast of Agenda Items for the Hospital Authority Administrative and Operational Meetings and Open Board Meetings in 2022/23

(Restricted AOM Paper No.1743)

(without presentation)

10. Members approved the proposed agenda forecast for AOMs and Open Board Meetings (OBMs) in 2022/23 as respectively set out in Annexes 2 and 3 of the paper, on the understanding that changes and additions might be made to the planned agendas to incorporate contingency and urgent matters arising during the year. The Management

Action by

would continue to seek the approval of the Executive Committee (EC) on the monthly meeting agendas of AOMs and quarterly meeting agendas of the OBM.

**Report on Write-off / Waiver Cases (Over \$1 Million Each)
(Restricted AOM Paper No.1744)**

(without presentation)

(Members endorsed write-off or waiver cases, as approved by CE of HA during the period from 1 July to 31 December 2021. The details were separately recorded in paragraphs 11 to 12.)

**Leave Encashment for Hospital Authority Staff
(Confidential AOM Paper No.1740)**

(This subject was discussed and Members endorsed the proposed framework on leave encashment under the prevailing human resource policy in HA so as to facilitate the management to approve leave encashment by staff for managing their annual leave balances accumulating due to the COVID-19 pandemic, high attrition rates, and severe manpower shortages. The detailed deliberations were separately recorded in paragraphs 13 to 17.)

**Proposed Special Subsidy for Hospital Authority Frontline Staff
Providing Cleansing and Security Services
(Confidential AOM Paper No.1746)**

(This subject was discussed and Members approved the proposed Special Subsidy for HA frontline staff providing cleansing and security services, with retrospective effect from February 2022 for a period of five months to June 2022. The detailed deliberations were separately recorded in paragraphs 18 to 21.)

**Proposed 2022/23 Hospital Authority Budget Plan
(Restricted AOM Paper No.1741)**

(This subject was discussed and Members approved the HA proposed 2022/23 Budget Plan; and the proposed 2022/23 budget allocation to the clusters and the Head Office. The detailed deliberations were separately recorded in paragraphs 22 to 31.)

(Mr CHAN Wing-kai and Dr K L CHUNG joined the meeting at this juncture.)

**Reporting of Environmental, Social and Governance in Hospital Authority Annual Report 2021-2022
(Restricted AOM Paper No.1742)**

(This subject was discussed and Members approved the proposed incorporation of Environmental, Social and Governance reporting in HA Annual Report 2021-2022. The detailed deliberations were separately recorded in paragraphs 32 to 38.)

Updates on COVID-19

(This subject was discussed and Members noted the updates on COVID-19 in respect of the latest situation update; designated clinics and patient support call centre. The detailed deliberations were separately recorded in paragraphs 39 to 54.)

**Progress Reports of Committees of the Hospital Authority Board
(Restricted AOM Paper No.1745)**

(without presentation)

55. Members noted the key agenda items discussed by Human Resources Committee, Emergence Executive Committee (EEC), EC and Audit and Risk Committee (ARC) in March 2022; and the detailed progress reports from EEC, HRC, Medical Services Development Committee, Supporting Services Development Committee, MTB, EC, ARC, Information Technology Services Committee and FC in February and March 2022.

Any Other Business

Senior Executive Appointment

56. Members noted the appointment of Mr Raymond KWOK King-wai (郭敬威先生), currently Senior Manager (Building Works), as Chief Project Manager (Building Works) with effect from 1 April 2022.

Date of Next Meeting

57. The next AOM was scheduled for Thursday, 28 April 2022 at 2:30 pm in the Conference Hall, HA Building.

58. There being no other business, the meeting was adjourned at 5:00 pm.