



**Minutes of Hospital Authority
Administrative & Operational Meeting
held on Monday 23 September 2024 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 (via web conference)
Permanent Secretary for Health

Mr Lawrence CHAN Man-yiu (via web conference)

Prof CHAN Wai-yee (via web conference)

Ms Anita FUNG Yuen-mei, BBS, JP (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

Mr Matthew KWOK Pui-ho

Mrs Sylvia LAM YU Ka-wai, SBS

Prof LAU Chak-sing, BBS, JP

Dr Jackie LEUNG Ching-kan (via web conference)
Representing Director of Health

Mr Charles NG Ting-chau (via web conference)
Representing Deputy Secretary for Financial
Services and the Treasury (Treasury)1

Prof David SHUM Ho-keung (via web conference)

Prof Agnes TIWARI Fung-yee (via web conference)

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

Mr Philip TSAI Wing-chung, BBS, JP

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

Mr WAN Man-yee, BBS, JP

Ir Billy WONG Wing-hoo, BBS, JP

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

Absent with :
apology
(*Out of
Hong Kong)

Mr CHAN Wing-kai

Ms Margaret CHENG Wai-ching, JP

The Hon Duncan CHIU

* Prof Philip CHIU Wai-yan

Mr Ambrose HO, SBS, SC, JP

Ms Maisy HO Chiu-ha, BBS, JP

* Mr Anthony TSANG Hin-fun

Prof ZHANG Zhang-jin

In attendance :

Mr Alvin CHAN
Deputising Director (Finance)

Mr Alan CHEUNG
Representing Director (Strategy and Planning)

Dr N T CHEUNG
Head of Information Technology and Health
Informatics

Dr K L CHUNG *(via web conference)*
Cluster Chief Executive (New Territories East)

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

Dr Theresa LI *(via web conference)*
Cluster Chief Executive (Hong Kong West)

Dr Y C LI *(via web conference)*
Representing Cluster Chief Executive
(Kowloon Central)

Ir Kelvin LO
Director (Development and Works)

Mr David MAK
Head of Human Resources

Mr Jeremiah NG
Chief Internal Auditor

Dr Loletta SO, MH
Cluster Chief Executive (Hong Kong East)

Dr Simon TANG
Director (Cluster Services)

Dr Michael WONG
Director (Quality and Safety)

Dr Raymond WONG
Representing Cluster Chief Executive
(Kowloon East) *(via web conference)*

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

Mr Frankie YIP
Chief Manager (Corporate Communication)

Mr William CHUI
Chief Pharmacist
[For discussion of AOM Paper No. 1981]

Mr Ambrose LAU
Chief Manager (HR Policy & System)
[For discussion of AOM Paper No. 1982]

Mr Alvin CHAN
Chief Manager (Financial Control & Operation)
[For discussion of AOM Paper No. 1982]

Dr Anna TONG
Chief Manager (eHealth)
[For discussion of AOM Paper No. 1983]

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

Ms Michele LIU
Senior Manager (Boards & Support)

Ms Josephine CHAN
Manager (Boards & Support)

In attendance : (Attachees of the Corporate Exposure Programme)	Dr Jasmine CHAN Associate Consultant, Department of Medicine & Geriatrics, Our Lady of Maryknoll Hospital
	Ms Nora FU Department Manager, Physiotherapy Department, Grantham Hospital
	Ms Mandy MAK Clinical Stream Coordinator (Cluster Allied Health) and Cluster Coordinator (Physiotherapy), New Territories West Cluster / Department Manager (Physiotherapy), Tuen Mun Hospital
	Mr Alpha PANG Accountant / Corporate Finance Manager I (Financial Advisory Services & Development), Finance Division, Head Office

Action by

Welcome Remarks

The Chairman welcomed the four sit-in colleagues, who were attachees from the Medical, Allied Health and Administrative disciplines under the Corporate Exposure Programme of the Hospital Authority (HA) Head Office (HO).

Declaration of Interest

2. 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.

Confirmation of Minutes

3. The draft minutes of the last Administrative & Operational Meeting (AOM) held on 18 July 2024 were confirmed without amendment.

Matters Arising

Circulation of Paper

4. It was reported that AOM Paper No. 1973 on “Report on Key Performance Indicators” was circulated to Members for information on 12 September 2024.

Audited Financial Statements of the Hospital Authority for 2023/24 (Restricted AOM Paper No.1974)
(without presentation)

5. Members approved the draft audited financial statements of HA for the financial year 2023/24 in Annex 1 of the paper distributed to Members, as endorsed by the Audit and Risk Committee (ARC) and the Finance Committee (FC) at their joint meeting held on 16 July 2024.

2023/24 Audited Financial Statements of the Hospital Authority Public-Private Partnership Fund (Restricted AOM Paper No.1975)
(without presentation)

6. Members approved the 2023/24 audited financial statements of HA Public-Private Partnership (PPP) Fund at the Annex of the paper distributed to Members, as endorsed by the Management Committee for the HA PPP Fund and Clinical PPP Programmes on 25 June 2024 and FC on 16 July 2024. Details were set out in the paper.

Action by

2023/24 Audited Accounts of the Clinical Services Improvement Projects for the Department of Health Undertaken by the Hospital Authority

(Restricted AOM Paper No.1976)

(without presentation)

7. Members approved the 2023/24 audited accounts of the Clinical Services Improvement Projects undertaken by HA for the Department of Health at Annex 1 of the paper distributed to Members, as endorsed by FC on 16 July 2024 and Information Technology Services Committee (ITSC) on 17 September 2024.

Membership of the Trust Board of the Hospital Authority Provident Fund Scheme

(Restricted AOM Paper No.1977)

(without presentation)

8. Members approved the re-appointment of Mr Philip TSAI Wing-chung (蔡永忠先生) as the Chairman of the Board of Trustees of the Hospital Authority Provident Fund Scheme (HAPFS) and Mr Alex CHU Wing-yiu (朱永耀先生) as a Trustee of HAPFS, both for a term of two years from 19 November 2024 to 18 November 2026. Details were set out in the paper distributed to Members.

Membership of Hospital Authority Functional Committees

(Restricted AOM Paper No.1978)

(without presentation)

9. Members approved the following appointments / reappointments to the New Territories Regional Advisory Committee (NTRAC) and Functional Committees of the HA Board which were endorsed by the Executive Committee (EC) on 9 September 2024 via circulation :

- (a) Appointment of Mr JAT Sew-tong (翟紹唐先生) as Chairman of NTRAC vice Professor Agnes TIWARI Fung-yee (羅鳳儀教授) with effect from 1 December 2024 until the cessation of his membership at the HA Board; and
- (b) other proposed appointments and reappointments of Co-opted Members of the Development and Works Committee, Task Force on Legal Matters and Public Complaints Committee, and their respective terms of appointment as set out in the paper distributed to Members.

Action by

**Proposed Updates on Delegation of Authority Manual on Human Resources Functions in Hospital / Head Office upon Periodic Review
(Confidential AOM Paper No.1979)**

(without presentation)

10. Members approved the updates in the Delegation of Authority Manual on human resources functions in HA hospitals and HO following a periodic review. The proposal was endorsed by the Human Resources Committee (HRC) at its meeting held on 16 September 2024. Details were set out in the paper distributed to Members.

**Amendment to Trust Deed of The Hospital Authority New Territories West Cluster Hospitals Charitable Trust
(Restricted AOM Paper No.1980)**

(without presentation)

11. Members approved the amendment to the Trust Deed of The Hospital Authority New Territories West Cluster Hospitals Charitable Trust; and authorised the Chairman, Chief Executive 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 the amendment. Details were set out in the paper distributed to Members.

**Optimisation of Drug-related Committees to Expedite Listing of New Drug and Promote Safe, Rational and Cost-effective Use of Drugs in the Hospital Authority
(Restricted AOM Paper No.1981)**

(The subject was discussed and Members approved the proposed optimisation of the roles and functions of drug-related committees in HA to expedite listing of new drugs on the HA Drug Formulary, and the proposed strategies to promote safe, rational and cost-effective use of drugs. The detailed deliberations were separately recorded in paragraphs 12 to 20.)

(Ms Anita FUNG joined the meeting at this juncture.)

**Proposed Further Enhancement to Home Loan Interest Subsidy Scheme
(Restricted AOM Paper No.1982)**

(The subject was discussed and Members noted the progress update on the implementation of the Enhanced Home Loan Interest Subsidy Scheme (HLISS); and approved the further enhancements to HLISS and the amendments to the Terms and Conditions of Original and Enhanced HLISS. The detailed deliberations were separately recorded in paragraphs 21 to 29.)

Action by

**Annual Update on Electronic Health Record Programme Undertaken by the Hospital Authority
(Restricted AOM Paper No.1983)**

(The subject was discussed and Members noted the progress of the Electronic Health Record (eHR) Programme undertaken by HA as the Government's technical agency, as well as the implementation progress in respect of HA as a healthcare provider participating in the eHR Sharing System (eHealth). The detailed deliberations were separately recorded in paragraphs 30 to 37.)

**Corporate Communication Work Plan
(Restricted AOM Paper No.1984)**

(Members noted the corporate communication plan of HA for 2024/25. The detailed deliberations were separately recorded in paragraphs 38 to 41.)

**Progress Reports of Committees of the Hospital Authority Board
(Restricted AOM Paper No.1985)**

(without presentation)

42. Members noted the key agenda items discussed by the Supporting Services Development Committee, EC, HRC and the joint meeting of FC and HRC in August and September 2024; and the detailed progress reports from ITSC, EC, HRC, FC, the joint meeting of ARC and FC, Main Tender Board and Medical Services Development Committee from June to August 2024.

Any Other Business

Senior Executive Appointments

43. Members noted the following appointments:

- (a) Dr Ada YU Hoi-yan (余海欣醫生), currently Chief Manager (Planning & Commissioning) of New Territories East Cluster, as Hospital Chief Executive (Bradbury Hospice & Cheshire Home, Shatin & Shatin Hospital) with effect from 1 October 2024; and
- (b) Mr Anthony HO Kwok-chung (何國聰先生), currently Chief Project Development Officer of Hong Kong Science & Technology Parks Corporation, as Chief Project Manager of Development & Works Division with effect from 17 October 2024.

Action by

National Flag Raising Ceremony for the Founding of the People's Republic of China

44. Members noted that, as mentioned in the last AOM, a national flag raising ceremony would be held at the HA Building on 1 October 2024 at 10:30am to celebrate the 75th anniversary of the Founding of the People's Republic of China. Members of the HA Board and Hospital Governing Committees, as well as senior management staff from HAHO, Clusters and hospitals were invited to participate in this important celebration event. Press release would be issued and photos of the event would be uploaded to social media platforms. Members were encouraged to actively participate in the event.

Report of the Review Committee on the Management of the Public Hospital System

(Members noted that the Review Committee on the Management of the Public Hospital System had submitted its report to HA on 21 September 2024. The detailed deliberations were separately recorded in paragraph 45.)

Date of Next Meeting

46. The next AOM was scheduled for Thursday, 24 October 2024 at 2:30 pm in the Conference Hall, HA Building.

47. There being no other business, the meeting was adjourned at 3:35 pm.

Hospital Authority
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3 October 2024