

Administration

Attendance at Council Meetings

The Council has held six meetings in the year 2016/2017. Attendance rate of respective members is set out in the table below:

Name of Council Member	No. of Meetings Attended	Attendance Rate
Dr Eric LI Ka Cheung	6	100%
Ms Juliana CHOW	4	66%
Mr Albert IP [#]	3	100%
Ms Anna KWONG	6	100%
Mrs Ayesha Macpherson LAU [*]	3	100%
Mr Clarence LEUNG	5	83%
Mr Joseph LI [#]	2	66%
Ms Melissa PANG	4	66%
Ms Josephine PINTO	6	100%
Ms Connie WONG Wai Ching	4	66%
Director of Legal Aid	6	100%

* New member who joined the Council on 1 September 2016. During the period from September 2016 to March 2017, three meetings were held.

Former member who left the Council on 1 September 2016. During the period from April to August 2016, three meetings were held.

Housekeeping and Green Management Measures

The works to enhance the office security was completed in August 2016. CCTV and Audio/Visual Intercom System had been installed at the entrance of the Council office. In regard to IT security, the Council, with reference to the guidelines issued by the Office of the Government Chief Information Officer, is in the course of formulating in-house guidelines to remind the Council staff to use their computers and transmit the electronic data in a secure manner and to reinforce the awareness against information leakage and IT security attacks.

The Council is committed to providing eco-friendly services and working environment. To minimize the environmental impacts, the Council has taken different measures including adopting electronic platform in disseminating information, avoiding sending original documents which have been sent by electronic means, reducing lighting to minimum requirement for illumination and setting office equipment to energy saving mode. The Council also follows the Reduce Reuse and Recycle (3Rs) concept and try its best to be an environmentally conscious consumer. In 2016/2017, the Council donated the obsolete computer equipment to the charity organization.

Staff and Finance

As at 31 March 2017, two posts in the secretariat were filled by contract staff recruited by the Council while four other posts were filled by civil servants seconded from the Government.

Subventions received from the Government for 2016-2017 was \$6.367 million. Total expenditure of the year was \$6.323 million.

