

**THE HONG KONG INSTITUTE OF SURVEYORS  
PROPERTY AND FACILITY MANAGEMENT DIVISION (PFMD)  
MINUTES OF THE ANNUAL GENERAL MEETING 2017**

Date : 16 November 2017 (Thursday)  
Time : 7:10 pm  
Venue : Surveyors Learning Centre

Room 1207, 12<sup>th</sup> Floor Wing On Centre  
111 Connaught Road, Sheung Wan  
Hong Kong

Present : A total of 13 corporate members as per attendance list.  
A total of 7 proxy forms were received.

**Matters Arising**

**1. Apologies for Absence**

Apologies were received from Sr Dr Edmond Cheng, Sr Gary Yeung, Sr Rebecca Lee, and Sr Jonathan Lee.

**2. Adoption of the minutes of the Annual General Meeting held on 15 November 2016**

A quorum was present and the meeting was called to order at 7:10pm by the Chairman, Sr Prof Eddie Hui.

As no proposed amendment was received, the minutes of the Annual General Meeting held on 15 November 2016 was unanimously approved and adopted. (Proposer: Sr Dr Kenny Chan; Seconder: Sr K.W. Lam)

**3. Chairman's Report for the year 2016/17**

Sr Prof Eddie Hui presented the Chairman's Report for the year 2016/17 highlighting the achievements and major activities as follows:

- (i) Two research studies had been completed. One of them was entitled "The Effective Use of Web-based Tools for Property Management Companies in Hong Kong". The PFMD commissioned the University of Hong Kong to conduct the study. Its objectives were twofold. First, this study was to investigate the current developments in web-based property management tools in Hong Kong. Second, it was to understand how to improve the user-friendliness of the current user-interfaces, whereby residents could accomplish the available functions more effectively. The study had explored the extent to which we could maximize the capabilities of web-based and 'cloud' technologies and how this could benefit the property and facility management profession. The other research study was entitled "The Relationship between Green-Certified (BEAM Plus) Buildings and Property Prices in Hong Kong". PFMD commissioned the Hong Kong

Polytechnic University to conduct this research study. The aim of this research study was to investigate the relationship between the transaction prices of flats in residential property developments and BEAMS Plus certification. Both research reports had been uploaded onto the website of HKIS for reference.

- (ii) Following the LegCo's enactment of the Property Management Services Ordinance, the Property Management Services Authority (PMSA) was established by late 2016. The PMSA had since been responsible for regulating the mandatory licensing regimes for property and facility management companies and practitioners in Hong Kong. In October 2017, the PMSA held two Focus Group meetings to solicit views on licensing issues for companies and practitioners. During the meetings, the PFMD had expressed its views for its members. In addition, the division worked with other major stakeholders of the industry. They were, namely, HKIH, CIHAPB, HKAPMC, HKIFM, HMRB and RICS. The seven institutions submitted a joint letter to the PMSA to further articulate concerns on important regulating issues, such as the definition of property management, licensing requirements on the property management companies as well as the academic requirements, professional qualifications and experience for the Tier 1 and Tier 2 property management practitioners.
- (iii) Various CPD events and site visits conducted by the Division in the year 2016/2017.
- (iv) As at 13 Oct 2017, the total number of Corporate Members in PFMD were 769. Of it, 734 were holding multiple membership. In addition, there were 33 probationers and 7 student members.
- (v) The Division had been willing to cultivate youngsters to study and contribute to the property and facilities management sector. In view of this, the Division had recently set up a working group to review the study tour proposal(s). This initiative aimed to provide financial assistance to potential and future youngsters for their study tour if they could fulfil the Division's funding criteria.
- (vi) PFMD had actively promoted itself in general public through a wide range of activities over the year 2016/7. It was through these activities that the Division played an all-the-more influential role in society and particularly among secondary schools and tertiary education institutions. In addition, the Division had spared no effort in supporting the structural learning process among probationers.
- (vii) In order to promote the image of HKIS to the public, the HKIS DRC had proposed to introduce the Mediation Pro-bono Scheme to the public. Mediation Pro-bono Scheme pamphlet, Application Form and Disclaimer Clause were being prepared for launching in due course.
- (viii) Chairman expressed his heartfelt gratitude to our Council Members for their unfailing support and valuable contributions to the PFMD Division. Special thanks went to all our fellow PFMD members for their commitment to the well-being of the Division.

The Chairman's Report was adopted in the meeting.  
(Proposer : Sr K.S. Wong; Seconder : Sr Ray Ng)

**4. Honorary Treasurer's report for the year 2016/17**

Sr Terence Wai presented the Honorary Treasurer's Report for the year 2016/17. As at 31 October 2017, there was an accumulative surplus of HK\$418,745.20.

**5. Approval of the Divisional Account for the year 2016/17**

The Divisional Account for the year 2016/17 was received and confirmed.  
(Proposer: Sr Oliver Chan, Seconder : Sr Raymond Chan )

**6. Election of Office Bearers and Council Member for the Year 2017-19**

The Chairman informed that the nominations did not exceed the required number of Council members. It was confirmed that all nominations of the office bearers and the Council Members for the year 2017-19 were elected, the details of which were as follows:

<b>Chairman</b>	Sr Hui Wah Lun, Daniel
<b>Vice Chairman</b>	Sr Hung Chuen Ka, Charles
<b>Vice Chairman</b>	Sr Wong Kwai Sing, Kays
<b>Hon. Secretary</b>	Sr Dr Chan Kwok Hung, Kenny
<b>Hon. Treasurer</b>	Sr Wong Shing, Alan
<b>Council Members</b>	Sr Cheng Kam Wah, Edmond
	Sr Chan Wai Kin, Raymond
	Sr Chan Yiu Keung, Oliver
	Sr Dr Chan Yuk Kit, James
	Sr Lee Leung Si, Rebecca
	Sr NG Kit Wah, Ray
	Sr Dr LAM Kwok Wing
	Sr LAW Yeuk Tim
	Sr LEE Man Kwong, Jonathan
	Sr LEE Man Ho, Louis
	Sr CHENG Po Ming
	Sr LEUNG Chin Pak
	Sr TANG Ngar Man Amy
	Sr CHAN Ka Yiu
Sr CHAN Hoi Yung	

**7. Any Other Business**

Sr Daniel Hui thanked all members who attended the meeting and the hard work made by the Council Members over past year.

Sr Daniel Hui would hold PFMD in coming two years 2017-19 and lead the Council to contribute in major issues such as sub-legislation relating to our profession. Members noted that PFMD had been all along encouraging more young members to contribute for HKIS.

There being no other business, the meeting adjourned at 7:40p.m.

Minutes Approved and Signed By

Signed By

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Sr Prof Eddie Hui  
Chairman of PFMD – HKIS

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Sr Alan Wong  
Hon. Secretary of PFMD - HKIS