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Panel on Commerce and Industry

Meeting on 27 February 2018

Updated background brief on the development of the testing and certification industry in Hong Kong

Purpose

This paper provides updated background information on the development of the testing and certification ("T&C") industry in Hong Kong and the work of the Hong Kong Council for Testing and Certification ("HKCTC"). It also summarizes members' views and concerns on the subject matter in previous discussions of the Panel on Commerce and Industry ("the Panel").

Background

- 2. T&C is an industry with good development potential and a sector where Hong Kong enjoys clear advantages. Over the years, the industry has established a good foundation, based on a robust accreditation system, high professional standards and an excellent reputation.
- 3. In September 2009, the Administration established HKCTC to advise on the overall strategy to support the development of the T&C industry. The vision of HKCTC is to develop Hong Kong into a T&C hub in the region by reinforcing the branding of "Tested in Hong Kong, Certified in Hong Kong".

The Hong Kong Council for Testing and Certification ("HKCTC") comprises members from the testing and certification ("T&C") industry, business sector and professional organisations as well as the relevant public bodies and Government departments. All members are appointed by the Chief Executive. The Innovation and Technology Commission ("ITC") provides secretariat and executive support to HKCTC.

- 4. In March 2010, HKCTC proposed a three-year market-oriented development plan for the T&C industry. The Administration accepted all the recommendations of HKCTC in April 2010, and worked closely with HKCTC in adopting a dual approach to support the development of the T&C industry, i.e. making general improvements to the accreditation service and factors of production of the industry on the one hand, whilst focusing particular attention on six specific trades with good potential in using T&C services on the other. The six specific trades are Chinese medicines, construction materials, food, jewellery, environmental protection, as well as information and communications technologies.
- 5. In March 2013, HKCTC submitted a Review Report ² on the implementation progress of its three-year development plan for the T&C industry to the Chief Executive and recommended the continuation of the dual approach to spearhead the development of the T&C industry. The Review Report was subsequently accepted by the Administration. At the meeting of the Panel on 16 April 2013, the Panel also supported promoting the further development of Hong Kong's T&C industry in the Mainland and HKCTC's recommendations as set out in the Review Report.

Major progress in promoting the development of testing and certification industry

Improving the accreditation service

- 6. Accreditation³ is the cornerstone of Hong Kong's T&C industry, and adds to the credibility of results issued by T&C establishments. In Hong Kong, accreditation service is provided by the Hong Kong Accreditation Service ("HKAS") under the Innovation and Technology Commission ("ITC").
- 7. Over the years, HKAS has extended its accreditation service to

See the full Review Report (http://www.hkctc.gov.hk/en/doc/HKCTCAnnualReport_2016-17_Eng.pdf).

Accreditation is the third-party attestation related to a conformity assessment body conveying formal demonstration of its competence to carry out specific conformity assessment tasks. Laboratories, inspection bodies and certification bodies are common types of conformity assessment bodies.

conformity assessment bodies in new areas.⁴ In 2016-2017, HKAS has extended its accreditation service to conformity assessment bodies undertaking (a) certification of quality management system and environmental management system for water supply; and (b) construction product certification on paint products and aggregate for concrete.

8. HKAS represents Hong Kong on the International Accreditation Forum and International Laboratory Accreditation Cooperation ("ILAC"). Moreover, HKAS has concluded mutual recognition arrangements with other accreditation bodies by being one of the signatories of ILAC and Asia Pacific Laboratory Accreditation Cooperation Multilateral Mutual Recognition Arrangement for testing, calibration, medical testing, proficiency testing providers and reference material producers. Through the multilateral mutual recognition arrangements administered by international and regional accreditation cooperations, endorsed reports and accredited certificates issued by HKAS's accredited organizations are recognized by 94 accreditation bodies in 94 economies, including Hong Kong's major trading partners. Such multilateral arrangement greatly facilitates the acceptance of the results of our T&C establishments outside Hong Kong.

Nil waiver fee for testing laboratories operating in industrial buildings

- 9. T&C establishments are usually located in industrial buildings. The leases of many industrial buildings contain user restriction clauses where testing and calibration laboratories would need to apply for a waiver from Lands Department ("LandsD") in order to operate.
- 10. To facilitate the operation of testing and calibration laboratories in industrial buildings, the Administration decided to forgo the waiver fees that would otherwise be chargeable for issuing waivers to accommodate T&C uses. With effect from 1 February 2016, owners of industrial premises can

In 2014-2015, the Hong Kong Accreditation Service ("HKAS") extended its accreditation service to conformity assessment bodies undertaking (a) verification of greenhouse gas assertions at product level; (b) performing testing under the Supplement X to the Mainland and Hong Kong Closer Economic Partnership Arrangement ("CEPA"); (c) operation of Chinese Materia Medica certification scheme; and (d) operation of construction product certification schemes on water closet suites and unplasticized polyvinyl chloride pipes and fittings for foul water drainage.

In 2015-2016, HKAS further extended its accreditation service to conformity assessment bodies undertaking (a) certifications of quality management system and environmental management system for recycling industry; (b) performing testing under the Agreement between the Mainland and Hong Kong on Achieving Basic Liberalization of Trade in Services in Guangdong and Supplement X to CEPA; and (c) testing of lead content in solder or filler metal used in soldering, brazing and welding construction methods.

apply to the LandsD for a waiver in order to accommodate testing and calibration laboratories inside the premises and there would be no need for successful applicants to pay the usual waiver fee chargeable by the Government.

11. This measure, which was formulated after taking into account the views of the T&C industry and HKCTC, aims at allowing testing and calibration laboratories more choices of suitable premises in the market by addressing existing industrial land lease constraints.

Enhancement to manpower, capital and technology

Manpower

- 12. On manpower, students and practitioners are the main targets of the Administration's efforts to promote the development of T&C industry. As it is important to increase students' awareness and understanding of the industry at an early stage, HKCTC regularly organizes career talks for students of local universities and the Vocational Training Council, arranges for secondary school students to visit testing laboratories and organizes seminars in secondary schools. Moreover, The Open University of Hong Kong launched Hong Kong's first full-time undergraduate programme dedicated to T&C in 2013.
- 13. As for practitioners, HKCTC has been working in collaboration with HKAS, relevant Government departments and public bodies to enhance their skills and professionalism in T&C. According to the Administration, in July 2014, the Qualifications Framework released the Specification of Competency Standards for Testing, Inspection and Certification Industry, which aimed to provide a coherent and consistent set of benchmarks for various capabilities that the industry needs.

Capital and technology

14. The Hong Kong Productivity Council ("HKPC") and the Hong Kong Science Park ("HKSP") jointly launched the "Lab Test One" initiative in 2013. The objective of "Lab Test One" is to enable private testing laboratories to identify and use laboratory facilities and equipment at HKPC and HKSP for a reasonable fee. A digital promotion platform comprising a dedicated website and a mobile application was established in 2015 to facilitate the local industry to access the full spectrum of services under "Lab Test One" in one click. In April 2016, the Lab Test One mobile app was added to Government Mobile Applications page and GovHK Apps.

15. On another front, HKCTC and ITC have been encouraging wider use of the Innovation and Technology Fund for research and development ("R&D") of new testing technologies.⁵

Promoting testing and certification services in specific trades

16. As HKCTC advised in 2010 that it would be desirable to explore new trades where there was potential demand for T&C services, six trades had been identified (details in paragraph 4 above) and efforts had been made over the past few years to promote T&C services to those trades. Furthermore, in early-2017, panels on promoting T&C services in Chinese medicines and construction materials trade were re-convened. The major developments of the specific trades set out in the HKCTC Report for 2016-17 are in **Appendix I**.

<u>Seeking wider recognition of Hong Kong's assessment results in the Mainland</u>

17. Since the implementation of Supplement VII to the Mainland and Hong Kong Closer Economic Partnership Arrangement ("CEPA"), 6 the Mainland has been gradually opening up its market to Hong Kong's T&C industry.

In 2015, ITC launched the Enterprise Support Scheme ("ESS") under the Innovation and Technology Fund ("ITF") which provides a dollar-for-dollar matching funding of up to \$10 million for each project to encourage the private sector to invest in research and development. Similar to other ITF funding schemes, "T&C" is also featured as a technology area eligible under the ESS.

In November 2016, ITC launched the Technology Voucher Programme ("TVP") with \$500 million from ITF. TVP aims to subsidize local small and medium enterprises ("SME") in using technological services and solutions to improve productivity, or upgrade or transform their business processes. T&C bodies which are locally registered SMEs and fulfill other conditions under the programme are eligible to apply.

⁶ CEPA is the first trade agreement concluded by the Mainland and Hong Kong which makes way for liberalization of trade in goods, trade in services, as well as trade and investment facilitation between the two places. CEPA came into force on 1 January 2004. Since then, a total of 10 Supplements to CEPA have been signed between 2004 and 2013 for progressive implementation of liberalization.

Supplement VII to CEPA was signed in May 2010. It includes liberalization measures of the China Compulsory Certification System and arrangements to help testing organizations in Hong Kong to become recognized testing organizations under international multilateral systems on mutual recognition of T&C that are open to national member bodies. These measures and arrangements became effective in January 2011.

- The Agreement on Trade in Services ("the Agreement") under CEPA, 18. signed in November 2015, covers and consolidates previous commitments relating to the liberalization of trade in services in the T&C sector. products requiring certification under the Mainland's China Compulsory Certification ("CCC") System, the Agreement allows testing laboratories in Hong Kong to cooperate with designated Mainland certification bodies to undertake testing of all categories of products processed in Hong Kong, and audio and video products designed and prototyped in Hong Kong, as well as processed or manufactured in the Guangdong Province. In the area of voluntary certification, testing of products manufactured or processed in Hong Kong or Mainland can also be tested in Hong Kong. With respect to the mode of commercial presence, the Agreement in general offers Hong Kong's T&C industry same treatment as the Mainland enterprises in terms of market access requirement.
- 19. According to the Administration, these measures would enlist wider recognition of Hong Kong's T&C results by Mainland authorities and companies, and would assist the local industry in further exploring the Mainland market.

Previous discussions

20. Since the Review Report submitted to the Chief Executive in March 2013 by HKCTC, the Panel has been briefed on the work progress of HKCTC at the meetings on 19 November 2013 and 17 November 2015. Members also enquired about the development of the T&C industry at the policy briefing-cum-meeting on 19 January 2016. During the Panel's discussion of R&D of Chinese medicine at the meetings on 17 June 2014 and 21 June 2016, members enquired about the promotion of T&C of Chinese medicine. Major views and concerns expressed by members are summarized in the ensuing paragraphs.

Seeking wider recognition of Hong Kong's testing and certifications services

- 21. At the meetings on 19 November 2013 and 19 January 2016, some members enquired whether the Administration would put in place new measures to facilitate a sustainable development of the T&C industry and further assist Hong Kong T&C establishments in gaining access to the Mainland market.
- 22. The Administration said that the Mainland had been gradually opening up its market to Hong Kong's T&C industry since Supplement VII to CEPA became effective in 2011. Hong Kong testing laboratories accredited

by HKAS were then allowed to cooperate with Mainland certification bodies to undertake testing for the CCC System with regard to products processed in Hong Kong. Under the Agreement on Achieving Basic Liberalization of Trade in Services in Guangdong, signed in December 2014 pursuant to the framework of CEPA, products under the CCC System which were processed or manufactured in Guangdong were, for the first time, allowed to be tested in Hong Kong. Testing laboratories in Hong Kong were allowed to cooperate with designated Mainland certification bodies to undertake testing of products in the "audio and visual apparatus" category of the CCC System which were designed and prototyped in Hong Kong, as well as processed or manufactured in Guangdong Province. The scope of testing services that could be provided by Hong Kong testing laboratories in the area of voluntary certification had been expanded to products manufactured or processed in Hong Kong and Mainland.

- 23. At the meeting on 17 November 2015, some members requested the Administration to seek wider recognition of Hong Kong's T&C services in the international arena to enable Hong Kong's T&C industry to tap into overseas markets.
- 24. The Administration replied that through joining the mutual recognition arrangements administered by international and regional accreditation cooperation bodies, endorsed reports and accredited certificates issued by organizations accredited by HKAS were recognized by over 90 accreditation bodies in more than 70 economies, including all of Hong Kong's major trading partners, as of the meeting. Such mutual recognition arrangements greatly facilitated the acceptance of the results of local establishments outside Hong Kong. Moreover, HKAS also fostered cooperation with the Cooperation Council for the Arab States of the Gulf Accreditation Center and with the accreditation body in Taiwan by entering into a Memorandum of Understanding with each of them in 2015.

Development of testing and certification services in selected trades

Six specific trades

- 25. At the meeting on 19 November 2013, noting that six specific trades had been identified as having strong demand for T&C services, some members expressed concern whether HKCTC had sufficient professional capability in devising T&C schemes for the respective trades.
- 26. The Administration responded that HKCTC had set up a panel for each of the six selected trades to focus efforts on the development and promotion of T&C services for the respective trades. Members of the

panels were widely drawn from relevant trades, the T&C industry, academics, professional bodies as well as relevant Government departments and public organizations. The panels were tasked to research into the possibility of introducing new T&C schemes in the respective trades and to develop new schemes with input from local stakeholders/overseas experts where appropriate.

- 27. At the meeting on 17 June 2014, some members enquired about the Administration's efforts and achievements in promoting the development of T&C of Chinese medicines. The Administration replied that HKCTC had been promoting the development of Chinese medicines T&C and the major initiatives in this regard included the introduction of inter-laboratory comparison programmes and new accreditation services for Chinese medicines testing laboratories based on Hong Kong Chinese Materia Medica The participating laboratories could assess their Standards ("HKCMMS"). Chinese medicines testing capability by comparing their testing results with other laboratories through this exercise. On accreditation of Chinese medicines testing laboratories, HKAS had launched new accreditation services to cover authentication and testing of Chinese medicines based on HKCMMS since March 2011.
- 28. At the meeting on 21 June 2016, some members enquired about the progress of the setting up of the Testing Centre for Chinese Medicines ("CMTC") as announced in the 2015 Policy Address. The Administration advised that it was working on the setting up of CMTC, which would specialize in the testing of and scientific research on Chinese medicines, with a view to setting reference standards for the safety, quality and testing methods of Chinese medicines. Before the establishment of CMTC at a permanent site, the Administration would be supported by the Hong Kong Science and Technology Parks Corporation to set up a temporary CMTC at HKSP, which was scheduled to commence operation in phases from 2017 onwards.

Software testing services

- 29. Noting that HKPC had been enhancing its work on the development of software testing services with the establishment of a third-party professional software and network testing platform in collaboration with a software testing centre, some members asked if HKCTC would complement the work of HKPC on the development of software testing services in Hong Kong.
- 30. The Administration replied that HKCTC had been keeping a close watch on the development potential of third-party software testing services in

Hong Kong. The market demand for software testing services and the competition among service providers were being studied. Mindful of HKPC's efforts in this regard, HKCTC would make reference to HKPC's experience when mapping out the development plan of software testing services.

Testing of food and drugs

- 31. At the meeting on 17 November 2015, some members enquired whether the Administration would put in place any policy to enhance the testing of food and drugs, which would in turn create room for the further development of the local T&C industry.
- 32. The Administration advised that HKAS offered accreditation service to laboratories for testing of food. The role of HKAS was to ensure the capability of local laboratories in providing the requisite testing services to the food and medicine trades pursuant to the relevant legislation.

Latest position

33. The Administration will brief the Panel on the latest development of the T&C industry in Hong Kong and the work of HKCTC at the meeting on 27 February 2018. The Administration will also receive deputations' views on the development of the T&C industry in Hong Kong at the meeting.

Relevant papers

34. A list of relevant papers is set out in the **Appendix II**.

Council Business Division 1
<u>Legislative Council Secretariat</u>
21 February 2018

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IV. SPECIFIC TRADES

It is the Council's strategy to promote testing and certification services in specific trades with good potential. To this end, the Council, with the experience gained in previous years, decided in late 2016 that it would continue with this strategy by adopting a more focused yet flexible approach. Panels on promoting testing and certification services in Chinese medicines and construction materials trade were re-convened in early 2017. Their membership lists are at *Annex 3*.

Annex 3

- 4.2 Where necessary, the Council will convene meetings or working groups to deal with issues arising from the promoting of testing and certification services in environmental protection, food, information and communication technologies, as well as the jewellery sectors.
- 4.3 Matters requiring attention during the last term are set out below.

Development and Promotion of New Testing and Certification Services

- 4.4 With funding support from ITF, HKPC developed a product certification scheme for Chinese Materia Medica (CMM). It was launched in November 2014, and two certificates were awarded to two batches of CMM in 2015. In response to feedback from stakeholders, the Council is exploring possible options to improve the scheme so that more Chinese medicines traders would be willing to use it.
- 4.5 The Hong Kong Housing Authority plays a leading role in taking forward the development of construction materials product conformity certification schemes. As at March 2017, the Authority required product

certification for 11 types of construction materials/building components. ³ By the end of year 2016-17, HKAS has accredited six certification bodies for product certification for 12 types of construction materials/building components.

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4.6 With support from the Council, the Gemmological Association of Hong Kong (GAHK) has completed the development of standard testing methods for *Fei Cui* (景翠, or commonly referred to as 'jade'). The standard was published in March 2017.

Enhancement of Technical Capabilities

- 4.7 With the support of the Government Laboratory, the Council coordinated the third round of proficiency testing programme for assay of five CMM⁴ from April to December 2016. Twelve local laboratories and one from Shenzhen participated. Through the exercise, participating testing laboratories were able to assess their own technical competence by comparing testing results with other laboratories.
- 4.8 We also organised a part-time course on microscopic examination of CMM based on Hong Kong CMM Standards from April to June 2016. Eleven persons completed the course.
- 4.9 The ITF supported a study on the development of classification for the testing of 19 CMM. The study, which was carried out by six local universities, was completed in January 2017. The study findings would facilitate laboratories in conducting proficiency tests on the CMM concerned, thus help enhance their testing capabilities.

The 11 building products are timber doorsets (fire rated doors) & panel wall for partitions, concrete, cement products (for architectural uses), tile adhesives, ceramic tiles (floor tiles and wall tiles), repair mortars, aluminum windows, uPVC drainage pipe and fitting, close-coupled water closet suites, mesh reinforcement as well as LED lighting products.

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⁴ The five CMM covered in proficiency testing programme 2016 are: Croci Stigma (西紅花), Cinnamomi Cortex (肉桂), Dendrobii Officinalis Caulis (鐵皮石斛), Fritillariae Cirrhosae Bulbus (川貝母) and Rhizoma Gastrodiae (天麻).

Sharing of Knowledge and Promotion

- 4.10 The Council continued to facilitate the sharing of knowledge among relevant parties and organised different seminars for this purpose during the past year. For example, seminars were held on ISO/IEC 27001 Information Security Management System certification services, food testing and certification, environmental testing, carbon audit and ISO 14064 Greenhouse Gas Quantification, Validation and Verification. Participants of those seminars include testing and certification bodies, users/ potential users of their services, academics and students, and speakers shared the latest developments on different fronts with the audience. Apart from seminars, we also disseminated relevant information to testing and certification bodies to bring them up to date on topics that they might be interested, such as the availability of the TVP and its details, the latest development of certifications relating to e-business and cross-border e-commerce on the Mainland.
- 4.11 We also place emphasis on raising awareness of other professionals in the latest development of testing and certification. For the first time, the Council arranged a session on Laboratory Accreditation and Environmental Testing during the annual training programme for Engineering Graduates employed by the Government in 2016. In March 2017, a seminar on environmental testing and certification was also arranged for engineers in collaboration with the Hong Kong Institution of Engineers.
- 4.12 The Council offers briefings for different organisations to enhance their knowledge on testing and certification. For example, we briefed different public bodies about the potential benefits and requirements of ISO/IEC 27001 Information Security Management System certification during the past few years and will continue to do so. In addition, as a result of our discussion with the Stock Exchange of Hong Kong Limited, it included reference to testing and certification bodies in its consultation with the stakeholders on Environmental. Social and Governance Reporting Guide Subsequently, the Guide was promulgated in 2016 requiring listed companies to report their environmental, social and governance information on a 'comply or explain' basis annually, covering, inter alia, information on greenhouse gas emmissions, which may bring new business opportunities to testing and certification bodies.

Membership List of Panels

(a) Panel on Promoting Testing and Certification Services in Chinese Medicines Trade

Convener

Dr LAI Fook-ming, Lawrence

Members

Dr CHOY Wai-fun, Priscilla

Ms CHUAH Ah-poh, Anne

Dr HAN Quan-bin, Simon

Dr HO Chi-ming, Ricky

Mr KO Kwok-on, Andy

Mr LI Ying-sang, Tommy

Professor LIN Zhi-xiu

Dr MOK Kam-wah, Daniel

Mr TSANG Chiu-hing

Professor TSIM Wah-keung, Karl

Dr Albert WONG

Mr WONG Cho-hang, Stanley

Ms WONG Suet-ying, Alice

Secretary-General of Hong Kong Council for Testing and Certification

Representative of Department of Health

Representative of Government Laboratory

Representative of Hospital Authority

Representative of Hong Kong Productivity Council

Representative of Hong Kong Trade Development Council

Representative of Vocational Training Council

(b) Panel on Promoting Testing and Certification Services in Construction Materials Trade

Convener

Professor KWAN Kwok-hung, Albert

Members

Mr AU YEUNG Chi-king, Artur

Ir CHAN Kin-sek, Raymond

Mr CHAN King-wa, Felix

Mr CHAN Woon-man, Wilman

Professor CHUNG Kwok-fai

Mr HO Kin-fung, Samson

Mr HUANG Jian-min

Mr LEE Wai-kwok, Michael

Mr LEUNG Hon-chuen, Willie

Professor LEUNG Kin-ying, Christopher

Ir Dr LI Chi-leung, Welkin

Mr LINN Hon-chung, Ambrose

Dr LO Yiu, Tommy

Mr TSIEH Chi-kong, Joseph

Mr WONG Tin-cheung, Conrad

Secretary-General of Hong Kong Council for Testing and Certification

Representative of Development Bureau

Representative of Architectural Services Department

Representative of Buildings Department

Representative of Construction Industry Council

Representative of Housing Department

Representative of Hong Kong Productivity Council

Representative of MTR Corporation

Representative of Vocational Training Council

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Appendix II

List of relevant papers

Date of meeting	Meeting	Paper
16/4/2013	Panel on Commerce and Industry	Administration's paper on "Review Report of the Hong Kong Council for Testing and Certification 2013" (LC Paper No. CB(1)832/12-13(05)) Updated background brief on promoting the development of the testing and certification industry in Hong Kong prepared by the Legislative Council Secretariat (LC Paper No. CB(1)832/12-13(06)) Minutes of meeting (LC Paper No. CB(1)1280/12-13)
19/11/2013	Panel on Commerce and Industry	Administration's paper on "Progress Report of the Hong Kong Council for Testing and Certification" (LC paper No. CB(1)290/13-14(05)) Updated background brief on promoting the development of the testing and certification industry in Hong Kong prepared by the Legislative Council Secretariat (LC Paper No. CB(1)290/13-14(06)) Minutes of meeting (LC Paper No. CB(1)747/13-14)
17/6/2014	Panel on Commerce and Industry	Administration's paper on "Research and development of Chinese medicines" (LC Paper No. CB(1)1595/13-14(03)) Updated background brief on research and development of Chinese medicines prepared by the Legislative Council Secretariat (LC Paper No. CB(1)1595/13-14(04))

Date of meeting	Meeting	Paper
		Minutes of meeting (LC Paper No. CB(1)1976/13-14)
17/11/2015	Panel on Commerce and Industry	Administration's paper on "Latest development of the testing and certification Industry" (LC Paper No. CB(1)148/15-16(03)) Updated background brief on promoting the development of the testing and certification industry in Hong Kong prepared by the Legislative Council Secretariat (LC Paper No. CB(1)148/15-16(04)) Minutes of meeting (LC Paper No. CB(1)434/15-16)
19/1/2016	Panel on Commerce and Industry	Administration's paper on "2016 Policy Address - Policy initiatives of Commerce, Industry and Tourism Branch, Commerce and Economic Development Bureau" (LC Paper No. CB(1)436/15-16(03)) Administration's paper on "2016 Policy Address - Policy initiatives of Constitutional and Mainland Affairs Bureau in relation to Mainland cooperation and Taiwan affairs" (LC Paper No. CB(1)436/15-16(04)) Administration's paper on "2016 Policy Address - Policy initiatives of Innovation and Technology Bureau" (LC Paper No. CB(1)436/15-16(05)) Minutes of meeting (LC Paper No. CB(1)665/15-16)

Date of meeting	Meeting	Paper
21/6/2016	Panel on Commerce and Industry	Administration's paper on "Research and development of Chinese medicines" (LC Paper No. CB(1)1045/15-16(07))
		Updated background brief on research and development of Chinese medicines prepared by the Legislative Council Secretariat (LC Paper No. CB(1)1045/15-16(08)) Minutes of meeting (LC Paper No. CB(1)1197/15-16)