



1st Progress Report

May 2005

1. Membership

Membership of the Harbour Business Forum (HBF) currently stands at 106 companies including 11 patrons. See attached list of members of the Forum – **Appendix 1**.

Continued efforts to broaden the membership are being made through the secretariat, and through the efforts of representatives of patron members. It has been agreed that additional efforts should be made to continue to enlist the support of major Chinese organizations e.g. the Bank of China, China Resources, Bank of East Asia and China Merchant Holdings.

HBF membership has brought together a broad coalition covering all business sector and professions.

Membership categories include; Patron, Corporate, Professional and Supporting Members. The latter category represents the major local and international business associations operating in Hong Kong.

2. Organisation Structure

HBF's organisation has been streamlined over the course of the last 3 months to ensure maximum efficiency. A copy of the latest organisation chart is attached, **Appendix 2**, this highlights the interrelationship between the Patrons and Executive committees, the two sub-committees (Best Practice, and Communications and External Relations), the Secretariat, and the main pool of membership.

Participation on these committees has been on a voluntary basis however, membership on the Executive Committee has been guided by the Patron representatives.

Other sub-committees or task forces will be established as necessary, once again drawing on the resources of the membership on a voluntary participation basis.

Mr Vincent Cheng, Chairman designate of the Hong Kong and Shanghai Banking Corporation Limited has generously agreed to serve as the Chairman/Spokesperson of the Forum.

Members of the Executive Committee currently include: Mr Andrew Long, Dr Andrew Thomson, Mr Richard Marshall, Mr Vernon Moore, Mr David Hall and Mr Paul Zimmerman. It has been agreed that other Patron representatives may participate in the Executive Committee on an Ad Hoc basis. Listings of other sub-committee members can be seen in **Appendix 3**. It is expected that the Executive Committee will meet on a monthly frequency during the first 3 months of operation, and that members will review and agree the required frequency thereafter.

The Best Practice Committee and an External Relations and Communications Committee have been established with the former having met for the first time on May 20th, and the latter having already had three previous meetings. The secretariat is currently planning the work programme (in conjunction with the committee Chairmen), and is attempting to establish realistic timelines for the research, analysis and other activities of these committees.

3. Major Activities

Past Activities

Initial Patrons meetings

Key outputs from the early meetings included an agreement on the establishment of the forum, membership etc and the core focus areas for the forum as follows:

- a) The need to review international best practice in the development of harbour-fronts
- b) The need to review institutional arrangements in Hong Kong and the optimisation of such to deliver a world-class harbour and harbour-front.
- c) The determination of the broader value of Hong Kong's harbour and harbour-front (environmental, social and economic) and as part of this analysis develop a compelling rationale to move beyond a least cost development approach.

Vision and Mission Workshop

A Vision Workshop for patron representative was successfully held on 7th March 2005. This was facilitated by Professor Richard Welford from the Centre of Urban Planning and Environmental Management at Hong Kong University. The workshop was preceded by a series of interviews with patron representatives and key HBF members. A background paper was prepared highlighting 10 key issues, and a draft Vision and Mission was prepared for discussion purposes.

Following subsequent rounds of editing a Final Mission for the Forum and a key, Who Are We? Statement has been defined. These can be seen in **Appendix 4**.

Membership Briefing

A membership briefing was held on April 18th. This was attended by approximately 90 individual representing the HBF membership. Presentations were delivered by Mr Andrew Long, Chairman Business Environment Council, Mr Bosco Fung, Director HKSAR Government Planning Department, Mr Vincent Ng, HEC Member, Ms Christine Loh and Mr Winston Chiu, Society for the Protection of the Harbour and Mr Albert Lai, Convenor, Citizens Envisioning @ Harbour.

The briefing was used as both an opportunity to update members on the approaches and concerns of other harbour groups and to recruit members into sub-committees.

Urban Land Institute Presentation

Mr Vincent Cheng made a presentation on behalf of the Forum at the Annual Dinner of the Urban Land Institute. This was well received. Key questions/comments raised included the following: How do you expect to build consensus – the best you can hope to achieve is a coalition. Government has been trying to achieve consensus for a long time and has generally failed causing paralysis? Will you be undertaking a visioning exercise for the harbour – with a vision it will be difficult for the community to understand what you are advocating in the way of change?

Future Activities

Meeting with Senior Government Officials

Vincent Cheng and Andrew Long will be meeting with Dr Sarah Liao and Mr Henry Tang later on or around 27th May. A briefing note is currently being prepared.

Formal Launch

Formal Launch of the Forum will take place on 2nd June 2005. The Hill and Knowlton Agency have been commissioned to provide PR and logistics support and are currently preparing press kit, backdrop, press

invitations etc. (Venue is L40 at HSBC HQ, and will be followed by photos and a press conference on L41.)

A key part of the preparations for the Forum launch includes the drafting of potential press questions and approved answers. These are currently being reviewed by members of the Executive Committee and will be sent separately to the Patrons.

A list of attendees for the formal launch of the forum is attached in **Appendix 5**.

4. Website Development

Javacatz Limited has been selected as the HBF web developer and has prepared 2 designs which are now being considered by the HBF Executive Committee. Content is being prepared by the secretariat with support (pro bono) from the Hoffman Agency. It is intended to launch the website using the www.harbourbusinessforum.com domain name on 2nd June to coincide with the Forum launch, however only the homepage and intro content will initially be available.

5. Staffing

Harbour Business Forum has recruited two temporary staff members who are based within the secretariat at the Business Environment Council. Ms Michele Weldon has taken a role as HBF Coordinator leading the day-to-day work of the Forum. She is supported by Ms Brenda Fung.

It is anticipated that as the Best Practice Committee gears up over the course of the coming months that dedicated support will be required to complete research in key focus areas.

6. Budget and Work Program

A detailed budget and work program for the Forum is currently being prepared and will be circulated for approval at the 2nd Executive Committee meeting towards the end of June 2005.