

**Standing 5  
Committee on 1  
Policy and 0  
Resources 2**



The Standing Committee on Policy and Resources is responsible for overseeing the finance and administration of The Law Society, as well as formulating policy strategies for consideration by the Council.

During the year, the Standing Committee convened on 12 occasions. It reviewed and monitored the annual budget, income and expenditure as well as the registration and compliance statistics of The Law Society. It also oversaw the human resources and personnel aspects of The Law Society including staff employment matters and salary review. The Standing Committee also considered matters relating to applications for funding of projects undertaken by The Law Society, nominations of representatives on external organisations, invitations to sponsor or support events and functions organised by external organisations and the selection of service providers for The Law Society. The Standing Committee also made recommendations on the composition and chairmanship of other Standing Committees for the Council's consideration.

## **WORKING PARTY ON LAW SOCIETY PREMISES**

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The Working Party had two meetings and four circulations by email.

At the direction of the Council, the Working Party assisted in sourcing suitable warehouse units for The Law Society in anticipation of the expiry of its warehouse tenancies during the year. The Council approved the recommendation of the Working Party to acquire a property in Kwai Chung with a gross area of about 13,000 square feet for use as a warehouse by The Law Society. The acquisition was completed in June.

The Working Party also supervised the appointment of a contractor to complete the renovation of the warehouse, which has been in use since September.

The Working Party will continue to keep the space requirements of The Law Society under review.

## **WORKING PARTY ON THE LAW SOCIETY IT SYSTEMS**

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The Working Party is tasked to consider matters incidental to The Law Society IT System. The Working Party reviewed and found the work performance of the service provider engaged by The Law Society to help revamp its membership database system and website system to be far from satisfactory. The Working Party reported its concerns on the substandard work of the service provider to the Standing Committee on Policy & Resources with the result that The Law Society has terminated the contract with the service provider. The Chairman and a member retired from the Working Party during the year and the Working Party was expanded to include a new Chair and seven other new members to supervise the appointment of a new service provider for the new revamp project.

## **WORKING PARTY ON GLOBAL LAWYERS ASSOCIATION / FORUM**

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The Working Party was established with an aim to study and make recommendations to the Standing Committee on Policy & Resources and/or the Council on the appropriate way forward to implement the initiative to establish an Organisation of Global Lawyers and/or to organise Global Lawyers Forum as platforms to promote the legal services in Hong Kong to the rest of the world and also for professional knowledge sharing and networking.

On the recommendation of the Working Party, The Law Society appointed an independent consultant earlier this year to conduct research and advise on strategies and ways to implement the initiative. The Working Party reviewed the first stage desk research report prepared by the Consultant and the options put forward in the report on the way forward in March and worked with the consultant on the contents of the questionnaires and the format of the survey to be conducted upon general members and other relevant stakeholders to help shape this initiative. It will continue to work closely with the consultant in the coming year with a view to finalising the recommendations to be made to the Standing Committee on Policy & Resources and/or the Council on the way forward.

## **WORKING PARTY ON REVIEW OF THE LAW SOCIETY'S MEMORANDUM AND ARTICLES OF ASSOCIATION**

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The Council convened a new Working Party in November comprising Council members and members of the Company Law Committee to review and update the Memorandum and Articles of Association of The Law Society.

## **WORKING PARTY ON UNCLAIMED MONEY IN CLIENT ACCOUNT**

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The *Solicitors' Accounts Rules* ("SAR") sets out the principles which must be observed by members in handling client's money, including that drawings from a client account must generally be in accordance with rule 7 of the SAR. In the event that there is unclaimed money in the client account that none of the provisions in rule 7 is applicable to permit its withdrawal, the Council is empowered under rule 8(2) to authorise the withdrawal of unclaimed monies from client accounts. The Council convened a new Working Party in June to review its policy in handling rule 8(2) applications relating to unclaimed client money. Research on the relevant policies and practices of overseas jurisdictions in this area was conducted for consideration by the Working Party.