

THE HONG KONG COUNCIL OF SOCIAL SERVICE
Executive Committee 2021/22

Minutes of the 3rd Meeting of the Executive Committee for 2021/22 held on Monday, 28 March, 2022 at 5:00 p.m. and due to pandemic, the meeting was held in Rm 201 / online via Zoom.

Present : The Hon. Bernard Chan (Chairperson)
Ms. Yvonne Chak Mr. Charles Chan
Ms. Queenie Chan Ms. Susan Chan
Mr. Francis Chau Mr. Benny Cheung
Mr. Daniel Chu Mr. Andy Ho
Mr. Larry Kwok Mr. Lai Wing Hoi
Dr. Lam Ching Choi Ms. Elizabeth Law
Ms. Anthea Lee Ms. Josephine Lee
Dr Edward Leung Ms. Ivy Leung
Mr. Kennedy Liu Dr. Annissa Lui
Dr. CC Luk Prof. Terry Lum
Mr. Joseph Man Ms. Melissa Pang
Dr. Hon Tik Chi Yuen Ms. Sky Siu
Ms. Wong Sau Wa Mr. Stephen Wong
Ms. Yvonne Yeung Ms. Amarantha Yip

In-Attendance : Mr. Chua Hoi Wai, Chief Executive
Ms. Grace Chan, Business Director
Mr. Cliff Choi, Business Director
Mr. Raymond Lai, Business Director
Mr. Anthony Wong, Business Director
Ms. Cynthia Lee, Director (Finance)

CONFIRMATION OF MINUTES OF LAST MEETING

1. Minutes of the last meeting dated 24 January 2022 were confirmed with no amendment.

MATTERS ARISING

2. Matters arising were noted from the minutes of the last meeting:

- 2.1 Issue on Building Management Fee Increase

- Work progress was noted by Members.

- 2.2 1% Cut on Welfare Subventions

- Work progress was noted by Members.

MATTERS FOR INFORMATION AND APPROVAL

To note the Chief Executive's Progress Report

3. Members noted the Chief Executive's Progress Report and Mr. Chua provided supplementary information on below issue(s).

- 3.1 To note and approve Temporary Membership Suspension of Non-compliant Agency Members

- An updated list of non-compliant agency members was provided to Members. To follow the usual practice, their memberships would be temporarily suspended, and if they failed to submit overdue membership fees and/or reports by 30 June 2022, the management would proceed to terminate their memberships with effect from 1 July 2022. Members noted and endorsed the arrangement.

To note the Position of Funds

4. Presented by the Hon. Treasurer, the Position of Funds was noted and received by Members.

To note and approve Membership Termination/Withdrawal of Agency Members

5. Members noted and approved the membership withdrawal.

To note and approve Deferred Adjustment of Membership Fee for 2022-23

6. Since the 5th wave of COVID-19 outbreak, agency members had experienced severe challenges in coping with emergencies such as putting in place infection control measures in order to maintain daily service operations, that inevitably had incurred additional manpower expenses. In light of the situation, the management proposed to defer the annual agency membership fee adjustment of 2022-23, from March 2022 for one year to 2023. Further details would be released to agency members in due course. Members noted and approved the proposed deferment.

To note and approve Temporary Waiving of Tendering Requirement on Procurement of Anti-pandemic items

7. Mr. Chua reported on the Council's various anti-pandemic initiatives and programs supported by different funders and collaborations with NGOs were rapidly lined up to guard against the pandemic. The escalating cases of infection in the community required immediate responses and Members therefore were requested to approve waiving the tendering requirement of procurement of items related to anti-pandemic programs. Members noted and endorsed the waiver until the end of July 2022, and Office Bearers would be updated and consulted from time to time as and when further advice would be needed.

To note and approve Staff Policy related to Vaccine Pass

8. Mr. Chua explained to Members on the Council's proposed implementation plan of Vaccine Pass in order to comply with the COVID-19 vaccination requirements being notified by SWD to all subvented NGOs. Mr. Chua highlighted that special grace period would be given to all staff as far as practicable, allowing them with flexibility to complete the vaccination requirements. While Members noted and appreciated that arrangements providing appropriate assistance to staff were handled with flexibility and understanding, they also advised that the Council should be aware of proper compliance with Employment Ordinance and related terms of the employment contract of concerned staff(s), should there be any cases involving termination of employment. Mr. Chua thanked Members for the advice which would be taken seriously into consideration. With no further comments, Members approved the proposed implementation plan of Vaccine Pass.

MATTERS FOR DISCUSSION AND ACTION

The McKinsey Report

9. Mr. Cliff Choi, Business Director, joined by the team of consultants, Mr. Jackey Yu and Mr. Spencer Lifrom McKinsey & Company, were invited by the Chairperson to present to Members the McKinsey Report: Envisioning the Future of the HKCSS (the Report), which had been revised based on previous deliberations with diverse views and insights gathered from the ExCo, governance committees, key stakeholders and partners. Members' views and endorsement were sought on the Report.

Mr. Choi recapped that over the past years, HKCSS has strived to improve social welfare through service and sector development, policy advocacy and cross-sector collaboration. Looking ahead and amid the new shifts in and challenges to the Hong Kong community, it was a good opportunity for HKCSS to re-evaluate and determine its future position and strategic direction. And finally driving through the process, it led to the development of a '1+3' strategic blueprint for HKCSS for the next 5-10 years, instilling an impact-driven culture

underpinned by 3 strategic pillars of co-creation, tech enablement and talent development. Mr. Choi explained that there would be another stage of deliberation on the implementation plan of the blueprint in relation to the restructuring of governance and staff teams to be started in upcoming months. Members would be kept updated and their views would also be invited.

After discussion, Members endorsed the recommendations of the Report and also made further suggestions on few wordings of the proposed 'Vision Statement' and 'Positioning Statement', which would be incorporated and finalized into the Report accordingly. With no further comments, Mr. Chua thanked Members for the valuable advice.

HKCSS Budget 2022-23 and 10-Year Financial Projection

10. Ms. Elizabeth Law, Hon. Treasurer, presented the proposed budget of 2022-23, and reported on the total income and expenditure with a projected surplus of around HK\$1.57million, because there would be money received from the Government's Employment Support Scheme. The budget for projects as well as the PF and LSG reserve accounts were also noted. Regarding the 10-year funding projection from 2022-23 to 2031-32, Mr. Chua explained that projections and assumptions made were based on parameters adopted in the past years. Although the Council would experience operating deficits and gradual decline in reserves in upcoming years, income generation strategy would be implemented in tackling financial deficits.

With no further enquiries, the HKCSS Budget 2022-23 and 10-year funding projection were received and endorsed.

HKCSS Chief Executive Contract Renewal/Open Recruitment (Confidential Discussion)

11. The matter had been discussed with Members' views noted.

ANY OTHER BUSINESS

12. Ms. Elizabeth Law, Hon. Treasurer, raised for Members' attention that following the existing administrative practice, Members' approval was sought for corporate credit card application for the Business Directors of HKCSS, namely, Ms. Grace Chan, Mr. Raymond Lai and Mr. Anthony Wong, and each with transaction limit up to a maximum of HK\$100,000. The credit card would be used for settling daily business transactions. Members noted and approved.

DATE OF NEXT MEETING

13. The next meeting was scheduled for 30 May 2022 at 5:00 p.m.

There being no other business, the meeting was adjourned at 7:05 p.m.