

**THE HONG KONG COUNCIL OF SOCIAL SERVICE**  
**Executive Committee 2022/23**

Minutes of the 2<sup>nd</sup> Meeting of the Executive Committee for 2022/23 held on Monday, 13 February, 2023 at 6:00 p.m. in Room 201, 2/F., Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong.

Present : Mr. Kennedy Liu (Vice-Chairperson)  
Ms. Yvonne Chak Ms. Karrie Chan  
Ms. Queenie Chan Ms. Chan Siu Lai  
Ms. Susan Chan Mr. Raymond Chiu  
Dr. Fung Cheung Tim Mr. Larry Kwok  
Dr. Hon. Lam Ching Choi Mrs. Patricia Lau  
Ms. Elizabeth Law Ms. Carmen Lee  
Ms. Josephine Lee Ms. Ivy Leung  
Ms. Rachel Leung Prof. Terry Lum  
Ms. Melissa Pang Dr. Hon. Tik Chi Yuen  
Ms. Apple Tse Ms. Wong Sau Wa  
Ms. Yvonne Yeung Ms. Amarantha Yip

In-Attendance : Mr. Chua Hoi Wai, Chief Executive  
Ms. Grace Chan, Business Director  
Mr. Raymond Lai, Business Director  
Ms. Jessica Tam, Business Director  
Mr. Anthony Wong, Business Director

Apologies : The Hon. Bernard Chan Mr. Benny Cheung  
Mr. Andy Ho Ms. Anthea Lee  
Dr. CC Luk

**CONFIRMATION OF MINUTES OF LAST MEETING**

1. Minutes of the last meeting dated 16 December 2022 were confirmed with no amendment.

**MATTERS ARISING**

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

**2.1 Yip Shing Street Project**

Mr. Chua reported that the building's occupation permit was received on December 23, 2022, following an unexpected delay. Over 90% of tenants had proceeded to move in smoothly. The Council's social housing team continued to liaise with the main contractor on follow-up work, ensuring that the necessary tasks were completed promptly.

**2.2 HKCSS Convention cum Hong Kong Social Service Expo 2023**

During the meeting, Mr. Raymond Lai, Business Director, reported on the program highlights of the Convention and Expo 2023. The event would be held on February 15, 2023, at the Hong Kong Conference and Exhibition Centre. The Convention was held to commemorate the 75th anniversary of the establishment of HKCSS, under the theme of "United for an Inclusive Society". Its aims were to engage agency members and stakeholders for cross-sector knowledge and insight exchanges, identify key social agendas, enhance social impact, and co-create solutions to address social issues. Mr. Lai added that the Chief Executive of HKSAR had been invited to be the officiating guest and deliver a keynote speech, while the Secretary for Labour and Welfare would be an honorable guest, joining a dialogue session. Mr. Chua thanked the Members of ExCo who had registered for joining and expressed his appreciation for their active participation.

## **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 Lump Sum Grant Subvention System (LSG)

Mr. Chua noted that the SWD planned to release the draft operational guidelines on FSA/FSA-related activities and cost apportionment in early March. The Council had been in close communication with the SWD to consolidate and address the sector's concerns, using concrete examples and illustrations. Meetings had been lined up with the SWD and governance committees, including the Specialized Committee on Sector Finance and Agency Heads, to facilitate in-depth deliberations on the draft guidelines. The discussions would focus on issues such as the official implementation period, the basis of cost apportionment for different NGOs, and the future calculation of LSG reserves.

#### 3.2 Membership Statistics Update

Mr. Chua emphasized that all agency members must comply with the Constitution of HKCSS by paying membership fees and submitting annual reports and audited accounts annually. Reminders had been sent to notify agency members of their obligations, in accordance with the Council's policies and procedures. Failure to comply without justifiable explanations by March 31, 2023, might result in the suspension of membership. The Members of ExCo would make the final decision regarding suspension. The membership team would continue to monitor progress, and the management would update Members on the status during the next ExCo meeting in April.

#### 3.3 NGOs Salary Survey 2022

In the NGOs Salary Survey 2022, 132 agency members, involving over 55,000 headcounts, had participated. A briefing session was scheduled on 9 March to officially release the survey findings. Mr. Chua noted that the survey had recorded an overall turnover rate of around 23% for the sector. With other relevant analyses compiled, the survey could serve as a useful and meaningful reference for HR policy in the sector.

#### 3.4 Impact Incubator: The Social Innovation and Entrepreneurship Development Fund (SIE Fund)

Mr. Chua highlighted that, as of February 1, 2023, the HKCSS Impact Incubator had been appointed as the third batch of intermediaries by SIE Fund until March 31, 2028. The goal is to incubate more innovative projects, while also striving for larger funding applications and building stronger connections between SEs, NGOs, funders, and business circles.

### 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 Agency Membership Application

5. Members noted and approved the membership applications of the following agencies:

- Community Leap Limited 喜動社區發展網絡有限公司
- Hong Kong Youth Counselling Association 香港青少年輔導協會
- Lifewire Foundation Limited 護·聯網慈善基金有限公司
- MakerBay Foundation Limited
- Talk Foundation Limited 童思藝語基金有限公司

After deliberation, the membership applications of six agencies were rejected. The membership team would follow up to notify these agencies of the results, in accordance with the prescribed procedures.

## **MATTERS FOR DISCUSSION AND ACTION**

### **Feedback on Extended Governance Meeting on HKCSS Business Plan 2023-24**

6. Mr. Chua gave a recap of the presentations made at the Extended Governance meeting, which covered the Council's strengthened vision and position, 1+3 strategic blueprint, and strategic objectives for 2022-25. The Business Directors then introduced key initiatives and deliverables for 2023-24. Mr. Chua emphasized the work focuses on driving the implementation of an agenda-setting and impact-oriented culture, supported by the three strategic pillars of co-creation, tech-enablement, and talent development. Feedback from members of the governance committees was noted, particularly the need for formal articulation and mechanisms to support agenda-setting, the strategic pillars, and members' and sectors' engagement. Mr. Chua thanked Members for their advice and assured them that work progress during the implementation stage would be regularly updated.

## **DATE OF NEXT MEETING**

7. The next meeting was scheduled for 3 April 2023 at 5:00 p.m.

There being no other business, the meeting was adjourned at 6:45 p.m.