

THE HONG KONG COUNCIL OF SOCIAL SERVICE
Executive Committee 2024/25

Minutes of 5th Meeting of the Executive Committee for 2024/25 held on Tuesday, 29 July 2025 at 5:00 p.m. at Room 201, 2/F., Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong, and by Zoom.

Present : Revd Canon Hon. Peter Douglas Koon (Chairperson)
Ms. Yvonne Chak Ms. Queenie Chan
Ms. Chan Siu Lai Ms. Kitty Chau
Mr. Benny Cheung Mrs. Angela Chiu
Mr. Raymond Chiu Ms. Hsu Siu Man
Mr. Larry Kwok Mr. Billie Lau
Mrs. Patricia Lau Ms. Lau Sze Fan
Ms. Elizabeth Law Ms. Carmen Lee
Ms. Joyce Lee Dr. Kennedy Liu
Mr. Henry Ng Ms. Melissa Pang

In-Attendance : Ms. Grace Chan, Chief Executive
Ms. Cheung Lai Wah, Business Director
Dr. Jessica Tam, Business Director
Mr. Anthony Wong, Business Director

Apologies : Hon. Bernard Chan Mr. Cooke Cheung
Mr. Thomas Chu Dr. Hon. Lam Ching Choi
Ms. Anthea Lee Dr. CC Luk
Ms. Bonnie So Dr. Hon. Tik Chi Yuen
Dr. Wan Lap Man

CONFIRMATION OF MINUTES OF LAST MEETING

1. The minutes of the last meeting dated 27 May 2025 were confirmed with no amendments.

MATTERS ARISING

2. Ms. Grace Chan, Chief Executive, reported that the nomination period for Specialized Committees for the 2025-2027 term opened on 14 July and closed on 1 August, 2025. Nominations for the ExCo and Standing Committees began on September 9 and ended on 30 September. Members were encouraged to participate and cast their votes to show their support.

MATTERS FOR INFORMATION AND APPROVAL

To note the Chief Executive's Progress Report

3. Ms. Grace Chan, Chief Executive, highlighted and provided supplementary information to Members on the progress report.

3.1 E-Voting System for Annual Election

Ms. Grace Chan reported to Members that, following a thorough review of the implementation plan for the e-Voting System for the Annual Election, a decision was made to postpone its adoption. This decision was based on cost considerations and the

need to align with the Council's broader development priorities. Ms. Chan further emphasized that the election timetable would continue to comply with the timeframes specified in the election guidelines.

To note and approve the Position of Funds

4. Ms. Elizabeth Law, Honorary Treasurer, updated the Council's financial status as of May and June 2025. The report included details on reserves, fund balances, budgets, and the current status of ongoing projects. It was further noted that the Tracker Fund performed well, showing a positive upward trend. Ms. Law noted that with the dissolution of the Council's Investment Committee, future investment decisions would now rest with the ExCo. The report on the Positions of Funds was received and endorsed by Members without further questions.

HKCSS Financial Projection Framework of NGOs under LSG Subvention System (from 2025-26 to 2027-28)

5. The Council's financial projection framework of NGOs under LSG subvention system for 3 years from 2025 to 2028 was presented and explained to Members. Additionally, it was noted that the implications of the abolition of the MPF offsetting arrangement, effective 1 May, 2025, had already been factored into the relevant assumptions. The presentation on the financial projection framework was duly noted and approved by Members.

To note and approve Agency Membership Application

6. Members noted and approved the agency membership application for the proposed agency members.

To note and approve the Termination / Withdrawal of Agency Membership

7. Members noted and approved the withdrawal of agency membership application for an agency member.

To note and approve the Change of Name of an Agency Member

8. Members noted and approved the change of name of an agency member.

To note and approve the Change of Legal Entity of an Agency Member

9. Members noted and approved the change of legal entity of an agency member.

To note and approve the Review of Enhancements of Provident Fund provided to HKCSS Staff

10. Ms. Chan shared a report proposing improvements to the Provident Fund for eligible HKCSS staff. Addressing a member's concern, she assured that management would carry out an annual review of the Provident Fund reserves to assess the viability of these enhancements. If the implementation of the improved Provident Fund turned out to be financially unfeasible for the Council, all staff would be properly informed. With no further questions, the Members acknowledged and approved the review and implementation of these enhancements.

MATTERS FOR DISCUSSION AND ACTION

Update on HKCSS Core Business Plan 2025-26

11. Ms. Grace Chan gave an update on the revisions to the Council's Core Business Plan for 2025-2028. She noted that few core agendas have been updated and reviewed. Key points included a stronger focus on adopting effective and efficient service models to help small

NGOs drive change. She also mentioned potential collaboration with HKSTP on initiatives related to the Development of the Northern Metropolis, along with the Council's role in hosting the 2027 IFA Conference in Hong Kong. The Secretary for the LWB has shown support for bringing this prestigious international conference to the city. Members would receive updates on any new developments as they come up.

DATE OF NEXT MEETING

12. The next meeting was scheduled for 30 September 2025 at 5:00 p.m.

There being no other business, the meeting was adjourned at 6:35 p.m.