

THE HONG KONG COUNCIL OF SOCIAL SERVICE
Executive Committee 2025/26

Minutes of 1st Meeting of the Executive Committee for 2025/26 held on Friday, 12 December, 2025 at 5:45 p.m. in Rm 202, 2/F., Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong.

Present : Revd Canon Hon. Peter Douglas Koon (Chairperson)
Ms. Yvonne Chak Ms. Kitty Chau
Mr. Benny Cheung Mrs. Angela Chiu
Mr. Thomas Chu Ms. Hsu Siu Man
Mr. Larry Kwok Mr. Billie Lau
Ms. Lau Sze Fan Ms. Elizabeth Law
Ms. Carmen Lee Ms. Joyce Lee
Dr. Kennedy Liu Dr. CC Luk
Mr. Henry Ng Mr. Schwinger Wong
Ms. Yvonne Yeung

In-Attendance : Ms. Grace Chan, Chief Executive
Ms. Cheung Lai Wah, Business Director
Mr. Anthony Wong, Business Director
Ms. Wendy Luk, Head (Stakeholders Engagement)

Apologies : The Hon. Bernard Chan Ms. Chan Siu Lai
Mr. Cooke Cheung Mr. Raymond Chiu
Dr. Hon. Lam Ching Choi Ms. Rachel Leung
Mr. Joseph Man Ms. Melissa Pang
Dr. Wan Lap Man

WELCOME

1. At the meeting, Ms. Grace Chan, Chief Executive, sought Members' consent to proceed until the election of office-bearers for the Executive Committee (ExCo) was completed. Ms. Chan warmly welcomed all attending Members and introduced the newly elected Members and representatives of the Standing Committees who were joining the Council's first ExCo meeting for the 2025–26 term.

ELECTION OF CHAIRPERSON, VICE-CHAIRPERSON(S), HON. TREASURER AND HON. LEGAL ADVISOR

2. Ms. Chan updated Members on the nominations received for the election of the Chairperson, Vice-Chairpersons, Honorary Treasurer and Honorary Legal Advisor. The nominations were unanimously supported by Members present, and Revd Canon Hon. Peter Douglas Koon was elected Chairperson. Ms. Yvonne Chak, Hon. Bernard Chan and Dr. Kennedy Liu were elected Vice-Chairpersons. Ms. Elizabeth Law was appointed Honorary Treasurer and Mr. Larry Kwok was named Honorary Legal Advisor. All those nominated were to serve a one-year term from 2025 to 2026.

Revd Koon then took the chair, thanked Members for their support and urged continued cooperation for the benefit of the community. He congratulated the Chief Executive Ms. Grace Chan on her election to LegCo and welcomed the sector's high voter turnout. He encouraged Members' input and collaboration with NGOs, noted the important work ahead, including the

Tai Po tragic incident support initiative, and asked Members to continue supporting the Council.

DATES OF MEETINGS OF THE EXECUTIVE COMMITTEE (ExCo)

3. Under the Council's Constitution, the Executive Committee was required to hold a minimum of six meetings per year. Consistent with past practice, a tentative schedule of ExCo meetings for the 2025–26 term was proposed as follows. Members would be notified in due course of the confirmed meeting dates.

| | | |
|-------------|-------------------------|------------------|
| 2nd Meeting | 26 or 27 January 2026 | 6:00 p.m. |
| 3rd Meeting | 30 or 31 March 2026 | 5:00 p.m. |
| 4th Meeting | 19 or 26 May 2026 | 5:00 p.m. |
| 5th Meeting | 27 or 28 July 2026 | 5:00 p.m. |
| 6th Meeting | 28 or 29 September 2026 | 5:00 p.m. |

CONFIRMATION OF MINUTES OF LAST MEETING

4. Minutes of the last meeting dated 30 September 2025 were confirmed with no amendment.

MATTERS ARISING

5. No matters arising from the last minutes have been reported.

MATTERS FOR INFORMATION AND APPROVAL

To note the Chief Executive's Progress Report

6. Ms. Chan highlighted the progress report and provided supplementary information to Members.

6.1 Youth-friendly Mental Health Support — Secret Chat (默密傾)

Ms. Chan noted that the programme's results were derived from data analysis of about 250 participants across more than 40 partner organisations. Ms. Chan said this made the event an ideal opportunity to demonstrate the project's impact and the strength of cross-sector collaboration.

6.2 2027 International Federation on Ageing (IFA) Global Conference

Ms. Chan reported that, to promote locally the World Health Organization's Integrated Care for Older People (ICOPE) service framework, the Council would organise the IFA conference in November 2027 in collaboration with the Gerontech and Innovation Expo 2025 (GIES 2025). She said this would provide an important opportunity for Hong Kong to contribute to the global dialogue on ageing policy and to showcase local service models and experiences to an international audience.

6.3 International Day of People with Disabilities (IDPD)

The IDPD celebration was held successfully, with the Secretary for Labour and Welfare attending as Officiating Guest. Many NGOs participated in the ceremony and organised booths showcasing and selling products and services created by their service users. Developments in employment for people with disabilities were to be further advanced and promoted.

6.4 HKCSS Salary Survey 2024

The Council was invited to present the HKCSS Salary Survey 2024 at the meeting of the Advisory Committee on Social Work Training and Manpower Planning (ACSWTMP). The findings were shared and discussed.

6.5 Gerontech and Innovation Expo cum Summit (GIES) 2025

The 9th Gerontech and Innovation Expo cum Summit, co-hosted by the Hong Kong Council of Social Service and the HKSAR Government and co-organized by the Hong Kong Science and Technology Parks Corporation, concluded successfully on 20–23 November, attracting over 37,000 visitors. The CMF eRenteBuy Gerontech Online platform and Trade Fair Ceremony was held during GIES 2025 as a collection point for online orders and a product display for featured items. The Trade Fair was designed to facilitate sales and purchases to support GIES.

6.6 GBA Care Food Standard

The “適老易食食品（適老照護食）通用要求” standard was approved and listed by the Guangdong-Hong Kong-Macao Greater Bay Area Standardization Research Center on 25 September 2025. An award ceremony was arranged by the Guangdong Provincial Institute of Standardization on 14 October 2025 in Foshan. The Carefood project had been successfully approved for GBA implementation.

To note and approve the Position of Funds

7. Ms. Elizabeth Law, Honorary Treasurer, provided an update on the Council’s financial position as at September and October 2025. The report covered reserves, fund balances, budgets and the status of ongoing projects. It was noted that, following the retirement of the Director (Finance), the Council would proceed with a newly structured finance team under the leadership of a new Finance Director.

To note and approve the Withdrawal/Termination of Agency Member

8. Members noted and approved the membership withdrawal of an agency member.

To note and approve the Change of Name of Agency Member

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

To note the Election Results of the Executive Committee, the Standing Committee on Sector Development and Finance, and the Standing Committee on Social Development for the term 2025-2027

10. Members noted the election results for the Council’s Executive Committee, as well as the Standing Committees on Sector Development & Finance and Social Development for the term 2025-2027. The results would be announced to newly elected members at the next day and be officially announced at the website of the Council once available.

To note and approve the Signing Authorization for Contracts and Instruments entered into by the Council for 2025-26

11. Members noted and approved the delegation of signing authority for contracts and instruments to be entered into by the Council to the Chief Executive (CE). It was emphasized that a system of checks and balances would be implemented during the decision-making process, with the CE periodically reporting to the ExCo and seeking professional advice from the members. This authorization would remain in effect until the first ExCo meeting following the next Annual General Meeting of the Council.

To note and approve the New Signing Authorization of the HKCSS Bank Accounts

12. Members noted Ms. Cynthia Lee’s retirement as Director (Finance) and the removal of her signing authority on the Council’s bank accounts. They approved the appointment of Mr. Fred Cheng as a Group B signatory for HKCSS bank accounts, with the appointment to take retrospective effect from 1 November 2025. Members also approved that the signing authority for the new bank account and the transaction authorizations for internet banking be aligned with those of the Council’s existing accounts.

To note and approve Appointment of Members for Steering / Advisory Committees and Strategy Committees for 2025-26

13. Members noted and approved the appointment of members to the Steering / Advisory Committees and Strategy Committees for the term of 2025-26.

ANY OTHER BUSINESS

14. In response to the Tai Po fire tragedy, the Council's Caring Company Scheme team mobilized Caring Companies and Caring Organisations for the critical event. Ms. Wendy Luk, Head (Stakeholders Engagement), reported on the team's response to the Wang Fuk Court fire in Tai Po on 26 November 2025. Ms. Luk said the team immediately set up an e-donation platform to collect intended in-kind donations from companies and organisations to meet emergency needs and to mobilize resources for longer-term recovery and community rebuilding.

Within less than three working days, the project had received offers of in-kind support from over 750 entities and more than HK\$1 million in monetary donations from over 370 entities and individuals, in addition to major donors who had already consolidated HK\$16 million. A vetting panel, consisting of the two Vice-chairpersons and the Chief Executive of the Council, was formed and given authority to decide on the release, proper use and distribution of the funds to ensure they were allocated to the affected parties.

Members' comments at the meeting were summarised as follows: that the support should be provided directly to affected households in phases — immediate, mid-term and long-term; elderly residential care and transitional housing support would be required for affected seniors and households in need; and concerns about future rebuilding needed to be addressed. Members also noted the challenges of coordinating overwhelming amounts of information and resources, as well as suggestions in using big data and AI to support planning and implementation. Mental health support for social workers serving each household was identified as a priority, thus, coordination with the SWD and LWB was considered crucial. From a policy perspective, Members observed that LegCo would need to ensure that all relevant stakeholders and processes were involved and investigated to secure future compliance.

15. It was noted that Ms. Kitty Chau has resigned from the HKCSS ExCo after stepping down as the Chief Executive of the HK Family Welfare Society. The Committee thanked her and wished her well in future endeavours.

DATE OF NEXT MEETING

16. The next meeting was scheduled for 26 or 27 January 2025 at 6:00 p.m., to follow the annual extended governance meeting held that same day from 4:00 to 6:00 p.m. The finalized meeting date remained subject to confirmation; a memo on the meeting notice would be sent to Members in due course.

There being no other business, the meeting was adjourned at 6:40 p.m.