

THE HONG KONG COUNCIL OF SOCIAL SERVICE
Executive Committee 2019/20

Minutes of the 1st Meeting of the Executive Committee for 2019/20 held on Monday, 6 December, 2019 at 5:00 p.m. in Room 201, 2/F., Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong.

Present : The Hon. Bernard Chan (Chairperson)
Mr. Charles Chan Ms. Susan Chan
Ms. Yvonne Chak Mr. Benny Cheung
Ms. Amy Fung Mr. Andy Ho
Mr. Larry Kwok Mr. Lai Wing Hoi
Ms. Josephine Lee Ms. Irene Leung
Mr. Kennedy Liu Dr. Annissa Lui
Dr. CC Luk Hon. Shiu Ka Chun
Mr. Wong Chi Hung Ms. Kathy Wong
Ms. Wong Sau Wa Ms. Noel Yeung
Ms. Amarantha Yip

In-Attendance : Mr. Chua Hoi Wai, Chief Executive
Mr. Cliff Choi, Business Director
Dr. John Fung, Business Director
Mr. Raymond Lai, Business Director
Mr. Anthony Wong, Business Director

Apologies : Ms. Chow Mee Tim Mr. Kwok Lit Tung
Dr. Lam Ching Choi Ms. Elizabeth Law
Dr. Jane Lee Ms. Bonnie So
Mr. Stephen Wong Ms. Yvonne Yeung

WELCOME

1. Mr. Chua Hoi Wai, Chief Executive, sought Members' consent to convene the meeting until completion of the agenda to elect office-bearers of the Executive Committee (ExCo). Mr. Chua welcomed Members for joining the first meeting of the service term for 2019-2020 and introduced newly elected Members and elected Representatives of the 4 Standing Committees and The Hong Kong Joint Council for People with Disabilities.

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

2. Mr. Chua Hoi Wai reported to Members the nominations received and proceeded to start the election of Chairperson, Vice-Chairperson(s), Hon. Treasurer and Hon. Legal Advisor. Putting to vote by Members present, Hon. Bernard Chan was elected to be the Chairperson, Mr. Kwok Lit Tung and Mr. Kennedy Liu to be the Vice-chairpersons, Ms. Elizabeth Law the Hon. Treasurer. Mr. Larry Kwok was appointed as the Hon. Legal Advisor. All positions would be effective for a term of office for one year in 2019-2020.

(The Chairperson, Mr. Bernard Chan, took chair of the Meeting at this point of time)

DATES OF MEETINGS OF THE EXECUTIVE COMMITTEE

3. In accordance with the Constitution of the Council, the Executive Committee should hold not less than 6 meetings each year and following the past practice, the schedule of ExCo meetings was proposed. With unanimous consent of Members present, the below schedule was adopted for the term of 2019/20:

2nd Meeting	● 20 January 2020	6:00 p.m.
3rd Meeting	● 30 March 2020	5:00 p.m.
4th Meeting	● 25 May 2020	5:00 p.m.
5th Meeting	● 27 July 2020	5:00 p.m.
6th Meeting	● 28 September 2020	5:00 p.m.

Members were advised that the 2nd ExCo meeting would start at 6:00 p.m., immediately after the Annual Extended Governance Meeting, a meeting notice giving further details would be issued to Members closer to the date of scheduled meeting.

CONFIRMATION OF MINUTES OF LAST MEETING

- Minutes of the last meeting dated 23 September 2019 were confirmed with no amendment.

MATTERS ARISING

Update on the case of a Member Agency (in confidential session)

- The case was reported to ExCo for discussion and to give advice on follow up action and decision.

Update on Proposed Amendments to HKCSS' Constitution

- Mr. Chua reported that after the Extraordinary General Meeting (EGM) held on 8 November 2019, incorporated with comments received, the proposed amendments were finalized and endorsed. The management would proceed with the follow-up procedures accordingly.

MATTERS FOR INFORMATION AND APPROVAL

To note the Chief Executive's Progress Report

- Members noted the Chief Executive's Progress Report and Mr. Chua provided supplementary information on below issues.

– Time To Heal Project (港講訴)

Mr. Chua highlighted that from mid-September till 25 November 2019, the Project had received a total of 51 applications for emergency psychological and psychiatric support. 17 capacity building programs were organized on a variety of topics. The Project was expected to rebuild family and social cohesion and address mental health needs of the public by harnessing expertise of care professionals, including social workers, teachers, clinical psychologists and psychiatrists. Mr. Chua noted that the Council was also planning to organize a sector-wide sharing session in January 2020 and details would be released to all agency members once available.

– Modular Housing Project

Mr. Chua reported that a visit had been made to Foshan last month for mock-up inspection and that an assembling ceremony for the first batch of modular house at the Nam Cheong Street site would be held on 20 December. Tung Wah Group of Hospital was appointed to be the service operator and tenants were expected to move-in in 2nd quarter of 2020. Members of ExCo were invited to attend the ceremony.

– Gerontechnology & Innovation Expo cum Summit (GIES)

Mr. Chua reported that GIES was successfully held from 20-24 November 2019, facing risks and challenges as a result of the recent social unrest. The Summit was well received and there were 142 exhibitors joining the Expo, with a record of over 25,000 visitors within the 4 show days of Expo. A good number of senior government officials, health professionals, funders and some elders had also visited the Expo with satisfactory feedback. Positive comments were also received from exhibitors who had in-depth discussions and views exchanges with visitors and potential partners who were interested in the products. Mr. Chua noted that the preparation work for GIES

2020 was underway and it was tentatively scheduled to be held from 18-22 November 2020 at HKCEC. In response to enquiries on the programs of GIES next year, Mr. Chua noted that new elements aiming to promote healthy and active-ageing, including to strengthening the participation of PWDs, promoting more sophisticated soft meal for elders, as well as to source for more advanced technical support for elders, etc., would be further explored.

To note the Position of Funds

8. Reported by the Chief Executive, the Position of Funds was noted by Members.

To note and approve Terms of Reference (TOR) and Appointment of Members to Assessment Committee for Membership Application

9. Members noted and approved the TOR of the Committee and appointment of Members nominated from ExCo and the four Standing Committees respectively. Members further appointed Ms. Yvonne Yeung to be the Chairperson and Ms. Bonnie So the Vice-Chairperson of the Committee. Mr. Chua noted that the follow-up arrangement of new appointments would proceed accordingly.

To note the Election Results of the Executive Committee and 4 Standing Committees for 2019-21

10. Members noted the election results of ExCo and the 4 Standing Committees for the term of 2019/21. No further enquiries were raised.

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

11. Members noted and approved to delegate the Chief Executive with signing authorization for contracts and instruments entered into by the Council. There would be a system of checks and balances in place in making decisions and from time to time, the Chief Executive would report to ExCo, seeking professional advice. The authorization would remain valid until, the commencement of 1st ExCo Meeting after the next annual general meeting of the Council.

To note and approve Delegation to the Chief Executive with Signing Authorization for Tenancy Agreement entered into by Council with Urban Renewal Association (URA)

12. Members noted and approved to delegate the Chief Executive with signing authorization for tenancy agreement entered into by the Council and URA.

To note and approve NGO Governance Platform Project

13. Members were invited to note the background and transitional arrangements of the Project, which Members' approval was sought for the newly proposed structure of operation, in terms of changes made to the team size and quorum of the meeting of its steering committee, as well as the funding and resources arrangements. Members' approval was also requested to extend the membership of existing members of the Project Steering Committee for another year to April 2021. After careful consideration, Members approved the aforesaid proposed transitional arrangements.

To note and approve Appointment of Members for Steering and Advisory Committees

14. Members noted and approved the appointment of members recommended to the Steering and Advisory Committees.

A Proposal for Strengthening the Capacity of Policy Research and Advocacy

15. Mr. Anthony Wong, Business Director, presented to Members a proposal explaining the rationale and objective which aimed to strengthen the capacity of policy research and advocacy and to identify long term research areas for strategic development of policy and service agenda. Mr. Wong also introduced that 3 core strategies would be recommended for adoption, namely, staff team capacity enhancement, strategic areas of policy agenda, and governance capacity enhancement. And in relation to the change of staff structure, it was noted that concerned staff members, in particular affected staff teams, were properly

consulted and were supportive to the proposed change, and that at the next stage, they would further be engaged with more in-depth deliberation. Concerning the change of governance structure, Mr. Wong highlighted that it was proposed to ExCo for initial deliberation and relevant Committees would then be consulted, their views to be gathered and consolidated for final decision to be made by Members of ExCo.

Members were invited to note and approve the proposal on the change of staff and governance structure as well as to agree to start the process of consultation with concerned Committees. After discussion, a summary of Members' views were noted as follows:

- There was a view that the Council should carefully consider the resources implication and workload of affected staffs as a result of the proposed changes.
- Some Members agreed to the changes and opined that it would help streamlined the research structure and concretely strengthen evidenced-based approaches which in return would benefit the sector's capacity of research and advocacy.
- A Member remarked that Specialized Committees under the current governance structure have their own functional merits, such as, they could provide for middle-level workers of NGOs with increased opportunities of exposure and talent development. Another Member echoed that the Council should carefully consider the implication in terms of different mandates of the proposed Expert Groups and that of the Specialized Committees and had suggested whether a parallel structure could be considered as an alternative option.
- A Member was concerned about the proposed policy agenda setting process, whether it could flexibly and effectively addressed current social issues of other services such as children and youth or families, etc.

Mr. Chua noted Members' comments which would be taken into serious consideration. With no further comments, Members approved the proposal on the change of staff structure and the proposed idea on the change of governance structure. They also agreed to start a process of consultation with concerned Committees.

To Approve the New Signing Authorization of the HKCSS Bank Accounts

16. Members noted and approved the new signing authorization of HKCSS bank accounts and that relevant arrangements would be made thereafter accordingly.

ANY OTHER BUSINESS

17. Annual Extended Governance Meeting to be held on 20 January 2020

Mr. Chua Hoi Wai reminded that the Annual Extended Governance Meeting was scheduled to be held on 20 January 2020 from 4:00 p.m. to 6:00 p.m., and to be immediately followed by 2nd ExCo meeting. Mr. Chua noted that the Extended Governance Meeting was an annual exercise aiming to provide a cross core business platform for members of the governance to discuss and to enhance understanding of the Council's work plan of the coming year. All Members of ExCo and Standing Committees, Chairpersons and Vice-Chairpersons of Specialized Committees would be invited to attend.

18. Dinner with the Secretary for Labour and Welfare (SLW)

Mr. Chua Hoi Wai reminded Members of the dinner with SLW on 9 December 2019.

DATE OF NEXT MEETING

19. The next meeting was scheduled for 20 January 2020 at 6:00 p.m. in Room 201 of Duke of Windsor Social Service Building.

There being no other business, the meeting was adjourned at 6:50 p.m.