

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

Minutes of the 2nd Meeting of the Executive Committee for 2019/20 held on Monday, 20 January 2020 at 6:00 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. Yvonne Chak
Mr. Benny Cheung Ms. Chow Mee Tim
Ms. Amy Fung Mr. Andy Ho
Mr. Larry Kwok Mr. Kwok Lit Tung
Mr. Lai Wing Hoi Ms. Elizabeth Law
Dr. Jane Lee Ms. Josephine Lee
Mr. Kennedy Liu Dr. CC Luk
Hon. Shiu Ka Chun Mr. Wong Chi Hung
Ms. Wong Sau Wa Ms. Noel Yeung
Ms. Yvonne Yeung

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. Susan Chan Dr. Lam Ching Choi
Ms. Irene Leung Dr. Annissa Lui
Ms. Bonnie So Ms. Kathy Wong
Mr. Stephen Wong Ms. Amarantha Yip

CONFIRMATION OF MINUTES OF LAST MEETING

1. Minutes of the last meeting dated 6 December 2019 were confirmed with no amendment.

MATTERS ARISING

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

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

MATTERS FOR INFORMATION AND APPROVAL

To note the Chief Executive's Progress Report

3. Members noted the Chief Executive's Progress Report presented by Mr. Chua Hoi Wai, who also provided supplementary information on below issues.

– Community Housing Movement Project

Mr. Chua reported on work progress of the Project's 3-year funded program with the Community Chest (Chest) due to conclude in September 2020. Mr. Chua noted that the Council had completed offering 240 units to needy households and anticipated to reach up to 480 units, with very limited variance against units committed to Chest. It was also noted that the assembling ceremony of modular housing project at Nam Cheong Street site was well received with satisfactory media feedback. Another project with Wheelock, in collaboration with Lok Sin Tong was also in progress. In response to a Member's inquiry, Mr. Chua confirmed that the Council and Lok Sin Tong would closely collaborate, ensuring to well-align towards the same service operating directions.

Noted by the Chairperson, Ms. Elizabeth Law and Mr. Kennedy Liu had declared interests at the Meeting in relation to the Wheelock project.

In response to a Member's enquiry concerning risk analysis of the Project, Mr. Chua further reported that the management was alerted and has been closely monitoring all cost implications, in particular, capital costs and cash flow, and there was also a plan of the Council to have a subsidiary set up for the Project.

– Project Star Most Impactful Small and Medium-sized Non-subvented NGOs Award 2019

Mr. Chua reported that 10 NGOs were shortlisted to enter the final adjudication of the Award in 3rd quarter of 2020. It was noted that the adjudication had been a meaningful and good learning process for NGOs which demonstrated their potentials and contributions to the community.

To note the Position of Funds

4. Reported by Ms. Elizabeth Law, Hon. Treasurer, Members noted the Position of Funds.

To note and approve the Application for Agency Membership

5. Members noted and approved below applications for agency membership:

- Social Development Practice and Research Centre Limited 社會發展實踐及研究中心有限公司
- Teen's Key-Yeung Women Development Network Limited 青躍-青少女發展網絡有限公司

After discussion and in consideration of reports presented, below applications were rejected:

- Basketball Sport Ministry Limited 籃球體育事工有限公司
- Lord Grace Home For The Aged Company Limited 九龍主恩堂敬老之家有限公司

In response to a Member's comment on the reporting format of decision of votes made by members of Assessment Committee, Mr. Chua noted the advice and the membership team would follow up to fine-tune the reporting format accordingly.

To note and approve Amendment to Membership Management Policy (the policy)

6. Mr. Cliff Choi, Business Director, presented and explained to Members the proposed revisions to be made to the policy, that were necessary in order to align with amendments made to the HKCSS Constitution recently endorsed at EGM on 8 November 2019. Mr. Choi highlighted that section 3.4 was revised to further clarify the Council's procedures in handling any complaint made to agency members. After discussion, aside of few comments noted, Members endorsed the proposed revisions. Mr. Choi would follow up to prepare for a final version of the policy and for submission to ExCo for endorsement.

To note and approve Delegation of Exceptional Authority to Approve Quotation/Tender

7. Mr. Chua presented the paper, providing the purpose, background and rationale for the proposed delegation and highlighted that justifications for exercising of exceptional authority would be properly documented for each case. Checks and balances should be maintained and in making a decision, associated responsibility would be distributed to relevant officers to verify its proper execution. Moreover, reporting on half-year basis would be presented to ExCo for all approved cases where exceptional authority would be applied.

After discussion and in consideration of Members' concerns, approval was given that the Chief Executive would be delegated with exceptional authority to approve quotation and/or tender under a limit of HK\$10 million. For any amount exceeding the limit, the Chief

Executive would have to seek further approval from ExCo's office-bearers, including Chairperson, Vice-Chairpersons, Hon. Treasurer and Hon. Legal Advisor.

MATTERS FOR DISCUSSION AND ACTION

Feedback on Extended Governance Meeting on HKCSS Business Plan 2020-21

8. Mr. Chua thanked Members for the fruitful exchanges at Extended Governance meeting. Members' views and advice on challenges and risks not only to the Council, but also to the whole sector were well noted. And it also provided good stimulation for the Council to continue to work for more and for benefits of the community. With much appreciation, Mr. Chua also thanked Members who had been invited to speak and share their views generously at the panel. Mr. Chua further suggested that the sector be more actively engaged for view-exchange in order the Council being a sharing platform could be better utilized.

DATE OF NEXT MEETING

9. The next meeting was scheduled for 30 March 2020 at 5:00 p.m. in Room 201 of Duke of Windsor Social Service Building.

There being no other business, the meeting was adjourned at 7:50 p.m.