

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

Minutes of 3rd Meeting of the Executive Committee for 2019/20 held on Monday, 30 March 2020 at 5:00 p.m. in Room 1410, 14/F., Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong.

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

(In the absence of the Chairperson who would be joining late, Mr. Kennedy Liu, Vice-Chairperson, helped chair the meeting.)

CONFIRMATION OF MINUTES OF LAST MEETING

1. Minutes of the last meeting dated 20 January 2020 were confirmed with no amendment.

MATTERS ARISING

Resignation of a Member

2. Mr. Chua reported that Dr. Jane Lee had tendered her resignation of membership from ExCo on the ground that, in capacity of her as Chairperson of the SIE Fund Task Force, she perceived potential conflict of interests and sensitivities that might arise in circumstances that there would have discussion at meetings of the SIE Fund. As such, the Chairperson had been consulted for advice and having taken into consideration of aforesaid concern, the Chairperson on behalf of the ExCo, had accepted the resignation of Dr. Lee with immediate effect. After discussion at the Meeting, Members agreed that the vacancy left open would be filled by election at the AGM of the Council tentatively scheduled to take place in November 2020.

(Mr. Bernard Chan, Chairperson, took chair of the meeting at this point.)

Amendment to Membership Management Policy

3. Follow up on discussion of the draft policy at the last ExCo meeting where Members' views were collected. Mr. Cliff Choi, Business Director, highlighted and explained key revisions made in section no. 3.4.2, 3.4.3, 6.2.5, 7.2.1, 7.2.2, and 7.2.3, concerning verification of agency membership status, complaints made to agency members and suspension and/or

termination of membership, for Members' final approval and comments. There were few enquiries and counter-suggestions on the wordings made by Members and to whom clarifications were made by Mr. Choi. After discussion, Members endorsed the proposed revisions. Mr. Choi thanked Members for the advice and would proceed to follow up on the final preparation of the policy.

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

4. 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

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

– Social Welfare Caring Campaign for Anti-epidemic (社福界抗疫送暖大行動)

Mr. Chua reported on the work progress of the campaign which aimed to provide support to people in difficulties while facing unprecedented challenge of the COVID-19 pandemic. Every effort had been made for distribution of protective kits such as anti-epidemic care packs including face masks, sanitizers, and care cards, to those in need. As of 25 March, more than 1,790,000 pieces of masks, 234,000 bottles of sanitizers and 124,000 other items were distributed to 400,000 beneficiaries through 354 welfare agencies and self-help groups. The portal disseminating anti-epidemic information and an on-line donation platform were set up to facilitate donation of anti-epidemic resources to the public. In addition, a survey was conducted to gauge the impact of the epidemic on service users in the community and the result would be released in early April 2020.

- Members have also given views that since the pandemic outbreak, many social enterprises were in need of support. The social enterprise operators were seriously impacted and were facing heavy financial difficulties which eventually forcing a few of them out of business. There were also NGOs, either self-financed or fractionally funded under intermediary funders / under specific project funding, had experienced the funding being held up. Consequently, these NGOs were facing with financial difficulties because they had already employed or engaged workers to provide services which were inevitably suspended in the past weeks owing to the pandemic. It was noted that similar hardships were also being faced by other non-subsented NGOs or subsented NGOs providing non-subsented services.

The Chairperson thanked Members for views and that Mr. Chua and responsible staff teams would consolidate concerns of the sector and to follow up with the government for supporting measures.

– Modular Housing Project

The recent outbreak of COVID-19 pandemic had caused a delay to the construction work of Nam Cheong Street site. Few other sites were progressing in different stages. Going forward, the Council would plan for a subsidiary to be set up for the project.

– Impact Incubator – Social Innovation and Entrepreneurship Development Fund (SIE Fund)

The Council had been appointed by the Fund as an intermediary since February, lasting for three years until 31 January 2023. And in order to address social problems caused by the Covid-19 pandemic ongoing, a fast track of grant application was launched since mid-February and the Council had been engaged to manage the application.

– Caring Company Scheme

Due to the outbreak of the COVID-19 pandemic, this uncertain situation was expected to last until 2nd quarter of 2020, the Caring Company Partnership Expo scheduled to be held on 11 June was cancelled, but the award presentation for Outstanding Partnership Project remained unchanged, although it would be organized in a smaller scale with limited number of attendance.

To note the Position of Funds

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

To note and approve Withdrawal of Agency Membership

7. Members noted and approved the withdrawal application of below agency member:
– Keswick Foundation Limited

To note and approve Temporary Membership Suspension of Non-compliant Agency Members

8. Members noted the report on non-compliant agency members submitted by the management and as discussed, Members approved the membership suspension of non-compliant agency members and for the ones which had provided justifications, a 3-month grace period would be granted. The membership unit would follow up on relevant procedures accordingly.

To note and approve new Logo for Agency Member of HKCSS

9. Mr. Cliff Choi presented the HKCSS Agency Member Logo Guideline 2020 which described the rules and visual specifications required for logo use and display. Given that the logo would be used to facilitate identification of the agency's membership with the Council, a set of logo usage guideline were drafted in order to ensure its proper use. Agency members could display the logo on their publications and promotional materials as needed. Mr. Choi invited Members to give comments and to seek for their endorsement.

As discussed, few core comments from Members were noted, for example, in displaying the name of the Council, Members have suggested it should be enlarged so it could be more clearly and prominently displayed. And it would be more advisable to share with agency members the design concept of the new logo in the guideline, which Mr. Choi had responded that the design was made with reference to the shape of tree, implying social solidarity and development, whereas the bold dots on the tree represented fruitful results.

With no further comments, Members endorsed the proposed HKCSS Agency Member Logo Guideline 2020. Mr. Choi would proceed to prepare for a finalized guideline to be effective as soon as practicable and a memo to all agency members would be issued in due course.

To note and approve Delegation to the Chief Executive with Signing Authorization for Tenancy Agreement entered into by Council with The Urban Renewal Authority

10. Members noted and approved to delegate the Chief Executive with signing authorization for tenancy agreements entered into by the Council with Urban Renewal Authority, in relation to designated units at (i) Rich Building, 163-165 Lai Chi Kok Road, Kowloon and (ii) Shun Sing Mansion, 466 Des Voeux Road West and No.1 Cheung Kan Lane, Hong Kong.

To note and approve Setting up of New Steering Committee for HKJC Gerontech Education and Rental Service and Appointment of New Members

11. Members noted and approved the setup of Steering Committee for the Hong Kong Jockey Club Gerontech Education and Rental Service, its terms of reference and the recommended list of membership, which the Committee secretariat would follow up with invitation to proposed individuals.

MATTERS FOR DISCUSSION AND ACTION

HKCSS Budget 2020-21 and 10-Year Financial Projection

12. Ms. Elizabeth Law, Hon. Treasurer, highlighted the proposed budget of 2020-21, which stated the total income and expenditure and a projected deficit of around HK\$191,062. The budget for projects and 10-year funding projection from 2020/21 to 2029/30 were also noted. Receiving no further enquiries on the budget presented, HKCSS Budget 2020-21 and 10-year funding projection were endorsed. Mr. Chua thanked Members for advice and noted that owing to the COVID-19, it increased uncertainties and difficulties for the Council to reach the budget, but the management would remain cautious in managing the cash flow. If further updates were available, Members would be duly informed.

HKCSS Business Plan 2020-21

13. Mr. Chua Hoi Wai, Chief Executive, reported to Members on the HKCSS Core Business Plan 2020-21 which had incorporated suggestions collected from Committees of governance and at the Extended Governance meeting held on 20 January 2020. The Plan presented to Members had finalized key social development agenda and objectives, deliverables and impact that were accountable to four core strategic areas, namely, (a) agenda setting, (b) innovation and technology, (c) sector capacity building, and (d) effecting changes.

In addition to standing work tasks which each CB and team would be responsible for, Mr. Chua highlighted some significant project initiatives that the Council would put in a lot of efforts. These core initiatives covered those continued from the last year, such as LSG review and GIES 2020. There were newly implemented and launched ones including the first implemented “Pay for Success” project in HK, and a Care Food project. The Council also worked together with the sector to develop new programmes and initiatives to address issues caused by the social unrest, projects including the Time to Heal, youth suicide prevention and youth employment. Various corporate fundings had been secured to jointly work with NGOs in addressing various financial and social hardships faced by vulnerable groups caused by the COVID-19 pandemic. On sector capacity building, the Council also initiated projects to enhance IT applications in the sector by identifying more offsite IT application options with strengthened security. Moreover, the Council further launched assistance programmes to improve the living environment of low-income subdivided unit households and to conduct surveys on health, housing and other needs of these households. Finally, on internal capacity building of the Council, staff development programmes would continue and cross-team collaboration with staff rotation would also be identified.

Members noted and endorsed the HKCSS Business Plan 2020-21 with no further comments. Mr. Chua thanked Members for their support and would proceed to follow up on implementation of the Plan.

2020 Welfare Agenda and Priorities Setting List

14. Mr. Raymond Lai, Business Director, reported that the 2020 welfare agenda and priorities setting exercise would be held on 15 May 2020 and the preparation work has been progressing on schedule. Mr. Lai reported that a WAPs list providing key service concerns had been drafted and consolidated with views collected from Standing Committee on Service Development and Specialized Committees of different services. Items concerning developing online family support, manpower enhancement in support of school social work, and enhanced service support for dementia elderly were being highlighted.

Mr. Lai further noted that to avoid crowd gatherings in light of the pandemic, the mode of WAPs would be conducted on-line by using Zoom and details to be announced to participants in due course.

ANY OTHER BUSINESS

15. Member have discussed and agreed that, under special circumstances which the Chief Executive could not be present to perform his duties, the Chairperson and Vice-Chairpersons may exercise their discretion to delegate the responsibility to the Business Director, on non-permanent basis, in carrying out duties of the Chief Executive. The delegation would allow the Business Director with signing authorization while acting on behalf of the Chief Executive.

DATE OF NEXT MEETING

16. The next meeting was scheduled for 25 May 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 7:00 p.m.