THE HONG KONG COUNCIL OF SOCIAL SERVICE

Executive Committee 2019/20

Minutes of 5th Meeting of the Executive Committee for 2019/20 held on Monday, 27 July 2020 at 5:00 p.m. Due to the pandemic situation, the meeting was held via internet.

Present : Mr. 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. 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 Ms. Elizabeth Law

**CONFIRMATION OF MINUTES OF LAST MEETING**

1. Minutes of the last meeting dated 25 May 2020 were confirmed with no amendment.

MATTERS ARISING

1. Revised Schedule of Elections for 2020-2022

Mr. Chua Hoi Wai, Chief Executive, reported that an email was sent to Members on 2 July regarding the revised schedule of elections for Specialized, Standing and Executive Committees, which was postponed in order to align with proposed changes of the governance structure of two Specialized Committees under Policy Research and Advocacy. With no adverse views received from Members, Mr. Chua confirmed that the revised schedule of elections had been endorsed by the ExCo by circulation.

MATTERS FOR INFORMATION AND APPROVAL

To note the Chief Executive’s Progress Report

1. Members noted the Chief Executive’s Progress Report presented by Mr. Chua, who further provided supplementary information on below issues.

* Modular Housing Project: Nam Cheong Street Site

Mr. Chua reported that the site work of Nam Cheong Street had completed and prospective tenants from 89 households were expected to move-in around mid-August. Owing to the pandemic, instead of arranging for a public launch ceremony, the Chairperson of the Council, government officials and key partners were invited to a site visit.

* Consultancy Study on Social Support Service to Lift Modernization Subsidy Scheme (LIMSS)

Mr. Chua reported that SEBC has been appointed by Urban Renewal Authority (URA) as project consultant to evaluate potential social service needs under the LIMSS and a presentation to the government’s LIMSS Steering Committee was conducted on 24 June 2020 to share final research findings and the tentative operation model. The Development Bureau and URA would consolidate their views and channel to the project management team in later stage. The Council would wait for advice from URA if SEBC would have a role to play in the project implementation at the next stage.

* The Caring Company Partnership Expo

Mr. Chua reported that the Caring Company Scheme Award Presentation 2019/20 cum Anti-epidemic Campaign Reception Award Presentation Ceremony was held successfully on 11 June 2020. The Hon Paul Chan, Financial Secretary, had been invited to officiate at the event and present awards to the winning organisations of the Outstanding Partnership Project Award, as well as representatives of 30 corporations and foundations which offered immediate financial and non-monetary assistance to unemployed and deprived families, as well as to NGOs during the most critical periods in the last quarter.

* The BOCHK Centenary Charity Programme

Mr. Chua reported that the charity programme was successfully completed and 37 were selected out of 280 project proposals focusing on social inclusion, youth development and active ageing. The total amount offered under the programme was up to HK$436 million.

To note the Position of Funds

1. Mr. Chua reported that challenged by the pandemic, income sources of the Council had been affected and hence, the Council had applied for government’s Employment Support Scheme for temporary financial assistance. Members noted and the Position of Funds was endorsed with no further inquiries.

To note and approve Application for Chinese Name Rectification of Agency

1. Mr. Cliff Choi, Business Director, reported on the application. Members noted and approved the name rectification of the agency: 香港五邑工商總會 and its membership status remained unchanged.

To note and approve the Change of Legal Identity of Agency

1. Mr. Cliff Choi, Business Director, reported on below agencies’ change of legal identity and explained that the concerned agency’s nature of operation would not be affected. Members noted and approved the change:

* Hong Kong Alliance for Rare Diseases香港罕見疾病聯盟
* Hong Kong Association for Specific Learning Disabilities香港特殊學習障礙協會

To note and approve an Update of Non-compliant Agency Members

1. The report on non-compliant agency members was noted and after discussion, Members approved to resume membership of below agencies:

1. Care the Visually Impaired 香港視障視全人士協會
2. Hong Kong Alliance for Rare Diseases 香港罕見疾病聯盟
3. World Green Organisation 世界綠色組織

And resolved to terminate membership of the agency: Life Workshop生命工場 due to persistent failure in complying with submission of reports as required. The membership unit would proceed with appropriate procedures accordingly.

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

1. Members noted and endorsed extending to eligible staff the employer’s contribution of 10% of staff salary for another year until 2022-23, which according to Mr. Chua was financially viable for the Council.

To note the Report on Delegation of Exceptional Authority to approve Quotations/Tenders

1. Mr. Chua presented a half-year report of approved sole-source cases where exceptional authority had been applied by the Chief Executive when accepting quotations/tenders for procurement of service in the period from January to June 2020. Members noted the report. Members also recommended that the Chief Executive should be authorized to approve these cases that were all substantiated and operational in carrying out normal business transactions. And to ensure adequate checks and balances, the Hon. Treasurer and/or Chairperson should be consulted for advice and approval on behalf of the ExCo, in the event of transactions with large amounts. Mr. Chua noted Members’ views and would seek advice from the Hon. Treasurer for appropriate reporting procedures.

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

1. Members noted and approved that the Chief Executive be authorized by the ExCo to sign the Licence Agreement on behalf of the Council with URA of the property: G/F, 1/F and 3/F, No. 204 Prince Edward Road West, Kowloon.

To note and approve Membership Appointment of Steering Committee on Modular Social Housing

1. Members noted and approved the management’s recommendation of membership appointment to the Steering Committee on Modular Social Housing for two years until May 2022.

To note and approve the Report on Review of Governance Structure of Policy Research and Advocacy (PRA)

1. To follow up on discussion of the governance structure review of PRA at the last ExCo meeting, Mr. Anthony Wong presented the final report and highlighted that consultation meetings were conducted with all committees concerned, where members were given comprehensive briefing about the background, rationales, objectives and proposed ideas. All opinions received were consolidated, and consequently a major consensus and final proposal were developed and submitted to the ExCo for deliberation and endorsement.

Mr. Wong further highlighted that the final proposal had included a shortened term of service for the two concerned Specialized Committees in upcoming election, a re-aligned Terms of Reference of the Standing Committee on PRA with the newly formed task force, as well as a periodic review of strategic areas of research and advocacy. After thorough deliberation, Members noted and approved the proposal. They also expressed appreciation to efforts of the management in addressing to all concerns raised by different committees. Mr. Chua thanked Members for the advice and the responsible staff team would proceed to adopt the proposed measures. Members would be kept updated of the progress accordingly.

**MATTERS FOR DISCUSSION AND ACTION**

Service Response to the Covid-19 Pandemic

1. It was raised for discussion that the sector was facing serious challenges and adverse impacts of the pandemic. NGOs and private-operated residential care homes in particular were hardest hit by the pandemic with inadequate resources for infection preventive tools and equipment, like masks and face shields, etc. There were also immediate needs from care homes for extra manpower support in carrying out disinfection tasks, as well as IT support for online skills, trainings and service delivery. Members further expressed serious concerns of increasing social needs for food assistance and delivery services. Members agreed that the sector have to work together for mutual support and especially reaching out to private residential elderly homes which were in the edge of getting out of control because of the frequent outbreak of confirmed cases of COVID-19.

A concern was also noted on recent notice from insurance company that if there were critical material changes in the service models or operations, existing insurance policies might not cover staff’s work injury arising out of and in the course of employment and/or any legal liability to third party, resulted from quarantine and/or disinfection. The Chairperson noted and would assist looking into the matter. Mr. Chua thanked Members for views and the Council would step-up efforts to coordinate NGOs in reaching out to help and to share good practices within the sector. Mr. Chua would also keep communicating with SWD on the sector’s needs such that timely assistance for NGOs could be provided.

DATE OF NEXT MEETING

1. The next meeting was scheduled for 28 September 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 6:45 p.m.