THE HONG KONG COUNCIL OF SOCIAL SERVICE

Executive Committee 2019/20

Minutes of 6th Meeting of the Executive Committee for 2019/20 held on Monday, 28 September 2020 at 5:00 p.m. in Room 201, 2/F., Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong.

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. Elizabeth Law Ms. Josephine Lee

Ms. Irene Leung Dr. Annissa Lui

Dr. CC Luk Ms. Bonnie So

Mr. Wong Chi Hung Ms. Kathy Wong

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

Ms. Cynthia Lee, Director (Finance and Building Management)

Apologies : Ms. Chow Mee Tim Mr. Kennedy Liu

Hon. Shiu Ka Chun Ms. Wong Sau Wa

**CONFIRMATION OF MINUTES OF LAST MEETING**

1. Minutes of the last meeting dated 27 July 2020 were confirmed with no amendment.

MATTERS ARISING

1. Insurance for Volunteers

Mr. Chua Hoi Wai, Chief Executive, reported that, following the discussions in the previous ExCo meeting regarding the difficulty of purchasing insurance for volunteers during COVID-19 pandemic, the Council had explored with JLT, other insurers, and the Insurance Authority. It was noted medical insurance was not applicable as all COVID-19 patients were admitted into public hospitals free of charge. There were insurers providing hospitalization cash benefits but, after consulting relevant committees, members found it not very useful. It was noted that public liability or other related policies might be used when necessary and applicable.

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.

* Survey on Carers of Adults with Disabilities

The Council had conducted a press conference on 22 September regarding a survey on ‘Carers of Adults with Disabilities’, and a Carer Month 2020 was scheduled to be launched in October, aiming to raise public awareness of carers, recognize the contribution they made and to give support to them. The agenda on support for carers was also under discussion at LegCo Panel on Welfare Services.

* Pay for Success Project

Mr. Chua reported that endorsed by SIE Fund since August 2020, it was the 1st Pay for Success project officially launched in Hong Kong, and SEBC had been taking part as a project consultant in supporting Oxfam HK on a program to improve Chinese proficiency of non-Chinese speaking kindergarten students. Mr. Chua noted that many learning experiences and opportunities were gained in the process and SEBC was also willing to share it with other NGOs who would have interest.

* Review on Enhancement of Lump Sum Grant Subvention System (LSG)

Mr. Chua reported that there were rounds of discussion sessions being held in past months with participation from agency members, including agency management and frontline staff, as well as service users. Core views on LSG review had been consolidated and channeled to SWD and in the Council’s annual submission to the Chief Executive. The Council was still waiting for the government to respond, although favorable developments for the sector seemed unlikely, the Council would continue to pursue.

* Jockey Club “age at home” Gerontech Education and Rental Service (JCAGERS)

Mr. Chua reported that renovation of the Education and Rental Service Centre in Shatin and Cleaning and Maintenance Service Centre in Fotan had completed and the Rental Centre was ready to start internal trial operation in September so that more practical experience could be gained. Mr. Chua noted that Members of ExCo would be invited to pre-opening visit and media promotion would start once the service would be available for public.

* Gerontech and Innovation Expo cum Summit from 18 to 22 November 2020 (GIES)

Mr. Chua reported that in light of the pandemic, GIES Summit confirmed to be conducted virtually in webinar and the Expo would continue to be held on schedule at HKCEC, although all tours for elderly were cancelled this year. Due to the pandemic, all possible precautionary measures were stepped up to ensure effective infection control for participants.

To note the Position of Funds

1. Ms. Elizabeth Law, Hon. Treasurer, reported on the position of funds and Members noted and endorsed with no further inquiries.

To note and approve Application of Agency Membership

1. Members noted and approved membership application of below agencies:

* Fantastic Dream Limited網·想·正·有限公司
* Act Plus Education Foundation Limited樂言社教育基金有限公司
* Global Chinese Breast Cancer Organization Alliance Limited全球華人乳癌組織聯盟有限公司
* Variety - The Children's Charity Hong Kong Limited
* Wings Hong Kong (China) Limited詠翔香港有限公司

After deliberation, the membership application of below agencies was not approved:

* Soap Cycling Limited
* Splash Foundation Limited

To note and approve Termination / Withdrawal of Agency Membership

1. Members noted the Hong Kong People's Council on Housing Policy 香港房屋政策評議會, had already ceased operation, and thereby approved termination of its agency membership.

To note and approve an Application for Membership Fee Reduction

1. Mr. Cliff Choi (Business Director) reported to Members on an application of membership fee reduction from an agency member and according to the Constitution, ‘ExCo has the right in exceptional circumstances to allow an agency member to pay an amount smaller than the currently payable fee’. Mr. Choi further noted that in past years, deliberation of such application had been made on a case by case basis.

Mr. Choi went on to explain that to facilitate effective deliberation and efficient processing of the application, the management would like to recommend that prior to submitting it to ExCo for deliberation, a panel comprised the Hon. Treasurer, Chairperson of Standing Committee on Sector Development and Chief Executive would be consulted for views and based on consensus reached, the Chief Executive, being authorized by ExCo, would approve or reject the relevant application and a report would afterwards be submitted to ExCo. And if in case a consensus could not be reached by the panel, the application would be submitted to ExCo for final deliberation. Mr. Chua then invited Members to consider the above recommendation, which was noted and endorsed by Members. Mr. Choi would proceed to follow up on relevant procedures accordingly.

To note and approve the Council’s Submission of The Best Practice Manual Self-assessment Checklist to SWD

1. Mr. Chua reported on the Council’s implementation progress of the 9 Level One items of the Best Practice Manual for the period of April 2019-March 2020. Mr. Chua noted that relevant policies and measures had been reviewed and implemented in accordance with the requirements. Details were reported in the Self-Assessment Checklist submitted to ExCo for comments and endorsement. Members noted and endorsed the checklist, which would be submitted to SWD by 30 October 2020.

To note and approve the Annual Financial Report of HKCSS for the Year Ended 31st March 2020

1. Ms. Elizabeth Law, Hon. Treasurer, reported on Audited Financial Report of the Council as at 31st March 2020 and highlighted the consolidated positions of income, expenditure and cash flow positions, including its subsidiaries namely, WiseGiving, ILRC and ITRC, which deficits were noted owing to uncontrollable factors resulted from incidents of social unrest, and COVID-19 pandemic in the past year. All in all, the Report presented a true and fair view of the Council’s financial position and with no further enquiries raised, the Report was received and endorsed.

To note and approve the New Signing Authorization of HKCSS Bank Accounts, Corporate Credit Card and related issues

1. Mr. Chua explained the bank account issues to Members and invited their endorsement. Issues seeking endorsement including signing authorization update of HKCSS bank accounts, opening a new set of bank account for the SIE project, and corporate credit card application. Members endorsed aforesaid issues and noted the plan to expand the bank internet service.

To consider the Management of Lump Sum Grant (LSG) Reserve and Provident Fund (PF) Reserve for Non-Snapshot Staff

1. Ms. Elizabeth Law, Hon. Treasurer, reported on positions of Lump Sum Grant (LSG) Reserve and Provident Fund (PF) Reserve for Non-Snapshot Staff, and sought for Members’ advice on utilization of the Reserves. After deliberation, Members noted that the LSG and PF reserves would respectively be utilized in maintaining the future operation of the Council’s strategic development plan as well as for enhancement of PF contribution to staff. The information of the reserves’ status and utilization would then be disseminated to staff, agency members and public through appropriate channels, such as staff admin update and AGM. Members noted and endorsed with no further views.

To note and approve the Extension of Signing Authority of Office-Bearers

1. As explained to Members by Mr. Chua on the purpose of the extension, Members noted and approved to extend the signing authority of incumbent office-bearers of ExCo to the date of completion of the change in signing authority arising from any change of such office-bearing positions in the new governance term of office for 2020/2021.

To note and approve the Co-option of Members to the Executive Committee

1. Mr. Chua reported that the Management would recommend to ExCo a re-appointment for a two-year term of service from 2020 to 2022 for Dr. Lam Ching Choi, Dr. Luk Che Chung, and Mr. Wong Yuen Shan, Stephen, and a term of one year for Hon. Shiu Ka Chun. Members noted and approved. Mr. Chua would proceed with the relevant procedure.

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To note the Election Results of 6 Specialized Committees for 2020-2022

1. Members noted election results of the 6 Specialized Committees for 2020-2022 announced on 30 September 2020. The nomination for election of the Executive Committee & Standing Committees had commenced and the nomination would be closed on 30 September 2020.
2. On behalf of the Council, Mr. Chua took the opportunity to express gratitude and appreciation towards outgoing Members of ExCo, namely, Mr. Andy Ho, Ms. Irene Leung, and Ms. Amarantha Yip, for their valuable services in the past years.

ANY OTHER BUSINESS

1. The HKCSS 73rd Annual General Meeting (AGM)

The 73rd Annual General Meeting (AGM) and election of members of the Executive Committee and Standing Committees (2020-2022) would be held on 6 November 2020 (Friday) at the Auditorium, 1/F, Duke of Windsor Social Service Building. Mr. Chua invited Members to attend and separate invitation providing more details would be sent in due course.

1. Farewell to Business Director

On behalf of ExCo, the Chairperson thanked Dr. John Fung, Business Director, who would soon leave the Council, for his remarkable performance and commitment to work and wished him good health and happiness.

There being no other business, the meeting was adjourned at 6:20 p.m.