

THE HONG KONG COUNCIL OF SOCIAL SERVICE
Minutes of the 3rd Meeting of
The Standing Committee on Sector and Capacity Development (2021-22)

Date : 15 April, 2021 (Thursday)
 Time : 10:00 am – 1:00 pm
 Format : Zoom meeting online

Present:

Ms. Yvonne YEUNG (Chairperson)	Hong Kong Young Women's Christian Association
Ms. Queenie CHAN	Evangelical Lutheran Church Social Service - Hong Kong
Mr. CHAN Wai-leung	Caritas - Hong Kong
Ms. Anthea LEE	The Society of Rehabilitation and Crime Prevention, Hong Kong
Ms. Cross LI	Hong Kong Christian Service
Dr. Annissa LUI	Hong Kong Lutheran Social Service, The Lutheran Church - Hong Kong Synod
Mr. Walter TSUI	CareER Association Limited
Ms. WONG Sau-wa	The Church of United Brethren in Christ, Hong Kong Limited – Social Service Division
Mr. Charles CHAN	The Boys' and Girls' Clubs Association of Hong Kong
Mr. Raymond CHIU	Baptist Oi Kwan Social Service

Apology:

Ms. Judy KONG	InspiringHK Sports Foundation Limited
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In attendance:

Mr. Cliff CHOI (Secretary)	HKCSS
Ms. Stella HO	HKCSS
Ms. CHEUNG Lai-wah	HKCSS
Mr. Peter KWOK	HKCSS
Mr. Tony LEE	HKCSS
Mr. Tony YAU	HKCSS
Ms. Hindy KAI	HKCSS
Ms. Kiki WONG (Recorder)	HKCSS

1. Confirmation of the agenda

The Agenda was confirmed unanimously by the Committee.

2. Confirmation of the Minutes of the Second Meeting (Appendix 1)

The Minutes was confirmed unanimously by the Committee.

3. Highlights of Work Units (Appendix 2)

The progress report was sent to all members before the meeting and the staff team highlighted the updates below.

Ms. CHEUNG Lai-wah mentioned that the Project Star has held 2 exchange sessions on women and gender. The Project has engaged the social media HK01 to help promote the services and impact of these organizations to corporate and public. Exchange sessions on rehabilitation service development and environmental education will also be conducted in the near future.

Mr. Tony YAU reported that the online questionnaire platform of NGO Organizational Health Assessment will be launched for use by agency members on 1 May and 3 training sessions were held in March. He also highlighted that 30 senior executives were selected to participate in the Executive Leadership Development Program 2021. The program will start in July 2021 till January 2022 and the orientation day was held on 31 March.

Ms. Hindy KAI briefed the Committee that the Steering Committee of the Work in Mainland China will start a strategic review on the Council's Mainland China affairs and expect to submit the review report and recommendations to ExCo around October 2021.

Ms. Stella HO reported that 2 webinars respectively on employment issues under the pandemic and potential legal risks in raising and deploying funds will be held in April. In response to members' enquiry, she explained that without the consent of the speakers, the Council may not be able to share the presentation files, but a brief recap of the events will be uploaded to the Project website.

4. Feedback on SCD's Business Plan

Mr. Walter TSUI suggested that the Institute and Project Star may adjust their programs contents for both subvented and non-subvented agencies on topics of common interests to facilitate exchange among organizations. He also raised concern on Council's IT support to agency members to develop paperless working environment and back-end enhancement. He suggested the Council to integrate different platforms' log-in to facilitate the access of the members. He also mentioned that the Council should consider giving support to agencies to position themselves in the international arenas and maintain proper relationship with the Mainland under the current political situation.

Mr. Cliff CHOI shared that it is important for the Council to maintain international connection. One of the signature events to commemorate our 75th Anniversary will be an international conference. He also suggested that it is worthwhile to stock-take the international exposure and impact of our agency members. Mr. CHAN Wai-leung echoed that the Council should continue to promote and support agencies' participation in international events.

Mr. Tony LEE responded that ITRC will continue to explore the possibility of ICT service

integration and support agencies to implement paperless planning.

Mr. Tony YAU reported that the online questionnaire platform of NGO Organizational Health Assessment will be launched for use by agency members on 1 May and 3 training sessions were held in March. He also highlighted that 30 senior executives were selected to participate in the Executive Leadership Development Program 2021. The program will start in July 2021 till January 2022 and the pre-program orientation day was held on 31 March.

Mr. Tony YAU replied that the Institute has reviewed the enrolment of subvented and non-subvented organizations of their programs. For non-subvented organizations, the overall enrolment rate was around 15-20%. He highlighted that the Institute had held an Executive Development Program for small NGOs in 2019 which covered specific topics for non-subvented organizations but the enrolment of small NGOs was not enthusiastic as expected and around 3-4 small NGOs joined each session in average. This result might reflect the manpower shortage problems of small NGOs such that their staffs could hardly spend time to take part in training programs. In order to enhance the awareness and encourage non-subvented NGOs to join Institute's programs, Mr. Walter TSUI advised that the Institute to further promote their programs among these organizations.

Ms. CHEUNG Lai-wah mentioned that the aim of Project Star is to foster the development of non-subverted organizations. The focus of the Project will continuous to facilitate experience sharing and networking among subverted and non-subverted organizations.

5. Updates on LSG Review (MLS)

Mr. Cliff CHOI updated that the Council has discussed with SWD on the calculation of central administration items. There should be no further adjustment on the benchmark as SWD suggested that the existing resources should be sufficient to cover staff salary, but actuarial service will be provided to agencies to explore better utilization of resources. The Council will push for service review and notional staffing to strive for more resources support to agencies. For the pay structure, SWD suggested that the agencies should offer reasonable remuneration package according to employees' experiences and job duties. For those positions which agencies have difficulties in recruitment, SWD suggested agencies to increase some points in order to improve the remuneration package. To enhance the stability of manpower, SWD suggested the agencies should make better use of holding account, perhaps in a more flexible way, and will consult the sector for further opinion. For the provident fund contribution, SWD suggested that agencies should consider the monthly contribution to the fund at the rate more than 5% of the contributor's salary to those employees who are with many years of experience. SWD also expected that the agencies will offer relatively long-term contract and exit interview will be conducted when the employee is leaving the position.

SWD will organize a consultation session on 22 April to collect the opinions of the sector and

finalize the report in May for submission to the Social Welfare Advisory Committee in June and to the Legislative Council in July.

Ms. Yvonne YEUNG suggested that the Council and the committee members should express their concern to SWD on the calculation of central administration items, details of service review and also the flexibility of using holding account reserve during the 22 April sector consultation session.

In addition, Mr. Cliff CHOI provided an update on 「三會」 will hold a meeting on 21 April before the SWD sector consultation to discuss about the stand point of the sector on the Review. He believed that the starting point will be the most crucial agenda even the parties have different stand points. The Council will organize an Agency Governors' Forum on Review in July to agencies for forward-looking to the future plans.

6. Update on “Review of the Information Technology Strategy for the Social Welfare Sector in Hong Kong” final result

Mr. Tony LEE gave an update on the study focuses, findings and recommendations of the Review report to committee. He highlighted the importance of IT Governance planning, cloud platform, subscription service, common and shared platform implementation of IT development in future. As he is the representative of the Council to join the Task Group of Joint Committee on Information Technology for the Social Welfare Sector (JCIT), he will keep committee members updated on devising plans for materializing the proposed recommendations in the Review report.

Mr. CHAN Wai Leung and Ms. WONG Sau-wa raised their concern on cyber security insurance and public liability, they suggested more sharing on these topics should be organized to the sector. Mr. Tony LEE will follow up on this matter. Mr. Peter KWOK and Ms. Stella HO shared that some of their work also related to the topic to cater the need of the sector.

Ms. WONG Sau-wa suggested the Council to promote programs in a better way to let the sector, especially for those small NGOs, to get support from the Council. Mr. Walter TSUI suggested ITRC and MLS to have further collaboration on this matter. Mr. Tony LEE and Ms. CHEUNG Lai-wah will follow-up on this matter.

For the data planform of common survey, Mr. Tony LEE shared that the fundamental challenge is to collect sufficient data for big data analysis. Ms. Yvonne YEUNG suggested the sector to reach a consensus on which is worth to be focused across NGOs and ensure sufficient data could be collected.

7. Quarterly thematic focus of overseas experience sharing

Ms. Hindy KAI reported that due to pandemic, The Community Chest will not provide funding to the Council to support overseas exchanges in financial year 2021-2022. Meanwhile, SWD will fund

around 10 to 11 virtual conferences or physical visits in early 2022. The Council will review the plan of funding support application to cover exchange and conferences through virtual platform in financial year 2022-2023. ICA has started sending E-newsletter to share overseas experience to promote knowledge exchange and to update the global social progress and development among local NGOs. Quarterly thematic focus will be set to highlight the hot topic of the sector in order to bring overseas practices and trends systematically. Under the quarterly focus, webinars will be held and overseas speakers will be invited to share their experience. ICA will also revamp the website for better knowledge sharing purpose.

8. NGOs Salary Survey 2020 (HKCSSI)

Mr. Tony YAU reported that the event to release the survey result was held on 4 February. After highlighting the key findings, there were 4 parallel sessions simultaneously with 4 different themes. The observation was that the focus of content of agency heads and HR seemed to be different, and therefore would consider separating these two groups in the next year. He recommended that 1 theme be set for next year instead of addressing 4 themes. He also mentioned that benefit survey will be conducted next year and sought members' advice on the length of the questionnaire to encourage the participations of agencies.

Because of the importance and impact of the Survey, Ms. Yvonne YEUNG opined that improvement should be focused on the content but not the length of the questionnaire, so that valuable data could be collected effectively for sector development. Ms. Yvonne YEUNG and Dr. Annissa LUI both suggested that questions on retirement age should be included in the Survey.

9. Survey on NGOs' Integrity Management (GPP)

Ms. Stella Ho stated that the Council will collaborate with ICAC to conduct a survey on NGOs' integrity management in June. She shared and highlighted the content of the draft questionnaire and invited the committee members to give comments.

10. A. O. B.

Mr. Walter TSUI raised his concern on the implementation of the 20 billion funding scheme by SWD to purchase private premises for accommodating welfare facilities. Mr Cliff CHOI replied that the service teams of the Council are responsible for the issue and they have kept following up on this matter.

11. Date of Fourth Meeting

The next meeting is scheduled on 20 July, 2021 at 2:30pm. Format of the meeting to be confirmed.