

THE HONG KONG COUNCIL OF SOCIAL SERVICE
Standing Committee on Service Development
(2020-21)

Minutes of the 1st meeting held on 24th November 2020 at 2:30pm through Zoom.

Present:	Ms Yvonne CHAK (Chairperson)	Hong Kong Christian Service
	Ms CHAN Lai Kwan, Queenie (Vice-chairperson)	Evangelical Lutheran Church Social Service- HK
	Ms CHAN Siu Lai	The Salvation Army
	Ms LI Yi Man, Moroco	Richmond Fellowship of Hong Kong
	Ms YU Mei Yuk, Doris	Caritas – Hong Kong
	Ms CHOW Mee Tim	Hong Kong Sheng Kung Hui Welfare Council Limited
	Ms LEUNG Wai Ling, Rachel	Heep Hong Society
	Ms LEE Doris	Harmony House
	Ms LEUNG Siu Ling, Ivy	Christian Family Service Centre
	Ms LEUNG Yuen Ching, Cindy	Hong Kong Family Welfare Society
	Ms Chung Mei Ling	Hong Kong Lutheran Social Service, LC- HKS/ Rep of SC(CY)
	Mr. NG Ting Shan	Care for the Elderly Association Limited / Rep of SC(ELD)
	Ms LAM Yee Wan, Eliza	Caritas-Hong Kong / Rep of SC(FC)
	Mr SUI Wai Keung, Stephen	Co-opted Member
In- attendance:	Mr. LAI Kwan Ho, Raymond	HKCSS
	Ms Rachel SZETO	HKCSS
	Ms Karen YIU	HKCSS
	Mr. CHAN Wing Sun	HKCSS
	Ms Teresa SO (Recorder)	HKCSS
Apology:	Ms CHAN Siu Lai	The Salvation Army
	Mr. SUEN Kwok Tung, Eddie	The Spastics Association of Hong Kong / Rep of SC(Rehab)
	Mr. Moses MUI	HKCSS

(1) Welcome members of the Committee

Mr. Raymond Lai, on behalf of HKCSS, welcomed new members to join the Committee.

(2) Introduction of Terms of Reference of the Committee and Declaration of Interests

The paper of Terms of Reference of the Committee was tabled for members' information. According to the governance and accountability of the Council, all committee members were required to declare the potential conflicts of interests. Members were reminded to complete the necessary procedure shortly and requested to submit one signed declaration form only if they joined more than one committee.

(3) Election of Chairperson, Vice-Chairperson, and representative to ExCo and Assessment Committee for Membership Application of the Council

Ms Yvonne CHAK and Ms CHAN Lai Kwan were elected to be the Chairperson and Vice-chairperson respectively. As Ms Chak has been elected as Exco member, Ms Queenie Chan will join the Executive Committee as the representative of our Standing Committee of HKCSS.

(4) Nomination of co-opted member

Mr. LING Kar Kan was nominated as the co-opted member of our Standing Committee in coming 2-year term. Raymond would follow-up to confirm with him.

(Post-meeting note: Mr. LING Kar Kan accepted the invitation to be the co-opted member of Standing Committee on Service Development).

(5) Confirmation of minutes of the 6th meeting for 2019/20

Minutes were confirmed without any amendment.

(6) Matters arising

(6.1) Anti-epidemic measures and welfare support in combating the epidemic

- SWD suggested service operators should strengthen infection control measures. According to SWD's guideline, all Day Care Centres would remain open with scaled-down capacity and other services would provide limited scale service delivery in order to reduce the risk of infection arising from the gathering of people.
- SWD indicated that groups should be conducted by online mode, and mass programs should be suspended. Rehabilitation service operators may arrange appropriate modes of individual training for pre-school service users. NGOs may decide whether to continue to provide regular services under their respective Funding and Service Agreements.
- On the other hand, SWD would notify service operators to introduce the arrangement of compulsory testing implemented in RCHE, RCHD and Nursing Homes later.
- SWD subsidized NGOs under Anti-epidemic Fund to establish 1,000 temporary posts for young people to enhance technology support for elderly and rehabilitation service

subsidized units and facilitate the implementation of tele-practice and online training as a supplement to the conventional model of service delivery. Some members shared that the salary was not attractive to youth while some members shared that they would adjust the working hours and increase the monthly salary to attract them.

(6.2) Best Practice Award 2021

The first meeting of Organizing Committee was held on 24 November. The purpose of the meeting is to review the objective, design and future development of the Award as well as to propose the arrangement of Award 2021. OC members suggested that the theme of Award 2021 would focus on the challenges of service delivery under the pandemic. Besides, the application of ICT in service delivery should be promoted. Small NGO and non-subvented NGOs are also encouraged to join the Award. In principle, members agreed with the proposed ideas by the Organizing Committee.

(7) Progress

(7.1) Task group on Manpower Shortage

The follow-up meeting with SWD for the Data Collection Exercise on Employment of PCWs, WAs and HHs was still pending due to COVID-19 epidemic. As the unemployment rate has increased, some members suggested that it was the right time to introduce the Pilot Scheme so as to hire unemployed to serve in the care service industry.

(7.2) Task group on Carer Policy

The carer policy framework has been proposed by the task group to advocate comprehensive support to the carer as well as a carer friendly society. A sharing meeting with carer policy consultancy team of LWB was held to exchange initial views of sector's concerns and suggestions. Carer Month 2020 was organized in October so as to promote the carer programs to the public and strengthen the public awareness on carer's well-being. Tentatively, the final recommendation of the carer policy research conducted by Carer Policy Consultancy Team will be submitted to the Government in March 2021.

(7.3) Task group on Welfare Premises

HKCSS held a joint meeting with the SWD to update the latest progress and arrangement of Special Site Scheme and Scheme of Purchase of Premises for the Provision of Welfare Facilities. Task group members shared the concerns and difficulties during the application of Special Site Scheme Project. The task group planned to organize a sharing session for participating NGOs to exchange views on two phases of special site scheme projects. Effective ways to streamline the procedures and speed up the application were expected to future deliberate with SWD. Member shared and reminded that the Lotteries Fund Manual has been updated which is

significant for the application of Special Site Scheme. The issue of agency quota in residential care homes during the application of Special Site Scheme was shared in the meeting. It would be further explored in concerned network in elderly service later.

(7.4) Progress Report

The progress of each service team was illustrated in the report.

(8) Service Highlight 2019/20

The service highlight 2019/20 of respective services were presented and summarized in the meeting.

(9) Initial Ideas on Business Plan 2021/22

The business plan 2010/21 will be discussed in next meeting. Clear division of work and communication between the Standing Committee and Specialized Committees were expected. Members suggested that the Standing Committee would concentrate on welfare planning and cross services agenda and issue while the Specialized Committee would focus on service specific welfare agenda and issue.

(10) A.O.B.

Nil.

(11) Date of next meeting and proposed meeting schedule

No. of meeting	Date
2.	19 January 2021(Tue), 2:30pm
3.	16 March 2021 (Tue), 2:30pm
4.	11 May 2021 (Tue), 2:30pm
5.	20 July 2021 (Tue), 2:30pm
6.	14 September 2021 (Tue), 2:30pm

Adopted by: _____
(Chairperson)

Date: _____