

**THE HONG KONG COUNCIL OF SOCIAL SERVICE**  
**1<sup>st</sup> Meeting of**  
**The Standing Committee on Sector and Capacity Development (2017-18)**

Date : 16 November 2017 (Thursday)  
Time : 3:00 pm – 5:00 pm  
Venue : Room 1410, 14/F, Duke of Windsor Social Service Building,  
15 Hennessy Road, Wanchai, Hong Kong

**Present:**

Mr. KWOK Lit Tung	Christian Family Service Centre
Ms. Susan CHAN	Evangelical Lutheran Church Social Service – Hong Kong
Ms. CHAN Pui Yi	Hong Kong Christian Service
Ms. Rebecca WONG	Hong Kong Sheng Kung Hui Welfare Council Limited
Ms. Yvonne YEUNG	Hong Kong Young Women’s Christian Association
Ms. Noel YEUNG	Kwun Tong Methodist Social Service
Mr. CHUN Shing Chi	Life Workshop
Mr. Eddie SUEN	SAHK
Ms. Jenny CHOI	St. James Settlement

**Apology:**

Mr. Peter AU YEUNG	Heep Hong Society
Ms. Perina LI Siu Fan	The Salvation Army

**In attendance:**

Mr. Cliff CHOI	HKCSS
Ms. CHEUNG Lai Wah (Secretary)	HKCSS
Ms. Stella HO	HKCSS
Ms. Lois LAM	HKCSS
Mr. Tony LEE	HKCSS
Ms. Hindy KAI	HKCSS
Mr. TAM Wai Kuen	HKCSS
Mr. Peter KWOK	HKCSS (Recorder)

## **Welcome newly elected members**

Mr. Cliff CHOI welcomed all the members, especially new members Mr Eddie SUEN.

### **1. Election of Chairperson**

Mr. Kwok Lit Tung was nominated by Ms. Susan CHAN, and seconded by Ms. Yvonne YEUNG. There was no other nominee. Mr. Kwok Kit Tung was elected as the Chairperson of the Committee for the term 2017-18.

### **2. Election of Vice-Chairperson**

Ms. Yvonne YEUNG was nominated by Ms. Susan CHAN, and seconded by Ms. Jenny CHOI. The Secretary informed the Committee that Ms. Noel YEUNG, though late for the meeting at the time being, had agreed to be re-elected and nominated herself. Ms. Noel YEUNG's nomination was seconded by Mr. CHUN Shing Chi. A secret ballot was carried out and a tie vote was recorded. The Chairperson requested the secretariat to check on the provision of the Terms of Reference of the Committee for a resolution.

*(Post-meeting notes: The Executive Committee of the HKCSS had resolved that all Standing Committees, including the Standing Committee on Sector and Capacity Development, could elect at maximum two (2) vice-chairpersons, upon her own decision.)*

### **3. Confirmation of the Agenda**

The agenda was confirmed.

### **4. Confirmation of the Minutes of the Last Meeting (Appendix 1)**

The minutes of the last meeting was confirmed.

### **5. Highlights of work units (Appendix 2)**

5.1 Mr. Cliff CHOI reported briefing on the voting and election of the Executive Committee and Standing Committees 2017-19. There was an

increase in the voting rates in general.

5.2 Mr. Tony LEE briefed the Committee Members on the HKICT Awards 2018: Smart People Award. The Award aimed at recognizing the efforts in digital inclusion, development of Gerontechnology and big / open data projects.

5.3 Mr. Cliff CHOI made a highlight on the “Agency Governors’ Forum on Review of Lump Sum Grant Subvention System”. Members opined that there should be more occasions to facilitate management / board of directors understanding the concerns of the frontline staff on notional staffing establishments and pay structure.

**6. Selection of representatives to serve in various Steering Committees / Advisory Committees / Task Groups (Appendix 3)**

After deliberation, the following members of had been selected to serve / to present as a representative of the Standing Committee on Sector and Capacity Development in various Committees:

<b>Committee(s) / Group(s)</b>	<b>Member(s) selected</b>
Executive Committee	Ms. Noel YEUNG
Steering Committee on Work in Mainland China	Ms. Noel YEUNG
HKCSS Institute Steering Committee	Ms. Susan CHAN Ms. Rebecca WONG
Steering Committee on Joint Insurance Scheme	Mr. Eddie SUEN
Steering Committee on NGO Governance Platform Project	Ms. Yvonne YEUNG
Innovation and Technology Business Management Committee	Ms. Jenny CHOI (with voting rights) Mr. Peter AU YEUNG (without voting rights)
Advisory Committee on Capacity Enhancement Program for Non-subsented Social Service Organizations	Ms. Susan CHAN Ms. Noel YEUNG Mr. CHUN Shing Chi
NGOs Salary Survey Working	Ms. Perina LI (to be invited)

Group	<i>(Post-meeting notes: Ms. Perina LI had accepted the invitation.)</i>
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For the Advisory Committee on Group Retirement / Provident Fund Scheme, the Secretary reported that the Executive Committee had invited Mr. FONG Cheung Fat to join as an ex-officio member.

## **7. Co-option of new members**

Members had suggested to co-opt member(s) with finance professional background, in view of the upcoming issues around sector finance in the sector. Members also suggested to invite / co-opt member(s) from small or non-subsidized NGOs. The Committee requested the HKCSS staff team to explore and make recommendation on such co-option.

*(Post-meeting notes: Ms. CHEUNG Lai Wah had recommended to co-opt Mr TSANG Kin Ping, President of Hong Kong Alliance for Rare Diseases. Committee Members had agreed the recommendation in subsequent email circulation.)*

## **8. Advocacy for LSG reform - Sector Engagement**

Mr. Cliff CHOI and Ms. CHEUNG Lai Wah briefed the Committee members on the sector engagement sessions. It was reported that participants shared the thought that long-term welfare planning was of critical importance. Other burning issues such as users participation in the review, pay scale, etc. were also highlighted.

Members asked about the process of formulation of proposals on the review. Mr. Cliff CHOI responded that the ten burning issues had been furthered consolidated to four systemic deficiencies, including 1) lack of review of notional staffing establishment, 2) using mid-point as subvention benchmark, 3) shortcoming in regularization and distribution of services, and 4) the unbalance of governmental monitoring and agency autonomy. Mr. CHOI added that the proposals would be formulated around these deficiencies. Members also suggested important aspects in the articulations of problems of the subvention system to the public, e.g. the increasing demand of social services and subsequent administrative workload, the relationship between the systemic deficiencies and the pain-points.

It was agreed that the organizing work in mobilizing NGOs to respond to the review (e.g. to prepare for the data collection by SWD, to be involved in sector-wide discussion) had to be the priority. A presidium had been formed to lead the HKCSS' work in this aspects and the group would be expanded to engage more agency heads at appropriate time.

#### **9. Companies (Amendment) Bill 2017**

Ms. Stella HO highlighted critical amendments of the Companies Ordinance, especially the requirement of maintaining a “Register of Significant Controllers” by all companies. The Members had taken noted on the matter.

#### **10. Enhancing networking and exposure opportunities for second tier NGO leaders through HKCSS platform**

Ms. Lois LAM reported the attainments of the Executive Leadership Development programme. She added that the relevant Steering Committee would discuss on maintaining and strengthening the network of the second-tier NGO leaders, and invited the Members to share their views. The Members advised that there second-tier NGO executives could be invited to co-opt in various committee, e.g. Steering Committee on Joint Insurance Scheme, Advisory Committee on Group Retirement / Provident Fund Scheme and this Committee. The Committee agreed that prior to the co-option, more efforts would be required in establishment of the alumni group.

#### **11. Sharing of initial findings of JC / IBM study on IT adoption, opportunities and challenges in local NGOs, and insights for advocacy on IT governance and IT financing**

Mr. Tony LEE shared with the Members the initial findings of the concerned study, including the confirmation on the importance of IT governance, the need of adequate funding and IT project management expertise and methodology, etc. Committee Members had articulated on advocacy of IT needs in the upcoming Lump Sum Grant review exercise, and also suggested pushing forward the regularization of Social Welfare Development Fund as a regular and standing fund for IT development.

## **12. Promotion of readiness among NGO members in participation to World Conference 2018**

Ms. Hindy KAI reported that the Joint World Conference 2018 would be the last event jointly organized by the three international social work associations, IASSW, ICSW and IFSW. Members agreed to promote the event to local NGOs, especially to small NGOs. The Committee also took the view that it would be of critical importance to provide proper channels / opportunities for small NGOs to suggest overseas events / studies which fit their need most. The Committee requested the HKCSS staff team to explore the needs of the small NGOs and to propose appropriate events for further endorsement.

## **13. A. O. B.**

There was no other business.

## **14. Date of next meeting**

The meetings of the Committee had been fixed on the following dates:

- 8 February 2018 (Thursday)
- 7 June 2018 (Thursday)
- 27 September 2018 (Thursday)

The Secretary would confirm with members the time and venue of the meetings.