

**THE HONG KONG COUNCIL OF SOCIAL SERVICE**  
**Standing Committee on Sector and Capacity Development**

Date: 25 May 2017 (Thursday)

Time: 2:30pm – 5:00pm

Venue: Room 1410, 14/F, Duke of Windsor Social Service Building

**Present:**

Mr KWOK Lit Tung (Chairperson)	Christian Family Service Centre
Ms Noel YEUNG (Vic-Chairperson)	Kwun Tong Methodist Social Service
Mr Peter AU YEUNG	Heep Hong Society
Ms Susan CHAN	Evangelical Lutheran Church Social Service – Hong Kong
Ms Jenny CHOI	St. James Settlement
Mr CHUN Shing Chi	Life Workshop
Ms Irene LEUNG	The Salvation Army
Ms Annie LO	Hong Kong Family Welfare Society
Ms Kathy WONG	Playright Children’s Play Association
Ms Rebecca WONG	Hong Kong Sheng Kung Hui Welfare Council Limited
Ms Yvonne YEUNG	Hong Kong Young Women’s Christian Association

**Apology:**

Mr James WONG	Hong Kong People’s Council on Housing Policy
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**In attendance:**

Mr. Cliff CHOI	HKCSS
Ms CHEUNG Lai Wah	HKCSS
Ms Lois LAM	HKCSS
Mr Edmond KEUNG	HKCSS
Mr WK TAM	HKCSS
Ms Fion CHAN	HKCSS
Ms Hindy KAI	HKCSS
Mr Jun LAM	HKCSS

**1. Confirmation of the Agenda**

The agenda was confirmed by the committee.

**2. Confirmation of the Minutes of the Last Meeting held on 9 March 2017**

Minutes of the last meeting dated 9 March 2017 were confirmed with no amendment.

**3. Confirmation of the Business Plan of Sector and Capacity Development 2017-2018**

The paper was confirmed and endorsed by the Committee.

**4. Matters Arising – Nomination of co-opted members**

There were still 4 co-opted seats available and members reserved the right to make suggestion in the remaining period.

**5. Highlights of work units (Refer to App 3, progress report)**

Members noted the Progress Report and team heads have provided supplementary information and updates on below items:

**5.1 Membership and Liaison Services**

Environmental Protection Dept has agreed to organize Briefing session on Waste Charging Scheme, management of NGOs and operators of different service settings should be aware of charging fees and provide views.

**5.2 International and Mainland China Affairs**

For the matter regarding PRC Law on the Management of Foreign Non-Governmental Organizations' Activities within Mainland China, there were 3 successful applications and sharing session would be organized in due course.

**5.3 HKCSS Institute**

- A CEOs Meet CEOs was successfully completed.

**5.4 NGOs Governance Platform Project**

- The Team has scheduled to launch free consultation service with the support of HKICPA.

**5.5 Information Technology Resource Centre**

- The name of the wheel bed-chair was formally called “ComfyLift”.
- Core Applications Project (CAP) included 8 organizations for full system were upgraded.
- Technology for good day was successfully completed.

**6. Disclosure of Annual Financial Report and Review Report on Remuneration Packages for Staff in the Top Three Tiers of Subvented NGOs and key findings of HKCSS's Survey on Pay Level & Allowances of Heads of Agency**

The Council had appointed the Hong Kong Institute of Human Resource Management (HKIHRM), being an independent third party, to conduct the survey in strict confidence. Cliff CHOI reported the key findings of the HKCSS's Survey on Pay Level & Allowances of Heads of Agency. For responding HKCSS agencies, annual base pay represented 88% of HOA's total remuneration while cash allowances, non-cash based benefits and employer's provident contributions together made up 12%. This figures showed that the remuneration package of HOAs are more skewed towards annual base pay and less reliant on other allowances and benefits than their counterparts in other industries. Moreover, Cash allowances and non-cash based benefits made up an insignificant 3%.

Members opined that the Survey reached an objective identification of the actual and current situation of NGOs, so that the overall situation of the sector could be released to possible queries raised by the public. The findings and major observations would be presented at the Welfare Panel of legislative council.

**7. Discussion on Directors of Audit's Report No. 68, a) Government's support and monitoring of charities & b) Monitoring of charitable fund-raising activities and upcoming issues**

Cliff CHOI reported that Directors of Audit's Report No. 68 had introduced some discussions on monitoring charitable fund-raising activities, such as licensing for fund-raising activities, upper limit of administration fee in fundraising events/activities, regulations and guideline review for better fund-raising arrangement. Standing Committee on PEP would be the subject holder to follow up on such issues.

Members raised other related issues including NGO's taxes exemption and land-used right of NGOs. The discussions covered NGOs prime objectives stated in Article of Association and the appropriateness of land use. Cliff reported that the Council would line up meetings with representatives of Inland Revenue Department and Audit Commission for discussion.

**8. Preparation for the discussion with Next Chief Executive the Strategy of advocating for Lump Sum Grant Reform**

Agency Members had been engaged to give views on the issue and a letter communicating concerns raised by the sector had been submitted to the Chief Secretary. The follow up action would continue and advocacy for reform with the participation of multi-stakeholders.

**9. Any Other Business**

There were no other business.

**10. Date of next meeting**

27 July, 2017; 2:30pm