

**THE HONG KONG COUNCIL OF SOCIAL SERVICE**  
**Executive Committee 2016/17**

Minutes of the 1<sup>st</sup> Meeting of the Executive Committee for 2016/17 held on Monday, 12 December, 2016 at 4:30 p.m. in Room 201, 2/F., Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong.

Present:

The Hon. Bernard Chan (Chairperson)  
Mr. Francis Chau  
Mr. Benny Cheung  
Ms. Wendy Cheung  
Dr. Fung Cheung Tim  
Mr. Andy Ho  
Mr. Larry Kwok  
Mr. Kwok Lit Tung  
Mr. Otto Lau  
Dr. C K Law  
Ms. Elizabeth Law  
Ms. Lilian Law  
Ms. Irene Leung  
Mr. Kennedy Liu  
Dr. CC Luk  
Mrs. Cynthia Luk  
Hon. Shiu Ka Chun  
Mr. Suen Lai Sang  
Ms. Sania Yau  
Ms. Noel Yeung  
Ms. Amarantha Yip  
Dr. Alice Yuk

In-Attendance :

Mr. Chua Hoi Wai, Chief Executive  
Ms. Crystal Cheng, Business Director (Service Development)  
Mr. Anthony Wong, Business Director (Policy Research and Advocacy)  
Dr. John Fung, Business Director (Sector and Capacity Development)  
Mr. Cliff Choi, Business Director (Public Engagement and Partnership)

Apologies:

Ms. Maggie Chan  
Ms. Susan Chan  
Mr. Joseph Man  
Mr. Ng Shui Lai  
Mr. Stephen Wong  
Mr. Stephen Yau  
Mrs. Helina Yuk

**WELCOME**

1. Mr. Chua Hoi Wai, Chief Executive, sought Members' consent to convene the meeting until completion of the agenda to elect the Chairperson of the Executive Committee (ExCo). Mr. Chua welcomed Members present for joining the first meeting and introduced the newly elected Members and Co-opted Members to ExCo for 2016/18, as well as elected representatives to ExCo from the 4 Standing Committees and The Hong Kong Joint Council for People with Disabilities.

## **ELECTION OF CHAIRPERSON, VICE-CHAIRPERSON(S), HON. TREASURER AND HON. LEGAL ADVISOR**

2. Mr. Chua Hoi Wai reported to Members the nominations received and proceeded to the election of Chairperson, Vice-Chairperson(s), Hon. Treasurer and Hon. Legal Advisor. Putting to vote and unanimously elected by Members present, Hon. Bernard Chan was elected to be the Chairperson, Ms. Maggie Chan and Mr. Kennedy Liu to be the Vice-Chairpersons, Ms. Elizabeth Law the Hon. Treasurer and Mr. Larry Kwok the Hon. Legal Advisor, of the Council for the term 2016/17.

*(At this point, the Hon. Bernard Chan being elected as the Chairperson took chair of the Meeting.)*

## **DATES OF MEETINGS OF THE EXECUTIVE COMMITTEE**

3. In accordance with the Constitution of the Council, the Executive Committee should hold not less than 6 meetings each year and following the past practice, the schedule of ExCo meetings was proposed. With unanimous consent of Members present, the below schedule was adopted for the term 2016/17:

- 2<sup>nd</sup> Meeting - 23 January 2017 (ExCo meeting to start at 6:00 p.m., immediately after the Annual Extended Governance Meeting)
- 3<sup>rd</sup> Meeting - 27 March 2017
- 4<sup>th</sup> Meeting - 29 May 2017
- 5<sup>th</sup> Meeting - 31 July 2017
- 6<sup>th</sup> Meeting - 25 September 2017

## **CONFIRMATION OF MINUTES OF LAST MEETING**

4. Minutes of the last meeting dated 26 September 2016 were confirmed with no amendment.

## **MATTERS ARISING**

5. HKCSS MPF Review – Mr. Chua reported that based on the result of an internal survey conducted for all staff, it indicated a majority preference for Sun Life to be selected as another MPF provider. Subject to the actual work progress, it was anticipated that the transfer arrangement would be completed and to take effect from 1 April 2017.
6. The System for Declaration of Interests (DI) – Mr. Chua reported that with endorsement sought from Members at the last Meeting, the DI System had been further refined to incorporating views of Members, and put to implementation for all governing Committees, including ExCo, Standing, Specialized, Advisory and Steering Committees, for the term 2016/17. Mr. Chua reminded Members to return the completed DI form by email or fax to responsible secretary of governing Committees.

## **MATTERS FOR INFORMATION AND APPROVAL**

### To note the Chief Executive's Progress Report

7. Members noted the Chief Executive's Progress Report and supplementary information and updates on below items were further provided by Mr. Chua:

Chief Executive Election 2017 Forum – Mr. Chua reported that the Forum was aiming to provide a platform for agency members, social workers and service users to raise their concerns and policy suggestions to candidates running for Chief Executive's election. The Forum of Justice Woo Kwok Hing was scheduled to be held on 15 December and Members were invited to attend. Responding to Members' enquiries whether other candidates would be invited to join the Forum together, Mr. Chua replied that following the past practice, the Forum would be arranged for each candidate individually. Another concern of a Member was noted that the Council should be alert and not be perceived to favor particular candidate, Mr. Chua noted and would work with PRA team to explore if a more feasible and practical option could better accommodate the actual situation. It was also noted that some members of

Election Committee have already accepted the invitation to attend the Forum.

To note the Position of Funds

8. Reported by Ms. Elizabeth Law, Hon. Treasurer, Members noted the Position of Funds and HKCSS Reserves with no further enquiries.

To note and approve the Application for Agency Membership

9. Members noted and approved the application for agency membership of:
- Foodlink Foundation Limited 膳心連基金有限公司
  - Hong Kong Caring Magic Circus 香港愛心魔法團
  - J Life Foundation Limited 啟愛共融基金有限公司

Mr. Chua updated that the membership of HKCSS had reached a total of 454 member agencies.

To note and approve the Change of Agency Name

10. Members noted and approved the change of agency name of:
- Community Development Enhance Fund Limited 社區發展推動基金有限公司

To note the Election Results of the Executive Committee and 4 Standing Committees 2016/18

11. Members noted the election results of the ExCo and Standing Committees for the term 2016/18 with no further enquiries.

To note and approve the New Signing Authorization of HKCSS Bank Accounts and to Open New Bank Accounts

12. Members noted and approved the new signing authorization of HKCSS bank accounts and to open new bank accounts for HKCSS Investment Fund and Governance Platform Project.

To note and approve Social Welfare Development (SWD) Fund – Phase III: Information Technology Projects

13. Mr. Chua reported that the Council would apply for SWD Fund - Phase III to enhance its overall information technology (IT) support and service. After internal discussion, 4 IT projects had been selected covering core areas of security enhancement, operation efficiency and marketing promotion. Mr. Chua briefly introduced the 4 shortlisted IT projects, their proposed budget and the recommended implementation approach through in-sourcing to ITRC staff and service. Replying to a Member's advice, Mr. Chua noted and confirmed to ensure that a reasonable costing should apply for all in-sourcing projects to ITRC staff and service. With no further enquiries, Members approved the recommendation.

Update on the Key Activities of the 70<sup>th</sup> Anniversary

14. Mr. Chua introduced to Members the background, recent development and list of activities planned in 2017. Mr. Chua also highlighted the main themes proposed and agreed by Members of the Steering Committee set up under the Executive Committee in early 2016. The main themes namely were, (1) helping Hong Kong and the welfare sector prepared for population ageing; (2) promoting innovation and technology application in social services; and (3) building capacity of the welfare sector. Mr. Chua further reported that the Council has gained the government's support to jointly organize a "technology for ageing" Summit / Expo in May 2017 and shared the observations gained from the recent visit of a Hong Kong delegation, joined by the Chairperson, to a Home Care & Rehabilitation Exhibition in Tokyo, Japan. Mr. Chua supplemented that the Summit/Expo could help raise awareness of the sector to IT applications in a spectrum of social services, not just limited to elderly care but also rehabilitation services.

Mr. Chua further reported on the preparation work in progress and the setting up of a staff team dedicated to organizing the project under the leadership of Business Director (Sector and Capacity Development). The incumbent Chief Officer (Elderly Service) would be

transferred to head the post of new General Manager overseeing the preparation of the Summit/Expo and to work on new initiatives of Tech for Ageing in next 2 years. Members' views were invited on the overall planning of present key activities of the 70<sup>th</sup> Anniversary. Members have proposed the Council to consider engaging youths at schools, IVEs and universities, to leverage the opportunity in expanding their perspectives and insights as well as to stimulate innovative thinking on social services. Mr. Chua thanked Members for the comments which would be carefully considered by the staff team.

#### To note and approve Appointment of Members for the Steering / Advisory Committees

15. Mr. Chua Hoi Wai referred Members to the table listing members' appointment to the Steering / Advisory Committees to take effect in 2017. Mr. Chua further introduced the representatives from Standing Committees joining different Steering / Advisory Committees. Members noted and approved the appointment of members.

### **MATTERS FOR DISCUSSION AND ACTION**

#### Enhancement on LSG System

16. Mr. Chua proposed to delay discussion at ExCo on the draft paper of enhancement on LSG system because the paper was yet to be put for further deliberation at Standing Committee on Sector and Capacity Development. Mr. Chua further reported that at the present stage, the draft paper had already incorporated a general consensus of views of the sector on LSG system review, including the core concerns on cross-subsidization, mid-point salary review, and disclosure of AFR, etc. Mr. Chua then invited Members to give further views, which to summarize, Members were concerned that on the one hand a timely submission to the Chief Secretary on LSG review within the current administration would be important, yet on the other hand, Members were of the view that the Council had to expand its engagement of more member agencies in order to collect different concerns and problems faced by NGOs operating under the existing LSG system. Mr. Chua noted the concerns and agreed that writing in to the Chief Secretary by the end of January would be more preferable to first articulate to the government the concerns, while buying time to come up with a common solution acceptable for member agencies. Mr. Chua thanked Members for the comments and would keep Members abreast of the follow-up action.

### **ANY OTHER BUSINESS**

#### Annual Extended Governance Meeting to be held on 23 January 2017 (Monday)

17. Mr. Chua Hoi Wai reminded that the Annual Extended Governance Meeting (the Meeting) was scheduled to be held on 23 January 2017 from 4:00 p.m. to 6:00 p.m., to be immediately followed by the 2nd ExCo meeting. Mr. Chua noted that the Meeting was to provide a cross-core business platform for members of the governance to discuss and to enhance understanding of the Council's work plan for the coming year. All members of the ExCo and Standing Committees, the Chairpersons and Vice-Chairpersons of Specialized Committees were invited to attend.
18. Progress Update of the Staff Case – The Chairperson invited the Business Directors to be excused from the Meeting and Mr. Chua tabled a paper in confidential to report on the recent development of the complaints raised by an ex-staff and the legal and criminal proceedings since 2015. Members noted and had given views to the management. Members also agreed that, in consultation of office-bearers, the management be delegated to continue to act and to prepare for the written response related to the staff case on behalf of ExCo. The management would report to ExCo should there be further updates after the Labour Tribunal hearing scheduled in March 2017.

### **DATE OF NEXT MEETING**

19. The next meeting was scheduled for 23 January 2017 at 6:00 p.m. in Room 201 of Duke of Windsor Social Service Building.

There being no other business, the meeting was adjourned at 6:35 p.m.