

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

Minutes of the 2<sup>nd</sup> Meeting of the Executive Committee for 2016/17 held on Monday, 23 January, 2017 at 6:00 p.m. in Room 201, 2/F., Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong.

Present:

Ms. Maggie Chan (Acting-Chairperson)  
Ms. Susan Chan  
Mr. Francis Chau  
Mr. Benny Cheung  
Dr. Fung Cheung Tim  
Mr. Andy Ho  
Mr. Kwok Lit Tung  
Dr. C K Law  
Ms. Elizabeth Law  
Ms. Irene Leung  
Mrs. Cynthia Luk  
Mr. Joseph Man  
Mr. Ng Shui Lai  
Hon. Shiu Ka Chun  
Mr. Stephen Wong  
Ms. Sania Yau  
Mr. Stephen Yau  
Ms. Noel Yeung  
Ms. Amarantha Yip  
Dr. Alice Yuk  
Mrs. Helina 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)  
Ms. Cheung Lai Wah, Chief Officer (Membership Liaison and Service)

Apologies:

The Hon. Bernard Chan  
Ms. Wendy Cheung  
Mr. Larry Kwok  
Mr. Otto Lau  
Ms. Lilian Law  
Mr. Kennedy Liu  
Dr. CC Luk  
Mr. Suen Lai Sang

*(Ms. Maggie Chan took chair of the Meeting in the absence of Hon. Bernard Chan who was out of town).*

**CONFIRMATION OF MINUTES OF LAST MEETING**

1. Minutes of the last meeting dated 12 December 2016 were confirmed with no amendment.

## **MATTERS ARISING**

2. Technology for Ageing Summit / Expo – Mr. Chua Hoi Wai, Chief Executive, reported on work progress of the Summit/Expo and confirmed that it was scheduled to be held on 16-18 June 2017 at the Hong Kong Convention and Exhibition Centre. Mr. Chua would keep Members updated on further information once available.
3. Enhancement on LSG System – Mr. Chua reported that member agencies 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 despite any change in the government's administration owing to the Chief Executive's election.

## **MATTERS FOR INFORMATION AND APPROVAL**

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

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

Youth Policy Campaign – Mr. Chua reported on the recent concern over promotion of the campaign by displaying posters at platforms of MTR stations featuring young people and social leaders, including Mr. Lau Ming Wai, Mr. Fred Ma, Mr. Jasper Tsang, and Mrs. Carrie Lam. The concern being raised was about speculation of the Council's association with the Former Chief Secretary for Administration, who had announced running for the election. Mr. Chua reported that clarification had been promptly and publicly made with media and via other social media platforms, that following the usual practice the Council did not have any political attachment nor affiliation with any candidate running for the election.

Chief Executive Election 2017 Forum – Mr. Chua reported that election forums had been arranged for Mr. Woo Kwok Hing on 15 December 2016 and an upcoming one to be held on 13 February for Ms. Regina Ip. Mr. Chua noted that the Forums were organized aiming to provide a platform for agency members, social workers and service users to raise their concerns and policy suggestions to candidates running for CE election. And invitations would also be extended separately to Mr. John Tsang and Mrs. Carrie Lam.

The 2<sup>nd</sup> Executive Leadership Development Programme – Mr. Chua informed Members of recruitment of the Programme for agency heads and deputies and a briefing session would be held on 18 January 2017.

### To note the Position of Funds

5. Members noted the Position of Funds and HKCSS Reserves with no further enquiries.

### To note and approve the Application for Agency Membership

6. Members noted and approved the application for agency membership of:
  - Cha Duk Chang Children's Cantonese Opera Association Limited 查篤撐兒童粵劇會有限公司
  - Eternity Love Foundation Company Limited 藝恆愛心行動有限公司
  - Hong Kong & Macau Lutheran Church Social Service Limited 港澳信義會社會服務有限公司
  - Hong Kong Network for the Promotion of Inclusive Society Limited 香港傷健共融網絡有限公司
  - Partnerships for Community Development Limited 社區伙伴有限公司

It was recorded in the minutes that Mr. Francis Chau had declared interests on the application of Hong Kong & Macau Lutheran Church Social Service Limited 港澳信義會社會服務有限公司.

Members noted the membership application report of “Empowering Life Network Limited 成就一生網絡有限公司”, and after serious deliberation, it was opined that information provided did not substantiate the application at existing stage, and therefore Members did not approve the application. The Council’s Membership team would continue the follow-up work with the agency.

To note and approve the Withdrawal of Agency Membership

7. Members noted and approved the withdrawal of agency membership of:
  - Hong Kong and Macau Lutheran Church Limited 港澳信義會有限公司

To note and approve the Terms of Reference and Appointment of Members to Advisory Committee on Capacity Enhancement Programme for Small NGOs

8. Dr. John Fung, Business Director on Sector and Capacity Development, explained to Members the programme objectives, functions, membership, terms of office, meetings and accountability of the Advisory Committee. Dr. John Fung further responded to a Member’s comment on the sustainability and function of the Committee, as well as the criteria in the selection of small NGOs. With no further enquiry raised, Members noted and approved the Terms of Reference and Appointment of Members to Advisory Committee on Capacity Enhancement Programme for Small NGOs.

To note and approve the Setting Up of a New Bank Account for Internet Learning Resource Centre Limited

9. Members noted and approved to set up a new bank account for Internet Learning Resource Centre Limited, with purpose to handle transactions related to post-ILSP activities.

**MATTERS FOR DISCUSSION AND ACTION**

Submission Status of Membership Fees, Annual Reports and Audited Accounts / Certified Accounts by Member Agencies

10. Ms. Cheung Lai Wah, Chief Officer on Membership and Liaison Service, had made a presentation on the submission status of membership fees, annual reports and audited /certified accounts by member agencies. Ms. Cheung further highlighted the observation, follow-up status and profile of member agencies which failed in fulfilling submission requirements, despite repeated reminders. Members noted and had feedback in general that all member agencies should fulfill their duties and obligations in providing reports and settling membership fees, therefore in case of failure in fulfilling the obligations, the Executive Committee of Council has the right to suspend or terminate membership of the member agency. After discussion, Members agreed to the view that as a last resort of efforts in supporting NGOs, the Council could consider offering extra support in providing enhancement and capacity building plan targeted to those non-complying member agencies. Mr. Chua thanked Members for comments and would work with membership team on follow-up action in seeking more concrete improvements. The updated situation would be reported to Members once available.

Feedback on Extended Governance Meeting on 2017-18 Business Plan

11. Mr. Chua Hoi Wai thanked Members of governance for joining the Extended Governance meeting which provided a valuable and effective platform for fruitful exchange of views. Mr. Chua said that the suggestions collected would be taken into serious consideration by Council for further deliberation with members of respective standing and specialized committees, and for final compilation the Council’s business plan for 2017-18. The updated HKCSS business plan of initiatives and work tasks for 2017-18 would be submitted for endorsement by ExCo at the next meeting.

**ANY OTHER BUSINESS**

12. Mr. Chua invited Members to join the Chinese Lunar New Year staff lunch gathering on 27 January and the Spring Social Gathering with member agencies on 7 February. Mr. Chua also informed Members of the farewell dinner arrangement for Ms. Annie Tam, Permanent Secretary for Labour and Welfare, and updated details would be communicated to Members in due course.

**DATE OF NEXT MEETING**

13. The next meeting was scheduled for 27 March 2017 at 5:00 p.m. in Room 201 of Duke of Windsor Social Service Building.

There being no other business, the meeting was adjourned at 7:20 p.m.