

THE HONG KONG COUNCIL OF SOCIAL SERVICE
Executive Committee 2017/18

Minutes of the 1st Meeting of the Executive Committee for 2017/18 held on Monday, 27 November, 2017 at 5:00 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)
Ms. Susan Chan Mr. Francis Chau
Ms. Wendy Cheung Mr. Andy Ho
Mr. Larry Kwok Mr. Kwok Lit Tung
Dr. Lam Ching Hoi Mr. Otto Lau
Ms. Elizabeth Law Ms. Irene Leung
Dr. Annissa Lui Ms. Becky Luk
Dr. CC Luk Mr. Joseph Man
Mr. Ng Shui Lai Hon. Shiu Ka Chun
Ms. Bonnie So Mr. Edmond Wong
Ms. Kathy Wong Ms. Noel Yeung
Ms. Yvonne Yeung Ms. Amarantha Yip
Dr. Alice Yuk

In-Attendance : Mr. Chua Hoi Wai, Chief Executive
Ms. Crystal Cheng, Business Director
Mr. Anthony Wong, Business Director
Dr. John Fung, Business Director
Mr. Cliff Choi, Business Director

Apologies : Mr. Benny Cheung Dr. Fung Cheung Tim
Mr. Kennedy Liu Mr. Stephen Wong

WELCOME

1. Mr. Chua Hoi Wai, Chief Executive, sought Members' consent to convene the meeting until completion of the agenda to elect office-bearers of the Executive Committee (ExCo). Mr. Chua welcomed Members present for joining the first meeting of the new service term and introduced the newly elected Members, Co-opted Members, and elected Representatives from 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, Mr. Kwok Li Tung and Mr. Kennedy Liu to be the Vice-chairpersons, and Ms. Elizabeth Law the Hon. Treasurer. Mr. Larry Kwok was being appointed as the Hon. Legal Advisor. All positions would be effective for a term of office for one year in 2017-2018.

(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 of 2017/18:

2nd Meeting	● 29 January 2018	6:00 p.m. *
3rd Meeting	● 26 March 2018	5:00 p.m.
4th Meeting	● 28 May 2018	5:00 p.m.
5th Meeting	● 30 July 2018	5:00 p.m.
6th Meeting	● 24 September 2018	TBC

*The meeting would start at 6:00 p.m., immediately after the Annual Extended Governance Meeting.

Meeting notice would be issued to Members closer to the date of all scheduled meetings.

CONFIRMATION OF MINUTES OF LAST MEETING

4. Minutes of the last meeting dated 18 September 2017 were confirmed with no amendment.

MATTERS FOR INFORMATION AND APPROVAL

To note the Chief Executive's Progress Report

5. Members noted the Chief Executive's Progress Report with no further comments.

To note the Position of Funds

6. Reported by Ms. Elizabeth Law, Hon. Treasurer, Members noted the Position of Funds. The status of LSG reserve and Provident Fund reserve were also being reported and the management recommended that both reserves be utilized in maintaining quality service delivery and meeting future financial commitments. Members noted and endorsed the recommendations.

To note and approve the Application for Agency Membership

7. Members noted and approved the application for agency membership of:
- Healthy Hong Kong Limited 快樂港仁有限公司
 - Patient Care Foundation Limited
 - United Social Service Centre Limited 安榮社會服務中心有限公司

After deliberation by Members, the membership application of below agencies were not approved:

- Life Commitment Charity Club Limited 香港樂心會有限公司
- The Hong Kong Health Care Federation Limited 香港醫護學會有限公司

To note the Election Results of the Executive Committee (ExCo) and 4 Standing Committees for 2017-19

8. Members noted the election results of the ExCo and 4 Standing Committees for the term of 2017/19. No further enquiries were raised.

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

9. Members noted and approved arrangements related to the new signing authorization of HKCSS bank accounts.

To note and approve the Signing Authorization for Contracts and Instruments entered into by the Council

10. It was noted and approved that the Chief Executive be authorized by the Executive Committee to (1) sign the tenancy agreement with The Urban Renewal Authority for the 14 units at No.12, Soy Street, Mongkok, Kowloon; and (2) sign all contracts and instruments to be entered into by the Council in the ordinary course of business, and such authority shall remain valid until, whichever is the earliest of: (i) the conclusion of 1st Executive Committee meeting after the next annual general meeting of the Council; and (ii) the passing of a resolution by the Executive Committee revoking or varying the authority so given to the Chief Executive by this resolution.

Regarding the delegation to the Chief Executive with signing authorization for contracts and instruments entered into by the Council, some considerations were raised by Members concerning the issues of financial implications, legal obligations and potential liability of Board Members / Chief Executive, effective period of the contract, the function of checks and balances, as well as an alignment with the Council's strategic directions, etc. Mr. Chua thanked Members for the comments which would be taken into consideration and to further assess the potential implications.

To note and approve the Revision of Terms of Reference (TORs) of Governance Committees

11. Members noted and approved the revision of TORs of Committees of Governance regarding the amendment of the number of Vice-chairpersons. The management would proceed to make revisions for all affected Committees accordingly.

To note and approve Appointment of Members for Steering / Advisory Committees 2017-18

12. Members noted the table listing members' appointment to the Steering / Advisory Committees of Council for 2017-18. With no further enquiries, Members approved the appointment of members.

To note the Work Progress of Community Housing Movement project (CHM)

13. Mr. Anthony Wong, Business Director (Policy Research and Advocacy), reported on work progress of the CHM project and the development of container housing. Members were invited to note the report of work progress, to endorse the membership of Steering Committee listed in paragraph A7, and the delegation to the Chief Executive with signing authorization for contracts and instruments entered into by Council with The Urban Renewal Authority, mentioned in paragraph A9.

Members noted the report. Their comments and observations were shared in areas such as:

- The roles respectively played by Council as intermediary, NGOs / SEs as service operators, the funders and the Government.
- The project duration, its future scale and sustainability, in terms of its being positioned as a pilot project. And if an exit mechanism would be available.
- The technicalities to be involved by the Council with various parties when entering into different legal service contracts and rental agreements, including legal liabilities, insurance and financial risks, as well as public liabilities, etc.
- The feasibility in setting up a separate legal entity to accommodate the project.
- The exposure of Council and NGOs/SEs to potential risks such as failure to pay rent, or other forms of breaching of tenancy agreement, etc.
- The complications involved in particularly the container housing, in terms of costs and technical implications, etc.

Mr. Chua thanked Members for the comments which would be taken into serious consideration by the staff team and the Steering Committee. With no further enquiries raised, Members noted the report of work progress, endorse the membership of Steering Committee listed in paragraph A7, and the delegation to the Chief Executive with signing

authorization for contracts and instruments entered into by Council with The Urban Renewal Authority, mentioned in paragraph A9.

ANY OTHER BUSINESS

14. Consultation for Review of Lump Sum Grant Subvention System

Mr. Cliff Choi, Business Director (Public Engagement and Partnership), reported that 9 consultation sessions were held in October and over 800 participants had attended. Reports of each session had been uploaded to designated Facebook page (www.facebook.com/LSGreform) for public reading by interested parties, and those who had attended and wanted to understand the overall discussion. A consolidated summary report, together with 9 reports and the report of questionnaires/written feedback collected would also be compiled.

The Hong Kong Council of Social Service, Hong Kong Social Workers Association, Hong Kong Social Workers' General Union and the Shiu Ka Chun Legislative Councilor's Office, namely 「三會一方」, would meet with Director of Social Welfare shortly to reflect the sector's concerns. The Council would also continue to engage Agency Heads and Board Members to collect and identify suggestions on enhancements of the system.

15. Annual Extended Governance Meeting to be held on 29 January 2018 (Monday)

Mr. Chua Hoi Wai reminded that the Annual Extended Governance Meeting was scheduled to be held on 29 January 2018 from 4:00 p.m. to 6:00 p.m., to be immediately followed by the 2nd ExCo meeting. Mr. Chua noted that the Extended Governance Meeting was an annual exercise aiming 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 ExCo and Standing Committees, Chairpersons and Vice-Chairpersons of Specialized Committees were invited to attend.

DATE OF NEXT MEETING

16. The next meeting was scheduled for 29 January 2018 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 7:20 p.m.