

THE HONG KONG COUNCIL OF SOCIAL SERVICE
Executive Committee 2018/19

Minutes of 4th Meeting of the Executive Committee for 2018/19 held on Monday, 27 May, 2019 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. Yvonne Chak
Ms. Susan Chan
Ms. Kitty Chau
Mr. Larry Kwok
Ms. Elizabeth Law
Mr. Kennedy Liu
Mr. Joseph Man
Mr. Edmond Wong
Ms. Noel Yeung
Mr. Charles Chan
Mr. Francis Chau
Mr. Benny Cheung
Mr. Lai Wing Hoi
Ms. Irene Leung
Dr. Annissa Lui
Hon. Shiu Ka Chun
Ms. Kathy Wong

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
Ms. Cynthia Lee, Director (Finance and Building Management)

Apologies : Mr. Andy Ho
Ms. Becky Luk
Mr. Ng Shui Lai
Ms. Wong Sau Wa
Ms. Yvonne Yeung
Dr. Alice Yuk
Dr. Lam Ching Choi
Dr. CC Luk
Ms. Bonnie So
Mr. Stephen Wong
Ms. Amarantha Yip

CONFIRMATION OF MINUTES OF LAST MEETING

1. Minutes of the last meeting dated 25 March 2019 were confirmed with no amendment.

MATTERS ARISING

2. Proposed Amendments to the Constitution of HKCSS – Mr. Chua reported that after discussion on proposed amendments to the Constitution at ExCo meeting in January, relevant views were incorporated to the draft and submitted to IRD for further comments. In mid-May, counter-proposed changes and comments from IRD, being highlighted by Mr. Chua were listed in Annex, and Members were invited to note and give comments. As discussed, Mr. Chua would seek further clarifications from IRD, in particular, on income and assets arrangements to NGOs and SE operators, administered by Council under various funding schemes. The rights and responsibilities of the Council and donation / sponsorship involving regions outside Hong Kong, would also need further negotiations with IRD in light of any restrictions to be imposed under the newly proposed clauses. Mr. Chua thanked Members for the comments and would provide updates at ExCo meeting in July, in order to seek final endorsement and to initiate preparation work for holding EGM in November 2019.

MATTERS FOR INFORMATION AND APPROVAL

To note the Chief Executive's Progress Report

3. Members noted the Chief Executive's progress report and Mr. Chua provided supplementary information on below issues.
- Caring Company Partnership Expo 2019 cum Caring Company Scheme Award Presentation Ceremony: Mr. Chua highlighted that the Ceremony would be held on 20 May 2019 at Hong Kong Convention and Exhibition Centre and the Financial Secretary was invited to be the Guest of Honour.
 - Welfare Agenda and Priorities Setting 2019: Mr. Chua reported that invitation had been sent to Agency Members to attend the annual exercise on 15 May 2019 at Auditorium of the Council. Members of ExCo were invited and reminded to register for participation.

To note the Position of Funds

4. Reported by Mr. Chua, Members noted the position of funds with no further enquiries.

To note and approve Application for Agency Membership

5. Members noted and approved the membership application of below agencies:
- Life Commitment Charity Club Limited 香港樂心會有限公司
 - Love Foundation Limited 愛基金有限公司
 - Sow Charity Foundation Limited 愛苗慈善基金有限公司

To note and approve Withdrawal of Agency Membership

6. Members noted and approved the membership withdrawal of below agency:
- Social Services of the Hong Kong College of Technology 香港專業進修學校社會服務計劃

To note and approve Appointment of New Members to (1) Advisory Committee of Social Enterprise and Innovation Platform and (2) Innovation and Technology Business Management Committee for ITRC and ILRC

7. Members noted recommendations made by the management and approved the appointment of new members to (1) Advisory Committee of Social Enterprise and Innovation Platform and (2) Innovation and Technology Business Management Committee for ITRC and ILRC, respectively

To note and approve Membership Suspension of Non-compliant Agency Members

8. Members noted the report on non-compliant agency members submitted by the management and after discussion, Members approved the membership suspension of non-compliant agency members and the membership unit would proceed with follow-up procedures accordingly.

To note and approve Delegation to the Chief Executive with Signing Authorization for Tenancy Agreement entered into by the Council with the Lands Department

9. Members noted and approved that the Chief Executive be delegated with signing authorization for tenancy agreement entered into by the Council with the Lands Department.

MATTERS FOR DISCUSSION AND ACTION

HKCSS Budget 2019-20 and 10-Year Financial Projection

10. Ms. Elizabeth Law, Hon. Treasurer, highlighted the proposed budget of 2019-20, which stated the total income and expenditure and a projected deficit of around HK\$0.34million. The budget for projects and 10-year funding projection from 2019/20 to 2028/29 were also noted. Having responded to a minor enquiry and receiving no further significant views on the budget presented, HKCSS Budget 2019-20 and 10-year funding projection were endorsed

and noted by Members, respectively. Mr. Chua thanked Members for their advice and would provide further updates once available.

HKCSS Business Plan 2019-20

11. Mr. Chua Hoi Wai, Chief Executive, reported to Members on the HKCSS Core Business Plan 2019-20 which had incorporated suggestions collected from Committees of governance and at the Extended Governance meeting held on 28 January 2019. The Plan presented to Members had finalized key social development agendas and objectives, deliverables and impact that were accountable to four core strategic areas, namely, (a) agenda setting, (b) innovation and technology, (c) sector capacity building, and (d) effecting changes. In addition to standing work tasks each CB and team would be responsible for, Mr. Chua highlighted few significant project initiatives that the Council would continue to pursue in the coming year. Core initiatives under agenda-setting have included long-term service planning on ESPP and RPP, carer policy, LSG review, social security and social housing. Regarding innovation and technology adoption, it included GIES 2019, rental service project and pilot project on smarter and safer home, government's IT Fund for Application, and pay for success project seeking funding from SIEF. For sector capacity building, the governance platform project, NGOs' organization health assessment tool, ELDP, and Project Star for smaller or new NGOs, were included. Finally, leadership development and exposure programs for HKCSS staff, as well as a corporate communication strategy to build the image and branding of HKCSS, would be developed to help effect social and policy changes.

Members noted the Plan and their comments were summarized as follows:

- Members asked about the staff structure, individual work focus, as well as manpower availability and affordability, as they were concerned about the Council staff implication in tackling the heavy workload and complicated job duties.
- There was a need for the Council to identify more leadership programs, like EMBA, or other executive programs offered in the market, which would help enhanced capacity of the sector's personnel and in particular to explore for more development opportunities of the sector's future leaders.
- The Council was also being asked to help channel to SWD that NGOs' workers were being offered with lower remuneration compared with other bureaus and sectors, causing a potential manpower stress, and resulting in recruitment competition, for example, health workers. Members worried that the situation would become harder for NGOs operated under the constraints of LSG, because of insufficient administration and resources support.

Mr. Chua thanked Members for the advice and in responding to enquiries about the implication of support for staff, Mr. Chua affirmed that enhancement measures like cross-team collaboration, executive leadership and management programmes, as well as cross-functional job rotation opportunities, were being planned for staff, with an objective to strengthen their expertise and knowledge in order to jointly carry out the Council 's strategic work plan.

With no further comments, HKCSS Business Plan 2019-20 was noted and endorsed by Members.

Membership Fees Adjustment and Review Mechanism

12. Mr. Cliff Choi, Business Director, reported that the management would propose for Members' endorsement a membership fees adjustment schedule and standing review mechanism, given the last one was done in 2013 and hence, it was appropriate that a timely review should be conducted. The management had suggested that the proposed review would

benchmark adjustment factors, including NGOs' annual recurrent expenditure, their affordability and the Composite Consumer Price Index. The Hon. Treasurer and Task Group on Membership Review had been consulted and a proposal was then submitted to ExCo for discussion and endorsement.

After discussion, Members approved the management's recommendations that, a membership fees schedule would be adjusted on the basis of the past 3 years' inflation rate and to take into consideration the annual expenditure of NGOs. In addition, the membership fee collection procedure would be simplified and a standing review mechanism on membership fee adjustment to be carried out for every two years was confirmed. With no further enquiries raised, Mr. Chua thanked Members for the advice and noted that the Membership unit would proceed to work on the follow-up procedures accordingly.

2019 Welfare Agenda and Priorities Setting (WAPs) List

13. Ms. Crystal Cheng, Business Director, reported that the 2019 welfare agenda and priorities setting exercise would be held on 15 May 2019 and the preparation work has been progressing on schedule. Ms. Cheng further highlighted that the number of participants of the year had already exceeded that of last year, with participation of more users, frontline workers and members of Government advisory Committees. A draft WAPs list providing service concerns was circulated to Members for further comments. Members noted and had given views on the need for more government resources to help tackle increasing needs for elderly care homes and related services in the community. There were also comments that some items in the WAPs list were of different scope and level which should be better aligned, as well as the need to look into the issues of cyber-security and occupational safety of NGOs.

Ms. Cheng thanked Members for the comments which would be carefully considered for incorporation into the WAPs list.

ANY OTHER BUSINESS

Renewal of Employment Contract of the Chief Executive of the Council (in confidential session)

14. The Chairperson noted that meeting in confidence would be necessary for discussion of the renewal of employment contract of the Chief Executive of the Council. All attending staffs of the Council were being excused. After discussion and endorsed by Members, the Chairperson noted that a Review Panel would be set up, comprising the Chairperson, Vice-Chairpersons, Hon. Treasurer and Hon. Legal Advisor, and be delegated to carry out the procedures related to the Chief Executive's renewal of employment contract and recruitment process. The Panel would report to Members on the discussion and decisions to be made at the next ExCo meeting.

DATE OF NEXT MEETING

15. The next meeting was scheduled for 27 May 2019 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 6:45 p.m.