

**THE HONG KONG COUNCIL OF SOCIAL SERVICE**  
**Standing Committee on Service Development**  
**(2022-23)**

Minutes of the 1<sup>st</sup> meeting held on 13 Dec 2022 at 2:30pm in Room 203 of the Duke of Windsor Social Service Building.

Present:	Ms. CHAN Siu Lai (Chairperson)	The Salvation Army
	Ms. CHAN Chung Ho Karrie (Vice-chairperson)	Hong Kong Christian Service
	Ms. LEE Man Shan, Emily (Vice-chairperson)	Hong Kong Young Women's Christian Association
	Mr. CHAN Man Ho	The Hong Kong Federation of Youth Groups
	Ms. CHOW Mee Tim	Hong Kong Sheng Kung Hui Welfare Council
	Ms. LEUNG Yuen Ching, Cindy	Hong Kong Family Welfare Society
	Ms. SIN Fung Yee, Sally	Evangelical Lutheran Church Social Service - Hong Kong
	Mr. YIP Kin Chung	Hong Kong Evangelical Church Social Service Limited
	Mr. CHUK Wing Hung, Keswick	Evangelical Lutheran Church Social Service - Hong Kong / Rep of SC(CY)
	Mr. Eddie SUEN	SAHK / Rep of SC(Rehab)
In-attendance:	Mr. Raymond LAI	HKCSS
	Ms. Dora NGAN	HKCSS
	Ms. Rachel SZETO	HKCSS
	Ms. Angie CHAN	HKCSS
	Ms. Teresa LI	HKCSS
	Ms. Carmen TAI (Recorder)	HKCSS
Apology:	Mr. CHU Muk-wah, Daniel	Yang Memorial Methodist Social Service
	Ms. YU Mei Yuk, Doris	Caritas - Hong Kong
	Mrs CHIU Chui Yuen-fun, Angela	Hong Kong Catholic Marriage Advisory Council / Rep of SC(FC)
	Ms. CHAN Ching Yee, Susan	Hong Kong Association of Gerontology / Rep of SC(ELD)

**(1) Welcome and introduction (Appendix 1)**

- On behalf of HKCSS, Mr. Raymond Lai welcomed new members to join the Committee. The composition of the Committee was introduced, with 5 elected members in 2021-2023, and 5 new elected members from 2022-2024. A WhatsApp group would be created to facilitate internal communication. The vacancy replacement mechanism of the elected members was discussed. The candidates with the highest votes following the elected members would be invited as a new representative of this committee. The staff team would approach the candidate and report to members.

**(2) Terms of Reference of the Committee and Declaration of Interests (Appendix 2 & 3)**

- The paper of Terms of Reference of the Committee was illustrated for members' information.
- According to the governance and accountability of the Council, all committee members were required to declare the potential conflicts of interests. Members were reminded to submit the Declaration of Interests form to HKCSS.

**(3) Election of Chairperson and Vice-Chairperson**

After nomination and election, arrangements were as follows:

- Ms. Siu Lai CHAN was elected as the Chairperson.
- Ms. CHAN Chung Ho Karrie and Ms. LEE Man Shan, Emily were elected as the Vice-chairperson.

**(4) Appointment of representatives to serve in the Council's Committees**

- The following representatives were selected by the Committee:

<b>Committee / Group</b>	<b>Representing Member(s)</b>
Executive Committee	Ms. CHAN Chung Ho Karrie
Strategy Committee on Tech Enablement	Ms. CHOW Mee Tim
Strategy Committee on Talent Development	Ms. LEE Man Shan, Emily
Strategy Committee on Co-creation	Ms. CHAN Chung Ho Karrie
Assessment Committee for Membership Application	Mr. YIP Kin Chung

**(5) Co-option of new member**

- This would be further discussed in the next meeting.

**(6) Confirmation of Minutes of the 6th meeting for 2021/22 (Appendix 4)**

- Members confirmed the minutes without any amendment.

## **(7) Matters arising**

### **(7.1) Latest update on COVID-19 pandemic and welfare support**

- The staff team reported on the current situation in the RCHs. Due to the increasing number of confirmed cases, members concerned on the transportation arrangement from the RCHs to the respite centre. They reported delays and the difficulties of the small NGOs to arrange coaches and suggested SWD to help arrange transportation.
- SWD was informed about the problems of the ventilation system and drainage maintenance in RCHs. SWD would follow up with the RCHs case by case directly. The RCHs were recommended to contact Elderly branch of SWD. HKCSS would contact the RCHs to keep posted. It was noted that the ventilation system would be follow up by the inter-departmental task force. Regarding the resources of renovation, the current practice was to apply for Lotteries Fund or use the LSG. Members suggested the government to absorb the costs.
- Members reported that the provision of isolation rooms was insufficient in RCHs. The standard of accommodation facilities listed in the Schedule of Accommodation was low. HKCSS would follow up with the inter-departmental task force.
- It was reported that SWD discussed with some NGOs to adjust the utilization rate of day respite service of RCHs from 90% to 50%. The staff team would discuss with SWD on the resource implications of the adjustment.
- Persons infected with COVID-19 may be discharged from isolation on Day 5 at the earliest. However, the control measures in RCHs was not relieved. Members were afraid that the earlier return of the recovered staff, who might have a low viral load, would lead to an outbreak of COVID in the RCHs.
- Members suggested to set up a hotline or one-stop platform between the CHP, SWD and the sector to communicate on the policies regarding COVID, especially the PCR and quarantine arrangement of RCHs, and to give a clearer direction. Members reported that it was difficult to reach the SWD by the original hotline and they suggested to review on the procedures.
- Members suggested SWD to provide allowance to better prepare for a new wave of the COVID-19 outbreak, such as recruiting temporary staff.
- Members stated that it was difficult to meet some targets of the FSA activities due to COVID, such as day training, full day event, recreational and outings. Some activities were changed to online mode. It was suggested to collect views in the Specialized

Committees.

- Regarding COVID-19 pandemic and welfare support, it was suggested to collect frontline views in the Specialized Committees and networks, and to consolidate the suggestions to the government.

### **(7.2) Social Work Service for Pre-primary Institutions**

- The staff team reflected on the experience of this pilot scheme, such as the timeline and preparation, implication of research report and the participation of NGOs. It was suggested to test more models during the trial period if any new pilot scheme was launched in the future.

### **(7.3) Consultation on mandatory reporting requirement for suspected child abuse cases**

- A forum was held to brief the workers on mandatory reporting requirement. Reporting tools and supporting services were discussed. A paper was submitted to SWD in Oct 2022. It was suggested that underage sexual consensual activity was not included, and to handle the abused victims with care.
- The Joint Council formed a concern group on mandatory reporting. They stressed on the handling practices of children in the rehabilitation services, including the challenging behavior, might increase their risk of suspected child abuse. They targeted to promote professionalism in the sector, and to share a protocol to guide appropriate acts and provide related training.
- HKCSS would arrange a meeting between EM leaders and SWD regarding racial profiling.
- It was suggested to include third party assessment in reporting.
- The online training of Social Career would be launched.
- Members raised that the image and reputation of the sector might be damaged by a few specific issues. They suggested to work on the branding and publicity of the sector.

### **(7.4) Progress Update of Teams (Appendix 5)**

- The major progress of service teams was highlighted.
- A member shared a paper on the views on SWD's fee charging proposal on home care and support for elderly persons with mild impairment upon forthcoming

regularization in Jan 2023 to be delivered under Integrated Home Care Service (IHC), which was also passed to LegCo members and the under-secretaries. The financing mode was also discussed in 三會一方 and the Specialized Committee on Sector Finance. HKCSS would follow up on the work schedule.

**(8) HKCSS Convention cum Hong Kong Social Service Expo 2023**

- The staff team introduced the event and invited members to register.

**(9) Update and future plan of carer support**

- The Carer Month was held in October. A series of informative segments was released via CRHK One and the summary was posted on HKCSS Facebook and uploaded to HKCSS website. The "Support for Carers - HKCSS hosted Policy Advocacy and Service Development" Symposium was held on 28 Oct. Noted recent tragedies of carers, the Care for Carers would organize a public hearing on 16 Dec. Related government representatives were invited.
- PolyU JCDISI selected 3 pilot projects to carry out and the sharing sessions of the projects would be held in 2023.

**(10) Work Focus and Concerned Agenda in coming year**

- The staff team introduced the work focus, concerned agenda, new governance structure and agenda setting cycle with members. Members agreed to form Carer Support Agenda Group. The forming of Manpower shortage Agenda Group would be further discussed. The committee would continue to follow up on the pandemic measures. Members emphasized the important of branding of the sector. HKCSS noted members' concerns on the communication and coordination between different platforms of HKCSS.

**(11) A.O.B.**

- Members submitted a paper on the flexibility of LSG reserve on commercial rental in short term. The Specialized Committee on Sector Finance was following up on LSG review, i.e. recurrent site, service specific.

**(10) Date of next meeting**

<b>No. of meeting</b>	<b>Date</b>	<b>Time</b>
2	17 Jan 2023	2:30pm
3	14 Mar 2023	2:30pm
4	16 May 2023	2:30pm
5	18 Jul 2023	2:30pm
6	19 Sep 2023	2:30pm

Adopted by: \_\_\_\_\_  
(Chairperson)

Date: \_\_\_\_\_