

**For discussion
on 15 January 2014**

EC(2013-14)17

ITEM FOR ESTABLISHMENT SUBCOMMITTEE OF FINANCE COMMITTEE

**HEAD 53 – GOVERNMENT SECRETARIAT :
HOME AFFAIRS BUREAU
Subhead 000 Operational expenses**

Members are invited to recommend to Finance Committee the retention of the following supernumerary post in the Community Care Fund Secretariat under the Home Affairs Bureau from 6 May 2014 to 30 June 2017 –

1 Administrative Officer Staff Grade C
(D2) (\$136,550 - \$149,350)

PROBLEM

The existing supernumerary Administrative Officer Staff Grade C (AOSGC) (D2) post in the Community Care Fund (CCF) Secretariat (Secretariat) under the Home Affairs Bureau (HAB) will lapse on 6 May 2014. HAB needs to continue to provide dedicated directorate support to the CCF to ensure its smooth operation.

PROPOSAL

2. We propose to retain the supernumerary AOSGC (D2) post from 6 May 2014 to 30 June 2017.

/JUSTIFICATION

JUSTIFICATION

Work Progress of the CCF

3. The CCF is a trust fund established in early 2011 under the Secretary for Home Affairs Incorporation Ordinance (Cap. 1044) with the Secretary for Home Affairs Incorporated as its trustee. Its main objective is to provide assistance to people facing economic difficulties, in particular those who fall outside the social safety net or those within the safety net but have special circumstances that are not covered. In addition, the CCF may implement measures on a pilot basis to help the Government identify those that can be considered for incorporation into the Government's regular assistance and service programmes.

4. The Finance Committee (FC) approved an injection of \$5 billion into the CCF in May 2011, and approved in July the same year an additional injection of \$1.5 billion for implementation of the programme to provide a one-off allowance to new arrivals. The FC also approved in June 2013 an additional injection of \$15 billion into the CCF to strengthen the poverty alleviation efforts.

5. Since its establishment, the CCF has launched 24 assistance programmes under the medical, education, housing, welfare and home affairs areas for target beneficiary groups including children, the elderly, persons with disabilities, patients, new arrivals and ethnic minorities, etc. People outside the existing safety net or the coverage of the Government's short-term relief measures have been successfully identified and provided with assistance. As at end November 2013, more than 550 000 person-times¹ have benefited under these programmes. The total commitments for these programmes exceed \$2.9 billion.

Encl. 1 The details are set out at Enclosure 1.

6. The CCF also implemented measures on a pilot basis to help the Government identify those that have been proven effective for incorporation into the regular assistance programme. Among these, the programme providing subsidy to needy patients of the Hospital Authority (HA) for the use of Samaritan Fund subsidised drugs has been incorporated into the regular assistance programme (i.e. the Samaritan Fund) since September 2012. The two programmes of financial assistance for non-school-attending ethnic minorities and new arrivals from the Mainland for taking language examinations and subsidy for non-school-attending ethnic minorities and new arrivals from the Mainland participating in language courses have been incorporated into the regular support services of the Home

/Affairs

¹ Nearly 200 000 people have benefited under the programme to provide a one-off allowance to new arrivals.

Affairs Department since September 2013. In addition, the following three programmes which are proven to have effective poverty alleviation impact or are meeting the needs of target beneficiaries will also be regularised –

- (a) Subsidy to meet lunch expenses at whole-day primary schools for students from low-income families;
- (b) Subsidy for Comprehensive Social Security Assistance (CSSA) recipients who are owners of Tenant Purchase Scheme flat for more than five years; and
- (c) Training subsidy for children who are on the waiting list for subvented pre-school rehabilitation services.

7. After the additional injection of \$15 billion in June 2013, the CCF has rolled out/re-launched the following assistance programmes –

- (a) Special subsidy for persons with severe physical disabilities for purchasing medical consumables related to respiratory support medical equipment;
- (b) Extra travel subsidy for needy special school students;
- (c) Enhancement of the flat rate grant under the School Textbook Assistance Scheme;
- (d) Enhancement of the financial assistance for needy students pursuing programmes below sub-degree level;
- (e) One-off living subsidy for low-income households not living in public housing and not receiving CSSA; and
- (f) Re-launching the programme of subsidy for CSSA recipients living in rented private housing.

8. In addition, through continuous review of the existing programmes, the CCF can timely identify if individual programmes should be revised or extended, so that assistance can be provided in an effective manner. Over the past few months, the CCF has extended the implementation/received a new round of applications for six programmes, namely the special care subsidy for the severely disabled, the training subsidy for children who are on the waiting list for subvented pre-school rehabilitation services, the special subsidy for persons with severe physical disabilities for renting respiratory support medical equipment, the subsidy to meet lunch expenses at whole-day primary schools for students from low-income

/families

families, the after-school care pilot scheme, and the subsidy for HA patients for specified self-financed cancer drugs which have not yet been brought into the Samaritan Fund safety net. Also, through enhancing the arrangements of various programmes, more persons in need can receive more appropriate assistance.

9. In addition to the above, a trial incentive scheme to further encourage CSSA recipients of the Integrated Employment Assistance Programme for Self-reliance to secure employment will be rolled out in April 2014 under the CCF. The scheme aims to further encourage able-bodied CSSA recipients to take up employment and leave the CSSA net. During the implementation period of the trial incentive scheme, the amount of earnings from employment of the participant above the current maximum amount of the disregarded earnings, which will not be disregarded under the CSSA Scheme, will be accumulated in the form of incentive payment. When the amount of incentive payment accumulated reaches the target which is two times of the asset limit for the participant and his family members under the CSSA Scheme, the CCF will release the full amount of the target incentive payment to the participant for him to leave the CSSA net. The funding provision of this programme is about \$226.6 million and it is estimated that 2 050 CSSA recipients will benefit. The CCF is also exploring the following –

- (a) to consider expanding the existing eligibility criteria of the elderly dental assistance programme progressively, taking into account the progress of the implementation and the experience gained, so that more elders who are facing economic difficulties and do not receive CSSA will benefit; and
- (b) to launch a pilot scheme on providing living allowance for the carers of the elderly persons from low-income families, so as to help the elderly to age in place.

10. Apart from the Government's injection mentioned in paragraph 4 above, bank accounts have been opened to accept donations from the community. The amount of donations pledged is about \$1.8 billion, some of which are made by yearly instalments over three years. As at end November 2013, the actual amount of donations received under the CCF is some \$1.4 billion. A deposit of \$15 billion in total has been placed with the Hong Kong Monetary Authority² to earn a high investment return that is linked to the performance of the Hong Kong Exchange Fund. The remaining amount of the CCF funding has been deposited with banks for Hong Kong dollar and Renminbi time deposit, so as to earn interest income for financing the assistance programmes and other liquidity needs. Assuming the rate of investment return in future is 2% to 5% per annum, the funding available for the CCF from 2013-14 to 2016-17 will be around \$1.7 billion to \$2 billion per year.

/11.

² i.e. a placement of \$5 billion in June 2011 and a placement of \$10 billion in July 2013.

11. Looking ahead, focus group meetings and public consultation sessions on specific issues will continue to be held in order to gauge the views of the community and stakeholders on the work of the CCF, with a view to introducing more appropriate assistance programmes. Other task forces under the Commission on Poverty (CoP) chaired by the Chief Secretary for Administration are in tandem looking into the needs of different disadvantaged groups (including students from low-income families, persons with disabilities, ethnic minorities, new arrivals and single-parent families, etc.) and considering whether the Government's support for them is sufficient, with a view to achieving poverty alleviation, reduction and prevention. The CoP will make use of the CCF to introduce pilot schemes where necessary.

12. The CoP and its CCF Task Force will continue to monitor the implementation of various assistance programmes. Government departments and other organisations entrusted to implement the programmes are required to submit periodic progress and financial reports to the CCF Task Force for review of the programmes. Prior to launching brand-new programmes which are pilot in nature and for which the funding provision expects to exceed \$100 million, the Government will consult the Subcommittee on Poverty under the House Committee or relevant Panels of the Legislative Council (LegCo). We will continue to report regularly to the Subcommittee on Poverty the financial position of the CCF and the implementation progress of its programmes every six months, and provide the evaluation reports of the programmes. The information will also be uploaded to the CCF website for easy reference by the public.

Proposal for Retaining the Supernumerary AOSGC (D2) Post

13. HAB has set up the Secretariat to coordinate cross-bureau/departmental efforts to support the CCF in mapping out and implementing assistance programmes. At its meeting on 6 May 2011, the FC approved the creation of a supernumerary AOSGC (D2) post in HAB for three years. The post, designated as Principal Assistant Secretary (Community Care Fund) (PAS(CCF)), is responsible for leading the work of the Secretariat, including collating community views, mapping out assistance programmes, allocating funding, monitoring the implementation and evaluation of programmes, etc.

14. The supernumerary post of PAS(CCF) will lapse on 6 May 2014. As set out above, we expect that the CCF will continue its important role in plugging the gaps in the existing system, launching assistance programmes and pilot schemes to help people who are facing economic difficulties and providing assistance to people who could not benefit from the Government's short-term relief measures, so as to support the Government's overall poverty alleviation efforts. Therefore, HAB shall continue to provide dedicated directorate support to the CCF to ensure its smooth operation. PAS(CCF) will be responsible for the following tasks –

/(a)

- (a) Leading the Secretariat in taking forward the initiative of the CCF

PAS(CCF) will lead the Secretariat to serve and support the CCF Task Force and the CoP on all matters in relation to the administration of the CCF, including policy formulation, strategic planning and evaluation from time to time of the modus operandi and implementation of the CCF initiative.

- (b) Liaising with bureaux/departments/stakeholders

The CCF initiative involves a wide range of subjects covering portfolios of different bureaux/departments. PAS(CCF) will liaise closely with relevant bureaux and departments as well as stakeholders on supporting the CCF Task Force and the CoP in assessing the implications of proposed assistance programmes, prioritising competing demands for assistance under the CCF, monitoring the progress of implementation and evaluating the effectiveness of assistance programmes, as well as coordinating the incorporation of programmes which are proven effective into the Government's regular assistance programme and service.

- (c) Engaging the public and stakeholders in mapping out the assistance programmes

To ensure that views from different quarters can be taken into account when drawing up the assistance programmes, PAS(CCF) will assist to conduct consultation regularly, including organising public consultation sessions and focus group meetings, to gauge views from the public and stakeholders on the operation, target beneficiaries and assistance programmes of the CCF. Efforts by various parties will also be coordinated in mapping out the targets and scope of the assistance programmes under the CCF and launching those endorsed by the CCF Task Force and the CoP.

- (d) Ensuring prudent deployment of funds from the CCF for meeting its overall objective

PAS(CCF) will assist the CoP and the CCF Task Force in overseeing the financial management and overall funding allocation of the CCF and monitoring its operation and use, including the formulation of investment strategy of the CCF.

/(e)

(e) Implementing CCF programmes

The Secretariat is responsible for implementing some of the CCF programmes³, in particular those which assist people who could not benefit from the Government's short-term relief measures. PAS(CCF) will lead the Secretariat to devise programme details and monitor the implementation and evaluation of the programmes. The Secretariat is now implementing the programme to provide a one-off living subsidy for low-income households not living in public housing and not receiving CSSA (see paragraph 7(e) above).

Encl. 2 15. The job description of PAS(CCF) is set out at Enclosure 2. Since the CCF initiative and the planned programmes will continue to operate in the coming years, we propose retaining the PAS(CCF) post until 30 June 2017. In the first half of 2017, HAB will review the need for further extending the post in the light of the CCF's operation.

Non-directorate Support

Encl. 3 16. PAS(CCF) is now supported by a team of 16 non-directorate staff (comprising civil servants from the Administrative Officer, Executive Officer, Treasury Accountant, Accounting Officer, Clerical and Secretarial grades and non-civil service contract staff) to provide professional and administrative support for the Secretariat. The organisation chart of the Secretariat is at Enclosure 3.

ALTERNATIVES CONSIDERED

17. We have critically examined whether the other seven AOSGCs who are responsible for different policy areas in HAB can absorb the tasks of the PAS(CCF) post. As set out below, they are already fully committed to their existing schedules, and it is operationally not possible for them to take up the whole range of duties on the CCF without adversely affecting the discharge of their own schedule of duties.

18. Apart from the PAS(CCF) post, there are three other AOSGCs under the Civic Affairs Branch of HAB. Their purviews include taking forward the Service Corps and the Funding Scheme for Youth Internship in the Mainland, planning for the Youth Hostel Scheme, promoting civic education outside schools, providing secretariat support to the Family Council in promoting the family core

/values

³ Programmes implemented by the Secretariat in the past include the programme to provide a one-off allowance to new arrivals, the subsidy for low-income elderly tenants in private housing and the subsidy for low-income persons who are inadequately housed.

values, coordinating legal aid and free legal advice policy matters, formulating measures for promoting the development of social enterprises, handling matters related to gambling policy, etc.

19. There are also four AOSGCs under the Recreation and Sport Branch, the Culture Branch and the West Kowloon Cultural District Branch of HAB. They focus on various tasks under their respective policy areas, including further promoting the culture of “Sport for All” in the community, monitoring the redevelopment project of the Hong Kong Sports Institute, enhancing the development of “Elite Sport”, planning for the Multi-purpose Sports Complex at Kai Tak, coordinating the funding and support policy for performing arts groups, strengthening the training of art administrators and the availability of spaces for arts creation for artists, enhancing support to small and medium sized arts groups and nurturing of budding artists, further promoting Hong Kong’s cultural exchanges with the Mainland and overseas countries, overseeing the promotion of public art, the enhancement of services of public museums and public libraries, the preservation of intangible cultural heritage items and the promotion of Cantonese Opera; overseeing the performance and work progress of the West Kowloon Cultural District Authority (WKCDA), and overseeing the interface issues between arts and cultural facilities operated by WKCDA and those operated by the Leisure and Cultural Services Department, etc.

Encl. 4 20. The details of the work schedules of the other seven AOSGCs in HAB are at Enclosure 4.

FINANCIAL IMPLICATIONS

21. The additional notional annual salary cost at mid-point for retaining the supernumerary AOSGC (D2) post is \$1,739,400 and the full annual average staff cost, including salaries and staff on-cost, is \$2,503,000. We will fully recover from the CCF the staff cost of the supernumerary AOSGC post and the 16 non-directorate staff posts mentioned in paragraph 16 above.

PUBLIC CONSULTATION

22. We consulted the Subcommittee on Poverty under the House Committee of the LegCo on 17 December 2013. The Subcommittee supported the proposal of retaining the supernumerary AOSGC post in the Secretariat.

/BACKGROUND

BACKGROUND

23. In late 2010, the Chief Executive appointed the Steering Committee on the CCF as chaired by the Chief Secretary for Administration to oversee and coordinate the work of the CCF. An Executive Committee and four Subcommittees (Education, Home Affairs, Medical and Welfare) were set up under the Steering Committee to support the operation of the CCF. The terms of the above-mentioned committees/subcommittees ended in end 2012 and the CCF has been integrated into the work of the reinstated CoP since 2013. The CCF Task Force, set up under the CoP, is responsible for advising the CoP on the CCF's various arrangements (including investment, finance and administrative operations), as well as the formulation of assistance programmes, the coordination and overseeing of the implementation of assistance programmes and the reviewing of their effectiveness. The CCF Task Force will also liaise closely with other CoP task forces and provide mutual support, so as to draw up programmes to provide assistance to the underprivileged. The membership and terms of reference of the CoP and the CCF Task Force are at Enclosure 5.

Encl. 5

ESTABLISHMENT CHANGES

24. The establishment changes in HAB for the past two years are as follows –

Establishment (Note)	Number of posts			
	Existing (as at 1 December 2013)	As at 1 April 2013	As at 1 April 2012	As at 1 April 2011
A	11 + (3) [#]	11 + (3)	11 + (3)	11 + (2)
B	64	62	60	57
C	164	157	154	141
Total	239 + (3)	230 + (3)	225 + (3)	209 + (2)

Note:

A - ranks in the directorate pay scale or equivalent

B - non-directorate ranks, the maximum pay point of which is above MPS Point 33 or equivalent

C - non-directorate ranks, the maximum pay point of which is at or below MPS Point 33 or equivalent

() - number of supernumerary directorate posts

- as at 1 December 2013, there was no unfilled directorate post in HAB

CIVIL SERVICE BUREAU COMMENTS

25. The Civil Service Bureau supports the proposed retention of the supernumerary directorate post. The grading and ranking of the proposed post are considered appropriate having regard to the level and scope of responsibilities.

ADVICE OF THE STANDING COMMITTEE ON DIRECTORATE SALARIES AND CONDITIONS OF SERVICE

26. As the post is proposed on a supernumerary basis, the retention, if approved, will be reported to the Standing Committee on Directorate Salaries and Conditions of Service in accordance with the agreed procedure.

Home Affairs Bureau
January 2014

Enclosure 1 to EC(2013-14)17

Assistance Programmes under the Community Care Fund (CCF)

Assistance programme	Implementation date	Funding provision (\$ million)
(1) Setting up the School-based Fund (Cross-boundary Learning Activities) to subsidise primary and secondary school students from low-income families to participate in cross-boundary learning activities and competitions	July 2011 (a three-year programme)	194.66
(2) Subsidy for patients of Hospital Authority (HA) for specified self-financed cancer drugs which have not yet been brought into the Samaritan Fund (SF) safety net but have been rapidly accumulating medical scientific evidence and with relatively higher efficacy	August 2011 (current funding provision for three years)	214.13 ¹
(3) Subsidy to meet lunch expenses at whole-day primary schools for students from low-income families	September 2011 (a three-school year programme)	529.207
(4) Financial assistance for non-school-attending ethnic minorities and new arrivals from the Mainland for taking language-related international public examinations ²	September 2011 (a two-year programme)	1.05
(5) Subsidy for the severely disabled persons aged below 60 who are non-Comprehensive Social Security Assistance (CSSA) recipients, requiring constant attendance and living in the community	September 2011 (extension of implementation in November 2012 and further extension in November 2013)	142.68
(6) Subsidy for CSSA recipients who are owners of Tenant Purchase Scheme flats for five years or above and not eligible for rent allowance under the CSSA Scheme	September 2011 (a one-off subsidy programme which has been completed)	1.73

¹ Including the administrative and audit expenses of this programme and programme (11) below.

² The programme has been incorporated into the Home Affairs Department (HAD)'s regular support services since late September 2013.

Assistance programme	Implementation date	Funding provision (\$ million)
(7) Subsidy for elders aged 65 or above from low-income families who are on the waiting list for Integrated Home Care Services (Ordinary Cases) for household cleaning service and escorting services for medical consultations	October 2011 (extension of implementation in December 2012)	15.256
(8) Subsidy for CSSA recipients living in rented private housing and paying a rent exceeding the maximum rent allowance under the CSSA Scheme	October 2011 (first launched) September 2013 (re-launched)	33.671 (first launched) 56.81 (re-launched)
(9) Training subsidy for children from low-income families who are on the waiting list for subvented pre-school rehabilitation services	December 2011 (extension of implementation in November 2012 and further extension in July 2013)	68.145
(10) Relocation allowance for eligible residents of sub-divided units in industrial buildings who have to move out as a result of the Buildings Department's enforcement action	December 2011	4.43
(11) Subsidy for needy patients of HA who marginally fall outside the SF safety net for the use of SF subsidised drugs ³	January 2012	4.293
(12) Subsidy for non-school-attending ethnic minorities and new arrivals from the Mainland participating in language courses ⁴	March 2012	0.5
(13) Subsidy for low-income elderly tenants in private housing	July 2012 (A one-off subsidy programme with the application period closed on 31 January 2013)	11.89
(14) After-school care pilot scheme	September 2012 (a two-school year programme)	69.2

³ The programme has been incorporated into the regular mechanism of the SF with effect from 1 September 2012.

⁴ The programme has been incorporated into HAD's regular support service since late September 2013.

Assistance programme	Implementation date	Funding provision (\$ million)
(15) Elderly dental assistance programme	September 2012 (expected to be a two-year programme)	100
(16) Subsidy for owners' corporations of old buildings	October 2012 (a three-year programme)	67.2
(17) Subsidy for low-income persons who are inadequately housed	October 2012 (a one-off subsidy programme with application period closed on 8 April 2013)	174.43
(18) Special subsidy for persons with severe physical disabilities for renting respiratory support medical equipment	January 2013 (extension of implementation in September 2013)	6.61
(19) Special subsidy for persons with severe physical disabilities for purchasing medical consumables related to respiratory support medical equipment	September 2013 (a one-year programme)	10.9
(20) Extra travel subsidy for needy special school students	October 2013 (a two-school year programme)	3.27
(21) Enhancement of the flat rate grant under the School Textbook Assistance Scheme	October 2013 (a one-school year programme)	292.36
(22) Enhancement of the financial assistance for needy students pursuing programmes below sub-degree level	October 2013 (a one-school year programme)	64.89
(23) One-off living subsidy for low-income households not living in public housing and not receiving CSSA	December 2013	638.33
(24) Incentive Scheme to Further Encourage CSSA Recipients of the Integrated Employment Assistance Programme for Self-reliance to Secure Employment	Scheduled for April 2014 (a three-year programme)	226.62

Job Description
Principal Assistant Secretary (Community Care Fund)

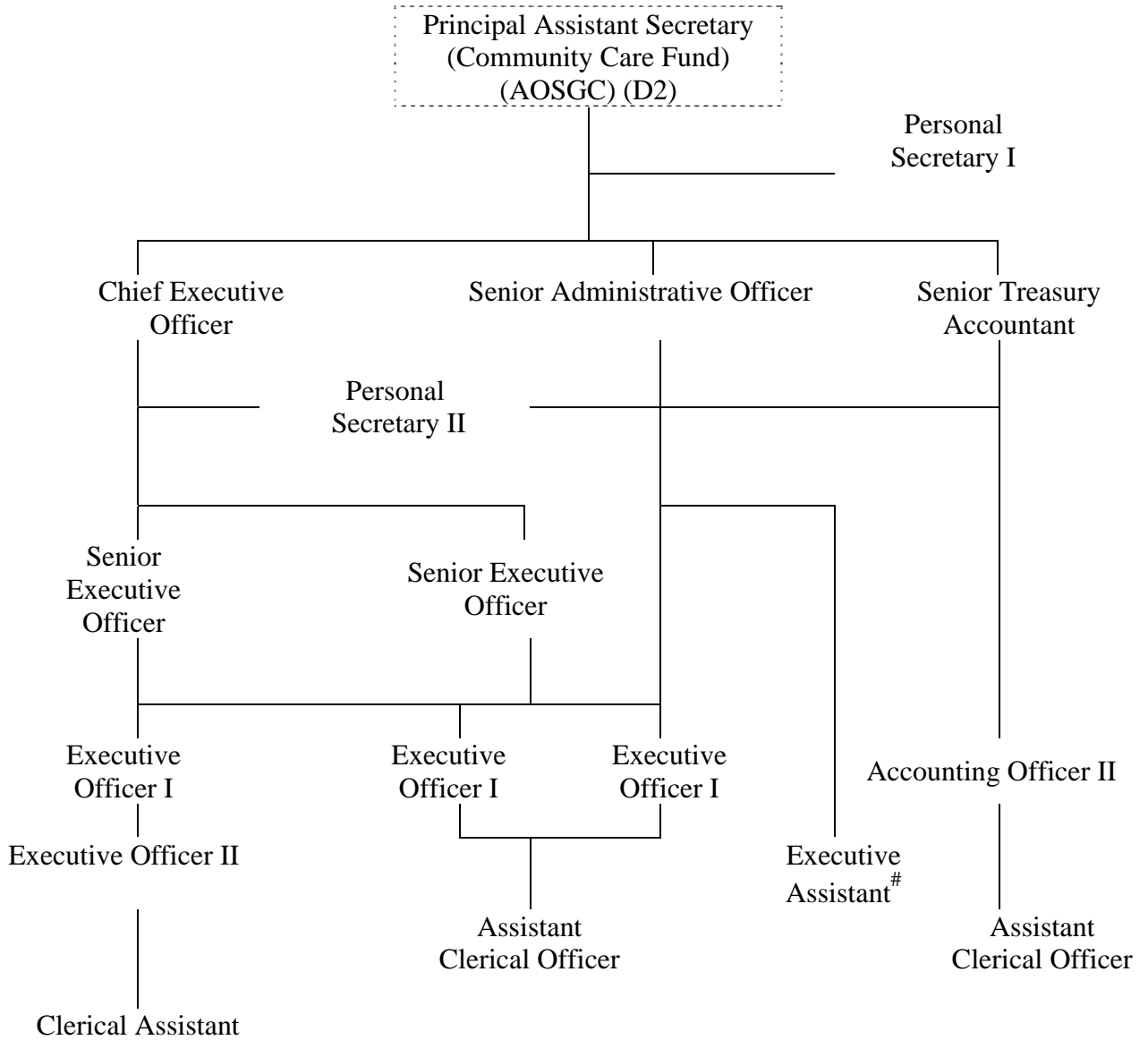
Rank: Administrative Officer Staff Grade C (D2)

Responsible to: Deputy Secretary for Home Affairs (1)

Main Duties and Responsibilities –

1. To lead the Community Care Fund (CCF) Secretariat to provide support to the Commission on Poverty (CoP) and the CCF Task Force under the CoP, and oversee and coordinate efforts to take forward the CCF initiative.
2. To assist in the policy setting, strategic planning of the modus operandi and implementation of the CCF initiative.
3. To liaise closely and coordinate efforts with relevant policy bureaux, departments and other organisations as well as stakeholders in the community in the planning and implementation of the CCF initiative.
4. To conduct consultation, collate public views, and coordinate efforts for mapping out the targets and scope of the assistance programmes under the CCF.
5. To assist in overseeing the financial management and overall funding allocation of the CCF, including the formulation of investment strategy.
6. To monitor the operation and use of the CCF and implement assistance programmes of the CCF.

**Organisation Chart
of the Community Care Fund Secretariat
in the Home Affairs Bureau**



Legend:

----- - Supernumerary AOSGC post proposed to be retained.

Non-civil service contract staff

**Duties and Responsibilities of
the Other Principal Assistant Secretaries in the Home Affairs Bureau**

- (1) PAS(Civic Affairs)1 is responsible for youth matters (including subventions for the uniformed groups), Youth Square, Service Corps, Youth Hostel, civic education and national education outside schools, non-charitable fund-raising permits under the Summary Offences Ordinance, postage stamp policy, volunteerism policy and Neighbourhood Level Community Development Projects. The officer is also appointed as the secretary to the Commission on Youth and the Committee on the Promotion of Civic Education.
- (2) PAS(Civic Affairs)2 is responsible for legal aid and free legal advice policy matters, family matters, maintenance and wills. The officer is also responsible for housekeeping matters of the Legal Aid Department and subventions for the Duty Lawyer Service and the Legal Aid Services Council, and is appointed as the secretary to the Family Council.
- (3) PAS(Civic Affairs)3 is responsible for gambling policy, social enterprises policy, information policy, entertainment licensing, matters relating to public sector advisory and statutory bodies, liaison with religious bodies, and matters relating to the Board of Management of the Chinese Permanent Cemeteries and the Chinese Temples Committee. The officer is also responsible for the Trust Fund in Support of Reconstruction in the Sichuan Earthquake Stricken Areas, and the Secretary for Home Affairs Incorporated properties and trust funds, and is appointed as the secretary to the Betting and Lotteries Commission, the Ping Wo Fund Advisory Committee and the Social Enterprise Advisory Committee, as well as responsible for overseeing the operation of the public affairs forum.
- (4) PAS(Recreation and Sport) is responsible for sport policies and strategies; matters relating to the Sports Commission, the Elite Sports Committee, the Major Sports Events Committee and the Sir David Trench Fund Committee, and administration of the Sir David Trench Fund for Recreation (Main Fund); resources management of the Hong Kong Sports Institute Ltd, the Sports Federation & Olympic Committee of Hong Kong, China and the Outward Bound Hong Kong; planning and coordination of territory-wide sports and recreation public works projects, and land matters relating to sports and recreational use. The officer is also responsible for the Football Task Force, redevelopment of the Hong Kong Sports Institute and the Kai Tak Multi-purpose Sports Complex.

- (5) PAS(Culture)1 is responsible for policy on arts and cultural software, funding and development of performing arts policy, the Arts Development Fund, subventions for major performing arts groups, and cultural exchange between Hong Kong and the Mainland, Macao and Taiwan (including the “Mainland/HK Closer Economic Partnership Arrangement” and the Hong Kong – Taiwan Cultural Co-operation Committee). The officer is also responsible for the Sub-committee on Funding for Performing Arts and the Sub-committee on Arts Education under the Advisory Committee on Arts Development; the arts portion and the portion related to the Hong Kong Arts Development Council of the Arts and Sport Development Fund; as well as housekeeping of the Hong Kong Arts Development Council and the Hong Kong Academy for Performing Arts.

- (6) PAS(Culture)2 is responsible for policies on public and private museums, public libraries, public art with regard to visual arts, planning of cultural and performance facilities of the Leisure and Cultural Services Department (LCSD), intangible cultural heritage and development of Cantonese Opera, as well as cultural exchange between Hong Kong and other countries. The officer is also responsible for matters relating to the Hong Kong Jockey Club Music and Dance Fund, the Lord Wilson Heritage Trust and the Hong Kong Arts Centre.

- (7) PAS(West Kowloon Cultural District) is responsible for monitoring the performance of the West Kowloon Cultural District Authority (WKCDA) in fulfillment of its objectives and roles as stated in the WKCDA Ordinance and overseeing the interface issues between arts and cultural facilities operated by WKCDA and those operated by LCSD, as well as liaising with WKCDA to oversee the institutional set-up and establishment of the governance mechanism for museum and performing arts venues. The officer is also responsible for monitoring the progress in planning of programmes and services by WKCDA for the opening of Phase 1 facilities in WKCD and overseeing WKCDA’s policy and work in nurturing local arts talents, engaging stakeholders and building up audiences, as well as housekeeping of WKCDA.

Enclosure 5 to EC(2013-14)17

Commission on Poverty

Membership

Name

**Occupational/Professional
Background**

Chairman

Chief Secretary for Administration
(Chairperson of the Social Security and
Retirement Protection Task Force)

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Non-official Members

Ms Amy Chan Lim-chee, JP

Manager, Racing Development Board,
The Hong Kong Jockey Club/
Principal, Apprentice Jockeys' School,
The Hong Kong Jockey Club

Ms Sylvia Chan May-kuen

Principal, Ma On Shan Ling Liang
Primary School

Ms May Chan Suk-mei, BBS, JP

Director, News and Public Affairs
Department, Commercial Radio Hong
Kong

Mr Clement Chen Cheng-jen, SBS, JP
(Chairperson of the Education, Employment
and Training Task Force)

Executive Director, Tai Hing Cotton
Mill Limited

Dr Henry Cheng Kar-shun, GBS

Chairman and Executive Director, New
World Development Company Limited

Hon Cheung Kwok-che

Legislative Council Member

Professor Stephen Cheung Yan-leung, BBS, JP
(Chairperson of the Social Innovation and
Entrepreneurship Development Fund Task
Force)

President, The Hong Kong Institute of
Education

Mr Chua Hoi-wai
(Chairperson of the Special Needs Groups
Task Force)

Chief Executive, The Hong Kong
Council of Social Service

Dr Stephen Frederick Fisher, SBS

Director General, Oxfam Hong Kong

<u>Name</u>	<u>Occupational/Professional Background</u>
Hon Frederick Fung Kin-kee, SBS, JP	Legislative Council Member
Mr Ho Hei-wah, BBS	Director, Society for Community Organisation
Ms Lam Shuk-yee, SBS	President, Hong Kong Federation of Trade Unions
Dr Law Chi-kwong, SBS, JP (Chairperson of the Community Care Fund Task Force)	Associate Professor, Department of Social Work and Social Administration, the University of Hong Kong
Hon Leung Che-cheung, BBS, MH, JP	Legislative Council Member
Ms Li Fung-ying, SBS, JP	Non-Executive Director, Zanwell Limited/ Honorary President, United Labour Chi Hong Association Limited
Hon Michael Tien Puk-sun, BBS, JP	Legislative Council Member/ Chairman, G2000 (Apparel) Limited
Dr David Wong Yau-kar, BBS, JP (Chairperson of the Societal Engagement Task Force)	Permanent Honorary President, The Chinese Manufacturers' Association of Hong Kong
Dr Rosanna Wong Yick-ming, JP	Executive Director, The Hong Kong Federation of Youth Groups
<u>Ex-officio Members</u>	
Secretary for Home Affairs	--
Secretary for Labour and Welfare (Vice-chairperson of the Social Security and Retirement Protection Task Force)	--
Secretary for Education	--
Secretary for Food and Health	--
<u>Vice-chairpersons of the other Task Forces</u>	
Mr Bunny Chan Chung-bun, SBS, JP (Vice-chairperson of the Community Care Fund Task Force)	Chairman, Prospectful Holdings Limited/ Chairman, Kwun Tong District Council
Mr Cheung Kin-fai, MH (Vice-chairperson of the Special Needs Groups Task Force)	Director, Joint Council for the Physically and Mentally Disabled Hong Kong

<u>Name</u>	<u>Occupational/Professional Background</u>
Dr Philemon Choi Yuen-wan, SBS, JP (Vice-chairperson of the Education, Employment and Training Task Force)	Honorary General Secretary, Breakthrough Limited
Miss Leonie Ki Man-fung, SBS, JP (Vice-chairperson of the Societal Engagement Task Force)	Executive Director, New World Development Company Limited
Dr Joseph Lee, GBS, JP (Vice-chairperson of the Social Innovation and Entrepreneurship Development Fund Task Force)	Group Chairman, Wofoo Plastics Limited

Terms of Reference

- (1) Examine the current poverty situation and causes of poverty in Hong Kong with a view to identifying favourable conditions for personal development, self-reliance and social mobility; and set poverty line as a tool for gauging the poverty situation and assessing the effectiveness of poverty alleviation policies;
- (2) review existing policies and formulate new policies to achieve the objectives of preventing and alleviating poverty and social exclusion, promoting social mobility as well as providing an appropriate safety net to better help the disadvantaged overcome material deprivation and improve livelihood;
- (3) coordinate and monitor the implementation of poverty prevention and alleviation policies and evaluate measures funded by the Community Care Fund, the Social Innovation and Entrepreneurship Development Fund and other relevant government funding sources as appropriate;
- (4) engage stakeholders and advise on ways to promote tripartite partnership among the Government, the business sector and community organisations in poverty alleviation, including the development of social enterprises;
- (5) promote district-based poverty alleviation measures to better meet the specific needs of local residents; and
- (6) monitor the poverty situation in Hong Kong.

Community Care Fund Task Force

Membership

<u>Name</u>	<u>Occupational/Professional Background</u>
<u>Chairperson</u>	
Dr Law Chi-kwong, SBS, JP	Associate Professor, Department of Social Work and Social Administration, the University of Hong Kong
<u>Vice-chairperson</u>	
Mr Bunny Chan Chung-bun, SBS, JP	Chairman, Prospective Holdings Limited/ Chairman, Kwun Tong District Council
<u>Members of the Commission on Poverty</u>	
Hon Cheung Kwok-che	Legislative Council Member
Mr Chua Hoi-wai	Chief Executive, The Hong Kong Council of Social Service
Mr Ho Hei-wah, BBS	Director, Society for Community Organisation
Hon Michael Tien Puk-sun, BBS, JP	Legislative Council Member/ Chairman, G2000 (Apparel) Limited
<u>Co-opted Members</u>	
Miss Ophelia Chan Chiu-ling, BBS	Retired/ former Assistant Director of Social Welfare
Ms Chang Siu-wah	Director, the ABM Hong Kong Swatow Baptist Church Community Service Association
Dr Cheung Wai-lun, JP	Director (Cluster Services), Hospital Authority
Dr Saimond Ip	Chief Executive Officer, OnePort Limited
Mr Frederick Lai Wing-hoi, JP	Service Head, Youth and Community Service, Caritas – Hong Kong
Mr Lau Ming-wai, BBS, JP	Vice-chairman and Non-Executive Director, Chinese Estates Holdings Limited
Dr Sigmund Leung Sai-man, JP	President, Hong Kong Dental Association

<u>Name</u>	<u>Occupational/Professional Background</u>
Dr Donald Li Kwok-tung, SBS, JP	Director, Family Medical Practice Limited
Miss Nancy Tsang Lan-see, JP	Director, Heep Hong Society
Dr Yuen Pong-yiu	Principal, Tin Ka Ping Secondary School

Ex-officio Members

Permanent Secretary for Education (or his representative)	--
Permanent Secretary for Food and Health (Health) (or his representative)	--
Permanent Secretary for Home Affairs (or his representative)	--
Permanent Secretary for Labour and Welfare (or his representative)	--
Director of Home Affairs (or his representative)	--
Director of Social Welfare (or his representative)	--

Terms of Reference

- (1) Advise the Commission on Poverty (CoP) on the Community Care Fund's various strategies and arrangements (including investment, finance and administrative operations), as well as the formulation of assistance programmes (including target beneficiaries, assistance amounts, handling of cross-sectoral issues and setting priorities);
- (2) coordinate and oversee the implementation of assistance programmes and review their effectiveness, as well as advising the CoP on the incorporation of programmes into the Government's regular assistance programme and service;
- (3) liaise closely with other CoP task forces and provide mutual support, as well as making timely report on work progress and plans to the CoP; and
- (4) collaborate with the CoP and other CoP task forces to prepare for the annual Poverty Summit, report the progress of the CoP's work to the public, and exchange with members of the public and various sectors of the community on promoting poverty alleviation work.
