

SOCIAL WORKERS REGISTRATION BOARD

Notes of the 143rd Meeting of the Committee on Administration

Date: 11 May 2020
Time: 7:30 p.m.
Venue: Online meeting via Webex Meet platform
Present: Dr. TING Wai-fong (Convenor)
Ms. CHEUNG Lai-yi, Kathy
Mr. LO Wa-kei, Roy
Ms. LUI Siu-ying, Micy
Mr. LUN Chi-wai
Secretary: Mr. LEE Wing-po, Eric, Registrar
Ms. Chan May-shan, Emily, Assistant Registrar

1. While Mr. LUN was yet to join in the online meeting, the Convenor started the meeting with the quorum present.

Confirmation of the notes of last meeting

2. There was no amendment to the notes which were confirmed as the true record of the last meeting.

Matters arising

Revised procedures of handling complaints against the Board's policy or staff

3. The Committee took note of the revised draft (COA143-2a) of the document with the amendments resolved at the last meeting.
4. Members agreed to add “行政事務委員會” after the phrase “如有需要，” under section 14(1) of the Chinese version to express clearer.
5. The revised draft with the above amendment made would be put forth to the Board for endorsement.

(Mr. LUN joined in the meeting at this juncture.)

Administration

Review of group medical cover

6. The Secretary presented the background and considerations of the review by referring the document COA143-3a. Members took note of the current medical benefits to staff being grossly below the market norm. After discussion, the Committee agreed to recommend the Board for endorsing the option of (Business information deleted).
7. Regarding the provision of better benefits for executive grade staff, the Committee considered the usual benefits structure of the commercial sector, the NGOs and the Government, and decided not to introduce differential treatments for the two tiers of staff members. Members agreed that this could be considered further at the next review.

Finance

Appointment of auditors

8. The Secretary invited Committee to consider the appointment of auditors for auditing the books and accounts of the Board for financial year ended 31 March 2020 by presenting the document COA143-4a.
9. Members agreed in principle to appoint the same auditors of last year as their services were considered fine and reasonable but since the quotation of (Business information deleted) was an increase of (Business information deleted) as compared to last year, (Anonymized) suggested negotiating for a lower price at (Business information deleted). The Secretary would follow it up. (post-meeting note: the fee was successfully negotiated as directed.)

Promotions

10. The Committee received the report (COA144-5a) on the talks conducted for social work students and other organizations.

Any other business

Complaint against staff member about the handling of renewal application

11. The meeting referred to the complaint against staff members as circulated prior to the meeting. After (Anonymized) having been given the time to offer her answer to the matter against her, she retired from the meeting. Having noted from the report of the Registrar that the complainant had not furnished any further evidence or reply to the Office's reply email of 4 May, the meeting deliberated and resolved that the staff had acted fully and genuinely in accordance with the policy and procedures required by the Board in dealing with renewal and re-application as well as following up with cases of suspected use of social work title whilst not being so registered. The manner of handling the case by the staff was considered to be reasonable and in line with the procedures of handling complaints, that the complaint was unfounded at all. The Registrar was asked to reply accordingly in a plain and factual manner.

Date of next meeting

12. It was decided the next meeting to be held on 9 July 2020 at 7:30pm.
13. The meeting was adjourned at 8:59pm.

END