

**Minutes of the 37th Meeting of
the Committee on Integrated Family Service Centres**

Date : 27.7.2023 (Thursday)
Time : 2:30 p.m.
Venue : Room 918, 9/F, Wu Chung House, 213 Queen's Road East,
Wan Chai, Hong Kong

Present

Social Welfare Department (SWD)

Ms Grace LI	Chief Social Work Officer (Family)	(Chairperson)
Ms CHAN Wai-ling	Assistant District Social Welfare Officer (Central Western/Southern/Islands)1	
Mr LEE Kin-man, Stanley	Assistant District Social Welfare Officer (Eastern/Wan Chai)1	
Miss TSANG Sau-fong, Mable	Assistant District Social Welfare Officer (Kowloon City and Yau Tsim Mong)1	
Ms KAN Kwai-yi	Assistant District Social Welfare Officer (Kwun Tong)2	
Ms CHAN Tak-ming, Virginia	Assistant District Social Welfare Officer (Sham Shui Po)1	
Ms HO Suk-fan, Esther	Assistant District Social Welfare Officer (Sha Tin)1	
Ms MA Ka-wai, Celina	Assistant District Social Welfare Officer (Tai Po/ North)2	
Ms HUI Suet-ling	Assistant District Social Welfare Officer (Tsuen Wan/Kwai Tsing)1	
Ms KO Man-lai, Jessica	Assistant District Social Welfare Officer (Tuen Mun)2	
Miss TANG Miu-shun	Assistant District Social Welfare Officer (Wong Tai Sin/Sai Kung)1	
Ms YU Chau-ping	Assistant District Social Welfare Officer (Wong Tai Sin/Sai Kung)2	
Ms YEUNG Bik-fung, Sarah	Assistant District Social Welfare Officer (Yuen Long)1	
Ms CHENG Shu-ham, Perry	Senior Social Work Officer (Family)2	
Ms CHAN Oi-yin	Social Work Officer (Family)1	(Secretary)

Non-governmental organisations (NGOs)

Ms Angie CHAN	Chief Officer (Family and Community) Hong Kong Council of Social Service
Ms LAM Yee-wan, Eliza	Head of Family Service Caritas – Hong Kong
Ms TSE So-hung, Joyce	Programme Director (Family and Community) Christian Family Service Centre
Mrs CHIU CHUI Yuen-fun, Angela	Executive Director The Hong Kong Catholic Marriage Advisory Council
Ms TSUI Shuk-yin, Terry	Social Work Supervisor Hong Kong Children and Youth Services
Ms KONG Shuk-wah, Florence	Service Head (Family and Counselling Service) Hong Kong Christian Service
Ms CHAN Yuet-wah, Judy	Head of Service Hong Kong Family Welfare Society
Mr CHAM Kwok-wing, Kerin	Director of Programme International Social Service Hong Kong Branch
Ms CHAN Nga-yan, Maggie	Senior Manager St James' Settlement
Ms CHUNG Yin-ting, Brenda	Assistant Community Services Secretary (Youth and Family), Tung Wah Group of Hospitals
Ms. Shirley Fong	Senior clinical supervisor [representative of Ms CHUNG Craier, Carrie, Assistant Director (Rehabilitation and Family)] Yang Memorial Methodist Social Service
Ms YAM Pui-wah, Zerlina	Islands and Tung Chung District Supervisor The Neighbourhood Advice-Action Council
Ms LEUNG Tsui-wan, Tracy	Service Director Hong Kong Sheng Kung Hui Welfare Council Limited

In attendance

SWD

Ms Wendy CHAU	Assistant Director (Family and Child Welfare)
Ms KWAN Po-shan, Avis	Social Work Officer (Family)3
Ms YEUNG Yuen-ye, Edith	Social Work Officer (Family)5
Miss WONG Lai-ping	Assistant Social Work Officer (Family)1

Welcoming remarks

The Chairperson welcomed all representatives to the meeting and introduced the following Members who attended the meeting for the first time:

- (i) Ms CHAN Nga-yan, Maggie, who has taken up the post of Senior Manager (Family and Counselling Services) of St. James' Settlement.
- (ii) Ms Shirley FONG, Senior Clinical Supervisor of Yang Memorial Methodist Social Service, attending the meeting on behalf of Ms Carrie CHUNG.
- (iii) Miss TSANG Sau-fong, Mable, who has taken up the post of Assistant District Social Welfare Officer (Kowloon City and Yau Tsim Mong)1.
- (iv) Miss TANG Miu-shun, who has taken up the post of Assistant District Social Welfare Officer (Wong Tai Sin/Sai Kung)1.
- (v) Ms Perry CHENG, who has taken up the post of Senior Social Work Officer (Family)2.
- (vi) Ms Irene CHAN, who has taken up the post of Social Work Officer (Family)1.
- (vii) Ms Rita WONG), who has taken up the post of Assistant Social Work Officer (Family)1.

2. The Chairperson thanked Mr KWONG Chong-ki, Ms CHUNG Si-weng, Renee, and Mr WONG Chiu-man, Raymond, for their previous contribution to the Committee.

Confirmation of Minutes of Last Meeting

3. The Chairperson informed that the draft minutes of the 36th meeting were sent to Members via emails on 24.3.2023 and 19.7.2023.

4. With no further amendment, the minutes of the last meeting were confirmed by Members.

[Post-meeting note: The minutes could be downloaded at the following link:

https://www.swd.gov.hk/storage/asset/section/1003/tc/Minutes_of_36th_Committee_on_IFSCs_20220624.pdf]

Matters arising

Training courses related to IFSC (para. 5, pg. 4)

5. Ms Avis KWAN reported on the planned/ conducted training courses from

1.4.2023 to 31.3.2024 (Please refer to **Annex A** for details) -

- (i) Regarding training for Family Aide, one half-day training course on “Elementary Training Course for Family Aides” and one half-day training course on “How to Take Care of Babies and Toddlers” were arranged in January and July 2023 respectively.
- (ii) To facilitate colleagues to address the needs of persons with multi-cultural background, one half-day training course on “Promoting Racial Equality and Working with EMs” would be arranged in November 2023. Each IFSCs/ ISCs is encouraged to nominate at least one staff to attend the programme as far as possible so that the knowledge could be shared with colleagues of IFSC.
- (iii) A seminar to equip the social workers with knowledge and skills in using the Parenting Capacity Assessment Framework (PCAF) was conducted on 5.7.2023 with concerted efforts from Department of Health (DH), Hospital Authority (HA), Education Bureau (EDB) and the Department. Feedback from the participants was very positive. A similar seminar would be held on 1.12.2023. IFSC colleagues are highly encouraged to join the training for better use of the framework to assist in case assessment and planning.

Updating of Guidelines and Procedures for Processing Compassionate Rehousing (CR) Cases and Alternative Housing Assistance (CR Guidelines) Chapter VI - Alternative Housing Assistance (AHA) (Para. 10, pg. 5)

6. Ms KWAN shared that the updating of the whole set of CR Guidelines had been completed, with Chapter VI sent out on 25.10.2022. All the enhancement measures recommended in 2019 were implemented. She reported that the Task Force on Processing of CR Cases (Task Force), which involved representatives from SWD districts and NGOs, would continue to serve as an ongoing platform for regular sharing on processing CR cases when needed so as to refine the assessment yardsticks as appropriate. The District Designated Contact Person (CR)s would continue to conduct regular case sharing in order to align the assessment yardsticks at district level. The related matter could be brought up for discussion in the meeting of Committee of IFSCs when necessary.

Progress of follow-up on the recommendation of the Review on the Implementation of the IFSC Service Mode

Liaison Group on Issues Relating to Housing Assistance Cases (LG)

7. Ms KWAN reported that the meetings of five Local LGs of the respective clusters were/ would be held from July 2022 to October 2023. The 19th LG meeting was held in October 2022 and the 20th LG meeting was tentatively scheduled in late 2023. Colleagues were welcomed to bring up related issues to the platforms for discussion.

Consultancy Study on Review of Comprehensive Child Development Service (CCDS)

8. The Chairperson shared that the Labour and Welfare Bureau has appointed the PolyU (led by Prof. Hector TSANG) to conduct a consultancy study on review of the CCDS to evaluate its operation and enhance the model to keep abreast with the needs of children and families. Both quantitative (questionnaires) and qualitative approaches (focus groups) would be used to collect data from service providers and service users of CCDS.

9. The Chairperson furthered that assistance from IFSCs would be sought by the Consultant to recruit CCDS service users for the study. She encouraged IFSCs to support the study. The Consultant would contact NGO IFSCs and departmental IFSCs respectively. Ms Angie CHAN and Mr CHAM Kwok-wing, Kerin shared that the Consultant had approached them. With knowledge of the background of the study, NGO IFSCs would provide the assistance once details of the arrangements were provided by the Consultancy Team.

Mandatory Reporting of Suspected Child Abuse Cases

10. The Chairperson welcomed Ms Dora YUEN, Chief (Domestic Violence), who shared the progress of mandatory reporting of suspected child abuse cases. Ms YUEN reported that the Government introduced The Mandatory Reporting of Child Abuse Bill to the Legislative Council on 14.6.2023, with a view to putting in place of the mandatory reporting of child abuse regime for suspected child abuse cases to ensure early identification and intervention. The mandatory reporting will be implemented 18 months after publication of the enacted legislation in the Gazette. Ms Wendy CHAU shared that appropriate training to enhance mandated reporters' capacity for early identification and reporting of suspected child abuse cases would be provided and a Mandated Reporter Guide (the Guide) would be drawn up prior to the implementation. SWD in collaboration with the relevant government departments and public organisations, including the EDB, DH and HA, etc., would launch the "Child Protection Online Training" (保護兒童網上課程) through the E-Learning Platform. Ms YUEN took the opportunity to solicit Members' assistance to provide professional input and case scenarios for preparation of training and the Guide.

[Ms YUEN left the meeting at this juncture.]

Updates on Manual of Parenting Capacity Assessment Framework (PCAF)

11. Ms Perry CHENG reported that the Manual of PCAF for use of social workers,

which was expanded to cover children aged 3-6, was revised in April 2023 with concerted efforts from DH, HA, EDB and SWD. The PCAF Manual was sent out via email on 26.4.2023. Social workers are highly encouraged to make use of the PCAF to facilitate case assessment and inter-disciplinary communication.

Sharing of innovative project of IFSCs

12. The Chairperson expressed gratitude to IFSC colleagues for their continuous effort in planning and implementing new and creative initiatives to address changing needs of the society. Some initiatives were shared on TV or radio programme via nomination by the Department for public education.

13. The Chairperson welcomed Ms Sara CHAN/ Senior Manager (Family Service) and Ms Evelyne LEE/ social worker from NPIFSC/ HKFWS, to share the project tailored made to serve elderly persons whose adult children had emigrated (“留守長者服務”). The Chairperson welcomed Members to share their innovative service approach/ project in future Committee meeting.

Any other business

Prolonged Stay in Emergency Placement (EP) of Foster Care Service

14. Ms CHAN Wai-ling shared that the Central Foster Care Unit had noticed that some children had been staying in EP for a prolonged period of time. Ms CHAN appealed to Members’ assistance to encourage caseworkers to explore alternative care arrangements or to expand the placement choices for residential child care services for these cases.

Date of next meeting

15. There being no other business, the meeting was adjourned at 4:30 p.m. The next meeting was tentatively scheduled in April 2024.