

**Minutes of the Fourteenth Meeting of
the Joint Committee on Information Technology (JCIT)
for the Social Welfare Sector held at 9:00 a.m. on 19 October 2006**

Present: Miss Nancy Law (Chairperson)
Mr Kok Che-leung
Mr Luk Kwok-chung
Mr Alex Ma
Professor Chan Wing-tai
Dr Law Chi-kwong
Mr Kang Tsi-kit
Mr Chong Chan-yau
Mr Leung Wai-fung, Joseph
Mr Ma Chiu-tong, Nigel
Ir Li Wai-lim, William
Mr Lam Bing-chun (Secretary)

Absent with apology: Mr Paul Tang

In attendance: Mr Fung Man-lok
Mr Ashton Chan
Mr Li Kam-chiu
Ms Monita Yuen
Miss Ann Hon
Mr Fu Tsun-hung
Dr John Fung (for agenda item 3 only)
Mr Edmond Keung (for agenda item 3 only)
Mr Peter Au Yeung (for agenda item 4 only)
Mr Raymond Cheung (for agenda item 4 only)
Mr Eric Chan (for agenda item 4 only)
Mr Raymond Fong (for agenda item 5 only)
Mr Chow Chi-keung (for agenda item 5 only)

Opening Remarks

The Chairperson informed Members that due to another engagement at short notice, DSW has sent his apology for not being able to chair the meeting. She added that Mr Luk Kwok-chung, Head, Planning and Resource Management, had replaced Ms Leung Wai-kuen, Peggy, as the representative of Health, Welfare and Food Bureau. She also welcomed Mr Fung Man-lok, who

would replace Mr Kok Che-leung w.e.f. 1 November 2006, as a member of JCIT.

Confirmation of Minutes of the Last Meeting

2. The minutes of the 13th meeting were confirmed without amendment.

Matters Arising from the Minutes of the Last Meeting

Paragraph 3: The Information Technology (IT)-related Business Improvement Project (BIP)

3. The Secretary reported that of the three outstanding BIP applications of the 4th Batch, only one non-governmental organization (NGO) had provided supplementary information and the application would be discussed at the meeting. The other two applications were returned to the agencies due to insufficient information. The agencies could re-submit their proposals at any time.

4. The Secretary informed the meeting that one NGO had submitted another BIP application which would be discussed at the meeting. He supplemented that invitation for another round of Application for the BIP Scheme had been issued on 13 July 2006. No deadline was set.

Review on IT Strategy

5. Arising from Member's enquiry at the last meeting, Mr Kok Che-leung stated that the IT Strategy revised in 2004 had been implemented for medium terms only. The future direction on IT development might be reviewed after completion of the Core Applications Development Project.

6. In response to Prof Chan Wing-tai's enquiry on the 2007 Digital 21 Strategy, Mr Alex Ma clarified that the Government was consulting the public on the 2007 Digital 21 Strategy and comments from the social welfare sector were welcome. The Chairperson remarked that the review on the IT Strategy for the Social Welfare Sector would draw reference from the 2007 Digital 21 Strategy when it was in place.

Progress Report on the Implementation of the Core Applications Development Project (CAP) on Human Resource Management (HRM) and Financial Management (FM) for Non-governmental Organisations (NGOs)

(Paper JC 4/06)

7. The Chairperson referred Members to the progress reports (September 2006) prepared by the Hong Kong Council of Social Service (HKCSS) on the three batches of CAP. She invited the representatives of HKCSS to highlight the key points.

8. Mr Edmond Keung reported that implementation of the first and second batches of CAP was near completion. HKCSS was settling payment and negotiating with the vendor on the handling of the outstanding technical problems. Meanwhile, HKCSS was designing a user survey to collect feedback from the participating NGOs and was working on the final evaluation report on the first two batches of CAP for submission to SWD.

9. Mr Edmond Keung reported that the work related to the third batch of CAP had resumed upon approval of supplementary grant in July 2006. The re-tendering process of the required hardware had been completed and the evaluation report had been submitted to the Project Steering Committee (PSC) for endorsement. The project team had started work with the NGOs. Of the 9 participating NGOs, about 6 to 7 NGOs had indicated difficulty to follow the project schedule and HKCSS was still working with them on the issue.

10. In response to the enquiry of Mr Alex Ma, Mr Edmond Keung clarified that the requirements of hardware and facility management had been included in the tender of all three batches of CAP. As the capacity of the hardware and facility management for the first and second Batches of CAP could not accommodate the needs of the third Batch of CAP, additional hardware and facility management would be required for the third Batch of CAP.

11. Mr Alex Ma raised concern on the feasibility of completing the implementation of the third batch of CAP within nine months, taking into consideration the time required for the installation of the hardware. Mr Edmond Keung replied that with the experience from the first two batches, there would be sufficient time for installation of the hardware. However, owing to the specific situation of individual NGOs, HKCSS might need to work with the NGOs to come up with a realistic implementation schedule.

12. Dr Law Chi-kwong, after declaring his interest in the project in the capacity of the Chairperson of the PSC of CAP, commented that it would be difficult for some NGOs to complete the project by the close of the financial year in April 2007 when their accounting personnel would be very busy. Mr Kok Che-leung suggested HKCSS to assess the actual situation and report progress to SWD. Prof. Chan Wing-tai remarked that experience obtained

from past implementation of CAP would be important in setting out a realistic plan.

Business Improvement Project (BIP) Proposals

13. At the meeting, Members deliberated two BIP proposals. After discussion, Members agreed to support the proposals based on the funding criteria for BIPs_

Any Other Business

14. Mr Alex Ma remarked that arising from the recent concern on the protection of personal data, JCIT might consider reviewing IT security for the social welfare sector. He suggested the Information Technology Resource Centre of HKCSS to assist NGOs in security risk assessment of IT systems. Dr Law Chi-kwong echoed that some NGOs might not be aware of the security issue. The Chairperson proposed to explore the suggestion with HKCSS.

15. There being no other business, the meeting was adjourned at 10:45 am. The next meeting would be held in March 2007 and members would be notified of the date.

Social Welfare Department
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