

**Minutes of the Fifteenth Meeting of
the Joint Committee on Information Technology (JCIT)
for the Social Welfare Sector held on 26 March 2007**

Present: Mr Paul Tang (Chairperson)
Miss Nancy Law
Mr Fung Man-lok
Mr Luk Kwok-chung
Mr Alex Ma
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: Prof Chan Wing-tai

In attendance: Mr Ashton Chan
Mr Li Kam-chiu
Mr Jason Li
Miss Ann Hon
Ms Lily Ng
Dr John Fung (for agenda item 3 only)
Mr Edmond Keung (for agenda item 3 only)
Mr Steve Lam (for agenda item 4 only)
Ms Ella Yip (for agenda item 4 only)

Confirmation of Minutes of the Last Meeting

2. Minutes of the 14th 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 since the last meeting, one BIP proposal was received and it would be discussed at Agenda Item 4.

Paragraph 7 – 8: Progress Report on the Implementation of the First and Second Batches Core Applications Development Project (CAP) on Human Resource Management (HRM) and Financial Management (FM) for Non-governmental Organisations (NGOs)

4. The Chairperson referred Members to the progress report (February 2007) prepared by the Hong Kong Council of Social Service (HKCSS) on the first two batches of CAP. The Secretary reported the key points of the progress report as follows :

- (a) HKCSS had confirmed completion of the first and second batches of CAP in December 2006.
- (b) One NGO informed HKCSS of its decision to withdraw from the second batch of CAP on HRM.
- (c) HKCSS had sent out questionnaires to collect users' comments on the CAP and would prepare a final evaluation report on the first two batches of CAP to be discussed in the next meeting.

5. In response to Mr Chong Chan-yau's comment on the publicity of CAP, the Chairperson advised that a wholesome review on the overall strategies and approach to enhance the use of IT in the social welfare sector would be needed after completion of the final evaluation of the first two batches of CAP.

Paragraph 24: IT security for the social welfare sector

6. Mr Fung Man-lok reported that to raise the NGOs' awareness on IT security, the HKCSS had organised a briefing session on the subject for NGOs in November 2006, with the attendance of about 100 participants.

Agenda Item 3 – Implementation of the Third Batch Core Applications Development Project (CAP) on Human Resource Management (HRM) and Financial Management (FM) for Non-governmental Organisations (Paper JC 1/07)

7. The Chairperson invited Dr John Fung and Mr Edmond Keung to report on the progress of the Third batch of CAP and highlighted the HKCSS' application of additional fund from the unspent amount of the approved LF

grant. Dr Law Chi-kwong declared his interests in the project in the light of his capacity as the Chairperson of the Project Steering Committee (PSC) of CAP.

8. Upon deliberation, the majority of Members agreed to support the virement of the unspent approved LF grant to cover the software license maintenance renewal fee during the extended period. Members also advised the HKCSS to exercise closer monitoring and enhance its project management to ensure that the project can be completed by December 2007.

[Post meeting note: HKCSS was informed of the views of Members on 29 March 2007. HKCSS indicated in their reply on 4 April 2007 that they were committed to complete the third Batch of CAP by end of 2007.]

Business Improvement Project (BIP)

9. At the meeting, Members deliberated a BIP proposal. After discussion, Members agreed to support the proposal based on the funding criteria for BIPs.

Any Other Business

10. Mr Chong Chan-yau enquired if the introduction of Wi-Fi proposed in the Financial Secretary's Budget Speech would cover NGO premises. Mr Alex Ma replied that for the time being the plan would cover Government buildings only. Miss Ann Hon supplemented that NGOs with offices in Government premises might enjoy such services under the proposed plan.

11. The Chairperson thanked Members' support to the JCIT in the past years. He would particularly like to extend his gratitude to Mr Chong Chan-yau, Mr Kang Tsi-kit and Prof. Chan Wing-tai who had served in the JCIT for six years and would complete their tenure by April 2007. The Chairperson informed the meeting that four new Members, viz. Prof Meng Mei-ling, Helen, Dr Ting Wai-fong, Ms Patty Y Wong and Mr Man Hung-ye, Joseph, would join the JCIT from 1 May 2007.

12. There being no other business, the meeting was adjourned at 1:00 pm. The next meeting would be held in July 2007 with a date to be fixed.

Social Welfare Department
June 2007