

SOCIAL WORKERS REGISTRATION BOARD
Notes of the 141st Meeting of the Committee on Administration

Date: 2 July 2019
Time: 7:13 p.m.
Venue: Conference Room, 26/F Eastern Commercial Centre, 83 Nam On Street, Shau Kei Wan, Hong Kong.
Present: Dr. TING Wai-fong (Convenor)
Mr. LO Wa-kei, Roy
Ms. LUI Siu-ying
Mr. LUN Chi-wai
Apology: Ms. CHEUNG Lai-yi
Secretary: Mr. LEE Wing-po, Eric, Registrar

Matters Arising

1. Confirmation of the notes of last meeting

There were no proposals of amendment to the notes which were confirmed as the true record of the last meeting held on 6 May 2019.

2. Matters arising

- (a) Revised registration form, renewal form and notification of changes

Para.2(a) of last meeting notes

The meeting took note that all the proposed revisions at last meeting were incorporated in the latest set of drafts. With the addition of the note to Part B that the information with “#” would also be included in the public register, the meeting endorsed the set of drafts for putting forth to the Board for adoption.

- (b) Progress of the complaint against the Registrar and status of the related disciplinary complaint case

Para.2(b) of last meeting notes

(Anonymized) declared interest as he knew of the respondent in the related disciplinary committee case and he would not involve himself in the deliberation.

The meeting noted that the related disciplinary complaint case was concluded, hence this Committee would instigate deliberation of this matter against the Registrar.

In reply to enquiry of the background, the Registrar gave an account of the rationale of the preparation of the hearing bundle, primarily on the basis that the bundle would be used by the newly appointed Disciplinary Committee, after the former one was dissolved, that submission by either party should be submitted, and would be allowed sufficient time to do so, to the new Disciplinary Committee, that submission made earlier to

the former one would not be included; whilst the inclusion of a signed copy of the case summary was acted in accordance with advice of legal advisor to the Disciplinary Committee, that contents of the case summary itself were intact. Having given his explanations to the complaint, the Registrar retired from the meeting.

The Committee deliberated the case. Upon its conclusion, the Registrar returned to the meeting.

The meeting came to the view that the Registrar in his capacity of Secretary to the Disciplinary Committee had been preparing the documentation in accordance with the Rules in respect of the Procedures for Disciplinary Proceedings as well as the Rules in respect of Disciplinary Proceedings, that brought no adverse impact on any parties to the disciplinary hearing, that the complaint was not established. The Convenor would reply to the complainant of this case accordingly.

- (c) The revised procedures of handling complaints against the Board's policy or staff

Para. 3(a) of last meeting notes

The meeting took note of the revised draft of the policy and procedures. Having considered the matter arising from prospective complainants refusing to provide any postal or electronic mailing address for serving them written record of the allegations and findings, the meeting decided that verbal complaint of this nature would not be entertained. The meeting also adopted the proposed shorter timeline for acknowledgement of complaint or feedback. It was noted that the Board Office would work on the English translation and then put forth the full set of documents for approval.

- (d) Quotations of installation of telephone recording system

Para. 3(c) of last meeting notes

The meeting noted that quotations from three vendors were invited but one failing to submit. Though the remaining two were of different configurations, the meeting managed to compare their merits and demerits, and having also taken the longer timeframe to six years, the meeting resolved to purchase the system from (Business information deleted) as quoted, which was within the approval authority of the Committee.

- (e) Progress of developing an integrated database and information system

Para. 2(c) of last meeting notes

The meeting took note that due to the recent staff turnover, the preparation of the system development was put on hold and would be resumed when the staff replacement was completed.

(f) Progress of appointments to the Disciplinary Committee Panel

Para. 2(d) of last meeting notes

The meeting was informed that the Law Society of Hong Kong had responded positively that all the six lawyers had granted consent for direct contacts for the nomination. The meeting noted that the Board Office would follow up with them in accordance with the nomination timeline.

(g) Replacement of CCTV system

Para. 1 of last meeting notes

The meeting was told that a quotation of a Taiwan manufactured system was received and another one was being sourced.

3. Administration

(a) Comments on the policy of refunding renewal fee

The meeting took note of the comments. Since the Committee had already resolved earlier to review the Scheme after it had run for the period of two full years, the Board Office was asked to reply along the line.

4. Promotions

The meeting received the report on the talks conducted for social work students and other organizations during the period from 1 May to 25 June 2019.

5. Any other business

Breach of Section 34

(Anonymized) asked and the meeting deliberated the appropriateness of having the matter of handling procedures of suspicious breaches of section 34 been dealt with by this Committee or the Committee on Professional Conduct. In the ensuing discussion, the meeting arrived at the consensus that the matter should be dealt from the perspective of profession conduct hence leaving it to the other Committee.

6. Date of next meeting

The next meeting would be held on 5 September 2019 (Thursday) at 7:00pm

7. There being no other business, the meeting adjourned at 8:30pm.

END