

**Brief Notes of the Meeting of the
Steering Committee on Child Development Fund
held on 2 July 2013 (Tuesday)
in Room 1018, 10/F, West Wing, Central Government Offices, Tamar**

Attendance

Miss Annie TAM	Permanent Secretary for Labour and Welfare	(Chairperson)
Miss Jasmine CHAN		
Dr Timothy CHAN		
Dr Philemon CHOI		
Mr Frederick LAI		
Ms LAM Pik-chu		
Dr LAW Chi-kwong		
Dr Grace POON		
Mr Ivan TING		
Ms Sandy WONG		
Mr Michael WONG		
Mr FUNG Man-lok	Assistant Director of Social Welfare (Youth and Corrections)	
Ms Jane LEE	Principal Assistant Secretary for Labour and Welfare (Poverty)	(Secretary)

In Attendance

Mr Donald CHEN	Deputy Secretary for Labour and Welfare (Welfare) 2
Mr Joseph YU	Senior Executive Officer (Poverty)

Absent with Apologies

Ms Evelyn LAM

Mr Francis MAK

Dr LEUNG Nai-kong

Progress of the Fourth Batch of Child Development Fund (CDF) Projects

Members were briefed on the progress of the fourth batch of CDF projects and noted that the Social Welfare Department (SWD) aimed to announce results of the invitation of proposals in around September 2013. Selected non-governmental organisations (NGOs) could then start recruiting participants and mentors with a view to commencing the CDF projects in January 2014.

Terms of Reference for Working Group on School-based Approach [SCCDF Paper 2/2013]

2. For the Working Group on School-based Approach (WG), Members confirmed the WG's terms of reference as follows:

- (a) To advise the Steering Committee on Child Development Fund on the arrangements of piloting the school-based approach, including the key principles and parameters for schools to operate Child Development Fund projects; and
- (b) To consider any other matters relating to the school-based approach.

Progress Report of WG

3. Members were briefed on the work of the WG. Members noted that the WG had earlier held a brainstorming session to discuss the major issues in piloting the school-based approach. Members also noted the following key considerations of the WG for piloting the school-based approach:

Basic Principles

- (a) the eligibility criteria of participating children should remain unchanged;

- (b) the three key components (i.e. personal development plans (PDP), mentorship programme and targeted savings) of CDF projects should be kept intact under the school-based approach;
- (c) the amount of financial resources provided to schools per participating child should be same as that provided to operating NGOs for the fourth batch mainstream projects;
- (d) the parameters of training, guidance and other services provided in a school-based pilot should be same as those in a mainstream project. This included the provision of at least 1:1 matching fund to the participating children's targeted savings; the meeting of the mentor-to-mentee ratio of at least 1:3; the requirement for the operator to guide the children to formulate and implement their respective PDP; as well as the number of training sessions for the children, the mentors and parents;
- (e) noting the heavy workload of schools' staff members, schools should be allowed to employ extra staff to take forward the pilots;
- (f) for the purpose of experimenting the school-based approach, it would not be necessary to have too many pilot projects but their services delivered should be of high quality;
- (g) the number of CDF projects awarded to NGOs in the fourth batch would not be affected;

Flexibility to cater for the circumstances of schools

- (h) to cater for the individual circumstances of the schools, the number of participating children per pilot project could be made flexible, say, ranging from 50 to 115 places per project;
- (i) schools might consider the appropriate way to seek assistance from NGOs (if they so wish) in operating the school-based pilots;
- (j) since a single school might not have a large number of students eligible for joining CDF and that some children (especially primary students) might have graduated before completing a three-year CDF project, schools might consider joining together to operate one school-based pilot to gather a sufficient number of participants and/or provide bridging arrangements for the graduates;
- (k) it was envisaged that schools could leverage on available resource unique to schools to operate CDF projects in a cost-effective manner (e.g. having their students as the natural source of participating children and having school

alumni's assistance in recruiting mentors could help save operators' efforts in the recruitment process).

Procedures on invitation of proposals from schools

4. Members generally agreed with the WG's considerations as set out in paragraph 3 above. Members noted that the selection procedure for piloting school-based approach for CDF should be transparent. SWD would normally allow six weeks for proponents to respond to an invitation of proposals.

5. Members agreed that the criteria for selecting the schools should be fair, while at the same time, they were concerned about the long lead time required in the selection process. In particular, noting that schools would generally make use of the summer vacation to do resource and manpower planning, Members considered it preferable to start the selection procedure early so that the school-based pilots could commence within the 2013-14 academic year.

6. After a thorough discussion, Members agreed that an invitation of proposals would be issued as soon as possible in July 2013, with a view to commencing the pilots in the 2013-14 academic year. Members also agreed that to ensure the quality of the pilot projects, no more than 10 pilots would be rolled out.

Publicity Plan for the Fourth Batch of CDF Projects [SCCDF Paper 3/2013]

7. Regarding the publicity plan for the fourth batch of CDF projects, Members were briefed of the proposed publicity activities in paragraphs 4 to 8 of SCCDF Paper 3/2013, which included publicising the success stories of CDF projects, reaching out to target mentor groups, putting up an article in the Volunteer Movement Newsletter, distribution of posters and leaflets, and holding a kick-off ceremony, etc.

8. A Member considered it helpful to make better use of the mass media to publicise some feature CDF stories. This would be effective to help showcase the contribution of mentors and how CDF projects had benefited the participating children. Another Member suggested that the Administration should give due recognition to mentors who had served CDF projects. They also considered it encouraging if senior government officials could show appreciation to the contribution of CDF projects. Members noted that the Administration would explore ways to enhance the impact of the publicity events and seek appropriate opportunities to commend the efforts of mentors and the contribution of CDF.

Labour and Welfare Bureau
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