

**Membership, Terms of Reference and
Modus Operandi of the Family Council**

Purpose

This paper informs Members of the membership, terms of reference and modus operandi of the Family Council.

Background

2. In the 2006/07 Policy Address, the Chief Executive (CE) stated that “to strengthen the functioning of families and provide various family-based support as well as fostering close and harmonious family relationships, we need to think afresh and that a proposal worth considering was the setting up of an integrated, holistic and high-level Family Commission responsible for policies and initiatives relating to family support. The Commission would bring under one roof the various commissions and committees currently responsible for handling issues regarding different age groups and genders.”

3. To take forward the initiative, the then Secretary for Health, Welfare and Food appointed a Steering Committee on the Study of Family Commission in December 2006. The Steering Committee recommended the establishment of a high-level central mechanism in the form of a Family Commission/Council to provide strategic directions and coordinate the initiatives relating to the family.

4. The CE subsequently announced in the 2007/08 Policy Address that the Family Council would be set up this year and would be chaired by the Chief Secretary for Administration. From now on, supporting and consolidating the family would be the primary consideration of our social policy and social services planning, and the family would be promoted as a core social value. He also reiterated that the Government would strengthen the family by formulating social policy and providing welfare services relating to the family that meet the needs of women, children, youngsters and the elderly.

Membership of the Family Council

5. The first term of the Family Council, from 1 December 2007 to 31 March 2009, comprises a total of 21 members, including five Government officials (namely Chief Secretary for the Administration, Secretary for Education, Secretary for Home Affairs, Secretary for Labour and Welfare, and Head of Central Policy Unit), and 16 non-officials. The full membership list is at **Annex I**.

Terms of Reference of the Family Council

6. The Terms of Reference of the Family Council are set out at **Annex II**.

Modus Operandi of the Family Council

7. The proposed modus operandi of the Family Council are set out at **Annex III**.

Advice Sought

8. Members are invited to note the contents of the paper and comment on the proposed modus operandi.

Secretariat, Family Council
December 2007

Membership of the Family Council

Chairman

Chief Secretary for Administration

Official Members

Secretary for Education, or his representative

Secretary for Home Affairs, or his representative

Secretary for Labour and Welfare, or his representative

Head, Central Policy Unit, or his representative

Non-official Members

1. Ms CHAU Chuen-heung
2. Mr CHOW Yung, Robert
3. Ms KAO Ching-chi, Sophia
4. Mrs KWAN HO Shiu-fong, Cecilia
5. Ms LAI Fung-ye, Angelina
6. Mr LEE Chung-tak, Joseph
7. Dr LEE Wai-yung
8. Dr the Hon LEONG Che-hung
9. Mr LEONG Kwok-kuen, Lincoln
10. Mrs LEUNG NGAI Mou-yin, Justina
11. Dr PANG King-chee
12. Prof SHEK Tan-lei, Daniel
13. Ms TAO Chee-ying, Theresa
14. Dr WONG Chung-kwong
15. Prof WONG Po-choi
16. Mr WONG Ying-wai, Wilfred

In attendance

Senior officials from relevant bureaux and departments in attendance as and when required.

Secretary

Principal Assistant Secretary for Home Affairs (2)

家庭議會成員名單

主席

政務司司長

官方成員

教育局局長或其代表

民政事務局局长或其代表

勞工及福利局局长或其代表

中央政策組首席顧問或其代表

非官方成員

1. 周轉香女士
2. 周融先生
3. 高靜芝女士
4. 關何少芳女士
5. 黎鳳儀女士
6. 李宗德先生
7. 李維榕教授
8. 梁智鴻醫生
9. 梁國權先生
10. 梁魏懋賢女士
11. 彭敬慈博士
12. 石丹理教授
13. 杜子瑩女士
14. 黃重光醫生
15. 黃寶財教授
16. 王英偉先生

列席者

在需要的情況下或會邀請有關的政策局及部門的高級官員列席。

秘書

民政事務局首席助理秘書長 (2)

Terms of Reference of the Family Council

- (a) To advocate for cherishing the family as a main driver for social harmony; and to promote a family-based support network to forge closer and harmonious relationships amongst family members.
- (b) To advise the Government on the formulation of policies and strategies for supporting and strengthening the family and on development of related programmes/activities; and to monitor their implementation.
- (c) To advise the Government on the integration of family policies and related programmes across different bureaux and departments for individual age and gender sectors to ensure effective coordination.
- (d) To plan/implement programmes and activities for particular age and/or gender sectors; and oversee the work of the Elderly Commission, the Women's Commission and the Commission on Youth.
- (e) To initiate research to promote better understanding of matters related to the family as necessary.

家庭事務委員會的職權範圍

- (a) 提倡重視家庭觀念，作為促進社會和諧的原動力；並推廣以家庭為核心的支援網絡，以鞏固親密和睦的家庭關係。
- (b) 就制定全面的支援和強化家庭政策及策略，以及就發展相關計劃／活動的事宜，向政府提意見；並監察有關的推行情況。
- (c) 就如何整合政府各政策局及部門就有關不同年齡組別和性別的家庭政策及相關計劃，向政府提意見，以確保互相之間的協調。
- (d) 籌劃／推行為特定年齡組別及／或性別而設的計劃／活動；以及督導安老事務委員會、婦女事務委員會及青年事務委員會的工作。
- (e) 在有需要時，就加強社會對有關家庭事務的認識進行研究。

Proposed Modus Operandi of the Family Council

(a) Confidentiality

The agenda, papers, and records of meetings of the Council are open documents and will be available to the public upon request, except in situations where premature disclosure of considerations/discussions of the meeting that might give rise to unnecessary concerns in community, in which case, the papers and relevant records of meetings will be classified as confidential. These situations include, for example, discussion of policies/strategies that are at a preliminary stage of formulation.

2. To ensure a frank and candid deliberation and exchange of views at the meetings of the Council, views expressed at the meetings will not be attributed in the records of meetings.

(b) Language

3. The documents for the Council meetings will be prepared in English. Chinese translation will be arranged as necessary. As for communication at the Council meetings, both English and Cantonese are allowed.

(b) Frequency of meetings

4. Taking into account the possible future workload as well as the time required to prepare relevant papers for meetings, the Council will meet on a quarterly basis. The Council may meet more frequently as and when circumstances required.

(c) Advice/Conclusions

5. Advice/conclusions should be reached by consensus as far as possible. Where this is not possible and the matter is put to vote at any meeting of the Council, it shall be decided by a majority of votes of Members present, and, in case of an equality of votes, the Chairman shall have a casting vote.

(d) Sub-committees, Research, exchanges and visits

6. To facilitate the Council's work, the Council may from time to time appoint such sub-committees as may be deemed necessary and may determine their terms of reference, powers, duration and composition including appointment of co-opted members.

7. The Council may also commission either on its own or through the Women's Commission, the Elderly Commission and the Commission on Youth research and/or studies on family related matters as and when necessary. It may also arrange visits/ exchanges/ meetings/ forums/ seminars with overseas/local agencies as required.

(e) Communications with the public

8. Taking into consideration the importance of keeping the public abreast of the Council's work, the Chairman or members designated by the Family Council may speak to the media at the end of Council meetings as necessary. Press releases may be issued after Council meetings as circumstances require. To take due account of views of the public on the subjects discussed or on major topical issues, the Council may consider arranging consultations/meetings with the public / interest groups/deputations as required.

(f) Secretariat support

9. Secretariat support to the Council will be provided by the Home Affairs Bureau. The officers are –

Principal Assistant Secretary for Home Affairs (2)
Assistant Secretary for Home Affairs (2)1

10. In respect of visits and exchanges/forums/meetings with agencies/interest groups/deputations, the secretariats of the Women's Commission, the Elderly Commission and the Commission on Youth will attend them on items coming under their respective purview and provide secretariat support. For general discussion on family matters, these secretariats will be invited to join with the Family Council Secretariat to serve the Council on rotation basis.
