

(For information on 6 February 2012)

School Sports Programme Coordinator Pilot Scheme

BACKGROUND

The Leisure and Cultural Services Department (LCSD) launched the School Sports Programme (SSP) in 2001 to provide students with information on and more opportunities to take part in sport. The SSP has expanded continuously and now includes seven subsidiary schemes to meet the needs of different schools. In 2011-12, 90% of the schools in Hong Kong and 39 “national sports associations” (NSAs) took part in 7 883 SSP activities with the participation of over 607 000 students.

2. To reinforce a sporting culture in schools and to give students more opportunities to take part in sport, the Home Affairs Bureau (HAB) and the Leisure and Cultural Services Department (LCSD) propose to implement the Pilot Scheme for an initial period of three years starting from 2012 school year, with support from the Education Bureau (EDB) and the Hong Kong Sports Institute (HKSI).

DETAILS OF THE PILOT SCHEME

Objectives

3. During the three-year period of the Pilot Scheme, we will allocate additional resources to participating schools to engage SSP Coordinators (SSPC) and organise sports activities for students. SSPC will be responsible for developing, coordinating and implementing programmes. The objectives of the scheme are –

- (a) to promote the SSP and increase students’ participation in sport;
- (b) to encourage students to develop a habit of playing sport regularly;
- (c) to help identify students with the potential for performing at a high level; and
- (d) to provide a platform for athletes to gain work experience in a sporting environment as part of their further career development.

Role of the SSPCs

4. We propose that SSPCs mainly be athletes recommended by the HKSI, with Secondary Five-level education and extensive experience in sports competitions. They should have shown good sportsmanship throughout their athletic career so that they can serve as role models for students. Athletes chosen to take part in the Pilot Scheme will be able to prepare themselves for future careers through on-the-job training and experience. To expedite their adaptation process, the HKSI will provide training on basic administrative and management skills.

5. The SSPCs' main duty will be to help participating schools organise programmes set out in the schools' sports development plans. They are expected to encourage students to play sport regularly, as well as to identify and inspire students with potential to develop their skills. The SSPC job description is at **Appendix I**.

Implementation

6. As this will be a pilot scheme, we propose to cap the number of participating schools at 15 for easier monitoring and administration. We also propose only to invite government and aided secondary schools to apply under the scheme. Interested schools will have to submit a 3-year proposal covering their strategies, plans and targets for sports development in the next three years as well as how the SSPCs can assist them implement these plans. A panel of representatives from the HAB, LCSD, EDB and the HKSI will assess applications from schools according to a pre-set marking scheme. Successful schools will receive an annual subvention under the Arts and Sport Development Fund (ASDF) to implement their proposed sports development plans. The maximum subvention to each school during the three-year period of the Pilot Scheme will be about \$0.9 million.

7. We will disseminate information on the Pilot Scheme to eligible schools through the EDB and School Councils. We will also conduct a briefing session for the principals of the schools concerned to explain the Pilot Scheme and help those interested in formulating their school sports development proposals.

SSPC Selection

8. The HKSI has sought views on the Pilot Scheme from athletes in its Elite Training Programme who are about to retire from high-level competition, as well as recently retired athletes. A number of athletes have expressed interest

in taking part in the scheme. The panel mentioned in paragraph 6 above will recommend suitable athletes to different schools taking account of the expertise and interest of the athletes.

9. To assist schools in the implementation process and to facilitate the SSPCs' integration into the school environment, we will periodically visit participating schools and interview the principals and the SSPCs in order to monitor the progress of the Pilot Scheme and provide support where necessary. We will conduct assessments during and after the Pilot Scheme to evaluate its effectiveness in achieving the intended targets, and we will subsequently recommend a way forward.

Estimated budget

10. The Pilot Scheme will run from 2012 to 2015 with a total expenditure of about **\$13.5 million**. HAB will earmark funding for the Scheme under the ASDF. Details of the estimated budget are at **Appendix II**.

CONSULTATION

11. The Student Sports Activities Co-ordinating Sub-Committee (SSACSC) and the Community Sports Committee (CSC) discussed the scheme in their meetings on 8 November 2011 and 1 December 2011 respectively. Members of both the SSACSC and CSC expressed general support for the Pilot Scheme and suggested ways to refine its implementation. Some members expressed concerns as to the extent of flexibility allowed for participating schools, the benefits to be provided for participating athletes, the possibility of allocating a larger budget so that more schools and athletes could participate in the scheme, the fairness and transparency of the selection process, and the monitoring system.

12. Having considered these views, we have refined the implementation details of the Scheme where appropriate. A summary of the suggestions and views expressed by Members of the SSACSC and CSC, and our responses and follow up actions taken is at **Appendix III**.

Duties of School Sports Programme Coordinators

1. To assist in implementing the 3-year development plan for the School Sports Programme Coordinator Pilot Scheme (the Scheme) developed by schools;
2. To foster a strong sporting culture in schools and to serve as role models for students on the strength of their rich experience in sports competitions and perseverance;
3. To encourage students to draw up plans for sports participation and timetables for regular participation in sports of desired intensity levels by joining the Sports Award Scheme (including sportACT, sportFIT and sportTAG) under the School Sports Programme, etc.;
4. To enhance the participation rate of students in sports by assisting schools in introducing new sports activities such as setting up a sports corner on campus for students to try new sports during their leisure time, and liaising with other SSPCs or sister schools to organise friendly matches with a view to enhancing the sports skills of students;
5. To continuously attend training programmes when circumstances allow, with a view to acquiring knowledge of the relevant areas and enhancing quality of service;
6. To regularly report to the parties concerned the work progress and provide suggestions on how to improve the Scheme.

Estimated Budget for Implementation of SSPC

I. Personnel expenses:

- i) Basic salary of SSPC : \$15,000/pax/month*
- ii) MPF : \$15,000 x 5% = \$750/pax/month*

II. Programme expenses including remuneration to instructor/official and purchase of equipment:

\$111,000/year

III. Budget of the Scheme:

i) For 1 school in 1 year:

(\$15,000 (monthly salary per person) + \$750 (5% MPF) x 12 months + \$111,000 (programme expenses/year) = **\$ 300,000**

ii) For 15 schools in 1 year:

\$ 300,000 x 15 schools = **\$ 4,500,000**

iii) Total budget for the Pilot Scheme

\$ 4,500,000 x 3 years = **\$13,500,000** , say **\$13.5 Millions**

** \$15,000 per month is the basic salary to be provided to SSPCs from the Arts and Sport Development Fund under the Pilot Scheme. Schools are free to increase the salary of their SSPCs with their own resources if they see it fit to do so.*

Major Concerns on the School Sports Programme Coordinator Pilot Scheme from SSACSC & CSC

	Major Concerns	Our Responses/Follow-up Actions
1.	<p>More resources for the Scheme –</p> <ul style="list-style-type: none"> ● More quota for the Scheme so that more schools and athletes can be benefited ● More comprehensive remuneration package with fringe benefits should be offered to the SSPC, including salary increase over the years due to inflation, gratuity at end-of contract and medical allowance. 	<ul style="list-style-type: none"> ● As a pilot scheme, it is proposed that the number of participating schools should be capped at 15 for easier monitoring and administration. ● The nature of the Scheme is to provide job opportunities to retiring/retired athletes so that they will be able to prepare themselves for further career development in a sports-related environment and through on-the-job training. The fixed monthly salary of \$15,000 plus MPF to be provided for the SSPC which requires the academic qualification at Secondary Five level is considered appropriate, though schools may increase the salary of their SSPCs with their own resources if they see it fit to do so. As for other fringe benefits, such as medical allowance and end-of-contract gratuity, they should be provided in line with the schools' existing practice - as a reference, we understand that no end-of-contract gratuity and medical allowance are being provided for Teaching Assistants and IT Technicians engaged by schools at present.

	Major Concerns	Our Responses/Follow-up Actions
2.	Education/training allowance and more recognition should be provided to the SSPC	<ul style="list-style-type: none"> ● HKSI will provide generic training to equip SSPCs before their deployment. When SSPCs are engaged by schools, they may apply for study allowance through the following channels- <ul style="list-style-type: none"> a) Education allowance under the Athletes Education Subsidies of HKSI with the ceiling of \$10,000 for the retired athletes; b) Retired athletes may also apply for tuition fees of Continuing Education Fund (CEF) with the ceiling of \$10,000; and c) Education allowance under the HKACEP Funding and EAG Sub-fund of SF & OC, when required. ● To provide more incentive, participating schools will be encouraged to set aside some of their training fund for SSPCs as study allowance. ● Apart from the schools' certification of employment/testimonial to SSPCs as recognition of their contribution, the HKSI will issue a certificate to the SSPCs when they successfully completed the generic training module. Besides, HAB & EDB will consider issuing a certificate to the SSPCs when they have successfully completed the contract with schools under the Pilot Scheme.

	Major Concerns	Our Responses/Follow-up Actions
3.	Flexibility in using the fund should be allowed for schools	<p>Schools will have the flexibility to use the programme cost based on the actual expenditure incurred.</p> <ul style="list-style-type: none"> ● They can carry forward the unspent amount of the current year to the following years within the 3-year period as long as the targets are met and delivered. ● As for the monthly salary of SSPCs, schools will have the flexibility to adjust the monthly salary of SSPCs within the range from \$15,000 to \$17,000 plus MPF in the 2nd year and 3rd year if the SSPC's performance is satisfactory provided that the total allocation from the ASDF is within the ceiling of \$900,000 for the 3-year pilot scheme, or the schools may provide their own resources for the purpose.
4.	Fair and transparent selection criteria, as well as monitoring and review system should be set up	<ul style="list-style-type: none"> ● Briefing will be conducted to schools to help them understand the objective and the detailed arrangements of the Pilot Scheme. Assessment Panel for vetting/assessment of school applications will be formed with a marking scheme for evaluating the school applications. Guidelines with a template and examples for filling in the applications will be made available to facilitate the schools in preparing their sports development proposals.

	Major Concerns	Our Responses/Follow-up Actions
		<ul style="list-style-type: none"> ● Interim review on the Pilot Scheme and school visits will be conducted and the implementation plan will be suitably adjusted when required. For the first year implementation of the Pilot Scheme – <ol style="list-style-type: none"> a) Schools will be required to submit a progress report on the basis of a report template; b) joint visit(s) to schools by co-organisers around 6-9 months after the commencement of the Pilot Scheme; and c) Schools to submit an annual report and statement of account on the Pilot Scheme for further review.
5.	Duplication with other similar scheme, such as the Hong Kong Athletes Career & Education Programme (HKACEP) of the SF&OC should be avoided	The main objectives of the SSPC Pilot Scheme are to assist in enhancing the sporting culture in schools on one hand, whilst providing more job opportunities for retiring/retired athletes to gain working experience for their long term career development on the other. We consider that the Pilot Scheme is complementary to what the SF&OC is doing to promote sport in Hong Kong and the HKACEP in helping retired athletes in the further career development, rather than conflicting their roles and functions.