



# THE STATUTES OF THE REPUBLIC OF SINGAPORE

## NATIONAL COUNCIL OF SOCIAL SERVICE ACT 1992

### 2020 REVISED EDITION

This revised edition incorporates all amendments up to and including 1 December 2021 and comes into operation on 31 December 2021.

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# National Council of Social Service Act 1992

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An Act to establish the National Council of Social Service, and for matters connected therewith.

[1 May 1992]

## PART 1

## PRELIMINARY

**Short title**

1. This Act is the National Council of Social Service Act 1992.

**Interpretation**

2. In this Act, unless the context otherwise requires —

“Board” means the Board of the Council;

“Board member” means any person appointed or elected to the Board under section 5(1);

“Chairperson” means the Chairperson of the Community Chest;

“Chief Executive Officer” means the Chief Executive Officer of the Council appointed under section 22(1) and includes any individual acting in that capacity;

“Community Chest” means the Community Chest established under section 13(1);

“Council” means the National Council of Social Service established under section 3;

“Council member” means any organisation or person granted membership of the Council under section 15;

“Endowment Fund” means the Endowment Fund established under section 12(1);

“General Fund” means the General Fund established under section 24(1);

“president” means the president of the Board;

“vice-president” means the vice-president of the Board.

[5/2018]

## PART 2

### ESTABLISHMENT OF COUNCIL

#### **Establishment of National Council of Social Service**

3. A body called the National Council of Social Service is established, which is a body corporate with perpetual succession and a common seal and with powers to sue and be sued in its corporate name and to perform any other acts that a body corporate may by law perform.

#### **Common seal**

4.—(1) The common seal of the Council must be kept in such custody as the Board may direct.

(2) All deeds, documents and other instruments requiring the seal of the Council must —

(a) be sealed with the common seal of the Council; and

(b) be signed by the president and the Chief Executive Officer or some other person duly authorised by the Board for the purpose.

(3) All courts, judges and persons acting judicially are to take judicial notice of the common seal of the Council affixed to any document and presume that it was duly affixed.

(4) Section 11 of the Registration of Deeds Act 1988 does not apply to any instrument purporting to have been executed under subsection (2).

#### **Board of Council**

5.—(1) The management of the affairs of the Council and of its properties vests in a Board which consists of the following members:

(a) a president to be appointed by the Minister;

(b) 2 vice-presidents —

(i) one of whom is to be a person elected at the annual general meeting of the Council from among the Council members; and

- (ii) the other of whom is to be a person appointed by the Minister in consultation with the president;
- (c) an Honorary General Secretary to be appointed by the president;
- (d) an Honorary Treasurer to be appointed by the president;
- (e) the Chairperson of the Community Chest;
- (f) 5 persons to be appointed by the president;
- (g) 8 persons, each from a different full Council member mentioned in section 15(1)(a), to be elected at the annual general meeting of the Council;
- (h) 2 persons, each from a different associate Council member mentioned in section 15(1)(b), to be elected at the annual general meeting of the Council;
- (i) the Director-General of Social Welfare or his or her representative; and
- (j) the Director of Medical Services or his or her representative.

*[30/2019]*

(2) The president and the vice-president appointed under subsection (1)(b)(ii) each holds office for such term not exceeding 2 years as the Minister thinks fit and are eligible for re-appointment.

(3) The vice-president elected under subsection (1)(b)(i) holds office for a term of 2 years and is eligible for re-election, except that a person must not be elected under subsection (1)(b)(i) to hold office as vice-president for more than 3 consecutive terms.

(4) The Honorary General Secretary and the Honorary Treasurer each holds office for such term not exceeding 2 years as the president thinks fit and are eligible for re-appointment, except that a person must not be appointed to hold office as Honorary Treasurer for more than 2 consecutive terms.

(5) A Board member appointed under subsection (1)(f) holds office for a term not exceeding 2 years as the president thinks fit and is eligible for re-appointment.

(6) A Board member elected under subsection (1)(g) or (h) holds office for a term of 2 years and is eligible for re-election, except that a person must not be elected under subsection (1)(g) or (h) to hold office as a Board member for more than 3 consecutive terms.

(7) The Minister may at any time revoke the appointment of the president or the vice-president appointed under subsection (1)(b)(ii) without giving any reason.

(8) If for reason of illness, leave of absence or other cause, the president is unable to exercise his or her powers and perform his or her functions under this Act —

- (a) one of the vice-presidents as determined by the Board; or
- (b) if both the vice-presidents are unable to do so, any other Board member as determined by the Board with the approval of the Minister,

must act as the president and exercise the powers and perform the functions of the president.

(9) The office of any Board member is vacated if he or she —

- (a) is adjudicated a bankrupt; or
- (b) has been convicted of an offence involving dishonesty, fraud or moral turpitude.

(10) A person who is an employee of the Council or of a full or associate Council member must not —

- (a) be elected or appointed as a Board member; or
- (b) nominate or second the nomination of any person for election to the Board.

### **Voting rights at Council and Board meetings**

6.—(1) All Board members have the right to vote on any issue at the meetings of the Council and of the Board, except in relation to the election of Board members under section 5(1)(b)(i), (g) and (h).



(2) Meetings of the Council and the Board and proceedings at the meetings must, to the extent not inconsistent with the Public Sector (Governance) Act 2018, be held in the prescribed manner.

*[5/2018]*

### **Disclosure of interest**

7. Division 1 of Part 4 of the Public Sector (Governance) Act 2018 extends to an official representative of a Council member as if a reference in that Division to a member of a public body includes a reference to such an official representative.

*[5/2018]*

### **Validity of acts of Board members**

8. The acts of a Board member are valid despite any defect that may afterwards be discovered in his or her appointment or qualifications.

### **Directions by Minister**

9.—(1) The Minister may, after consultation with the Board, give the Council such directions as the Minister thinks fit as to the performance of the functions of the Council under this Act.

(2) The Council must, as soon as practicable, give effect to all directions mentioned in subsection (1).

(3) The Council must provide the Minister with such information or facilities for obtaining information with respect to its functions in such manner and at such times as the Minister may reasonably require.

## **PART 3**

### **FUNCTIONS AND POWERS OF COUNCIL**

#### **Objects of Council**

10. The objects of the Council are —

- (a) to provide leadership and direction to the volunteer movement and to coordinate social service activities between Council members and with other organisations;

- (b) to represent Council members, to present their views to the Government and to communicate priorities of the Government and its views to such members;
- (c) to make such recommendations to the Government as may be consistent with the objects of the Council;
- (d) to establish and maintain the standards and guidelines for the management and administration of, and the provision of social service by, Council members;
- (e) to assist the Government in strategic social service planning;
- (f) to initiate, plan, develop and modify social service programmes;
- (g) to operate direct social service if the Council considers it necessary;
- (h) to establish and maintain an updated management information system of Council members and their clients;
- (i) to provide consultancy and support services to social service organisations;
- (j) to encourage, coordinate and carry out research and evaluative studies and experimental projects necessary for the improvement and development of social service;
- (k) to raise and allocate funds to further the objects of the Council and Council members; and
- (l) to liaise and cooperate with overseas and international organisations in matters relating to social service.

### **Powers of Council**

**11.—**(1) For the purposes of carrying out its objects, the Council may —

- (a) acquire any property, both movable and immovable, sell, transfer or otherwise dispose of any such property upon such terms as the Board thinks fit;

- (b) invest its moneys in accordance with the standard investment power of statutory bodies as defined in section 33A of the Interpretation Act 1965;
- (c) accept any gift or property, whether subject to any trust or not;
- (d) receive donations and contributions and raise funds by all lawful means;
- (e) open and maintain an account or accounts with any bank or banks as the Board thinks fit;
- (f) levy such rates and charges for services performed by the Council as the Board may consider expedient;
- (g) undertake and execute any trust;
- (h) with the approval of the Minister, form or participate in the formation of any incorporated or unincorporated body or organisation or enter into any joint venture with any person or organisation for the purpose of carrying out any function of the Council; and
- (i) do anything incidental to any of its objects.

*[45/2004]*

(2) Nothing in this section authorises the Council to engage in any matter of religious or party political controversy.

(3) The Board may exercise all such powers of the Council as it thinks fit except as otherwise provided by this Act.

### **Establishment of Endowment Fund**

**12.**—(1) There is established an Endowment Fund which vests in the Council and consists of —

- (a) all donations and gifts accepted by the Council for the Endowment Fund;
- (b) all reserves of the Council in excess of 2 years of its operating expenditure; and
- (c) any other moneys that the Council may determine to transfer to the Endowment Fund.

(2) Any interest, dividends and other income derived from the Endowment Fund must be credited to the General Fund.

(3) The Endowment Fund may be applied for such purposes as may be approved by the Minister in writing.

### **Community Chest**

**13.**—(1) The Council must establish the Community Chest to raise funds on behalf of the Council.

(2) The Community Chest consists of a Chairperson who must be appointed by the Minister, one or more Vice-Chairpersons and such other members as the Chairperson may, in consultation with the president, appoint for such term as the Chairperson thinks fit.

(3) The Chairperson holds office for such term not exceeding 2 years as the Minister may determine and is eligible for re-appointment.

(4) If for reason of illness, leave of absence or other cause, the Chairperson is unable to exercise his or her powers and perform his or her functions under this Act, the president may —

- (a) appoint one of the Vice-Chairpersons to act as Chairperson and exercise the powers and perform the functions of the Chairperson; or
- (b) if all the Vice-Chairpersons are unable to do so, approve any other member of the Community Chest to act as Chairperson and exercise the powers and perform the functions of the Chairperson.

(5) The Minister may at any time revoke the appointment of the Chairperson without giving any reason.

(6) The office of the Chairperson, any Vice-Chairperson or any other member appointed under subsection (2) is vacated if he or she —

- (a) is adjudicated a bankrupt; or
- (b) has been convicted of an offence involving dishonesty, fraud or moral turpitude.

(7) Meetings of the Community Chest and proceedings at the meetings must be held in the prescribed manner.

### **Appointment of committees and delegation of powers**

**14.**—(1) The Board may appoint from among the Board members or from among other persons who are not Board members any number of committees for purposes which, in the opinion of the Board, would be better regulated and managed by means of those committees.

(2) The Board may, subject to any conditions or restrictions that it thinks fit to impose, delegate to any such committee or the president any of the powers, functions and duties vested in the Council by this Act, and any power, function or duty so delegated may be exercised or performed by the committee or the president (as the case may be) in the name and on behalf of the Council.

(3) The Board may, subject to any conditions or restrictions that it thinks fit to impose, delegate to any employee of the Council all or any of the powers, functions and duties vested in the Council by this Act, and any power, function or duty so delegated may be exercised or performed by the employee in the name and on behalf of the Council.

## **PART 4**

### **MEMBERSHIP OF COUNCIL**

#### **Categories of Council members**

**15.**—(1) The Council consists of the following 3 categories of members:

- (a) full Council members;
- (b) associate Council members;
- (c) honorary Council members.

(2) Any organisation whose aims and objects are consistent with those of the Council and which provides as its primary function a bona fide direct social service which helps to meet existing needs of the community may, in the prescribed manner and in accordance with

the prescribed conditions, apply to the Council to be a full Council member.

(3) Any organisation whose aims and objects are consistent with those of the Council and which has an active interest in social service but which does not provide a direct social service as its primary function may, in the prescribed manner and in accordance with the prescribed conditions, apply to the Council to be an associate Council member.

(4) Where the Council is of the opinion that any organisation or person has rendered outstanding social service, the Council may invite such organisation or person to be an honorary Council member for such period as the Council thinks fit.

### **Fees for membership**

**16.**—(1) Fees for full Council members and associate Council members are payable annually on the first day of April and are such amounts as the Board determines.

(2) Honorary Council members are not required to pay any fee for membership.

### **Representatives to Council**

**17.**—(1) Every full Council member and associate Council member must appoint a person as its official representative to act on its behalf in the Council and is entitled to change such representation from time to time.

(2) Any appointment or change of representation under subsection (1) must be communicated to the Council in writing.

(3) An official representative appointed under subsection (1) in respect of any Council member must not be appointed to act as an official representative of any other Council member.

### **Rights of full Council members**

**18.** Subject to the provisions of this Act, full Council members enjoy equal rights of membership to avail themselves of the facilities of the Council and to attend and vote at all meetings of the Council.

**Rights of associate Council members**

**19.** Associate Council members may attend any meeting of the Council but must not vote in any of its proceedings except in electing 2 Board members under section 5(1)(h).

**Rights of honorary Council members**

**20.** Honorary Council members may attend the meetings of the Council but must not vote in any of its proceedings.

**Patrons of Council**

**21.** The Council may, on the recommendation of the Board, nominate suitable persons to be the patron-in-chief and patrons of the Council.

PART 5

PROVISIONS RELATING TO STAFF

**Chief Executive Officer**

**22.—**(1) There must be a Chief Executive Officer of the Council, whose appointment, removal, discipline and promotion must be in accordance with the Public Sector (Governance) Act 2018.

*[5/2018]*

(2) The Council may, subject to the Public Sector (Governance) Act 2018, appoint an individual to act temporarily as the Chief Executive Officer during any period, or during all periods, when the Chief Executive Officer —

(a) is absent from duty or Singapore; or

(b) is, for any reason, unable to perform the duties of the office.

*[5/2018]*

**Appointment of staff**

**23.** The Council may, subject to the Public Sector (Governance) Act 2018, appoint and employ, on such terms and conditions as it may

determine, such other officers, employees, consultants and agents as may be necessary for the effective performance of its functions.

[5/2018]

## PART 6 FINANCIAL PROVISIONS

### **General Fund**

**24.**—(1) The Council must establish a General Fund.

(2) All moneys received or raised by the Council must be paid into the General Fund.

(3) All expenses incurred by the Council in carrying out the purposes of this Act must be met from the General Fund.

### **Issue of shares, etc.**

**24A.** As a consequence of the vesting of any property, rights or liabilities of the Government in the Council under this Act, or of any capital injection or other investment by the Government in the Council in accordance with any written law, the Council must issue such shares or other securities to the Minister for Finance as that Minister may direct.

[5/2002]

**25.** [Repealed by Act 5 of 2018]

### **Financial year**

**26.** The financial year of the Council begins on 1 April of each year and ends on 31 March of the succeeding year.

**27.** [Repealed by Act 5 of 2018]

### **Financial statements**

**28.** The Council must, as soon as practicable but no later than 30 June in each year, prepare and submit financial statements in respect of the preceding financial year to the auditor who must audit and report on them.

**29. to 33.** [Repealed by Act 5 of 2018]



**When audited financial statements must be given to Minister**

**34.** The Council must send the audited annual financial statements of the Council, signed by the president, to the Minister no later than 30 September in each year, together with a copy of any report made by the auditor of the Council.

*[5/2018]*

**35.** *[Repealed by Act 5 of 2018]*

PART 7

MISCELLANEOUS

**Protection from personal liability**

**36.** No suit or other legal proceedings shall lie against any Board member or any employee of the Council or other person acting under the directions of the Council or the Board for anything which is in good faith done or intended to be done by him or her in the execution or purported execution of this Act.

**Regulations**

**37.—(1)** The Council may, with the approval of the Minister, make such regulations as are necessary for carrying into effect the provisions of this Act.

(2) Without limiting subsection (1), the Council may, with the approval of the Minister, make such regulations for or with respect to all or any of the following matters:

- (a) the procedure for applying for, and the termination of, membership in the Council;
- (b) the conditions for membership in the Council;
- (c) the standards and guidelines for the management and administration of, and the provision of social services by, Council members;
- (d) the procedure for inquiry into complaints and information received relating to the conduct of Council members, their committee members or employees, and the sanctions to be imposed in respect of any misconduct, including the

issuance of letters of censure and the suspension or termination of membership in the Council;

- (e) the rates, charges and fees payable for purposes of this Act;
- (f) the procedure and quorum for the meetings of the Board;
- (g) the procedure and quorum for the meetings of the Community Chest;
- (h) the procedure and quorum for general meetings of the Council and for the election of Board members;
- (i) the establishment, constitution and procedures of any committee mentioned in section 14 and any unincorporated body or organisation mentioned in section 11(1)(h);
- (j) the information to be provided and the documents to be submitted to the Council by Council members, including annual reports, audited accounts and such information as the Council may require for carrying out its objects.

(3) Regulations made under this section in relation to the procedure for the meetings of the Council and the Board must conform to the requirements of the Public Sector (Governance) Act 2018.

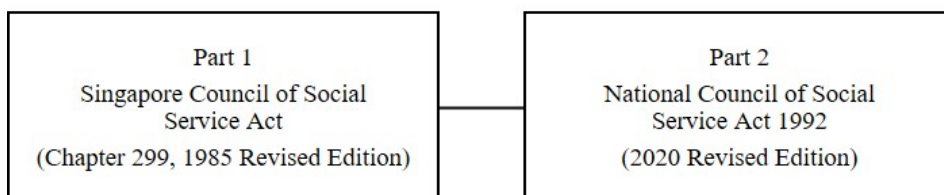
*[5/2018]*

# LEGISLATIVE HISTORY

## NATIONAL COUNCIL OF SOCIAL SERVICE ACT 1992

This Legislative History is a service provided by the Law Revision Commission on a best-efforts basis. It is not part of the Act.

### PICTORIAL OVERVIEW OF PREDECESSOR ACTS



### LEGISLATIVE HISTORY DETAILS

#### PART 1

#### SINGAPORE COUNCIL OF SOCIAL SERVICE ACT (CHAPTER 299, 1985 REVISED EDITION)

**1. Act 29 of 1968 — Singapore Council of Social Service Act, 1968**

Bill	:	20/1968
First Reading	:	10 May 1968
Second Reading	:	22 May 1968
Select Committee Report	:	Parl. 3 of 1968
Third Reading	:	3 December 1968
Commencement	:	16 December 1968

**2. G.N. No. S 10/1969 — Singapore Council of Social Service (Amendment of Schedule) Notification, 1969**

Commencement	:	10 January 1969
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**3. G.N. No. S 86/1969 — Singapore Council of Social Service (Amendment of Schedule) (No. 2) Notification, 1969**

Commencement	:	3 April 1969
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**4. G.N. No. S 196/1969 — Singapore Council of Social Service (Amendment of Schedule) (No. 3) Notification, 1969**

Commencement	:	8 August 1969
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**5. G.N. No. S 31/1970 — Singapore Council of Social Service (Amendment of Schedule) Notification, 1970**

Commencement : 16 January 1970

**6. 1970 Revised Edition — Singapore Council of Social Service Act (Chapter 321)**

Operation : 31 August 1971

**7. Act 22 of 1974 — Singapore Council of Social Service (Amendment) Act, 1974**

Bill : 28/1974  
 First Reading : 23 October 1974  
 Second Reading : 6 November 1974  
 Notice of Amendments : 6 November 1974  
 Third Reading : 6 November 1974  
 Commencement : 13 December 1974

**8. G.N. No. S 175/1977 — Singapore Council of Social Service Act (Amendment of Schedule) Notification, 1977**

Commencement : 12 July 1977

**9. G.N. No. S 333/1980 — Singapore Council of Social Service Act (Amendment of Schedule) Notification, 1980**

Commencement : 8 August 1980

**10. G.N. No. S 91/1981 — Singapore Council of Social Service Act (Amendment of Schedule) Notification, 1981**

Commencement : 17 March 1981

**11. Act 5 of 1981 — Statutes of the Republic of Singapore (Miscellaneous Amendments) Act, 1981**

(Amendments made by section 2 read with the Schedule to the above Act)

Bill : 1/1981  
 First Reading : 17 February 1981  
 Second and Third Readings : 6 March 1981  
 Commencement : 24 April 1981 (section 2 read with the Schedule)

**12. 1985 Revised Edition — Singapore Council of Social Service Act  
(Chapter 299)**

Operation : 30 March 1987

PART 2

NATIONAL COUNCIL OF SOCIAL SERVICE ACT 1992  
(2020 REVISED EDITION)

**13. Act 14 of 1992 — National Council of Social Service Act 1992**

Bill : 15/1992  
First Reading : 27 February 1992  
Second and Third Readings : 20 March 1992  
Commencement : 1 May 1992

**14. 1993 Revised Edition — National Council of Social Service Act  
(Chapter 195A)**

Operation : 15 March 1993

**15. Act 23 of 2000 — National Council of Social Service (Amendment) Act  
2000**

Bill : 18/2000  
First Reading : 22 May 2000  
Second and Third Readings : 3 July 2000  
Commencement : 29 September 2000

**16. 2001 Revised Edition — National Council of Social Service Act  
(Chapter 195A)**

Operation : 31 July 2001

**17. Act 5 of 2002 — Statutory Corporations (Capital Contribution) Act 2002**  
(Amendments made by section 3 read with item (25) of the Schedule to the  
above Act)

Bill : 7/2002  
First Reading : 3 May 2002  
Second and Third Readings : 24 May 2002  
Commencement : 15 July 2002 (section 3 read with  
item (25) of the Schedule)

**18. Act 45 of 2004 — Trustees (Amendment) Act 2004**

(Amendments made by section 25(4) read with item (31) of the Schedule to the above Act)

Bill	:	43/2004
First Reading	:	21 September 2004
Second and Third Readings	:	19 October 2004
Commencement	:	15 December 2004 (section 25(4) read with item (31) of the Schedule)

**19. Act 5 of 2018 — Public Sector (Governance) Act 2018**

(Amendments made by section 81 of the above Act)

Bill	:	45/2017
First Reading	:	6 November 2017
Second Reading	:	8 January 2018
Notice of Amendments	:	8 January 2018
Third Reading	:	8 January 2018
Commencement	:	1 April 2018 (section 81)

**20. Act 30 of 2019 — Children and Young Persons (Amendment) Act 2019**

(Amendments made by section 68 of the above Act)

Bill	:	22/2019
First Reading	:	5 August 2019
Second Reading	:	3 September 2019
Third Reading	:	4 September 2019
Commencement	:	1 July 2020 (section 68)

Abbreviations

C.P.	Council Paper
G.N. No. S (N.S.)	Government Notification Number Singapore (New Series)
G.N. No.	Government Notification Number
G.N. No. S	Government Notification Number Singapore
G.N. Sp. No. S	Government Notification Special Number Singapore
L.A.	Legislative Assembly
L.N.	Legal Notification (Federal/Malaysian Subsidiary Legislation)
M. Act	Malayan Act/Malaysia Act
M. Ordinance	Malayan Ordinance
Parl.	Parliament
S.S.G.G. (E) No.	Straits Settlements Government Gazette (Extraordinary) Number
S.S.G.G. No.	Straits Settlements Government Gazette Number

**COMPARATIVE TABLE**  
**NATIONAL COUNCIL OF SOCIAL**  
**SERVICE ACT 1992**

This Act has undergone renumbering in the 2020 Revised Edition. This Comparative Table is provided to help readers locate the corresponding provisions in the last Revised Edition.

<b>2020 Ed.</b>	<b>2001 Ed.</b>
<b>7</b>	<b>7—(1)</b>
—	<b>(2)</b> [ <i>Deleted by Act 5 of 2018</i> ]
<b>9—(1) and (2)</b>	<b>9—(1)</b>
<b>(3)</b>	<b>(2)</b>
—	<b>14—(4)</b> [ <i>Deleted by Act 5 of 2018</i> ]