

**Summary of the Minutes of
the 1st Meeting of Sha Tin District Council (2008 Session)**

The 1st meeting of Sha Tin District Council (STDC) (2008 session) was held on 3 January 2008. The major issues discussed are summarised below:

Election of the Sha Tin District Council Chairman and Vice-chairman

2. Sha Tin District Officer introduced to members the procedure for the election of STDC Chairman and Vice-chairman in accordance with the District Council Ordinance (CAP. 574) Schedule 5. He reported that the secretariat only received one nomination respectively for Chairman and Vice-chairman. Mr. WAI Kwok-hung, JP and Mr. PANG Cheung-wai, JP were elected uncontested as the Chairman and Vice-chairman of STDC respectively.

3. STDC endorsed the appointment of Senior Executive Officer (District Council) as the Secretary of STDC.

STDC Standing Order and Guidelines

4. The Chairman said that pending for Home Affairs Department (HAD)'s issue of the model standing order for reference by 18 districts, the operation of STDC would follow the existing standing order and DC Funds guidelines until the new ones come into effect. STDC endorsed the arrangement.

Formation of Committees under STDC

5. STDC endorsed the formation of the District Facilities Management Committee in addition to the previous six committees and endorsed the terms of reference of the seven committees. STDC also endorsed the term of the seven committees from 3 January 2008 to 31 December 2011. The Chairman remarked that election of Chairman and Vice-chairman of each committee would be held at the second meeting of the District Council. Nomination period would be from 3 January to 9 January 2008.

Schedule of 2008 STDC Meetings

6. STDC endorsed the schedule of meetings.

Updated Financial Situation of STDC

7. STDC endorsed the above report.

Employment of Contract Staff by STDC Secretariat

8. The Sha Tin District Officer requested STDC's endorsement on employing 10 contract staff to cope with the additional workload of the new term of STDC. The proposed contract period was 13 months and the contract was renewable subject to satisfactory performance of the staff.

9. A member opined that the suggested post of Executive Assistant would provide a promotion opportunity to suitable staff. Some members said that manpower should be considered with flexibility since the number of working groups had not been confirmed. Another member pointed out that additional clauses should be included in the standing order to regulate the number of working group members and their attendance.

10. Sha Tin District Officer replied that based on the model standing order provided by HAD, a new standing order would be drafted and submitted for the consideration by STDC. HAD recommended in the model standing order that not more than 3 working groups should be set up under each committee. He opined that STDC could amend the new standing order in future in accordance with the DC's operations and actual needs.

11. STDC endorsed the employment of contract staff as proposed in the paper.

Meet the Public Scheme

12. Members endorsed the above paper.

Next Meeting

13. The next meeting would be held at 2:30 p.m. on 11 January 2008.