

**Sha Tin District Council**  
**Minutes of the 1<sup>st</sup> Meeting of**  
**the District Facilities Management Committee in 2018**

**Date** : 27 February 2018 (Tuesday)  
**Time** : 2:30 pm  
**Venue** : Sha Tin District Council Conference Room  
 4/F, Sha Tin Government Offices

<b><u>Present</u></b>	<b><u>Title</u></b>	<b><u>Time of joining the meeting</u></b>	<b><u>Time of leaving the meeting</u></b>
Ms TUNG Kin-lei (Chairman)	DC Member	2:30 pm	3:57 pm
Mr WONG Ka-wing, MH (Vice-Chairman)	”	2:30 pm	3:57 pm
Mr HO Hau-cheung, SBS, MH	DC Chairman	2:30 pm	3:57 pm
Mr PANG Cheung-wai, Thomas, SBS, JP	DC Vice-Chairman	2:30 pm	3:04 pm
Mr CHAN Billy Shiu-yeung	DC Member	2:30 pm	3:57 pm
Mr CHAN Kwok-keung, James	”	2:30 pm	3:05 pm
Ms CHAN Man-kuen	”	2:30 pm	3:15 pm
Mr CHAN Nok-hang	”	2:30 pm	3:57 pm
Mr CHENG Tsuk-man	”	2:49 pm	3:57 pm
Mr CHING Cheung-ying, MH	”	2:30 pm	3:57 pm
Mr CHIU Chu-pong, Sunny	”	2:30 pm	3:57 pm
Mr CHIU Man-leong	”	2:30 pm	3:57 pm
Mr HUI Yui-yu, Rick	”	3:06 pm	3:34 pm
Mr LAI Tsz-yan	”	2:30 pm	3:57 pm
Ms LAM Chung-yan	”	2:30 pm	3:51 pm
Mr LEUNG Ka-fai, Victor	”	2:43 pm	3:31 pm
Mr LI Sai-hung	”	2:30 pm	3:37 pm
Mr LI Sai-wing	”	2:30 pm	3:02 pm
Mr LI Wing-shing, Wilson	”	2:30 pm	3:57 pm
Mr MAK Yun-pui	”	3:13 pm	3:55 pm
Mr NG Kam-hung	”	2:30 pm	3:57 pm
Ms PONG Scarlett Oi-lan, BBS, JP	”	2:52 pm	3:57 pm
Mr PUN Kwok-shan, MH	”	2:30 pm	3:57 pm
Mr TING Tsz-yuen	”	2:30 pm	3:30 pm
Mr TONG Hok-leung	”	2:30 pm	3:57 pm
Ms TSANG So-lai	”	2:47 pm	3:57 pm
Mr WAI Hing-cheung	”	2:30 pm	3:57 pm
Mr WONG Fu-sang, Tiger	”	2:30 pm	3:45 pm
Mr WONG Hok-lai	”	3:09 pm	3:57 pm
Ms WONG Ping-fan, Iris	”	2:30 pm	3:21 pm
Mr WONG Yue-hon	”	2:30 pm	3:57 pm
Mr YAU Man-chun	”	2:30 pm	3:57 pm
Mr YIP Wing	”	2:30 pm	3:57 pm
Mr YIU Ka-chun	”	2:30 pm	3:57 pm
Ms YUE Shin-man	”	2:30 pm	3:57 pm
Mr YUNG Ming-chau, Michael	”	2:30 pm	3:57 pm
Ms LAM Hang-ching, Dorothy (Secretary)	Executive Officer I (District Council)2 / Sha Tin District Office		

**In Attendance**

Mr WONG Tin-pui, Simon  
 Mr YUEN Chun-kit, Derek  
 Ms CHENG Yuen-yi, Janny

Mr HO Sing-yan, Simon  
 Ms LUK Tsz-sum, Ada  
 Mr CHAN Chung-wai, Chris  
 Mr NG Fuk-sing  
 Ms HEUNG Ching Yee, Alice

Ms LO Lai-fong, Jackie

Ms CHAN Siu-kin, Ester

Ms LEUNG So-ping, Selina

Mr CHEUNG Hang-yiu, Galax

Ms LEE Mei-yee

**Title**

Assistant District Officer (Sha Tin)  
 Senior Executive Officer (District Council) / Sha Tin District Office  
 Senior Executive Officer (District Management) /  
 Sha Tin District Office  
 District Secretary / Sha Tin District Office  
 Executive Officer (District Council)2 / Sha Tin District Office  
 Executive Officer (General) / Sha Tin District Office  
 Senior Inspector of Works (Sha Tin) / Sha Tin District Office  
 Chief Leisure Manager (New Territories East) /  
 Leisure and Cultural Services Department  
 District Leisure Manager (Sha Tin) /  
 Leisure and Cultural Services Department  
 Deputy District Leisure Manager (District Support) Sha Tin /  
 Leisure and Cultural Services Department  
 Senior Executive Officer (Planning)1 /  
 Leisure and Cultural Services Department  
 Executive Officer (Planning)1/2 /  
 Leisure and Cultural Services Department  
 Senior Librarian (Sha Tin) /  
 Leisure and Cultural Services Department

**In Attendance by Invitation**

Ms HO Chung-man, Connie

Mr WONG Kok-ming, David  
 Mr MOK Wai-kin, Johnny  
 Mr CHU Po-hei  
 Ms LO Ka-ming, Carrie

Ms CHOW Yuk-chu

**Title**

Property Services Manager / Wong Tai Sin-East & Shatin-East /  
 Architectural Services Department  
 Architect (Works)8 / Home Affairs Department  
 Director / Ho & Partners Architects, Engineers  
 Architect / Ho & Partners Architects, Engineers  
 Senior Manager (Heritage Museum) /  
 Leisure and Cultural Services Department  
 Senior Health Inspector (Cleansing / Pest Control) /  
 Food and Environmental Hygiene Department

**Absent**

Mr LEE Chi-wing, Alvin  
 Mr MOK Kam-kwai, BBS  
 Mr SIU Hin-hong

**Title**

DC Member	(Application for leave of absence received)
”	( ” )
”	(No application for leave of absence received)

**Action**

The Chairman welcomed all members and representatives of government departments and organisations to the meeting.

**Application for Leave of Absence**

2. The Chairman said that the Secretariat of the Sha Tin District Council (STDC) had received the applications for leave of absence in writing from the following members:

Mr Alvin Lee	Official commitment
Mr MOK Kam-kwai	“

3. Members unanimously endorsed the applications for leave of absence submitted by the above members.

**Confirmation of the Minutes of the Meeting Held on 12 December 2017**

4. Members unanimously confirmed the above minutes.

**Discussion Item**

**Proposed Estimates under Expenditure Head 9 of 2018-2019**  
(Paper No. DFM 1/2018)

5. Members unanimously endorsed the above paper.

**Funding Applications**

**Extension of Opening Hours of Community Halls in Sha Tin**  
(Paper No. DFM 2/2018)

6. Members unanimously endorsed the above paper.

**Review of Booking Arrangements for the Sha Tin District Council Neighborhood Activity Centre**  
(Paper No. DFM 3/2018)

7. Members unanimously endorsed the above paper.

**Questions**

**Question to be Raised by Mr WAI Hing-cheung on Public Toilets under Management of the Leisure and Cultural Services Department**  
(Paper No. DFM 4/2018)

8. The views of Mr WAI Hing-cheung were summarised below:
- (a) he enquired of the Leisure and Cultural Services Department (LCSD) why the opening hours of parks and gardens provided with toilets under its management were different;
  - (b) he pointed out that some parks or gardens were open for 24 hours, while some were not. He would like to know the reasons;
  - (c) he asked whether the opening hours of parks and gardens provided with toilets under the LCSD could be extended, so that the public could access the toilets when in need. He pointed out that apart from residents of the district, there were also many members of the public passing by, or having leisure activities in Sha Tin Park. Therefore, the demand for toilets was higher than those of other parks and gardens. He had received opinions from residents stating that they hoped the opening hours of the toilets in Sha Tin Park could be extended. He wanted to know whether the LCSD would consider the relevant opinions;
  - (d) he said it had been discussed at a meeting few years ago that residents who did morning exercises or Tai-Chi outside the Hong Kong Heritage Museum could not access its toilets when it was closed for one day every week. Suggestion of opening the toilets inside the museum for public use during closure was made at that time, but the LCSD responded that the toilets inside the museum were not suitable to be open during closure of the museum due to security reasons. He suggested that the Food and Environmental Hygiene Department (FEHD) provide temporary toilets

outside the museum at that time. The FEHD did not mention that the walking time between the museum and the toilets nearby ranged from approximately 1 to 14 minutes. He pointed out that the opening hours of the said toilets were different, so people in need might not be able to access them. The elderly had difficulties too when they were in need. So he hoped the FEHD would consider providing temporary toilets outside or next to the museum for members of the public who were in need;

- (e) the second last District Environment Hygiene Superintendent of Sha Tin District of the FEHD stated at a meeting that mobile toilets could be provided near the museum. He enquired of the FEHD why it said it had no such plan in this discussion. He asked whether the policy of the FEHD had been changed, and otherwise why there were two different answers;
- (f) he said quite a lot of members of the public performed different activities in Sha Tin Park after 11:00 pm. He suggested conducting a site visit after 11:00 pm with Ms Jackie LO, District Leisure Manager (Sha Tin) of the LCSD, to find the toilets near Sha Tin Park after 11:00 pm; and
- (g) he asked whether Sha Tin Park was open for 24 hours at present. If yes, there was a problem with the design of the park as toilets were not open for 24 hours. He opined that the design should be improved and kept up with the latest development; otherwise the concerned department should consider not opening Sha Tin Park for 24 hours.

9. The views of Mr Michael YUNG were summarised below:

- (a) according to the definition of the LCSD, he enquired of the difference between a park and a garden, and how the LCSD determined whether toilets should be provided in a park or a garden;
- (b) he pointed out that the public toilets of Hang Fai Street Park and Wong Uk Garden were built under the Minor Works Programme, and the LCSD was responsible for the management of the two toilets after the handover. He enquired of the difference between the toilets built by the consulting firm commissioned by the Home Affairs Department (HAD), and those built by the Architectural Services Department (ArchSD). He considered the quality monitoring of the public toilet in Hang Fai Street Park unsatisfactory. He asked how the HAD and the ArchSD monitored and took over such works, and whether it was because the utilisation rate of the public toilet in Hang Fai Street Park was rather high. He enquired of the LCSD whether the public toilet in Hang Fai Street Park could be cleaned more frequently;
- (c) he wanted to know what standard the FEHD had on cleaning toilets, for example under what circumstances there would be on-site cleaners. He also asked the LCSD whether it would consider deploying on-site cleaners to those toilets with a high utilisation rate under its management; and
- (d) he pointed out that it was easier to find toilets on the eastern side of Shing Mun River, while there were fewer toilets on the western side of Shing Mun River. He suggested providing additional toilets in appropriate locations or opening some of the toilets in the park.

10. Mr PUN Kwok-shan did not agree with the LCSD's response as it said it had not received any request from the public for extending the opening hours of toilets, because he did receive

opinions from the public hoping the opening hours of the toilets in Sha Tin Park would be extended. Moreover, as many people passed by the said location, he opined that the LCSD should consider the public opinions and partially open Sha Tin Park.

11. Ms Jackie LO gave a consolidated response as follows:

- (a) toilets in parks and gardens provided service according to the opening hours of the venue, while the opening hours of the venue was determined by factors like community needs, operational needs, public safety, etc. She took Sha Tin Park as an example, saying that as there were ponds and landscape decorations, the park was not open for 24 hours due to security and safety reasons. The LCSD would continue to review the actual circumstances and study how to further extend the opening hours of toilets if there was such a need, provided that public safety could be ensured;
- (b) a leisure venue with an area of more than 1 hectare and provided with active facilities like a children playground and a pitch/court was classified as a park, while a leisure venue of less than 1 hectare and provided with passive facilities was classified as a garden;
- (c) when the LCSD considered whether additional cleaners would be deployed to toilets, the utilisation of the toilets and the availability of resources would be taken into account. If a toilet was remotely located with a low utilisation rate, on-site cleaners would not be employed. Only regular cleaning service would be arranged; and
- (d) a site visit with Mr WAI Hing-cheung in respect of the toilet utilisation in Sha Tin Park would be arranged later.

[Post-meeting note: the representative of the LCSD and Mr WAI Hing-cheung had carried out a site visit in Sha Tin Park on 27 March. It was agreed that a pilot scheme of extending the opening hours of the toilet near the piazza to 24 hours would come into effect on 1 April. The LCSD would observe the utilisation of the toilet and conduct a review when appropriate. ]

12. Ms Selina LEUNG, Senior Executive Officer (Planning) 1 of the LCSD responded that although the HAD and the ArchSD were responsible for the follow-up work of the public toilets of Hang Fai Street Park and Wong Uk Garden respectively, the LCSD would still follow up with relevant departments according to the requirements on standard toilets during planning of the works. Relevant departments were responsible for works supervision and they would follow up with contractors. The LCSD would make sure that all facilities were well completed before takeover, and would ask the ArchSD to take up maintenance of the venues.

13. Ms Carrie LO, Senior Manager (Heritage Museum) of the LCSD responded that the toilets in the museum were supporting facilities for the convenience of visitors. The arrangement of providing service only during the opening hours would be maintained due to security reason.

14. Ms CHOW Yuk-chu, Senior Health Inspector (Cleansing/Pest Control) of the FEHD gave a consolidated response as follows:

- (a) she said the FEHD would generally provide mobile toilets when toilets under its management were suspended during maintenance. When the Department considered providing mobile toilets in other places, the availability of other toilet facilities in the vicinity and their distribution would be taken into account, regardless of whether they were located in an area under other government departments'

management, private developments or shopping malls. She said since toilet facilities were available in Sha Tin (Tai Wai) General Out-patient Clinic, Sha Tin Park, Hilton Plaza and Shing Ho Road Public Toilet in the vicinity of the museum, the FEHD did not have any plan to provide mobile toilets near the museum;

- (b) she said staff of the FEHD would make records of the utilisation rate of the toilets. If the utilisation rate of the toilet reached a certain level, the FEHD would each deploy one on-site cleaner to the male and female toilets respectively. Currently, most of the public toilets in Sha Tin had on-site cleaners; and
- (c) Mr WAI Hing-cheung suggested that the LCSD consider studying further extension of the opening hours of the toilets in Sha Tin Park at this meeting. She considered this suggestion as one of the solutions to the problem.

15. The Chairman said the problem was mainly about the provision of temporary toilets. She suggested that the FEHD representative study the issue after the meeting and give a response in the matters arising section at the next meeting.

Question to be Raised by Mr YIU Ka-chun on the Security of Facilities and Venues of the Leisure and Cultural Services Department  
(Paper No. DFM 5/2018)

16. The views of Mr YIU Ka-chun were summarised below:

- (a) he had enquired about theft cases in the question but there was no response from the Police in the paper. The Police did not send any representatives to this meeting either. He asked the Secretariat why the Police neither responded to the question nor sent any representatives to this meeting;
- (b) a locker in Yuen Chau Kok Complex was burgled. He thanked the LCSD for following up the case actively with the victim. He said the case had aroused his concern about the security of the LCSD's facilities;
- (c) he was notified by the Police recently that the suspect of the recent theft cases in Yuen Wo Road Sports Centre, Yuen Chau Kok Sports Centre and Siu Lek Yuen Road Playground had been arrested. He hoped that the Police could provide relevant information in the paper at the next District Facilities Management Committee (DFMC) meeting;
- (d) he pointed out that apart from contract staff, the manpower of on-site management staff of LCSD venues like swimming pools, sports centres or sports venues in parks should be reviewed and paid attention to. He said there were only 1 on-site manager, and 1 Amenities Assistant I or Amenities Assistant II in the sports centres under the LCSD, while there were only 1 on-site manager and 2 Amenities Assistants in the swimming pools. General staff like cleaners and security guards might not be able to handle sudden incidents, provide information to members of the public, or deal with complaints, etc. He considered that the scale of the new LCSD facilities built in recent years were quite big, and thus the current manpower establishment of facilities and venues of the LCSD should be reviewed, especially whether there was sufficient management staff. He agreed with the LCSD's response saying that it would arrange manpower based on the size of the venues since cleaning and security services had already been outsourced. But he hoped the establishment of on-site management staff would be expanded;

- (e) he presented a photo to the DFMC, showing a locker in the new complex in Yuen Chau Kok burgled. He pointed out that lockers were facilities for members of the public to store their personal belongings temporarily. He was surprised that the lock in the photo was made of plastic instead of stainless steel or iron, and was easily broken open. He was surprised about that. He hoped the LCSD would learn from experience and review and replace the relevant facilities in its venues;
- (f) he pointed out that there were more cases of property loss happened in swimming pool as shown in the paper. He said closed circuit television (CCTV) could not be installed in the changing rooms due to privacy concerns. So some swimmers might bring their property to the poolside and provided a window of opportunity for thieves. He enquired of the LCSD what countermeasures they had and how they would discuss the countermeasures with the Police;
- (g) he opined that if the LCSD specified clearly the lost property was claimed instead of using the term “case solved” in the paper, the figures would be more concrete and would not cause any misunderstanding; and
- (h) he hoped the Secretariat would first confirm with members which department they wished to refer the issue to when it followed up the questions they raised.

17. The views of Mr WONG Ka-wing were summarised below:

- (a) he said that the number of theft cases and property loss happened in swimming pools was higher than those happened in sports centres. He thought that was because swimmers went to the changing rooms at the same time when swimming sessions ended and property was all put in the changing rooms and were easy to get stolen. He suggested that the LCSD educate swimmers to always keep an eye on their property so as to avoid losses;
- (b) he asked how to define the detection rate of property loss cases, and asked whether the case was considered solved if the lost property was handed over to the Police; and
- (c) he suggested that the LCSD check the locker condition and consider replacing the locks of the lockers.

18. The views of Mr WONG Yue-hon were summarised below:

- (a) he pointed out that there were more property loss cases happened in swimming pools, and the detection rate of Sha Tin Jockey Club Swimming Pool was much higher than that of Hin Tin Swimming Pool. He asked whether the LCSD had tried to look into the reasons behind;
- (b) he wanted to know why theft cases happened. He also suggested the LCSD replace the locks of lockers, so that members of the public could keep their property safe; and
- (c) he said the number of property loss cases was quite high as reflected in the paper. He opined that if members of the public found the lost property and took the initiative to hand it over to the LCSD, the terms like “case solved” should not be used. He asked whether there were past property loss cases that involved suspected theft but were not classified as theft cases by the LCSD.

19. Ms Jackie LO gave a consolidated response as follows:

- (a) she thanked Mr YIU Ka-chun for his concern on the manpower of the LCSD. As manpower of venues was part of the establishment of the LCSD, she would convey to the relevant division the opinion that the number of on-site management staff members should be increased according to the facility scale;
- (b) she promised to relay the design issue of lockers to the ArchSD, and to conduct a comprehensive review of lockers in the LCSD's venues. Full replacement would be carried out to improve the anti-theft function when necessary;
- (c) she pointed out that there were more cases of property loss happened in swimming pools because swimmers needed to bring more personal belongings and get changed and have a shower. Therefore, there was a higher chance to lose their property in changing rooms. According to the information, the property that swimmers lost included goggles, Octopus Cards, shower gel, kickboards, harmonicas, hearing aids, umbrellas, mobile phones, etc. Most of the lost property could be found after reporting loss, so the number of "case solved" was higher than that of sport centres;
- (d) she said the LCSD would enhance education to remind members of the public to keep an eye on their property. Apart from making announcement on a regular basis and reminding members of the public that they could bring their own locks by showing up cardboards, the LCSD also put "eye" stickers on lockers to remind them to take care of their property. She said the LCSD had been working closely with the Police. For example, the Police were invited to Hin Tin Swimming Pool to review the security there on 25 October 2017. The LCSD had also installed CCTVs according to the recommendations made by the Police and follow up the views on lockers;
- (e) she said the LCSD would pay attention to the terms of breakdowns when giving responses in the future; and
- (f) she stated that her colleagues would refer cases of suspected theft to the Police for follow-up action.

20. Ms Dorothy LAM, Executive Officer I, (District Council) 2 of the Sha Tin District Office (STDO) responded that since the question raised by Mr YIU Ka-chun was related to venue management of the LCSD, the Secretariat referred the question to the LCSD for responses right after receiving it. As the LCSD had provided information to (d) part of the question, the Secretariat therefore did not further refer the question to the Police for responses. The Secretariat would follow up the matter after the meeting if members hoped the Police would give responses.

### **Information Items**

#### **Reports of Working Groups** (Paper No. DFM 6/2018)

21. Mr CHAN Nok-hang suggested that if an annex was attached to the minutes of meeting of the Working Group on District Facilities and Improvement Works, related annexes should be provided in the reports in future, so that members could have a better understanding of the paper. Besides, for paragraph 39 of the minutes, it would be better if the meeting adjourned at 1:00 noon was revised as 1:00 pm.

22. Members noted the above report.



Report on the Management of Recreation and Sports Facilities in Sha Tin  
(Paper No. DMF 7/2018)

23. Mr PUN Kwok-shan considered that the LCSD commendable as it had been doing a good job on the follow-up of greening works. He pointed out that there was a fallen tree under the bridge of Hung Mui Kuk outside Lung Hang Market after typhoon, and the LCSD had already removed the tree stump and replanted a tree. He was worried that Queen Crape Myrtle might not survive if there was insufficient irrigation. He hoped that the LCSD would pay attention to this matter.

24. Mr CHAN Nok-hang pointed out that it was stated in the paper that the contractor service assessment showed that the cleaning service was rated as good in general while the gardening and security services were rated as acceptable. He asked the LCSD about the assessment standard and whether there were measures to maintain the standard of services that were rated as good. He also asked what measures would be taken to improve the gardening and security services, and whether there were any punishments or incentives to improve the performance of contractors.

25. The views of Mr Wilson LI were summarised below:

- (a) he pointed out that many green areas were located on slopes. He said that he had sent a letter to the Highways Department (HyD) suggesting that the HyD improve the green facilities located on slopes which had not been transferred to the LCSD, and speed up the cleaning after typhoons. Besides, he praised the LCSD for efficient follow-up action and hoped that the HyD and the Lands Department (LandsD) would strengthen the management and improve the green facilities. He suggested that the Chairman request the HyD to improve its management of green facilities and agreed to conduct a site visit with Mr MAK Yun-pui; and

[Post-meeting note: the Secretariat had referred the views of Mr Wilson LI to the HyD on 13 April 2018]

- (b) he appreciated the performance of the LCSD and hoped that the performance of some of the contractors could be improved.

26. Mr Billy CHAN pointed out that annual maintenance would be carried out in all three swimming pools in the Sha Tin District during winter as stated in the paper. He enquired of the LCSD whether they would conduct a full inspection of lockers in its facilities. He said the locks of lockers of the LCSD were easy to break open according to past experience. He asked the LCSD whether they would consider replacing the locks of lockers.

27. The views of Mr MAK Yun-pui were summarised below:

- (a) he said there were many covered facilities in Lee On area, like covered seats which were mainly located in the park under the bridge of Trunk Road T7. He thanked the LCSD for having been conducting site visits in the district with him all along, and hoped that the LCSD would improve the management and cleaning of the said facilities. Besides, he pointed out that leakage often happened to the covers of the covered seats, and hoped that the LCSD would take follow-up actions. He pointed out that many slopes were under the management of the HyD. He opined that the hygiene condition could be improved by flattening the land or changing the land use. The mosquito problem was serious on the slope of Trunk Road T7 near Lake Silver. In view of the fact that many members of the public did morning exercises there, he hoped that the LCSD could discuss with the HyD to see whether the land use of the said site could be changed. Later, he would send a letter to the LCSD to put

forward the request. Besides, as the said site was located in Mr Wilson LI's constituency, to show respect to Mr Wilson LI, he suggested that the LCSD conduct a site inspection with Mr LI and him to see whether there was any room for improvement; and

- (b) he pointed out that Mr LEE Chaw-sing of the LCSD helped deal with the issue of covered seats in Lee On area a few years ago. He suggested that if there were any covered seats in Lee On area which were not under the LCSD's management, the STDO or the FEHD could follow up the issue too, as long as there were government departments that took up the responsibility to do so.

28. Mr WONG Hok-lai opined that the contractor's progress of cleaning up the planters was quite slow. He remembered that questions on the schedule of the LCSD's contractor for weed removing or cleaning up rubbish had been raised before. The LCSD stated at that time that warning letters would be issued to the contractor if its performance was unsatisfactory, and it would be fined if no improvement was made. He enquired of the LCSD about the number of warning letters issued to the contractor during its service period, and whether the chance of winning the next bid would be affected if a contractor had received a number of warning letters before.

29. Mr CHIU Man-leong said the Culture, Sports & Community Development Committee (CSCDC) had discussed the outsourcing system of the LCSD. The CSCDC demanded that the LCSD draw up a new selection system of contractors in order to prevent contractors of poor quality from continuing in operation. He opined that the cost factor weighed too much in the assessment. He hoped that the LCSD would improve the outsourcing system. He also asked the LCSD about the progress made in respect of the selection system of contractors.

30. The Chairman stated that members had raised the issue on gardening quality many times. She hoped that the LCSD would improve the tendering or selection system.

31. Ms Jackie LO gave a consolidated response as follows:

- (a) she thanked Mr PUN Kwok-shan for his concern on the growth of Queen Crape Myrtle on the roadside of Lung Hang Estate. She would follow up the matter later;

[Post-meeting note: the said Queen Crape Myrtle was replanted by the MTR Corporation Limited (MTRC), and it was still under the care of the MTRC. The MTRC confirmed that the health of the tree was fair after checking its growth. The MTRC undertook to closely monitor its growth to ensure public safety.]

- (b) she said the LCSD assessed the performance of contractors in four aspects, including whether the contractor complied with the contract terms, employees' performance, contractor's performance, and its performance on follow-up work. The assessment grades were excellent, good, fair and acceptable;
- (c) she said the contractor's performance assessment report would have direct impact on the chance for the said contractor to win the next bid. The LCSD would compile the performance assessment report seriously;
- (d) the division of the LCSD responsible for contract issues handled the selection of contractors under the established mechanism. She undertook to relay the views of the DFMC to the relevant division;

- (e) regarding the plantation and the land use of slopes, the LCSD could carry out site visits with Mr MAK Yun-pui and Mr Wilson LI to have a better understanding of the lot of the said location before making suggestions. Referrals could be made to other departments for follow-up action when necessary;
- (f) she pointed out that the covered facilities in Lee On area and the facilities under the bridge of Trunk Road T7 that Mr MAK Yun-pui mentioned were not managed by the LCSD. She would further review the lot of the said location and refer the cases to the relevant departments for follow-up actions; and

[Post-meeting note: the representative of the LCSD had inspected the location under the bridge of Trunk Road T7 with Mr Wilson LI on 22 February. The representative had explained the difficulties in installing additional recreational facilities under the bridge to the member. ]

- (g) she said when the annual maintenance was conducted in the three swimming pools in the Sha Tin District in winter, full inspection of lockers would be carried out to enhance security. For example, locks would be replaced.

32. Members noted the above report.

Report on the Services and Promotional Activities of Public Libraries in Sha Tin  
(Paper No. DFM 8/2018)

33. Members noted the above report.

Report on the Management of Community Halls in Sha Tin  
(Paper No. DFM 9/2018)

34. Members noted the above report.

**Information Paper**

Progress Report on 2017-2018 District Facilities and Improvement Works  
(Paper No. DFM 10/2018)

35. Mr CHU Po-hei, Architect of Ho & Partners Architects, Engineers reported that the Working Group on District Facilities and Improvement Works had discussed at the meeting on 8 February 2018 the lighting design of “ST-DMW378 - Provision of Covered Walkway at Hang Tai Road, Ma On Shan” (DMW 378). The contract consultant put forward three proposals and all conformed to the requirement on the average level of lumen output as stipulated in the guidance on lighting design set by the HyD. Among the three proposals, the proposal to install lights in the middle of the cover along the vertical axis of the walkway (Proposal 1), and the proposal to install lights on the stringers of the two sides along the vertical axis of the walkway (Proposal 3) were more appropriate. Having considered such factors as maintenance, aesthetic appearance and dazzling level of the lights, the Working Group adopted Proposal 3 of lighting design by a majority vote. The contract consultant was working out the details and it was expected that the contract documents would be ready by April. Then, the tendering procedure would commence in May.

36. The views of Mr CHING Cheung-ying were summarised below:

- (a) he pointed out that “ST-DMW388 - Installation of benches near Kak Tin Village Kung Miu Staircase” (DMW 388) was well-received by the villagers of the area and he thanked the staff concerned. He said villagers reflected to him that they hoped a

bench would be installed in another location if possible. He hoped the related departments would take note of their expectation. However, the villagers opined that the project cost of \$60,000 was too much as the land was flat but only four seats were to be installed under DMW 388. They hoped the STDO would carefully review whether the expenditure was reasonable. Besides, he considered that the project cost of \$50,000 for “ST-DMW387 - Installation of map board at entrance of Lok Lo Ha Village, Sha Tin” was too much; and

- (b) he suggested listing more information in the paper, like the number of seats for seat provision works, so that members could tell whether the works were cost-effective more easily.

37. The views of Mr Michael YUNG were summarised below:

- (a) he said the Working Group on District Facilities and Improvement Works had discussed at the meeting on 8 February 2018 the lighting design of DMW 378. He opposed Proposal 3 at the meeting;
- (b) he pointed out that the consulting firm did not provide the data of background lighting, and thus he could not quantify it. He considered that the Working Group had not made the decision according to the information provided by the consulting firm. He said the funding application should not be approved if any complaint on the poor illumination of DMW 378 was received in future. The concerned cost should be borne by the HAD or consulting firm; and
- (c) regarding “ST-DMW292 - Provision of Toilet Facilities at Sha Tin Wai Playground” (DMW 292), he asked why the ArchSD could not revise the original traffic impact assessment, but needed to commission another consulting firm. He asked whether it was because the term contract of the consulting firm had expired and follow-up work could not be conducted. The contract consultant also had not collected any statistics of the road junction nearby before. Assessment had to be done again as extra data was needed to be collected due to the change of road direction. He enquired of the LCSD and the ArchSD whether follow-up work would still be conducted under this approach.

38. Mr Billy CHAN enquired of the ArchSD whether road excavation and pipe connection would be carried out on the road for DMW 292.

39. The Chairman requested the Secretariat to list more works information in the paper, so that members could have a better understanding.

40. Mr NG Fuk-sing, Senior Inspector of Works (Sha Tin) of the STDO replied that the STDO had invited 17 contractors for quotation in respect of DMW 388 under open tendering. The expected cost of the works was reduced from \$60,000 as estimated to \$42,800 after tendering. He stated that the time needed for tendering and the number of seats to be installed would affect the price, and contractors would also adjust the price with reference to the market price and the condition of workers. According to past experience, he considered it reasonable to install four seats by \$42,800.

41. Ms Connie HO, Property Services Manager/Wong Tai Sin-East & Shatin-East of the ArchSD gave a consolidated response as follows:

- (a) she pointed out that as there was traffic concern for DMW 292, the feasibility of

connecting another sewer manhole (i.e., the sewer manhole on the lawn), had to be considered. The ArchSD had sought advice from the Drainage Services Department (DSD) through the Secretariat earlier. The DSD replied that as the said sewer manhole had been collecting a large amount of sewage discharged from village houses nearby, connecting the sewer manhole on the lawn was not recommended. Meanwhile, the DSD suggested checking the sewer manhole on the road to see whether the area of the underground sewer manhole was wholly located under the road, or partially located under the pedestrian walkway, so as to minimise the area of road closure. After checking, it was found that the area of the said underground sewer manhole was wholly located under the road, and thus road closure was necessary. The ArchSD reported the situation at the Working Group meeting held on 8 February this year. The Working Group recommended connecting the sewer manhole on the road and adjusting the original temporary traffic arrangement before handing in the application to the Transport Department (TD) for another trial, in order to see whether the said sewer manhole could be connected; and

- (b) in response to the view of Mr Michael YUNG, she said that the contract of the contractor which conducted the traffic impact assessment last time had expired. So it was necessary to commission a consultant again and the traffic impact assessment had to be adjusted before handing in to the TD for approval. The traffic condition of Yat Tai Street and Sha Kok Street would also be considered in the assessment this time.

42. Ms Selina LEUNG said if members did not have any more opinions, the ArchSD would prepare the commissioning of a consultant to conduct a traffic impact assessment again on the original sewer manhole location.

43. Members noted the above report.

#### **Date of Next Meeting**

44. The next meeting was scheduled to be held at 2:30 pm on 24 April 2018 (Tuesday).

45. The meeting was adjourned at 3:57 pm.

Sha Tin District Council Secretariat  
STDC 13/15/50

April 2018