

Sha Tin District Council
Minutes of the 5th Meeting of
the Finance and General Affairs Committee in 2017

Date : 19 September 2017 (Tuesday)
Time : 2:30 pm
Venue : Sha Tin District Council Conference Room
 4/F, Sha Tin Government Offices

<u>Present</u>	<u>Title</u>	<u>Time of joining the meeting</u>	<u>Time of leaving the meeting</u>
Mr MOK Kam-kwai, BBS (Chairman)	DC Member	2:30 pm	2:58 pm
Ms Wong Ping-fan, Iris (Vice-Chairman)	"	2:30 pm	2:58 pm
Mr HO Hau-cheung, SBS, MH	DC Chairman	2:30 pm	2:58 pm
Mr PANG Cheung-wai, Thomas, SBS, JP	DC Vice-Chairman	2:30 pm	2:58 pm
Mr CHAN Billy Shiu-yeung	DC Member	2:39 pm	2:54 pm
Mr CHAN Kwok-keung, James	"	2:30 pm	2:54 pm
Ms CHAN Man-kuen	"	2:30 pm	2:58 pm
Mr CHAN Nok-hang	"	2:30 pm	2:58 pm
Mr CHING Cheung-ying, MH	"	2:45 pm	2:58 pm
Mr CHIU Chu-pong, Sunny	"	2:34 pm	2:58 pm
Mr CHIU Man-leong	"	2:30 pm	2:58 pm
Mr HUI Yui-yu, Rick	"	2:30 pm	2:56 pm
Mr LAI Tsz-yan	"	2:44 pm	2:58 pm
Ms LAM Chung-yan	"	2:30 pm	2:58 pm
Mr LI Sai-hung	"	2:30 pm	2:58 pm
Mr LI Sai-wing	"	2:53 pm	2:58 pm
Ms PONG Scarlett Oi-lan, BBS, JP	"	2:35 pm	2:58 pm
Mr TING Tsz-yuen	"	2:30 pm	2:58 pm
Mr TONG Hok-leung	"	2:30 pm	2:58 pm
Ms TUNG Kin-lei	"	2:30 pm	2:58 pm
Mr WAI Hing-cheung	"	2:33 pm	2:58 pm
Mr WONG Fu-sang, Tiger	"	2:30 pm	2:58 pm
Mr WONG Hok-lai	"	2:44 pm	2:54 pm
Mr WONG Ka-wing, MH	"	2:30 pm	2:58 pm
Mr WONG Yue-hon	"	2:30 pm	2:58 pm
Mr YAU Man-chun	"	2:30 pm	2:58 pm
Mr YIP Wing	"	2:30 pm	2:58 pm
Mr YIU Ka-chun	"	2:30 pm	2:58 pm
Ms YUE Shin-man	"	2:30 pm	2:58 pm
Mr YUNG Ming-chau, Michael	"	2:33 pm	2:58 pm
Mr HO Kin-nam, David (Secretary)	Executive Officer I (District Council)1 / Sha Tin District Office		
<u>In Attendance</u>	<u>Title</u>		
Mr WONG Tin-pui, Simon	Assistant District Officer (Sha Tin)		
Mr YUEN Chun-kit, Derek	Senior Executive Officer (District Council) / Sha Tin District Office		
Ms LO Wai-man, Mimi	Liaison Officer in charge (East)3 / Sha Tin District Office		
Ms LEUNG Chung-choi, Katie	Liaison Officer (East)1 / Sha Tin District Office		
Ms LI Hoi-man	Liaison Officer (East)3b / Sha Tin District Office		
Ms CHAN Shuk-man	Liaison Officer (West)2a / Sha Tin District Office		

In Attendance

Ms CHAN Hei-tung
Sergeant TONG Chi-fai

Ms Joanne HO

Mr YUEN Wai-hang

Title

Project Coordinator (District Council)7 / Sha Tin District Office
Police School Liaison Officer of Police Community Relations Office,
Shatin District, Hong Kong Police Force
Program Officer, Jockey Club Shatin Integrated Service Centre for
Children and Youth, Hong Kong PHAB Association
Project Coordinator, Hong Kong College of Technology

Absent

Mr LEE Chi-Wing, Alvin
Mr LEUNG Ka-fai, Victor
Mr LI Wing-shing, Wilson
Mr PUN Kwok-shan, MH
Mr SIU Hin-hong
Mr NG Kam-hung
Ms TSANG So-lai

Title

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

Action

The Chairman welcomed all members to the fifth Meeting of the Finance and General Affairs Committee of the year.

Application for Leave of Absence

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

Mr Alvin LEE	Official commitment
Mr PUN Kwok-shan	”
Mr Victor LEUNG	Out of Town
Mr Wilson LI	”
Mr SIU Hin-hong	Sickness

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

Confirmation of the Minutes of the Meeting Held on 18 July 2017

4. Members unanimously endorsed the above minutes of the meeting.

Discussion Items**Meeting Schedule of the Committee for 2018**

(Paper No. FGA 38/2017)

5. Members unanimously endorsed the above meeting schedule of the Committee.

Duty Visit of the Sha Tin District Council

(Paper No. FGA 39/2017)

6. The views of Mr HO Hau-cheung were summarised below:

- (a) this term of Sha Tin District Council (STDC) could explore the possibility of organising one more duty visit as time allows. Therefore, he hoped the Working Group on Public Relations and Publicity (Working Group) might consider proposing an earlier visit date for this duty visit to Singapore; and
- (b) he suggested that apart from the period from 28 January to 1 February 2018, the Working Group could also consider to schedule the duty visit after the District Council (DC) meeting date in November 2017, namely 30 November to 4 December 2017, for Members who wished to participate to choose.

7. The views of Mr PANG Cheung-wai were summarised below:

- (a) the period of duty visit proposed by the Working Group in the document was close to Lunar New Year. As DC Members would attend various community activities before and after Lunar New Year, it would be better to adjust the period of duty visit;
- (b) the Working Group could consider proposing an earlier date for this duty visit to Singapore, so that this term of DC could explore the possibility of organising one more duty visit as time allows;
- (c) the Working Group might consider proposing several periods of duty visit and select the period with most votes after consulting all DC Members through questionnaire. Specific periods of duty visit proposed were as follows:
 - (i) 30 November to 4 December 2017;
 - (ii) 28 January to 1 February 2018; or
 - (iii) 8 to 12 April 2018; and
- (d) he suggested that let the participating DC Members decide themselves whether each person would occupy half of the room or a whole room regarding the accommodation arrangement for duty visits, and the rating of the hotel should be chosen in an economical manner and shall not be higher than four stars.

8. Mr James CHAN suggested that the period of duty visit be postponed to the month after Lunar New Year since DC Members would participate in various community activities before and after Lunar New Year. In addition, he wanted to know whether those DC Members who did not intend to participate in this duty visit to Singapore could otherwise arrange another duty visit to other places under the name of the DC.

9. Mr Michael YUNG suggested adding site visits on the last day of proposed duty visit schedule such as investigating local projects and facilities related to “walkable city” and “intelligent public transportation”. He hoped that the period of duty visit could be adjusted so that DC Members could spare time to participate community activities before and after Lunar New Year. In addition, he wanted to know whether the participating DC Members could reimburse the expense for purchasing comprehensive travel insurance.

10. Mr David HO, Executive Officer I (District Council)1 of Sha Tin District Office gave a consolidated response as follows:

- (a) in determining the period of duty visit, the Working Group shall consider whether the relevant local government departments or public authorities were available to receive the visiting delegates of the DC during the relevant period, and the period shall not overlap with the dates of DC and its committees meetings. Therefore, other than the duty visit period from late January to early February 2018 proposed in the document, members might also consider setting the duty visit period after the meeting dates of the DC and its committees in March 2018, namely April 2018;
- (b) the itinerary proposed in the document was preliminary, the detailed arrangement of which was pending confirmation after discussion and coordination with the relevant local government departments or public authorities, and was subject to adjustment according to actual situations when necessary, which would be submitted to the Committee for review and approval;
- (c) according to the Manual on the Use of Provision for Duty Visits Outside Hong Kong for Members of the DCs of Hong Kong Special Administrative Region (Manual), duty visits by DC Members under the name of the DC shall seek prior approval of the DC meeting; and
- (d) according to the Manual, actual expenses for travel insurance related to duty visits were expenditure items available for application, which would be deducted from the provision for duty visits for DC Members.

11. The Chairman summarised the opinions as follows:

- (a) the Committee asked the Working Group to seek opinions of all DC Members on the period of duty visit via questionnaire, and consider to select the period that most Members choose. Specific periods of duty visit proposed were as follows:
 - (i) 30 November to 4 December 2017;
 - (ii) 28 January to 1 February 2018; or
 - (iii) 8 to 12 April 2018;
- (b) the Committee asked the Working Group and the Secretariat to further contact the local government departments or public authorities for discussing and coordinating matters concerning duty visits, and to prepare details of the visit schedule and submit it to the Committee and the DC for review and approval; and
- (c) the Committee asked the Secretariat to help entrust a licensed travel agency to arrange the duty visit trip of the DC and reminded those Members intending to participate that they shall purchase comprehensive travel insurance to ensure that they received appropriate support and protection in case unpredictable situations happened in the trip.

12. Members unanimously endorsed the destination of the DC duty visit proposed by the Working Group and that the Working Group shall further discuss and coordinate matters concerning duty visits and visit periods.

Funding Applications

2017-2018 Revised Work Plan and Funding Applications of the Working Group under the Committee
(Paper No. FGA 40/2017)

13. Members unanimously endorsed the said revised work plan and funding application.

Funding Applications of Sha Tin District Youth Programme Committee
(Paper No. FGA 41/2017)

14. The Chairman welcomed Ms Joanne HO, Program Officer of Jockey Club Shatin Integrated Service Centre for Children and Youth of Hong Kong PHAB Association, to attend the meeting.

15. Mr LI Sai-wing and Ms Iris WONG declared interests that they were members of Sha Tin District Youth Programme Committee or the joint organisations which included Jockey Club Shatin Integrated Service Centre for Children and Youth of Hong Kong PHAB Association. The Chairman said they could attend the meeting but did not have voting rights on this funding application.

16. Members unanimously endorsed the said funding application.

Funding Applications of Sha Tin District Fight Crime Committee
(Paper No. FGA 42/2017)

17. The Chairman welcomed Mr YUEN Wai-hang, Project Coordinator of Hong Kong College of Technology, to attend the meeting.

18. Ms CHAN Man-kuen, Mr CHAN Nok-hang, Mr CHIU Man-leong, Mr LI Sai-wing, Ms Scarlett PONG, Ms TUNG Kin-lei, Mr WAI Hing-cheung, Mr WONG Ka-wing, Mr WONG Yue-hon, Mr YAU Man-chun and Mr Michael YUNG declared interests that they were members of Sha Tin District Fight Crime Committee or the joint organisations which included Hong Kong College of Technology. The Chairman said they could attend the meeting but did not have voting rights on this funding application.

19. Members unanimously endorsed the said funding application.

Funding Applications for the 2018 Spring Reception Co-organised by the Sha Tin District Council and the Sha Tin District Office
(Paper No. FGA 43/2017)

20. Members unanimously endorsed the said funding application and that the said activity will be held after 10 February 2018.

Information Item

Report of the Working Group
(Paper No. FGA 44/2017)

21. The Committee noted the above paper.

Information Paper

Financial Account of the Sha Tin District Council (as at 31 August 2017)
(Paper No. FGA 45/2017)

22. The Committee noted the above paper.

Date of Next Meeting

23. The next meeting was scheduled to be held at 2:30 pm on 14 November 2017 (Tuesday).

24. The meeting was adjourned at 2:58 pm.

Sha Tin District Council Secretariat
STDC 13/15/50

November 2017