

Sha Tin District Council
Minutes of the 2nd Meeting of
the Community Involvement, Culture and Recreation Committee in 2025

Date : 27 February 2025 (Thursday)
Time : 2:30 pm
Venue : Sha Tin District Office Conference Room 441
 4/F, Sha Tin Government Offices

<u>Present</u>	<u>Time of joining the meeting</u>	<u>Time of leaving the meeting</u>
Ms LO Tai-suen, Ada (Chairman)	2:30 pm	3:25 pm
Ms CHAN Man-kuen, MH (Vice Chairman)	2:30 pm	3:25 pm
Mr WONG Wai-shing	2:30 pm	3:25 pm
Mr KU Wai-ping	2:30 pm	3:25 pm
Mr CHU Wun-chiu	2:30 pm	3:25 pm
Mr NG Kai-tai	2:30 pm	3:25 pm
Ms LAM Siu-man	2:30 pm	3:25 pm
Mr LAM Yu-sing	2:30 pm	3:25 pm
Dr LAM Kong-kwan	2:30 pm	3:25 pm
Mr YIU Ka-chun, MH	2:30 pm	3:25 pm
Ms GUO Xuantong	2:30 pm	3:25 pm
Mr CHEUNG Pak-yuen	2:30 pm	3:25 pm
Mr LEUNG Ka-wai	2:30 pm	3:25 pm
Mr CHAN Tan-tan	2:30 pm	3:25 pm
Miss CHAN Hiu-ying	2:30 pm	3:25 pm
Miss MOK Hei-man	2:30 pm	3:25 pm
Ms WONG Po-yee	2:30 pm	3:25 pm
Mr YEUNG Ying-hon, Ronald	2:30 pm	3:25 pm
Miss TUNG Kin-lei	2:30 pm	3:25 pm
Dr LIU Tsz-chung, Michael	2:30 pm	3:25 pm
Mr TSOI Ming-yang	2:30 pm	3:25 pm
Mr CHENG Ka-ho, MH, JP	2:30 pm	3:25 pm
Mr CHOI Wai-shing	2:30 pm	3:25 pm
Mr TANG Siu-fung, Calvin	2:30 pm	3:25 pm
Miss LAW Yuen-pui	2:30 pm	3:25 pm
Ms KUNG Mei-chi	2:30 pm	3:25 pm
Mr LEE Chun-ho	2:30 pm	3:25 pm
Dr CHAN Wai-kai, MH	2:42 pm	3:25 pm
Mr WONG Yan-ming	2:30 pm	3:25 pm
Mr WONG Wai-long, Loren (Secretary)	Executive Officer (District Council)2, Sha Tin District Office	

In Attendance

Ms TSANG Ka-yi, Carmen
Mr LEE Man-fai, Dave

Ms CHAN Cheuk-yu, Cherry

Ms KWOK Ka-yu, Kave

Mr YIP Kam-ming, Dick

Mr YUE Kam-tat, Simon

Mr WOO Shun-chung, Franko

Ms YIP Wing-shan

Ms OR Hiu-man, Stella

Ms LAU Fung-yi, Connie

Mr KAM Pak-yeung

Title

Assistant District Officer (Sha Tin)2
Senior Executive Officer (District Council),
Sha Tin District Office
Executive Officer I (District Council)2,
Sha Tin District Office
Deputy District Leisure Manager (Sha Tin)1,
Leisure and Cultural Services Department
Deputy District Leisure Manager (District Support) Sha Tin,
Leisure and Cultural Services Department
Assistant District Leisure Manager (Sha Tin)5,
Leisure and Cultural Services Department
Assistant District Leisure Manager (District Support) Sha Tin,
Leisure and Cultural Services Department
Senior Librarian (Sha Tin),
Leisure and Cultural Services Department
Senior Manager (New Territories East) Promotion,
Leisure and Cultural Services Department
Manager (New Territories East) Marketing and District Activities,
Leisure and Cultural Services Department
Senior Community Relations Officer,
ICAC Regional Office (New Territories East)

In Attendance by Invitation

Ms LUK Kin-hong, Cathy

Mr LAM Ping-kwan, Watson

Ms WONG Chui-shan, Tracy

Ms LO Cheuk-hei, Eugene

Title

Liaison Officer i/c (Youth Programme),
Sha Tin District Office
Liaison Officer i/c (West)1,
Sha Tin District Office
Liaison Officer i/c (East)1,
Sha Tin District Office
Liaison Officer (South)2b,
Sha Tin District Office

The Chairman welcomed members and representatives of government departments to the meeting of the Community Involvement, Culture and Recreation Committee.

Application for Leave of Absence

2. The Chairman said that the Sha Tin District Council Secretariat had not received any application for leave of absence in writing from members prior to the meeting.

Confirmation of Minutes

Minutes of the Meeting Held on 9 January 2025
(CCRC Minutes 1/2025)

3. Members unanimously endorsed the above minutes.

Questions

Question Raised by Mr KU Wai-ping on the Development of Busking in Sha Tin District (Paper No. CCRC 7/2025)

4. Members' further enquiries were as follows:
- (a) Open Stage was an outdoor performance scheme exclusive to Sha Tin District. Members appreciated the work of the Leisure and Cultural Services Department (LCSD) on promoting the development of busking;
 - (b) in 2024, the LCSD received 260 booking applications for the Open Stage scheme, among which 135 applications were approved. Members wished to know the reason why the other 125 applications were not approved and the LCSD's assessment criteria for performers;
 - (c) given that the programme schedule of Open Stage consisted predominantly of singing performances, members enquired whether there were other types of performances, for example, dancing, drama, acrobatics and magic shows;
 - (d) as regards complaints about noise nuisance, members hoped that the LCSD could provide information of the current handling mechanism and procedures;
 - (e) in connection with promotional channels, the LCSD was promoting the Open Stage scheme via means like leaflets, display screens and the official website at the moment. Members asked whether the LCSD would consider utilising social media (such as Facebook and Instagram), collaborating with local arts organisations for promotion or inviting District Council members to recommend local arts organisations for participation in the scheme; and
 - (f) with regard to potential new performance sites, members opined that the venue had a great impact on performers in terms of pedestrian flow and atmosphere. They wished to know whether the LCSD would consider holding performances in the space in front of the stairs at Sha Tin Town Hall Plaza so as to attract more people to watch the performances and facilitate the interaction between performers and audience.
5. Members' suggestions and views were as follows:
- (a) members asked whether the LCSD could support other art forms or more interactive programmes, such as performing arts and street dramas; and
 - (b) members enquired whether the LCSD would consider expanding the Open Stage scheme to Ma On Shan area using the site near the sports centre and the library.
6. A representative of the LCSD gave a consolidated response as follows:
- (a) in respect of booking applications for the Open Stage scheme, since the performing time was limited to weekends and public holidays with three time slots available per day, applicants might have to compete for the same time slot. The LCSD would allocate the performing time slots on a first-come, first-served basis or by drawing lots;

- (b) the assessment criteria mainly comprised three aspects: technical level (such as skills and vocal technique), performing and artistic level (such as creativity and artistic appeal) and programme safety and suitability (such as whether it would cause noise nuisance or obstruction to pedestrian flow);
- (c) the majority of the current programmes were singing performances in nature, but there were also dancing and acrobatic performances;
- (d) the LCSD would conduct noise control in accordance with the Noise Control Guidelines for Music, Singing and Instrument Performing Activities of the Environmental Protection Department. There were on-site staff responsible for noise control, who might require performers to lower their volume depending on the circumstances on the spot, and they had the power to stop the performance if performers failed to respond to repeated advice;
- (e) in connection with promotional channels, the LCSD welcomed members to recommend local arts organisations or individuals to apply for the scheme; and
- (f) regarding potential new performance sites, the LCSD noted members' views. Given that the space in front of the stairs at Sha Tin Town Hall Plaza was currently a rental facility for organisations, the LCSD would consider the overall allocation of resources before determining whether it would look for more performance venues in future.

7. Members' suggestions and views in the second round were as follows:

- (a) launched in 2010, the Open Stage scheme had 135 successful bookings last year. Members asked the LCSD to provide the data and trends of successful bookings of the Open Stage scheme in each of the past few years; and
- (b) members wished to know the effectiveness, public participation, public response and the number of audience of the Open Stage scheme since it was launched.

8. A representative of the LCSD gave a consolidated response as follows:

- (a) the LCSD would provide supplementary information regarding the number of previous successful applications for booking after the meeting. Due to cancellation of outdoor activities during the epidemic, the Department might not be able to provide the booking data during that period; and
- (b) regarding the effectiveness of the scheme, the LCSD recorded the numbers of performers and audience after each performance and regularly reviewed the feasibility of expanding the scheme. However, specific information about expansion of the scheme was not available at the moment.

[Post-meeting note: The LCSD provided members with relevant supplementary information via the Secretariat on 26 March 2025.]

Question Raised by Ms CHAN Man-kuen on the Usage of Fitness Rooms under the Leisure and Cultural Services Department in Sha Tin District
(Paper No. CCRC 8/2025)

9. The Vice Chairman's further enquiries were as follows:

- (a) monthly ticket holders accounted for 80% of the total number of fitness room users, showing that monthly tickets were well received by the public;
- (b) fitness room users had to make bookings via the SmartPLAY system, on which the LCSD allowed urgent cancellation of fitness room bookings during a transitional period after the new arrangements were implemented. She wished to know how long the transitional period was expected to last;
- (c) she enquired about the penalty for monthly ticket holders who made urgent cancellation of bookings;
- (d) the LCSD recorded 286 cases of violation by monthly ticket users and 18 complaints about the new booking policy. She enquired whether the LCSD had recorded the details of the cases of violation and complaints, as well as data of the violation cases; and
- (e) while users could currently cancel bookings one hour prior to the reserved sessions, the one-hour notification time was too short for other users who wished to make bookings, which might result in a waste of fitness room resources.

10. Members' suggestions and views were as follows:

- (a) members had made proposals to the LCSD on improving the SmartPLAY services booking and information system. As some members of the public reflected that the system was rather complicated for the elderly, members asked whether the LCSD would consider keeping traditional manual service counters to provide assistance to elderly people who were unfamiliar with the smart system;
- (b) members suggested that the LCSD consider introducing functions such as an artificial intelligence voice assistant into SmartPLAY for the convenience of the elderly and people in need; and
- (c) the public expressed that they purchased monthly tickets for the reason of having a flexible workout schedule, but at present they had to make prior booking for a particular session. The constraint imposed by the new measure deprived monthly ticket holders of the flexibility, which was no different from direct purchase of an hourly ticket for a certain session. Members enquired whether the LCSD would consider offering monthly ticket holders the priority to use fitness rooms and allowing them to extend the duration of usage.

11. A representative of the LCSD gave a consolidated response as follows:

- (a) the new arrangements for fitness room booking aimed to provide convenience for monthly ticket holders to plan their workout in advance. Apart from saving time on queuing, it also enabled effective utilisation of fitness room facilities, allowing more people to use the fitness rooms. Monthly ticket holders were allowed to pre-book a fitness room session within

seven days, so that they could make better advance planning and avoid the past situation of waiting outside the fitness room for a long time due to full booking. In addition to the fact that every fitness room under the LCSD in Sha Tin District offered a larger quota for monthly tickets than hourly tickets, the new booking arrangements did not put any limit on the numbers of hour that a monthly ticket user could use each day or each month;

- (b) in connection with the arrangement for urgent cancellation of bookings, the LCSD allowed monthly ticket holders to cancel their bookings up to one hour in advance, and the system would release the cancelled sessions instantly for booking by other users to avoid waste;
- (c) regarding the problems some elderly users encountered while using SmartPLAY, the LCSD had been collecting feedback and forwarding it to relevant sections for their consideration to improve the system in future. Currently, customer service ambassadors had been deployed to LCSD venues to assist members of the public and elderly people in need in using and familiarising themselves with the system; and
- (d) the 18 complaints on record were mainly made by members of the public who found the new booking system inconvenient when they had not yet adapted to the system at the initial stage of its launch. As the public had become more familiar with the system, the number of complaints had gradually dropped. Violation of usage primarily involved failure to cancel bookings in time because users had not got used to the new booking system. The LCSD would continue to monitor the usage of fitness rooms and analyse the data to take follow-up actions in a timely manner.

[Post-meeting note: The LCSD added that the 286 cases of violation mainly involved users “forgetting to check in” or “not being present during the use of the booked session”. The number of cases had significantly dropped, showing that monthly ticket holders of fitness rooms had gradually got used to the new arrangements. The LCSD understood that the public needed time to adapt to the new arrangements and would continue with its promotional efforts and collect feedback for a timely review on the effectiveness of the measure to make improvements.

The LCSD conveyed members’ suggestions and views to relevant sections on 21 March 2025.]

Information Papers

2025/2026 Work Plan of the Leisure and Cultural Services Department in Sha Tin District (Paper No. CCRC 9/2025)

- 12. A representative of the LCSD briefly introduced the paper.
- 13. Members enquired about the following matters:
 - (a) members wished to know whether refurbishment works of Sha Tin Town Hall would be carried out on the ground floor and in some conference rooms and music studios after July 2025, as well as the relevant time, scale and impacts of the refurbishment;

- (b) members enquired whether martial arts activities in Sha Tin District served as the National Sports Association's training base for martial arts talents, and whether these locally trained talents were provided the opportunity to take part in district performances;
- (c) members enquired whether the LCSD had any plan to release and promote information about the 15th National Games in advance, so that the public could learn about this mega event at an earlier stage;
- (d) members enquired whether the Community Cultural Ambassador Scheme could work in synergy with other activities (such as the 18dART - Community Arts Scheme and the Open Stage scheme), and whether Community Cultural Ambassadors would receive priority consideration if they applied for these activities;
- (e) members suggested providing more recreational activities suitable for women, such as courses on pilates, muscle strengthening and rehabilitation exercise;
- (f) members enquired whether the LCSD could enhance and extend mobile library services, especially in areas lacking library facilities like Shek Mun Estate; and
- (g) members enquired whether the LCSD could consider relocating the mobile library in Sui Wo Court to Chun Yeung Estate, so as to maintain regular mobile library services in the area.

14. A representative of the LCSD gave a consolidated response as follows:

- (a) the refurbishment works of Sha Tin Town Hall, which mainly involved replacement of acoustic lining and floor layer as well as upgrading of equipment, would be carried out in the dance studio, the conference room and lecture rooms between 18 August and 30 November 2025, whereas the music studio and practice rooms would not be affected. Details of relevant works had been uploaded to the website of the LCSD, and the Department had also notified hirers affected in advance that they had to look for alternative venues during the refurbishment period;
- (b) martial arts activities held in Sha Tin District were co-organised with the National Sports Association and district sports organisations. Martial arts competitions and relevant activities were held on a regular basis every year for promoting martial arts;
- (c) in view of the National Games to be held this year, the LCSD was planning to set up promotional display boards at various sports centres in Sha Tin District for public access to relevant information;
- (d) the 18dART - Community Arts Scheme provided arts training courses on a continuous basis, aiming to cultivate and raise the public's interest in arts, while the Community Cultural Ambassador Scheme recruited artists and arts groups to give one-off performances in communities, so the two schemes were slightly different in nature. However, the Community Cultural Ambassador Scheme and the Open Stage scheme had a synergetic effect. When selecting performing organisations for the Community Cultural Ambassador Scheme, the LCSD would consider applicants' previous performing experience and participation in relevant schemes, including the Open Stage scheme. The two schemes complimented each other to promote community arts;

- (e) all members of the public were welcomed to participate in the recreation and sports training courses organised by the LCSD without any limitation on gender. The LCSD had already been organising training courses on rehabilitation exercise and noted members' views on introducing pilates activities;
- (f) the LCSD had already arranged tight schedules for mobile libraries with the available resources, leaving no room to provide additional service stations at the moment. To cater for the public demand for reading, the LCSD had particularly arranged a Library-on-Wheels, which was a specially designed small truck, to visit Shek Mun Estate regularly to provide library services. In addition to approximately 300 books available on board for the public to borrow, theme-based reading and public library self-service were promoted on the truck, where e-books and other electronic resources were also provided. The LCSD would continue to pay close attention to the public demand and enhance the promotion of library services;
- (g) the property management company of Sui Wo Court notified the LCSD in October 2023 that the housing estate had to undergo renovation works for two years. Back then, the LCSD immediately identified other available locations in Sui Wo Court for the parking of the mobile library (such as the location beside the bus stop), but the results of a vehicle trial indicated that there were safety risks of vehicular access at the location. To avoid regular service periods of the mobile library being left idle and in consideration of the demographic distribution and usage of library stations within the district, the mobile library was arranged to provide services in Pok Hong Estate. The LCSD planned to resume mobile library services in Sui Wo Court upon completion of the renovation works; and
- (h) the LCSD understood the demand of residents in Chun Yeung Estate for mobile library services. A vehicle trial was conducted at the location in Chun Yeung Estate where the Library-on-Wheels was parked, but it proved to be infeasible as the location was not suitable for installing an electricity box.

15. Members noted the above paper.

Annual Plan on Community Involvement Programme of the Sha Tin District Office for 2025/2026 (April 2025 to March 2026)

(Paper No. CCRC 10/2025)

16. A representative of the Sha Tin District Office (STDO) briefly introduced the paper.

17. A member pointed out that the activity plan had continuity, therefore suggesting that the STDO could consider bringing the festive lighting programme forward to the National Day and adding the theme of the National Games, so as to create a lasting sporting vibe for promotion of the National Games.

18. A representative of the STDO noted the member's view.

19. Members noted the above paper.

Report and Plan by the Leisure and Cultural Services Department on Extension Activities of Public Libraries in Sha Tin District (4th Quarter of 2024 to 1st Quarter of 2025)
(Paper No. CCRC 11/2025)

20. Members noted the above paper.

Report by the Leisure and Cultural Services Department on Organisation of Cultural Activities and Utilisation of Facilities in Sha Tin District (4th Quarter of 2024 to 1st Quarter of 2025)
(Paper No. CCRC 12/2025)

21. Members noted the above paper.

Date and Time of Next Meeting

22. The next meeting was scheduled to be held at 2:30 pm on 24 April 2025 (Thursday).

23. The meeting was closed at 3:25 pm.

Sha Tin District Council Secretariat
STDC 13/15/75

April 2025