

**Summary of Minutes of the 12th Meeting of
the Finance, Administration and Publicity Committee (2012-2013)**

Meeting

The Finance, Administration and Publicity Committee (“FAPC”) held its twelfth meeting on 11 October 2013.

Printing of 2014 TMDC Calendars and Red Packets

2. FAPC endorsed the revised photos for the calendars and the Secretary would follow up on matters relating to the printing and distribution of the calendars. In view of the tight time-frame, FAPC resolved that the printing of calendars should be commenced immediately after the examination and confirmation of the initial design by the Chairman.

Deadlines for Application for DC Funds for “Community Involvement Projects”

3. FAPC endorsed the deadlines for application for District Council (“DC”) funds. The Secretariat would issue letters to local organisations regarding the matter concerned at the end of the year.

Review on the Remaining Funding for DC for FY2013-2014

4. In general, the Committees had organised activities according to the estimated provision. Though some of the Committees had not fully spent their funding, FAPC resolved that redeployment of the remaining funding mentioned in the annex of the paper was not necessary at the present stage because the total estimated provision had nearly reached 24% of the over-commitment limit of the approved provision.

DC Funds Applications (Projects to be held or Commence between December 2013 and March 2014)

5. Given the limited amount of the unspent DC funds, FAPC endorsed that the maximum provision for each local organisation for this period should be capped at \$8,000. After the setting of the ceiling, the amount of provision would slightly exceed that estimated at the beginning of this financial year by nearly \$900 while the

amount of provision for each mutual aid committee would exceed that originally estimated by \$50,000 and the total provision would approximately reach 24% of the over-commitment limit of the approved provision. To facilitate the flexible and effective use of DC funds by general local organisations, the Secretariat had allocated provision to activities concerned according to the priority indicated by individual organisations.

6. FAPC endorsed the allocation of \$1,571,350 to a total of 315 funding applications. Applications involved funding of \$100,000 or above would be submitted to DC for confirmation.

DC Funds Applications (Projects to be held between 2014 and 2015)

7. FAPC endorsed the allocation of \$14,400 to a total of two funding applications.

Revision of the TMDC Funding Guidelines on Implementation of “Community Involvement Projects”

8. The revision of allocation ceiling previously proposed by the Working Group on the Review of TMDC Sponsored Items had been agreed by FAPC and DC. Apart from the allocation ceiling, other provisions of the guidelines had also been slightly amended to better reflect the requirements being adopted but not yet set out in the guidelines and for the compliance of organisations. The amendments set out in the Annex were highlighted in revision mode and endorsed by FAPC.

Proposed Addition of Designated Organisation

9. Regarding the application for status of designated organisation submitted by the Hong Kong Schools Sports Federation Tuen Mun Primary Schools Area Committee, FAPC resolved to reject the application after discussion.

Position of TMDC Funds up to 30 September 2013

10. As at 30 September 2013, DC had allocated a provision of \$26,318,697 for organising 991 community involvement projects.

Case on Cancellation of Reimbursement of DC Funds

11. As the Sherwood Owners' Committee did not submit the Statement of Income and Expenditure and the Final Report as well as the relevant receipts before deadline, its funding had been cancelled. The organisation had informed the Secretariat that it agreed to the cancellation of funding.

Report of Working Group on TMDC Work Report 2012-2013

12. As the quotation for the printing of TMDC Work Report was lower than expected, the Working Group at first proposed to increase the number of copies to be produced to 5 700. However, after re-examination, it noted that increasing the number of copies to be produced would involve re-quotation since the quotation concerned was for the production of 5 000 copies or less. In view of the tight time-frame and to avoid impeding progress, FAPC endorsed the production of 5 000 copies.

Secretariat, Tuen Mun District Council

Date: 22 October 2013

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