

**Summary of Minutes of the 6<sup>th</sup> Meeting of  
the Finance, Administration and Publicity Committee (2014-2015)**

**Meeting**

The Finance, Administration and Publicity Committee (“FAPC”) held its 6<sup>th</sup> meeting on 10 October 2014.

**Printing of 2015 Calendars and Red Packets of Tuen Mun District Council (“TMDC”)**

2. The FAPC made comments on the contents of the wall calendars. The Chairman asked the Secretariat to revise the wall calendars according to Members’ comments and after that, provide the contractor’s initial design for his examination and confirmation before putting the calendars in print directly.

**Deadlines for Application for District Council (“DC”) Funds for “Community Involvement Projects”**

3. Given the recess at the end of the next year, the last round of fund allocation for the next financial year (“FY”) would be brought forward to the meeting in late August for approval. The FAPC confirmed the deadlines for application for 2015-2016 DC Funds.

**Review on Remaining Funding for DC for FY2014-2015**

4. The FAPC noted the remaining funding for the DC for FY2014-2015.

**DC Funds Applications (Projects to be Held or Commence between October 2014 and March 2015)**

5. Given the limited amount of unspent DC funds for the current year, the FAPC agreed that a cap of \$8,200 would be set for each organisation for this period of application, and provision would be allocated to the activities concerned by priority set by the organisations. The FAPC endorsed the allocation of \$1,762,285 to a total of 310 funding applications, of which the amount of allocation for each mutual aid committee for the current FY would exceed that originally estimated by about \$57,000. After the allocation was increased, there would be an approximately 24.7% over-commitment for the total estimated provision for the current FY.

**Cases on DC Funded Project**

6. The first case involved the “Anti-drugs Carnival” organised by the Fu Tai Resident Association. While the activity was cancelled due to rainy weather, part of the expenditures had been incurred and the prizes at the activity’s booths had been wetted and damaged. After discussion, the FAPC resolved to reimburse the organisation, but asked the Secretary to write to remind the organisations that proper accounts of the materials damaged in activities should be given in future. In case of similar situations in future, the organisations should follow this practice. As for the volunteer allowance in this case, each volunteer would be reimbursed \$50 only.

7. The second case involved the “Exercise for All in Tuen Mun” jointly organised by the Physical Fitness Association of Hong Kong, China Limited and the Steering Group on Leisure and Sports Development. As shown in a photo of the activity, not only a publicity banner of the activity was placed behind the participants, there was another banner showing the name of a District Councillor’s office, and this was in

contravention with the requirements in respect of DC funds. After discussion and voting, the FAPC endorsed a withdrawal of the fund allocation to the activity.

**Proposed Arrangements for Broadcasting of DC Publicity Videos on LED Panel on External Wall of Tuen Mun Government Offices**

8. The FAPC agreed to the arrangements for video broadcasting on the LED panel on the external wall of the Tuen Mun Government Offices.

**Retention of Audio Record of Meetings**

9. The FAPC discussed the arrangements for the retention of audio records of meetings and resolved that audio records of working group meetings would be kept until one week after the confirmation of the minutes of the meetings concerned.

**Abolition of Proxy Voting for Absent Members at Working Group Meetings**

10. The FAPC discussed the matter concerning the abolition of proxy voting for absent members at working group meetings and resolved to maintain the status quo by retaining the arrangement of proxy voting for absent members.

**Position of TMDC Funds up to 26 September 2014**

11. As at 26 September 2014, the TMDC had allocated a provision of \$26,529,106 for organising 989 community involvement projects.

Secretariat, Tuen Mun District Council

Date: 17 October 2014

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