

**Summary of Minutes of the 8th Meeting of
the Finance, Administration and Publicity Committee (2014-2015)**

Meeting

The Finance, Administration and Publicity Committee (“FAPC”) held its eighth meeting on 13 February 2015.

Use of District Council Funds to Engage Dedicated Staff to Facilitate the Discharge of District Council Duties – the Arrangement of Extending Contract Period to Three Months beyond the Expiry of the Term of Office of the Current-term District Council

2. The FAPC endorsed the proposal to extend the contract period of dedicated staff engaged with District Council (“DC”) funds to three months beyond the expiry of the term of office of the current-term TMDC (i.e. 31 March 2016) and disburse end-of-contract gratuity to full-time staff with less than one year’s service on pro rata basis in accordance with the guidelines of the Home Affairs Department (“HAD”). The proposal would be submitted to the meeting of the Tuen Mun District Council (“TMDC”) to be held on 2 March this year for confirmation.

DC Funds Applications (Projects to be Held or Commence between April and December 2015)

3. The FAPC endorsed the allocation of \$6,364,824.5 to a total of 353 funding applications.

DC Funds Applications (Projects to be Held or Commenced between February and March 2016)

4. According to the requirements of the HAD, the DCs should not commit items of expenditure extending beyond their existing term. The FAPC gave in-principle support to the allocation of \$260,000 to two funding applications at the meeting. As the applications involved funding more than \$100,000, they had to be submitted to the TMDC for deliberation at its next meeting. After in-principle support was sought, they would be submitted to the next-term TMDC for confirmation at its first meeting.

DC Funds Applications (Projects to be Held or Commenced between April 2015 and March 2016)

5. According to the instructions of the HAD, the DCs should not commit items of expenditure extending beyond their existing term. However, projects endorsed by the current DCs which had started in their existing term but straddled the first three months of the new term were not subject to the endorsement of the new DCs. The funding application of the “Cleaning of DC Notice Boards and Posting of Reports of DC” met the above instructions. In view of the principle of caring for the disadvantaged groups and their integration into the community, and after taking into account that the service was provided by the Pentecostal Church of Hong Kong Sheltered Workshop through the engagement of the disabled and its past performance was satisfactory, the FAPC endorsed the allocation of \$21,600 to the application and the continued use of the service of the organisation.

Review on the Criteria for Dissolution of Working Groups: the Arrangement of Meeting Time

6. The FAPC discussed the arrangement of dissolution of working groups and resolved that advice of the HAD should be sought by the Secretariat before further consideration of the arrangement. The following motion, moved by the Member who submitted the paper, was passed by the FAPC with 5 votes in favour, 3 against and 10 abstentions:

“Members should not request the dissolution of working groups because of the mismatch between the date of meeting and their preference.”

Position of TMDC Funds up to 30 January 2015

7. The FAPC noted that as at 30 January 2015, the TMDC had allocated a provision of 28,203,448 for organising 1 266 community involvement projects.

Case on Cancellation of Reimbursement of DC Funds

8. The FAPC noted that the allocation of DC funds of four activities organised by Hin Ming Sports Association (“HMSA”) had been cancelled because the HMSA had neither completed the reimbursement procedures in two months’ time after the activities had been held nor provided any reasonable explanation. In view of the

irregularities of the HMSA and the penalty previously endorsed by the FAPC, new funding applications submitted by the HMSA in the current and the next financial years would not be approved.

Tuen Mun District Council Secretariat

Date: 16 February 2015

Ref: HAD TM DC/13/30/FAPC/2