

Minutes of the 11th Meeting of
the Finance, Administration and Publicity Committee (2018-2019) of
the Tuen Mun District Council

Date: 30 August 2019 (Friday)

Time: 9:31 a.m.

Venue: Tuen Mun District Council (“TMDC”) Conference Room

<u>Present</u>		<u>Time of Arrival</u>	<u>Time of Departure</u>
Mr AU Chi-yuen (Chairman)	TMDC Member	9:30 a.m.	End of meeting
Mr LEUNG Kin-man, BBS, MH, JP	TMDC Chairman	9:30 a.m.	End of meeting
Mr LEE Hung-sham, Lothar, BBS, MH	TMDC Vice-chairman	9:30 a.m.	End of meeting
Mr SO Shiu-shing	TMDC Member	9:30 a.m.	End of meeting
Mr TO Shek-yuen, MH	TMDC Member	9:36 a.m.	End of meeting
Ms KONG Fung-yi	TMDC Member	9:30 a.m.	End of meeting
Mr CHAN Yau-hoi, BBS, MH, JP	TMDC Member	9:30 a.m.	End of meeting
Ms WONG Lai-sheung, Catherine	TMDC Member	9:37 a.m.	End of meeting
Ms HO Hang-mui	TMDC Member	9:30 a.m.	End of meeting
Ms CHING Chi-hung, JP	TMDC Member	9:30 a.m.	End of meeting
Ms LUNG Shui-hing, MH	TMDC Member	9:30 a.m.	End of meeting
Ms CHU Shun-nga, Beatrice	TMDC Member	9:30 a.m.	End of meeting
Mr TSANG Hin-hong	TMDC Member	9:30 a.m.	End of meeting
Ms SO Ka-man	TMDC Member	9:30 a.m.	End of meeting
Mr KAM Man-fung	TMDC Member	9:34 a.m.	End of meeting
Mr MO Shing-fung	TMDC Member	9:30 a.m.	End of meeting
Mr YIP Man-pan	TMDC Member	9:31 a.m.	End of meeting
Mr YEUNG Chi-hang	TMDC Member	9:30 a.m.	End of meeting
Mr YAN Siu-nam	TMDC Member	9:30 a.m.	End of meeting
Mr TAM Chun-yin	TMDC Member	9:30 a.m.	End of meeting
Ms CHAN Ching-yee, Jackie (Secretary)	Executive Officer I (District Council)2, Tuen Mun District Office, Home Affairs Department		

By Invitation

Ms WONG Kam-fung	Senior Land Surveyor/Tuen Mun (District Survey Office, Tuen Mun), Lands Department
Mr CHAN Kwong-choi	Principal Survey Officer/Tuen Mun (District Survey Office, Tuen Mun), Lands Department
Mr CHEUNG Chi-keung, Endy	Senior Executive Officer (District Management), Tuen Mun District Office, Home Affairs Department

In Attendance

Ms FUNG Ngar-wai, Aubrey	District Officer (Tuen Mun), Home Affairs Department
Miss YU Mei-yu, Melinder	Senior Liaison Officer (2), Tuen Mun District Office, Home Affairs Department
Mr LAU Chun-fai, Lawrence	Senior Executive Officer (District Council), Tuen Mun District Office, Home Affairs Department

Absent with Apologies

The Hon HO Kwan-yiu, JP (Vice-chairman)	TMDC Member
Mr CHAN Man-wah, MH	TMDC Member
The Hon LAU Ip-keung, Kenneth, BBS, MH, JP	TMDC Member

I. Opening Remarks

The Chairman welcomed all present to the 11th meeting of the Finance, Administration and Publicity Committee (“FAPC”) (2018-2019).

2. The Chairman reminded that Members who were aware of their personal interests in any matters discussed at the meeting should declare the interests before the discussion. The Chairman would, in accordance with Order 39(12) of the Tuen Mun District Council Standing Orders (“Standing Orders”), decide whether the Members who had declared interests might speak or vote on the matters, might remain at the meeting as observers, or should withdraw from the meeting. All cases of declaration of interests would be recorded in the minutes of the meeting.

3. The Chairman reminded members of the public observing the meeting that the press areas set up on both sides of the screen in the conference room were reserved for use by media representatives who had registered and received stickers for identification. Other members of the public observing the meeting should remain in the public seating area.

II. Absence from Meeting

4. The Secretary reported that no applications for leave of absence had been received from Members.

III. Confirmation of Minutes of the 10th Meeting (2018-2019)

5. As Members proposed no amendments to the minutes, the Chairman announced that the above minutes were confirmed.

IV. Discussion Items

(A) Proposed Street Names in Tuen Mun District
(FAPC Paper No. 23/2019)

6. The Chairman welcomed Ms WONG Kam-fung, Senior Land Surveyor/Tuen Mun (District Survey Office, Tuen Mun), and Mr CHAN Kwong-choi, Principal Survey Officer/Tuen Mun (District Survey Office, Tuen Mun), of the Lands Department, to the meeting.

7. Ms WONG Kam-fung of the District Survey Office gave a PowerPoint

presentation (Annex 1) to brief Members on the captioned item.

8. Members' comments and enquiries about the briefing of the District Survey Office are summarised as follows:

- (i) A Member asked if there were plans to name other interchanges in Tuen Mun;
- (ii) A Member noted that naming the interchange Tsing Tin Road could indicate that it extended from Tsing Tin Road. However, since Tsing Tin Interchange had four branches, he asked how to distinguish the four routes after naming the interchange Tsing Tin Road. In addition, he suggested keeping Tsing Tin Interchange as the name of the elevated road. In that case, the interchange could be distinguished from Tsing Tin Road while "Tsing Tin" in the name could indicate that it was an extension of Tsing Tin Road;
- (iii) A Member enquired about the definition of an interchange and asked whether it was possible to keep the name Tsing Tin Interchange since it was commonly used by the public to refer to the elevated road;
- (iv) A Member supported naming unnamed roads but reminded the District Survey Office to give thorough consideration to road naming. The elevated road went in two directions and had four branches. It might seem sloppy to call all of them Tsing Tin Road as different directions could not be clearly differentiated; and
- (v) A Member suggested taking reference from the naming of Castle Peak Road. The name of the road section was provided after the name of the road, e.g. Castle Peak Road – San Hui, to help motorists clearly identify the road section they were at.

9. Ms WONG Kam-fung of the District Survey Office replied that the Office would relay Members' suggestions to relevant departments for their further consideration. After seeking advice from the departments, the Office would consult the FAPC again in regard to the naming of the elevated road.

10. Mr CHAN Kwong-choi of the District Survey Office added that there

were other interchanges in Tuen Mun such as Fu Tei Interchange. Generally speaking, a road would only be called an interchange if it connected to multiple main roads or highways, or if its design was similar to a roundabout. Tsing Tin Road was different from Castle Peak Road as it was not a main road. A road section involving two non-main roads would rarely be called an interchange and the two roads would generally be identified as southbound and northbound. Moreover, it was necessary to add a section name to Castle Peak Road since it was the longest road in Hong Kong. He also pointed out that the elevated road was commonly called Tsing Tin Interchange probably because that had been the name of its works project, but Tsing Tin Interchange was not a gazetted name of a road or a place.

[Post-meeting note: The District Survey Office added that Fu Tei Interchange was renamed Lam Tei Interchange in 1994.]

11. The Chairman concluded by asking the Office to consider Members' suggestions and seek advice from the relevant departments before consulting the FAPC again in regard to the naming of the road section concerned.

(B) Implementation Details for Photo Taking, Audio or Video Recording, and Live Broadcasting during Meetings by Authorised Members of the Public
(FAPC Paper No. 24/2019)

12. The Chairman said that the TMDC (2016-2019) had decided at its 23rd meeting on 9 July 2019 that the implementation details for photo taking, audio or video recording, and live broadcasting during meetings by authorised members of the public should be passed back to the FAPC for a detailed discussion. Therefore, the Secretariat had drafted relevant implementation details based on Members' comments in the aforementioned TMDC meeting for Members to deliberate.

13. About the erection of tripods, the FAPC decided after discussion that persons observing a meeting in the designated area should not use or erect tripods for photo taking, audio or video recording, or live broadcasting. The suggestion would be submitted for endorsement by the TMDC on 24 September.

14. About the seating arrangement of members of the public who were

authorised to make video or audio recording and so on, the Chairman asked Members to consider reserving five of the 30 existing seats in the public seating area for the authorised persons so that they might take a seat if they left the designated recording area.

15. Members' comments and enquiries about the seating arrangement are summarised as follows:

- (i) A Member reckoned that it depended on whether the public seating area of the conference room was full. If all of the 30 seats were occupied, no seats would be available to the five authorised members of the public when they were not recording. She also asked how members of the public should make an early application if the five seats counted towards the 30 existing seats in the public seating area;
- (ii) A Member opined that rather than allow five more people to observe the meeting, five of the 30 existing seats in the public seating area would be reserved for the authorised members of the public since they followed the same registration procedure as the other 25 people awaiting admission to the public seating area;
- (iii) A Member reckoned that it should be stated clearly whether the five seats would be counted towards the 30 existing seats in the public seating area;
- (iv) A Member opined that the matter should be handled in an open and flexible manner and added that she would not mind if the five authorised members of the public stood at the side to observe the meeting when they were not recording or when they took a break;
- (v) A Member said that a working group had reached a decision that five of the 30 existing seats in the public seating area would be reserved for the authorised members of the public, but details about making an early application had yet to be discussed; and
- (vi) A Member enquired about the arrangements for the five authorised members of the public to make an early application and wait for admission to the public seating area and asked whether five of the 30 existing seats in the public seating area would be reserved for the

authorised members of the public.

16. The Secretary cited earlier discussions by the Working Group on Reviewing Clause 40(6) of the Tuen Mun District Council (2016-2019) Standing Orders (“working group”). The same as other members of the public who wished to observe a meeting, those who wished to make video or audio recording and so on had to line up for admission to the conference room before the meeting. While waiting, five of them could fill out a form to apply in writing for making recording during the meeting. Therefore, the focus of the current discussion was whether the five authorised persons might take a seat in the public seating area if they left the designated recording area.

17. The Chairman said that five of the 30 existing seats in the public seating area would be reserved for the authorised members of the public. He asked Members to consider whether the five authorised persons might take a seat in the public seating area if they left the designated recording area.

18. Members made a second round of comments and enquiries about the seating arrangement, which is summarised as follows:

- (i) A Member reckoned that since the five authorised members of the public had to line up before the meeting like the other 25 people who waited for admission to the public seating area, they should be allowed to reserve their seats unless they left the conference room;
- (ii) A Member hoped that members of the public could observe the meeting outside the conference room and enquired about the seating arrangement of media representatives; and
- (iii) For members of the public who wished to make video or audio recording and so on, a Member asked how early they should make an application in writing and whether they had to line up for admission to the public seating area on the day of the meeting.

19. The Chairman replied that at the moment, media representatives might take a seat on the sofa next to the screen.

20. The Secretary said that the same as other members of the public who

wished to observe a meeting, those who wished to make video or audio recording and so on should line up for admission to the conference room before the meeting. While waiting, five of them could fill out a form to apply in writing for making recording during the meeting.

21. A Member said that the arrangement was not convenient to members of the public who wished to make video or audio recording and so on.

22. The Chairman replied that taking reference from the current practice of admission to the public seating area, it was effective to ask people to line up on the day of the meeting. Therefore, the same as other members of the public who wished to observe a meeting, those who wished to make video or audio recording and so on should line up for admission to the conference room before the meeting. While waiting, five of them could fill out a form to apply in writing for making recording during the meeting.

23. A Member asked for a clarification on the difference between making an early application and applying on the day of the meeting. Another Member who was a member of the working group replied that they meant the same thing. Only the 30 members of the public admitted to the conference room to observe a meeting might apply for the five places of making audio or video recording and so on during the meeting. Before the meeting, those who wished to make video or audio recording should line up for admission to the conference room and fill out a form to apply for the five places in writing.

24. After discussion, the FAPC decided to reserve five of the 30 existing seats in the public seating area for the authorised members of the public so that they might take a seat in the public seating area if they left the designated recording area. The suggestion would be submitted for endorsement by the TMDC on 24 September.

25. About the effective date of the amendment to Order 40(6) which had been endorsed in the previous FAPC meeting and the above implementation details, the Chairman suggested that they should come into effect on the date of the 1st meeting of the new-term TMDC since the operation of the current-term TMDC would be suspended from 4 October onwards. He asked Members to consider and comment on the suggestion.

26. Members' comments and enquiries about the effective date are summarised as follows:

- (i) A Member opined that both the amendment and the implementation details should come into effect after closed-circuit television ("CCTV") was installed in the TMDC conference room. She also asked relevant departments to report on how long the installation would take;
- (ii) A Member disagreed that the effective date of the amendment and the implementation details should depend on the installation of CCTV. Since it was unclear how long the installation would take, he hoped that the suggestion could be endorsed first so that the amendment and the implementation details would come into effect on the date of the 1st meeting of the new-term TMDC; and
- (iii) A Member asked if it was within the scope of the current-term FAPC to give advice on the administrative arrangements of the new-term TMDC.

27. The Chairman replied that after endorsing the amendment to Order 40(6) at the previous meeting, the FAPC might suggest to the TMDC that the amendment and the implementation details should come into effect on the date of the 1st meeting of the new-term TMDC. The endorsement of the administrative arrangements of the new-term TMDC should be passed to the TMDC for discussion on 24 September.

28. After discussion, the FAPC had no objection to suggesting to the TMDC that the official effective date of the amendment to Order 40(6) endorsed at the previous FAPC meeting and the implementation details should be passed to the new-term TMDC for decision at the 1st meeting.

29. About the installation of CCTV, the Chairman welcomed Mr Endy CHEUNG, Senior Executive Officer (District Management) of the Tuen Mun District Office ("TMDO") of the Home Affairs Department ("HAD"), to the meeting.

30. Mr Endy CHEUNG of the TMDO said that according to the preliminary estimation of the Electrical and Mechanical Services Department ("EMSD"), the

total cost of hardware, software and installation works for the installation of CCTV in the TMDC conference room was about \$200,000. To ensure stability and reliability, the CCTV was equipped with an operating system as well as a fallback system. The CCTV system would be connected to a computer which would be set up in the common room as a control panel for real-time operation.

31. Regarding the time of CCTV installation, Mr Endy CHEUNG of the TMDO added that after the TMDC endorsed the installation, the TMDO would seek funding from the HAD and report to the department after considering factors such as finances and privacy. He also said that before the CCTV was officially put into operation, the TMDC should set guidelines on images recorded by the CCTV in aspects such as retention period and access to images.

32. The Chairman enquired about future maintenance costs of the CCTV. Mr Endy CHEUNG of the TMDO replied that he had to consult the EMSD in that regard.

33. Members' comments and enquiries about the installation of CCTV are summarised as follows:

- (i) A Member found the installation cost of \$200,000 too high and asked if there were cheaper alternatives;
- (ii) A Member enquired whether quotation procedures had been followed. He also asked if the sum of \$200,000 was payable by the TMDC; if so, whether the decision to install CCTV rested with the TMDC; and if not, whether the TMDC had a right to decide on the installation;
- (iii) A Member found the installation cost of \$200,000 very high. She also enquired about the details of the quotation such as the number of cameras, availability of video and audio recording functions, maximum retention period of images, image resolution and availability of night vision function. She hoped that public funds could be used properly; and
- (iv) A Member hoped that Members could reach a decision on whether to install CCTV in the TMDC at the current meeting.

34. Mr Endy CHEUNG of the TMDO replied that the top priority was the

stability and reliability of the CCTV system. According to the preliminary estimation of the EMSD, the image resolution of the cameras was 1080 pixels. Meetings could be recorded clearly even when lights were occasionally dimmed for PowerPoint presentations. He also added that \$200,000 was only an estimated amount and the sum would not be paid by the TMDC. Quotations for the works project would be obtained under established tender procedures and the costs would be payable by the HAD. Generally speaking, there were some differences between the functions of cheaper CCTV systems on the market and the one proposed by the EMSD.

35. After discussion, the FAPC suggested installing CCTV in the TMDC conference room and the suggestion would be submitted for endorsement by the TMDC on 24 September.

(C) Deadlines for Application for DC Funds for “Community Involvement Projects”
(FAPC Paper No. 25/2019)

36. As Members had no comments on the deadlines for funding applications of the next financial year (“FY”), the Chairman announced that the paper was endorsed. He asked the Secretariat to write to district organisations to inform them of the deadlines.

(D) Outstanding Payments for Projects Approved in 2018-2019
(Additional items)
(FAPC Paper No. 26/2019)

37. The Chairman reminded Members that during the discussion on the applications for DC Funds, if Members found that their posts or capacity were related to any partner organisations or other district organisations of activities in the applications but the information concerned had not yet been stated in the Form for Declaration of Interests in Handling TMDC Funds or the Registration of DC Member’s Interests, the Members were required to make declarations even if they did not intend to speak or vote on the matters concerned. Members should refrain from speaking on any matters in which they had interests. However, if they wished to speak or vote on the matters concerned, they should make a request beforehand. The Chairman would, in accordance with the Standing Orders, decide whether the Members might speak or vote on the matters concerned, might remain at the meeting as observers, or should withdraw from

the meeting.

38. The Chairman said that the FAPC had decided at the meeting in April 2019 that the outstanding payments of \$2,402,239 for the FY 2018-2019 would be carried forward to the FY 2019-2020 for settlement. Later, the Secretariat noted that there were two more funding applications for the FY 2018-2019 to be carried forward to the FY 2019-2020 for settlement. Two organisations said that they had not received the cheques of funding reimbursement for the FY 2018-2019 and the Secretariat arranged to cancel the cheques after confirming their uncashed status. When the above additional items were endorsed, the Secretariat would arrange for reimbursement again. The FAPC would adopt the previous practice to carry forward the outstanding payments for the approved projects set out in the paper to the current FY for settlement.

39. As Members had no objection, the Chairman announced that the allocation of funding for projects set out in the paper was endorsed.

(E) DC Funds Applications (Projects to be Held or Commence from September 2019 to December 2019)
(FAPC Paper No. 27/2019)

40. Ms KONG Fung-yi declared interest as the chairman of Tuen Mun Forth Viewers and Tuen Mun Elderly United Association so she would not take part in the discussion.

41. The Chairman said that to facilitate discussion, the Secretariat had, in accordance with the TMDC Funding Guidelines (“Funding Guidelines”), scrutinised beforehand the funding applications set out in the paper for Members’ reference. Copies of the funding application forms were available on the conference table for inspection. Members were welcome to put forward for discussion any comments on the recommended funding amounts.

42. The Chairman pointed out that the Secretariat recommended a total of \$1,269,964 to 129 funding applications.

43. As Members had no other comments, the Chairman announced that the contents of the paper were endorsed. Applications involving funding of

\$100,000 or more would be submitted for endorsement by the TMDC on 24 September 2019.

(F) DC Funds Applications (Projects to be Held or Commence from February 2020 to March 2020)

(FAPC Paper No. 28/2019)

44. The Chairman said that while the projects set out in the paper would be held in the new DC term, those funding applications fell into the current FY (i.e. FY 2019-2020). According to the HAD's regulations, the DC should not commit to projects which would last longer than the current DC term. Therefore, the funding applications set out in the paper could only be endorsed in principle and had to be confirmed by the new-term DC at the 1st meeting.

45. The Chairman said that Secretariat recommended a total of \$1,711,181 to 131 funding applications.

46. As Members had no other comments, the Chairman announced that the contents of the paper were endorsed. Applications involving funding of \$100,000 or more would be submitted for discussion by the TMDC on 24 September 2019. Applications which had been endorsed in principle by the current-term DC would be confirmed by the new-term DC at the 1st meeting.

(G) DC Funds Applications (Projects to be Held or Commence from March 2020 to April 2020)

(FAPC Paper No. 29/2019)

47. The Chairman said that the projects set out in the paper would be held in the new DC term and those funding applications fell into the next FY (i.e. FY 2020-2021). Same as the FAPC Paper No. 28/2019, the funding applications set out in the paper could only be endorsed in principle and had to be confirmed by the new-term DC at the 1st meeting.

48. The Chairman added that item 2 to item 5 of the paper were funding applications concerning the use of DC Funds to engage dedicated staff to facilitate the discharge of DC duties. After reviewing the work and manpower of the past year, it was suggested that one more person be hired full-time in addition to the contract staff engaged in the previous year to facilitate the discharge of DC duties in the next FY. It was estimated that the total

expenditure would not exceed 17.8% of the total amount of funding allocated to the TMDC for the FY 2020-2021.

49. The Chairman also said that for item 6 of the paper concerning the Leisure and Cultural Services Department's ("LCSD") recreation and sports activity programmes to be held in Tuen Mun District from March to June 2020, the amount applied was higher than that of the previous year. However, the LCSD said that it had tried to minimise the amount and keep the increase at about 5%. Together with item 1 concerning the application for extending opening hours of community centres and community halls, this application by the LCSD was also endorsed in principle at the previous District Facilities Management Committee meeting.

50. The Chairman pointed out that the Secretariat recommended a total of \$7,717,993 to six funding applications.

51. As Members had no other comments, the Chairman announced that the contents of the paper were endorsed. Applications involving funding of \$100,000 or more would be submitted for discussion by the TMDC on 24 September 2019. Applications which had been endorsed in principle by the current-term DC would be confirmed by the new-term DC at the 1st meeting.

V. Reporting Items

(A) Position of TMDC Funds up to 15 August 2019 **(FAPC Paper No. 30/2019)**

52. The Chairman said that as at 15 August 2019, the TMDC had allocated a total of \$29,045,111 to subsidise 765 community involvement activities.

53. Members noted the contents of the report.

(B) Use of DC Funds to Engage Dedicated Staff to Discharge DC Duties - District Council Staff Pay Adjustment **(FAPC Paper No. 31/2019)**

54. The Chairman said that the HAD had conducted a review on the pay of non-civil service contract staff in the department. According to the result of the review, the HAD had approved a pay increase of 5.26% for full-time contract staff with a monthly salary of \$70,590 or below and a pay increase of 4.75% for

those with a monthly salary above \$70,590, effective from 1 August 2019.

55. The Chairman added that as far as the TMDC was concerned, all full-time contract staff employed with the DC Funds had a monthly salary below \$70,590 so they were entitled to a pay increase of 5.26%. The pay adjustment of the relevant contract staff in the remaining time of the current FY amounted to about \$40,000 in total and the sum could be paid out of the approved funding for the use of DC Funds to engage dedicated staff to discharge DC duties.

56. Members noted the result of the pay review and related arrangements.

(C) Case on Cancellation of Reimbursement of DC Funds
(FAPC Paper No. 32/2019)

57. The Chairman said that the organisation had not completed the reimbursement procedures within two months after the conclusion of the activity. The Secretariat had reminded the organisation several times but as at early June 2019, relevant documents still had not been submitted. Since the organisation had breached the requirements of the Funding Guidelines, its funding reimbursement had been cancelled. No appeals had been received from the organisation concerned.

58. Members noted the contents of the report.


VI. Any Other Business

59. There being no other business, the Chairman announced the meeting closed at 10:35 a.m. Since it was the last FAPC meeting of the current DC term, the Chairman thanked Members for their active participation in the FAPC affairs during their terms of office.

Tuen Mun District Council Secretariat

Date: 16 September 2019

File Ref: HAD TM DC/13/25/FAPC/19



屯門區議會
2018 至 2019 年
財務、行政及宣傳委員會
第十一次會議議程討論事項


有關街道命名諮詢事宜

地政總署 測繪處
屯門測量處



街道命名 – 青田路
TSING TIN ROAD


背景



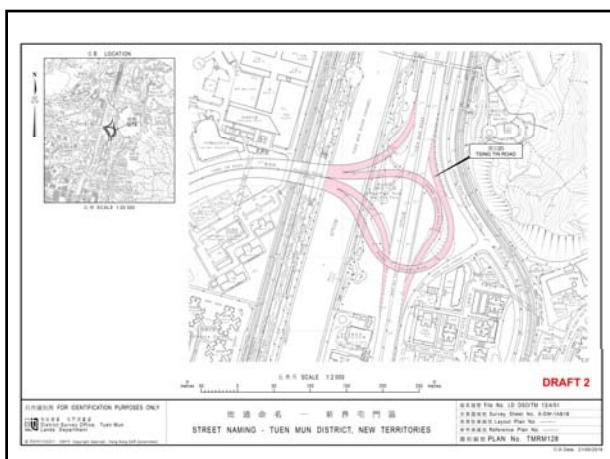
地政總署屯門測量處收到一名市民查詢，指出在地政總署流動地圖應用程式“*MyMapHK*”內查找不到“青田交匯處”的資料。

根據地政總署記錄，“青田交匯處”為非刊憲的道路或地名，而上述市民所指的道路實為“青田路”的延伸的一組高架道路連接至屯門公路。鑒於現有已刊憲的“青田路”範圍祇覆蓋至屯門河道邊為止，因此屯門測量處建議將「青田路」的名稱伸展並覆蓋於上述的高架道路。


背景



本署根據香港法例第132章公眾衛生及市政條例第111C條，提出為該道路命名和開展有關道路命名的程序。有關建議詳情請參閱附圖(編號：TMRM128)。



前期工作



在2019年1月8日本處獲得路政署回覆承擔路牌的豎立及保養責任，隨後並繪製其位置地圖(TMRM128)提交相關部門以作諮詢。

諮詢工作在2019年7月完成，屯門民政事務處亦已經諮詢居民代表，他們沒有收到反對意見。

跟進工作



在得到屯門區議會同意上述街道命名後，新街道名稱會在憲報刊登作出宣布，及後路政署會負責上述路段街道牌及其後的保養事宜。

報告完畢



歡迎議員提出對此街道命名的意見