

Minutes of the 9th Meeting of
the Finance, Administration and Publicity Committee (2018-2019) of
the Tuen Mun District Council

Date: 12 April 2019 (Friday)

Time: 9:30 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	9:31 a.m.	End of meeting
Mr TO Sheck-yuen, MH	TMDC Member	9:31 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	9:30 a.m.	End of meeting
Ms HO Hang-mui	TMDC Member	9:30 a.m.	End of meeting
Ms CHING Chi-hung	TMDC Member	9:30 a.m.	End of meeting
Ms LUNG Shui-hing, MH	TMDC Member	9:30 a.m.	End of meeting
Mr CHAN Man-wah, MH	TMDC Member	9:30 a.m.	10:57 a.m.
Ms CHU Shun-nga, Beatrice	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	9:31 a.m.	End of meeting
Mr MO Shing-fung	TMDC Member	9:30 a.m.	End of meeting
Mr YIP Man-pan	TMDC Member	9:30 a.m.	End of meeting
Mr YEUNG Chi-hang	TMDC Member	9:33 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-ye, Jackie (Secretary)	Executive Officer I (District Council)2, Tuen Mun District Office, Home Affairs Department		

In Attendance

Ms FUNG Ngar-wai, Aubrey

Ms CHUNG Chui-yan, Chris

Mr LAU Chun-fai, Lawrence

District Officer (Tuen Mun), Home Affairs Department

Senior Liaison Officer (2) (Acting),

Tuen Mun District Office, Home Affairs Department

Senior Executive Officer (District Council),

Tuen Mun District Office, Home Affairs Department

Absent with Apologies

The Hon HO Kwan-yiu, JP

(Vice-chairman)

The Hon LAU Ip-keung, Kenneth,

BBS, MH, JP

Mr TSANG Hin-hong

TMDC Member

TMDC Member

TMDC Member

I. Opening Remarks

The Chairman welcomed all present to the 9th 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.

II. Absence from Meeting

3. The Secretary reported that the Hon HO Kwan-yiu had applied for sick leave.

[Post-meeting note: The Hon HO Kwan-yiu subsequently submitted a medical certificate to the Secretariat in accordance with the Standing Orders. His absence was approved by the FAPC.]

III. Confirmation of Minutes of the 8th Meeting (2018-2019)

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

IV. Discussion Items

(A) Request for Cancellation of Order 40(6) under Section M of the Tuen Mun District Council Standing Orders Matters Concerning the Regulation “Members of the Public Shall Not Take Photos or Make Audio or Video Recordings during Meeting” (FAPC Paper No. 7/2019)

5. The Chairman said that, according to Order 40(6) of the Standing Orders, unless the Chairman of the Council or the chairman of a committee on the advice of members determined otherwise, members of the public (excluding the media) observing a meeting of the Council or its committees should not take photos, or make audio or video recording.

6. The first proposer of the paper said that, according to Order 40(1) and Order 40(2) of the Standing Orders, unless the Chairman of the Council or the chairman of a committee on the advice of members determined otherwise, any meeting of the Council or the committee or any part of such a meeting should be open to the public (including the media). He said that except under special circumstances, meetings would in general be fully disclosed. Also, according to Order 40(6), the media might film or make recording of a meeting. Therefore, he found the TMDC fairly transparent. However, if the media did not film or make recording of a meeting, members of the public would be unable to learn about the meeting from the media. Therefore, he found it an outdated practice to bar Members and members of the public observing meetings from filming or making audio or video recording.

7. The first proposer of the paper added that among the 18 District Councils (“DC”), only the TMDC and the Eastern DC barred members of the public from filming while the Sha Tin DC allowed people with recording equipment to film after registration. There were no such restrictions in other DCs. Therefore, he suggested that the TMDC make reference of the practices of those DCs and lift the restrictions to enhance public participation.

8. The Chairman said that the clause aimed to prevent disruption to the orderly conduct of meetings caused by filming or making of audio or video recording by members of the public. Under the existing arrangement, the media might take photos and make audio or video recording.

9. Members’ comments on the matter are summarised as follows:

(i) A Member said that nowadays, society expected meetings to be conducted in an open and transparent manner. She opined that since the media were allowed to film and make recording, and the audio clips of meetings would be uploaded to the TMDC webpage, there was no reason for the TMDC to bar the public from conducting live broadcast or taking photos. Therefore, she suggested amending the clause to allow members of the public to conduct live broadcast and take photos as long as meetings were not disrupted;

(ii) A Member said that the clause aimed to prevent disruption in case too

many people took photos at a meeting. He agreed that the TMDC should keep abreast of the times and review the clause to make the TMDC more open and transparent while maintaining the orderly conduct of meetings. Therefore, he suggested forming a working group to discuss the clause;

- (iii) A Member opined that allowing members of the public to conduct live broadcast and take photos could help safeguard the public's right to know by enabling people who could not attend the meetings to learn more about the DC's operation. Therefore, she supported the matter. She reckoned that as long as meetings were not disrupted, members of the public should be allowed to conduct live broadcast and take photos;
- (iv) A Member said that the Standing Orders varied among the 18 districts and the TMDC could make reference of the practices of other districts. While she reckoned that the TMDC was fairly progressive, she supported its improvement in openness and transparency. She recalled that there had been a discussion about broadcasting the TMDC meetings live in the lobby of the Tuen Mun Government Offices many years earlier but the proposal had been shelved due to high costs. She pointed out that the main difference between live broadcast conducted by the Government and members of the public was the camera angle. She supported the proposal to form a non-standing working group to discuss the matter in detail;
- (v) A Member said that he was open to the TMDC's improvement in openness and transparency. He supported the proposal to form a non-standing working group to discuss related issues, including the use of flashlight and whether members of the public and Members might take photos and make audio or video recording;
- (vi) A Member agreed that a review should be conducted and he supported the proposal to form a non-standing working group to discuss the matter in detail. He opined that the TMDC was fairly open and the Government should allocate resources to conduct official live broadcast so that more people could learn about the affairs of the TMDC;
- (vii) A Member reckoned that since Members had no objection to allowing

people observing a meeting to take photos and make audio or video recording, the FAPC might reach a decision on the matter at that meeting;

- (viii) A Member agreed that the public's right to know was important. However, since the experience and conference room setting varied among the districts, the practices of other districts could only be taken as a reference. In terms of the TMDC conference room, the seats of some Members were quite close to the gallery. With high resolution smartphones nowadays, Members' documents might easily be disclosed. He found it necessary to strike a balance between the public's right to know and Members' privacy. Therefore, he supported the proposal to form a working group to discuss the matter in detail;
- (ix) A Member opined that the existing arrangement of the Government was inadequate. Apart from audio clips, video clips of the meetings should also be made available to the public and the media so that they would not need to film, thus avoiding potential problems. He hoped that the new working group would take the above comments into consideration;
- (x) A Member believed that Members had no objection to providing more channels for the public to monitor the DC's work more conveniently. Apart from providing various channels for people to obtain information, it was equally important to ensure the completeness of the information. He reckoned that only official live broadcast could ensure the completeness of the footage. Therefore, he supported the proposal to form a non-standing working group to discuss the matter in detail, especially in regard to providing a more convenient channel for the public to obtain more comprehensive information about DC meetings;
- (xi) A Member expressed support for the matter. As long as meetings were not disrupted, people observing a meeting should be able to enjoy the same rights as the media and be allowed to take photos and make audio or video recording. She reckoned that it was better to reach a decision at that meeting than to form a non-standing working group to discuss details. Since audio clips of a non-standing working group meeting would not be uploaded to the TMDC webpage, members of the public would not know the reasons for the working group's decision. Separately, she suggested

convening a special meeting to discuss details so that the public might learn about the reasons for the FAPC's decision from uploaded audio clips;

- (xii) A Member opined that since the audio clips were currently provided by the Government, live broadcast should also be provided by the Government. He said that it was necessary to form a non-standing working group to discuss details thoroughly to establish a good practice;
- (xiii) A Member said that official live broadcast was not the focus of the discussion and opined that providing official live broadcast was only a matter of financial arrangement so he hoped that Members could first express their stance on the matter. If Members agreed that members of the public might conduct live broadcast, he supported the proposal to form a non-standing working group to discuss details such as the orderly conduct of meetings;
- (xiv) A Member expressed support for the matter on the grounds that Members, the media and the public should not be treated differently with regard to taking photos and making audio or video recording. However, she objected to forming a non-standing working group and said that a decision should be made at that meeting; and
- (xv) A Member suggested purchasing a TV channel or developing a mobile application for official broadcast so that members of the public could observe the TMDC meetings anywhere and anytime. Alternatively, the Member proposed to install a TV in the lobby outside the TMDC conference room, or make use of the TV on the exterior of Tuen Mun Government Offices and the TVs in community halls for live broadcast.

10. A Member asked if the media could conduct live broadcast at the meetings and the Chairman replied that they could.

11. Members' further comments on the matter are summarised as follows:

- (i) A Member said that they could make a directional decision without having to wait for the non-standing working group's discussions. She opined that Members should decide at that meeting whether to amend the

Standing Orders to allow members of the public to take photos and make audio or video recording. She was concerned that the working group's decision could not be endorsed or implemented before the adjournment of the TMDC;

- (ii) A Member reckoned that the non-standing working group might also discuss details such as the arrangements for Members to take photos and make audio or video recording. She disagreed with the proposal to make a directional decision after only one meeting;
- (iii) A Member said that forming a non-standing working group could help clarify details such as the differences between live broadcast and recording, difficulties in implementing the Standing Orders, and impacts on the meetings. He pointed out that allowing members of the public to conduct live broadcast and make recording enabled them to monitor the operation of the DC and the work of government officials more easily. Both were equally important to the public;
- (iv) A Member found it necessary to form a non-standing working group. He also brought out the importance of security and suggested installing closed-circuit television systems in the TMDC conference room and in the lobby outside the conference room;
- (v) A Member opined that a non-standing working group should be formed to also discuss whether Members might take photos and make audio or video recording;
- (vi) A Member hoped that Members could express their stance on whether members of the public might take photos and make audio or video recording; and
- (vii) A Member found it necessary to form a non-standing working group to discuss details.

12. The Chairman said that it was a responsibility for the FAPC to formulate standing orders to maintain the orderly conduct of meetings. As he had said earlier, the clause aimed to prevent disruption to the orderly conduct of meetings

caused by the filming or making of audio or video recording by members of the public. He opined that the FAPC should move with the times and do better along technological advancement. After listening to Members' views, he found it an appropriate time to form a non-standing working group to conduct a comprehensive review of the Standing Orders. The working group's discussion results would be passed to the FAPC for deliberation and the TMDC for endorsement. Since the procedures would take time, the arrangements might not be implemented in 2019. He hoped that Members would understand.

13. A Member hoped that the captioned request could be endorsed and passed to the working group to determine the details.

14. The Chairman replied that the request was to cancel Order 40(6) of the Standing Orders instead of amending it. Since cancelling a clause was a major decision which required great caution, a non-standing working group should be formed to discuss the matter thoroughly.

15. A Member opined that it would be more effective to form a non-standing working group to discuss Order 40(6).

16. The District Officer (Tuen Mun) noted from the discussion that Members agreed in principle that it was necessary to review the arrangements for members of the public to take photos and make audio or video recording. In this regard, she reckoned that the FAPC might form a non-standing working group to discuss Order 40(6) thoroughly.

17. A Member asked if Members agreed that members of the public might take photos and make audio or video recording, and that the new non-standing working group would discuss details of that matter.

18. The Chairman replied that Members had no objection to allowing members of the public to take photos and make audio or video recording, and the proposer of the paper supported the proposal to form a non-standing working group for follow-up actions.

19. A Member hoped that the working group could expeditiously pass its discussion results to the FAPC for a vote so that the amendment could be

endorsed by the current-term DC.

20. As Members had no objection, the Chairman asked them to nominate candidates for the Convenor of the working group.

21. Mr Lothar LEE nominated the Chairman as the Convenor of the working group and the nomination was seconded by Mr YIP Man-pan and Ms KONG Fung-yi. The Chairman accepted the nomination.

22. As there were no other nominations, the Chairman announced that he would become the Convenor of the working group. The term of office of a non-standing working group should not exceed eight months. He said that a working group meeting would be convened to reach a decision as soon as possible. He asked the Secretariat to write to the Members after the meeting, inviting them to join the working group. Secretariat

(B) Minutes Taking in Tuen Mun District Council Meetings
(FAPC Paper No. 8/2019)

23. The Chairman said that the main purpose of taking minutes in meetings of the TMDC and its committees was to record Members' views. For the sake of clarity and readability, Members' comments were summarised on an anonymous basis in the minutes to give government departments and the public an understanding of the key points. Such a practice dated back to 1994 and had been adopted over the past 25 years.

24. The Chairman added that currently, it was not specified in the Standing Orders whether the minutes of the TMDC meetings should be taken on a named basis or not. From paragraph 4 of the paper, the sample provided by the Home Affairs Department ("HAD") only mentioned minutes taking in committee meetings. In this regard, he asked Members to review the practice of taking minutes in TMDC meetings on an anonymous basis and write the review results into the Standing Orders.

25. The Chairman asked Members to comment on whether to take minutes in TMDC meetings on an anonymous or named basis.

26. Members' comments on the matter are summarised as follows:

- (i) A Member said that the TMDC should adopt the same practice as the other 17 districts and take minutes in DC meetings on a named basis;
- (ii) A Member was in support of taking minutes on a named basis as it would enable the public to know what exactly each Member said;
- (iii) A Member was in support of taking minutes on a named basis as it would facilitate the public in monitoring Members;
- (iv) A Member pointed out that if minutes were taken on a named basis, Members might repeat themselves to make their names appear in the minutes more frequently. That might result in prolonged and unproductive meetings; and
- (v) A Member was concerned that when Members gave different comments on one matter, it might be difficult for government departments to follow it up with minutes taken on a named basis. He hoped that the Secretariat could provide supplementary information about how the departments took follow-up actions.

27. Mr Lawrence LAU of the Tuen Mun District Office replied that in general, a Member's motion on a discussion item endorsed by the TMDC would be considered the TMDC's collective opinion, through which government departments could gain an understanding of the TMDC's stance.

28. The Chairman said that the purpose of taking minutes in TMDC meetings on an anonymous basis was to keep records succinct. He added that such a practice helped prevent prolonged meetings caused by Members trying to speak more frequently and hence ensured efficiency.

29. Members' further comments on the matter are summarised as follows:

- (i) A Member said that taking minutes in TMDC meetings on a named basis was merely a technical issue since the number of times a Member had spoken could be found out from official audio clips;
- (ii) A Member opined that government departments would follow matters up based on the Chairman's concluding remarks. Therefore, even if

Members gave different comments on one matter, taking minutes on a named basis would not pose difficulty for government departments to take follow-up actions;

- (iii) A Member opined that there was no need to dwell on the matter since official audio clips recorded what each Member actually said;
- (iv) A Member did not mind switching to taking minutes on a named basis but was concerned that it might greatly increase the Secretariat's workload;
- (v) A Member said that the purpose of taking minutes on an anonymous basis was to facilitate government departments' follow-up actions by enabling them to gain a quick understanding of the TMDC's views from succinct minutes. Having no opinion on whether to take minutes on a named basis, she hoped that Members could be aware of the impact of switching to such a practice. For instance, it might take several hours to endorse minutes taken on a named basis;
- (vi) A Member said that over the past 25 years, there had been no problem taking minutes on an anonymous basis in TMDC meetings and opined that it would be better to keep the existing practice;
- (vii) A Member reiterated that the TMDC should adopt the same practice as the other 17 districts and take minutes on a named basis in DC meetings;
- (viii) A Member reckoned that taking minutes on a named basis was only a technical issue but hoped that Members would thoroughly consider the necessity of recording repeated views;
- (ix) A Member said that, to assure the public of Members' consistency inside and outside the conference room, the TMDC should adopt the same practice as the other 17 districts and take minutes on a named basis in DC meetings to increase transparency;
- (x) To protect the public's right to know, a Member supported the practice of taking minutes on a named basis so that minutes would be in line with the official audio clips. It would make it easier for people with hearing

impairment to learn about Members' views from the minutes;

- (xi) A Member was open to taking minutes on a named or anonymous basis as it was not a main point. Rather, Members should make reference of *Robert's Rules of Order* and determine the way of minutes taking based on the functions of the minutes. The TMDC should prepare minutes of different forms and depths to give the public more options in monitoring the DC. Members of the public could learn about the details of the meetings from official audio clips while minutes taken as a discussion summary on an anonymous basis offered a quick understanding of the DC's decisions. Taking such a function into consideration, the existing practice could better facilitate the public in monitoring the DC;
- (xii) A Member opined that Members spoke for the public and monitored government officials. For individuals with special needs, the Secretariat could provide assistance based on their conditions. Therefore, there was no need to switch to taking minutes on a named basis because of individual cases; and
- (xiii) A Member pointed out from paragraph 5 of the paper that, five out of the 17 districts took minutes on a named basis in DC meetings and on an anonymous basis in committee meetings. He opined that the five districts might have adopted such an arrangement after taking the Secretariat's workload into consideration.

30. The Chairman remarked that at the previous TMDC meeting, some Members had said that it was necessary to review the practice of taking minutes on an anonymous basis. As it was under the FAPC's purview, the TMDC Chairman had subsequently passed the matter to the FAPC for a detailed discussion. He said that as the Chairman of the FAPC, he had the responsibility to consider the efficiency of meetings from an administrative perspective. He opined that the existing practice had been adopted for 25 years and was working well. Therefore, it would be more effective to keep the current practice of taking minutes on an anonymous basis for the sake of succinctness and fluency.

31. The Chairman noted from the discussion that Members had different views. However, he hoped that they would agree to keep the current practice

and add to the Standing Orders the suggested clause under option one of paragraph 7 of the paper. He added that Members might vote on the matter if necessary.

32. Members' comments on the Chairman's response are summarised as follows:

- (i) A Member said that Members should vote on option one which was suggested by the Chairman if there were opposing views; and
- (ii) A Member opined that since Members had different views, the matter should be put to the vote and the result should be recorded.

33. The Chairman decided to put the matter to the vote after listening to Members' views. The Secretary said that prior to the meeting, the Secretariat had received a proxy from Mr TSANG Hin-hong, appointing Mr YIP Man-pan to vote on his behalf. Members voted on the matter. By 11 votes in favour, 7 votes against and 0 abstention, they decided to keep the existing practice of taking minutes on an anonymous basis in TMDC meetings and add to the Standing Orders the suggested clause under option one of paragraph 7 of the paper.

34. The Chairman asked the Secretariat to submit the suggested clause under option one for endorsement by the TMDC on 7 May 2019.

V. Reporting Items

(A) Position of TMDC Funds up to 31 March 2019 **(FAPC Paper No. 14/2019)**

35. The Chairman said that as at 31 March 2019, the TMDC had allocated a total of \$32,482,055 to subsidise 1 086 community involvement activities. In the financial year ("FY") 2018-2019, the total amount of approved funding for Tuen Mun had been revised to \$28,330,000 in view of the actual situation, and the actual expenditure of the TMDC was \$28,329,811, representing almost 100% of the allocated funding. In addition, outstanding payments for the FY 2018-2019 would be carried forward to the FY 2019-2020 for settlement. The outstanding payments were set out in FAPC Paper No. 9/2019.

36. Members noted the contents of the report.

IV. Discussion Items

(C) Outstanding Payments for Projects Approved in 2018-2019
(FAPC Paper No. 9/2019)

37. The Chairman said that the FAPC would adopt the previous practice to carry forward the outstanding payments of the approved projects set out in the paper to the new FY (i.e. the FY 2019-2020) for settlement.

38. The Chairman added that after the Secretariat had circulated the agenda and papers, the applicant of project 20 on page 1 of the paper had written to inform that their organisation had decided not to apply for reimbursement. Therefore, the payment for project 20 needed not be carried forward to the FY 2019-2020 for settlement. As a result, the outstanding payments for the FY 2018-2019 would reduce from \$2,412,525 to \$2,402,239.

39. As Members had no objection, the Chairman announced that the allocation of funding for project 1 to project 19 and project 21 to project 132 set out in the paper was endorsed. Projects involving funding of \$100,000 or more would, in accordance with the general procedures, be submitted for endorsement by the TMDC on 7 May 2019.

(D) Draft Budget of TMDC Funds (2019/2020)
(FAPC Paper No. 10/2019)

40. 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.

41. The Chairman said that the preliminary draft budget for the FY 2019-2020 was set out in the paper. The HAD had announced that the total amount of approved funding for the TMDC for the FY 2019-2020 was \$30,330,000. The chairmen and the vice-chairmen of the TMDC and the respective committees had been preliminarily consulted on the draft budget, in which their views had been incorporated.

42. The Chairman added that based on the amendment to FAPC Paper No. 9/2019, the amount to be carried forward to the FY 2019-2020 for settlement had reduced from \$2,412,525 to \$2,402,239. Therefore, the draft budget would be amended as follows:

- (i) For the FY 2018-2019, the amount of outstanding payments for approved projects held by general district organisations (no. 53) would be revised from \$691,601 to \$681,315;
- (ii) For the FY 2018-2019, the total amount of the outstanding payments for approved projects held by general district organisations and mutual aid committees (no. 55) would be reduced from \$2,412,525 to \$2,402,239;
- (iii) For the FY 2019-2020, the estimated amount of funding and the estimated total amount of the outstanding payments for projects approved in the previous FY (no. 1) would be reduced from \$2,412,525 to \$2,402,239;
- (iv) For the FY 2019-2020, the total amount of funding in no. 55 would be lowered from \$30,631,723 to \$30,621,437 while its estimated total amount would be reduced from \$33,863,523 to \$33,853,237; and
- (v) For the FY 2019-2020, the over-commitment of funding would change from 100.99% to 100.96% while the over-commitment of the total would be adjusted from 111.65% to 111.62%.

43. The Secretary briefed Members on the highlights of the draft budget as follows:

- (i) The HAD had announced that the total amount of approved funding for the TMDC for the FY 2019-2020 was \$30,330,000, of which \$27,530,000 would be allocated to subsidise general Community Involvement Projects

and \$1,400,000 would be allocated as a dedicated funding to promote local arts and cultural activities. Furthermore, the HAD had allocated an additional sum of \$1,400,000 as a time-limited funding dedicated to promoting local arts and cultural activities for a period of five years, the current year being the last year of the period;

- (ii) The Secretary summarised the financial position of the FY 2018-2019. The over-commitment of the budget endorsed by the TMDC in May 2018 was 9.4%. Subsequently, most committees and organisations had submitted funding applications according to their respective estimated amount of funding. As at the end of the FY 2018-2019, the TMDC had allocated a total of \$32,482,055 to subsidise 1 086 community involvement activities. Excluding the remaining fund, the actual amount of approved funding was \$30,742,336;
- (iii) The total amount of approved funding for Tuen Mun had been revised to \$28,330,000 in view of the actual spending. As at the end of the FY 2018-2019, the actual expenditure of the TMDC was \$28,329,811 and the outstanding payments of \$2,402,239 would be carried forward to the current FY for settlement;
- (iv) According to the draft budget of the current FY, the amounts of funding earmarked for most committees/working groups under the TMDC and committees under the Tuen Mun District Office were the same as those of the previous FY. Details of projects with new amounts of earmarked funding are as follows;
- (v) In terms of marathon, participants were required to submit personal information by September or October 2019. However, since DC election would be held in 2019, it was not appropriate for the current-term DC to prepare a list of participants for the new-term DC. Therefore, no funding would be earmarked for “joining marathon”;
- (vi) In view of the actual needs of the Working Group on Occupational Safety and Health under the Commerce, Industry and Housing Committee, it was suggested that the estimated amount of funding be increased to \$130,000;

- (vii) As regards the FAPC's "production of red packets and calendars", the operation of the TMDC would be suspended temporarily in 2019. Under the HAD's guidelines from the previous DC term, Members were advised not to distribute items funded by the DC during the suspension period. It was suggested that fewer calendars be produced in the current FY as there was no need to produce Members' share of calendars for their distribution, in accordance with the guidelines and Elections (Corrupt and Illegal Conduct) Ordinance. Wastage could also be avoided. Therefore, it was suggested that the estimated amount of funding be reduced to \$270,000;
- (viii) Due to inflation and other factors, the amount earmarked for the production of TMDC Work Report in the current FY was \$60,000, i.e. \$2,500 more than that of the previous FY;
- (ix) The estimated amount of funding for "extending opening hours of community halls/centre in Tuen Mun" would be reduced to \$426,880. The application for the item had been approved by the TMDC;
- (x) Since the Hong Kong Games was a biennial event which took one year for preparation, the estimated amount of funding for the item in 2019-2020 would be reduced to \$20,000;
- (xi) Regarding special organisations, in view of the actual needs of the Committee on the Promotion of Civic Education, it was suggested that the estimated amount of funding be increased to \$216,720; and
- (xii) The estimated over-commitment of the current FY was 11.6%, slightly higher than 9.4% of the previous FY.

44. As Members had no comments on the draft budget, the Chairman announced that the contents of the paper were endorsed. The paper would be submitted for endorsement by the TMDC on 7 May 2019.

(E) DC Funds Applications (Projects to be Held or Commence from April 2019 to September 2019)
(FAPC Paper No. 11/2019)

45. 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.

46. The Chairman pointed out that the Secretariat recommended a total of \$1,679,637 to 15 funding applications.

47. 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 7 May 2019.

(F) DC Funds Applications (Projects to be Held in February 2020)
(FAPC Paper No. 12/2019)

48. The Chairman said that 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 application 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.

49. The Chairman added that the 1st meeting of the new-term DC would be held in early January 2020 and the committees, their working groups and steering groups would be formed afterwards. Therefore, he asked Members to pay attention to relevant arrangements. The actual arrangements of individual activities to be held during the new DC term would be discussed at the TMDC meeting in January 2020.

50. The Chairman said that Secretariat recommended a total of \$165,000 to one funding application.

51. As Members had no other comments, the Chairman announced that the contents of the paper were endorsed. As the application involved funding of \$100,000 or more, it would be submitted for discussion by the TMDC. The application endorsed in principle by the current-term DC would be confirmed by the new-term DC at the 1st meeting.

(G) **EPD Funds Application for Community Participation Initiative on Environmental Protection**
(FAPC Paper No. 13/2019)

52. The Chairman said that in the FY 2019-2020, the Environmental Protection Department (“EPD”) had allocated \$200,000 to the TMDC through the HAD for organising community involvement activities. There were three applications for such activities. As the EPD had indicated that the activities should be subject to examination and approval in accordance with the procedure for allocation of DC Funds for community involvement programmes, the relevant applications were submitted to the FAPC for endorsement.

53. The Chairman added that the Secretariat had, in accordance with the Funding Guidelines, scrutinised beforehand the funding applications set out in the paper and recommended allocating a total of \$152,500 to the three applications.

54. As Members had no other comments, the Chairman announced that the contents of the paper were endorsed.

V. **Reporting Items**

(B) **Printing of 2020 TMDC Calendars and Red Packets; and Printing of Tuen Mun District Council Work Report 2018-2019**
(FAPC Paper No. 15/2019)

55. As Members had no other comments, the Chairman announced that the contents of the paper were endorsed. He asked the Secretariat to continue to follow the quotation up.

(C) **Case on Cancellation of Reimbursement of DC Funds**
(FAPC Paper No. 16/2019)

56. 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 February 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. The Secretariat had notified the organisation concerned and received no appeals.

57. Members noted the contents of the report.

VI. Any Other Business

58. There being no other business, the Chairman announced the meeting closed at 11:26 a.m. The next meeting would be held at 9:30 a.m. on 14 June 2019 (Friday).

Tuen Mun District Council Secretariat

Date: 16 May 2019

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