

Minutes of the 4<sup>th</sup> Meeting of  
the Community Involvement, Culture and Recreation Committee (2024-2027) of  
the Tuen Mun District Council

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Date : 30 July 2024 (Tuesday)

Time : 2:30 p.m.

Venue : Tuen Mun District Council (TMDC) Conference Room

**Present**

Mr MO Shing-fung (Chairman)	TMDC Member
Mr FUNG Pui-yin (Vice Chairman)	TMDC Member
Mr TSUI Fan, MH	TMDC Member
Mr WAN Tin-chong, MH	TMDC Member
Mr KAM Man-fung	TMDC Member
Mr LI Chiu-hung	TMDC Member
Mr LAM Tik-fai	TMDC Member
Ms CHAN Mang-yi, Vincci	TMDC Member
Mr CHAN Ho-ting, Mac	TMDC Member
Ms MAK Mei-yee, Pamela	TMDC Member
Mr CHUI King-hang	TMDC Member
Mr TSANG Hing-chung	TMDC Member
Mr YIP Kat-kong, Kenneth	TMDC Member
Mr TSOI Shing-hin	TMDC Member
Ms TSE Yuk-ling	TMDC Member
Mr KWONG Man-tik	TMDC Member
Mr CHAN Sik-kwan	Co-opted Member
Mr WONG Cheuk-ngai	Co-opted Member
Ms YU Cheuk-ling, Katherine (Secretary)	Executive Officer (District Council)3, Tuen Mun District Office, Home Affairs Department

**In Attendance**

Ms CHAN Yin-ling, Cannes	Senior Liaison Officer (3), Tuen Mun District Office, Home Affairs Department
Mr LAM Lok-hang, Kelvin	Liaison Officer i/c (District Facilities), Tuen Mun District Office, Home Affairs Department
Mr CHENG Hon-fai	Senior School Development Officer (TM)1, Education Bureau
Ms LEUNG Fung-shan, Alice	Deputy District Leisure Manager (District Support) Tuen Mun, Leisure and Cultural Services Department

Ms NG Wing-tung, Chris	Assistant District Leisure Manager (District Support) Tuen Mun, Leisure and Cultural Services Department
Ms CHUNG Kan-hei	Senior Manager (New Territories West) Promotion, Leisure and Cultural Services Department
Ms LEE Wing-yee	Manager (New Territories West) Marketing & District Activities, Leisure and Cultural Services Department
Miss CHEUNG Yuet-ming	Senior Librarian (Tuen Mun), Leisure and Cultural Services Department

## **I. Opening Remarks**

The Chairman welcomed all to the 4<sup>th</sup> meeting of the Community Involvement, Culture and Recreation Committee (2024-2027) (CICRC).

## **II. Absence from Meeting**

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

## **III. Confirmation of the Minutes of the Last Meeting**

3. As Members proposed no amendments to the minutes of the last meeting, the Chairman announced that the minutes of the 3<sup>rd</sup> meeting of the CICRC (2024-2027) were confirmed.

## **IV. Items for Information**

### **(A) Leisure and Cultural Services Department – Report on Cultural Programmes Organised in Tuen Mun District and Applications for Venue Sponsorship at Tuen Mun Town Hall (CICRC Paper No. 12/2024)**

4. Members' enquires on the captioned matter were summarised as follows:

- (a) Members asked about the criteria for approving venue sponsorship applications, and asked whether there was a quota on the number of applications that an organisation could make; and
- (b) Members asked whether there was a list of organisations that were eligible for venue sponsorship; if so, whether the list would be reviewed on a regular basis, and whether other organisations could apply to become an eligible organisation.

5. Ms LEE Wing-yee of the Leisure and Cultural Services Department (LCSD) gave a consolidated response as follows:

- (a) District Arts and Cultural Activities Venue Sponsorship for Tuen Mun Town Hall accepted applications from non-profit-making cultural and arts organisations in the Tuen Mun District. The applicant organisation must meet certain requirements, such as being an active organisation in the district with good organisational ability, and having promotion of culture and art as one of its objectives. For holding performances, the applicant

organisation could make no more than two venue sponsorship applications in a year. In addition, the applicant organisation should submit a financial report after the conclusion of its first sponsored activity; otherwise, it would not be considered for future applications; and

- (b) The organisations listed in the paper had all applied for venue sponsorship before. If the Department received a new application, it would check with the Tuen Mun District Office (TMDO) to see if the applicant organisation was an active organisation in the district and would take into account its record and experience in organising activities. The applicant organisation should have been established for at least one year in the district. The Department would review the eligibility of the applicant organisation from time to time.

6. Members' second round of comments and enquiries were summarised as follows:

- (a) Members asked how many cultural programmes in the Tuen Mun District were held last year, before the pandemic and during the pandemic respectively, and how many people attended those events;
- (b) Members would like to know whether the LCSD had maintained an audience database for the cultural programmes, and considered that such a database helped publicise and promote cultural activities;
- (c) Members asked if a quota would be set on emerging or newly established organisations seeking venue sponsorship; and
- (d) Members asked why there was a decrease in the number of cultural programmes held from January to June this year.

7. Ms LEE of the LCSD gave a consolidated response as follows:

- (a) Data on the number of programmes held and audience sizes could be found in previous CICRC meeting papers;
- (b) In the past, some hirers of individual venues would conduct surveys at the end of the programme to collect information about the audiences, including their age groups, districts of residence and occupations. Whether or not the hirers had performed surveys determined the availability of information relating to audience types. Opinion surveys were conducted twice a year at Tuen Mun Town Hall to collect audiences' views on the venues and the

programmes, including those organised/subsidised by the Department and those organised by the hirers. The information and data collected would be further analysed and served as a point of reference in publicising and promoting cultural activities;

- (c) Organisations who hired facilities at Tuen Mun Town Hall and wished to apply for District Arts and Cultural Activities Venue Sponsorship must have been established for at least one year. The Department had not set a quota on any kind of organisation; and
- (d) In January, more performances, exhibitions and competitions were held with the venue sponsorship from the Department. Among them, the eight dance competitions had attracted more than 5 000 spectators. As a result, the numbers of programmes and audiences in January were higher. In June, about 70% of the venues were hired by schools to organise programmes, and data on programmes organised by hirers would not be included in the Department's report; hence, the numbers of programmes and audiences were lower in June.

8. Members' third round of comments and enquiries were summarised as follows:

- (a) Members asked whether the report only included the data on programmes organised or subsidised by the LCSD;
- (b) Members asked whether the criteria for approving applications for booking of venues were the same in the 18 districts;
- (c) Local organisations reported that they were not able to hire venues for holding activities in celebration of the National Day or the Reunification;
- (d) Members suggested accepting venue booking applications from statutory bodies, the District Council and activity partners of the TMDO in advance of the application round. Members also suggested reserving venues on the National Day and the Reunification for booking by the above organisations to hold activities; and
- (e) Members suggested that the LCSD accord priority to programmes that included elements of the Reunification and the National Day when assessing the booking applications for July and October. Regarding the uses of venues, Members said that while promotion of culture was important,

promotion of patriotic education was equally important under the principle of patriots administering Hong Kong.

9. Ms LEE gave a consolidated response as follows:
- (a) The data provided was about the programmes that the LCSD organised or subsidised and did not include information on the programmes organised by hirers, which would be included in the LCSD's annual report;
  - (b) The booking arrangements for the Auditorium and the Cultural Activities Hall of Tuen Mun Town Hall were similar. Where more than one applicant applied for the same time slot at the above venues, the Department would take into account the following factors: (i) priority would be given to arts-related activities, such as orchestral, chamber, instrumental, or jazz concerts, as well as opera, drama/musical, dance and Chinese opera; (ii) priority would be given to activities with good artistic merit; (iii) priority would be given to activities that contributed to the promotion of arts and culture in the community; and (iv) whether the new applicant was organising arts-related functions/the organising ability of past successful hirers, as well as the duration of period applied for and so on. In addition, the LCSD would fine tune the booking arrangements for other districts having regard to different performance venues. Having said that, the above fundamental guidelines were, in theory, applicable to all venues, and the details were available on the websites of individual performance venues;
  - (c) The Department had received a large number of applications for the use of facilities at Tuen Mun Town Hall and noted that many organisations wished to organise activities in celebration of the Reunification or the National Day. In fact, the Department had received over 200 applications for the use of the Auditorium for the time slots in June alone. The Department would allocate the time slots according to the above booking arrangements. Generally speaking, venue booking applications for arts activities could be made not more than seven months in advance of the date of hire, and the applications received afterwards would be processed in the next round of allocation. Given keen competition and the fact that some organisations did not submit applications seven months in advance of the date of hire, there might be cases where the applicant organisation was unable to book the venue for an activity on the preferred date of hire;

[Post-meeting note: For time slots between September and November, more than 400 applications had been submitted for the use of the Auditorium at

Tuen Mun Town Hall. Not only had the TMDO successfully booked the Auditorium for organising programmes in celebration of the National Day with the Tuen Mun Committee for National Day Celebration, but the Tuen Mun South East, North East, and North West Area Committees, as well as the Community Involvement and Culture and Recreation Committee under the TMDC, had all been successful in their applications.]; and

- (d) The Department had taken note of Members' views on the suggestion of reserving facilities at Tuen Mun Town Hall for booking by organisations to hold activities for the National Day, the Reunification, as well as promotion of patriotic education.

10. The Chairman asked the LCSD to consider Members' views and reserve venues for organisations to host events for the National Day, the Reunification, and the promotion of patriotic education.

**(B) Report of the Working Group on Community Involvement, Culture and Recreation  
(CICRC Paper No. 13/2024)**

- 11. Mr Kelvin LAM of the TMDO outlined the content of the report.
- 12. Members put forward the following suggestions for this year's large-scale festive displays and lighting decorations in the Tuen Mun District:
  - (a) Members suggested trying to install all of the "basic items" and "additional items subject to the availability of resources", or items (a) to (e); and
  - (b) Members suggested that the working group provide them with design drawings of the works later.
- 13. Mr Kelvin LAM of the TMDO gave a consolidated response as follows:
  - (a) The TMDO had earmarked \$1.20 million for this year's large-scale festive displays and lighting decorations in the Tuen Mun District under the Community Involvement Programme. Items (a) and (b) were essential installations that must be installed. Subject to the outcome of the tender exercise and the tender price offered, it was hoped that items (c) to (e) could be installed as well; and
  - (b) Design drawings of the relevant works would be provided to the CICRC later.

14. Members' comments and enquiries on "Towards the 15<sup>th</sup> National Games and the 12<sup>th</sup> National Games for Persons with Disabilities: 2024 Tuen Mun Sports Festival" were summarised as follows:

- (a) Members suggested trying to host "Tuen Mun District Parent-child Sports Fun Day" to encourage more residents to participate, even if it would only be considered when resources were available;
- (b) Members asked about the target number of participants in the events, the arrangements for district age group competitions, the method of nomination and enrolment for ball games, as well as the number of participants in the past events and a review of the effectiveness of the events;
- (c) Members asked if events would be held for persons with special needs and persons with disabilities; and
- (d) Members suggested recruiting more participants through different national sports organisations.

15. Mr Kelvin LAM of the TMDO gave a consolidated response as follows:

- (a) Invitations for activity proposals had been issued to organisations. Subject to the budget, we would decide whether the parent-child sports fun day could be organised;
- (b) With reference to last year's practices, all sports competitions were held in age groups. As for this year's arrangements, it depended on the activity proposals submitted by organisations;
- (c) Last year, the basketball, football, table tennis, and badminton competitions attracted 300, 800, 200 and 340 participants respectively;
- (d) Regarding the enrolment arrangements, the previous practice was that the partner organisations would draw up a prospectus for recruiting participants;
- (e) On organising sports activities for those with special needs and disabilities, since invitations for this year's events had been issued, the above suggestion would be taken into account when planning similar events in the future;
- (f) Regarding a review of the effectiveness of the events, the TMDO would make recommendations on the allocation of resources based on the number



of participants in different competitions in the past, so that events that were more popular could go on; and

- (g) After selecting the partner organisations, the TMDO would convey Members' views to them, including the suggestion of contacting different national sports organisations to recruit participants.

16. The CICRC endorsed the content of the report.

## **V. Any Other Business and Date of Next Meeting**

17. Ms Alice LEUNG of the LCSD outlined the details of "Sport For All Day 2024".

18. Ms Alice LEUNG of the LCSD said that to keep up the efforts in promoting community sports activities, the Department had organised the "Sport For All Day" (SFAD) every August since 2009, with the motto "Stay Active, Healthy and Happy!". The goal of the event was to encourage the public to participate in the activities actively and develop a habit of regular exercise. This year, the SFAD would be held on August 4 (Sunday), during which most leisure facilities under the purview of the LCSD would be open for free use by members of the public. At the same time, the LCSD would hold a series of free recreation and sports programmes for the public at designated sports centres across the 18 districts. This year, a new theme of "Parent-child Exercise for Fun and Fitness" was introduced in order to encourage the public to participate in more parent-child exercises and foster better relationships among family members. The event would be featured in a live webcast via the event's dedicated website on the event day from 2 p.m. to 3 p.m. so that members of the public could participate in the event wherever they were. In light of the SFAD, the Department would also hold free recreation and sports programmes at Siu Lun Sports Centre in the Tuen Mun District on the event day from 2 p.m. to 6 p.m. Members were encouraged to join and lend their support to the occasion.

19. Members' comments and enquires on the "SFAD 2024" were summarised as follows:

- (a) Members asked about the number of activity coupons to be distributed, the types of publicity materials and the promotional tools;
- (b) Since the activities were rich and varied, Members suggested increasing the number of days when the SFAD was held;

- (c) To help with the publicity, Members asked for the posters of the event;
  - (d) Some senior citizens had reported that they had trouble using “SmartPLAY”, the Department’s intelligent sports and recreation services booking and information system. Members asked if the LCSD would take advantage of the SFAD to promote “SmartPLAY”;
  - (e) Members said that it was not feasible to promote the event at schools during summer holidays, and asked for the best ways to promote the event and spread its messages; and
  - (f) Members asked for the number of participants in last year’s event, and suggested strengthening promotion.
20. Ms Alice LEUNG of the LCSD gave a consolidated response as follows:
- (a) The Department had promoted the event through various channels since June this year, including online platforms such as the “LCSD Pluss” Facebook page and dedicated Facebook page, as well as newspapers, radio, TV programmes, giant banners, and the hyperlink set up in the dedicated website;
  - (b) About 400 activity coupons had been distributed so far and would be distributed at event venues;
  - (c) The Department had distributed publicity posters to a number of organisations in the district, including schools and community centres, and had put up posters at community halls through the TMDO. The Department could also provide Members with the posters for display;
  - (d) An enquiry counter on “SmartPLAY” was set up at last year’s SFAD. The Department would consider doing the same at this year’s SFAD; and
  - (e) Last year, the SFAD was held at Yau Oi Sports Centre, with about 1 800 participants.
21. The Chairman asked the LCSD and the Secretariat to arrange for the distribution of posters to Members for publicity purposes.

[Post-meeting note: The LCSD provided Members with posters of the event through the Secretariat after the meeting.]

22. There being no other business, the Chairman announced the meeting closed at 3:20 p.m. The next meeting would be held on 24 September 2024 (Tuesday) at 2:30 p.m.

Tuen Mun District Council Secretariat  
Date: August 2024  
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