

Summary of the Minutes of the 1st Meeting of the Tsuen Wan District Council

The 1st Meeting of the Tsuen Wan District Council (TWDC) was held on 6 January 2012. The major issues discussed were summarised as follows:

Appointment of Secretary of Tsuen Wan District Council

2. Members unanimously agreed to appoint Senior Executive Officer (District Council) as Secretary of TWDC.

Adoption of Standing Orders of Tsuen Wan District Council and Guidelines on Application for the Tsuen Wan District Council Funds

3. Members unanimously agreed to adopt the amendment on attendance record of Members at TWDC meetings and adopt the Standing Orders of TWDC and Guidelines on Application for the TWDC Funds of the previous term.

Establishment of Committees under Tsuen Wan District Council

4. Members unanimously endorsed to establish six committees under TWDC, namely District Facilities Management Committee, Culture, Recreation and Sports Committee, Environmental and Health Affairs Committee, Community Building, Planning and Development Committee, Social Services and Community Information Committee, and Traffic and Transport Committee; and adopt all previous arrangements, in which the tenure of all committees, their chairmen, vice-chairmen and members serving as TWDC Members in this term would start from the establishment date of respective committees to 31 December 2015, the tenure of co-opted members would start from their appointment date to 31 December 2013 and from 1 January 2014 to 31 December 2015.

Establishment of Working Groups under Tsuen Wan District Council

5. Members unanimously agreed to set up the Finance and In-house Working Group and the Working Group on Activities under TWDC in 2012-15; to maintain the terms of reference of the two working groups and to assign the editorial work of TWDC Term Report to the Finance and In-house Working Group; and the tenure of the Finance and In-house Working Group would start from its establishment date to 31 December 2015 whereas the tenure for the Working Group on Activities under TWDC would start from its establishment date to 31 March 2012.

Endorsement of Tsuen Wan District Council Funds (Community Involvement Project) Allocation and Financial Arrangements between January and March 2012

6. Members unanimously endorsed the funding allocation between January to March 2012 and relevant administrative arrangements.

Endorsement of Tsuen Wan District Council Funds Applications (January to March 2012)

7. Members unanimously approved 15 funding applications and agreed to continue authorising TWDC Secretariat to process funding applications for excursions organised by local organisations in accordance with the Guidelines on Application for the TWDC Funds.

Recruitment of Contract Staff for Tsuen Wan District Council

8. It was reported that the Home Affairs Department (HAD) had increased the expenditure ceiling for employing contract staff from 10% to 15% of respective DC allocation in the new financial year and relevant expenditure was estimated to account for 11-12% of allocation for Tsuen Wan District. Members unanimously endorsed to employ contract staff for TWDC in the financial years of 2012/13 and 2013/14 within HAD's prescribed expenditure ceiling.

Any Other Business – Seating Arrangement of Tsuen Wan District Council Meetings and Allocation of Lockers in Common Room

9. Members unanimously agreed to adopt the previous seating arrangement for meetings and continue authorising TWDC Secretariat to handle allocation of lockers in common room.

Tsuen Wan District Council Secretariat
January 2012