

**Minutes of the 1st Meeting of
the Finance Committee
under the Yuen Long District Council in 2019**

Date : 29 January 2019 (Tuesday)

Time : 10:00 a.m. – 11:10 a.m.

Venue: Conference Room, Yuen Long District Council, 13/F., Yuen Long Government Offices,
2 Kiu Lok Square, Yuen Long

<u>Present</u>	<u>Time of Arrival</u>	<u>Time of Withdrawal</u>
Chairman: Ms CHIU Sau-han, MH	Beginning of the meeting	End of the meeting
Members: Mr CHAN Sze-ching	Beginning of the meeting	End of the meeting
Mr CHEUNG Muk-lam	Beginning of the meeting	End of the meeting
Mr CHOW Wing-kan	Beginning of the meeting	End of the meeting
Mr KWOK Keung, MH	Beginning of the meeting	End of the meeting
Ms LAU Kwai-yung	10:20 a.m.	End of the meeting
Mr LEUNG Ming-kin	Beginning of the meeting	End of the meeting
Ms MA Shuk-yin	Beginning of the meeting	End of the meeting
Mr MAK Ip-sing	10:15 a.m.	End of the meeting
Mr MAN Kwong-ming	Beginning of the meeting	End of the meeting
Mr SHUM Ho-kit, JP	10:35 a.m.	End of the meeting
Mr SIU Long-ming, MH	Beginning of the meeting	End of the meeting
Mr TANG Cheuk-him	10:15 a.m.	End of the meeting
Mr TANG Yung-yiu, Ronnie	10:20 a.m.	End of the meeting
Mr TO Ka-lun	Beginning of the meeting	End of the meeting
Ms WONG Wai-ling	Beginning of the meeting	End of the meeting
Mr WONG Wai-shun, MH	10:20 a.m.	End of the meeting
Ms YUEN Man-yee	Beginning of the meeting	End of the meeting

Secretary: Mr KONG Kwok-piu, Bill Senior Executive Officer (District Council), Yuen Long District Office

Assistant Secretary: Ms WONG Man-ting, Mandy Executive Officer I (District Council), Yuen Long District Office

In Attendance

Mr NG Lak-sun, Nixon Assistant District Officer (Yuen Long)1

Item 6

Ms TSANG Ching-ting

Project Coordinator (Rural 2),
Yuen Long District Office

Item 7

Mr LI Sing-pak, BBS

Executive Secretary,
Yuen Long Town Hall

Absent

Mr YIU Kwok-wai

Mr KWOK Hing-ping

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Opening Remarks

The Chairman welcomed Members to the meeting of the Finance Committee (“FC”).

2. No Members were absent from the meeting due to other commitments.

Item 1: Confirmation of the minutes of the 6th meeting of the FC in 2018

3. The minutes of the 6th FC meeting in 2018 were confirmed unanimously.

Item 2: Activities subsidised by Yuen Long District Council (“YLDC”) funds in 2018-19
(1) Inspection of activities subsidised with YLDC funds
(FC Paper No. 1/2019)

4. The Chairman asked Members to take note of Paper No. 1. The paper reported that, as at 11 January 2019, Members had inspected 11 activities subsidised by District Council (“DC”) funds. The situation of the activities and comments of Members in charge of the inspections were detailed in the paper.

5. Members’ views and enquiries were summarised as follows:

- (1) The Members who inspected the “Film appreciation and sharing session on *I Have a Date with Spring*” were of the view that the audience had fully enjoyed the activity. A Member said, however, that the image quality and sound effects of the film were far from satisfactory after restoration, and wished to reflect the problem to the applicant organisation and the copyright owner. Another Member said nostalgia films had

their own characteristics. The film in question was a low-budget production, but its heart-warming story could effectively promote local arts and culture. He hoped more activities of this type would be launched in the future. He also requested a new theatre in the district or facilities at Yuen Long Theatre be upgraded;

- (2) A Member said he would, if necessary, give information about film restoration companies in Hong Kong to applicant organisation for its reference; and
- (3) A Member commented on the effectiveness of the “Film appreciation and sharing session on *I Have a Date with Spring*” from the perspective of audience response. He said the audience size met the target and they fully enjoyed the activity.

6. The Secretary’s consolidated reply was summarised as follows:

- (1) Pointed out that “*I Have a Date with Spring*” was shot on film in 1994, and had recently been restored in high definition (“HD”). In terms of effects, however, the HD edition was hardly comparable to films produced in the digital era;
- (2) Pointed out that the film appreciation session on “*I Have a Date with Spring*” proved to be effective, with the total number of participants exceeding the expected 6 000;
- (3) It was opined that the effect of a film screened outdoors was subject to location restrictions, and hoped Members would understand this; and
- (4) Agreed with the Member’s suggestion of reflecting the aforesaid problem to the applicant organisation and the production company. It was first time to have the film appreciation and sharing sessions since the funding scheme to promote arts and cultural activities in the district was launched. It was hoped that the positive responses to the activity would boost the confidence of district organisations in organising even more similar activities in the future to preserve and promote local arts and culture.

7. The Chairman concluded that Members had noted the inspection report and were generally satisfied with the effectiveness of the activity. She hoped Members would appreciate that the inadequate quality of the film, “*I Have a Date with Spring*”, had been due to limited resources.

Item 2: Activities subsidised with YLDC funds in 2018-19

(2) Report on subsidised activities not held as scheduled (as at 11 January 2019) (FC Paper No. 2/2019)

8. The Chairman asked Members to take note of Paper No. 2. The paper reported that as at 11 January 2019, three activities had not been implemented as scheduled (with a total amount of DC funds of \$10,030). The Secretariat was informed of the cancellations before the intended dates of the activities, as required by the “Manual on the Use of District Council Funds for YLDC” (“the Manual”).

9. As there were no questions or comments from Members, the Chairman concluded Members noted the above report.

Item 3: The financial position of YLDC in 2018-19 (as at 11 January 2019)
(FC Paper No. 3/2019)

10. The Chairman asked Members to take note of Paper No. 3. The paper reported the financial position of the YLDC in 2018-19. As at 11 January 2019, the actual expenditure of YLDC was \$21,977,546, which accounted for approximately 64.64% of the total provision of DC funds.

11. As there were no questions or comments from Members, the Chairman concluded Members noted the above report of financial position.

Item 4: Funding application for setting up a “Green Promotion Stall” in the Hong Kong Flower Show 2019
(FC Paper No. 4/2019)

12. The Chairman said that as the following agenda items were related to the applications for the use of YLDC funds or revised budgets, therefore Members were reminded to make declaration of interests if necessary when they spoke. To save Members’ time to declare interests during the meeting, the Secretariat had prepared a copy of “Information on Declaration of Interests”. This information had been on table for Members’ reference. With reference to the previous practice of FC, Members were asked to make appropriate declaration of interests according to the nature of their titles. Pursuant to Section 48(12) of the YLDC Standing Orders (“Standing Orders”), the Chairman of a committee under the DC could decide whether a committee member concerned disclosed an interest in a matter might speak or vote in the matter, might remain in the meeting as an observer, or should be absent.

13. The Chairman asked Members to take note of Paper No. 4. The purpose of the paper was ask Members to endorse the allocation of \$38,732 to fund the “Yuen Long Town Hall Jockey Club Yuen Long Integrated Children and Youth Services Centre” for setting up a “Green Promotion Stall” in the Hong Kong Flower Show 2019. The application had been recommended by the Culture, Recreation, Community Service and Housing Committee (“CRCS&HC”). As the activity would not be completed until 24 March, Members were asked to consider exempting the activity from “the Manual” requirement that activities should be completed before 28 February each year, and to consider the funding application.

14. The Chairman said that, according to the Secretariat's record, there were no FC Members who concurrently held any position in the "Yuen Long Town Hall Jockey Club Yuen Long Integrated Children and Youth Services Centre". If Members wished to make a supplementary declaration of interests, they could refer to the good practices on declaration of interests as suggested by the Home Affairs Department ("HAD") and assess the nature of their titles to make appropriate declaration of interests.

15. As there were no questions or comments from Members, the Chairman concluded that Members endorsed the allocation of \$38,732 to fund the "Yuen Long Town Hall Jockey Club Yuen Long Integrated Children and Youth Services Centre" for setting up a "Green Promotion Stall" in the Hong Kong Flower Show 2019.

Item 5: Funding application by the Yuen Long District Arts Committee ("YLDAC") in respect of the "Exhibition of Chinese and Western Paintings and Children's Calligraphy of Teachers and Students of the 33rd YLDAC Calligraphy and Painting Section classes"
(FC Paper No. 15/2019)

16. The Chairman asked Members to take note of Paper No. 15. The purpose of the paper was to ask Members to endorse the allocation of \$67,980 to fund the "Yuen Long District Arts Committee" ("YLDAC") for organising the "Exhibition of Chinese and Western Paintings and Children's Calligraphy of Teachers and Students of the 33rd YLDCA Calligraphy and Painting Section classes".

17. The Chairman pointed out that CRCS&HC Members had enquired at the meeting on 8 January 2019 about the estimated expenditure of display boards. The YLDAC replied after the meeting, and the Secretariat consulted CRCS&HC Members by circulation on the matter. The funding application was finally recommended for consideration by the FC with consent of no less than two thirds of CRCS&HC Members obtained during a specified circulation period.

18. The Chairman said that Principal LAW Ching-bor, the officer of the calligraphy section of the YLDAC, was absent from the meeting because of illness, while saying that, before Members raised any questions, information about FC Members who were concurrently members of the YLDAC had already been included in the document tabled by the Secretariat. These Members included Mr LEUNG Ming-kin and Mr SIU Long-ming, who were Honorary Presidents of the YLDAC. Unless the information was incorrect, Members did not need to declare their interests again. Members could assess the nature of their titles to make appropriate declaration of interests.

19. As there were no questions or comments from Members, the Chairman concluded that Members endorsed the allocation of \$67,980 to fund “YLDAC” to organise the “Exhibition of Chinese and Western Paintings and Children’s Calligraphy of Teachers and Students of the 33rd YLDCA Calligraphy and Painting Section classes”.

Item 6: Funding application by the Yuen Long District Fire Safety Committee in respect of “Ching Ming Festival Hillfire Prevention Day”
(FC Paper No. 5/2019)

20. The Chairman asked Members to take note of Paper No. 5. The purpose of the paper was to ask Members to endorse the allocation of \$53,000 to fund the “Yuen Long District Fire Safety Committee” to organise the activity of the “Ching Ming Festival Hillfire Prevention Day” on 5 April 2019.

21. The Chairman welcomed Ms TSANG Ching-ting, Project Coordinator (Rural 2) of the Yuen Long District Office (“YLDO”), to the meeting and asked Ms TSANG to briefly introduce the paper.

22. The Chairman said that Members were not required to declare interests unless they noticed any direct personal or pecuniary interests in the activity, which would be implemented by a committee under the YLDO.

23. As there were no questions or comments from Members, the Chairman concluded that Members endorsed the allocation the \$53,000 to fund the “Yuen Long District Fire Safety Committee” to organise the activity of the “Ching Ming Festival Hillfire Prevention Day” on 5 April 2019.

Item 7: Revised budget for “STEM@Yuen Long”
(FC Paper No. 6/2019)

24. The Chairman asked Members to take note of Paper No. 6. The purpose of the paper was to ask Members to endorse the revised budget for “STEM@Yuen Long”. After the revision, the DC allocation would remain unchanged at \$300,000. The revised budget had been recommended by the CRCS&HC.

25. The Chairman welcomed Mr LI Sing-pak, BBS, Executive Secretary of “Yuen Long Town Hall”, to the meeting and asked Mr LI to briefly introduce the paper.

26. The Chairman pointed out that before Members raised any questions, information related to FC Members who were concurrently members of the “STEM@Yuen Long Coordinating Committee” had already been included in the document tabled by the Secretariat. These Members included:

- (1) Mr SHUM Ho-kit as the Honorary President;
- (2) Mr LEUNG Ming-kin as the Vice-chairman; and
- (3) Ms MA Shuk-yin, Mr MAK Ip-sing, Mr MAN Kwong-ming and Mr TO Ka-lun as Members.

27. The Chairman also pointed out that information related to FC Members who were concurrently members the co-organisers of the activity, namely “Yuen Long Town Hall Management Committee” and “Yuen Long Primary School Heads Association,” had also been included in the document tabled by the Secretariat. These Members included:

- (1) Mr WONG Wai-shun as the Director and Voluntary Legal Advisor of the “Yuen Long Town Hall Management Committee”;
- (2) Mr Ronnie TANG as the Director of the “Yuen Long Town Hall Management Committee”;
- (3) Mr LEUNG Ming-kin as the Vice-chairman of the “Yuen Long Town Hall Management Committee”; and
- (4) Mr WONG Wai-shun as the Voluntary Legal Advisor of the “Yuen Long Primary School Heads Association”.

28. Unless the information was incorrect, Members did not need to declare their interests again. Members could assess the nature of their titles to make appropriate declaration of interests.

29. As there were no questions or comments from Members, the Chairman concluded that they had endorsed the revised budget for “STEM@Yuen Long”. After the revision, the DC allocation would remain unchanged at \$300,000.

Item 8: Applications for YLDC funds to implement community involvement projects in 2019-20 (first quarter):

- (1) New applicant organisations of DC funds
(FC Paper No. 7/2019)**
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30. The Chairman asked Members to take note of Paper No. 7. The purpose of the paper was to invite Members to consider endorsing the eligibility of four new organisations applying for YLDC funds. They included “Special Educational Needs & Parents Association Limited”, “Christian Family Service Centre”, “Yuen Long Church (Church of Christ in China) Chow Sung Chu Oi Youth

Centre” and “Wai Ji Christian Service”. The relevant applications had been recommended by the CRCS&HC.

31. The Chairman said that, according to the Secretariat’s record, there were no FC Members who were concurrently members of the four new organisations. If Members wished to make a supplementary declaration of interests, they could refer to the good practices on declaration of interests as suggested by the HAD and assess the nature of their titles to make appropriate declaration of interests.

32. As there were no questions or comments from Members, the Chairman concluded that Members endorsed the eligibility of the four new organisations applying for YLDC funds. They included “Special Educational Needs & Parents Association Limited”, “Christian Family Service Centre”, “Yuen Long Church (Church of Christ in China) Chow Sung Chu Oi Youth Centre” and “Wai Ji Christian Service”.

Item 8: Applications for YLDC funds to implement community involvement projects in 2019-20 (first quarter):

**(2) Cultural activities to be organised from April to June 2019 (first quarter)
(FC Paper No. 8/2019)**

33. The Chairman asked Members to take note of Paper No. 8. The purpose of the paper was to ask Members to endorse the allocation of \$191,858 to fund 15 cultural activities to be organised in 2019-20 (first quarter). The relevant applications had been recommended by the CRCS&HC.

34. The Chairman said that, according to the Secretariat’s record, there were no FC Members who were concurrently members of the applicant organisations of the 15 funding applications for cultural activities. If Members wished to make a supplementary declaration of interests, they could refer to the good practices on declaration of interests as suggested by the HAD and assess the nature of their titles to make appropriate declaration of interests.

35. As there were no questions or comments from Members, the Chairman concluded that Members endorsed the allocation of \$191,858 to fund the 15 cultural activities to be organised in 2019-20 (first quarter).

Item 8: Applications for YLDC funds to implement community involvement projects in 2019-20 (first quarter):

**(3) Recreation and sports activities to be organised from April to June 2019 (first quarter)
(FC Paper No. 9/2019)**

36. The Chairman asked Members to take note of Paper No. 9. The purpose of the paper was to ask Members to endorse the allocation of \$595,911.1 to fund 59 recreation and sports activities to be organised in 2019-20 (first quarter). The relevant applications had been recommended by the CRCS&HC.

37. The Chairman said that before Members raised enquiries, information about FC Members who were concurrently members of applicant organisations of the 59 funding applications for recreation and sports activities had already been included in the document tabled by the Secretariat. These Members included:

- (1) Mr SHUM Ho-kit as the Vice-chairman of “Yuen Long District Sports Association Limited”, Mr SIU Long-ming, Mr WONG Wai-shun and Ms YUEN Man-yea as Managing Directors of “Yuen Long District Sports Association Limited”, and Mr LEUNG Ming-kin and Mr MAN Kwong-ming as Directors of “Yuen Long District Sports Association Limited”;
- (2) Mr WONG Wai-shun as the Director and Voluntary Legal Advisor of “Yuen Long Town Hall Management Committee”, Mr Ronnie TANG as the Director of “Yuen Long Town Hall Management Committee”, and Mr LEUNG Ming-kin as the Vice-chairman of “Yuen Long Town Hall Management Committee”;
- (3) Mr Ronnie TANG as the Chairman of “Pat Heung North Environment Attention Group”;
- (4) Mr MAK Ip-sing as the Chairman of “Hoi Wah Yuen Long Service Centre”;
- (5) Ms LAU Kwai-yung and Mr YIU Kwok-wai as the Treasurer and Secretary of “Friends of Wai Yin in Fu Yan” respectively;
- (6) Mr CHOW Wing-kan as the Chairman of “Yuen Long Livelihood Serving Agency”;
and
- (7) Ms CHIU Sau-han as the Chairman of “Yuet Yan Residents Serving Association”.

38. Unless the information was incorrect, Members did not need to declare their interests again. Members could refer to the good practices on declaration of interests as suggested by the HAD and assess the nature of their titles to make appropriate declaration of interests.

39. The Chairman declared herself not only the Chairman of “Yuet Yan Residents Serving Association”, but also the Chairman of “Tin Shui Wai Youth Association” and of the “Tin Shui Wai Association for Elderly Services”, which would be mentioned in the next agenda item. She referred to the good practices on declaration of interests as suggested by the HAD, and decided to declare her interests and be absent during the discussion.

40. The Chairman also said that the chairmanship might be temporarily taken over by a temporary Chairman because of the absence of the Vice-chairman, according to Section 48(14) of

“the Standing Orders”, provided that the temporary Chairman had no direct personal or pecuniary interests in any of applicant organisations.

41. Mr CHEUNG Muk-lam was proposed as the temporary Chairman, and Members agreed.

(The temporary Chairman presided over the meeting)

42. Members’ views and enquiries were summarised as follows:

- (1) The applicant organisation of “Soccer Course (October to December) 2018 (Recreation and sports activity no. 133)” and “Mini-soccer Competition (October to December) (Recreation and sports activity no. 135)” cited internal personnel changes as the reason for cancelling the two activities, which was worthy of concern; and
- (2) It was enquired why “Green Earth Carnival” (Recreation and sports activity no. 58)” was defined as a recreation and sports activity rather than a social service activity.

43. The Secretary’s consolidated reply was summarised as follows:

- (1) Funding applications in the next quarter from the applicant organisation of the “Soccer Course (October to December) 2018 (Recreation and sports activity no. 133)” and “Mini-soccer Competition (October to December) (Recreation and sports activity no. 135)” would not be affected by the cancellations of the activities. It was because the Secretariat had been notified of the cancellations before the intended dates of the activities as required by the Manual; and
- (2) “Green Earth Carnival” (Recreation and sports activity no. 58) was classified as a recreation and sports activity because of its activity nature as a carnival, according to the guidelines used by the Secretariat on the classification of activities. The activity would be classified as a social service activity if its targets were the elderly, children or the disadvantaged (such as people with disabilities).

44. The temporary Chairman concluded that Members endorsed the allocation of \$595,911.1 to fund 59 recreation and sports activities to be organised in 2019-20 (first quarter).

Item 8: Applications for YLDC funds to implement community involvement projects in 2019-20 (first quarter):

- (4) Social service activities to be organised from April to June 2019 (first quarter)
(FC Paper No. 10/2019)**
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45. The temporary Chairman asked Members to take note of Paper No. 10. The purpose of the paper was to ask Members to endorse the allocation of \$921,519 to fund 46 social service activities to be organised in 2019-20 (first quarter). The applications had been recommended by the CRCS&HC.

46. The temporary Chairman said that information about FC Members who were concurrently members of applicant organisations of the 46 funding applications for social service activities had already been included in the document tabled by the Secretariat. These Members included:

- (1) Mr WONG Wai-shun as the Director and Voluntary Legal Advisor of “Yuen Long Town Hall Management Committee”, Mr Ronnie TANG as the Director of “Yuen Long Town Hall Management Committee”, and Mr LEUNG Ming-kin as the Vice-chairman of “Yuen Long Town Hall Management Committee”;
- (2) Mr KWOK Keung as the President of the “Service Centre for the Elderly”;
- (3) Mr MAK Ip-sing as the Chairman of “Yuen Long Resident Service Association”;
- (4) Mr YIU Kwok-wai as the Chairman of “Wang Yat Resident’s Association”;
- (5) Ms LAU Kwai-yung and Mr YIU Kwok-wai as Chairmen of “Fu En Cultural and Leisure Services Association”;
- (6) Ms YUEN Man-yee as the Vice-chairman of “Long Tin Friends’ Association”;
- (7) Mr CHOW Wing-kan as the Chairman of “Yuen Long Livelihood Serving Agency”;
and
- (8) Ms CHIU Sau-han as the Chairman of “Tin Shui Wai Youth Association” and of the “Tin Shui Wai Association for Elderly Services”.

47. Unless the information was incorrect, Members did not need to declare their interests again. Members could refer to the good practices on declaration of interests as suggested by the HAD and assess the nature of their titles to make appropriate declaration of interests.

48. As there were no questions or comments by Members, the temporary Chairman concluded that Members endorsed the allocation of \$921,519 to fund 46 social service activities to be organised in 2019-20 (first quarter).

(The Chairman resumed to preside over the meeting.)

Item 9: Extending the contract period of staff employed with DC funds to assist the DC in discharging its duties for three months upon expiry of the current DC term (FC Paper No. 11/2019)

49. The Chairman asked Members to take note of Paper No. 11. The purpose of the paper was to propose the contract period of staff employed with DC funds be extended for three months upon expiry of the current DC term, with contract-end gratuities disbursed on a pro-rata basis to full-time staff on contracts of less than 12 months.

50. As there were no questions or comments from Members, the Chairman concluded that Members noted the above paper.

Item 10: Funding applications for the employment of staff for discharging DC duties

(1) Community Hall and Community Centre

(FC Paper No. 12/2019)

51. The Chairman asked Members to take note of Paper No. 12. The purpose of the paper was to ask Members to endorse the allocation of \$821,964 for the continuous employment of five Project Assistants (Community Hall/Community Centre) to assist in promoting the use of facilities in community halls/community centres and to discharge related duties.

52. As there were no questions or comments from Members, the Chairman concluded that Members endorsed the allocation of \$821,964 for the continuous employment of five Project Assistants (Community Hall/Community Centre).

Item 10: Funding applications for the employment of staff for discharging DC duties

(2) Yuen Long District Office

(FC Paper No. 13/2019)

53. The Chairman asked Members to take note of Paper No. 13. The purpose of the paper was to ask Members to endorse the allocation of \$2,837,674 for the continuous employment of one Executive Assistant, four Project Coordinators and ten Project Assistants to assist the YLDO in implementing community involvement projects organised or co-organised by the YLDO and subsidised by DC funds.

54. It was enquired whether the staff employed with DC funds would be granted contract-end gratuities.

55. The Secretary responded that, according to Note 2 in the sixth paragraph of the Paper, the staff employed with DC funds would receive a contract-end gratuity, which was equivalent to 15% of the monthly salaries of the Executive Assistants and the Project Coordinators and to 10% of the

Project Assistants' monthly salaries. 5% of the gratuity was the portion of MPF contributions paid by the employer.

56. The Chairman concluded that Members endorsed the allocation of \$2,837,674 for the continuous employment of one Executive Assistant, four Project Coordinators and ten Project Assistants.

Item 10: Funding applications for the employment of staff for discharging DC duties

(3) Yuen Long District Council Secretariat

(FC Paper No. 14/2019)

57. The Chairman asked Members to take note of Paper No. 14. The purpose of the paper was to ask Members to endorse the allocation of \$1,422,277.2 for the continuous employment of three Executive Assistants and three Project Assistants to maintain the administrative and clerical support which the YLDC Secretariat had provided for the YLDC, and to assist in the implementation of various community involvement projects.

58. As there were no questions or comments from Members, the Chairman concluded that Members endorsed the allocation of \$1,422,277.2 for the continuous employment of three Executive Assistants and three Project Assistants.

Item 11: Any other business

59. There being no other business, the meeting was adjourned at 11:10 a.m.

Yuen Long District Council Secretariat

March 2019