

**Minutes of the Second Meeting of District Facilities Management Committee  
under the Yuen Long District Council in 2020**

Date : 6 March 2020 (Friday)  
Time : 10:00 a.m. - 3:10 p.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 NG Yuk-ying	Beginning of the meeting	End of the meeting
Vice-chairman: Mr LI Chung-chi	Beginning of the meeting	End of the meeting
Members: Mr CHAN King-lun, Kisslan	1:05 p.m.	End of the meeting
Ms CHAN Mei-lin	Beginning of the meeting	1:30 p.m.
Mr CHAN Shu-fai	Beginning of the meeting	1:45 p.m.
Ms CHAN Sze-nga	Beginning of the meeting	End of the meeting
Mr CHEUNG Chi-yeung, Felix	Beginning of the meeting	End of the meeting
Mr CHING Chan-ming	Beginning of the meeting	12:45 p.m.
Mr FONG Ho-hin	Beginning of the meeting	End of the meeting
Mr HAU Man-kin	Beginning of the meeting	End of the meeting
Mr HO Wai-pan	Beginning of the meeting	2:30 p.m.
Mr HONG Chin-wah	Beginning of the meeting	End of the meeting
Mr KWAN Chun-sang	Beginning of the meeting	2:30 p.m.
Mr KWOK Man-ho	Beginning of the meeting	End of the meeting
Mr LAI Kwok-wing, Samuel	Beginning of the meeting	End of the meeting
Ms LAI Po-wa	Beginning of the meeting	End of the meeting
Mr LAI Wing-tim	Beginning of the meeting	12:45 p.m.
Mr LAM Chun	Beginning of the meeting	2:40 p.m.
Mr LAM Ting-wai	Beginning of the meeting	End of the meeting
Mr LEE Chun-wai	Beginning of the meeting	End of the meeting
Mr LEE Wai-fung, Deco	Beginning of the meeting	End of the meeting
Mr LEUNG Tak-ming	Beginning of the meeting	1:45 p.m.
Mr MO Kai-hong	Beginning of the meeting	End of the meeting
Mr NG Kin-wai	10:25 a.m.	End of the meeting
Mr SHEK King-ching	Beginning of the meeting	End of the meeting
Mr TO Ka-lun	Beginning of the meeting	End of the meeting
Mr WONG Pak-yu	Beginning of the meeting	End of the meeting
Mr WONG Wai-yin, Zachary	Beginning of the meeting	End of the meeting
Ms WONG Wing-sze	Beginning of the meeting	End of the meeting
Mr YOUNG Ka-on	Beginning of the meeting	11:45 a.m.
Secretary: Miss HO Kit-yi, Sabia	Executive Officer (District Council)4, Yuen Long District Office	
<u>In attendance</u>		
Mr NG Lak-sun, Nixon	Assistant District Officer (Yuen Long)1	
Mr TSANG Tak-chung	Senior Inspector of Works(1), Yuen Long District Office	

Mr CHAN Sai-hung	Senior Inspector of Works(2), Yuen Long District Office
Ms LO Fung-sun, Grace	Liaison Officer i/c (Rural 4), Yuen Long District Office
Miss WONG Man-ting, Mandy	Executive Officer I (District Council), Yuen Long District Office
Ms LAM Pui-fun, Maggie	Senior Executive Officer (Planning)33, Leisure and Cultural Services Department
Ms CHAN Pik-hing, Connie	District Leisure Manager (Yuen Long), Leisure and Cultural Services Department
Ms LO Lai-fong, Jackie	Chief Leisure Manager (New Territories North), Leisure and Cultural Services Department
Ms KWAN Yuen-mei, Rica	Senior Librarian (Yuen Long), Leisure and Cultural Services Department
Ms LAM Pui-yin, Gloria	Senior Manager (New Territories West) Promotion, Leisure and Cultural Services Department
Mr LOUEY Wing-hong, Jimmy	Senior Estate Surveyor/West (District Lands Office, Yuen Long), Lands Department
Mr AU Kwok-kuen	

Item III

Ms HUI Ka-wai, Minerva	Architect (Works)5, Home Affairs Department
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Item VI

Mr HO Kwai-hung, Barry	Senior Executive Officer (District Management), Yuen Long District Office
Mr LAM Man-kin, Andy	Executive Officer (Community Affairs), Yuen Long District Office
Ms LAI Mo-yi	Housing Manager/Yuen Long 6, Housing Department

Absent

Mr MAK Ip-sing	(Absent with apologies)
Mr TANG Ka-leung	
Mr TANG Yung-yiu, Ronnie	

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## **Opening Remarks**

Members and government department representatives were welcomed to the meeting. The Chairman said Mr AU Kwok-kuen's application for attending the meeting had been accepted.

2. Mr MAK Ip-sing was absent due to other commitments.

## **Item I: Confirmation of the minutes of the first meeting in 2020**

3. The Chairman concluded that the above minutes of meeting had been unanimously confirmed by Members.

## **Item II: Proposed schedule of meetings for District Facilities Management Committee ("DFMC") under Yuen Long District Council ("YLDC") in 2020 (DFMC Paper No. 1/2020)**

4. The Chairman concluded that the above schedule of meetings had been unanimously endorsed by Members.

## **Item III: Progress report on District Minor Works (DMW) Programme (projects proposed by District Council Members) (DFMC Paper No. 2/2020)**

5. The Chairman welcomed the following attendee, in addition to standing departmental representatives, to the meeting:

Home Affairs Department  
Architect (Works) 5

Ms HUI Ka-wai, Minerva

6. Ms Minerva HUI of HAD briefed Members on the DMW Programme.

7. Views and responses of Members and departmental representatives on the DMW Programme were summarised as follows:

- (1) An enquiry was made on whether the time required for a DMW works project was determined by an established criteria or the complexity of works, and the time required for determining the allocation of works/management/maintenance responsibilities among the departments. Another enquiry was made on the average time taken for the works procedures by types of works, and the technical issues encountered;
- (2) Ms Minerva HUI of HAD responded that there was no uniform time frame for the works project procedures. Citing rainshelter works as an example, she said tendering exercise might commence after conducting the utility survey and obtaining Planning Department's permission. On the other hand, works projects for the provision of sitting-out areas and pet gardens requiring allocation of land under the related procedures would take a longer time. Other technical issues included getting information from government departments such as the Drainage Services

Department (“DSD”) and CLP Power Hong Kong Limited on underground utilities in the works sites. The time required for collaborating among departments to define the works/management/maintenance responsibilities of the works projects varied. Ms HUI added that the department did not keep any statistics on the average time taken for the procedures by types of works;

- (3) An enquiry was made on the funding allocated for DMW projects in Yuen Long District;
- (4) Ms Mandy WONG of Yuen Long District Office (“YLDO”) responded that the funding allocated for DMW projects in Yuen Long District in the financial year of 2019-20 was \$24,312,000;
- (5) A Member enquired whether non-standard designs would be incorporated in the standard designs of works projects, and asked for information on the non-standard design of works projects for reference. Ms Minerva HUI replied that HAD’s standard designs for the works would not comprise non-standard designs adopted by consultants.
- (6) A Member remarked that the rain sheltering effect of the shelter/walkway cover was far from desirable. An enquiry was made on the consequences of terminating the works and, according to the contract terms, whether a compensation was required and the amount to be paid. The Member also enquired whether it was feasible to terminate the contract immediately through negotiation, and whether a sample contract could be provided for reference;
- (7) Ms Minerva HUI responded that the department would take the initiative to follow up on the works projects for which tenders had been called with approval from the DC, or those that had already commenced. If Members requested shelving projects at the stage of advance works (including feasibility study or preliminary design phases), the department would give Members a report on the expenses involved for their reference and consideration on whether to terminate the works item. Regarding the contract, Ms HUI said according to the term contract between HAD and the consultant, the consultant fee would be paid in stages. Where any items of the advance works not commenced were terminated, the consultant would be paid the fee based on the stage of completion, without penalty imposed on the department. Regarding contracts with contractors, Ms HUI said the Government as a responsible contract party would continue to follow up on works items which had commenced or already tendered, and would not terminate the contracts. Ms HUI supplemented that extra expenses would incur should works projects be terminated, saying that the Government which cancelled the contract unilaterally was required to compensate the contractor. If Members had any views on the works items, the department could initiate technical alterations on them subject to availability of resources; and
- (8) In response to an enquiry on whether the DC could consider any alternatives other than the works design submitted by HAD to the DC for approval or rejection, Ms Minerva HUI said HAD would discuss the preliminary design with the DC member of the constituency concerned and the lead department before it was submitted for consultation with the DC, which would be offered other available options.

8. Ms Grace LO of the YLDO, Ms Maggie LAM of the LCSD and Ms Minerva HUI of the HAD presented the paper.

9. The views and responses of Members and department representatives on the works projects were summarised as follows:

(1) **“Construction of a sitting-out garden near the pavilion at Tai Tong Shan Road, Yuen Long” (YL-DMW306)**

- A Member enquired whether information on the actual location, cost and progress could be provided before the meeting;
- Ms Mandy WONG said the Secretariat could pass the information prepared by departments concerned before the meeting to Members; and
- Ms Minerva HUI said a Powerpoint presentation on the cost estimate of the works had been given at the meeting on 3 May 2019. Instead of showing the detailed estimate at its regular report, the department would present the estimate breakdown at its report when seeking funding approval from the DC after a work stage was completed.

(2) **“Construction of Covered Walkway from the junction of Tin Kwai Road and Tin Lung Road to Tin Shing Road, Tin Shui Wai” (YL-DMW342)**

- A Member said that the walkway cover was pricey to construct, but with limited works site area, the access used by the residents on a daily basis had not been covered. The Member also enquired whether the project had remained at the feasibility study stage for years because it was assessed to be infeasible, given that it was proposed in April 2014. An enquiry was also made on the necessity of constructing the walkway cover with the presence of a pedestrian subway nearby;
- Ms Minerva HUI responded that the works site covered an area from the road junction along the road towards Dragon Park via Kenswood Court and Tin Lok Kindergarten up to Ginza Light Rail Stop. The cover was 162 m long and around 2.5 m wide, with a width of 5.5 m at the pedestrian waiting area at both ends. Having endorsed the preliminary study of the works project on 5 July 2019, Members agreed to commission the term consultant to conduct a feasibility study. The term consultant would start inviting tenders for the works on trial pits and typological surveys. The works project was still at the feasibility study stage, not because it was infeasible. Instead, the project being put forward was categorised as “proposed DMWs subject to follow-up”, and would commence subject to approval by Members. Regarding the pedestrian subway near Lynwood Sitting-out Area, the staircases and ramps there could not cater for the needs of the elderly, wheelchair users and baby pram users. The construction of a walkway cover would provide an access for them from Light Rail Ginza Stop to Dragon Park, St. Matthias' Integrated Services, playground and Maywood Court.

(3) **“Construction of Covered Walkway from Tin Yiu Light Rail Station to near Tin Yiu Plaza, Tin Shui Wai” (YL-DMW344)**

- A Member considered it was undesirable not to provide Members with details of the works projects before the meeting. Besides, an enquiry was made on the reason for the difference in the site photo and the actual situation; and

- Ms Minerva HUI responded that no preliminary study results had been reported to Members at the previous meetings because the study work had not been completed yet. The department prepared specifically for this meeting Powerpoint presentation slides on the works project, which was now at the preliminary study stage and only a rough cost estimate was available. No associated works such as trial pits and topographical surveys had been conducted, nor had other organisations and underground utility companies been consulted on the presence of underground obstructions. Ms HUI supplemented Members with information on the scope of works, saying that improvement would be made on the provision of details of works projects in the future.

(4) **“Beautification Works of the Open Space outside Tat Tak Communal Hall” (YL-DMW346)**

- An enquiry was made on the names of the term consultant and proposer, and a detailed breakdown of the estimated cost of \$4.78 million;
- It was proposed that the names of the term consultant and proposer of the works project be listed in the discussion paper in the future;
- Ms Minerva HUI responded that in order not to compromise the structure of Tat Tak Communal Hall as a declared monument, beautification and environmental works there should satisfy certain requirements, such as to remain open to public and to provide vehicular access for fire engines. Under such requirements, it was necessary to step up monitoring of works and carry out works in phases, making the construction cost different from that of a conventional project. The types of plants selected should have taken into account the views of the department and the proposer, and the environment of Tat Tak Communal Hall. Apart from stepping up the monitoring of works, the estimated cost was for installing the sprinkler system and making adjustments to avoid the underground electrical system, causing more technical complexity to the project compared to other greening works, and thus a higher estimated cost. On the construction cost, the works would be funded by DC, while the expenses on consultancy and works supervision would be borne by HAD. Therefore, the DC did not cover the entire estimated cost of \$4.78 million, which was a rough estimate at the preliminary study stage and would be adjusted after the study was completed. Ms HUI said that the term contract consultant was Ho & Partners Architects Engineers and Development Consultants Limited, and the proposers were former YLDC Members Mr TSANG Shu-wo and Mr TANG Hing-yip. She added that the names of term contract consultant and proposers could be set out in the discussion paper in the future;
- It was proposed that the project be undertaken by the Antiquities and Monuments Office, so that the DFMC could remove the project from its list; and
- The Chairman said DFMC would conduct a review on whether to implement the projects in the lists of “Proposed DMWs endorsed by DFMC and scheduled to commence” under Part B and “Proposed DMWs subject to follow-up” under Part C.

(5) **“Construction of Covered Walkway from Yuen Long South to Yuen Long Town” (YL-DMW348)**

- It was suggested that the information such as the actual site area of the works project be provided and the works progress be uploaded to the YLDC website for public’s reference; and

- Ms Minerva HUI responded that the department had prepared for this meeting Powerpoint presentation slides showing location maps of works which had not been provided at previous meetings. The department could distribute the maps to Members, who could also propose to the department a site visit and reflect their views at the meeting.
- (6) **“Construction of walkway covers in Tin Shui Wai area” (Phase II)**
- A Member said that “Construction of a walkway cover from the rear gate of Tin Yau Court to Yiu Yat House at Tin Fuk Road in Tin Shui Wai” had been proposed in 2013 and site inspections had been conducted in 2014. According to the results of the site investigations at Tin Shin Road (instead of Tin Fuk Road as proposed) in 2015, there were underground utilities that made the works infeasible. She expressed her discontent with the department for not taking any follow-up action over the years, and enquired about the reasons for its slow progress and the exact construction date. She also requested that the project be fast-tracked;
  - Ms Minerva HUI responded that “Construction of a walkway cover outside Tin Shui Wai LRT Stop at Tin Fuk Road in Tin Shui Wai” had been removed from the list as its site area overlapped with that of the proposed public market site at Tin Fuk Road outside Tin Shui Wai MTR Station proposed in the 2018 Policy Address. “Construction of a walkway cover from the rear gate of Tin Yau Court to Yiu Yat House at Tin Fuk Road in Tin Shui Wai” had been on the list in Part C of the paper, which would be moved up to Part B for further follow-up. Ms HUI said that between the two works projects at Tin Fuk Road, “Construction of a walkway cover outside Tin Shui Wai LRT Stop at Tin Fuk Road in Tin Shui Wai”, which was close to Tin Shui Wai Station with more beneficiaries, would be accorded with priority, but it was subsequently removed from the list. Ms HUI added that the works projects in Part C were listed in chronological order of proposal and would be followed up by the department based on Members’ decision on the priority. As reported in the minutes of DFMC meeting on 3 July 2015, feasibility study on the entire works project no. YL-DMW 216 spanning across Tin Yau Court, Yiu Yat House and Tin Shing Road had been carried out, and results indicated that it was infeasible;
  - A Member said the department should not have conducted site investigations on the works projects to be followed up under Part C in the paper; and
  - A Member said Members did not need to continue with the discussion if they unanimously agreed to review all walkway cover works.
- (7) A Member requested a comprehensive review on all walkway cover works;
- (8) It was proposed that more green elements be incorporated into the works projects in the future;
- (9) An enquiry was made on the necessity of considering over 10 walkway cover works in Tin Shui Wai and whether the works projects under Part B could be terminated. In response, Ms Minerva HUI said individuals in the community could submit works proposals through DC Members to the department, which would closely follow up items endorsed and included in the DMW project list by the DC. Priority of implementation would be determined by the DC based on the degree of convenience to residents, feasibility and technicalities;

- (10) A Member said the large number of DMW projects would take a long time to implement. Therefore, he proposed that DC Members of the respective areas review the necessity of carrying out the works that would reflect the actual needs of the residents;
- (11) A Member expected that details of the works project (parts that were non-confidential) would be provided to Members for reference and uploaded to the YLDC website. Ms Minerva HUI responded that Powerpoint presentation slides could be provided after the meeting;
- (12) A Member proposed that a detailed breakdown of the costs for all items be set out in the paper in the future;
- (13) Ms Minerva HUI replied that the costs comprised a cost estimate (estimation before the project) and expenditure (actual expenses of works in progress and after completion). “Cost estimate endorsed by DFMC” and “Latest project cost” were set out in Part A of the paper while for Part B, the usual practice was to list the cost estimates of the projects which were at the advance stage. The works progress and cash flow would be provided in the coming papers;
- (14) Ms Maggie LAM of the LCSD said that the department agreed to provide Members with the expenditure on works projects for reference;
- (15) A Member enquired about the contractor lists maintained by the consultant and works contracts endorsed, whether Members could decide on the acceptance of tender, and whether the list of successful tenderers for works contracts could be made available. He also asked if the department had taken into consideration the cost and environmental implications of the construction of walkway covers, and suggested planting trees as an alternative to building covers;
- (16) Ms Minerva HUI responded that term consultants were commissioned by open tender. Separate tenders would be invited for works projects in three regions, namely New Territories East, New Territories West and the urban area (including Hong Kong and Kowloon). Ms HUI said the department adopted the Government’s established procedures of commissioning consultants and contractors by tender. For consultants, the department adopted the ArchSD standard list of consultants of the highest banding which were eligible to undertake more complicated works projects. Based on the principle of fair competition, all consultants in the list would be invited to submit tenders. Ms HUI said that unlike the previous term contracts for a period ranging from two to three years, the new contracts lasted three years (i.e. 2021-23). The contract period was set to allow the term contractor serving the entire region to integrate the works, get an in-depth knowledge of the government procedures, and more readily respond to DC’s requests. For works contracts with a value not exceeding \$7 million, contractors on the department’s approved list would be invited to submit quotations. For works contracts with a value exceeding \$7 million, contractors on the approved list (Groups A, B and C) maintained by DevB would be invited to submit tenders, depending on the construction cost. Contractors in either Group A or B would be engaged in contracts of DMW projects under \$30 million. As to whether Members could take part in the decision making process of acceptance

of tender, Ms HUI said Government standard contracts which had been critically reviewed were adopted. In accepting a tender, objective criteria such as price, compliance with tender requirements and past performance were taken into consideration. When the department presented the design and details of works to Members, they had already participated in the decision making process of the project. Regarding the proposed works, Ms HUI said the department being respectful of the views of the district would actively follow up on the proposals, and would be open to any other suggestions put forward by the proponent during site visit. Members could also discuss with the department the order of priority or propose to remove a project from the list;

- (17) Ms Minerva HUI accepted Members' suggestion of providing a paper to update them on the latest progress of the works project in the future;
- (18) A Member enquired about the necessity of constructing walkway covers;
- (19) A Member said that amid the ongoing rise of works cost, DMW allocation this year was only about \$24 million. It was noted that a walkway cover project took up a large proportion of allocation, but projects with genuine needs were subject to follow-up. The Member also pointed out that light-reflecting metal cover would cause heat island effect, so tree planting was suggested to facilitate insulation and green the community;
- (20) Members hoped that the department would provide them with tender templates, contractor lists maintained by DevB, consultant lists and criteria for assessing tenders. Ms Minerva HUI noted their views.

10. Mr Nixon NG of the YLDO noted that Members wanted to thoroughly review projects to be commenced under Parts B and C of the paper, and required additional information on the projects before making any decision. Separately, Mr NG said that Powerpoint presentation slides had not been delivered to Members before the meeting because it took time to prepare, but the slides could be shared with Members after the meeting. Mr NG proposed that a preparatory meeting be held before the third DFMC meeting in May for which the lead department would prepare more detailed reports on the works projects. Information reported would then be released as official papers for the next DFMC meeting and available on the DC website for public access.

11. An enquiry was made on whether ground investigation works would continue before the preparatory meeting. It was also proposed that works awaiting commencement under Part B of the paper be put on hold before the preparatory meeting.

12. Ms Minerva HUI responded that the department would continue to press ahead with the projects. She supplemented that the consultant had already undertaken the work associated with the projects under Part B of the paper. The consultant might claim compensation from the Government under the contract between the two parties if Members decided to put the works on hold.

13. A Member pointed out that according to the department's response, consultancy fee was paid in stages without imposing a fine. Only when the works executed were terminated would the contractor be compensated. Ms Minerva HUI responded that the consultancy fee was paid in stages. For example, after the entire feasibility study was completed, the consultant would be paid the fee for completing the study stage. During a works procedure at a certain stage, should there be any delay due to a wait for further instructions from the DFMC rather than technical reasons, the consultant might claim a compensation under the contract. Ms HUI said that she would relay to the consultant Members' views on putting the works under Part B of the paper on hold before the preparatory meeting.

14. The Chairman summarised as follows:

- (1) Members noted the above paper;
- (2) Members requested that the lead department provide further information on the works projects and unanimously agreed to convene a preparatory meeting before the third DFMC meeting to discuss the works projects under Parts B and C of the paper; and
- (3) Members unanimously agreed to review and put on hold the advance works for the construction projects of walkway covers undertaken by the term contractor as set out in Part B(II) in the paper. Decision would be made at the preparatory meeting.

(Post-meeting note: Powerpoint presentation slides on DMW projects were distributed to Members by the Secretariat on 20 April 2020.)

**Item IV: DMW projects put forward by the last-term District Council subject to approval (projects proposed by District Council Members)**  
**(DFMC Paper No. 12/2020)**

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15. A Member pointed out that Members had unanimously agreed to review the walkway cover works set out in DFMC Paper no. 2. Given the two proposed projects subject to approval in this paper were walkway cover works, the Member suggested that they would not be proceeded with.

16. Mr Nixon NG of the YLDO proposed that Members discuss the two walkway cover works in this paper with other works projects in the preparatory meeting, considering that they had unanimously agreed to review the works in Parts B and C of DFMC Paper no. 2.

17. The Chairman concluded that Members unanimously agreed to discuss the two DMW projects subject to approval in the preparatory meeting.

**Item V: Progress report on Minor Environmental Improvement Programme of DFMC under YLDC in 2019/20**  
**(DFMC Paper No. 3/2020)**

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18. Mr Nixon NG of the YLDO introduced the paper.

19. An enquiry was made on the site location of “Improvement works at Ping Shan Heung sitting-out area” listed in Schedule 3 of the paper.

20. Mr Jacky TSANG of the YLDO said the number of minor environmental improvement works depended on the demand for maintenance of recreational facilities in the district. Unlike major works, their locations were scattered. Details of the works could be provided to Members, as requested, after the meeting. Mr Nixon NG added that YLDO would make improvement on the layout of the paper to clearly present information such as the title of works. After the meeting, the Secretariat would circulate the reply to Members for information.

21. In respect of “Installation of village signs in Shap Pat Heung (2019-2020)” (YL-DMW320\_2), “Installation of village signs in Shap Pat Heung Phase II (2019-2020)” (YL-DMW320\_7) and “Improvement works for the pavement between lamp post no. VG1711 and VG1714 in Shek Tong Tsuen, Shap Pat Heung” (YL-DMW321\_5), a Member enquired about the details of the road signs, order of priority of the DMW projects, and the time required for processing after a works proposal was put forward. An enquiry was also made on whether more detailed information could be requested after receipt of the meeting paper, and the criteria for DMW fund allocation.

22. Mr CHAN Sai-hung of the YLDO responded that location plans of the signs which were scattered in different village areas could be provided after the meeting for Members’ reference. Besides, DMW funds would be allocated to LCSD, HAD and YLDO Works Section. After being informed of the provision of DMW fund, YLDO Works Section would discuss with District Councillors, village representatives and rural committee chairmen the order of priority for the works projects based on factors such as need, urgency, complexity, and whether the site was on private land.

23. Ms Mandy WONG of the YLDO said individual Members could request additional information on the works project in their constituency directly from relevant departments. She added that she had not been informed of the DMW allocation for Yuen Long District this year. In the past, LCSD, YLDO Works Section and YLDO would determine how the DMW fund would be allocated taking into account the number of works to be implemented, proposals of District Councillors and local personalities, and views of the Chairman and Vice Chairman.

24. Mr Nixon NG supplemented that the department would directly reply to individual Members who requested detailed information on the works, unlike how the department would handle formal enquiries at the meeting.

25. A Member enquired about the allocation to YLDO and whether it was a separate allocation from DMW fund.

26. Ms Mandy WONG supplemented that the allocation to YLDO was contributed from DMW fund to Yuen Long District.

27. In conclusion, the Chairman said Members had noted the above paper and expected that the department would take the initiative to provide Members with details of the works before commencement.

(Post-meeting note: Information on “Improvement works for Ping Shan Heung sitting-out area” prepared by YLDO was circulated to Members by the Secretariat on 19 March 2020.)

**Item VI: Utilisation rate of community centres/community halls in Yuen Long District  
(DFMC Paper no. 4/2020)**

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28. The Chairman welcomed the following persons to the meeting:

Yuen Long District Office

Senior Executive Officer (District Management)	Mr Barry HO
Executive Officer (Community Affairs)	Mr Andy LAM

Housing Department

Housing Manager/Yuen Long 6	Ms LAI Mo-yi
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29. Mr Barry HO introduced the paper.

30. Members’ views were summarised as follows:

- (1) A Member said the hall at Tin Shui Community Centre had constantly been booked up. An enquiry was made on why the utilisation rate as shown in the statistics was just around 70%, and whether the YLDO had conducted a review on why the community centres/halls had been underutilised. The Member pointed out that the procedures of booking a venue were out-of-date, saying that applicants had to hand in a form which could otherwise be submitted by other means such as electronic mail. Besides, a separate form for each venue and time slot instead of one composite form was required, which would be paper-wasting. It was hoped that the department would keep abreast with the times and make improvement;
- (2) A Member suggested that information be presented in charts in the paper; and
- (3) A Member pointed out that some hirers cancelled the booking of venue at a rather late notice. Since it took time to re-open the session concerned for booking and for an organisation to submit a booking application, the venue turned out to be a wastage, which was not in line with the practice of taking up a booked session that had been cancelled. The Member hoped that the department could make good use of the venue.

31. Mr Barry HO made a consolidated response as follows:

- (1) The utilisation rate of the hall in Tin Shui Community Centre at the booking sessions between 7 am and 10 pm over the past six months ranged from 63.4% to 88.6%.

The peak period of venue hire was usually at later hours, but since the rate between 7 am and 10 am would be taken into account, a utilisation rate of 100% could hardly be achieved. Taking the most utilised Tin Ching Community Hall as an example, its utilisation rate was only 96.4%. On the submission of application for hiring of venue, HAD was examining online collection and processing of venue hiring applications, which would be further followed up and enhanced;

- (2) For readers' ease, a chart showing the utilisation rates, which were originally tabulated, would be provided in the paper starting from the next meeting; and
- (3) For venues re-opened for application, hirers who intended to give up the right of use were required to notify YLDO not less than seven working days in advance. When a notification was received, YLDO would inform eligible organisations that the venue was available for application. All applications would be handled fairly.

32. The Chairman concluded as follows:

- (1) Members had noted the above paper; and
- (2) It was expected that the department would enhance the efficiency in applications for hiring re-opened venue sessions and improve the presentation of papers.

**Item VII: Question raised by Members: (1) Ms CHAN Sze-nga, Mr MO Kai-hong and Mr WONG Pak-yu requested that LCSD parks in Tin Shui Wai be opened as pet-inclusive parks and on-street pet excreta collection bins be provided (DFMC Paper No. 13/2020)**

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33. Members' views were summarised as follows:

- (1) A Member pointed out that only five parks in Hong Kong were opened for use under the Trial Scheme of Inclusive Park for Pets ("the Trial Scheme"). The Member made an enquiry on the progress of the scheme, and whether the scheme could cover all LCSD parks. She asked the LCSD to give an explanation if it was not possible;
- (2) A Member enquired about the factors and process of considering which parks to be included in the Trial Scheme;
- (3) A Member enquired whether the LCSD would consider designating specific areas in large parks as pet-inclusive zones, and suggested that an actual boundary was not required. As an example, a pet-inclusive zone could be set up on the green lawn in Yuen Long Park and other areas installed with play equipment for the elderly or children would be non-pet-inclusive zones; and
- (4) An enquiry was made on the definitions of general parks, pet gardens and pet-inclusive parks, and whether the land use change in a park was allowed.

34. Ms Connie CHAN of the LCSD gave a consolidated reply as follows:

- (1) Out of the 50 venues provided with pet gardens under the LCSD, three were in Yuen Long District, namely Hung Tak Road Sitting-out Area No. 2, Tin Yip Road Sitting-out area in Tin Shui Wai and Town Park North Children's Playground in Yuen Long;
- (2) The Trial Scheme aimed at opening up the entire park for use by pet owners bringing their pets and other community members in an inclusive environment. The scheme, which had been run on a trial basis in six districts since 2019, covered Wang Yip Street South Rest Garden in Yuen Long District. The department was now reviewing the Trial Scheme so as to consider whether the Trial Scheme could be extended to include other suitable parks;
- (3) The criteria for selecting the parks under the Trial Scheme included the demand for park by pets and pet-owners, park area, locations and facilities. The LCSD would continue to be open-minded and actively examine extending the Trial Scheme to cover parks meeting the requirements;
- (4) As for reserving two green lawns as pet-inclusive zones in Yuen Long Park, the department would actively consider its feasibility and consult the District Councillor of the constituency concerned and the community; and
- (5) The design philosophy of pet gardens was oriented towards the needs and safety of pets and pet owners. For instance, double fences were built at the entrance to ensure the safety of pets, while ancillary facilities such as play equipment for dogs and dog excreta collection bins were provided. Ms CHAN of the LCSD said Members were welcomed to give suggestions on other sites suitable for pet gardens and the construction of pet gardens funded by DMW allocation.

35. The Chairman concluded that Members had noted the above paper.

**Item VIII: Consolidated report on the recreation and sports activities to be held in Yuen Long District and the management of facilities by the LCSD (March 2020 Issue)**  
**(DFMC Paper No. 5/2020)**

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36. Ms Connie CHAN of the LCSD briefed Members on the paper.

37. Members' views were summarised as follows:

- (1) A Member enquired about the average utilisation rate of recreation and sports facilities in Yuen Long District at different time slots for reference;
- (2) A Member expressed concern over greening work, in particular the high replacement rate of trees and the similar numbers of trees removed and planted;
- (3) A Member enquired whether plants in DC-funded roadside hanging planters were maintained by LCSD as part of its greening initiatives. The Member said the hanging plants were usually found wilting and requested LCSD to review whether it was appropriate to install such hanging planters on roadside;

- (4) It was recommended that the LCSD consider planting flower species other than the local ones;
- (5) A Member pointed out that after Typhoon Mangkhut, the LCSD had replanted Yellow Pui at Po Fai Path and retained an undamaged Camel's Foot Tree. He opined that the LCSD should consider trees of uniform species in replanting;
- (6) A Member enquired whether the improvement works of pond filtration system in Dragon Park in Annex 4 covered other ongoing works there, such as beam replacement and painting works;
- (7) A Member enquired whether the LCSD could disclose the cost of repair works funded by other departments;
- (8) A Member pointed out that the number of recreation and sports activities and volunteer programmes for ethnic minorities were limited with low participation rate. He suggested that the department give more thoughts to recreation and sports activities and others such as civic education activities targeting particular community groups; and
- (9) A Member enquired whether the department had provided cricket programmes which were popular among ethnic minorities, and requested relevant information.

38. Ms Connie CHAN and Ms Jackie LO of the LCSD gave a consolidated reply as follows:

- (1) Interested Members could contact the LCSD for the average utilisation rate of recreation and sports facilities in Yuen Long District at different time slots;
- (2) As regards planting, the department would select drought-tolerant and durable ornamental species as far as possible. Furthermore, the department would remove and replant plants that were infected with pests or battered by wind and rain. For better greening and aesthetic effects, plants would be replaced on a regular basis;
- (3) The LCSD, undertaking the maintenance of plants in DC-funded roadside hanging planters, would request the contractors to follow up on the wilted plants. As to whether it was suitable to place hanging planters on the roadside, the department would consider the circumstances of the area and views of the DC;
- (4) The department remained open to where the roadside hanging planters would be placed. After review, Members who agreed that hanging planters were unnecessary could ask the department concerned to remove the planters and put forward alternative greening options;
- (5) On tree replanting, apart from consulting the local communities, the department would draw on views of tree experts to select appropriate species;
- (6) It was agreed that planting a uniform species would be more visually pleasant. However, to show respect to the value of life and in view of the risk of death after removal, the tree could not be relocated hastily. The LCSD would put Members'

views on record for future reference;

- (7) Regarding the works in Dragon Park, in addition to the works listed in Annex 4, the Architectural Services Department (“ArchSD”) was undertaking non-DC-funded painting works;
- (8) In response to the enquiry requesting the LCSD to disclose the cost of non-DC-funded repair works, whose number was considerable, Members were welcomed to contact the department to exchange views on specific works;
- (9) The department noted Members’ views on recreation and sports activities to meet the needs of particular communities and promote civic education.

(For details, please refer to 44.(2) of the Paper)

39. The Chairman concluded that Members had noted the above paper.

**Item IX: Recreation and sports programmes to be held by LCSD in Yuen Long District from April 2020 to March 2021  
(DFMC Paper No. 6/2020)**

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40. Ms Connie CHAN of the LCSD briefed Members on the paper.

41. Members’ views were summarised as follows:

- (1) A Member requested the LCSD to list the average number of participants and average expenses of recreation and sports programmes in the paper;
- (2) A Member enquired whether activities had been cancelled due to the pandemic and whether there was a corresponding decrease in the number of funding applications. He hoped the unused funding allocated to cancelled activities would be returned to the HAD to make good use of resources;
- (3) A Member suggested that types of activities be specified in detail;
- (4) An enquiry was made on the details of activities under “Programmes for ethnic minorities” and “Programmes for low-income earners”;
- (5) An enquiry was made on why the estimated expenditure on volleyball training courses and competitions were higher than that on volleyball activities under “Programmes for ethnic minorities”;
- (6) It was proposed that the estimated expenditure on “Programmes for low-income earners” be raised; and
- (7) A Member pointed out that the year in the caption of Annex 5 to the paper should be amended.

42. Ms Connie CHAN and Ms Jackie LO of the LCSD gave a consolidated reply as follows:

- (1) The LCSD noted the Member's request of including the average number of participants and the average expenditure of recreation and sports programmes in the paper;
- (2) Regarding the LCSD's applications for funding of the programmes, the expenses were reimbursed on an accountable basis. In case of cancellation of an activity, the department would return the unspent allocation to HAD as soon as practicable;
- (3) On the suggestion of specifying in detail the types of activities, the programmes were classified into different categories and marked as training courses and competitions in the paper;
- (4) Within the year, there were a total of six programmes for ethnic minorities which included billiard and volleyball;
- (5) The major expense for running volleyball courses was spent on coaching fee. For volleyball competitions, expenses incurred from paying for referees, working staff and trophies. In comparison, the expenditure on volleyball activities for ethnic minorities organised as fun days was lower because the expenses were mainly on staffing;
- (6) There were 34 activities for lower-income earners, including family fun days, archery, table tennis, sports climbing, etc. Some of the activities would be co-organised by the LCSD and non-governmental organisations ("NGOs");
- (7) In generally, the LCSD would co-organise activities with NGOs serving low-income earners and ethnic minorities, which were more informed of the needs of their target groups;
- (8) Concerning a Member's suggestion of raising the estimated expenditure on activities for low-income earners, the LCSD did not have restriction on the budget of an activity and would allocate more resources as needed after review;
- (9) The department noted Member's view on returning unspent funding of cancelled activities speedily. The department would inform the YLDO of the unspent allocation from cancelled activities due to the pandemic at the close of each quarterly application, and the unspent amount would be returned to the YLDO as soon as practicable; and
- (10) The LCSD would amend the year in the caption of Annex 5 to the paper.

43. The Chairman concluded that Members had noted the above paper and endorsed an allocation of \$9,165,414 for "Recreation and sports programmes to be held in Yuen Long District from April 2020 to March 2021", of which \$8,810,904 would be settled in 2020-21 with the remaining \$354,510 to be settled in 2021-22. The Chairman hoped there would be more diverse recreation and sports activities in the coming year that could meet the needs of different people.

(Post-meeting note: The paper, with the year in the caption of Annex 5 amended, was uploaded to the YLDC website.)

**Item X: LCSD's works projects and community involvement activities on greening in Yuen Long District in 2020/21**

**(DFMC Paper No. 7/2020)**

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44. Ms Connie CHAN of the LCSD briefed Members on the paper.
45. Members' views were summarised as follows:
- (1) An enquiry was made on the requirements for the planting depth of trees and the installation of stabilising facilities. The Member hoped the department could ensure that trees remained in good condition in the first two years of planting to avoid wastage of public money;
  - (2) An enquiry was made requesting the department to specify the greenery plants covered by the allocation for "Roadside sitting-out facilities in Yuen Long District" in Item 13 of Annex 1;
  - (3) A Member asked the department to be more mindful of the maintenance of plants in planters;
  - (4) A Member said the greening effect of roadside hanging planters was far from satisfactory and enquired whether the districts could determine the plant species in planters on their own;
  - (5) It was suggested that the LCSD make more effective use on the funding of \$600,000 for "growing more durable ornamental plants in roadside hanging planters". It was also proposed that the allocation be spent on planting more flowers in parks;
  - (6) A Member suggested that the funding application of \$230,048 in respect of items 1 to 4 in Annex 2 be endorsed first and the funding application for \$600,000 in respect of "growing more durable ornamental plants in roadside hanging planters" under item 5 be shelved. Another Member asked for clarification on whether the funding application would be shelved permanently, and suggested the department to seek ways to make improvement before Members could discuss further;
  - (7) A Member, in support of the funding application for "growing more durable ornamental plants in roadside hanging planters", said the department could draw on the practice of other districts, such as creating check-in locations at social networks or placing planters on both sides of the lamp posts to enhance the layout of planters in the community;
  - (8) A Member suggested that the public be involved in the design of planters; and
  - (9) A Member proposed that flower replacement by the LCSD in April be endorsed.

46. Ms Connie CHAN and Ms Jackie LO of the LCSD gave a consolidated reply as follows:

- (1) The department noted Members' suggestions on the management of trees on the roadside, which would be reflected to the Tree Team for follow-up;
- (2) The allocation in the form of imprest for "roadside sitting-out facilities in Yuen Long District" would be spent on rehabilitation of roadside plants that had been damaged;
- (3) Members' views on the maintenance of plants in the planters were noted;
- (4) The department could, where resources permitted, discuss with Members selection of more suitable plant species in planters.

47. Ms Jackie LO of the LCSD gave a consolidated reply as follows:

- (1) Plants in planters were frequently picked or damaged by public members, causing more challenges on plant maintenance work. Members might consider reducing the number of planters or propose other alternatives;
- (2) The department undertook the maintenance of plants in the planters, excluding planter repairs;
- (3) On the funding application for \$600,000 for "growing more durable ornamental plants in roadside hanging planters", the project targeted at replacing plants in 704 planters in six phases (every even-numbered month). In other words, the estimated expenditure of each phase would be \$100,000. If Members left the discussion on the funding application until the preparatory meeting in April, the plant replacement works could not be carried out in April; and
- (4) She suggested that Members in principle endorse the application for an allocation of \$600,000 so that the LCSD could replace the plants with \$100,000 in April. Then, Members could continue the discussion on the funding arrangements for the remaining \$500,000.

48. Mr Nixon NG of the YLDO said the preparatory meeting could be divided into two parts, with the first for walkway cover projects and the second for the greening plan.

49. The Chairman concluded as follows:

- (1) Members noted the above paper;
- (2) Members endorsed a DMW funding of \$2,647,500 for implementing the "Yuen Long Greening and Facility Improvement Project for 2020/21"; and
- (3) Members in principle endorsed reserving a DC funding of \$830,048 for "Community Involvement Project on Greening in Yuen Long District for 2020/21", of which \$685,912 would be settled in 2020-21 with the remaining \$144,136 to be settled in

2021-22. Out of the allocation of \$600,000 reserved for “growing more durable ornamental plants in roadside hanging planters”, Members endorsed that \$100,000 be provided for plant replacement in the planters in April. The funding allocation for the remaining \$500,000 would be discussed at the preparatory meeting.

**Item XI: Report on the public library extension activities organised by LCSD and usage of public libraries in Yuen Long District  
(DFMC Paper No. 8/2020)**

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50. Ms Rica KWAN of the LCSD briefed Members on the paper.

51. Members' views were summarised as follows:

- (1) A Member enquired about the standards the libraries adopted for book acquisition. He said some books were the older editions and information of some printed materials might not be as accurate as others;
- (2) An enquiry was made on why the anticipated number of participants of subject talks planned for 2020/21 was higher than the actual number last year, and how were talks on themes such as elderly care were related to the promotion of reading;
- (3) An enquiry was made on the utilisation of library collections (such as newspapers and periodicals), and whether a mechanism was in place to review the utilisation as a basis for resource allocation or acquisition of additional copies;
- (4) A Member enquired about the approval process and standards on book acquisition, saying that the libraries had not disclosed the reasons for not acquiring certain books recommended by readers. Also, he enquired whether the department had any plan in providing a major library in Tin Shui Wai North in the coming years;
- (5) An enquiry was made on the criteria for book acquisition;
- (6) A Member enquired about the composition of the Collection Development Meeting of the Hong Kong Public Libraries (“HKPL”);
- (7) A Member enquired why mobile library stops at San Tin, Long Shin Estate, Sheung Tsuen Park and Wang Chau were underutilised, and hoped the department would proactively promote a reading culture in these areas;
- (8) A Member pointed out that the talks had not been well attended because of inadequate publicity, saying that other themes should be considered and people without pre-registration should be allowed to join the talks; and
- (9) It was proposed that self-service library stations be provided at highly visited places such as MTR stations and community halls. Moreover, an enquiry was made on the reasons for keeping some popular books at major libraries, requiring readers to pay a reservation fee to request books that were in libraries outside the neighbourhood.

52. Ms Rica KWAN of the LCSD gave a consolidated reply as follows:

- (1) The LCSD acquired several hundred thousand new books every year. The acquisition work was mainly done by the Technical Processing Unit while the selection of appropriate library materials for acquisition was performed by various subject groups formed by professionally trained librarians who obtained information from a wide spectrum of sources, including publishers' and booksellers' catalogues, book reviews on periodicals, publishing news, bestseller lists and sample books. To enrich its collections, the Hong Kong Public Libraries ("HKPL") welcomed suggestions for purchasing library materials from readers, Members and professional bodies in Hong Kong. Suggestions for purchase would be considered in accordance with the prevailing collection development strategies, and subject to the final endorsement of the Collection Development Meeting of the HKPL;
- (2) Every year, the department organised talks on various subjects to attract public members to the libraries. During the talks, books of relevant subjects would be displayed and recommended to participants to raise their awareness of the diversified library collections, as well as encourage borrowing. Moreover, as a cultural hub in the community, the libraries held talks targeting the elderly to engage them in the community. It was also hoped that the elderly, who were library users, could make optimal use of their leisure time;
- (3) The department subscribed to all local newspapers where possible and overseas newspapers as needed. For more popular newspapers, the department ordered as many as five copies. Based on the annual review on newspaper and magazine subscription and taking into account readers' demand for these publications, the department would consider acquiring suitable and more popular newspapers to meet readers' needs subject to availability of resources. To allow more readers to access more popular newspapers at the same time, the libraries split the newspapers into sections. Readers could check the book titles and copies available on the web-based library catalogue;
- (4) The Collection Development Meeting of the HKPL would do the final vetting on the readers' recommendations and, where necessary, invite subject groups to review the book titles recommended. The HKPL refused to acquire library materials involving pornography, violence and piracy and of poor quality, and would not take sides or censor when faced with political or public issues. As for library planning, the LCSD would make advance planning and take into account a host of factors when preparing for the construction of library facilities, including the distribution of libraries in the district, population distribution and change in the area, resource allocation and availability of suitable government land. In Tin Shui Wai, apart from a small-scale library in Tin Shui Wai North, another library was Ping Shan Tin Shui Wai Public Library, which was the second largest one in the territory. The department would start planning as soon as possible in view of the overall need and population increase in Yuen Long District;
- (5) The Collection Development Meeting of the HKPL was chaired by Chief Librarian (Collections & Technical Processing) and comprised Senior Librarians and Librarians from the Hong Kong Central Library, libraries in different districts and functional units of the HKPL, who served on a one-year rotating basis;

- (6) The HKPL would not set any rigid criteria for approving the purchase of library materials. When selecting publications and determining the quantity to be acquired, library staff would take a holistic consideration on criteria such as the authoritativeness and reputation of the author(s) and/or publisher, price, style and clarity of presentation, conformity with HKPL's direction of collection development, subject coverage and the relevance with other collections;
- (7) Mobile library services played a supplementary role to community libraries in enhancing the library service networks in the districts. They were provided in areas with urgent needs but with a population not reaching the threshold stipulated in the Hong Kong Planning Standards and Guidelines, or in remote areas where static libraries could not be provided in the vicinity. Despite the low utilisation rate, most of the mobile library stops in remote areas the Member mentioned should be retained to serve the local residents. Having said that, the department remained open to Members' suggestion of relocating the mobile library stops to other areas if they considered it necessary. After consulting YLDC in 2019, the department relocated the mobile library stop in Kam Tin to Long Shin Estate;
- (8) Regarding the publicity of talks, the department would inform public members of the details of talks by multiple channels including email. Members were asked to help put up the publicity posters upon receipt. Nevertheless, public participation was affected by many factors. The talks were also open to the public who had not registered, and would be seated after registered participants. As for self-service library stations, three stations were set up by LCSD at different locations on Hong Kong Island, in Kowloon and the New Territories, including Island East Sports Centre Sitting-out Area, Hong Kong Cultural Centre and 2 Tsuen Nam Road, Tai Wai (near MTR Tai Wai Station Exit D). The locations identified for the self-service library stations introduced on a trial basis had to meet a number of requirements, including round-the-clock service with good accessibility, proper sheltering facilities for protection, access to power supply, and operation and logistics support. The LCSD would evaluate the effectiveness of the pilot scheme taking into account the utilisation, cost effectiveness, feedback of the users, sustainability and complementarity with other library services. Residents' demand for library services in Yuen Long District was also noted. Speaking of different collections among libraries, under the HKPL system, service points of various sizes at different levels provided library materials appropriate to their respective purposes and clientele. It was through this system the HKPL achieved a diversified provision of library materials to meet the pluralistic needs of individuals. The LCSD's network of 70 static and 12 mobile libraries (114 mobile library stops) generally provided readers with access to more popular trending books. Public members were welcomed to use the reservation service with a fee of \$3.3. On user's request, the library would deliver the books to the selected library for borrowing; and
- (9) The LCSD held talks with different subjects every year. Members were welcomed to give suggestions on the topics.

53. The Chairman concluded that Members had noted the above paper.

**Item XII: LCSD's public library extension programmes in Yuen Long District from April 2020 to March 2021**

**(DFMC Paper No. 9/2020)**

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54. Ms Rica KWAN of the LCSD briefed Members on the paper.

55. As Members raised no questions, the Chairman concluded that Members had noted the above paper and endorsed the funding application, including a DC allocation of \$98,567 earmarked for the implementation of "Public library extension programmes in Yuen Long District for 2020/21".

**Item XIII: Report on the performing arts programmes organised by LCSD in Yuen Long District and the utilisation rate of Yuen Long Theatre**

**(DFMC Paper No. 10/2020)**

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56. Ms Gloria LAM of the LCSD briefed Members on the paper.

57. As Members raised no questions or enquiries, the Chairman concluded that Members had noted the above paper.

**Item XIV: Proposed district free entertainment programmes to be co-organised by LCSD in Yuen Long District in 2020-21**

**(DFMC Paper No. 11/2020)**

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58. Ms Gloria LAM of the LCSD briefed Members on the paper.

59. Members' views were summarised as follows:

- (1) A Member said that the programmes were mostly performances of Cantonese opera songs, so he suggested more programmes for teenagers and more modern entertainment productions such as pop concerts;
- (2) An inquiry was made with LCSD on the means of inviting performing arts groups and whether consideration would be given to bands formed by the local community;
- (3) An enquiry was made on how the number of performances was determined. Out of the 60 performances, most of them were performances of Cantonese operatic songs and magic shows. The Member enquired, where noise or venue constraints were concerned, whether the LCSD would consider allocating resources to other types of programmes;
- (4) An enquiry was made on whether parks under the LCSD would be put on the list of performance venues apart from the around 30 venues set out in the paper. Also, it was suggested that activities with fewer participants be merged;
- (5) A Member enquired when the activities in the paper were planned, the earliest activity date, and the expected level of popularity;
- (6) An enquiry was made on whether the LCSD would cancel some of the activities in view of the pandemic and reduce the funding under application to save unnecessary

expenditure such as publicity expenses;

- (7) A Member said that some of the arts groups on the approved list had been favoured and requested the approved list with details on how the groups were invited for reference. Also, he pointed out that some independent bands in the community were looking for performance opportunities without a charge;
- (8) It was suggested that the number of noise-emitting activities such as Cantonese opera song concerts be reduced near housing estates;
- (9) A Member said that the planned magic show at Kingswood North Concord was cancelled due to the development of COVID-19 and proposed a pop concert as a substitute;
- (10) An enquiry was made on the standards for assessing arts groups and the panel members, whether the requirement on years of establishment could be relaxed, and whether applications referred by Members would be accepted;
- (11) A Member hoped the department would return the unused allocation to the YLDO as soon as practicable;
- (12) A Member proposed a revision on the programme genres before allocation was endorsed; and
- (13) A Member suggested endorsement of allocation, after which Members could give their views on the department's progress report to avoid the planned activities from being affected.

60. Ms Gloria LAM of the LCSD gave a consolidated reply as follows:

- (1) The annual plan was devised based on past arrangements and responses of local residents. The LCSD was open to the number of performances and programme genres at different venues, and would make corresponding adjustments with reference to Members' suggestions;
- (2) Regarding the list of approved arts groups, the process of inviting arts groups to take part in district free entertainment programmes was set out in paragraph 2a of the paper. The Community Programmes Office under the LCSD took charge of all district free entertainment programmes in Hong Kong. To be eligible for inclusion in the list, arts groups should be registered and formed in Hong Kong for three years or more with regular public performances and good artistic merit. Qualified arts groups would be added to the list of approved group lists after passing two auditions. The 220 arts groups on the list would take turns performing at venues across Hong Kong. Interested arts groups could submit a proposal to the Community Programmes Office. If necessary, the LCSD could provide the list of approved arts groups to Members for reference;
- (3) Among the 35 venues currently in use in Yuen Long District, some had been in service for long while some were added or replaced with regard to suggestions

previously put forward by Members to accommodate development in the district. Members were welcomed to give their views on the performance venues;

- (4) As suggested in the paper submitted in March, the programme period was from April 2020 to March 2021, with the first programme to be organised in April. While the programmes had achieved certain results, the programme genres were adjusted based on the comments from the audience;
- (5) The LCSD would be prudent in the programme arrangements in view of the development of COVID-19. Since this was an annual application for a one-off funding for 60 programmes, the department would return the unused allocation to the YLDO in phases. As regards reducing costs, as the promotion work for the activities had not yet started, the processing of activities to be held in April that could not be implemented would be postponed;
- (6) The department noted that the number of noise-emitting activities near housing estates should be reduced; and
- (7) Members' suggestion of relaxing the requirement on the years of establishment of performing arts groups would be relayed to the Community Programmes Office. It was pointed out that young performer groups could obtain performance opportunities through various platforms of the Audience Building Office.

61. The Chairman made the following conclusions:

- (1) Members noted the above paper;
- (2) The Chairman invited the department to consider and adopt Members' views and make detailed proposals on the revised number and genres of programmes at the next meeting;
- (3) The department was asked to return the unused allocation due to cancellation of activities to the YLDO as soon as possible; and
- (4) Members in principle endorsed a DC allocation of \$1,080,000 earmarked for the implementation of district free entertainment programmes to be co-organised by YLDC in the district in 2020/21.

**Item XV: Any other business**

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62. There being no other business, the meeting was adjourned at 3:10 p.m.