

**Follow-up to Meeting of the Public Works Subcommittee
Held on 20 April 2016**

In Relation to PWSC(2016-17)2

When the item on PWSC(2016-17)2 was discussed at the Public Works Subcommittee meeting held on 20 April 2016, Members requested the Government to provide supplementary information on various issues. Our reply is set out below.

A. Breakdown of the estimated expenditure on community involvement and publicity activities for the eight projects in Paper No. PWSC(2016-17)2 (*as requested by Hon WU Chi-wai*)

2. When the Signature Project Scheme (SPS) to be spearheaded by District Councils (DCs) was launched, the Government expected that the projects would include a public engagement element to ensure that they could address local needs or highlight the district characteristics, and have a visible and lasting impact in the community. Under this principle, DCs will take into consideration the nature and needs of the proposed SPS projects in planning related community involvement and publicity activities during the public consultation stage. DCs may, on a need basis, set aside part of the \$100 million allocation for each district for planning suitable community involvement and publicity activities. Through the community involvement and publicity activities, DCs would be able to incorporate public views into the projects as appropriate, refine the operation plan continuously with a view to better addressing local needs, promoting and encouraging public participation in the projects. Funds earmarked for the above purpose by the DCs concerned for the eight projects are set out in Paper No. PWSC(2016-17)2.

3. As regards the eight projects in the above paper, the DCs concerned may, in the light of the progress of the projects and views of the local community, consider organising community involvement and publicity activities upon funding approval. Examples include briefing sessions on the supporting arrangements for the construction works to enhance the understanding of local residents and organisations of the project progress, organization of open days for local residents to familiarise with and experience the facilities concerned, production of videos or exhibition panels to introduce the facilities or services to be

launched, etc. The DCs concerned may deliberate before deciding on details of the relevant community involvement and publicity activities with a view to ensuring that public funds are well spent.

B. Job duties of non-civil service contract staff (NCSC) after the DCs have decided on their projects up to obtaining funding approval (*as requested by Hon WU Chi-wai*)

4. To support the implementation of SPS projects, we need to employ NCSC staff for the Home Affairs Department (HAD), the Architectural Services Department (ArchSD) which is the works agent of about one-third of the 27 SPS projects and the District Offices (DOs) concerned to provide additional manpower resources for coping with the related work. Job duties of these NCSC staff after the DCs have decided on their SPS projects up to obtaining funding approval are set out below:

(a) HAD – to be responsible for vetting of project proposals of DCs, provision of professional and technical advice (including legal and accounting aspects) concerning project proposals and preparatory and pre-construction works, assisting in monitoring project progress and focusing on handling complicated issues of the projects. For example, in the course of obtaining the necessary approval for the projects, they discuss with the relevant government departments and organisations and provide professional and technical proposals in order to resolve complicated technical issues. Where necessary, they would escalate issues to government bureau level for resolution to support smooth implementation of the projects. Upon completion of the preparatory and pre-construction works, they also assist in vetting and finalising submissions of funding applications to the Legislative Council.

(b) ArchSD – as the works agent for eight SPS projects and be responsible for:

- planning of the projects concerned, completing technical feasibility studies and pre-construction works including conducting various assessments, surveying and detailed design, resolving technical issues;
- liaising with the relevant government departments and organisations to seek the necessary approval;

- confirming construction details with a view to making estimation on the project cost and construction period, etc.;
 - if DCs would engage partner organisations to deliver the projects, maintaining close liaison with representatives of the partner organisations to ensure that the design of the construction works will meet future operational needs; and
 - upon completion of the preparatory and construction works, preparing funding application documents in accordance with the public works procedures, and preparing the working drawings and tender documents such that the tendering procedures and later the construction works could commence as soon as possible upon funding approval.
- (c) DOs – as dedicated staff serving as a bridge between the DCs, local residents and local organisations as well as other relevant stakeholders to facilitate communication and monitor progress, contributing to the smooth implementation of projects. The staff concerned support DCs in the following areas of work:
- defining the scope of works and conducting technical feasibility studies;
 - liaising with and overseeing the work of the works agents in conducting pre-construction works and resolving technical issues;
 - conducting public consultation and community involvement activities so that the public views could be incorporated into the projects, where appropriate;
 - liaising with government departments on specific issues of the projects (for example, deliberation with the Government Property Agency on the schedule of accommodation, discussion with relevant government department(s) on future project maintenance), etc.; and
 - if DCs would engage partner organisations to deliver the projects, maintaining close liaison with representatives of the partner organisations and works agents to ensure that the design of the construction works will meet future operational needs.

Upon completion of the preparatory and pre-construction works, the staff concerned will assist DOs to:

- prepare funding application documents;
- prepare for the tendering exercise in order to commence the tendering procedures and later the construction works as soon as possible upon funding approval;
- if DCs would engage partner organisations to deliver the projects, discuss with representatives of partner organisations on the details of the memorandum of understanding and service agreement, and seek legal advice on the relevant provisions.

In addition, they assist DOs in preparing documents for reporting the project progress to DCs regularly and handling public enquiries related to the projects.

5. We will keep the manpower required under review to ensure sufficient manpower is provided to DCs to support the implementation of SPS projects as well as to ensure the prudent use of public funds. The number of NCSC staff has been scaled down gradually from the original plan of 60 to 52 following a review, and will be further scaled down to 50 in June 2016.

C. “Construction of a Yuen Long District Community Services Building” – mechanism to ensure that individual organisations will not monopolise the use of the facilities in the proposed building *(as requested by Dr Hon KWOK Ka-ki)*

6. The Yuen Long District Council (YLDC) endorsed the implementation of the abovementioned project in response to local demand for community services and premises. According to the requirements of YLDC, the partner organisation will have to operate and manage the facilities in the Yuen Long District Community Services Building (the Building) and provide relevant community services, fulfilling the service capacity and outcome which it has pledged, with a view to widely benefitting the residents of Yuen Long.

7. In accordance with the current plan, sessions of using the activity rooms in the Building will be available for hire by organisations on a first-come-first-served basis. Interested organisations can check directly with the partner organisation about the arrangements including the available sessions, facilities, etc. and submit applications. All allocated sessions will be non-transferrable and will not be withdrawn without the prior consent of the applicants. The other sessions will be deployed by the partner organisation for providing services and activities as designated by YLDC and stated in the Service Agreement to be signed with the partner organisation.

8. All organisations will have equal opportunities of hiring based on the principle of first-come-first-served in order that more organisations will be able to use the facilities in the Building and serve the public. There will be relevant provisions in the Service Agreement to require the partner organisation to aptly implement the hiring system.

9. A management committee comprising YLDC members, representatives of the partner organisation and government departments will draw up the specific arrangements of hiring the facilities in the Building and monitor the operation.

D. “Revitalisation of Tuen Mun River and Surrounding Areas” – estimated cost of the installation of decorative lighting and whether the proposal is cost-effective (*as requested by Dr Hon KWOK Ka-ki*)

10. Subject to the funding approval from the Finance Committee for the works concerned, the Tuen Mun District Office (TMDO) will commission the Highways Department (HyD) to undertake the installation of decorative lighting on selected streets in the town centre (including Tuen Mun Heung Sze Wui Road, Castle Peak Road and respective areas in the district along Tuen Mun River) which are the spine of Tuen Mun (TM). We have reserved \$7 million (including contingency) for the lighting works concerned, which is comparable to that of similar lighting works. We will work closely with HyD to monitor the construction materials to be used, works progress, etc. to ensure the works concerned is cost-effective.

E. Signature Project Scheme (Tuen Mun District) - Promotion of Youth Development in Tuen Mun

Expenditure breakdown of the non-works funding of \$26.3 million and the estimated service output of the youth centre (as requested by Hon CHAN Chi-chuen)

11. The breakdown of the estimated expenditure of the youth activity centre, namely “Youth Space” for the first six years of operation is set out at **Annex 1**.

12. According to the proposal of Yan Oi Tong (YOT), the partner organisation of the project, the Youth Space will open about 52 hours per week for organising workshops and relevant training courses.

13. YOT aspires to achieve the following targets from the project over a six-year period:

- (a) organising a total of 5 952 hours of training, workshops and training courses with about 37 920 beneficiaries;
- (b) organising 48 social creativity programmes with about 2 400 beneficiaries¹ in the community;
- (c) nurturing 48 youths as district young leaders with commitment;
- (d) forming a youth social creativity network by integrating efforts of 20 organisations in the field of youth service in TM (including non-government organisations (NGOs), education institutes, etc.) so as to jointly build a sustainable community. It is expected that the number of participants will amount to 1 800;

¹ YOT plans to implement Social Creativity Programme in encouraging youths to identify the current social issues, propose and implement solutions with innovation and sustainability which could benefit TM District. Potential topics of the Social Creativity Programme proposed by YOT include occupational development of youths, aging population, environmental and cultural preservation, etc. The target of each social creativity project, such as elderly, youths, ethnic minorities, children, etc. is about 50, thereby amounting to some 2 400 beneficiaries.

- (e) organising 7 community involvement activities² with 2 100 youth beneficiaries in the district; and
- (f) organising one overseas exchange programme, providing opportunity for about 25 outstanding district youth leaders to gain in-depth knowledge of social innovation, including its development, relevant experiences and how it could be applied in Hong Kong.

It is expected that the number of beneficiaries of the project, together with other relevant services and youth activities, will be about 50 000 for the first six years following project commencement.

Current youth population, number of youth centres and youth outreaching services in TM (as requested by Hon Albert CHAN Wai-yip)

14. According to the “Population and Household Statistics Analysed by District Council District 2015” published by the Census and Statistics Department, the population aged 24 or below in TM is 111 800 (in which 54 800 of them are youths aged 15 to 24). At present, there are 13 Integrated Children and Youth Services Centres, a District Youth Outreaching Social Work Team and an Overnight Outreaching Service for Young Night Drifters Team in TM.

Manpower of the community and youth services under YOT and the annual subsidy amount provided by the Social Welfare Department (SWD) to YOT (as requested by Hon Albert CHAN Wai-yip)

15. Currently, YOT has a staff establishment of 106 on the provision of community and youth services. In 2016-17, YOT is granted a Provisional Subvention Allocation of some \$92 million from SWD for the provision of services for elders, youths and child welfare. Under the Lump Sum Grant Subvention System, subvention is calculated for each NGO. NGOs have the flexibility to deploy the subventions and arrange suitable manpower, including social workers, according to actual situations and needs, subject to the service quality being ensured and the requirements as stipulated in the Funding and Service Agreements and the Service Quality Standards being met in order to ensure service quality and meet the service demand.

² YOT plans to hold an opening ceremony in the first year and a year-end activity annually in the first six years to share project achievements with the youths in TM District.

Mechanism to ensure that the SPS funding would not be deployed by the subvented organisation internally to subsidise services funded by SWD under the Lump Sum Grant Subvention or for other purposes (as requested by Hon Albert CHAN Wai-yip)

16. As the partner organisation of the aforesaid SPS project, YOT is required to keep separate books of account and records of the project for inspection and auditing. It will also be required to submit quarterly progress reports and annual audited accounts to the TM District Council and TMDO for scrutiny to ensure that the SPS funding would not be deployed for purposes other than the SPS. The requirements concerned will be set out in the Service Agreement to be signed between TMDO and YOT.

F. “Establishment of an Arts Centre by Retrofitting Tai Po Government Secondary School” – improvement programme for the design of the barrier free entrance/exit *(as requested by Dr Hon Fernando CHEUNG Chiu-hung)*

17. During the design stage, we have already duly considered the design of the barrier free entrance/exit of the Arts Centre. Upon completion of the construction works for the Arts Centre, there will be a barrier free entrance/exit at On Pong Road. People with disabilities taking public transportation may proceed to the barrier free entrance/exit at On Pong Road from the bus and minibus stops at On Cheung Road, with a distance of about 180 metres. In addition, we have discussed with the Leisure and Cultural Services Department and agreed that should facility upgrading works for the Tai Po Civic Centre (TPCC), which is adjacent to the Arts Centre, are carried out later, necessary works for the Arts Centre to share-use the barrier free entrance/exit of TPCC at On Cheung Road will be included in the proposed scope of works to create synergy. By then, there will be two barrier free entrances/exits to access the Arts Centre.

Home Affairs Bureau
May 2016

Annex 1

Signature Project Scheme (Tuen Mun District)
- Promotion of Youth Development in Tuen Mun
Breakdown of the estimated expenditure of
the Youth Space for the first six years of operation

Items	Estimated Expenditure (\$'000)
Providing training and workshops for youths in areas of capacity building, entrepreneurship, social innovation and sustainable development	3,720
Coaching and mentorship schemes, gatherings for network building and cohesion activities	1,500
Social creativity programmes and relevant workshops and classes to capture district opportunities	1,080
Community involvement and publicity (including opening ceremony, year-end activities and production of promotional videos, etc.)	1,565
Social impact assessment	1,900
Project staff	
(i) Youth services support (including project-in-charge, social workers and programme worker)	8,694
(ii) Promotion and administration support (including promotion and administration officer and general worker)	3,194
Daily expenses of the project (including utilities, auditing expenses, travelling expenses, expenses relating to information technology system, etc.)	4,647
Total	26,300