



# **Implementation of District Minor Works Projects**

# District Minor Works (DMW) Block Vote

- Dedicated block vote under Capital Works Reserve Fund
- To fund **district-based** works projects implemented by District Councils (DCs) costing up to **\$30 million** each to improve **local facilities, living environment** and **hygienic conditions**
- Annual provision: \$300 million starting from 2008-09 onwards  
(Increased to \$320 million and 340 million in financial years 2012-13 and 2013-14 respectively)



## Allocation of DMW Provision in 2018-19

- Over 90% of the total provision will be distributed to the 18 districts for implementation of new projects
- Upon obtaining endorsement from respective DCs, a central pool of funds will be reserved for settling the consultancy fees and resident site staff costs in 18 districts, as well as catering for possible demands for cross-district emergency works and unforeseeable cash flow requirements for districts

# Allocations to 18 Districts

DCs are given the full flexibility to prioritize and implement projects within the allocated provisions, subject to:

- ❖ The **total costs** of approved projects can exceed up to 200% of the allocated annual provision
- ❖ The **total cash flow in a financial year** should be as close to the allocated provision as possible to avoid over-and-under spending



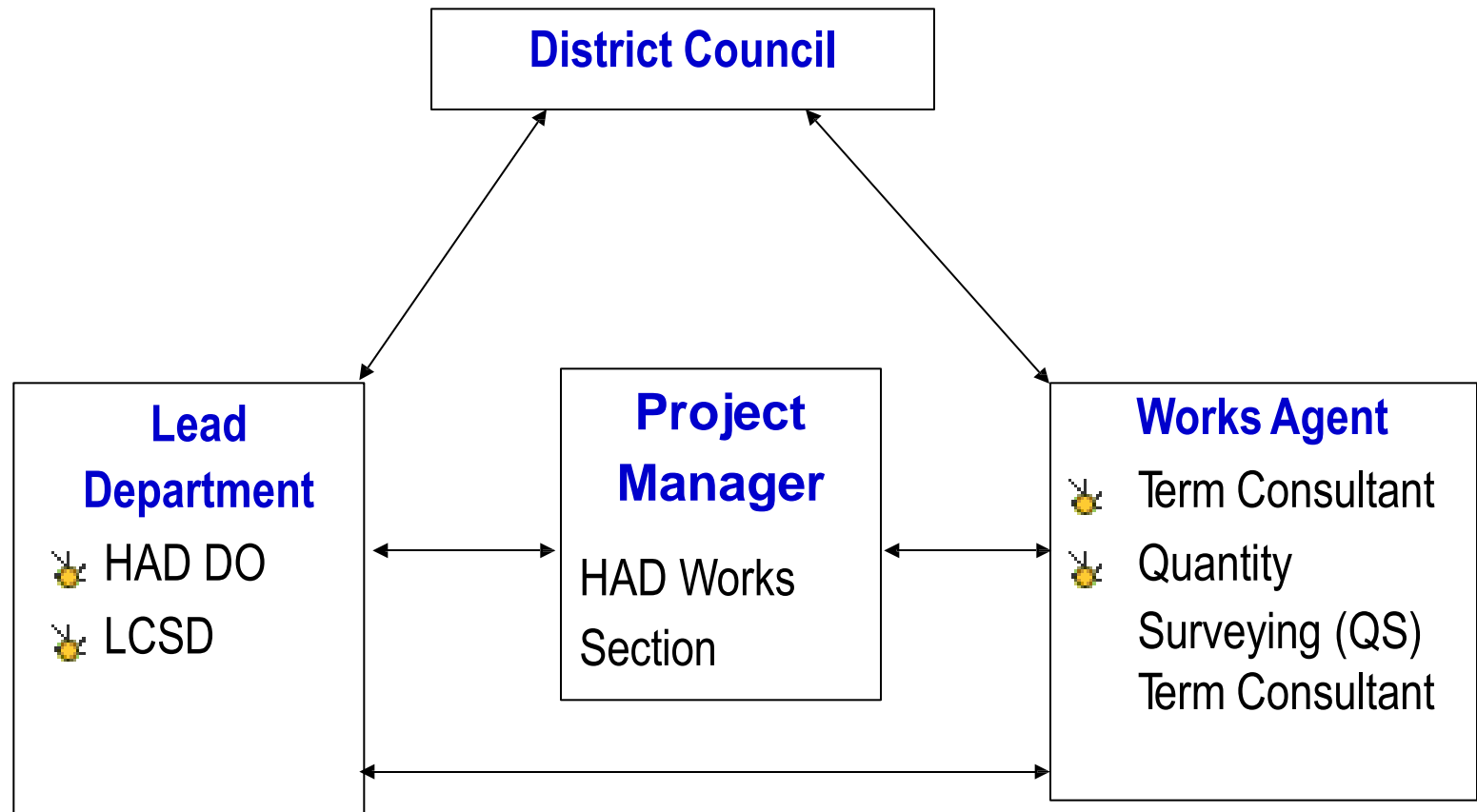
# Role of District Councils

- ✦ Initiating projects and collating local views
- ✦ Deciding project scope and scale
- ✦ Endorsing projects proposed by government departments
- ✦ Determining implementation priority and timetable
- ✦ Monitoring progress

# Lead Department for DMW Project

- ✦ Leisure and Cultural Services Department (LCSD) as lead department:
  - Leisure, culture, sports, recreation and amenities types of facilities
- ✦ Home Affairs Department (HAD) District Office (DO) as lead department:
  - Community halls and projects which improve local living environment

# Project Implementation by Term Consultancy Approach





# Project Implementation by Term Consultancy Approach

## Key Steps:

1. DC Member - identify project & prepare project statement
2. DC - prioritize projects & endorse in principle the priority projects
3. Consultants - preliminary feasibility study, cost estimation and preliminary design options
4. Lead department - work out RC arrangement





# Project Implementation by Term Consultancy Approach

## **Key Steps (cont'd):**

5. Consultants - prepare / revise project design and cost estimation on DC's advice
6. DC - endorse project design and cost estimation



# Project Implementation by Term Consultancy Approach

## **Key Steps (cont'd):**

7. Consultants - prepare tender document
8. Lead department - invite, receive and open tender
9. Lead department - sign contract with the tenderer

# Project Implementation by Term Consultancy Approach

## **Key Steps (cont'd):**

10. Consultants - supervise construction and administer contract
11. Lead department - pay architect-led consultant, its site supervision staff, QS consultant and contractor in stages
12. Architectural Services Department / HAD Works Section - verify maintenance requirement and take up completed project

# Project Implementation by Term Consultancy Approach

## Control of Work Progress:

- ✦ If the project planning stage (i.e. step 1 to 6) cannot be completed within 18 months despite all reasonable efforts of the consultants, the Project Manager may curtail and wrap up the work of the consultants

# Monitoring of Expenditure

To avoid serious over-or-under spending, DOs should:

- ❖ Consolidate summary of project expenditures on a monthly basis
- ❖ Forward monthly summary to HAD HQs for overall monitoring

Sample Project Statement

Annex 2

XXX 區議會轄下地區設施管理委員會  
地區小型工程計劃建議書

1. 提交建議議員/單位： 陳大文區議員
2. 工程名稱： YY 街休憩處及兒童遊樂場建造工程
3. 工程目的(請指出現有問題，以及建議工程的效益，例如美化景觀、加強公共衛生等)：

議員辦事處接獲地方人士反映，指現時 YY 街附近缺乏休憩及遊樂場設施，對附近居民構成不便。有關設施建成後，可提供一個舒適的環境供市民休息及兒童遊樂，改善生活質素。

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4. 工程受惠對象：  
 區內所有居民       傷殘人士  
 老人                       兒童及家長  
 青少年                       其他：

5. 預期受惠人數：20,000 人
6. 工程造價粗略估計 (可選擇不填寫)：約 \$3,700,000
7. 工程大綱(請詳述有關工程細節、項目規格、如何與現有設施銜接等)：
1. 鋪設地台
  2. 設置蔭棚及座椅
  3. 安裝兒童遊樂場設施
8. 工程地點 (請夾附地圖明確標示工程地點) XX 街 XX 號附近
9. 工程時間表粗略估計(可選擇不填寫)：約 2015 年 2 月至 2016 年 4 月
10. 其他與工程有關的資料(例如早前曾否作出申請、有否類似例子以供參照等): 沒有

簽名：

姓名： 陳大文

日期： xxxxxx

