

Fisheries Enhancement Fund
Meeting of the Management Committee
held on 10 May 2018 at 2:00 pm

Notes of the Meeting

The fourth meeting of the Management Committee (MC) of the Fisheries Enhancement Fund (FEF) was held on 10 May 2018. The meeting was commenced at 2:00 pm and ended at 5:30 pm.

Present:

Prof Kenneth LEUNG	(FEF MC Chairperson)
Mr Siu Keung CHEUNG	(FEF MC member)
Mr Yu Sun HO	(FEF MC member)
Mr Siu Fai KEUNG	(FEF MC member)
Mr Sheung Chun YEUNG	(FEF MC member)
Ms Samantha LEE	(FEF MC member)
Mr Lawrence TSUI	(FEF MC member)
Mr Peter LEE	(Secretary-General [Airport Authority])
Dr Jasmine NG	(Secretariat [ERM])

Absent with Apologies:

Hon Steven HO Chun-yin	(FEF MC member)
Mr Ka Fai FOK	(FEF MC member)
Ms Ka Ling PO	(FEF MC member)
Dr Patsy WONG	(FEF MC member)
Prof Jonathan WONG	(FEF MC member)

In Attendance:

Ms Maggie WONG	(Secretariat [Airport Authority])
Ms Winnie CHAN	(Secretariat [Airport Authority])
Mr Raymond TSUI	(Secretariat [Airport Authority])
Mr Nill NG	(Secretariat [ERM])
Ms Tiffany TSANG	(Secretariat [ERM])

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Agenda Item 1 – Matters arising from Last Meeting

1. The Chairperson welcomed all Members and asked if Members had any concerned matters from the FEFMC meeting held on 17 November 2017. No Members had

raised concerns. The Chairperson concluded that all Members had no matters concerning last FEFMC meeting.

2. The Secretariat sent a draft of the last meeting minutes to all Members for review by email or by post on 26 February 2018, and no comments were received from the Members. The Chairperson confirmed that the last meeting minutes was signed in accordance with the approval procedures of Notes of Meeting and the meeting minutes had been uploaded onto the dedicated website.

Agenda Item 2 – Discussion of existing FEF-funded Projects

Year 2018/19 FEF Application Summary

3. The Secretariat briefed Members on the FEF application procedures and applications received for Year 2018/19 between December 2017 and May 2018.
4. The Chairperson sought approval from all Members on the order of application discussion (i.e. Project Extension (Multiple-year Projects) followed by new applications), and reiterated the total amount of approved annual budget for the FEF for Year 2018/19.
5. The Secretariat mentioned the arrangement for Members with apparent conflict of interest, i.e. Project Leader, part of the project team, or the person-in-charge of the Applicant Organisation or co-organising/supporting body of an application to leave the meeting room upon discussion of respective applications with apparent conflict of interest according to the Declaration of Interest forms completed by Members. Members were also invited to declare updated potential conflict of interest (if any) for other Members' decision making prior to discussion of each application. It was discussed and agreed that Members with potential conflict of interest, e.g. collaboration with respective applicants for other past / existing projects, were allowed in discussing the applications. The Secretariat would also conclude the assessors' comments prior to the discussion of each application.
6. Prior to the discussion on FEF applications for Year 2018/19, the Secretariat briefed the Members on the progress and status of the four Year 2017/18 FEF-funded projects.

Agenda Item 3 – Application Assessment for Project Extension (Multiple-year Projects)

a. Summary of Application Assessment

7. The Secretariat briefed the Members on the project extension application of FEF2017001A - Pearl Farming Pilot Project.

b. Progress of Previous Phase of the Project

8. The Secretariat mentioned although the time for pearl grafting had been delayed, the growth rate of pearl oysters was satisfactory.

c. Discussion of Applications for Funding Approval

9. The Secretariat mentioned that the Applicant Organisation for the project extension application of FEF2017001A - Pearl Farming Pilot Project would be changed from Aberdeen Fisherwomen Association to Aberdeen Fisherwomen Association Limited, with the Project Leader/authorised representative and project contents remained unchanged.

d. Payment Terms and Conditions for Approved Applications

10. The Secretariat reported to the Members about the assessors' comments on the project extension application of FEF2017001A.
11. The Chairman suggested the applicant should supplement the pearl grafting procedures in detail and more information on training local pearl grafting specialists; the project team could also consider the installation of Radio Frequency Identification system (RFID) in the pearl oysters. Other Members also agreed on the above suggestions. A Member mentioned the Applicant Organisation should monitor the mortality rate of pearl oysters. The Secretariat agreed that the project team should follow up with the above suggested comments as part of the condition for funding approval.
12. After the discussion made by Members, this application was approved for funding.

Agenda Item 4 – New Applications Assessment

a. Summary of Application Assessment

13. The Secretariat briefed the Members on the discussion procedures of new applications and confirmed with Members that the applications would be discussed in ascending order of application reference number; and the assessors' comments would also be

reported. The Secretariat stated that the anonymous assessment scores for each application would be presented for discussion purpose.

14. The Secretariat briefed the Members on the new FEF applications received for Year 2018/19.

15. The Chairman suggested to provide assessors' comments to unsuccessful applicants, in order to encourage applicants to resubmit enhanced application forms with supplementary information in the second round of FEF application which would be considered in end of 2018.

b. Discussion of Applications for Funding Approval

16. The Chairman guided the Members to discuss individual applications. For each application, the Secretariat would conclude the comments made by respective assessors and allow each assessor (who was present in the meeting) to provide additional comments; other Members then joined the discussion. Members with apparent conflict of interest were invited to leave the meeting room prior to the discussion of the respective application.

17. The Chairman concluded the overall comments and suggestions provided by the Members for each application. The Secretariat would send these comments and suggestions together with the rejection letters to unsuccessful applicants for their reference.

c. Payment Terms and Conditions for Approved Applications

18. After discussion, the Secretariat concluded all the new approved FEF application. All Members agreed that approved applications would need to submit supplementary information by means of work plan within a designated time frame after signing of project agreements.

Agenda Item 5 – Anticipated Timeline of Activities for the Next Half-year Period

19. The Secretariat explained the anticipated timeline of activities for the next half-year period, including the predicted timeline for signing project agreements and funding approval, the announcement of results of application for Year 2018/19 on the Funds dedicated website in July 2018, the review of completion reports for Year 2017/18 FEF-funded projects and the next FEFMC and Steering Committee meetings dates.

Agenda Item 6 – Tentative Schedule of Next Meeting

20. The Secretariat mentioned that next meeting would be held in October/November 2018. The key objectives of the meeting would be to assess the second round of FEF applications for Year 2018/19, to review fund programme and operation (including project extension), to discuss collated progress/ final reports submitted by Recipient Organisations and to determine funding theme for the coming Project Year.

Agenda Item 7 – Any Other Business

a. Fund Publicity

21. The Secretariat reported on the promotion of the Pearl Farming Pilot Project through Television Broadcasts Limited (TVB) and Radio Television Hong Kong (RTHK) last year and mentioned further promotional activities would be arranged for the approved projects in the future.

b. Professional Guidance Provided by the Secretariat

22. The Secretariat reported that they provided professional guidance to applicant in the past half year.
23. A Member suggested to enhance the collaborative efforts between academics and fishermen.
24. The Chairman suggested the Secretariat could prepare a list of contact information of fishery related professionals for FEF applicants' reference. Sharing sessions could also be held for fishermen and stakeholders to increase collaboration opportunities.

c. FEF Application and Deadline

25. The Secretariat suggested to change the application deadline of FEF for Year 2019/20 from 28 February 2019 to 31 January 2019, to allow sufficient time for the Secretariat and Members to process and assess applications. In addition, the Secretariat mentioned the second round of FEF application deadline for Year 2018/19 would be 31 July 2018. All Members agreed.
26. The Chairman confirmed with all Members there were no other matters for discussion.

The meeting was adjourned at 5:30 pm.

A handwritten signature in black ink, appearing to be "B. S.", written in a cursive style.

(Chairperson's Signature)