

Fisheries Enhancement Fund
Meeting of the Management Committee
held on 17 November 2017 at 9:30 am
Notes of the Meeting

The meeting of the Management Committee (MC) of the Fisheries Enhancement Fund (FEF) was held on 17 November 2017. The matters arising from the last meeting, status of the second batch of application, additional professional guidance provided by the Secretariat, review of fund programme and operation were discussed. The funding theme for Year 2018-2019 Application, anticipated timeline of activities for the next half-year period, tentative schedule of next meeting and the promotion of FEF were also discussed. The meeting was commenced at 9:30 am and ended at 11:55 am.

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)
Ms Ka Ling PO	(FEF MC member)
Mr Sheung Chun YEUNG	(FEF MC member)
Prof Jonathan WONG	(FEF MC member)
Mr Lawrence TSUI	(FEF MC member)
Mr Peter LEE	(Secretary-General [Airport Authority])
Dr Jasmine NG	(Secretariat [ERM])
Mr Raymond TSUI	(Secretariat [Airport Authority])

Absent with Apologies:

Hon Steven HO Chun-yin	(FEF MC member)
Mr Ka Fai FOK	(FEF MC member)
Dr Patsy WONG	(FEF MC member)
Ms Samantha LEE	(FEF MC member)

In Attendance:

Ms Maggie WONG	(Secretariat [Airport Authority])
Ms Winnie CHAN	(Secretariat [Airport Authority])
Mr Niill NG	(Secretariat [ERM])
Mr Raymond CHOW	(Secretariat [ERM])

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Agenda Item 1 – Matters arising from Last Meeting

1. The Chairperson welcomed all Members to the third FEFMC meeting and asked if Members had any concerned matters from the second FEFMC meeting held on 15 May 2017. The Chairperson concluded that all Members had no matters concerning the second FEFMC meeting. In addition, the Chairperson advised that the notes of the second FEFMC meeting was signed according to the approval procedure agreed in the previous meeting. The meeting notes had been uploaded to the dedicated website.

Agenda Item 2 – Status of the Second Batch of Application

2. The Chairperson advised that the Secretariat did not receive new application up to 31 August 2017. The Chairperson suggested discussing the promotion of the FEF under Agenda Item 8.

Agenda Item 3 – Additional Professional Guidance provided by the Secretariat

3. Further to the discussion during the second FEFMC meeting held on 15 May 2017, the Secretariat would provide additional professional guidance for potential applicants, as well as to successful applicants for Year 2017-18.
4. The Secretariat reported the progress of FEF-funded projects for Year 2017-18. The Chairperson consulted Members on the feedback of fishery sector on the Project Reference No. FEF2017005 “Installation of Radar Reflector for Fishing Vessel under 15 m”. A Member mentioned the fishery sector was generally positive and the project team had consulted Marine Department for suggestions regarding the installation of radar reflector. The first batch of radar reflector had been ordered and would be delivered to Hong Kong soon. The Chairperson also consulted Members for the arrangements of various activities for the Project Reference No. FEF2017006 “Hong Kong Fisheries Festival - Planning and Feasibility Study”. A Member replied that the event was planned for commencement in May 2018, taking into account the period of fishing moratorium as well as the availability of event venue. The Secretariat advised that the completion report for FEF2017006 was received on 16 November 2017 and would be submitted to Members for review and approval after checking.

Agenda Item 4 – Review of Fund Programme and Operation

5. The Secretariat briefed Members on the fund programme and operation as well as the update of the FEF operating documents. The Secretariat also responded to questions raised by Members.
6. A Member suggested simplifying procedures for project extension as far as practicable. The Secretariat replied that owing to the funding policy of FEF, funding approval, including approval for multiple-year projects, was required for each financial year. Therefore, application for project extension was required to be submitted each financial year. The Secretariat added that the activities and budgets for the project periods subsequent to the first year of multiple-year projects were only briefly described in the initial Application Form for new application, those information was not sufficient for assessing and approving applications of project extension. It was therefore necessary to resubmit the application annually. A Member suggested some basic information in the application form would not be necessary to provide again. The Secretariat agreed to simplify the Application Form for Project Extension (next phase of Multiple Year Project) and submit the updated form to Members for further review.
7. With the exception for Application Form for Project Extension (next phase of Multiple Year Project) which required further update, Members were satisfactory in principle with the updates of the FEF operating documents (including Operation Guidelines, Application Form for new application, Guidance Note and Agreement Template) and these documents were approved by the Chairperson and Members. The Secretariat added that the FEF operating documents would be circulated for legal review after the meeting and be circulated to Members for final approval.

Agenda Item 5 – Funding Theme for Year 2018-19 Application

8. The Chairperson led the discussion for funding theme for Year 2018-19 and concluded the funding theme would be “Enhancing Competitiveness and Diversifying the Fisheries Industry”. All Members agreed.

Agenda Item 6 – Anticipated Timeline of Activities for the next Half-year Period

9. The Secretariat explained the anticipated timeline of activities for the next half-

year period. The next round of application was expected to start on 1 December 2017 and applications received on or before 28 February 2018 would be considered for funding approval in April - May 2018. Approved projects were expected to start in July 2018. For project extension, the application should be submitted by end of February 2018. The Secretariat also reminded Members that the Secretariat would provide additional professional guidance for potential applicants.

Agenda Item 7 – Tentative Schedule of Next Meeting

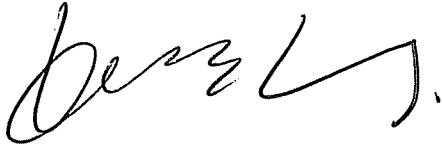
10. The Secretariat mentioned that the next meeting would be held in May 2018. The key objective of the meeting would be to discuss and approve applications for new project and project extension received, and to discuss completion reports submitted by applicants.

Agenda Item 8 – Any Other Business

11. The Chairperson led discussion on the promotion of FEF. The Secretariat advised that some fishermen associations contacted the Secretariat and expressed their interests in submitting applications during the second application period, but they were not able to submit those applications due to the lack of appropriate supporting documents for the organization. Some Members advised that fishermen associations established in early years might not conduct financial audits for years because these were not required for their organizations. It is thus difficult for fishermen associations to appoint accountants for financial audits for projects. Some fishermen associations did not have the complete set of supporting documents for the organization, updated list of office-bearers, or constitution of the association, thus it was difficult for them to apply for FEF before fixing these issues. In addition, some fishermen found difficulty in filling the application form. The Chairperson and Members provided different suggestions to address these issues.
12. The Chairperson proposed the universities to organize workshop to line up fishermen associations (which had the idea of application) with academics, NGOs or commercial sectors (which would have the capability of applying and operating project(s)). The Secretariat agreed to provide assistance where necessary.
13. The Secretariat reminded Members who was interested in submitting application(s) should apply for separate bank account to keep the funds in

accordance with the FEF Guidance Note to facilitate the project financial audit to be conducted by accountant.

The meeting was adjourned at 11:55am.

A handwritten signature in black ink, appearing to be 'D. S. L.', written over a horizontal line.

(Chairperson's
Signature)