

Fisheries Enhancement Fund
Meeting of the Management Committee
held on 22 November 2018 at 9:30 am

Notes of the Meeting

The fifth meeting of the Management Committee (MC) of the Fisheries Enhancement Fund (FEF) was held on 22 November 2018. The meeting was commenced at 9:30 am and ended at 12:00 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)
Ms Ka Ling PO	(FEF MC member)
Mr Sheung Chun YEUNG	(FEF MC member)
Mr Lawrence TSUI	(FEF MC member)
Mr Peter LEE	(Secretary-General [Airport Authority])
Dr Jasmine NG	(Secretariat [ERM-Hong Kong, Limited])

Absent with Apologies:

Hon Steven HO Chun-yin	(FEF MC member)
Mr Ka Fai FOK	(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 Raymond CHOW	(Secretariat [ERM-Hong Kong, Limited])
Mr Nill NG	(Secretariat [ERM-Hong Kong, Limited])
Ms Tiffany TSANG	(Secretariat [ERM-Hong Kong, Limited])

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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 FEF MC meeting held on 10 May 2018. No

Members had raised concerns. The Chairperson concluded that there were no matters arising from the previous FEF MC meeting.

2. The Secretariat circulated the draft minutes of the last meeting to all Members for review by email or by post on 22 October 2018 and no comments were received from Members. The Chairperson reported 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

a. Progress of Ongoing Projects (Years 2017/18 and 2018/19)

3. The Secretariat provided Members a brief summary on the progress of the projects in Year 2017/18 and 2018/19 (1st Round) and reminded Members the anticipated dates for reviewing Progress and Completion Reports.

b. Completed Projects (Year 2017/18)

4. The Secretariat provided Members a brief summary on the status and outcomes of the completed projects of Year 2017/18, including FEF2017001 - Pearl Farming Pilot Project and FEF2017003 - Study on the Current Status of Capture Fisheries Industry in Hong Kong and Strategy towards Sustainable Fisheries Development.
5. The Chairperson asked Members for any suggestions on the arrangement for the disclosure of project results of the completed FEF-funded projects. The Chairperson suggested the Secretariat to upload the Completion Reports (which had been accepted by the FEFMC) to the FEF dedicated website. Additionally, any data and information owned by third parties included in the Completion Reports should be properly referenced. The Recipient Organisation should also declare and confirm necessary authorisation had been obtained when using and publishing these data in the Completion Reports. A disclaimer would be shown before Completion Reports could be downloaded from the FEF dedicated website. All Members agreed on the suggested arrangement.

Agenda Item 3 – Assessment for FEF New Applications (Year 2018/19 - 2nd Round)

a. Summary of Application Assessment

6. The Secretariat provided Members a brief summary on all new applications received for Year 2018/19 (2nd Round).

b. Discussion of Applications for Funding Approval

7. The Secretariat reported that there were four new applications for Year 2018/19 (2nd Round). The summary of the new applications was tabled and provided to the Members for reference. The applications would be discussed in ascending order of application reference numbers. The Secretariat stated the anonymous assessment scores for each application would be presented and the assessors' brief comments would be reported before discussion.
8. After Members' discussion on the new applications, the Secretariat summarised the approval of new applications.

Agenda Item 4 – Review of Funds Programme and Operation

a. Review of Operation Documents in relation to FEFMC and Applicant

9. The Secretariat reported that the revised Operations Documents in relation to FEFMC and applicant had been circulated to Members before the meeting for their information.
10. The Chairperson sought approval from Members for the updated / new Operation Documents. All updated / new Operation Documents were approved by Members. The Chairperson also indicated that the finalised version of the Application Form and Guidance Note would be uploaded to the FEF dedicated website before 1 December 2018. The Chairperson encouraged Members to consult the Secretariat should they have doubts concerning the handling of conflict of interest situations.

Agenda Item 5 – Funding Theme for Year 2019/20 Application

11. The Chairperson led the discussion with Members on the FEF funding theme for Year 2019/20 (four themes as set out in the Fisheries Management Plan). After discussion amongst the Members, a new annual funding theme was proposed - "Enhancing Competitiveness, Optimizing and Innovating the Fisheries Industry".

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

12. The Secretariat explained the anticipated timeline of activities for the next half-year period. The anticipated date for new application would be started on 1 December 2018 and new applications received on or before 31 January 2019 would be considered in the assessment for first round application in April to May 2019. Progress Reports for Year 2018/19 funded projects would also be collected during the period from December 2018 to February 2019. Moreover, application form for project extension should be submitted to the Secretariat by relevant project leaders by the end of February 2019. The Secretariat reported the anticipated dates for the next FEF MC and Steering Committee (SC) meetings.

Agenda Item 7 – Tentative Schedule of Next Meeting

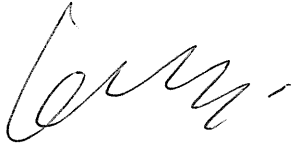
13. The Secretariat reported that the next meeting would be held in April / May 2019. The key objectives of the meeting would be to approve MC Approved Funding from approved Budget; to consider each application and recommend to SC; and to discuss collated Progress / Completion Reports from project leaders.

Agenda Item 8 – Any Other Business

14. The Secretariat provided an overview on the planned MEEF and FEF Joint Sharing Session that would be held in Q1 2019, and mentioned the list of potential invitees. The Secretariat would provide background information on both MEEF and FEF and few MEEF and FEF funded projects would be shared with the participants. Few project leaders of the funded projects in Year 2017/18 would also be invited to present their project outcomes. The Chairperson stated that the sharing session could facilitate the collaboration across different sectors and suggested inviting applied food sciences professionals from the Hong Kong Institute of Vocational Education to join the sharing session. A Member suggested promoting the sharing session and FEF application to fishermen. The Secretariat stated that the sharing session would be useful to parties who were interested in applying FEF by providing background information of the Funds, and would gain publicity for the Funds. The Secretariat would prepare the final list of invitees for the sharing session.
15. The Chairperson confirmed with all Members that there were no other matters

for discussion.

The meeting was adjourned at 12:00 pm.

A handwritten signature in cursive script, appearing to read 'Cory', written above a horizontal line.

(Chairperson's Signature)