

Marine Ecology Enhancement Fund
Meeting of the Management Committee
held on 8 November 2023 at 9:30 am

Notes of Meeting

The fifteenth meeting of the Management Committee (MC) of the Marine Ecology Enhancement Fund (MEEF) was held on 8 November 2023. The meeting commenced at 9:30 am and ended at 12:30 pm.

Present:

Prof Nora TAM	(MEEF MC Chairperson)
Dr Luk Ki CHENG	(MEEF MC member)
Dr Siu Gin CHEUNG	(MEEF MC member)
Dr Apple CHUI	(MEEF MC member)
Ms Connie LAI	(MEEF MC member)
Dr Xoni MA	(MEEF MC member)
Ms Lydia PANG	(MEEF MC member)
Mr Ken SO	(MEEF MC member)
Dr Ling Ming TSANG	(MEEF MC member)
Dr Judy WAN	(MEEF MC member)
Mr Martin PUTNAM	(MEEF MC member)
Mr Peter LEE	(Secretary-General [Airport Authority (AA)])
Dr Jasmine NG	(Secretariat [ERM-Hong Kong, Limited (ERM)])

Absent with Apologies:

Dr Chi Chui CHEANG	(MEEF MC member)
Ms Vriko YU	(MEEF MC member)

In Attendance:

Ms Amy WONG	(Secretariat [AA])
Ms Holly LAI	(Secretariat [AA])
Ms Sherrie FUNG	(Secretariat [ERM])
Ms Jasmine LAU	(Secretariat [ERM])

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Agenda Item 1 – Matters arising from Last Meeting

1. The Chairperson welcomed all Members to the fifteenth MEEF MC meeting.
2. The Chairperson asked and concluded that the Members had no matters of concern regarding the fourteenth MEEF MC meeting held on 8 May 2023.
3. The Chairperson confirmed that the minutes from the last meeting was signed in accordance with the approval procedures of notes of meeting and would be uploaded onto the dedicated website.

Agenda Item 2 – Update of Existing MEEF Funded Projects

a. Overview of MEEF Funded Projects

4. The Secretariat provided Members a brief summary on the status of ongoing funded projects.
5. The Secretariat reminded Members about the anticipated dates of receiving and reviewing progress / completion reports for the ongoing funded projects.

b. Completed Projects for Years 2020/21 and 2021/22

6. The Secretariat presented the major outcomes of the six funded projects for Year 2020/21 and Year 2021/22 with completion reports recently accepted by the MEEF MC.

Agenda Item 3 – Funding Theme for Year 2024/25 Application

7. The Chairperson briefed Members on the four existing MEEF funding themes and provided a brief summary of the funded projects by funding themes for Members' reference. The Chairperson concluded that the funding themes for Year 2024/25 remained unchanged.

Agenda Item 4 – Anticipated Timeline of Activities for the next Half-year Period

8. The Secretariat mentioned that the anticipated timeline was similar to that of last year. Application for new projects for Year 2024/25 would open from December 2023 to January 2024. After the deadline for receiving new applications, pre-screening (including the declaration of interest and assessor matching for Members) would be

conducted. Assessment for Year 2024/25 applications would be conducted in March to April 2024. The Secretariat also mentioned that the next MEEF MC and Steering Committee (SC) meetings would be held in late April / May 2024 and in late May / early June 2024, respectively.

Agenda Item 5 – Tentative Schedule of Next Meeting

9. The Secretariat mentioned that the key objectives of the next meeting would be to approve MC Approved Funding from the approved Budget; to consider each application and recommend to the SC; to prepare the MEEF MC Recommended Funding Application to the SC; and to discuss the collated progress / completion reports from project leaders.

Agenda Item 6 – Any Other Business

10. The Secretariat presented the minor enhancement on the MEEF operation documents suggested by the Secretariat to streamline the funding process, and asked Members for agreement on the changes. All Members agreed to the revision. The Secretariat also reported that a set of Chinese version of MEEF operation documents for the application of Year 2024/2025 was prepared and would be circulated for Members' information.
11. The Chairperson mentioned that the Secretariat is producing a promotional video on a MEEF funded project regarding oyster shells recycling, and would be uploaded to the dedicated website and shared with Members once the production is ready.
12. The Chairperson concluded that there was no other business, the meeting was adjourned.

The meeting was adjourned at 12:30 pm.



(Chairperson's Signature)