

Marine Ecology Enhancement Fund
Meeting of the Management Committee
held on 9 May 2024 at 2:30 pm

Notes of Meeting

The sixteenth meeting of the Management Committee (MC) of the Marine Ecology Enhancement Fund (MEEF) was held on 9 May 2024. The meeting commenced at 2:30 pm and ended at 5:10 pm.

Present:

Prof Nora TAM	(MEEF MC Chairperson)
Dr Luk Ki CHENG	(MEEF MC member)
Dr Siu Gin CHEUNG	(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 Chiu CHEANG	(MEEF MC member)
Dr Apple CHUI	(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 Virginia LAU	(Secretariat [ERM])

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Agenda Item 1 – Matters arising from Last Meeting

1. The Chairperson welcomed all Members to the sixteenth MEEF MC meeting.
2. The Chairperson asked and concluded that the Members had no matters of concern regarding the fifteenth MEEF MC meeting held on 8 November 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 MEEF Funded Projects

a. Overview of MEEF Funded Projects

4. The Secretariat provided Members a brief summary on the status of ongoing funded projects and the key outcomes of the completed projects.

b. Completed Projects for Years 2021/22 and 2022/23

5. The Secretariat presented the major outcomes of the two completed projects for Years 2021/22 and 2022/23 with completion reports recently accepted by the MEEF MC.

c. Progress of Ongoing Projects for Year 2023/24

6. The Secretariat presented further details on the project progress and interim outcomes of the funded projects for Year 2023/24.

d. Overview of MEEF Applications for Year 2024/25

7. The Secretariat provided a brief summary on the timeline and overview of the MEEF applications for Year 2024/25.
8. The Chairperson stated that the approved budget amount for Year 2024/25 was HK\$6M and advised that before the discussion of each project application, Members would be asked to declare conflict of interest and would be requested to be excused from the discussion if any has been identified. The Chairperson proposed and Members agreed that new applications of similar nature to be discussed in consecutive order for easy

reference and outlined the key considerations to be taken into account when reviewing the applications.

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

a. Summary of Application Assessment

9. The Chairperson led the discussion of applications for Project Extension (next phase of Multiple-year Project). A total of four (4) Multiple-year Project applications had been received.

b. Payment Terms and Conditions for Approved Applications

10. As per discussion of the MEEF MC, the Chairperson concluded that three (3) Project Extension applications, with the proposed payment terms approved by the MEEF MC.

Agenda Item 4 – New Application(s)

a. Summary of Application Assessment

11. The Secretariat summarised that there were twenty (20) new project applications. The application summaries had been provided to all Members and potential conflicts of interest had been identified.

b. Payment Terms and Conditions for Approved Applications

12. As per discussion of the MEEF MC, the Chairperson concluded that six (6) new project applications, with the proposed payment terms approved by the MEEF MC.

Agenda Item 5 – MEEFMC Recommended Funding Application (if any)

13. The Secretariat reported that the total approved funding amount for Year 2024/25 exceeded the approved budget and MEEF MC Recommended Funding Application would be required for Year 2024/25. The MEEF MC Recommended Funding would be reported in the Steering Committee (SC) meeting in June 2024 for approval.

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

14. The Secretariat mentioned that the payment terms and conditions of funding agreement with successful applicants would be prepared in May and June 2024. The approved projects for Year 2024/25 would commence on 1 July 2024 and the funding results would be announced on the dedicated website afterwards. The Steering Committee meeting would be conducted in June 2024 to discuss the confirmation of payment terms and conditions and the signing of funding agreements. The completion reports for the existing MEEF funded projects of Year 2023/24 would be reviewed by the MEEF MC from July 2024 onwards.

Agenda Item 7 - Tentative Schedule of Next Meeting

15. The Secretariat mentioned that the next MEEF MC meeting would be held in November 2024. The key objectives of the meeting would be to review the MEEF programme and operation, discuss collated Progress / Completion Reports (if any) and to determine funding theme for the coming Project Year.

Agenda Item 8 – Any Other Business

16. The Chairperson concluded that there was no other business, the meeting was adjourned.

The meeting was adjourned at 5:10 pm.



(Chairperson's Signature)