

Marine Ecology Enhancement Fund
Meeting of the Management Committee
held on 4 November 2024 at 9:30 am

Notes of Meeting

The seventeenth meeting of the Management Committee (MC) of the Marine Ecology Enhancement Fund (MEEF) was held on 4 November 2024. The meeting commenced at 9:30 am and ended at 10:48 am.

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)
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)
Ms Lydia PANG	(MEEF MC member)
Mr Peter LEE	(Secretariat General [Airport Authority (AA)])
Dr Jasmine NG	(Secretariat [ERM-Hong Kong, Limited (ERM)])

Absent with Apologies:

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

In Attendance:

Ms Amy WONG	(Secretariat [AA])
Mr MH CHIU	(Secretariat [AA])
Ms Monique YIP	(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 seventeenth MEEF MC meeting.
2. The Chairperson asked and concluded that the Members had no matters of concern regarding the sixteenth MEEF MC meeting held on 9 May 2024.
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 2021/22, 2022/23 and 2023/24

6. The Secretariat presented the major outcomes of the four completed projects for Year 2021/22, Year 2022/23 and Year 2023/24 with completion reports recently accepted by the MEEF MC.

Agenda Item 3 – Review of Funds Programme and Operation

7. Mr Peter LEE of the Secretariat presented the abolishment of multiple-year applications from FY25/26 onward suggested by the Secretariat and the corresponding updates on the MEEF operation documents.

a. Abolishment of multiple-year applications from FY2025/26 onward

8. The Chairman invited the Members to discuss whether the arrangement of multiple-year project should be abolished.
9. The Chairman concluded that the arrangement of multiple-year projects would be abolished starting from FY2025/26.

b. Maximum project duration after abolishment of arrangement for multiple-year projects

10. The Chairman invited the Members to discuss whether the project durations should be set to a maximum of 12 or 18 months as proposed by the Secretariat.
11. The Chairman proposed to consider the maximum project duration of 20 months. Payment schedule would spread over the entire project period, but with the project sum budgeted under the approval financial year. All Members agreed.

c. Updates on Operation Documents

12. The Secretariat presented that updated operation documents would be adopted for the application of FY2025/26 after the approval from the Steering Committee (SC) is sought.

Agenda Item 4 - Funding Theme for Year 2025/26 Application

13. The Chairperson briefed Members on the four existing MEEF funding themes and proposed to keep the four key themes. All Members agreed.

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

14. The Secretariat mentioned that the anticipated timeline was similar to that of last year. Due to the need to seek approval of the SC on the updated funds programme and operation in the SC meeting to be held in mid December 2024, the next round of application for Year 2025/26 was anticipated to be opened from 16 December 2024 to 15 February 2025. 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 2025/26 applications would be conducted from March to April 2025. The Secretariat also mentioned that the next MEEF MC and SC meetings would be held in late April / May 2025 and in late May / early June 2025, respectively.

Agenda Item 6 – Tentative Schedule of Next Meeting

15. The Chairman 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 7 – Any Other Business

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

The meeting was adjourned at 10:48 am.



(Chairperson's Signature)