

**Marine Ecology Enhancement Fund**  
**Meeting of the Management Committee**  
**held on 8 November 2022 at 2:45 pm**

**Notes of Meeting**

The thirteenth meeting of the Management Committee (MC) of the Marine Ecology Enhancement Fund (MEEF) was held on 8 November 2022. The meeting commenced at 2:45 pm and ended at 4:15 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)
Dr Ling Ming TSANG	(MEEF MC member)
Dr Judy WAN	(MEEF MC member)
Ms Lydia PANG	(MEEF MC member)
Dr Chi Chui CHEANG	(MEEF MC member)
Mr Ken SO	(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 Apple CHUI	(MEEF MC member)
Ms Vriko YU	(MEEF MC member)

**In Attendance:**

Ms Amy WONG	(Secretariat [AA])
Ms Holly LAI	(Secretariat [AA])
Ms Tiffany TSANG	(Secretariat [ERM])
Ms Sherrie FUNG	(Secretariat [ERM])

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### **Agenda Item 1 – Matters arising from Last Meeting**

1. The Chairperson welcomed all Members to the thirteenth MEEF MC meeting, including the 6 newly appointed MEEF MC Members. The Chairperson mentioned that the new 3-year fixed term of MEEF MC membership had commenced since 25 October 2022.
2. The Chairperson asked and concluded that the Members had no matters of concern regarding the twelfth MEEF MC meeting held on 17 May 2022.
3. The Chairperson confirmed that the minutes from the last meeting was signed in accordance with the approval procedures of notes of meeting and uploaded onto the dedicated website.

### **Agenda Item 2 – Update of MEEF Funded Projects**

4. The Secretariat provided Members a brief summary on the status of funded projects for Years 2020/21 to 2022/23 as well as key outcomes of the completed projects.
5. The Secretariat reminded Members about the anticipated dates of receiving and reviewing progress reports for the funded projects of Year 2022/23 and progress / completion reports for the funded projects of Years 2021/22 and 2022/23.

### **Agenda Item 3 – Funding Theme for Year 2023/24 Application**

6. The Chairperson briefed Members on the three existing MEEF funding themes and provided a brief summary of the funded projects by funding themes for Members' reference.
7. The Chairperson summarised Members' comments and concluded that the funding themes for Year 2023/24 would be broadened into four categories: 1. Conservation & Enhancement of Marine Life and Habitat; 2. Scientific Research & Studies; 3. Education on Marine Environment & Sustainability; and 4. Cultural Heritage & Eco-tourism. All Members agreed.

### **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 2023/24 would open from December 2022 to January 2023. After the deadline of receiving new applications, pre-screening

(including declaration of interest and assessor matching for Members) would be conducted. Assessment for Year 2023/24 applications would be conducted in March to April 2023. The Secretariat also mentioned that the next MEEF MC and Steering Committee (SC) meetings would be held in late April / May 2023 and in late May / early June 2023, respectively.

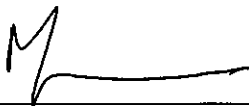
#### **Agenda Item 5 – Tentative Schedule of Next Meeting**

9. The Secretariat mentioned that the key objectives of the next meeting would be to approve MC Approved Funding from 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 about the collated progress / completion reports from project leaders.

#### **Agenda Item 6 – Any Other Business**

10. The Secretariat reported the existing late submission arrangement and suggested to update the relevant funding operation documents to enhance the penalty for late submission.
11. After thorough discussion, all Members agreed to revise the relevant funding operation documents.
12. The Chairperson concluded that there was no other business, the meeting was adjourned.

The meeting was adjourned at 4:15 pm.



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(Chairperson's Signature)