

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

Notes of Meeting

The fourteenth meeting of the Management Committee (MC) of the Marine Ecology Enhancement Fund (MEEF) was held on 8 May 2023. The meeting commenced at 9:30 am and ended at 12:45 pm.

Present:

Prof Nora TAM	(MEEF MC Chairperson)
Dr Luk Ki CHENG	(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)
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)
Dr Chi Chui CHEANG	(MEEF MC member)
Dr Siu Gin CHEUNG	(MEEF MC member)

In Attendance:

Ms Amy WONG	(Secretariat [AA])
Ms Holly LAI	(Secretariat [AA])
Ms Angela YUNG	(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 fourteenth MEEF MC meeting.
2. The Chairperson asked and concluded that the Members had no matters of concern regarding the thirteenth MEEF MC meeting held on 8 November 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. The Chairperson invited the Secretariat to briefly summarise the funded projects overview and progress to the Members.

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 funded projects for Years 2020/21, 2021/22 and 2022/23 as well as key outcomes of the completed projects.

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

5. The Secretariat presented the major outcomes of the two completed projects for Years 2020/21 and 2021/22 with completion reports recently accepted by the MEEF MC.

c. Progress of Ongoing Projects for Year 2022/23

6. The Secretariat presented further details on the project progress and interim outcomes of the funded projects for Year 2022/23.

d. Overview of MEEF Applications for Year 2023/24

7. The Secretariat provided a brief summary on the timeline and overview of the MEEF applications for Year 2023/24.
8. The Chairperson stated that the approved budget amount for Year 2023/24 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 one (1) Multiple-year Project application had been received.

b. Payment Terms and Conditions for Approved Applications

10. As per discussion of the MEEF MC, the Chairperson concluded that the Project Extension application 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 twelve (12) 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 seven (7) 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 2023/24 was ~HK\$5.43M, which was within the approved budget, and thus the MEEF MC Recommended Funding Application was not required for Year 2023/24.

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 2023. The approved projects for Year 2023/24 would commence on 1 July 2023 and the funding results would be announced on the dedicated website afterwards. The Steering Committee meeting would be conducted in June 2023 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 2022/23 would be reviewed by the MEEF MC from July 2023 onwards.

Agenda Item 7 – Tentative Schedule of Next Meeting

15. The Secretariat mentioned that the next MEEF MC meeting would be held in October / November 2023. 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 12:45 pm.



(Chairperson's Signature)