

**THE CHARTERED INSTITUTION OF WATER AND ENVIRONMENTAL MANAGEMENT HONG KONG
ANNUAL GENERAL MEETING 2021
DRAFT MINUTES OF MEETING**

Date and Time of AGM: 14 May 2021 (Friday), 7:00pm

Venue: Room 3B, G/F, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong

Attendees: 16 corporate members from Hong Kong Branch and 1 guest attended; with 18 proxy forms received prior to the AGM

1 Announcements

- 1.1 The Honorary Secretary, Albert Chan, informed attendees that 16 corporate members and 18 proxy forms were present, which fulfilled the quorum. He announced that the Annual General Meeting started at 7:05pm.
- 1.2 The Chairman, CF LEUNG, welcomed members and guest to the Annual General Meeting (“AGM”) 2021. Members were requested to identify themselves first before expressing any views during the meeting.

2 Receive and Confirm of the Minutes of the AGM 2020

- 2.1 No comments were raised on the minutes of the AGM 2020 held on 30 July 2020. A motion was proposed by Ping Kuen LEE and seconded by Clement LAU to adopt the minutes. A total of 100% of the members attending the AGM supported and the motion was passed unanimously.

3 CIWEM HK’s Annual Report for 2020/21

- 3.1 The Chairman presented the annual report of the 2020/21 Committee term of CIWEM HK.
- 3.2 The Chairman presented the full list of Committee Members of CIWEM HK and Committee Members of CIWEM HK Young Members Group of 2020/21 session. He expressed gratitude of their dedication.
- 3.3 The Chairman reported the activities highlights of 2020/21:
 - 3.3.1 The 2020/21 Committee organised / co-organised 7 webinars in the term, including Sustainable Packaging Journey for Swire Coca-Cola Hong Kong on 21 Oct 2020; Commemorating the Centenary Tai Tam Tuk Reservoir –The Great Dam and the Great People (co-organised with HKIE EVD) on 24 Nov 2020; The Waglan Island : The Lighthouse, the Environment and the Survival (co-organised with HKIE EVD) on 18 Jan 2021; The Future of Producer Responsibility Scheme for Beverage Packaging and the Roles of Professional Groups Can Play in Reducing Waste from Beverage Consumption (co-organised with HKIE EVD and HKWMA) on 22 Mar 2021; Sustainability Challenges Facing Major Cities around the World: Opportunities and Challenges in Hong Kong (co-organised with HKIE EVD) on 29 Mar 2021; Re-construct the design and construction of the service reservoir at Bishop Hill in Shek Kip Mei based on the review of the waterworks infrastructure in the early twentieth century in Hong Kong on 15 Apr 2021 and Overview of MBR Design and Operation on 7 May 2021.

- 3.3.2 The 2020/21 Committee organised 2 “Setting the New Year Goal to attain professional recognition” online-forums on 25 Feb 2020 and 31 Mar 2021 respectively.
- 3.3.3 The committee also co-organised the Joint Water Conference 2021 – Future Intelligent/ Smart Water Resources Management with The Hong Kong Institution of Engineers Building Services Division and Chartered Institute of Plumbing and Heating Engineering HK Branch on 27 Apr 2021;
- 3.3.4 CIWEM HK supported 11 events with no financial commitment, including Seminar on Development and Evolution of a Sustainable City and Community on 19 November 2020 by Green Council; Hydrogen Economy Conference 2020 by HKGSA, HKEIA, HAESCO and BEC; ECH2O Enterprises Cherish Water Campaign by Water Supplies Department and Green Council; Green Innovation Webinar Series No. 3 by HKIE Environmental Division; Advancing Net Zero Ideas Competition by World Green Building Council; HKIPD CPD Webinar - Ready for Future Plumbing and Drainage Installations – Perceptive System Design and Advance Technology Application by The Hong Kong Institution of Plumbing and Drainage; ICE HKA Annual Conference 2021 by The Institution of Civil Engineers; HKIE Environmental Division Annual Forum by HKIE Environmental Division; UN SDG Achievement Awards Hong Kong by Green Council; 水安全及水喉及渠務行業運作施工安全 Webinar by The Hong Kong Institution of Plumbing and Drainage and Green Building Award 2021 by Hong Kong Green Building Council.
- 3.3.5 The 2020/21 Committee organised Photography & Short Video Competition with the theme “Essence of Life in the Environment”. There were 44 entries for photo competition and 4 entries for video competition.
- 3.3.6 The committee also issued 2 submissions to the government, including the Consultation Paper on Proposed Amendments to Waterworks Ordinance (Cap. 102); and Waste Disposal (Charging for Municipal Solid Waste) (Amendment) Bill 2018 Statement of Support.
- 3.3.7 The following activities were also addressed by the Chairman:
- A membership outreach to REC Engineering Company Limited was organised on 5 March 2021;
 - A Communication meeting with ICE was held on 15 March 2021;
 - The Chairman was invited as one of the Judge Panel Members for HKIE Environmental Division – Environmental Paper Award 2020; and
 - Honorary Treasurer was invited as Panel Judge for Hong Kong Green Award 2021.
- 3.4 The Chairman reported that as of May 2021, there were 485 CIWEM Hong Kong members, comprising 7 honorary fellows, 28 fellows; 187 chartered members; 122 non-chartered members; 4 life members; 19 graduate members; 115 student members and 4 international partner organisations (“IPO”). Compared with Jul 2020, a 5.4% increment of total members in Hong Kong was recorded.
- 3.5 CIWEM HK continued to be one of the Institutional Partners of Hong Kong Institute of Qualified Environmental Professionals Limited (“HKIQEP”). The Reciprocal Recognition Agreements between CIWEM and The Hong Kong Institution of Engineers was still valid.
- 3.6 Chairman encouraged members and guests to follow the CIWEM HK Facebook page for the acquisition of the up-to-date news from CIWEM HK. As of May 2021, 563 likes were given to this page by Facebook users.
- 3.7 A motion was proposed by William WONG and seconded by Norman CHENG to adopt the annual report. No objection or abstention were received. The motion was passed unanimously.

4 Treasurer's Report for 2020

- 4.1 The Honorary Treasurer, Hok Hing CHENG, presented the financial report for the normal operation of CIWEM HK and summarised the financial status in Year 2020. As of 31 Dec 2020, the account balance was HK\$ 468,669. The financial report was reviewed, audited, and endorsed by the Honorary Auditors.
- 4.2 CIWEM HK has also opened another bank account which is dedicated for the income and expenses for the 8th IWA – Aspire Conference and Exhibition (the “IWA Conference”) on behalf of the Conference Organisers. The account was overseen by the Finance Committee of IWA Conference whereas the Honorary Treasurer of CIWEM HK was not involved in any activities, including access and audit, of the account. According to the Finance Committee, the trust account balance as of 8 February 2021 was HK\$ 2,984,181.69. The account was finalised and audited, the remaining amount HK2,984,181.69 was returned to the IWA Conference Organising Committee for their own arrangement, and the trust account was closed afterwards.
- 4.3 A motion was proposed by Ping Kuen LEE and seconded by Clement LAU to adopt the 2020 Financial Report. No objection or abstention were received. The motion was passed unanimously.

5 Election of Chairman for 2021/22

- 5.1 The committee nominated CF LEUNG to continue to serve as the Chairman of CIWEM HK in the coming term. No objection or abstention were received or counted.

6 Election of Honorary Secretary for 2021/22

- 6.1 The Honorary Secretary, Albert CHAN reported that the Committee received a nomination of William WONG for the position of the Honorary Secretary for 2021/22. No objection or abstention were received or counted.

7 Election of Honorary Treasurer for 2021/22

- 7.1 The Honorary Secretary reported that the Committee received a nomination of Albert CHAN for the position of the Honorary Treasurer for 2021/22. No objection or abstention were received or counted.

8 Election of CIWEM HK Committee Members for 2021/22

- 8.1 The Honorary Secretary reported that Grant CHAU, Carol CHAN and Katrina KWOK indicated their intention to retire from the Committee. The Honorary Secretary reported that the valid nominations of Norman CHENG, Pinestone SHI, Kenneth WONG and Horace YAU were received.
- 8.2 The 2021/22 Committee of CIWEM HK comprises the following Committee Members: CF LEUNG (Chairman); Clement LAU (Immediate Past Chairman); Hok Hing CHENG (Senior Vice Chairman); William WONG (Honorary Secretary); Albert CHAN (Honorary Treasurer); Vincent HO (New members group chair); Normal CHENG; Samuel KWONG; Chi Kin LEE, Ping Kuen LEE, Fredrick LEONG; Ray LEUNG; Pinestone SHI; Kenneth WONG; Horace YAU. No objection or abstention were received or counted.

[Post meeting notes: Louisa LEUNG and Kelvin SUEN were appointed as co-opted Committee Member by the Committee.]

9 Election of Honorary Auditors for 2021/22

- 9.1 The Committee nominated Freeman CHEUNG and Anthony MA for the position of Honorary Auditors of CIWEM HK's account for 2021/22. No objection or abstention were received.

10 Election of Honorary Legal Advisor for 2021/22

- 10.1 The committee nominated CS HO for the position of Honorary Legal Advisor of CIWEM HK for 2021/22. No objection or abstention were received.

11 Address by the Chairman 2021/22

- 11.1 CF LEUNG delivered the Chairman's speech. He expressed his gratitude to all Committee Members for their dedication and support CIWEM HK in past year. He mentioned that although it was difficult to organise physical events under COVID-19 pandemic, CIWEM HK embraced this new normal and organised numbers of technical webinars for members and the professionals. He also mentioned that CIWEM HK would continue to convey CIWEM HK's professional views within its expertise to government in formulating related environmental policies.

12 Any Other Business

- 12.1 CIWEM HK Photography & Short Video Competition Result Announcement. There were 44 entries for 4 photo competition and 4 entries for video competition. Ir Ben LAM – HKIE Environmental Division, Ir Dr Clement LAU – Immediate Past Chairman, CIWEM HK; Dr. SW POON – Adjunct Professor, Faculty of Architecture, HKU and Mr Samson SO, Professional Photographer were the judge panel of Photo Competition.

Prof CHAN Chak K. – School of Energy and Environment, City University of HK; Ms Linda HO – CEO, Green Council; Ir PK LEE – Past Chairman, CIWEM HK and Ms Daphne WONG, Professional Wildlife Photographer and Filmmaker were the judge panel of Short Video Competition.

Result of Photo Competition:

Champion: Froilan ROBAS – “From Little Seeds Grow Mighty Trees”

1st Runner Up: WONG Wing Hei – “Best way to enjoy a day”

2nd Runner Up: CHOW Wo Ming – “Spring Rock at Tung Lung Chau “東龍洲噴水岩”

Result of Photo Competition:

Merit: CHAU Ka Wing – “Nature is our life : From the mountains to the sea.”

Merit: CHIU Yin Fan, Jessica – “Essence of Life in the Environment - Plastic recycling”

Merit: YIP Wui Wa – “Interaction relationship in the natural environment”

13 Date and time of next AGM

- 13.1 The next AGM will be scheduled in May 2022. Details to be confirmed.

There being no other business, the AGM was adjourned at 8:00 pm.

Prepared by



Albert CHAN

Honorary Secretary of CIWEM HK Committee 2020/21