

Minutes of 31st Meeting of Environment and Conservation Fund
Waste Recovery Projects Vetting Sub-Committee

Date : 26 July 2011 (Tue)
Time : 2:30 p.m.
Venue : Conference Room (Rm 2825), 28/F, Southorn Centre, 130 Hennessy Road, Wanchai

Present

Prof. Jonathan WONG (Chairman)
Ms CHEUK Fung-ting, Phyllis
Mr. CHUA Hoi-wai
Mr. Jor FAN
Dr Carol MA
Mr. POON Yuen-fong, Sanford
Mr. Alex TAM
Dr William YU
Ms Eunice CHAN Environmental Protection Department (EPD)
Ms Elaine CHUNG EPD (Secretary)
Mr. Brian LEE EPD (Assistant Secretary)

Absent with Apologies

Mr. James LEONG
Mr. LO Yan-lai
Mr. LUI Tung-ming, MH
Mr. TSANG Kam-lam
Dr YAU Wing-kwong

In Attendance

Dr Ellen CHAN EPD
Ms Betty CHEUNG EPD
Mr. TAM Chin-hung, Alex EPD
Dr Lawrence WONG EPD (for agenda item 6)

Welcoming Remarks

The **Chairman** welcomed all Members and representatives of the EPD to the third meeting of the Waste Recovery Projects Vetting Sub-committee (WRPVSC).

Agenda Item 1: Confirmation of Minutes of the last meeting held on 7 June 2011

2. The draft minutes of the last meeting held on 7 June 2011 were confirmed without any amendment.

Agenda Item 2: Progress report on Source Separation of Waste (SSW) Programme

3. Dr Ellen CHAN reported that as at July 2011, 1,761 housing estates/buildings had signed up to join the SSW programme. Out of these participating housing estates/buildings, 112 had received subsidies from the Environment and Conservation Fund (ECF) through WRPVSC's approval to support the purchase and installation of waste separation facilities on each floor of the buildings to facilitate residents to participate in waste recycling. Moreover, 704 commercial & industrial (C&I) buildings had signed up to join the SSW programme.

Agenda Item 3: Vetting of New and Revised On-site Meal Portioning (OMP) Applications

4. Mr. TAM Chin-hung, Alex briefed Members on the summary list of the 2 new OMP applications, i.e. OMP 080 & 091 and 1 revised application, OMP 018, and invited Members' views.
5. After the discussion, the **Meeting** supported all 3 applications. Details of the decision were given at the *Appendix I*.

Agenda Item 4: Vetting of New and Revised Waste Recovery Projects (WRP) Applications

6. The Chairman declared interest for having provided technical advice to applicants of projects 201, 202, 203, 204 and 205 and refrained from the discussion for these projects and the chairmanship was temporarily taken over by Mr. Sanford POON.
7. Mr. CHUA Hoi-wai declared interest for having liaised with the applicant NGOs for the aforementioned projects in making applications and refrained from the discussion.
8. Having provided technical advice for the St. James' Settlement, applicant of project 204, Mr. Alex TAM declared interest and refrained from the discussion for the project concerned.
9. Ms Elaine CHUNG briefed Members on 5 new WRP applications for the projects 201, 202, 203, 204 and 205 and invited Members' views. After the discussion, the **Meeting** supported all 5 applications. Details of the decision were given at the *Appendix II*.

10. After the discussion for the project 201, 202, 203, 204 and 205, Prof. Jonathan WONG resumed his chairmanship. Mr. CHUA Hoi-wai and Dr William YU left the Meeting at 3:45 p.m.

11. **Ms Elaine CHUNG** briefed Members on other 3 new WRP applications, i.e. project 190, 199 and 200 and invited Members' views. After the discussion, the **Meeting** supported application 199 and 200 and deferred 190. Details of the decision were given at the *Appendix II*.

Proposed variations to Project 160 - "Green Green Life of Home" by Eco-Environment Conservation & Education Association

12. **Ms Elaine CHUNG** briefed Members on the application for budget revision of project 160. The applicant had submitted an application for reallocating some of the unspent amounts for "Administrative and Overhead costs" and "Labour Insurance", approved with \$95,931.50 and \$16,000 respectively, to cover extra expenses for minor works and increment of the auditor's fee, etc., that had not been taken into consideration when drafting up the original proposal.

13. After a short discussion, the **Meeting** approved most of the proposed variations with the total approved amount adjusted to \$952,132.50.

Agenda Item 5: Vetting of New WRP Applications and Progress Reviews (SSW Model Cases)

Proposed variations to Project 162 – "Source Separation of Waste Programme in C&W District & Mid-Levels" by Central & Western Mid-levels Owners Association

14. **Ms Elaine CHUNG** briefed Members on the application for budget revision of project 162. The project was approved with a total amount of \$1,740,368 for the promotion of source separation of waste in C&W District and Mid-Levels. As the project would be ended soon on 15 August 2011, the organisation had submitted a new application to further extend the project for 24 months. As the total proposed budget exceeded \$2 million, the new application would need to be endorsed by the ECF Committee. In order to assure continuity of the operation of the existing Plastic Recycling Centre and the collection services, the organisation applied for a 3-months' project extension to fill the gap between the end of the current project and the vetting of the 24-months' new project by the ECF Committee. Budget revision was calculated based on the unit costs of the existing project, amounting to \$1,999,069.50 in total.

15. After a short discussion, the **Meeting** approved the proposed variations, in view of the importance of sustaining the project momentum, with an overall approved amount of \$1,999,069.50.

Progress Review and proposed variations on Project 171 – “Green Community Pilot Project – Plastic Recycling” by Ever Green Association Limited

16. **Ms Elaine CHUNG** briefed Members on the progress report of the project 171. After implementing the project for about 8 months, about 10 tonnes of plastic recyclables had been collected and sold. A baler for compacting waste plastics was set up to facilitate for more efficient storage and transportation. However, while one of the main objectives of the project was to recruit buildings to join SSW and provide plastic collection service to the participating buildings, no buildings had been recruited for joining the SSW programme or for plastic collection so far. The organisation had indicated that there were difficulties in recruiting staff due to competitive recruitment conditions.

17. The **Meeting** acknowledged the organisation’s effort in collecting and processing waste plastics through setting up the Plastic Recycle Centre but stressed that the organisation should make more effort in exercising building recruitment for the SSW programme as it was one of the important roles of the SSW model projects. In this connection, the **Meeting** remarked that the organisation should start the recruitment and promotion as soon as possible and submit a work plan with a view to improving the situation. The Meeting should then further review the project’s performance and decide on the continuity of the project.

18. **Ms Elaine CHUNG** supplemented that the organisation had also submitted an application for budget revision. Additional budget was applied for rent of the Plastic Recycle Centre, salary of staff and improving the working conditions of the Centre, as well as several miscellaneous expenses.

19. After a short discussion, the **Meeting** approved the proposed variations for some of the items, with the total approved budget adjusted from \$1,241,550 to \$1,276,250. The **Meeting** further remarked that the disbursement of fund should be made on a pro rata basis since its progress had to be further evaluated by the Meeting and subsequent payments would only be released subject to satisfactory performance.

Progress Review on Project 169 – “Tokwawan Waste Recovery Scheme” by The Boys' Brigade, Hong Kong

20. **Ms Elaine CHUNG** briefed Members on the progress report of the project 169. While the project was commenced in January 2011, the Plastic Recycle Centre only started operation in May due to difficulties in identifying suitable premises in the district as indicated by the organisation. Over the past 3 months, 229 visits had been conducted to the target buildings to promote the SSW programme and 2 buildings (300 households) had signed up to use the plastic collection service provided by the organisation. About 0.6 tonnes of plastic recyclables had been collected so far.

21. Noting that the project officer was recruited 3 months prior to the commencement of the Plastic Recycle Centre, and thus there might be a time gap when the staff contract was over while the Centre was still in operation towards the end of the project, the **Meeting** advised that the organisation should propose a suitable work plan or strategy to tackle the staff deployment issue in advance. While making note that the organisation needed more time to demonstrate its performance in the project and remarked that it should further increase the quantity of plastic recyclables to be collected, the **Meeting** endorsed the further disbursement of fund for the project 169.

Vetting of New WRP Applications (SSW Model Cases)

22. **Ms Elaine CHUNG** briefed Members on the 3 new WRP applications (SSW model cases), i.e. project 198, 194 and 195 respectively and invited Members' views. After the discussion, the **Meeting** supported project 198 and deferred project 194 and 195. Details of the decision were given at the *Appendix III*.

Agenda Item 6: Progress Review on WRP Projects at Eco-park

Project 158 - "Management and Operation of Plastic Waste Processing Centre at EcoPark Phase II in Tuen Mun" by Yan Oi Tong Limited

23. **Dr Lawrence WONG** briefed Members on the progress of Project 158. The project was approved with a total amount of \$10,000,000 for managing and operating the Plastic Resources Recycling Centre in EcoPark for a period of 36 months. During the 30th Meeting, Members indicated that it was an appropriate juncture for Yan Oi Tong (YOT) to report further in details its achievements and difficulties in running the project for the Sub-committee to review the project. YOT had subsequently submitted the information as summarized in para. 24 and 25 below -

24. In essence, YOT had been facing difficulties in meeting the daily target tonnage, i.e. 20 tonnes of plastic recyclables to be collected and processed per day. YOT had explained that the quantity of plastic recyclables processed per day was generally lower than the target because the competition for waste plastics in the local market and the market price of waste plastics had increased since the Centre commenced operation, thus the sourcing of waste plastics by the Centre had been affected to a considerable extent.

25. Despite a number of operational difficulties, YOT had performed well in operating the Centre in processing local waste plastics into value-added materials for subsequent recycling, promoting waste reduction and recycling in the community through visits of the public to the Centre, extending its community network of waste plastics collection, and creating jobs and providing training opportunities for the underprivileged and unemployed low-skilled workers. In addition, the organisation had been making effort in enhancing the cost effectiveness of the project both by strengthening community education on waste recovery and recycling, e.g. collaboration with the local theme parks, and by exploring new sources of waste plastics for the Centre including facilitating the collection of plastic bottles from large-scale events, etc.

26. As suggested by the Chairman, **Dr Lawrence WONG** also briefed Members on the 4 established objectives of the project as follows –

- (a) To provide a secure outlet for source separated plastics, with a capacity of processing at least 20 tonnes of waste plastics per day, in the unstable market environment; and develop a circular economy in the longer term, where recyclable materials collected locally were reprocessed into value-added recycled products or raw materials for products;
- (b) To foster community participation in source separation and recovery of waste initiatives using the NGO's existing extensive community networks with housing estates, schools and other community organizations;

- (c) To create jobs and provide training opportunities for the underprivileged and unemployed low-skilled workers, especially for the local community in the Northwest New Territories area, including Tuen Mun and Tin Shui Wai; and,
- (d) To increase the quantity of recyclables collected through community promotion, education and/or other incentives.

27. Taking into account the achievements that YOT had made so far and also the fact that the market environment for the plastic recycling industry had significantly changed when compared to the time before the commencement of the Plastic Resources Recycling Centre, **Members** discussed and agreed that in addition to the quantity of waste plastic processed, the organisation's efforts in the other 3 project objectives should also been duly taken into account for a more holistic assessment of the project. In this connection, the **Chairman** suggested and the **Meeting** agreed that the organisation should prepare a proposal for assessing the holistic performance for all four objectives for further discussion at the next meeting.

Agenda Item 7: Any Other Business

Follow-up for WRP Application 185 – “Community-Base Organic Waste Recycle-Reuse Scheme” by Leung King Estate Owners & Residents Concern Group

28. **Ms Elaine CHUNG** briefed Members on the supplementary information of the WRP application 185. The project was discussed at the 30th Meeting and deferred as further clarification for the target participants and the suitable siting of the composter was considered necessary. Subsequent findings by the Secretariat confirmed that the applicant proposed to focus on the residents of Leung King Estate as one of the target groups. One of the reasons of utilising the venue at the estate market for placing the composting machine was to avoid causing nuisance to the residents. The applicant had also clarified that the scope of work of the project 185 would not overlap with that of the existing food waste recovery activity.

29. After a brief discussion, the **Meeting** supported the application with a total approved amount of \$1,081,020.

30. No other businesses were raised by Members.

Agenda Item 8: Date of Next Meeting

31. The **Chairman** announced that the Secretariat would inform Members the exact date and venue of the next meeting in due course. The meeting was adjourned at 6:10 p.m.

Summary on New and Revised On-site Meal Portioning Project (OMP) Applications Vetted at 31st Meeting of Waste Recovery Projects Vetting Sub-Committee on 26 July 2011

New OMP Applications

No.	Proponent	Type of School	Type of Works Contractor	Expected Implementation Date	Proposed Budget (\$)	Approved Amount (\$)	Decision
080	Chinese Methodist School, Tanner Hill 丹拿山循道學校	Aided Primary School	Engage contractors by its own means	Sep 2011	756,615.00	634,161.00	Approved
091	St Francis of Assisi's Caritas School 聖方濟愛德小學	Aided Primary School	Engage contractors by its own means	Dec 2011	1,125,215.00	863,181.00	Approved

Revised OMP Application

No.	Proponent	Type of School	Type of Works Contractor	Original Approved Budget (\$)	Approved Additional Item(s)	Item(s) Not supported	Revised Budget (\$)
018	S.K.H. Chi Fu Chi Nam Primary School 聖公會置富始南小學	Aided Primary School	Engage contractors by its own means	742,845.04	a) 新做鮮風連安裝 b) 清拆原有地台及新做鋪防滑地台磚面 c) 門口位新做英泥沙底斜防滑地台磚面 d) 更改及修補原有實水門 e) 器材後鋪不銹鋼 f) 新做不銹鋼 U 槽包原有大水喉位	a) 總掣房 400A TPN B/B/C 電掣房 160A TPN 掣 240mm2 X 4/C 400A 地線 1 組約(15 米) b) 加裝鋁質假天花	794,520.00

**Summary on New and Revised WRP Applications Vetted at 31st Meeting of
Waste Recovery Projects Vetting Sub-Committee on 26 July 2011**

No.	Proponent	Project Title	Proposed Budget (\$)	Approved Amount (\$)	Decision	Remarks
201	The Salvation Army 救世軍	Pilot Project For Setting up Composter and Recovery of Food Waste – “ Food Waste can be nutritious to the Earth 設置廚餘堆肥設備 及廚餘回收先導項 目： 「轉廢為營」	1,037,521	702,594	Supported	The Meeting supported the application which, in-principle, followed the standard framework of the Pilot Project for NGO premises. In addition, the Meeting discussed and agreed the followings – (1) Expenses on water usage should be borne by the applicants themselves so as to tally with the similar requirement of the funding scheme for housing estates to implement food waste recovery projects; (2) As most of the NGOs should have purchased the block public liability insurance for their premises, which should have also covered all on-site facilities, i.e. composting machine inclusive, no extra fund should be granted for the purchase of additional public liability insurance unless the applicant could provide strong justification for such need.
202	Caritas Hong Kong 香港明愛	Pilot Project For Setting up Composter and Recovery of Food Waste – “Happy Farmer Happy Farm Project 設置廚餘堆肥設備 及廚餘回收先導項 目：「快樂農夫快樂 田園計劃」	857,160	832,662.50	Supported	The Meeting supported the application which, in-principle, followed the standard framework of the Pilot Project for NGO premises.

No.	Proponent	Project Title	Proposed Budget (\$)	Approved Amount (\$)	Decision	Remarks
203	Chinese YMCA of Hong Kong 香港中華基督教青年會	Pilot Project For Setting up Composter and Recovery of Food Waste – “Start @ CityView 設置廚餘堆肥設備及廚餘回收先導項目：「城景·啓動」	940,900	908,190.50	Supported	<p>The Meeting supported the application which, in-principle, followed the standard framework of the Pilot Project for NGO premises. In addition, the Meeting remarked the followings –</p> <p>(1) Noting that the proposed siting of the composting machine would be near to the busy pedestrian area, Members suggested the applicant to explore the possibility of implementing the pilot project at a better site of a similar hotel setting, so as to avoid possible nuisance to be caused by the operation of the composting machine to the neighbourhood.</p> <p>(2) As the composting machine would be installed at one of the applicant’s hotels, the applicant should be reminded that subsidies from the ECF should solely be used for the implementation of the Project and; under no circumstances should be spent on running the business of the restaurants or the hotel itself.</p> <p><i>[PMN: The applicant had reviewed the possibility of conducting the project at another hotel under the organistaion. However, it was considered that there was no other suitable site and the City View Hotel was preferred for the project. The applicant would take necessary measures to minimize possible nuisance to be caused to the nearby pedestrian area. Moreover, a back-up site had been identified just in case the composter had to be relocated during the running of the project due to unforeseeable circumstances. The Meeting was informed of the situation via e-mail dated 18 October 2011.]</i></p>

No.	Proponent	Project Title	Proposed Budget (\$)	Approved Amount (\$)	Decision	Remarks
204	St.James' Settlement 聖雅各福群會	Pilot Project For Setting up Composter and Recovery of Food Waste – “James’ Café Food Waste Recovery Project 設置廚餘堆肥設備及廚餘回收先導項目：「雅膳廚餘回收計劃」	1,007,650	878,650	Supported	<p>The Meeting supported the application which, in-principle, followed the standard framework of the Pilot Project for NGO premises.</p> <p>The Meeting also made note that, if no greening activities with the utilization of the compost produced would be conducted within the NGO premises concerned, funding amounting to a sum of \$3,000 would not be granted for the purchase of gardening tools and related expenses.</p>
205	New Life Psychiatric Rehabilitation Association 新生精神康復會	Pilot Project For Setting up Composter and Recovery of Food Waste – “Transform of Food Waste 設置廚餘堆肥設備及廚餘回收先導項目：「廚餘升”呢”大行動」	1,386,500	997,320	Supported	<p>The Meeting supported the application which, in-principle, followed the standard framework of the Pilot Project for NGO premises.</p> <p>(1) Taking into consideration the applicant’s proposal to set up a local community network for food waste recovery, on top of the basic project framework that involved only on-site treatment of food waste within the NGO premises, the Meeting discussed and agreed that funding would be granted for the employment of a project co-ordinator to oversee the implementation of the community based project.</p> <p>(2) While the funding request for a part-time project assistant, with monthly salary of \$5,000, was not supported, the budget for a full-time project co-ordinator was supported but reduced from a monthly salary of \$12,000 to \$6,000.</p>

No.	Proponent	Project Title	Proposed Budget (\$)	Approved Amount (\$)	Decision	Remarks
190	The Boy's and Girl's Clubs Association of Hong Kong 香港女童群益會	Food Waste Eliminator – Schools Waste Reduction Scheme 「愛食物」-學校廚餘回收實踐及教育計劃	1,762,388	-	Deferred	The Meeting agreed that WRP applications for purchasing composters at schools would only be approved on a trial basis, and a review would be conducted on the overall funding approach for food waste recovery projects in schools. Moreover, the outcome of the applicant's existing ECF funded project would be reviewed at the end of the project. In view of the above, the application concerned was deferred.
199	Tai Po Environmental Association 大埔環保會	Kitchen Waste to Jade 廚餘再生棧	1,468,300	-	Supported	<p>The Meeting supported-in-principle the application and remarked the followings –</p> <ol style="list-style-type: none"> (1) In addition to the provision of door-to-door collection services, the applicant could also consider setting up fixed collection points so as to encourage active participation and self-initiated drop-in from the residents. (2) The applicant should try to reduce the transportation cost for food waste, for example, by identifying collection sources of less commuting distance such as the nearby industrial estates in Tai Po. (3) Budget for the project co-ordinator was trimmed down from a sum of \$360,000, full-time salary for 24 months, to \$225,000, full-time salary for 6 months cum part-time salary for 18 months. (4) The applicant should clarify what items are covered under the budget item for weigh and installation, in view of relatively high budgeted amount. <p>The amount to be approved would depend on the findings for the above items.</p>

No.	Proponent	Project Title	Proposed Budget (\$)	Approved Amount (\$)	Decision	Remarks
200	Greeners Action 綠領行動	Zero Food Waste in City U 城大「零廚餘校園」	1,109,910	-	Supported	The Meeting supported-in-principle the application but considered, amongst others, that the manpower of canteen staff for separating food waste should not be supported. Since such cut back would affect the food waste collection arrangement and agreement with CityU and/or its caterers would be needed, the applicant might need to revise the project scope/budget. The amount to be approved would depend on the outcome of any revision.

**Summary on New WRP Applications (SSW Model Cases) Vetted at 31st Meeting of
Waste Recovery Projects Vetting Sub-Committee on 26 July 2011**

No.	Proponent	Project Title	Proposed Budget (\$)	Approved Amount (\$)	Decision	Remarks
198	Central & Western Mid-Levels Owners Association 中西區半山業主聯會	中西區及半山居民廢料回收計劃	3,529,271.20	3,182,421.20	Supported	<p>The Meeting supported-in-principle the application which, in-principle, followed the standard SSW model case framework. The Meeting discussed and agreed to cut the budget item for the part-time project assistant with the amount of \$180,000.</p> <p>The Meeting also noted that, as the overall budget of the application exceeded \$2 million, which was the upper ceiling that the WRPVSC could approve, the application would be submitted to the ECFC for approval subsequently.</p> <p><i>[PMN: The application was approved by circulation to the ECFC via an e-mail on 2 September 2011.]</i></p>
194	The Boys' Brigade, Hong Kong 香港基督少年軍	Kwai Tsing District Waste Recovery Scheme 葵青區居民廢料回收中心	1,388,770	-	Deferred	Taking into consideration that a similar project, WRP 169, was being undertaken by the applicant and that its performance was yet to be demonstrated, the Meeting deferred the application.
195	The Boys' Brigade, Hong Kong 香港基督少年軍	Tsuen Wan District Waste Recovery Scheme 荃灣區居民廢料回收中心	962,880	-	Deferred	Taking into consideration that a similar project, WRP 169, was being undertaken by the applicant and that performance was yet to be demonstrated, the Meeting deferred the application.