

DISCOVERY BAY CITY OWNERS' COMMITTEE
Minutes of Meeting No.1 2016-17 Held on 7 December 2016
7:30pm at MPH, Discovery Bay Office Centre

Members Present:

Mr. Simon Mawdsley	(SM)	Chairman, COC & Midvale VOC
Mr. Victor Riley	(VR)	Chairman, Headland VOC
Ms. Amy Yung	(AY)	Chairlady, Beach VOC
Mr. Kenneth Bradley	(KB)	Chairman, Parkvale VOC
Mr. Murray Stuart Craig	(MSG)	Vice-Chairman, Neo Horizon VOC
Mrs. Baby Hefti	(BH)	Chairlady, Peninsula VOC
Dr. Francis Chiu	(FC)	Chairman, Siena Two B VOC
Mr. Kent Rossiter	(KR)	Chairman, La Costa VOC
Mr. Edwin Rainbow	(ER)	Chairman, Hillgrove VOC
Mr. Niall Greenan	(NG)	Chairman, Greenvale VOC
Dr. Jennie Lee	(JL)	Chairlady, DB Plaza VOC
Mr. David Kwok	(DK)	Chairman, Amalfi VOC
Mrs. Alison Dack	(AD)	Chairlady, Siena One VOC
Mr. Way Kwik	(WK)	Representative, Clubs
Ms. Elena Cheung	(EC)	Representative, Hotels
Mr. Vincent Chua	(CKC)	Representative, Registered Owner
Ms. Carmen Kwan	(CAK)	Representative, Registered Owner
Mr. F.K. Wong	(FKW)	Chief Manager, Estate, DBSML
Mr. Patrick Ho	(PH)	Assistant Director, DBSML

Apologies:

Ms. Lily Hung	(LH)	Chairlady, Neo Horizon VOC
Mr. Colin Bosher	(CB)	Chairman, La Vista VOC
Mr. James Heathe	(JH)	Chairman, Chianti VOC
Mr. Darren Barton	(DRB)	Chairman, Parkridge VOC

Secretary:

Mr. Kenneth Chan	(CYY)	Senior Manager, Estate, DBSML
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Assistant to Secretary:

Ms. Key Lam	(KL)	Manager, CR & Admin, DBSML
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By Invitation:

Mr. W.S. Yau	(WSY)	Senior Manager, Contract Mgt. and Works, DBSML
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Staff of City Management:

Mr. Daniel Ma	Manager, Estate, DBSML
Mr. Wilson Chan	Manager, Estate, DBSML
Mr. G. H. Koo	Manager, Estate, DBSML
Mr. Steve Kwok	Manager, Estate, DBSML
Mr. Samuel Ip	Manager, Estate, DBSML
Mr. Alan Mak	Manager, Estate, DBSML
Mr. Kenneth Kan	Manager, Estate, DBSML
Mr. Kelvin Siu	Assistant Manager, Estate, DBSML
Mr. Rudy Lai	Assistant Manager, Estate, DBSML
Mr. W. K. Li	Assistant Manager, Security, DBSML

Observers:

Mr. Pat Romano
Ms. Maggie Chan

Owner, Chianti
Owner, Neo Horizon

The Meeting was declared duly convened with the necessary quorum of Members present.

1.	Apologies	
	<p>CYY apologized for not posting the meeting agenda on the notice board.</p> <p>Apologies received from LH, CB, JH & DRB.</p>	
2.	Report from Mr. Simon Mawdsley (COC Chairman of 2015-2016)	
2.1	<p>SM reported that six working groups had been added in the year with the inclusion of a Taxi Working Group, and the Infrastructure Working Group had been suspended. SM shared that over the year several key management issues were looked at including the short-term tenancy agreement, electric buses, proposal by HKR for new developments, and presentation from DBTSL for the new temporary bus terminus. SM went on to thank the conveners of all working groups, the COC members, CM and the residents of DB.</p> <p>CKC thanked SM for all his hard work and achievements over the past year.</p>	
3.	Election of the COC Chairman for 2016-2017	
3.1	<p>VR nominated SM, FC seconded. SM accepted the nomination.</p> <p>As there were no other nominations, SM was elected Chairman.</p>	
4.	Confirmation of Minutes of Previous Meeting (No. 5 – 2015/2016)	
4.1	CYY confirmed comments had been received from CB, DRB, KR and AY, and amendments made.	
4.2	<p>BH circulated copies of the statement below to members and requested a post-minute note on item 8.6. SM clarified that the statement cannot be included in the previous minutes but will be added to the present meeting minutes:</p> <p><i>Statement from Peninsula Chairwoman</i></p> <p><i>Regarding point no.8.6 of COC meeting minutes of Oct. 5th 2016, Miss Amy Yung “ explained that most of the Chinese people had been kicked out of the VOC, which is why they decided that they would never join again”</i></p> <p><i>I refute this statement in its entirety. Since my election as Chairwoman of Peninsula, all VOC members have been elected en bloc, at my request. The one-by-one election that Ms Yung mentions was carried out under the previous Chairwoman. I do not hold any</i></p>	

	<p><i>racial prejudices as is implied by this statement, and regret that Ms. Yung has resorted to making such allegations.</i></p> <p>AY responded to BH that she did not implicate anyone and did not make any racial allegation but was stating facts based on the information she received. She repeatedly explained that her statement was made before BH's election as the Chairlady of Peninsula, therefore she objected to the note.</p> <p>FC agreed that clarification was needed, as the statement by AY was misleading.</p> <p>AD stated that AY has now clarified the intent and the new minutes will make clear any misunderstanding recorded.</p> <p>CYY said it was not appropriate for a post-meeting note. Comments from AY and BH will be noted after both parties have reviewed the audio and agreed on a statement. Hence, COC No. 5 minutes will be approved by email.</p> <p>CYY also requested that all members feedback with comments regarding the minutes in a timely manner. KB agreed with CYY's comments that members should follow the time frame. SM to reissue meeting rules to all members.</p>	
5.	Matters Arising from Previous Meeting	7.50
5.1	To provide a proposal for the migration plan with manpower, timeline and risk analysis etc. for share use of a Property Management System of HKR	
	<p>FKW stated that CM has shared the concerns by members regarding the migration plan with the supplier. CM will present the migration plan at the next meeting. KB requested a specific date for sending the plan and this was noted by FKW.</p>	
5.2	Audit Report 2015-2016	7.52
	<p>FKW reported that the Audit Report was waiting to be signed. The unsigned report was sent to members and FKW apologized for the delay.</p> <p>AY noted a number of questions and queries relating to the report. AY will forward to FKW who will discuss with CM and the auditor, then respond accordingly.</p> <p>SM requested FKW send an email to all members asking for their comments within 2 weeks.</p> <p>AY advised all comments should be cleared with auditors before signing off. AY went on to suggest this should be the function of the Finance Sub-Committee. KB disagreed with AY stating that CM should finalize with the auditors and get it signed, not the Finance Sub-Committee. FKW agreed with KB stating CM has the contractual relationship with the auditor.</p>	

	<p>VR commented that as professional auditors are employed they should be left to do their job and members should stop wasting money and time with questions. KB responded to VR refuting it as a waste of time and money. KB stated that everyone has the right to ask questions.</p> <p>AY responded to the accusation that it was not wasting time and money and stated that asking questions, as an expert, is important for the interests of the residents. ER reiterated the need to ask questions and not rush the signing off of the audited accounts.</p> <p>KB explained the contractual relationship is between auditors and CM. KB and FC attended a meeting with the auditors as observers and found their update and reason for delay as satisfactory. KB reiterated the signed accounts will be available shortly and there is always opportunity to ask questions by members and DB residents.</p>	
6.	Appointment of Convener of Sub-Committees/Working Groups of 2016/17	8.09
6.1	Finance Sub-Committee	
	<p>FC nominated by VR, seconded by DK. FC accepted the nomination.</p> <p>AY nominated by NG, seconded by ER. AY accepted the nomination.</p> <p>KB asked FC and AY how the performance of the Finance sub-committee would be improved.</p> <p>FC is a Chartered Financial Analyst and provides a different perspective. FC will continue to be a bridge between the owners and CM and will improve communication efficiency by asking members to raise concerns and questions in advance of meeting with CM.</p> <p>AY is a HK Certified Public Account, a practicing auditor with over 20 years experience. AY understands the problems in reports and can undertake some of the analysis and calculations to gather information not always forthcoming from CM. AY will also improve credit control and will do a proper job leading a team of professional accountants. AY reminded members the points that were raised from the recent auditing accounts demonstrated AY's experience in this area.</p> <p>The vote was recorded:</p> <p>For FC : FC , BH , KR , JL , DK , VR , Hotel, Clubs and HKR representatives</p> <p>For AY : MSC , KB , ER , AD , AY , NG</p> <p>Abstain : SM and CM representatives</p> <p>FC was elected.</p>	
6.2	Environmental Protection Sub-Committee	

	<p>VR nominated by JL, seconded by NG. VR accepted the nomination.</p> <p>As there were no other nominations, VR was elected.</p>	
6.3	Sports and Leisure Sub-Committee	
	<p>SM nominated by BH, seconded by KB, VR & DK. SM accepted the nomination.</p> <p>As there were no other nominations, SM was elected.</p>	
6.4	Security Liaison Group	
	<p>BH nominated by FC, seconded by NG, VR & DK.</p> <p>BH stated that she would accept the nomination if her incapability in communicating in Chinese was not a concern. CYY responded that CM would help in this aspect and the Police are capable of conducting meetings in English.</p> <p>As there were no other nominations, BH was elected.</p>	
6.5	Senior Citizens Working Group	
	<p>JL nominated by VR, seconded by KR. JL accepted the nomination.</p> <p>As there were no other nominations, JL was elected.</p>	
6.6	Taxi Drop Off Point Working Group	
	<p>BH advised members that JH sent her an email stating that he is willing to stand for the election of the Convener and BH herself nominated JH, Seconded by KR & VR</p> <p>As there were no other nominations, JH was elected</p>	
7.	CM Report	8.24
7.1	<p>WSY reported tender award for the repair work along Discovery Bay Road would be discussed further in item 8.2. In the next three months one tender will be sent out for the installation of anchor points on slopes.</p>	
7.2	Community Events	
	<p>CYY reported on DB Basketball Community Health 2016 sponsored and organized by <i>Love.Together@DB</i> which was held on Sunday 27th November 2016. There were 8 teams and 250 participants. CYY received positive feedback and shared comments from Talent Reload and DB Dreams, both of which commented on the fun and meaningful event. DB Dreams also praised the organizers and DB residents.</p> <p>CYY reported on the Big Picnic which had approx 5000 participants and only 5 complaints. CYY noted 2 special elements 1) the live art</p>	

	<p>which will be completed before Christmas and 2) the unique recycling bins organized by DB Green which encouraged people to recycle and was a great success.</p> <p>CYY advised the final accounts detailing income vs expenditure will be sent by PowerPoint. There was a shortfall of \$154,535 and \$150,000 will be covered by COC. \$80K sponsorship will be donated to the three chosen charities.</p> <p>CYY reported that DB Pirates purchased an old dragon boat for \$9000 and after expenses deducted for labour and transport the balance of \$4500 will go to the owners' fund. CYY advised members there were 5 wooden boats remaining and were available for purchase.</p> <p>NG reported on Team Fear and stated it was another great success with 800 competitors and very few injuries. NG thanked all COC and villages for their support.</p>	
7.3	Green Lifestyle Committee Update	
	<p>FKW advised members that the glass-recycling machine has been replaced with a more powerful machine, which has the advantage of turning glass into sand; saving space and making it easier for transportation. In response to a query, FKW clarified that the glass sand will not be used in DB beach.</p> <p>FKW also reported that CM recently joined Green Management Network organized by HK Productivity Council. This will allow members to share and provide the latest information regarding green property companies and organizations.</p>	
7.4	Other Services	
7.4.1	WSY reported that on 11 November 2016 a water pipe burst at Seabird Lane affecting flushing water supply to northern areas of DB. The pipe has been replaced and a plan to install isolation valves will be discussed further in item 8.4.	
7.4.2	CYY reported on the proposed 9 tenders for the Security Services. The existing contract is due to expire on 31 st May 2017. CYY discussed existing security headcount and noted current contract is held with SINO Security Ltd. CYY explained the need to form a Security Working Group, comprising of 4-6 members starting early January to try to confirm tender document end of February and then begin invitation to tender. If everything runs smoothly, the interviewing of tenders will take place on 22 nd April 2017 and all members of COC are invited to attend. CYY asked for all interested members to send an email within 7 days and if there were more than 6 people the Chairman will make a draw. CYY assured members that at every stage COC will be informed and are welcome to comment.	
7.4.3	FKW said that CE Election would take place on March 26 th 2017. CM will check registered address of voters and the following guidelines will be issued if the voters have registered their address in DB: no canvassing in public areas, posters allowed at designated bus stops,	

	<p>no restriction on home visits, and mailing of material.</p> <p>KB disagreed with suggestion to draw for the Security Working Group. He stated that anyone interested should be allowed to join. KB further suggested to change the current contract term from 1+1 to 1+1+1. CYY replied the preferred number of 4-6 people is most productive to cover the details. CYY confirmed the proposal would be sent for all to view and comment.</p> <p>AY said that as the in-house security team had increased the requested number and role/job description may impact the tendering. For example there should not be senior-ranking employees.</p> <p>CYY shared a recent incident where due to the joint effort of the police and SP a potential crime was stopped. CYY provided information regarding the number of in-house security; 1 security manager, and 5 superintendants (SP) plus 6 assistant superintendants (ASP). This core team are managing the city area and helping supervise the security of other villages. In-house security can help in a supervisory level with training and liaise directly with police. CYY further explained that the contracted security company provides mainly frontline staff, however because of the size of the contract and remote area the contractor will employ a Manager to monitor staff, without extra cost to the contract.</p> <p>AY requested trend analysis of in-house and contracted security costs.</p> <p>BH commented on the transparent recycling bins and suggested they increase numbers for special events. However, CYY replied DB Green purchased them from US and they were very expensive.</p> <p>KR commented that there did not seem to be sufficient food stalls at the Big Picnic. CYY agreed to forward comment to organizers but understood the organizers had approached restaurant owners before contacting outside caterers for stalls.</p> <p><i>JL reported Item 9.5 and was then excused at 21:24.</i></p>	
8.	Items for discussion	9.07
8.1	Golf cart and commercial vehicles parking and provision of outdoor sports equipment at the pump house near to tennis courts	
	<p>CYY stated the purpose of this agenda item was to seek the members' consensus in supporting HKR to negotiate with the relevant government departments to allow areas around pump house no. 1 (between Seahorse Lane and the tennis courts of DBRC) to be used for golf cart and commercial vehicle parking, and provision of outdoor recreational equipment for the community. This is a temporary arrangement during this construction period. CYY supplemented the proposal with a PowerPoint presentation.</p> <p>CYY explained there are four major projects underway along Plaza Lane: CLP cabling work, Fire Service modification, a new footbridge</p>	

	<p>and temporary bus stops along DB Road. The proposal aims to ease the current traffic burden. With regards to the loading and unloading of vehicles, there is on average 60 vehicles using this area (i.e. Plaza Lane) during peak morning delivery times. To ease the volume of traffic some commercial tenants have requested alternative parking areas during the construction period. In addition, the newly opened golf cart parking area caters for 73 spaces and is for active members of DBRC only. There are still a number of owners who are not club members.</p> <p>For the past 20 years the area by pump house no. 1 has been used for golf carts and commercial vehicles to park. This site was used for this purpose after golf cart users, who did not want to pay the parking fee, began parking in Seahorse Lane and Beach Village creating a disturbance to the local residents. Providing additional parking spaces in this area resolved this issue. However, on 23rd June 2016 HKR were ordered by the Lands Department to vacate this area as the land is only to be used for purposes relating to the operation of the pump house. HKR have now partially closed a section of this area leaving only a few parking spaces for vehicles loading and unloading. HKR currently employ traffic wardens and security guards to monitor the area.</p> <p>A proposal has been drawn up to convert the area into three sections.</p> <ol style="list-style-type: none"> 1) Outdoor sports equipment; 2) 13 x commercial vehicle parking and 3) 20 x long-stay golf cart parking. <p>CM asked members to support this plan during the construction period.</p> <p>KB commented that he does not object to supporting the negotiation but because the Lands Department had already informed HKR that the land was being wrongly used we should apologize and ask that it be used only for the parking of commercial vehicles and golf carts for a temporary period of up to three years. KB also commented that he did not think it should include the sports equipment because of polluting golf carts and other trucks making it an unsuitable place to exercise.</p> <p>AD agreed with KB stating that a conversation is needed to discuss the traffic problem in the future, but recognized the motion is to solve an immediate traffic problem.</p> <p>SM stressed the need for HKR to provide recreational equipment somewhere else. AD agreed and asked CM to agree to disconnect the sports equipment, and again reiterated there is an immediate and urgent need for more parking spaces.</p> <p>CYY agreed to amend the motion and separate the sports equipment.</p> <p>AY expressed concerns that this will cause more traffic and pollution at Seahorse Lane. AY also commented that there were a lot of vacant car parking spaces at DBRC. AY stated lack of proper</p>	
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	<p>consultation and planning is the result of insufficient parking space. AY also noted there were a lot of HKR vehicles parked for long periods of time and these were not commercial vehicles. AY commented vehicle DAYB88 is always parked. AY enquired about the purpose of having 21 cars for tunnel maintenance. AY suggested by reducing the number of these cars there would be more car parking spaces available. AY further advised that she would be required to seek the directive of her VOC.</p> <p>CYY responded that AY's comments relating to tunnel vehicles were not relevant to this issue. CYY reiterated his request for members to support the proposal, which is an interim arrangement for the loading activities of commercial vehicles and parking of golf carts, not for HKR tunnel vehicles. CYY stated that for the past 20 years commercial vehicles have been parking in that area and there have not been any major or regular complaints. CYY also noted that the traffic volume in Discovery Bay had not increased. CYY said the bus terminus development is a project for all of Discovery Bay, initially planned to take 5-6 years but after consultation residents asked for the period to be shortened. This meant alternative arrangements were needed. There was now a lot of activity going on including the traffic volume in Plaza Lane and the loading activities, which have specific delivery times (later delivery times will affect the community). HKR is monitoring and managing the work. CM cannot comment on HKR future plans but stressed the need to resolve the immediate issue.</p> <p>BH raised the concern that owners in Peninsula that were not members of the Residents Club, were upset that the only option for their parking was to join DBRC. BH also commented that the parking time should be restricted to ensure commuters do not misuse it. CYY confirmed there was already restricted parking for 2 hours only.</p> <p>ER suggested that HKR make known their proposal for what will be done after the 2-year period. ER disagreed that AY's point of linking tunnel vehicles wasn't relevant because if they were not there, there would be a lot more space.</p> <p>KR proposed members support the motion putting the sports equipment in a more suitable site.</p> <p>CYY will relay the message to HKR regarding future plans but cannot guarantee a reply within certain days. From a CM point of view there is an immediate problem and a proposed solution which needs the members support. CYY assured members this motion is a temporary arrangement during the construction period.</p> <p>SM requested that the motion be reworded to show it is a temporary period.</p> <p>CYY amended the motion to the following:</p> <p>To seek members' consensus in supporting HKR to negotiate with relevant government departments to allow the areas around pump house No.1 (between Seahorse Lane and the tennis courts of DBRC) to be used for golf cart and commercial vehicle parking for a temporary period of no longer than 3</p>	
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	<p>years.</p> <p>AD questioned why CM was asking members and not just going directly to the government. CYY replied CM is supporting HKR to help them seek a favorable response.</p> <p>AY clarified that it is HKR responsibility to deal with the government. AY specifically addressed the HKR Rep and asked that they provide information regarding long term plans. AY referred to previous requests made to HKR to rent the basketball court in Siena Club which was refused. AY commented that in this case HKR and CM are asking its members to support their proposal but when a request is made for something for public recreational facilities, the response is always no. AY suggested the motion be made with a condition that HKR and Siena Club vacate the basketball club and allow it to be used for recreational facilities.</p> <p>CKC responded that all concerns and comments regarding the long-term golf cart parking issue would be reported to the relevant working teams. CKC appealed to all members to support HKR as they negotiated with the Lands Department for this motion. CKC also commented that the offer to provide fitness equipment was still valid if the Sports and Leisure Group can identify a more suitable place.</p> <p>CYY proposed the motion. KR and NG seconded.</p> <p>The vote was recorded as follows:</p> <p>In favor: MSG, FC, BH, KB, AD, CC, EL, VC, CK, NG, DK,VR,HKR and CM Representatives</p> <p>Against: Nil</p> <p>Abstain: ER, AY, SM</p>	
8.2	Local Asphalt road patch repair work on Discovery Bay Road	9.44
	<p>WSY said that 10 contractors were asked to tender for the patch repair work on Discovery Bay Road. 4 tenders had been received. Option A is the resurfacing at a cost of 2.18M and Option B resurfacing and repair of the base at a cost of 3.30M. WSY explained that consultants were asked about which was the better option and they advised Option A, resurfacing if the patch repair was insisted. The consultants questioned the quality and durability of Option B unless repairing in sections instead of patch repair. The contractors also advised difficulty on achieving good durability under Option B and expected remedy during warranty period. WSY stated that CM is recommending Option A and asking members to vote.</p> <p>NG asked for timescales and if it will be done before or after the revised bus timetables. WSY replied overall construction period is about 3 months and will start when contractors are available. NG suggested coordinating with Transport Division and have change over after resurfacing. WSY confirmed they would coordinate with Transport Division.</p>	

	<p>SM asked the validity period of the tender and WSY confirmed there were two months left but contractors can be asked to extend if necessary.</p> <p>MSC enquired about nighttime working and WSY agreed to evaluate feasibility and cost. KB thanked WSY for the work done so far and asked that contractors do not start the work until at least a month after revised bus services. NG also suggested once work commences construction vehicles are diverted via Siena Avenue. CYY responded CM would check.</p> <p>VR asked about the length of road to be repaired. WSY replied the total area to be repaired is about 1100 m2 and stated costs were paid out of the road fund.</p> <p>CM proposed the motion. NG/KB seconded.</p> <p>Option A: MSG, FC, BH, KB, ER, KR, WK, EC , NG , DK, HKR and CM Representatives</p> <p>Option B : AY</p> <p>Abstain: AD, VR, SM</p>	
8.3	Rubber Infill of artificial turf of Discovery Bay North Sports Pitch	958
	<p>SM thanked CM and WSY for their immediate response and support to the issue that was raised.</p> <p>WSY reported that a laboratory was engaged to carry out tests on the rubber infill material used at DB North Sports Pitch, after SM raised concerns over the health risk.</p> <p>WSY requested the members consideration of three options:</p> <ol style="list-style-type: none"> 1) to do nothing; 2) hold contractor liable and take action against them but professional advice should be sought beforehand and 3) accept proposal by contractor to upgrade rubber infill with an extension warranty of approximate 2.5 years. Cost for replacement will be recovered in less than one year. <p>SM advised that the rubber crumb is made from recycled car tires and there may be a potential problem. SM suggested the pitch rubber is replaced with a more natural material.</p> <p>KB agreed rubber infill should be replaced. KB referred to an article 2yrs ago from SCMP regarding this issue where the Environmental Bureau said it was not consulted in the policy to replace pitches. The article reported that the Architectural Services Department had confirmed turf used in public projects met the standards set by FIFA. KB also made reference to the Netherlands who in October 2016 went public that they were replacing 2000 pitches. KB asked if the test report was suggesting that the pitch in North Plaza does not meet standards and poses a health problem to regular users. If that is the case KB suggested the report should be shared with ESF. KB advised that the Rugby Club have invited Dr Eric Harrison, a leading</p>	

	<p>pitch consultant, to advise regarding the situation. KB went on to highlight that the pitch is an integral part of DB life and members will no doubt support replacing it and deal with the financial cost. KB asked for clarification regarding what position was being taken on using the pitch.</p> <p>ER responded with his objection to what people were saying. He stated that tires do wear out and the rubber goes into the air and is ingested. ER will not support any expenditure and suggests that a notice is issued advising people about the risk.</p> <p>BH advised that ESF have now closed all of their pitches including Discovery College. Whilst there is a lot of unknown, BH suggested to wait for their report.</p> <p>MSG informed members that FIFA rules had changed and there were now numerous different standards for pitches. MSG shared information regarding coconut husk material used and the problems associated with that option. MSG commented that HKFA and Jockey Club were also reviewing material used in their new pitches.</p> <p>WSY stated the contractor had previously submitted a test report from a FIFA accredited laboratory and PAH levels met with the standards. However, the latest tests indicated higher content of the PAH compared with the contractor's report but the contractor still claimed the pitch met FIFA's and IRB's standards. SM reiterated the need to make a decision regarding the North Plaza pitch. CYY said a decision regarding if we close the pitch or not should be made and once the members have agreed a consensus the community will be informed.</p> <p>SM commented as long as we make sure we replace the existing pitch and advise of the risks, users should be allowed to make their own decision if they will use it or not. ER added that samples at the bus station tarmac would show more serious problems.</p> <p>WSY provided additional information regarding the European Commission who have tightened their standards relating to PAH levels in car tires and have restricted this material contained in rubber or plastic components of articles that are in prolonged or short-term repetitive contact orally or with skin.</p> <p>KB reiterated the need for a thorough exploration of other materials that will be used to replace the pitch. SM agreed.</p> <p>CM proposed to vote on Option 3 to accept proposal by contractor to upgrade rubber infill with an extension warranty of approximate 2.5 years. NG seconded.</p> <p>In favor: MSG , FC , KB, WK , EC , NG , DK , VR ,HKR and CM Representatives</p> <p>Against: Nil</p> <p>Abstain: BH, ER , KR, AY , SM</p>	
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	<p>SM also noted it was agreed to advise users of the possible risks.</p> <p><i>AD was excused at 22:00.</i></p>	
8.4	Provision of Isolating valve to underground water sub-mains near 5 & 15 Seabird Lane	10.27
	<p>WSY reported there were 3 burst pipes during the year. After each incident the isolating valve was shut off at the mains, which affected the water supply to the Northern area of Discovery Bay. CM suggested the installation of two isolating valves near Seabird Lane to minimize the effect on any future incidents. CM also suggested installing isolating valves at the potable water sub-mains. 10 contractors were contacted. Tenders returned for two valves installation at \$183K, and 4 valves at \$298K. CM suggested installation of 4 valves and award the contract to lowest bidder.</p> <p>AY asked if the money would be absorbed by the COC. WSY confirmed provision would be made from the reserve fund of the water works account. AY suggested valves are also fitted at different locations, after an inspection by Beach Vice-Chairperson. WSY replied that it had been mentioned in 2008 consultant's report and would be part of Beach renovation consultancy scope.</p> <p>WSY advised the work would be completed in 30 days.</p> <p>VR requested isolating valves at each village. WSY confirmed it had initially been suggested to review the infrastructure for DB but the same had been suspended.</p> <p>KB suggested to proceed with these four valves and then follow up with a risk assessment for future valves provision. WSY replied to follow 2008 consultant's report.</p> <p>CM proposed the motion. KB seconded.</p> <p>In favor: MSG , FC , BH , KB , ER , KR , WK , EC , AY , DK , VR , HKR and CM Representatives</p> <p>Against : Nil</p> <p>Abstain : SM</p> <p><i>NG was excused at 22:30.</i></p>	
8.5	Allocation of Management Units to commercial units at Discovery Bay	
	CYY noted CB request to postpone item 8.5 to the next meeting.	
9.	COC Subcommittees / Working Groups of 2015/16 Update	10.37
9.1	Finance Sub-Committee	
	FC reported regarding the number of owners not paying city management fees and stated that FKW had agreed to provide an	

	<p>aging analysis to VOCs so they can follow up and take legal action if required. FC reported on the problem of recruiting and retaining estate staff. Estate staff will be on a 5-day workweek but low salaries are still a concern. FC commented that CM does not have a long-term strategy for recruiting and retaining good staff and they must also follow the HKR pay scale.</p> <p>AY noted that the unpaid management fees should be recorded in the balance sheet.</p> <p><i>WK, EC, CAK, were excused at 22:38.</i></p> <p><i>DK was excused at 22:39.</i></p>	
9.2	Environmental Protection Sub-Committee	
	<p>VR reported on the repeated cancellation of Recycling Day but another day will be confirmed. EPSC joined CM initiative collecting surplus food from DB restaurants to provide compost for gardening area at Peninsula Village. VR thanked FC and his team of volunteers for organizing 2 beach cleans at Nim Shue Wan. There was also a visit to the plastic recycling contractor, which highlighted the problems the contractor was having due to the lack of support from the government. This contractor has subsequently closed down although another has been found. It was discussed at length the need to know what was happening with the recycled plastic and various proposals were suggested. VR reported that the excess charge for the lorry used by DB Mothers and Friends was waived.</p> <p>ER commented regarding sand that is produced through recycling of glass bottles could be used for building. VR agreed.</p> <p>VR asked that HKR adopt as many green initiatives as possible.</p> <p><i>KB was excused at 22:43.</i></p> <p><i>KR was excused at 22:49.</i></p>	
9.3	Sports and Leisure Sub-Committee	
	<p>SM noted a number of challenges they were facing; Area 4a budget did not happen. New 2a/b still has no news from HKR. Club liaison meeting is due to happen early 2017. Still trying to establish restrictions on Ta Pak Bay with HKR.</p> <p>SM acknowledged the sports equipment to be paid for by HKR once area has been identified.</p> <p>Proposed leisure events include Fireworks Trip on Star Ferry budget of 80K, \$450 per ticket, and Fancy Dress evening.</p> <p>SM noted NG's request for basketball space opposite tunnel however this was declined because it is tunnel land. SM is now considering DBIS Kindergarten car-park area for 2 x ½ sized basketball courts.</p>	

9.4	Security Liaison Group	10.55
	<p>FC carried out a joint site visit with the police in November 2016 to review traffic white spots around DB. A number of suggestions were made and were outlined in the PowerPoint presentation. Police agreed to review frequency of speed-checks and concluded this review was more effective if carried out during peak-hours. FC reported that Mr. McDonald asked if police would consider the proficiency test for cyclists however this was declined. He also requested more adequate barriers for cleaning staff which was noted. FC mentioned that CM helped arrange road safety talks at all three DB schools.</p> <p>FC reported that there were fewer cases of burglaries thanks to police and CM staff and the security contractors.</p> <p>CYY reported on a recent incident in Seabird Lane during one late afternoon. The occupant was unable to enter their home and realized there was an intruder inside. Unfortunately they called the Resident Club which caused a delay in a response. However, the burglar was identified on CCTV and there is an ongoing investigation. Police have stepped up their presence in DB and SP will remain alert particularly over the Christmas period.</p>	
9.5	Senior Citizens Working Group	
	<p>JL reported in September a Dentist spoke to the group. In October they had a green eco group visit Ma Po Nature Reserve. JL thanked <i>Love.Together@DB</i> who sponsored everyone after an admission charge of \$80.</p> <p>JL thanked CM for submitting an application for the senior citizens to use the community hall due to the HKR renovations. The senior citizens group were granted permission for once a week only and CM must resubmit every month for permission. Due to the higher cost in renting the hall JL asked members to support and endorse the budget for next year of \$28,130. SM informed JL that approval had been given at last meeting.</p> <p>AY questioned why they cannot meet at this location despite the renovation. It is more convenient and better to meet twice a week. CYY confirmed that this building will not be available because of the renovation.</p> <p>ER asked the peninsula VOC had to meet at Siena Club for the cost of \$4000. CYY said HKR cancelled all bookings because of the renovation and cannot comment further.</p> <p>AY commented money should not be wasted on room bookings and AY is able to book the community hall for COC, VOC and elderly meetings, under her public office title. JL thanked AY and will forward information. FKW reminded Members that the community hall will be closed at 10pm.</p>	
9.6	Taxi Drop Off Working Group	

	BH reported on behalf of JH. The working group met early November 2016. It was said that COC should not pay for improvements but the group were unsure if HKR would agree to pay. A letter will be drafted to the Transport Department to assess suitability of the proposed area for drop off. The letter will be distributed for COC approval and Chairman signature.	
10.	AOB	
10.1	Request update on 2 electric buses	
	Postponed to next meeting.	
10.2	Discussion on recruiting and retaining effective estate staff	
	Postponed to next meeting.	
11.	Proposed Dates of Meetings for 2016/17	
	<p>CYY will circulate suggested dates for member's approval.</p> <p>(Post Meeting Notes: The dates of COC Meetings for 2016/17 are:</p> <p>22 February 10 May 23 August 18 October 6 December)</p>	