

DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE
Minutes of Meeting No 7 2015-2016
held on 16 June 2016, 7:30 pm in Discovery Bay Office Centre

Present:

Mr Edwin Rainbow	(ER)	Chairperson
Ms Janice Fung	(JF)	Vice Chairperson
Ms Alice Li	(AL)	Member
Mr Chung Kwok Wah	(CKW)	Member
Mr Edmund Fan	(EF)	Member
Fine Faith Limited	(FF)	Member
Mr Fok Chau Lun	(FCL)	Member
Ms Lo Yuk Shan	(LYS)	Member
Ms Kimberly Keng	(KK)	Member
Mr Michael McGuire	(MM)	Member
Ms Nikki Wepener	(NW)	Member
Mr G H Koo	(GH)	Manager – Estate, City Management (CM)
Mr Sam Lo	(SL)	Manager – Contracts, CM
Ms Debbie Lau	(DL)	Assistant Officer – Estate, CM
Ms Ricky Kong	(RK)	Assistant Officer – Estate, CM

Absent with Apologies:

Ms Christine Law	(CL)	Member
Mr Fok Chau Lun	(FCL)	Member
Mr John Antweiler	(JA)	Member
Mr Martyn Keen	(MK)	Member
Mr Nigel JH Reid	(NR)	Member
Mr Reynolds Martin Charles	(RMC)	Member
Ms Umehara Yukiko	(UK)	Member

In Attendance

Ms Kitty Chiu		Owner
Mr Charles Hung	(CH)	Ho & Partners Architects Engineers & Development Consultants Limited (HPA)
Ms Cecila Wong	(CW)	HPA
Mr Charles Lo	(CLO)	KC Tang Consultant (KC)

1. Confirmation of Previous Meeting Minutes

The draft meeting minutes of Village Owners' Committee (VOC) [Meeting No 6 of 12 May 2016](#) was not available

2. Matters Arising

2.1 Drafting of Meeting Minutes

CM advised that the draft of meeting minutes would be ready usually within two to three working days after the meeting and be sent to the Chair for comment. As a practice, the draft minutes after incorporated the Chair's comment would then be circulated to Members through email or hardcopy upon request when the agenda

was being issued. There was a delay in translation of Chinese versions and CM would expedite the process as to match with the meeting schedule.

2.2 Insurance Coverage against Landslide

Members enquired if there was coverage against the risk of landslide in the master property all risk policy. CM replied that the provision was made for such coverage. The extract from the confirmation of cover was tabled for reference.

3. Management Report by City Management

CM briefed the Committee the following management operations:

3.1 Protection Work on Slopes behind Hillgrove

CM advised that the programme would last till September this year. Concrete plinths with flexible barriers were being used for the work. Members would like to know if the work was required by the Authority and if there was a cause or reason to justify the work. CM would keep Members updated on the progress.

3.2 Recycling in Hopper Room

CM thanked ER for the joint site inspection and inputs in improving the capacity of recycling in hopper rooms. CM then gave a presentation of the proposed recycling racks and its operation to the Committee. Members welcomed the proposal and decided to carry out a trial on a selected floor. CM would follow up and advise Members in next meeting.

3.3 High Pressure Water Jet Cleaning to Outdoor

There was also a trial of applying water jet cleaning to the paving tiles at outdoor. The result was recorded and found satisfactory. While the cleaning was provided in the contract twice a year to the driveway, it was agreed to relocate one job to the paving tiles.

4. Progress of Consultancy Service on Condition Survey

Messrs Ho and Partners gave a presentation on the revised drafts of cost estimate on essential items, highly recommended items and improvement. The draft survey report was being reviewed. (The notes no 4 of 16 June Renovation Working Group meeting is attached.)

5. Report of Financial Status

Legal Advice on Interest Calculation

After the motion of seeking a legal advice on the principle of interest calculation was endorsed by the COC, the Committee made a recommendation of law firm and drafted the brief on the background information for seeking the legal advice. The brief drawn up by NR, following discussions with other owners, had been extensively amended by FK Wong of CM. The amendments were still under review by NR, but the VOC felt that good advice was welcome, but the VOC had a mandate to determine its own brief.

Furthermore, to observe procurement requirement, CM needed to obtain five (5) quotes of fee indication and stated that it was necessary for audit purposes. In principle, CM was neutral on the list of law firms but continued to insist that their calculation based on simple interest stands, pending a legal opinion confirming, or not, the compound method, the latter being the Hillgrove VOC understanding of the PDMC. To agree on the list of law firms, ER would send additional law firm candidates to CM.

6. Commercial / Storage Activities in Residence

It was suspected that a flat in Hillgrove was being occupied for office purpose and bulk delivery took place occasionally. CM wrote to the owner and the occupant reminding that residence should be used for non-domestic purpose as this violated the regulations and the deeds. The occupant responded that it would observe the rules and refrained from any non-compliance. Another observation showed that a utilities company also stored excessive quantity of products in one of the flat. CM would investigate if the flat concerned was being occupied for storage purpose.

7. Report of City Owners' Committee (COC) Working Groups and Sub-Committees

The next COC meeting would be held on August 24th.

8. Community Events

Event	Venue	Date
DB Dragon Boat Race	Tai Pak Bay and Piazza	Thursday 9 June

9. Any Other Business

Nil

10. Date of Next Meeting

The next meeting was scheduled on Thursday 1 September 2016, tentatively.

There being no other business, the meeting was adjourned at 10:20 pm.

Chairperson