



DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE

Minutes of Meeting No 1 2018-2019

held on 27 November 2018, 7:30 pm at Multi-purpose Hall

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
Ms Lo Yuk Shan Connie	(CL)	Member
Mr Edmund Fan	(EF)	Member
Mr Edwin Tam	(ET)	Member
Fine Faith Limited	(FFL)	Member
Mr John Antweiler	(JA)	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)	Contracts Manger – Works, CM
Ms Ricky Kong	(RK)	Officer – Estate, CM

Absent with Apologies:

Ms Kimberly Keng	(KK)	Member
Mr Martyn Keen	(MK)	Member
Mr Nigel JH Reid	(NR)	Member
Mr Yiu Leslie Sheun Lai	(LY)	Meneber

In Attendance

Mr Thomas Tam	(HPA)	Messrs Ho & Partners
Mr Philip Wong	(HPA)	Messrs Ho & Partners
Ms Michelle On	(HPA)	Messrs Ho & Partners
Mr Raymond Leung	(Fulam)	Fulam Construction Engineering Co Ltd
Mr K W Leung	(Fulam)	Fulam Construction Engineering Co Ltd
Mr Ritchie Yue	(Fulam)	Fulam Construction Engineering Co Ltd
Mr Joe Ma	(Fulam)	Fulam Construction Engineering Co Ltd
Mr Lam Wei Keung	(Fulam)	Fulam Construction Engineering Co Ltd
Mr T S Yeung	(Fulam)	Fulam Construction Engineering Co Ltd

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1. Confirmation of Previous Meeting Minutes and Recording of Meeting

The drafts of meeting minutes as below were tabled and circulated for review.

- VOC Meeting No 13 of 4 July 2018
- VOC Meeting No 14 of 2 August 2018
- Annual General Meeting of 30 October 2018

CM stated that the engrossment of the VOC Meeting minutes had been prepared for sign off while the wording of Annual General Meeting required further amendments. ER suggested Members approving the content in principle and would visit CM's office to sign off the minutes afterward. There was no adverse comment to the content and the Committee approved the minutes in principle.

2. Declaration of Interest

The proposed resolution suggesting an amendment of the paragraph in the form of declaration of interest as stated in the agenda was tabled. ER stated that the proposal was to allow a choice of individual members to opt to confirm its interest in a particular topic that a potential conflict of interest might involve. It was a preferred practice to declare a member's conduct but not a mandatory requirement. The resolution was unanimously agreed by the Members and the proposal was resolved.

3. Update of Contact Details and Methods of Communication between Members

ER mentioned that a meeting was conducted with CM's senior on the communication between VOC and CM which the result was satisfactory. CM agreed to prepare a summary of performance pledge against which the service delivery could be properly monitored. The dispute of method of interest calculation would be postponed to next meeting in view of its complication. Outsourcing of meeting minutes translation was considered in order to expedite the issuance of minutes with bilingual version.

The VOC contact list would be finalized and disseminated among Members accordingly.

4. Matter Arising

Members commented that the control of golf cart parking was not significantly improved and golf carts parked for long hours were observed. Illegal parking happened from time to time, however less action was taken to stop these unauthorized activities. CM was to review the control procedures with consultants as a matter of urgency in view of renovation ahead as not to cause any unnecessary interruption to the site work.

5. City Management Report on Village Matters

On the case of dripping air conditioner condensation pipe, CM confirmed that the leakage point on 3rd Floor of Elegance Court was a private part supported by a joint site inspection carried out by Food and Environmental Hygiene Department. The inspection showed that the private horizontal section was thrust deep into the communal vertical part which caused the blockage. The problem had been rectified after the inspection.

6. Progress of Renovation

To maintain a continuity of the work by Renovation Working Group (RWG) and VOC, it was confirmed that the membership of last RWG was automatically transferred to the RWG of current term.

The Committee welcomed HPA and Fulam. After HPA introduced the key personnel from Fulam responsible for this renovation, Fulam gave a presentation of the site preparation, security and safety measures.

6.1 Site setting out – The site working area would be confined to the rear of the three residential blocks while workers would gain access to the area along the site boundary next to Elegance Court. Site office, changing room and washroom facilities would be provided. Workers would be dressed in proper uniform with numbering after daily check-in. Working programme and methodology would be displayed at site office for reference. Construction work started at Elegance Court, followed by Brilliance Courts and Glamour Court. Interior work was assigned in the last phase after scaffolding removed.

6.2 Safety measures – Safety officer conducted regular site visit to ensue work safety and double scaffolding would be applied. The framework would be further strengthened as the construction period would cover the typhoon season next year.

6.3 Security measures – Two additional guards were to be deployed covering 24 hours under this contract and the scaffolding was set up 3 metres above the ground while workers would access to working areas by the roof floors. Spotlights were set up at the top and the bottom with CCTVs for surveillance purpose.

Fulam also provided a quick summary of major work to be done, including new external paint system, renewal of floor lobbies, roof waterproofing system, open space repairs and deep cleansing, and provision of lobby LED lighting. It was agreed that site work would commence on 4 December.

7. Report on Financial Status

7.1 Village Finance Update

The latest income and expenditure as at 31 October with a deficit of about HKD394,000.00 against a budgeted deficit of about HKD358,000.00 was presented. CM commented that despite a deficit being recorded, the village expenses were operated with a saving where the total expenditure to date was about HKD2.4 million against a budgeted figure of about HKD2.5 million. The reasons were due to lesser interest income and higher share of City's expenses.

CM also advised that the aging report was rather healthy and only six (6) flats owed an outstanding balance of management fee of two (2) months.

7.2 Legal Actions for Recovery of Interest over Long Overdue Debt

CM advised that the owner in question had settled the full amount of management fee and renovation contribution including associated legal costs over the past years, while the interest of late payment was outstanding. CM would consult the lawyer through in-house counsel on the chance of recovery of the interest of late payment in full including associated legal costs, if actions being taken, before making a recommendation of legal actions to the VOC.

8. Matters of City Owners' Committee Meeting

In view of the time spent on discussion of previous items, ER suggested moving the nomination of representatives of sub-committee and working groups to next VOC meeting, while Members delivered reports on the discussions of the following sub-committee meetings.

8.1 Finance Sub-Committee (FSC):

- FSC was to release the subsidy of HKD100,000 approved in COC to organizer of Big Picnic subject to the presentation of the audit report of the evening held in November.
- FSC reviewed the possibility of re-allocation of salary costs of estate managers to the respective village accounts.
- FSC to explore options of producing annual audit report in view of the rising audit fee next year.

8.2 Recycling and Environmental Protection Sub-Committee (EPSC):

- It was noted that the quantity of glass being recycled exceeded the current handling capacity and alternative solution would be considered.
- A drop of both plastic and paper was noted while much plastic being recycled had been contemplated and might not fit into the types that could be recyclable. More promotion was required.

- Suspension of overnight ferry services was discussed and fare vs CO2 emission was being compared.
- Issue of wet domestic waste, other than food waste.
- Insecticide used for fogging.
- Maintenance of drinking fountain.
- Use of solar power through recent CLP subsidy programme.

9. Report of Passenger Liaison Group (PLG) Meeting on Temporary Bus Stops

9.1 DB02R bus stop – The existing bus stop at Terminal 2 would be relocated to Terminal 1 with effect from 1 December.

9.2 Temporary bus stops next to Discovery Bay Fire Station – There was a consultation during the meeting on whether these temporary bus stops should be retained after the operation of new bus terminal to where most, if not all, of the buses would return as a terminal and / or starting point. Some Members objected to retaining the existing temporary bus stops as they caused nuisance to Hillgrove.

10. Community Events

Date	Event	Venue
7 December	COC and VOC Christmas Party	Auberge Discovery Bay

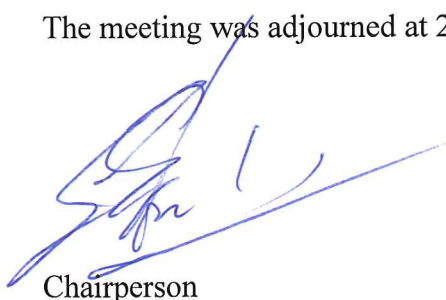
11. Any Other Business

Nil

12. Date of Next Meeting

The meeting to be held on Tuesday 15 January 2019.

The meeting was adjourned at 22:10 pm.



Chairperson