

**International Water Association
Regional Committee of Hong Kong, China (IWAHK)**

Minutes of the 13th Executive Committee Meeting

Venue : WSD Headquarters Conference Room, Room 4819, Immigration Tower

Date : 16 December 2015 (Wednesday)

Time : 4:00 p.m.

Present

Ir Enoch TS LAM	Director of Water Supplies (<i>Chairman</i>) Water Supplies Department (WSD)
Ir Edwin KH TONG	Director of Drainage Services (<i>Vice Chairman</i>) Drainage Services Department (DSD)
Ir CL WONG	Deputy Director of Water Supplies, WSD (<i>Secretary</i>)
Ir MC WONG	Assistant Director /Mechanical & Electrical, WSD (<i>Treasurer</i>)
Ir Raymond HM CHAN	Deputy Chief Executive, ATAL Engineering Ltd
Prof GH CHEN	Professor, Department of Civil and Environmental Engineering, HKUST
Dr Samuel CHUI	Principal Environmental Protection Officer Environmental Protection Department (EPD)
Ir David LUI	Director of Operations, AECOM
Ir Alan HL MAN	Managing Director, Black & Veatch Hong Kong Limited
Dr Derrick PANG	Executive Director, Chun Wo Development Holdings Limited
Dr Daniel TSANG	Assistant Professor, Department of Civil and Environmental Engineering, HK PolyU

Absent with Apology

Prof X Y LI	Professor of Environmental Engineering Department of Civil Engineering, HKU
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In Attendance

Ir YK HO	Chief Engineer/LD, DSD
Ir Simon CH CHAN	Senior Engineer /Technical Secretary 1, DSD
Ir PW CHAN	Senior Engineer/P4, DSD
Ir TO LEE	Chief Electrical & Mechanical Engineer

	/Maintenance, WSD
Mr Kelvin YT KWOK	Chief Chemist, WSD
Mr Alfred CK LEE	Chemist/QA(1), WSD
Ir Samuel LW CHOI	Senior Engineer/Headquarters, WSD (<i>Note Taker</i>)

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1. Welcoming Remarks

The Chairman welcomed all members to the 13th Executive Committee (EC) Meeting of IWAHK.

The Chairman introduced the new Vice Chairman, Ir Edwin KH TONG, Director of Drainage Services and the following new Co-opted Members:

- (i) Ir Raymond HM CHAN of ATAL;
- (ii) Dr Samuel CHUI of EPD;
- (iii) Ir David LUI of AECOM;
- (iv) Dr Derrick PANG of Chun Wo; and
- (v) Dr Daniel TSANG of HK PolyU.

The Chairman also advised that the following Co-opted Members had retired:

- (i) Ir CY FONG; and
- (ii) Ir Alex YW NG.

The Chairman advised that the number of Co-opted Members had increased from 5 to 8 according to the latest revision of the Constitution in May 2015.

2. Matters arising from the 6th General Meeting (GM)

The items to be followed up from the 6th GM held on 12 May 2015 were as follows:

2.1 Future Arrangement of World Water Monitoring Challenge (WWMC)

The Secretary advised that WWMC was an event supported by IWA in the past. The primary goal of the event was to encourage people around the world to test the quality of their watercourses and protect the world's water resources. In the WWMC, participants should collect samples from watercourses such as lakes, streams, rivers and reservoirs. As Hong Kong lacked natural

watercourses, participants could only collect samples from impounding reservoirs in the previous WWMC held in Hong Kong and the primary goal of the event might not be achieved. The Secretary further reported that WWMC had been delinked from IWA.

After some discussions, it was agreed that the IWAHK would not hold WWMC in future. Instead, IWAHK should consider supporting other environmental activities to build public awareness in protecting water resources and water conservation culture.

The Chairman advised that WSD would launch the “Cherish Water Campus” in collaboration with the primary schools to inculcate the concept of sustainable of water resources and water conservation in the younger generation.

2.2 Co-hosting 8th IWA-ASPIRE Conference & Exhibition 2019

The Chairman proposed to discuss the item under Item 5 of the agenda below.

3. IWA Leading Edge Conference on Water and Wastewater Technology (LET 2015)

Prof GH CHEN made a short presentation to report the LET 2015 held in May 2015. A copy of the presentation slides is attached at **Appendix I**.

Prof CHEN thanked for the strong support from DSD, EPD and WSD as well as the sponsors viz. Hong Kong Science and Technology Park (HKSTP), AECOM and Torishima.

4. Report on 6th IWA-ASPIRE Conference & Exhibition and 12th IWA-ASPIRE Council Meeting held on 23 September 2015 in Beijing, China

Ir TO LEE of WSD reported that a delegation including the Chairman, Vice Chairman, colleagues from WSD and DSD, Prof GH CHEN, Prof XY LI and Ir Raymond HM CHAN had attended the 6th IWA-ASPIRE Conference & Exhibition held in Beijing from 20 to 24 September 2015. The general information of the conference was summarized as follows:

- (i) Theme : Sustainable Water Environment and Water Use;

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- (ii) Venue : Beijing International Conference Centre;
- (iii) Participants : about 1,000;
- (iv) Presentations : about 300 oral and 200 poster presentations;
- (v) Plenary sessions : 5 plenary and 14 keynote speeches;
- (vi) Parallel sessions : 14 parallel tracks and 7 workshops (2 in Chinese);
- (vii) Exhibitors : 24;
- (viii) Alongside events : 3rd IWA Young Water Professionals China National Committee Meeting and a forum on wastewater treatment plant;
- (ix) Papers presented from delegates of Hong Kong: 13 papers

The Vice Chairman on behalf of the IWAHK attended the 12th IWA-ASPIRE Council Meeting on 23 September 2015 during the conference period. The key issues of the council meeting were summarized as follows:

- (a) Representatives from China, Chinese Taipei, Japan, Korea, Macao, Malaysia, Singapore and Hong Kong were present;
- (b) The Vice Chairman presented IWAHK's intention of bidding the 8th IWA-ASPIRE Conference & Exhibition 2019. However, Singapore's representative also expressed interest to host the event. The IWA Executive Director suggested at the meeting that in accordance with IWA's event bidding procedures, both Council Members, i.e. Singapore and Hong Kong, should submit a proposal in order to facilitate the voting of the two potential bids by the Council Members. The issue was subsequently resolved when Singapore withdrew its intention to host the event in early November 2015.

Ir TO LEE mentioned that Malaysia, the host of the 7th IWA-ASPIRE Conference & Exhibition had delivered a keynote speech in the conference and given out publicity materials in their exhibition booth and during the Gala Dinner.

5. Hosting of 8th IWA-ASPIRE Conference & Exhibition 2019

The Chairman reported that the IWAHK had submitted a proposal to IWA in mid November 2015 for hosting the 8th IWA-ASPIRE Conference & Exhibition 2019. It was understood that IWA had not received proposal from other Council Members of IWA-ASPIRE for bidding the hosting of the event.

Ir TO LEE mentioned that the proposal submitted to IWA was only to show interest to host the event. It would be discussed and endorsed in the Council Meeting which would be held in conjunction with IWA World Water Congress in October 2016 in Brisbane, Australia. After that, a formal application should be submitted in accordance with the IWA's event bidding procedures.

Ir TO LEE then briefed the members about the draft plan for organizing the conference as follows:

(i) Background of IWA-ASPIRE

- 11 Governing Members of IWA-ASPIRE including Australia, China, Chinese Taipei, Indonesia, Japan, Korea, Macao, Malaysia, Philippine, Singapore and Hong Kong;
- Biennial Conference and Exhibition since 2005;
- Hong Kong was one of the four remaining countries that had not hosted or committed to host the event in IWA-ASPIRE.

(ii) Venue

- Two possible venues, i.e. Hong Kong Convention and Exhibition Centre and Asia World-Expo.
- The above venues could accommodate more than 1,000 participants.

(iii) No. of Participants

The expected number of participants had not been determined. For the purpose of preparing a draft budget, 600 participants were assumed.

(Post meeting note: The number of participants in the past events were as follows:

- 1st, 2005, Singapore, ~700
- 2nd, 2007, Perth, Australia, ~600
- 3rd, 2009, Taipei, ~800
- 4th, 2011, Tokyo, Japan, ~1,300
- 5th, 2013, Daejeon, Korea, ~450
- 6th, 2015, Beijing, China, ~1,000)

(iv) Conference Format

There was no regular conference format set by IWA in their guidance notes. Making reference to previous events, the possible conference format was proposed for consideration:

- 1st Day : Reception and registration;
- 2nd Day : Opening ceremony, plenary session and

technical session;

- 3rd Day : Technical session and Gala Dinner;
- 4th Day : Technical session and closing ceremony;
- 5th Day : Technical tours.

(v) Theme of Conference

IWA had not set the deadline to fix the theme of the conference but in general the theme would be presented in the previous conference.

(Post meeting notes:

(a) The themes of the past conferences were listed as follows:

- 1st, 2005, Singapore, Nil
- 2nd, 2007, Perth, Australia, “Water and Sanitation in Asia Pacific Region – Opportunities, Challenges and Technology”
- 3rd, 2009, Taipei, “Working for Asia-Pacific Water Sustainability”
- 4th, 2011, Tokyo, Japan, “Toward Sustainable Water Supply and Recycling Systems”
- 5th, 2013, Daejeon, Korea, “New Vision, Strategies and Policies – Smart Technology & Engineering for Water Management”
- 6th, 2015, Beijing, China, “Sustainable Water Environment and Water Use”
- 7th, 2017, Kuala Lumpur, Malaysia, “Breaking Boundaries – Developing a Better Water Future for Asia and the Pacific Region”.

(b) As confirmed with the Malaysian Water Association, the theme of their Conference in 2017 was selected just before the Conference in Beijing in September 2015.)

(vi) Classification of Event

According to the IWA’s guidance notes, the topics of the conference could be categorized into 9 classifications and there was no restriction on the number of classifications.

(vii) Alongside Events

Some events such as Young Water Professional Meeting, Specialised Workshops, Annual IWA Governing Assembly, Shenzhen-HK-Zhuhai-Macau Water Supply Seminar, etc. could be considered to be held alongside the conference.

(viii) Sponsoring/Supporting Organizations

To make the event successful, support/sponsor from different organizations including government, academia, professional bodies and industry should be sought.

(ix) Preparatory Working Group and Committees

It was proposed to set up a preparatory working group (PWG) for the planning and preparation work for hosting the event before the formal application was accepted by IWA. The scope of work of the PWG might include the following:

- Define terms of reference and membership for the future committees and sub-committees for organizing the event;
- Identify and invite potential supporting organisations and sponsors;
- Submit formal proposal for IWA's approval;
- Formulate the programme of work and financing model;
- Prepare the presentation in the IWA World Water Congress in Brisbane.

The PWG was suggested to be co-chaired by the representatives from the senior management of WSD and DSD. The Chairman nominated Ir MC WONG, AD/M&E of WSD while the Vice Chairman nominated Ir Fedrick YF KAN, AD/O&M of DSD for co-chairing the PWG. Other representatives from WSD and DSD would be nominated later. All Co-opted Members had agreed in the meeting to join or nominate a representative(s) to join the PWG.

All EC
Members

In order to have support from organizations of wider spectrum, it was proposed to invite some professional bodies to join the PWG. After deliberations, three professional bodies, namely the Hong Kong Institution of Engineers (HKIE), the Chartered Institution of Water and Environmental Management (CIWEM) and the International Association for Hydro-Environment Engineering and Research – Hong Kong Chapter (IAHR-HK) could be invited.

Two committees, namely Scientific Programme Committee (SPC) and Organizing Committee (OC) were proposed to form upon the formal approval from IWA on Hong Kong's hosting of the 8th IWA-ASPIRE Conference & Exhibition 2019.

The scope of work of the SPC might include the following:

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- Define the themes of the conference and alongside workshops or seminars;
- Formulate the programme of the conference;
- Selection of papers for oral and poster presentation;
- Identify and invite speakers for keynote sessions, special workshops or seminars.

The scope of work of the OC might include the following:

- Reserve venue;
- Appoint event manager;
- Promotional publicity;
- Logistics;
- Administration, publicity and site visits;
- Finance control;
- Seek support and sponsorship.

(x) Provisional Budget

Making reference to the template in the IWA's guidance notes and the registration fees of previous conferences, a preliminary budget had been worked out below:

Income

- | | |
|-------------------|--------|
| • Conference fees | \$2.4M |
| • Other income | \$2.5M |

Expenses

- | | |
|---------------------|--------|
| • Fixed Expenses | \$1.8M |
| • Variable Expenses | \$2.8M |
| • Contingency | \$0.3M |

A copy of the draft plan for organizing the 8th IWA-ASPIRE Conference and Exhibition is attached at **Appendix II**.

6. Forthcoming IWA and IWA-ASPIRE Events

The Secretary reported the following forthcoming IWA events :

- (a) 5th IWA Wastewater Treatment Modelling Seminar, Annecy, France, 2-6 Apr 2016
- (b) 13th IWA Leading-edge Conference on Water and Wastewater Technologies (LET 2016), Jerez de la Frontera, Spain 13-16 Jun 2016
- (c) 3rd IWA Specialized International Conference "Ecotechnologies for Wastewater Treatment", Cambridge,

UK, 27-30 Jun 2016

- (d) Singapore International Water Week 2016, Singapore, 10-14 Jul 2016 (Note: not an IWA or IWA-ASPIRE event)
- (e) World Water Congress & Exhibition 2016, Brisbane, Australia, 9-13 Oct 2016

The Chairman appealed to members for more active participation in these events.

7. Presentation on History of Water Quality Monitoring and Control in Hong Kong

Mr Alfred CK LEE of WSD made a presentation on History of Water Quality Monitoring and Control in Hong Kong. A copy of the presentation slides is attached at **Appendix III**.

8. Date of Next Meeting

There being no other business, the meeting was adjourned at 5:50 p.m. The date of the next EC Meeting would be announced in due course.