



Minutes of Annual General Meeting of CIBSE Hong Kong Region 2023/2024 Session

Date : 5th March 2024

Time : 6:30 pm

Venue : Orchid Room, Level 2, The Royal Garden, 69 Mody Road, TST, Kowloon, Hong Kong.

No. of Members Present : 40

1.0 AGM for CIBSE HKR 2022/2023 Session

- 1.1 The Honorary Secretary, Mr. Ethan Poon, was requested by the Hong Kong Region 2023/2024 Committee to chair the meeting and he welcomed all members attending the meeting.

2.0 Confirmation of Minutes of AGM for 2022/2023 Session

- 2.1 Minutes of the AGM of CIBSE Hong Kong Region (the Region) for 2022/2023 Session were confirmed without any comment.
- 2.2 The acceptance of the Minutes of the AGM of CIBSE Hong Kong Region (the Region) for 2022/2023 Session was proposed by Raymond Lin and seconded by Vincent Ma.

3.0 Chair's Report for 2023/2024 Session

The Chair of 2023/2024 Session, Mr. Gary Chiang, delivered his report as follows:

- 3.1 Gary recapped the five key focuses when he took up the chairmanship last year.
- Membership Growth – To develop and follow initiatives to sustainably increase member size in all grades.
 - Hong Kong Award – To organise the ionic award in Hong Kong to recognise outstanding building services projects while exploring to extend this award to Asia Pacific.
 - Knowledge Sharing – CIBSE is proud to share BS knowledge and lead the industry with pioneer technology. We develop the Best Design Practice and organise various symposium, courses, CPD seminars, technical visits to uplift our members capability.
 - Government – As a profession body, we voice out our opinions to government and support promotion of new initiative like PMSA licensing requirements.
 - Communication – Last but not least, communication. We leverage different communication channels to engage from youth to senior people.
- 3.2 **Membership Growth**
- Visit to Education Institutes, including Hong Kong Polytechnic University (PolyU), Technological and Higher Education Institute of Hong Kong (THEi) and Asian Institute of Built Environment (AIBE) to promote CIBSE and gave an insight into the life of a building services engineer and promote careers in the profession, inspired the next generation of engineers to join this industry. HKR worked with HQ to use e-form for seamless registration and were able to recruit almost all students in an event.
- 3.3 The first ever mentoring programme in HKR was setup aiming to help young engineers especially YEN for chartership. Inspired by CIBSE STEM Ambassador programme, this was a one-year programme, committed to support young engineers with their professional development. The first ever membership drive event designed to introduce CIBSE to potential members in different grades was conducted, aiming to encourage them to join CIBSE. We invited senior fellow members, past chairs, new chartered members to share their career path and chartership experiences.



- 3.4 With all initiatives in purpose to drive membership, members reached 3,140 which are around 14% in global.
- 3.5 CIBSE Hong Kong Award 2023, presentation ceremony was held on 8 December 2023 and was well attended by more than 200 fellow members and guests. CIBSE Hong Kong Region was honoured to have Mr. TAI Sheung Shing, Victor, JP, the Under Secretary for Housing Bureau of the HKSAR Government coming as the Guest of Honour. Also, Mr Eric MA, Director of Architectural Services Department of the HKSAR Government, Mr Eric PANG, Director of Electrical and Mechanical Services Department of the HKSAR Government joined us as the VIP Guests of the Award Presentation Ceremony.

It was the third edition of the Award ceremony, the Awards programme recognised winners across five award categories of:

- Project of the Year Award - Commercial and Industrial Building
- Project of the Year Award - Public Use Building
- Project of the Year Award - Retrofit Building
- Facilities Management Team Award
- Best Digital Innovation Award

Best Digital Innovation Award was a new category firstly introduced to reward the outstanding achievements for projects that an innovation and significant contribution to digital engineering. The two elements (digital & innovation) are vital in BSE to stay competitive and embrace changes in next generation. We had five awardee this year who have outstanding performance by adopting new AI, smart technology into their building services systems. Result was also announced at CIBSE Journal. HKR explored possibility to extend HK Award to Asia Pacific Award, which shall connect nearby regions like New Zealand, Australia, China (Great Bay Area), Hong Kong and Macau. Preparation work will be continued in next term.

- 3.6 **Knowledge Sharing**
Best Design Practice (BDP) is a set of design recommendations specifying overall performance of the building services systems by embracing new digital technology like Internet of Things (IoT), AI and establish a new structure of Building Services System.
BDP will be promoted to the industry upon developed.
- 3.7 Hong Kong Joint Symposium has been making remarkable achievements in promoting sustainable design, innovative technology, building performance, green features in various building services as well as optimized operations and maintenance strategies in the industry. The year, the theme, “Shaping the Future: Trends and Insights of Tomorrow Technology Development in Great Bay Area” brought valuable insights to participants. Opening address by CEO – Ruth Carter, keynote speaker by President Elect – Fiona Cousins was well received.
- 3.8 Numerous technical seminars, courses (e.g. Joint Comprehensive Certificate Course, An Introduction on Smart Plumbing System 2024, Inception of Digital Twin and Smart System Integration at The Henderson etc..) were organised to offer a platform to our members to meet their CPD requirement.
- 3.9 During three years COVID-19 pandemic, technical visits were not able to arranged, not to mention cross border activities. Few technical visits in local and China were organised once resumed to normal. For AMC, advanced high-end manufacturing base facility design was introduced. It realised industry 4.0 development into this facility to support Hong Kong from stepping forward.



For the two technical visits in China, one is Cooling Tower manufactory plant visit, knowledge of cooling tower from design, manufacturing process, testing and operation was covered.

The second one was The Hong Kong Jockey Club Conghua Racecourse (CRC) at Guangzhou where is a world-class facility for the training of Hong Kong's thoroughbred racehorses. Features like special design to take care "houses" were introduced.

3.10 Government

Invited by Ir Dr the Hon LO Wai Kwok, GBS, MH, JP, Member of the Hong Kong's Legislative Council in the Engineering Functional Constituency. HKR expressed our opinions and concerns, as well as to learn from others in the industry. Important issues like recruitment challenges, people development, professionalism recognition and innovation technology introduction were discussed.

3.11 CIBSE HKR members were recognised to the Property Management Practitioner (PMP) (Tier 1) licence issued by the Property Management Services Authority (PMSA). This recognition marks a significant milestone in the collaboration between CIBSE and PMSA towards a professional property management services development in the industry. It demonstrated that our members hold a level of competence and commitment that were recognized by PMSA in property management (PM). The announcement was made at different media channels like newspaper and CIBSE Journal.

3.12 Two editions eNewsletters were published in May 2023 & February 2024. Digital marketing tool were adopted to still touch with members, updates latest activities, promote events, and other relevant information.

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3.14 Two articles were published in CIBSE Journal, in December 2023 and January 2024 to promote HKR to all members. Revamped web was launched in early of the year, together with Facebook & Instagram, HKR actively connect to all members in different age range.

3.15 The acceptance of the Chair's report was proposed by Thomas Chan and seconded by Philip Chan.

4.0 Financial Report

4.1 The Honorary Treasurer, Mr. Peter Long, presented the preliminary audited financial report for the year 2023/24 with income statement shown in the annex to the report. The report would be ascertained upon auditor's final certification later.

4.2 The acceptance of the financial report was proposed by Ronald Chin and seconded by Stanley Chow.

5.0 Election of Region Committee 2024/2025 Session

5.1 Election was conducted in accordance with the Rules of HK Region:

- (a) Four (4) Committee members, Mr. Ma Wing Hon, Keith; Mr. Lo Tsz Yeung, Alvin; Mr. So Pok Man, Patrick; and Mr. Yeung Kong Lok, Norris would retire after the 2023/2024 Session.
- (b) Four (4) valid nominations as candidates to the Committee of HK Region for 2024/2025 Session were received, namely, Ms. Lau Oi Wing, Judy; Mr. Ng Hon Sum, Sam; Mr. Wong Ming Fai, Angus; and Mr. Yue Wai Pui, Keith.



- (c) Mr. Wong Tzs Yat, Hyvan would be the Chair and Mr. Poon Kwok Wai, Ethan would be the Vice Chair for the 2024/2025 Session.

- 5.2 The acceptance of the above nominations for 2024/2025 was proposed by Vincent Ma and seconded by Thomas Soon and all were successfully elected.

6.0 Incoming Chair's Speech

- 6.1 The incoming Chair for 2024/2025 Session Mr. Wong Tzs Yat, Hyvan was invited to give a speech to members.

- 6.2 Hyvan expressing a deep sense of honor and gratitude for the role. He expressed heartfelt appreciation to the past Chair, Gary, for his outstanding dedication, leadership, and fantastic achievements in the last year. The incoming chair also acknowledged the entire outgoing committee for their unwavering support and contributions.

- 6.3 Hyvan highlighted the commitment and support from the new committee members, acknowledging their busy schedules but praising their wholehearted and steadfast dedication. He looked forward to collaborating with the committee to deliver their duties for the CIBSE HKR.

- 6.4 Hyvan noted that the CIBSE HKR has over 3,000 members, which is around 15% of the global CIBSE membership, making it the largest international region. He expressed the ambition to focus on continuous membership growth, building upon the robust foundation established by past leaders.

- 6.5 Hyvan announced that various activities, technical seminars, joint training courses, technical visits, and a joint symposium would be organized in the forthcoming year. He encouraged all members to participate and provide their support and insights to help improve and enhance the offerings.

- 6.6 Hyvan expressed a dedication to initiatives such as advocating for Women-in-Engineering, driving Equality, Diversity & Inclusion (EDI), nurturing young member growth, and fostering collaboration with other institutions. He committed to contributing towards a harmonious Engineering Industry.

- 6.7 Hyvan expressed gratitude to the past Chairs and committee members for the opportunity to serve as the incoming Chair for the CIBSE HKR, promising to do their best. He also reminded attendees of the upcoming annual dinner, which will celebrate the 45th Anniversary of the CIBSE HKR on 14th March, and looked forward to meeting members at the event.

7.0 Others

- 7.1 A vote of thanks to the Chair, Gary Chiang and the Committee of 2023/24 Session for their dedication and contribution to the members of Hong Kong Region was proposed by Mr. Thomas Chan and seconded by Mr. Raymond Lin.

- 7.2 There was no other business, and the Chairman of the AGM declared the close of the AGM at 7:30 pm

The Chartered Institution of Building Services Engineers

Hong Kong Region Correspondence Address:

Room 21, 11/F, China United Plaza, 1008 Tai Nan West Street

Cheung Sha Wan, Kowloon, Hong Kong



**CIBSE
Hong Kong**

英國屋宇裝備工程師學會

香港分會通訊地址：香港九龍荔枝角大南西街 1008 號長沙灣華匯廣場 11 樓 21 室

Tel: +852 8203 3995

Fax: +852 2905 6755

Email: secretariat@cibse.org.hk

Web Site: <http://www.cibse.org.hk>

Ethan Poon
Hon. Secretary
2023/2024 Committee

Gary Chiang
Chair
2023/2024 Committee