



## Steering Committee Minutes

Date: 12 January 2022

Location: Zoom

### Attendees:

1	HKSSC Chair	1	Technical Advisor (TA)
1	Secretariat	4	Steering Committee (SC)

### Agenda:

1. Review and confirm AGM agenda to be sent to members
2. Update on recruitments
3. Review and confirm 2022 key focus areas
4. Review and confirm fee structure
5. Review and confirm 2022 budget
6. AOB

### Summary of discussion:

#### 1. Review and confirm AGM agenda to be sent to members

- Agenda reviewed and confirmed
- Welcoming and closing remarks from Ben - confirmed
- Recapping the problem and challenges to sustainable seafood in Hong Kong - confirmed
  - Side discussion:  
When importing products - importers usually report data to customs (CSD). The recent requirement from FEHD for importers to report data to the food trade portal (FTP) - this is a high level of data, does not need to provide details on form of product, but asks about origins. Issue of reporting duplication.
- 2021 in review
  - George will get in contact with Cesar to have Marketplace WG content for AGM
- Call for participations / Open positions
  - Makiko (Indoguna Singapore) expressed interest to Chair O&C WG, but she will be Japan based in the future, so confirmation still needed
  - Cesar (M&C) might be willing to take on SRA WG, but he is already taking MP
  - Ben is happy to continue to take on the chair role, if no one is interested in taking up the position
  - Renee to include vice-chair in "positions to fill" - ask if anyone will be interested in taking up a vice-chair position
  - In the scenario of someone self-nominating to be chair during the AGM - shall proceed to an open-vote election during the AGM



- To confirm quorum %
- Renee to add name of position names to be filled to slide “confirm WG leads and chair”
  
- WG updates
  - Jacqui will update
  - Cesar will provide slide contents to renee
  
- Progress in 2021 - sharing by members - confirmed
  
- Next steps
  - Promotional video: Ben agreed to show 178 degrees logo; confirmation has also been received from two other members
  - Jacqui suggested a portion of consent shall be sufficient for the video and to show those logos only - to confirm at upcoming O&C WG meeting
  - Date of coming interim member meeting shall be added
  - 2nd AGM also to be preferred F2F ; 27th July fits with schedules
  
- News and resources slide - confirmed

## 2. Update on recruitments

- Add back new secretariat picture
- Saga Seafood, Wynn Resorts, KIN Food Halls - to add contents when received details from the new members

## 3. Review and confirm 2022 key focus areas

- To cover the four key focus areas as defined from TPB review: leadership, membership, partnership, and stewardship
- Jacqui and Renee to confirm items to be included in the work plan slide
- GDST under partnership: need to ensure KDEs are aligned with our own data collection tools; might be a challenge for members to apply both so suggest we work towards that but can still endorse the principles of GDST. Huw to arrange call with new director of GDST and connect Jacqui

## 4. Review and confirm fee structure

- To consider translation, website, and website update costs
- Current fee structure assumes that all members would agree with the fees. Sophie suggested to recap that the funding structure has already been emailed to all members and been under discussion since 2019
  
- Need to come up with a stance on the scenario if some members cannot pay



- Potential solution: Stage payment process for members who are financially stressed
- To include in the AGM slides that if any member has concerns can contact Secretariat

**5. Review and confirm 2022 budget**

- To modify title in slides to be “Proposed allocation of funds”

**6. AOB**

Renee to send out a new SC meeting via email