

**Meeting Notes of the  
Second Meeting of Hall Facilities Consultative Group 2024-25  
Held at 3:30pm, 13 February 2025  
in Room G9, G/F, Undergraduate Hall**

- Members present: Mr. CHAN Christopher C K, Student Housing Manager (Chairman)  
Miss LAM Asaki L Y, Assistant Student Housing Manager (Secretary)  
Mr. LAI Richy W L, Representative of the Estates Office  
Mr. LEE Yu Hin, Elected Resident Representative of Y.P. Cai Hall  
Mr. CHUI Ho Chun, Elected Resident Representative of C.N. Yang Hall  
Mr. LIANG Zhenning, Elected Resident Representative of C.L. Soong Hall  
Mr. KWONG Chung Fai, Elected Resident Representative of S.R. Zhou Hall  
Mr. LAU Chin Pang, Representative of C.N. Yang Hall Tutors  
Mr. CHUNG Ho Chung, Representative of C.L. Soong Hall Tutors  
Mr. TANG Ho Hin, Representative of S.R. Zhou Hall Tutors
- In Attendance: Mr. WONG Cliff H P, Senior Residential Life Officer  
Miss HO Gladys M Y, Senior Student Housing Officer
- Apology: Miss NG Ka Yi, Representative of Y.P. Cai Hall Tutors

**Welcome****Action**

1. The Chairman welcomed all members for attending the meeting and called the meeting to order.

**I. Confirmation of meeting notes of the last meeting**

2. The meeting notes of the last meeting held on 3 October 2024 were confirmed without any amendment.

**II. Matter arising from the meeting notes of the last meeting**

3. The out-of-order dryers SD02, SD04, and SD05 mentioned in the last meeting had been repaired.
4. The two proposed improvement works during the Façade Enhancement Project were subsequently approved in the meetings of SROC and SRMB. These works were scheduled to commence around the end of Semester 2, 2024-25.
5. Colleagues from the Estates Office verified the pool table with a box-beam level and confirmed that it was flat and playable.

**III. Items for Information**

6. Progress Update on Façade Enhancement Project  
The demolition of the external wall at the North Tower was nearly completed. To facilitate the works during this phase, facilities on 1/F, the Games Room and Table Tennis Room, along with some provisions on G/F, the smart locker and vending

machines, were temporarily suspended until the works at the North Tower were completed.

## Action

As mentioned in the last meeting, a painting system would be applied at the external wall, instead of wall tiles. The expected completion of North Tower works was still set for May 2025. In view of the latest timeline, the readiness of the North Tower for Summer Hall would be reassessed near the time.

During the closure of the North Tower, the approved improvement works would be carried out accordingly.

### 7. Renovation of Lounges and Kitchenettes

Members were briefed on the paper as set out in *HFCG-24/25-2-I/01*, which had been circulated to all members prior to the meeting. Members had no further comments regarding the renovation plan.

The renovation was scheduled to proceed in phases, with Phase 1 for the North Tower followed by Phase 2 for the South Tower. Subject to the actual progress of the Façade Enhancement Project, the estimated timeline were as follows:

- Phase 1: April 2025 – July 2025
- Phase 2: March 2026 – June 2026

### 8. Introducing the New Vending Machine

As stated in the paper *HFCG-24/25-2-I/02*, the Hall Management approached the new supplier, Hana Musubi, and requested a service proposal after the last meeting. The frequency of replenishment, available food items and other details of the proposed new vending machine were outlined in the paper.

According to the latest information from the Estates Office, the tender exercise was underway and the new vending machine was expected to be installed on-site by April 2025.

## IV. Items for Discussion

### 9. Reorganisation of 1/F Communal Areas

Members were briefed on the upcoming changes to specific communal areas and spaces of the Undergraduate Halls, along with the current use of all communal areas on the 1/F, as detailed in the discussion paper *HFCG-24/25-2-D/01*. Members were encouraged to provide their input on the reorganisation of communal areas.

There was a suggestion to re-establish a convenience store or welfare shop in the Halls. Since convenience stores in the University were usually operated by students or student bodies, the feasibility of such an establishment would rely on students, who would be willing to take the initiative in managing it well.

It was proposed to convert the existing Fitness Rooms into Meetings Rooms for ACCM colleagues to engage with students. Members asked about the usage of other Common Rooms and the difference between them. Moreover, there was a query about the location of the new fitness room, which was situated on the 2/F of the JC3. It would be open to all students and staff members when available.

Members were invited to share any additional feedback and suggestions by emailing the Secretary on or before 28 Feb 2025. The suggestions would be

**ALL**

collectively reviewed alongside other considerations.

**V. Any Other Business**

**Action**

10. Repair of Fitness Room Equipment

A member asked about the repair progress of the home gym system in the Fitness Room. It was noted that the repair would be completed once the spare parts arrived.

11. General Safety Inspection

The annual general safety inspection of Hall Council (HC) Offices was scheduled for 13 March 2025 (Wednesday) afternoon. HCs were encouraged to plan ahead and tidy up their HC Offices to meet the standards of proper housekeeping.

**HC**

**Adjournment of the meeting**

12. There being no other business, the meeting was adjourned at 4:10 p.m.