



*Home Affairs Department
Environmental Report 2005-06*



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Chapter 1 - Overview of Home Affairs Department

Mission

The mission of the Home Affairs Department (HAD) is to enhance communication between the Government and the people of Hong Kong and to facilitate the development of District Administration. We are committed to maintaining Hong Kong as a vibrant, caring and harmonious community. We shall continue to build on our close ties with all sectors of the community and facilitate the administration of Hong Kong in line with changing needs.

Expenditure

In 2005-06, we had a revised estimate of \$1.21 billion. There was an increase of 1% against the actual expenditure in 2004-05. The breakdown by programme area is as follows -

Programme	Actual Expenditure 2003-04 (\$ million)	Actual Expenditure 2004-05 (\$ million)	Revised Estimate 2005-06 (\$ million)
District Administration	516.6	497.3	506.5
Community Building	539.7	474.4	484.1
Local Environmental Improvements	181.0	173.4	170.7
Licensing	36.5	35.0	33.3
Territory Planning and Development	18.4	17.4	17.0
Total:	1,292.2	1,197.5	1,211.6

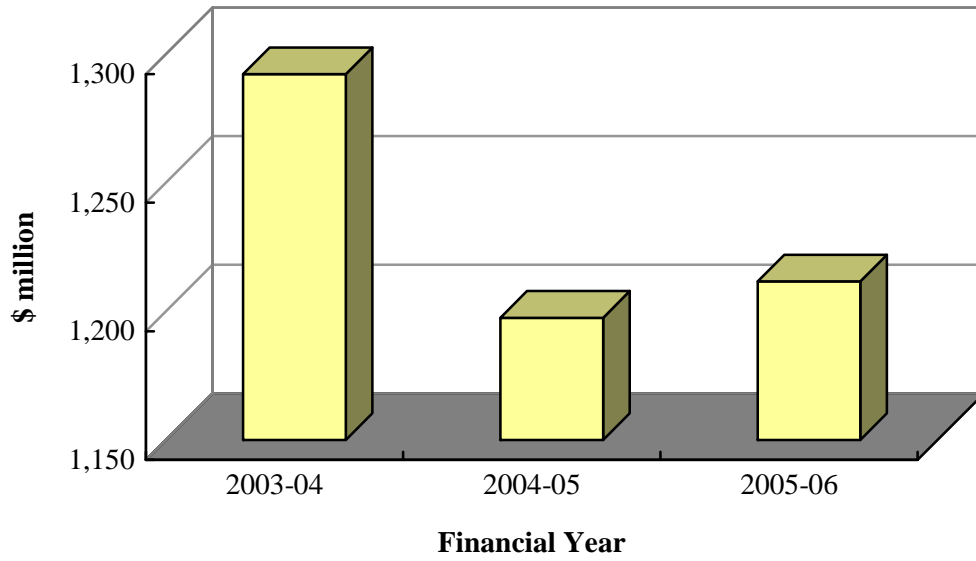
Organisation

As at 31.3.2006, there were 1 733 permanent posts in the department, a 2% reduction over the previous year's figure.

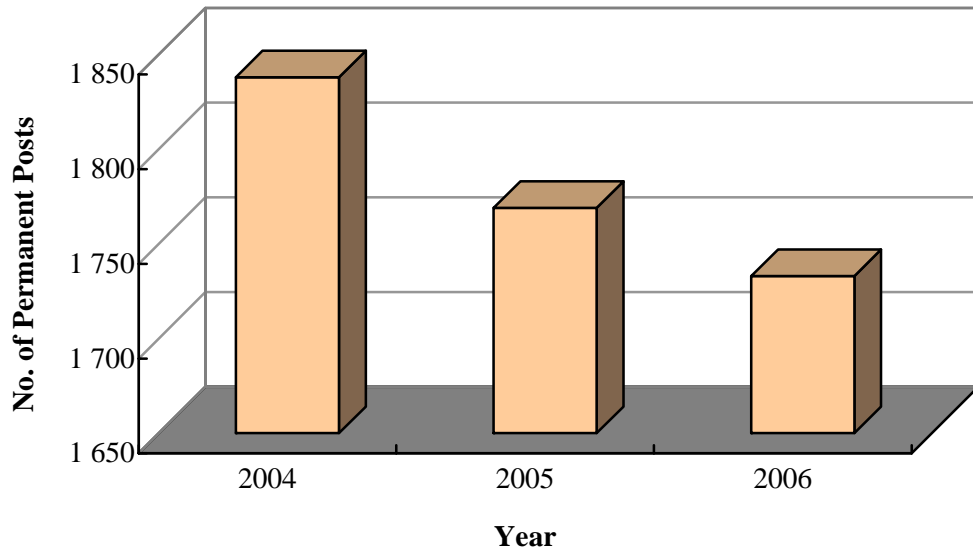
Offices and Facilities

Our offices and facilities spread widely over the territories. While our Headquarters offices were located in Wan Chai, Causeway Bay and North Point, a district office was situated in each of the 18 administrative districts in Hong Kong. Apart from this, there were four building management resources centres, 20 public enquiry services centres, 47 community halls and 37 community centres providing services for the public as at 31.3.2006.

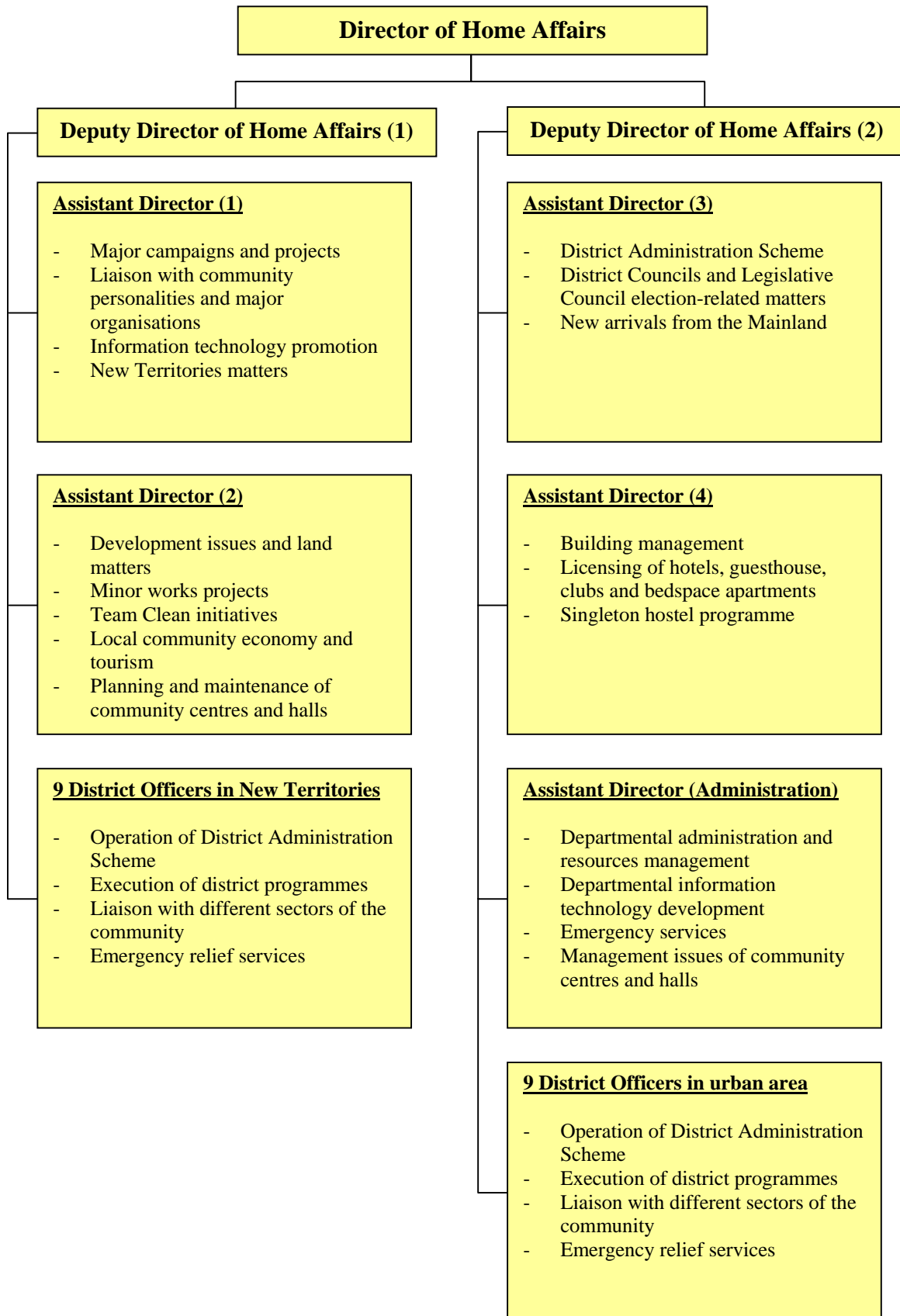
Expenditure in HAD



Size of Establishment in HAD (as at 31 March)



Organisation Structure (as at 31.3.2006)





Chapter 2 - Environmental Policy and Achievements

Our Environmental Policy

HAD is in full support of the Government's policy to protect and improve the natural and living environment, and to achieve sustainable development in the long term. We work to ensure that services offered by our department are conducted in an environmentally responsible manner, and foster environmental awareness through various community programmes and activities that we organise in partnership with community organisations and other government departments.

About this Report

This is HAD's seventh environmental report. It provides an overview of our achievements in 2005-06 regarding the following three major initiatives -



organising **community projects** to promote public awareness and participation in the protection and improvement of the environment;



carrying out **local environmental improvement projects** with due regard to the impact on the environment; and



adopting **green housekeeping measures** and fostering in staff an environmental-friendly culture and an appreciation of their environmental responsibilities.

We also set out our targets in 2006-07 at the end of the report.

Summary of Achievements on Targets for 2005-06

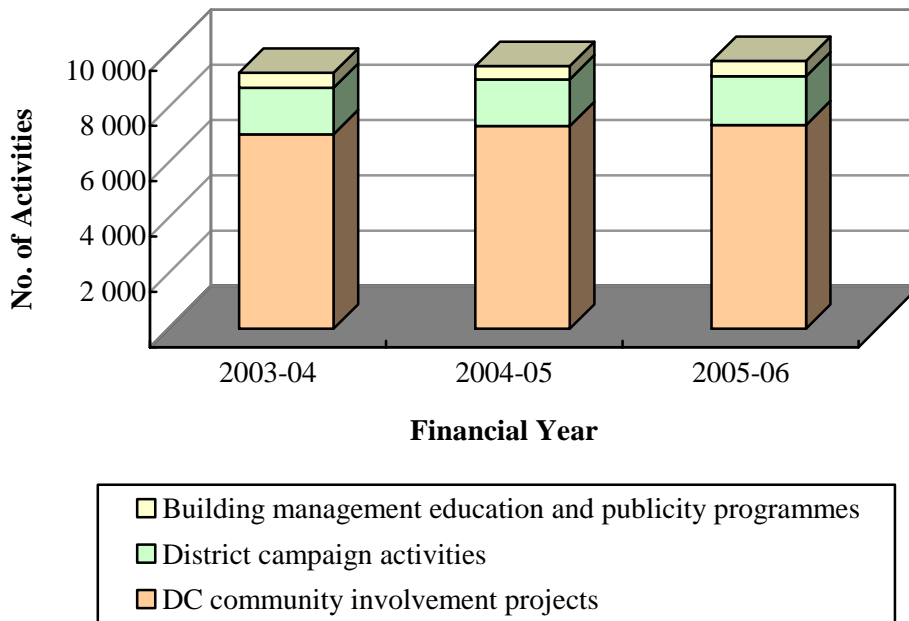
Objective	Achievement
To organise community projects to foster the community's awareness of environmental protection issues	Over 9 600 community projects including those on promotion of environmental protection were organised in 2005-06.
To provide facilities to improve the quality of local environment	Over 1 100 local environmental improvement projects were carried out in 2005-06.
To ensure the least adverse impact on the environment in carrying out minor works	On-going.
To seek continuous improvement in our internal green housekeeping measures	Paper consumption reduced by 8.7% in comparison with 2004-05. Envelope consumption reduced by 0.8% in comparison with 2004-05. Collection of 30 000 kg of waste paper and 3 200 used toner cartridges for recycling.



Chapter 3 - Community Projects

HAD is responsible for facilitating the development of the District Administration Scheme. The aim of the Scheme is to achieve a more effective coordination of government activities in the provision of service and facilities at the district level, ensure that the Government is responsive to district needs and problems, and promote public participation in district affairs. Through 18 district offices and four building management resources centres, HAD work closely with District Councils (DCs), District Management Committees, Clean Hong Kong District Promotion Committees, District Clean Hong Kong Committees (DCHKCs), Area Committees, District Fire Safety Committees, Mutual Aid Committees (MACs), Owners' Corporations (OCs), etc. to encourage volunteerism and public participation in various types of community building activities.

Community Projects Organised by HAD



Apart from the above, the Chief Executive announced in May 2003 the setting up of Team Clean. The mission was to establish and promote a sustainable, cross-sectoral approach to improve environmental hygiene in Hong Kong. Team Clean recognised that the district administration system would play a key and pro-active role in monitoring local conditions and devising new initiatives to engender a sense of individual responsibility and collective community pride in environmental hygiene. HAD was tasked with a central coordinating role for inter-departmental efforts in district hygiene improvement, as well as community involvement and civil education.

In 2005-06, we organised over 9 600 community projects. An outline of those activities with a view to making Hong Kong a clean and hygienic city, promoting environmental protection and enhancing public awareness, support and participation in the matters are provided below.



Clean Hong Kong Programme aimed to bring about an overall improvement to our city environment. A series of educational and promotional activities including talks on environmental protection, exhibitions, award schemes, residential buildings cleaning competitions, inter-school competitions, etc. were organised at district level to promote the concept of cleaning and protecting our environment.



Eradication of Blackspots aimed to promote a more pleasant living environment and public awareness of community hygiene throughout the territory by involving the community in reporting hygiene blackspots and monitoring their subsequent clean-up. Three phases involving 262 district hygiene blackspots such as rear lanes and vacant Government land were drawn up in 2003 after detailed consultation at the district level. Closed-circuit televisions were installed at sites with persistent and recurring environmental problems for monitoring and deterrent purposes. As at 31.3.2006, 253 district hygiene blackspots had been eradicated.



(Before clearance)



(After clearance)

**Eradication of Hygiene Blackspot at Sai On Lane, Sai Wan
Central & Western District**

In the course of action, unauthorised building works were removed. The environment was substantially improved as a result.



(Before clearance)



(After clearance)

**Eradication of Hygiene Blackspot at Rear lane of 5 Sharp Street
Wan Chai District**

Illegal structures and articles were removed during operation. The environment was substantially improved as a result.



(Before clearance)



(After clearance)

**Eradication of Hygiene Blackspot at Rearlane of 113-119 Ma Tau Wai Road,
To Kwa Wan
Kowloon City District**

During the operation, abandoned articles were removed, defective drainage pipe was repaired and the surface channel was cleansed. The environment was substantially improved as a result.



To ensure that the local community played an active role in upkeeping neighbourhood hygiene, we had formed over 250 **District Hygiene Squads (DHSs)** since 2003. The squads were volunteers recruited from districts and community groups. They inspected the hygiene conditions of the districts, identified problematic sites for follow-up actions, monitored progress of remedial works and helped disseminate Team Clean messages. They also participated in various cleansing and publicity activities.



To sustain territory-wide cleansing efforts and promote community participation in eliminating environmental hygiene blackspots, all 18 districts had been conducting **Month-end Cleansing Exercises** since May 2003. In addition, we have introduced the **Community Cleanliness Index** since May 2004. The objective was to measure the cleanliness of Hong Kong in an objective way and on a regular basis. We organised a territory-wide **Community Cleanliness Day** in November 2005 and a **Year-end Cleansing Exercise** in January 2006. They both attracted active participation of the public from various sectors and helped arouse public awareness of the importance of domestic and environmental hygiene.



**Year-end Cleansing Exercise in
Tai Po District**

Bus parade was organised to disseminate the message of keeping Hong Kong clean when enjoying the festive of Chinese New Year



**Year-end Cleansing Exercise in
Sha Tin District**



With a view to **preventing Dengue Fever and other mosquito-transmitted diseases**, a series of environmental hygiene talks, seminars, roving exhibitions, etc. was organised for local residents, local organisations, management companies, etc. Topics included community health, personal and environmental hygiene, disinfection of household and common parts of buildings, proper maintenance of aluminium windows and drainage system, etc. The responses from the participants were encouraging.



Clean Hong Kong Carnival in Sham Shui Po District



Displaying Clean Hong Kong banner on boat travelling Typhoon Shelter in Southern District



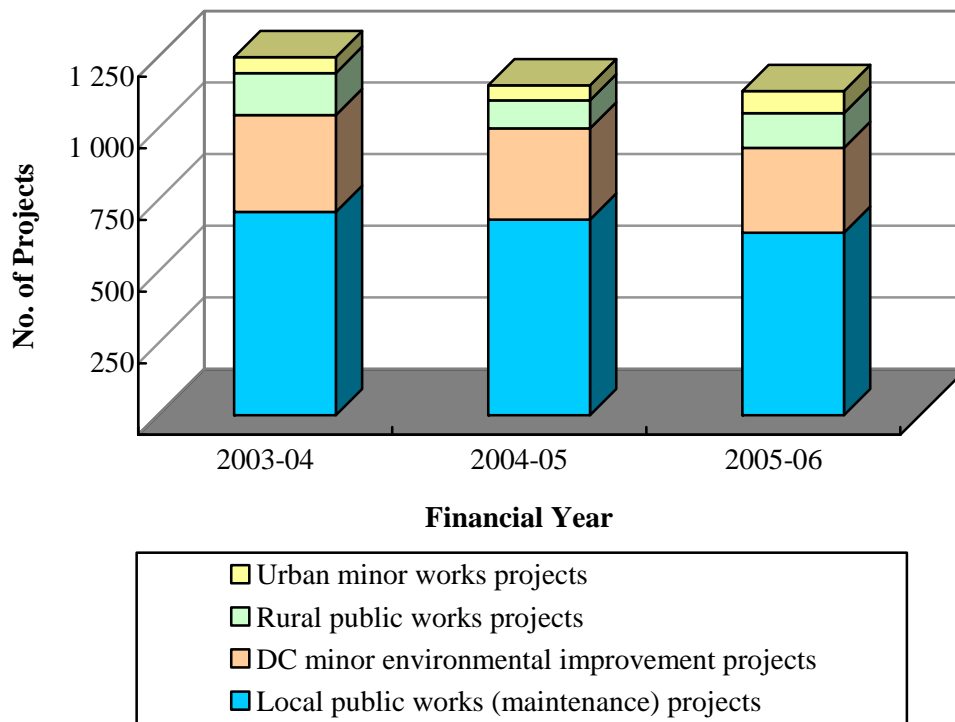
We continued to disseminate the concept of environmental protection and encourage greening in our community. Promotion was made through education and participation of all sectors of the community including schools, hospitals, business sectors, voluntary organisations, green groups and government departments. In October 2005, we arranged broadcasting vans on Chung Yeung Festival to publicise hill fire prevention message and distribute publicity leaflets at the burial grounds and various hillfire blackspots. In January 2006, we, in collaboration with the Hong Kong Youth Cultural and Arts Competition (HKYC&AC) and the Hong Kong Public Relations Association, organized a Slogan and Poster Design Competition. One of the topics was "To Arouse the Public to Better Utilize Resources". Over 200 students from primary and secondary schools joined the competition. In February 2006, we co-organized with the HKYC&AC and the Rotary Club of Kwun Tong, a Western Painting Competition. The topics for secondary schools and upper primary group were "Resources Conservation" and "Environmental Protection in the Community" respectively. Over 800 students took part in the competitions.



Chapter 4 - Local Environmental Improvement Projects

HAD carries out minor local improvement works with a view to upgrading the infrastructure and improving the quality of local environment.

Local Improvement Works Carried out by HAD



In 2005-06, over 1 100 projects were carried out. Greening and beautification were two important elements in the projects. For instance, we provided planters on walkways, and turned some vacant government land into green amenity plots and landscaped areas underneath flyovers. A total of 800 trees and 221 100 shrubs and annuals were planted in the projects.

Since all the improvement projects were generally minor and localized in nature, significant environmental impact of the projects on the surrounding environment was not envisaged and the requirement for a full Environmental Impact Assessment was usually unnecessary. Nevertheless, to better address the increasing public concern for projects to be in harmony with the surrounding environment, especially in the scenic areas, we introduced measures in the design and construction of the projects to help ensure that our minor works projects caused the least impact on the adjacent environment.



(Before Works)



(After Works)

***Construction of Paveway at San Lee Uk Tsuen, Ha Tsuen
Yuen Long District***



***Construction of Pavilion
near Tin Hau Road
Tuen Mun District***



***Beautification of Footpath Planting
Area outside Hong Kong Science
Museum and Hong Kong Museum of
History, Tsim Sha Tsui
Yau Tsim Mong District***



Design Considerations

We avoided construction of bulky concrete features such as retaining walls and dwarf walls with plain concrete finishes and the sole concrete paving in footpath upgrading works especially in country parks areas. We used gabion wall type retaining structures abutting stream course embankment with streambed lined with natural/subdue coloured cobbles and stones instead of building conventional type reinforced concrete channels. Vegetation cover, instead of sprayed concrete, was adopted as far as possible for slope protection. For projects falling within the country parks, we sought advice from the Agriculture, Fisheries and Conservation Department and complied with its guidelines. With regard to projects affecting natural streams and rivers, guidelines and precautionary

measures promulgated by the Environment, Transport and Works Bureau were followed to minimise adverse impacts arising from construction works.



(Before Works)



(After Works)

***Reconstruction of Access at Heung Shek, Chuen Lung
Tsuen Wan District***



Guidelines for Staff

A set of guidelines with the following main points was drawn up for the design and implementation of minor works projects -

- ✓ Special attention was given to projects falling within or in close vicinity to country parks, special areas, conservation areas, marine parks or marine reserves, sites of special scientific interest, fish cultural zones, wild animal protection areas, coastal protection areas and bathing beaches. In addition, the requirements as stipulated in other environmental control ordinances should also be followed.
- ✓ All new minor works projects were designed to avoid or minimize impacts/damages to the natural environment including flora, fauna and wild life habitats. Felling of trees was avoided as far as possible. Hard and soft landscaping mitigation measures would be considered as necessary.
- ✓ Appropriate environmental pollution control clauses were incorporated into all works contracts for implementation during construction. Site supervision is carried out to ensure contractors' obligations to environmental protection were fully met.
- ✓ Upon completion of the works, all works sites and areas in close vicinity to the projects were cleared of construction debris. Disturbed areas were reinstated by hydroseeding or turfing, and suitably landscaped as far as possible.

- ✓ Technical advice and requirement were prepared and given to works staff and contractors on the prevention and control of mosquito breeding on works sites during the period of construction. Regular site inspections were conducted to clean up all drains and channels under the maintenance of HAD to avoid accumulation of stagnant water to eliminate possible mosquito breeding places.



(Before Works)



(After Works)

***Improvement to Shun Lee Sitting-out Area opposite to Kei Shun Primary School
Kwun Tong District***



(Before Works)



(After Works)

***Provision of Arbours at Sai Chuen Road
Sham Shui Po District***



Chapter 5 - Green Housekeeping Measures

We are committed to ensuring that our daily office operations are conducted in an environmentally responsible manner. To this end, our Assistant Director (Administration) is appointed as the Departmental Green Manager to oversee and take forward green housekeeping measures. Views are exchanged with district managers at in-house meetings. Guidelines on green management are also circulated to staff at regularly intervals.

In early 2003, the Government launched an economy drive internally as part of the continuing commitment to ensuring cost-effective use of resources. Amongst others, all government bureaux and departments were recommended to make the best endeavours to reduce electricity and paper consumption. The targets were to reduce the consumption in the two aspects by an average of 1.5% and 2.5% per year respectively over four years, with 2002-03 as the base year. A brief account of our achievements made and the housekeeping measures adopted in HAD are provided below.

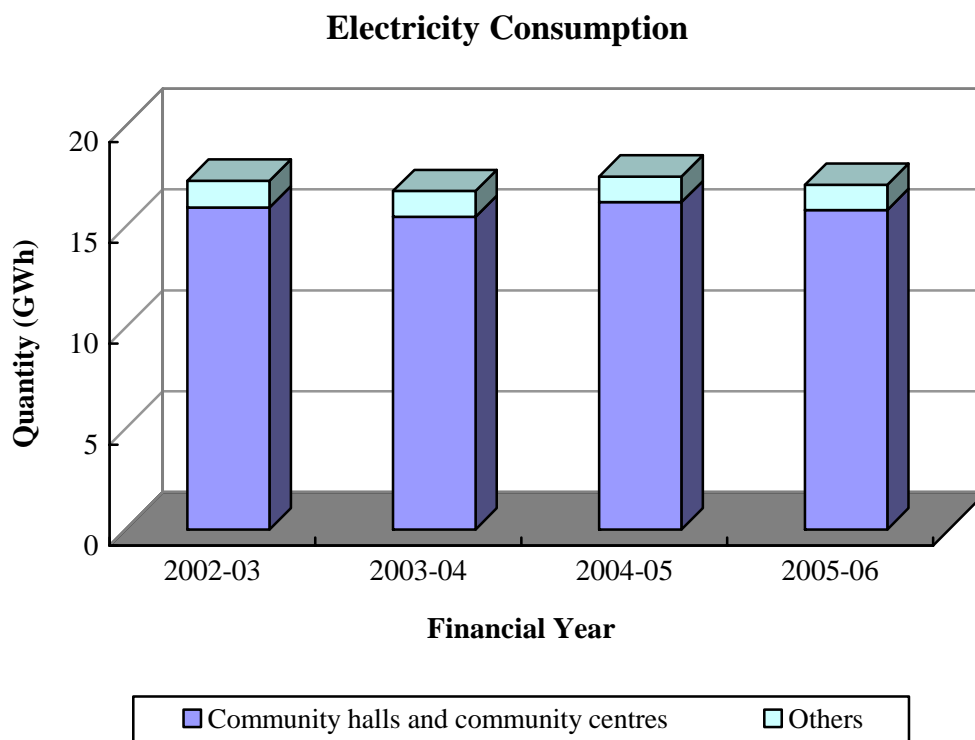
Electricity Consumption

With effect from 2002-03, we collected electricity consumption statistics from all our offices and facilities in accordance with the method suggested by the Environment, Transport and Works Bureau, i.e. including the consumption of all electricity accounts registered under HAD, irrespectively of the actual users and the final payers. Based on the electricity bills available, the total electricity consumption of HAD in 2005-06 was 17.1 GWh. In comparison with 2002-03, there was a slight decrease of 1.2%. Community halls and community centres continued to be the major category of electricity consumers in HAD, accounting for 92.7% of the total consumption.

We were unable to meet the 4.5% accumulative reduction target in 2005-06. This was attributed to the additional provision of 10 community halls since 2002-03. The hot weather in 2005-06 also played a part in the rise in electricity consumption. We provided nine designated heat shelters with air-conditioning supply for the public from 2230 hrs to 0830 hrs on the following day when the Very Hot Weather Warning issued by the Hong Kong Observatory was in force at 1630 hrs. The heat shelters had been in operation for 11 nights in 2005-06 but none in 2002-03.

We were not optimistic for a reduction in electricity consumption in the coming years since two new community halls provided in the year would be fully-fledged in 2006-07 and additional community halls were in the pipeline. Nevertheless, we would continue to urge all offices to closely monitor their electricity consumption and adopt green measures such as -

- 💡 conducting routine checking to switch off lights, air-conditioners and office equipment outside office hours;
- 💡 encouraging staff to use staircases for inter-floor traffic;
- 💡 reducing unnecessary illumination and air-conditioning supply; and
- 💡 set room temperature to 25.5°C during summer.










Paper and Envelope Consumption

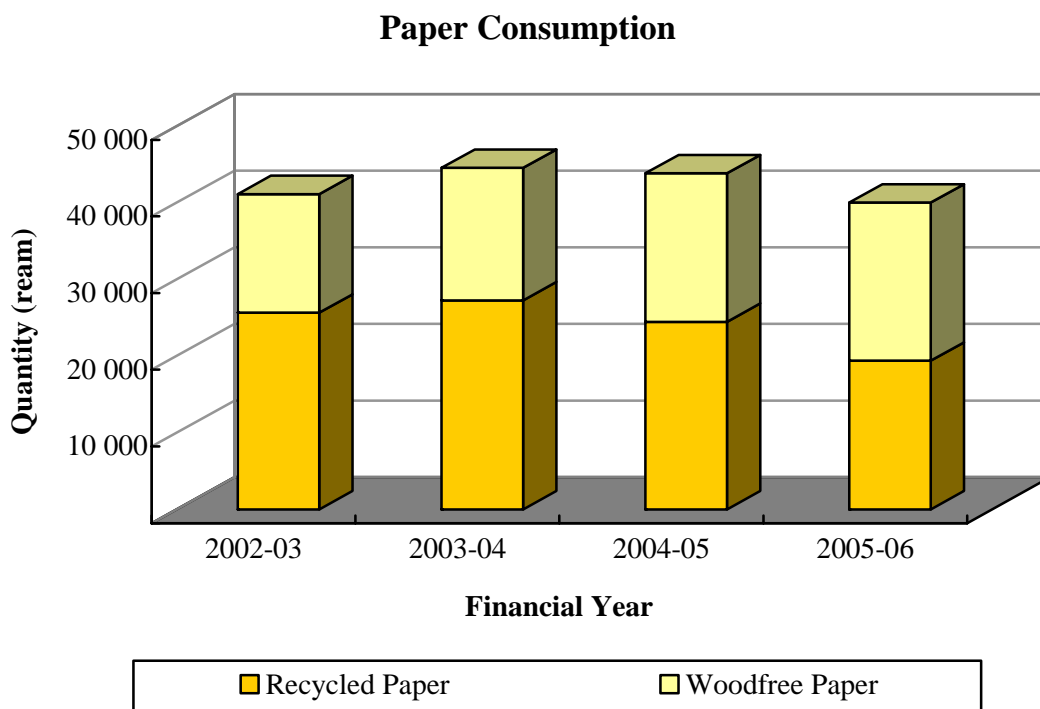
We continued to collect statistics on actual consumption of photocopying paper from all HAD offices. The aggregated figure represented the total paper consumption in HAD including offices and public service facilities like public enquiry services centres, building management resources centres, community halls and community centres.

In 2005-06, the total paper consumption in HAD was 40 000 reams, representing a decrease of 2.7% over the figure in 2002-03. Although we were unable to meet the 7.5% accumulative reduction target because of new tasks and strengthened requirements in tendering procedures, we had successfully reduced paper consumption by 8.7% in comparison with 2004-05. We would continue our efforts in this respect.

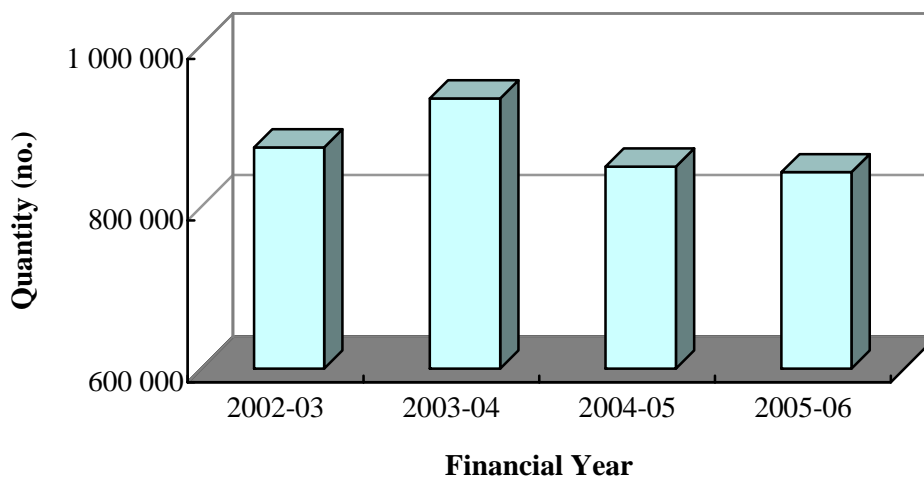
As regards envelopes, the data collection method was the same as that for photocopying paper. In 2005-06, we had successfully reduced the consumption to 840 000 nos., representing a 0.8% decrease in comparison with 2004-05 or a 3.4% accumulative reduction since 2002-03.

We would continue to closely monitor the consumption of paper and envelopes in the department. Green measures as shown below would be continued in 2006-07 -

-  using the blank side of used paper for drafting and photocopying internal reference materials;
-  encouraging double-sided photocopying;
-  issuing departmental notices through electronic means;
-  minimising photocopies and copies of circulars;
-  dispensing with envelopes for unclassified documents;
-  reusing envelopes and file covers; and
-  encouraging communication through electronic means.



Envelope Consumption

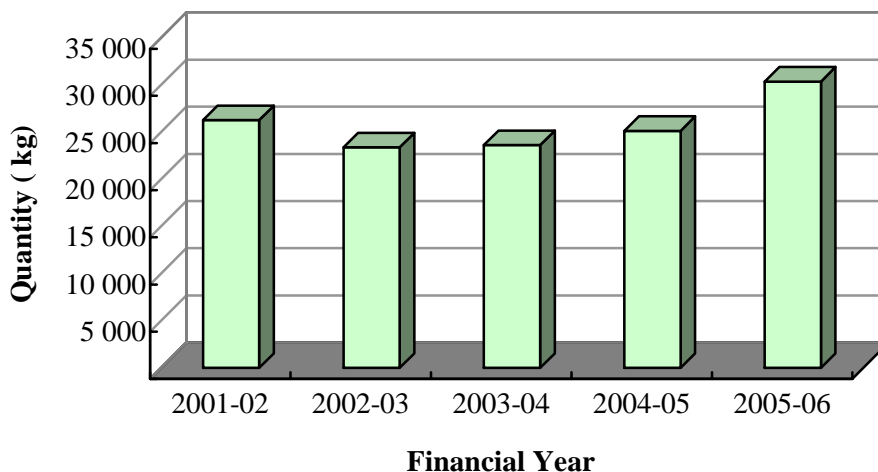


Recycling

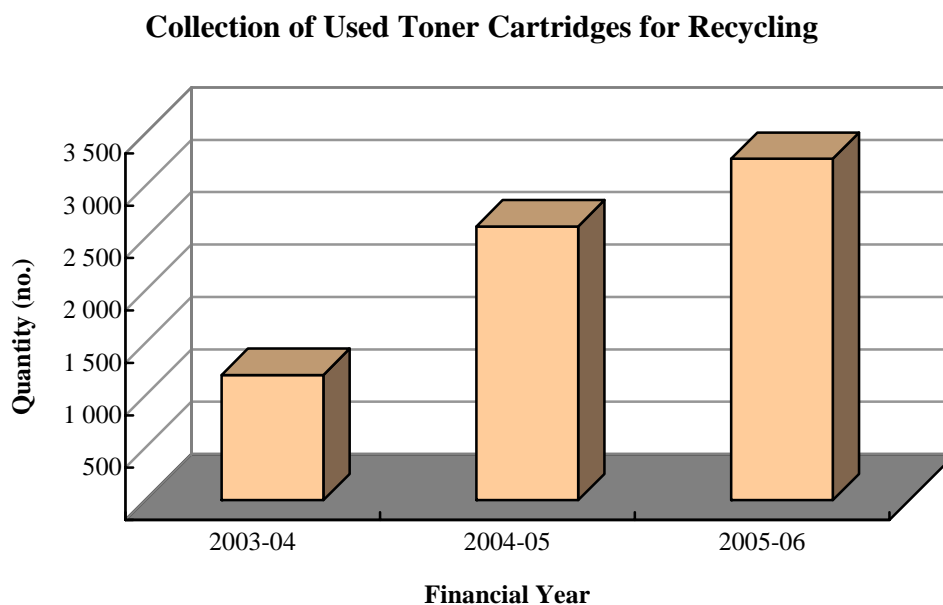
All HAD offices were included in compiling statistics on waste paper collected except for those without such records, e.g. those situated in joint-user buildings with the waste paper centrally collected by a contractor who kept no records on individual users. The aggregated figure represented the total weight of waste paper collected for recycling in HAD.

In 2005-06, 30 000 kg of waste paper was collected from five headquarter offices and 16 district offices in HAD for recycling. This was 20% and 30% higher than the achievements in 2004-05 and 2002-03 respectively. Over the past five years, we collected waste paper at an average of 25 700 kg per year. We would continue to keep up with the efforts in the coming year.

Collection of Waste Paper for Recycling






With effect from 2003-04, users, in exchange for new toner cartridges, were required to return the used ones for trade-in or for centralised selling to recyclers via auctions arranged by the Government Logistics Department. The total number of used toner cartridges collected in 2005-06 was about 3 200, representing a 23% increase in comparison with 2004-05.



Procurement

To further support environmental protection, we adopted green-purchasing measures as follows -

-  purchasing in an environmentally sound manner, e.g. procurement of CDs with minimum package (i.e. without a disk container);
-  including "trade-in option of stores items" in quotations; and
-  making direct purchase through the Government Logistics Department which had adopted green purchasing.

Staff Functions

We continued to promote staff awareness of environmental protection and green management. Apart from the provision of a green workplace to staff by decorating offices with plants, we also encouraged their participation in the following meaningful events held in 2005-06 -



WWF Flag Day (Hong Kong Island) 2005 which aimed at raising funds for their conservation and education programmes and to promote their worthy cause to the general public;.



Hoi Ha Charity Walk 2005 which aimed at raising funds for their marine conservation and education programmes;



Community Chest Green Day 2005 which aimed at arousing public awareness on environmental protection;



Old Book Collection Programme which aimed at promoting a reading culture and encouraging recycling;



The Conservancy Association – Walk for the Environment 2005 which aimed at mobilising the community to protect the environment, and raising students' interest and awareness on environmental issues through their participation in different green activities and competitions; and



Tree Planting Challenge which aimed at inspiring the public to form voluntary tree-planting teams to plant trees at eroded and remote countryside. This will be a good opportunity to demonstrate their energy, environmental commitment and team spirit.



Chapter 6 - Into Year 2006-07

Targets

We are committed to upholding our environmental goals and policies in our work and operations. For the year 2006-07, we will continue to -

- organise community projects to foster public's awareness of environmental protection issues;
- provide facilities to improve the quality of local environment;
- ensure the least impact on the environment in carrying out local environmental projects; and
- seek continuous improvement in our internal green housekeeping measures.

We look forward to reporting our progress on these objectives, and on our other campaigns and initiatives, in our next report. By continuing to work together towards a cleaner, greener environment, we will ensure a healthier tomorrow for the community.

Feedback

We welcome feedback on this report for future improvement. If you have any comments or suggestions on what we have or should have done, you may send them to our Departmental Green Manager through any of the following channels -

Mail: 29/F Southorn Centre
130 Hennessy Road
Wan Chai
Hong Kong

Fax: 2834 7649

E-mail: hadenq@had.gov.hk

For green management reason, no printed copies of this report are produced for distribution to the public. Nevertheless, all interested parties are welcome to view or download it at our homepage as follows -

<http://www.had.gov.hk/>

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