



Environmental Report 2012

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## Chapter 1

### Introduction and Controlling Officer's Profile of Key Responsibilities

1.1 The Leisure and Cultural Services Department (LCSD), set up under the Home Affairs Bureau, is responsible for the territory-wide provision of recreational, sports and cultural facilities and services.

#### Vision, Mission and Values

1.2 Our **vision** is to -

- provide quality leisure and cultural services that are commensurate with Hong Kong's development as a world-class city and events capital.

1.3 Our **mission** is to -

- enrich life by providing quality leisure and cultural services for all;
- promote professionalism and excellence in leisure pursuits and cultural services;
- promote synergy with sports, cultural and community organisations to enhance the development of arts and sports in Hong Kong;
- preserve our cultural heritage;
- beautify the environment through tree planting;
- achieve a high level of customer satisfaction; and
- build a highly motivated, committed and service-oriented workforce.

1.4 We achieve our mission by embracing the following core values -

- Customer focus  
 We continue to respond to customer needs and pledge to provide services in a courteous and user-friendly manner.
- Quality  
 We pledge to deliver high-quality services in a cost-effective manner.
- Creativity  
 We continue to encourage diversity and to value original ideas.
- Professionalism

We uphold the highest standards of professionalism and ethics while maintaining a high level of performance.

- Result oriented  
Our focus at all times is to achieve the best results possible.
- Cost-effective  
We are committed to reaching our goals in an efficient and cost-effective manner.
- Continuous improvement  
We seek to continually improve our services and to respond proactively in meeting the changing needs of the community.

## Overall View of Our Operation

### 1.5 Organisation Chart of the Leisure and Cultural Services Department



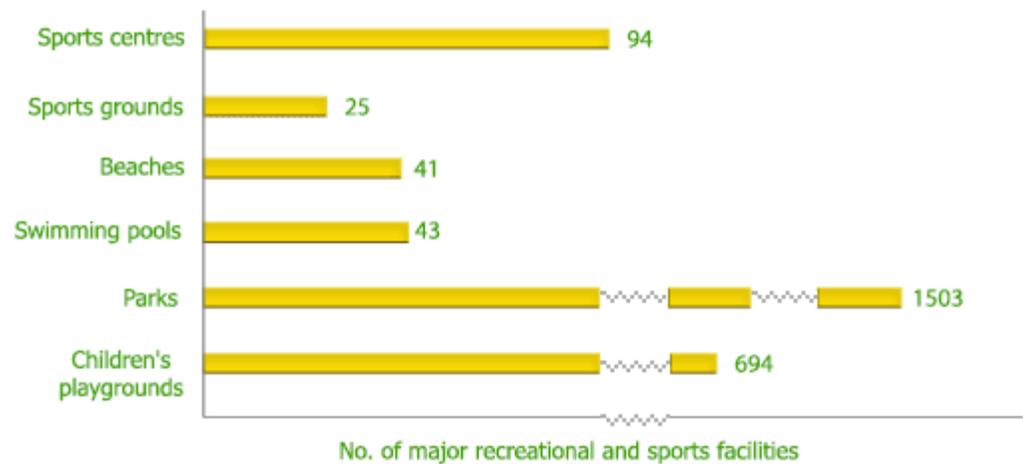
### The Department provides services in –



1.6 The Department organises and promotes a wide range of leisure and cultural activities for people of all ages with a view to enhancing arts appreciation and enriching the quality of life of the community. The major responsibilities of the Department are set out in the paragraphs below.

### Recreation and Sports

1.7 We develop and manage recreation and sports facilities and organise a wide range of leisure activities in order to promote recreation and sports at all levels throughout the community. As at 31 December 2012, the number of major recreational and sports facilities under our management was –



### Horticulture and Amenities

1.8 We promote appreciation and conservation of nature and greening of Hong Kong through planting of trees, shrubs and other plants in public parks and amenity areas, and through organising a wide range of community greening activities. In 2012, we maintained a total of about 1 192 hectares of amenities area and planted about 2.84 million trees, shrubs and annuals.

### Heritage and Museums

1.9 We preserve heritage and provide museum services with a view to promoting appreciation of heritage, arts, science and culture. In 2012, we managed 14 museums, two heritage centres, a film archive and a visual arts centre. We organised a total of 147 in-house/off-site exhibitions and 28 011 in-house/outreach programmes covering the themes of history, art, heritage and science.

### Performing Arts

1.10 We promote performing and cinematic arts through the provision of cultural facilities and the presentation of programmes. In 2012, we managed 16 performing arts venues and organised around 5 000 cultural presentations, which included music, dance, Cantonese and western opera, drama, theatre and multimedia performing arts programmes.

### Public Libraries

1.11 We provide, manage and develop library services to meet community needs for knowledge, life-long learning, information, research and recreation; offer library extension activities to all ages; and promote reading and literary arts. We operate 77 public libraries and the stock of books as at 31 December 2012 was 11.1 million and that for multimedia materials was 1.7 million.



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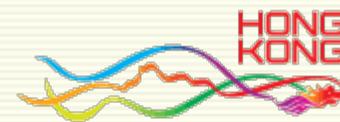
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**Environmental Goal**

2.1 Our environmental goal is to improve our living environment and to enrich the quality of life of our community by providing a wide range of leisure and cultural facilities and activities throughout the territory. We take into account environmental considerations from project inception to management/operation to minimise pollution, conserve resources, protect the natural environment and promote the appreciation of the beauty of our environment.

**Environmental Policy**

2.2 In meeting our goal, we are committed to -

- (A) promoting greening and horticulture;
- (B) preserving assets of our heritage;
- (C) providing aesthetically pleasing open space;
- (D) practising waste reduction and energy saving; and
- (E) minimising air and noise pollution in organising leisure and cultural activities.



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**Annex****Back to LCSD****Chapter 3****Environmental Management, Performance Analysis and Targets / Milestones****(A) Promoting Greening and Horticulture**

3.1 In promoting greening and horticulture, we have four areas of work. They are -

- upgrading of existing landscape areas;
- massive planting programme;
- education and promotion on environmental protection; and
- greening activities.

**3.2 (I) Upgrading of Existing Landscape Areas**

Performance Targets (Year 2012)	Actual Performance (Year 2012)
<ul style="list-style-type: none"> <li>• Upgrading of 23 hectares of existing landscape areas</li> </ul>	<ul style="list-style-type: none"> <li>• A total of 24 hectares of existing landscape areas were upgraded</li> </ul>

**Performance Analysis in 2012**

The Department's target was achieved through the effort of district staff.

**Performance Targets in 2013**

The Department's targets in 2013 are -

- to upgrade 23 hectares of landscape areas; and
- to identify 43 prominent roadside amenity areas with a total area of about 1.4 hectares for landscape improvement.

**3.3 (II) Massive Planting Programme**

Performance Targets (Year 2012)	Actual Performance (Year 2012)
<ul style="list-style-type: none"> <li>• To plant 2 880 000 trees, shrubs and annuals</li> </ul>	<ul style="list-style-type: none"> <li>• over 2 842 000 trees, shrubs and annuals were planted (breakdown at Annex I)</li> </ul>

**Performance Analysis in 2012**

The Department handed over the greening responsibilities of some Systematic Identification of Maintenance Responsibility of Man-made (SIMAR) Slopes and government properties to the maintenance departments of the premises in 2012, resulting in the decrease of total amenity areas under the scope of the Department from 1 488 hectares to 1 192 hectares. In view of the reduced amenity areas for planting, the number of plants in the planting programme fell short of the target.

**Performance Targets in 2013**

The Department's targets in 2013 are -

- to plant trees, shrubs and annuals up to 2.88 million; and
- to emphasise planting of flowering species with a view to enhancing the visual impact with more seasonal colours.

**3.4 (III) Education and Promotion on Environmental Protection****(a) Horticulture Courses for the General Public**

<b>Performance Targets (Year 2012)</b>	<b>Actual Performance (Year 2012)</b>
<ul style="list-style-type: none"> <li>• To organise 49 horticulture courses for 1 400 participants</li> </ul>	<ul style="list-style-type: none"> <li>• Organised 50 courses for 1 481 participants</li> </ul>

**Performance Analysis in 2012**

The courses were well-received by the participants.

**Performance Targets in 2013**

We plan to conduct 50 horticulture courses for 1 450 participants from the general public for the year 2013. Details of the courses are publicised in the "Community Recreation and Sports Programme" booklet and the Department's webpage.

**(b) School Guided Visits**

<b>Performance Targets (Year 2012)</b>	<b>Actual Performance (Year 2012)</b>
<ul style="list-style-type: none"> <li>• To organise 600 guided visits for a target of 20 000 participants</li> </ul>	<ul style="list-style-type: none"> <li>• Organised 603 guided visits for 19 874 participants</li> </ul>

**Performance Analysis in 2012**

School children were guided around the Hong Kong Zoological & Botanical Gardens, Kowloon Park, Hong Kong Park, Tai Po Waterfront Park, Lower Shouson Hill Nursery and Tung Tze Nursery. The content of the talk delivered during the guided visit was designed having regard to the syllabus of the environmental education for primary schools, including the profile of plants and animals.

**Performance Targets in 2013**

We plan to conduct 600 visits for 20 000 primary school students in the year 2013. Programme details have been uploaded onto the webpage of the Department.

**(c) Outdoor Education Activities for Kindergartens**

<b>Performance Targets (Year 2012)</b>	<b>Actual Performance (Year 2012)</b>
<ul style="list-style-type: none"> <li>To organise 70 guided visits for 2 000 participants</li> </ul>	<ul style="list-style-type: none"> <li>Organised 62 guided visits for 2 046 participants</li> </ul>

#### ***Performance Analysis in 2012***

Arrangement was made for children from kindergartens to join the guided tours around Kowloon Park and Hong Kong Park. Basic knowledge of plants was introduced. Children were also taught the manner and courtesy for visiting parks and the concept of environmental conservation.

#### ***Performance Targets in 2013***

We plan to conduct 70 visits for some 2 000 participants in the year 2013.

#### **(d) Conservation Courses for Boy Scouts and Girl Guides**

<b>Performance Targets (Year 2012)</b>	<b>Actual Performance (Year 2012)</b>
<ul style="list-style-type: none"> <li>To organise 12 courses for 300 participants</li> </ul>	<ul style="list-style-type: none"> <li>Organised 12 courses for 318 participants</li> </ul>

#### ***Performance Analysis in 2012***

The programmes provided a wide range of courses in gardening and arboriculture for Boy Scouts and Girl Guides. They aimed at promoting the concept of nature conservation. Participants were involved in group discussions, lectures, guided visits and practical services.

#### ***Performance Targets in 2013***

We will conduct 12 conservation courses for some 300 Boy Scouts and Girl Guides in the year 2013.

#### **(e) Seminar and Gallery on Environmental Protection**

##### ***Performance Analysis in 2012***

- The Hong Kong Science Museum staged exhibitions and organised lectures to arouse public awareness on environmental issues. They included the following –
  - from August 2012 to April 2013, the museum staged in its Lecture Hall lobby an exhibition on “*Care our Earth, Conserve our Resources*”; and
  - the museum also presented public lectures on environmental issues, including “*Care our Earth, Conserve our Resources Seminar Series*” from August 2012 to April 2013 and “*Ocean, Sky and Earth – Meteorology in Our Daily Lives Lecture Series*” in October 2012.
- The Hong Kong Space Museum, in collaboration with the Department of Physics of the University of Hong Kong, has been conducting the research project “*Hong Kong Night Sky Brightness Monitoring Network*” on light pollution since September 2010. Funded by the Environment and Conservation Fund initially, the project aims at carrying out a comprehensive monitoring of the condition of light pollution in Hong Kong by studying the night sky brightness at about 18

urban and rural locations, including the Space Museum, iObservatory and Astropark. Geographical variations and temporal characteristic of light pollution against both natural and artificial factors will be studied. Findings from the project would contribute to the overall environment of Hong Kong by promoting light pollution reduction and energy saving.

### **Performance Targets in 2013**

The Hong Kong Science Museum will continue to organise lectures/seminars/exhibitions on environmental issues for schools and the public.

### **3.5 (IV) Greening Activities**

#### **Performance Analysis in 2012**

A total of 3 190 greening activities were organised, which exceeded the performance target of 3 090 for the year of 2012.

<b>(a) Hong Kong Flower Show</b>	<p>The Hong Kong Flower Show 2012 was held from 16 to 25 March 2012 at Victoria Park attracting over 560 000 visitors. The Show aimed at promoting public interest in horticulture and arousing public's awareness of conservation of natural environment. Over 210 local and overseas horticultural organisations participated in the Show. The special display of <i>Aquilaria sinensis</i> and <i>Synsepalum dulcificum</i> was well-received by visitors. Other major attractions included -</p> <p>(i) colourful garden displays and flower arrangements staged by horticultural organisations, plant nurseries and flower clubs;</p> <p>(ii) beautiful plant exhibits; and</p> <p>(iii) floral art arrangements entered for competition by individuals and schools. A wide range of educational activities, musical performances and entertainment programmes were also provided for the enjoyment of visitors.</p>
<b>(b) Community Planting Day</b>	<p>To promote public awareness in greening, the Department organised 21 Community Planting Days in 2012. More than 4 700 participants planted about 27 000 trees and shrubs in 18 Districts.</p>
<b>(c) Green Volunteer Scheme</b>	<p>Under this Scheme, Green Volunteers were recruited in 18 Districts to undertake simple horticultural maintenance tasks in parks and gardens, and to serve as stewards in greening promotion activities. They were encouraged to participate in greening their neighbourhood. More than 490 greening activities were provided to the Green Volunteers with an attendance of about 7 400 recorded. The scheme was expanded through recruiting local celebrities as Green Ambassadors. In 2012, over 350 local celebrities joined as Green Ambassadors.</p>
<b>(d) Greening School</b>	<p>The Scheme was launched for schools and</p>

<b>Subsidy Scheme</b>	kindergartens to implement planting projects in their campuses with technical advice from horticultural instructors and to organise greening activities. It aimed at fostering green consciousness among students. This Scheme was very popular and attracted the participation of 889 schools and kindergartens in 2012.
<b>(e) “One Person, One Flower” Scheme</b>	The Scheme aimed at enhancing the knowledge of students about plants and cultivating their interests in growing them. In 2012, 372 000 seedlings were distributed for students to nurture at home or in school.
<b>(f) Greening Hong Kong Activities Subsidy Scheme</b>	The Scheme aimed at encouraging more greening activities organised by the local community. Seven organisations were subsidised under this Scheme in 2012 to organise greening activities.
<b>(g) Greening Exhibitions and Talks</b>	Greening exhibitions and talks on horticulture were organised at the Green Education and Resource Centre at Kowloon Park in 2012 with a view to educating and arousing public awareness in greening. A total of 421 exhibitions and talks were organised with about 34 000 participants.
<b>(h) Community Garden Programme</b>	To encourage the public to participate actively in greening activities at the neighbourhood level and to adopt greening activities as part of daily life, 48 gardening courses were organised in 2012 with over 10 400 participants.
<b>(i) Outreaching Greening Promotional Activities</b>	To promote greening and enhance public awareness in greening and environmental protection, 146 outreaching greening activities were delivered to organisations and schools for about 41 800 participants in 2012.
<b>(j) Best Landscape Award for Private Property Development 2012</b>	This Award aimed to sustain the betterment of living environment in private property and to promote excellence in greening by outstanding landscape design and horticultural maintenance. About 260 entries were received.

### ***Performance Targets in 2013***

The Department will continue to promote a green culture in the community through a series of educational and community involvement programmes. We target to organise 3 240 greening activities with 1 330 000 participants in 2013. Our plan is as follows –

<b>(a) Hong Kong Flower Show</b>	The Hong Kong Flower Show 2013 will be held from 15 to 24 March 2013 at Victoria Park and about 520 000 visitors are expected.
<b>(b) Community Planting Day</b>	A total of 24 Community Planting Days with 5 800 participants will be organised in 2013.
<b>(c) Green Volunteer Scheme</b>	Members of the public will be recruited as Green Volunteers in 18 Districts to perform simple garden maintenance in parks and playgrounds of the Department, and to serve as stewards in greening activities organised by the Department. A total of 460 voluntary greening activities with an anticipated attendance of 7 200 will be provided to the volunteers

	in 2013. In addition, the Scheme will recruit more local celebrities to join as Green Ambassadors.
<b>(d) Greening School Subsidy Scheme</b>	The Department aims at inviting 900 schools to participate in this Scheme in 2013.
<b>(e) "One Person, One Flower" Scheme</b>	The Department targets to distribute 370 000 seedlings to students in 2013.
<b>(f) Greening Hong Kong Activities Subsidy Scheme</b>	Eight applications for subsidy to hold greening activities are expected from local organisations in 2013.
<b>(g) Greening Exhibitions and Talks</b>	Greening exhibitions and talks on horticulture will be organised at the Green Education and Resource Centre in 2013 with a view to educating and arousing public awareness in greening.
<b>(h) Community Garden Programme</b>	Under the programme, 50 gardening courses with 11 000 participants will be organised in 2013.
<b>(i) Outreaching Greening Promotional Activities</b>	To promote greening and enhance public awareness in greening and environmental protection, the Department's target is to organise 155 outreaching greening activities in 2013.

## **(B) Preserving Assets of Our Heritage**

3.6 The Department, through its Antiquities and Monuments Office (AMO), is committed to preserving Hong Kong's cultural heritage. Under the Antiquities and Monuments Ordinance, the Antiquities Advisory Board (AAB) advises the Secretary for Development, i.e. the Antiquities Authority, on matters relating to antiquities and monuments. The AMO works closely with AAB and acts as the Authority's executive arm under the Ordinance.

3.7 In addition, the AMO plays an important role in monitoring Environmental Impact Assessment projects insofar as their impact on antiquities and monuments is concerned. The work involves inspecting cultural heritage sites, examining mitigation measures to remedy any possible damage to the sites and conducting, where necessary, rescue excavations at archaeological sites and cartographic recording of historic buildings.

3.8 The AMO also organises educational programmes to promote heritage preservation among the public.

### ***Performance Targets in 2012***

3.9 The targets set for 2012 were -

- to declare three monuments under the Antiquities and Monuments Ordinance;
- to undertake 35 restoration, repair and maintenance projects for historic buildings/structures;
- to organise 1 100 heritage educational programmes; and
- to publish 14 publications.

3.10 It is the Department's conviction that cultural heritage is very much part of our physical as well as cultural environment. Not only does it enhance our built environment and the natural landscape, it also provides an essential, finite and irreplaceable link between the past, the present and the future. It forms the basic points of reference for our cultural identity and traditions.

### **Actual Performance in 2012**

3.11 Up to end 2012, there were 103 declared monuments, including 85 historic buildings and structures as well as 18 rock carvings, forts, stone inscription and archaeological sites.

3.12 The AMO carried out restoration and repair works on a number of monuments and historic buildings, including Yan Tun Kong Study Hall, Man Lun Fung Ancestral Hall in Yuen Long, Morrison Building in Tuen Mun, Former Residence of Ip Ting-sz in Sha Tau Kok, Tai Fu Tai in San Tin, Tang Kwong U Ancestral Hall in Kam Tin, Tang Ancestral Hall in Ha Tsuen, Maryknoll Convent School in Kowloon Tong and St. John's Cathedral in Central.

3.13 Archaeological surveys and excavations necessitated by small-scale development projects such as small house development in the New Territories were conducted by the AMO in Tuen Mun, Yuen Long, Sai Kung and Cheung Chau. The archaeological surveys and excavations have successfully salvaged the archaeological heritage, if any, found at the sites.

3.14 On education and publicity, the AMO organised a wide variety of educational and publicity programmes, such as displays, lectures, guided tours and workshops, to promote heritage conservation. A long-term exhibition on the archaeological and built heritage has been staged in the Hong Kong Heritage Discovery Centre. In total, the office conducted 1 378 heritage educational programmes and produced 14 publications in 2012.

### **Performance Targets in 2013**

3.15 The performance targets in preserving assets of heritage for 2013 are -

(a)	No. of buildings/structures declared as monuments	4
(b)	No. of restoration, repair and maintenance projects for historic buildings/ structures	35
(c)	No. of educational programmes	1 350
(d)	No. of publications	14

### **(C) Providing Aesthetically Pleasing Open Space**

3.16 We achieve our objective through -

#### **(I) Land Use Zoning and Acquisition of Land for Open Space Development**

- We take an active role in negotiating with the Planning Department and Lands Department to acquire more quality and genuine open spaces at good locations with easy accessibility for recreational development.
- Special care has been and will continue to be taken to avoid taking over land which has either low potential for open space development or has excessive site constraints, such as steep slopes, drainage reserves, road reserves and polluted sites, for recreational use.
- As part of the Government's greening efforts, we have been working with the Civil Engineering Development Department to provide simple landscaping to vacant government land in prominent/strategic position with no imminent/known development programme in the near future.

#### **(II) Design of Aesthetically Pleasing Open Space**

- We ensure that soft landscape areas are maximised in passive recreation areas.

In general, 85% of the site will be used as landscape area.

- Conspicuous flowering and shade trees, colour foliage and flowering shrubs of hardy species will be chosen to create colour contrast and seasonal changes.
- Through careful design, selection of heavy standard trees and increase of planting density, instant greening for new projects will be achieved.
- When planning new open space projects, the facility will be designed and constructed with consideration to its environmental performance, such as application of energy-saving building services installations and use of environmental-friendly materials (e.g. recycled plastic seating benches, refuse bins, etc). Wooden materials from regenerated forests will be used.

### ***Actual Performance in 2012***

3.17 In 2012, 12 open space projects (including capital works projects and minor works projects) were completed, resulting in an increase of about 6.52 hectares of open space in Hong Kong. A list of these projects is shown at Part (A) of [Annex II](#).

### ***Performance Target in 2013***

3.18 In 2013, 15 open space projects are scheduled for completion, providing an additional 13 hectares of open space. A list of these projects is shown at Part (B) of [Annex II](#). Apart from new open space projects, there are on-going improvement and upgrading works to existing parks and playgrounds.

## **(D) Practising Waste Reduction and Energy Saving**

3.19 We proactively explore ways to promote waste reduction and energy saving, including conducting energy audits to identify good energy management practices.

3.20 Measures/housekeeping practices adopted in pursuing waste reduction and in saving energy and natural resources are shown below.

### **(I) On paper saving**

3.21 Good practices for economy in the use of paper are set out in Administrative Circular No. 8/2000 and Circular Memorandum 2/2005, which are re-circulated to staff periodically as a reminder. We promoted "reduce and reuse" for saving paper. We met the target for shifting 70% of the total paper consumption from wood free paper to recycled paper. We also made the following endeavours in 2012 –

- (a) applications of PCs, Intranet and e-mail were widely adopted in the Department for internal and external communications, as well as conveyance of digital photographs and design works. This not only contributed to office efficiency, but also helped save paper;
- (b) our Information and Public Relations Section provided an electronic newspaper clipping service to the Department's Lotus Notes users to ensure that the number of hard copies is kept at a minimum through share reading;
- (c) we produced e-versions of the departmental yearbook and departmental Christmas cards, with hard copies suspended;
- (d) we recycled paper and unserviceable library materials. In 2012, 548 599 kg of unserviceable library materials were recycled. In addition, the e-mail notification service provided readers with the option to receive overdue and reservation notices through e-mail and thus economised on the use of paper. As at 31 December 2012, about 327 978 registered borrowers have opted for the service;

- (e) museums and Hong Kong Film Archive also reduced waste by recycling exhibition materials and placed collection boxes for collecting used guide maps/pamphlets disposed by patrons after their visits for recycling purpose;
- (f) performing arts venues and programming offices used electronic means to publicise performing arts programmes or to collect feedback. Printing of flyers and house programmes was reduced by tightly monitoring distribution. In addition, unused copies of flyers and house programmes were recycled; and
- (g) in line with the Government's initiative of paper saving, suppliers were encouraged to adopt environment-friendly measures in the preparation of tender/quotation documents (such as using recycled paper) and to minimise the use of packaging materials.

## (II) On energy saving

3.22 We managed our resources responsibly with a view to preserving natural resources. We were mindful of our environmental objectives when planning new facilities and maintaining existing facilities. Energy-saving building services installations and environmental-friendly materials were considered. However, owing to opening of new facilities, higher utilisation of facilities, installation of additional equipment and change of chairmanship of Building Management Committee (BMC) in Municipal Services Buildings (MSBs) to LCSD<sup>1</sup>, the total electricity consumption of the Department increased by 11% in 2012/13 when compared with 2011/12. The electricity consumption of the Department in 2012/13 was 406 787 429 kWh. The corresponding indirect emissions were 776 964 kg of sulphur dioxide (SO<sub>2</sub>), 471 873 kg of nitrogen oxides (NO<sub>x</sub>) and 24 407 kg of respirable suspended particulates (RSP)<sup>2</sup>. Nevertheless, we have made the following endeavours to save energy –

1. The electricity consumption of the MSB is counted towards the department holding the BMC chairmanship.

2. The indirect emissions from electricity consumption are calculated according to the formulae set out in the Guide to Clean Air Charter Report Writing published by EPD in Jan 2008.

- (a) High-efficiency lighting systems (fluorescent tubes with electronic ballasts, motion sensors and optical fibres) were used to achieve energy saving as far as possible. The operating hours of venue lightings were rationalised where appropriate to reduce electricity consumption.
- (b) Generally, we maintained the 25.5°C office room temperature target set by the Government for the summer months. At places such as museums, libraries, sports centres and performing arts venues where we cannot strictly maintain this temperature because of essential operational and/or customer service reasons, we work closely with the Electrical and Mechanical Services Department (EMSD) to adjust the temperature to as close to 25.5°C as practicable.
- (c) We appealed for staff's support in adopting a more relaxed code of business attire and dress down in the summer for energy conservation and improving air quality in Hong Kong.
- (d) Administrative Circular on "Electricity Economy" and Office Green Tips were re-circulated to staff to promote energy conservation.
- (e) The following measures were adopted in leisure venues –
  - (i) switching off the lights for the facilities without booking;
  - (ii) shortening pre-cooling hours as deemed appropriate;

- (iii) regulating the air-conditioning supply in office area and vacant facilities by phases as deemed appropriate;
  - (iv) separating the lighting control at the arena by sections and lobbies to have a better control on the illumination level;
  - (v) separating the air-conditioning switches at different sports areas by individual switch controls so that the air-conditioning system would only be switched on when necessary to save energy;
  - (vi) regulating the air-conditioning temperature of lobbies and working area at 25.5°C to save energy;
  - (vii) adjusting the timer lighting schedule to fit seasonal need and installing astronomical time switches to the lighting at some parks and playgrounds so that the lighting would be switched on/off according to astronomical time of sunset and sunrise to save energy;
  - (viii) permanently switching off of lighting on external walls of some venues;
  - (ix) shortening the operation hours of water features;
  - (x) installing T5 or 2D lighting at arena of some sports centres;
  - (xi) installing 35W CDM-T energy efficient lamps at some parks and playgrounds to save energy;
  - (xii) switching off superfluous lights if the natural light penetrating through sky window could provide sufficient illumination;
  - (xiii) installing remote control devices in some parks to switch on/off park lights by mobile phone during inclement weather; and
  - (xiv) installing photocell control to automatically control the light in response to the intensity of the natural light.
- (f) The following measures were adopted in performing arts venues –
- (i) turning off the air-conditioning system in the main foyer half an hour/one hour before the close of the venue when there was no performance/activity in the venues;
  - (ii) shortening pre-cooling time of the air-conditioning system required on stage while maintaining fairly reasonable level of services;
  - (iii) maximising the use of natural light and turning off the lights in the venues where illumination level was acceptable;
  - (iv) gradually replacing the T8 by T5 fluorescent lamps for office area and hiring units; and
  - (v) gradually replacing the existing "EXIT" signs by energy-saving LED signs.
- (g) The following measures were adopted in Hong Kong Public Libraries –
- (i) switching off the lighting on external walls of some libraries;
  - (ii) maximising the use of natural light and turning off the lights in

- the libraries where illumination level was acceptable;
  - (iii) installing occupancy sensors on some floors to control the on/off of the lights;
  - (iv) adjusting temperature settings in working area to save energy on air-conditioning; and
  - (v) introducing various energy-saving measures at Hong Kong Central Library, including using solar control films, installing blinds for windows to reduce sun heat, replacing existing lighting with energy-saving lamps, retrofitting electronic ballast for fluorescent lamps, switching off some of the decorative lights and working lights, reducing the operation time of air-conditioners, escalators and the Earth Fountain, switching off computer monitors and multimedia players after closure of the library or turning them to sleeping mode for all Multimedia Information System workstations in the library.
- (h) All museums continued to exercise the following tight measures on energy saving -
- (i) disconnecting/switching off some of the lights in illuminated area at the public corridors and office area;
  - (ii) for Hong Kong Science Museum, replacing T8 lighting with T5 lighting in office area and using LED lamps in exhibition areas to replace incandescent lamp by phases;
  - (iii) for Hong Kong Visual Arts Centre, replacing air-conditioning chiller system and LED lighting system inside the Exhibition Hall and public area to improve energy efficiency;
  - (iv) for Flagstaff House Museum of Tea Ware, replacing LED lighting system inside galleries and air-conditioning chiller system in the old wing to improve energy efficiency;
  - (v) for Hong Kong Film Archive, replacing T8 lighting with T5 lighting for office area and partial cold stores;
  - (vi) switching off escalators during museum closing days when maintenance works were carried out;
  - (vii) switching on and off the lights in the public area by phases;
  - (viii) turning on and off the air-conditioning supply in office area by phases to reduce energy consumption;
  - (ix) adjusting temperature settings in working area to save energy on air-conditioning;
  - (x) installing speed control sensors for outdoor escalators; and
  - (xi) using energy-saving lamps in lifts, office and common areas.
- (i) Photovoltaic Systems were installed at Hong Kong Science Museum, Hong Kong Museum of Coastal Defence and Hong Kong Museum of Art to promote the energy-saving concept by converting solar energy directly into electricity.
- (j) The following energy-saving initiatives were carried out at the headquarters building –

- (i) replacing the motors and controllers of all lifts with energy efficient models.
  - (ii) using solar control window films at all windows of the building;
  - (iii) rationalising the number of fluorescent lamps at office area to lower the illumination level;
  - (iv) installing occupancy sensors on all floors to control the on/off of the lights;
  - (v) switching off part of the lighting at G/F entrance and lobby area;
  - (vi) using passenger sensors for the two escalators;
  - (vii) using timers to control the water flushing of urinals at male toilets;
  - (viii) suspending the operation of lighting at the open space car park and outdoor planter boxes;
  - (ix) installing carbon monoxide (CO) and nitrogen dioxide (NO<sub>2</sub>) sensors to control the speed of ventilation fan at the basement car park;
  - (x) using separate electricity meters at G/F to 17/F to monitor the electricity consumption of individual floors; and
  - (xi) carrying out surprise checks outside office hours to ensure that any unnecessary equipment was turned off while not in use.
- (k) We regularly reviewed the lighting provisions in our venues with a view to reducing energy consumption as far as practicable. We took part in the lights out campaign of "Earth Hour 2012" organised by the World Wide Fund for Nature in March 2012. Save for operational needs and safety/security reasons, we switched off lights in the outer walls and outdoor areas of our venues all year round.
- (l) We appealed to colleagues to take part in the "Hong Kong No Air Con Night" organised by the Green Sense for turning off the air-conditioning at home for 12 hours from 7 pm on 27 September 2012 to 7 am on 28 September 2012.
- (m) We reminded our colleagues that in line with the mandatory Energy Efficiency Labelling Scheme under the Energy Efficiency (Labelling of Products) Ordinance, only the prescribed products (i.e. room air-conditioners, refrigerating appliances and compact fluorescent lamps) bearing Grade 1 or Grade 2 energy labels should be chosen.
- (n) We ceased the procurement of tungsten filament lamps unless justified on operational grounds.

### **(III) Other Green Measures**

3.23 Other green measures adopted are listed below -

- (a) we exercised vigilance in the use of water by regulating outflow of water taps and replacing them with timer-taps at our offices and venues as far as possible;
- (b) we achieved water saving by planting drought tolerant species at suitable locations and using less water for water features in major parks;

- (c) we issued good practices in energy saving (**Annex III**) for operational staff and contractors, who were constantly reminded to follow these good practices to achieve waste reduction and energy saving;
- (d) we promulgated on our Document Library a list of sales term contracts for waste disposal/recycling to facilitate the sale/recycling of unserviceable items;
- (e) we promoted the use of more green products, such as food waste compost and environmental-friendly pesticide for plants, and the recycle use of green wastes as soil conditioner for planting;
- (f) we placed waste separation bins (including 3-coloured and 4-in-1 bins) at over 460 venues, including parks, playgrounds, sports grounds, beaches, swimming pools, sports centres, water sports centres, outdoor recreation centres, camps, other cultural venues and the headquarters building;
- (g) for purchase of regulated products, we requested suppliers/manufacturers to provide the regulated products that are in compliance with the Volatile Organic Compound limit, including documentary proof in the quotation document;
- (h) we incorporated a provision in the cleansing and horticultural maintenance service contracts that contractors shall collect and sort all refuse in an environmental-friendly manner, and remove and dispose of the refuse properly in recyclable polythene bags;
- (i) we reminded colleagues to help reduce the use of plastic shopping bags upon the commencement of the Environmental Levy Scheme on Plastic Shopping Bags on 7 July 2009, to reduce distribution of non-woven bags in publicly funded activities, and to seriously review the need of providing umbrella bags to the public on rainy days. If provision of umbrella bags was necessary, plastic recycling bins were provided, where appropriate, so that used umbrella bags could be properly collected and recycled;
- (j) we conducted annual performance review to monitor the adoption of green measures and waste reduction practices by sections/offices; and
- (k) we promoted green practices for paper saving, energy saving as well as waste avoidance and reduction by issuing green tips to staff.

#### **(IV) Clean Air Charter**

3.24 On 27 November 2006, the Chief Executive signed the Clean Air Charter on behalf of the Government at the "Business for Clean Air" seminar organised by the Hong Kong General Chamber of Commerce. The Charter was initiated by the business sector in support of the Government's appeal to improve air quality in Hong Kong.

3.25 We have a fleet of 152 vehicles. The total mileage was 1 894 870 km in 2012 and the fuel consumption was 348 300 litres. The related emissions were about 9 848 kg of NO<sub>x</sub> and 819 kg of RSP<sup>3</sup>. In support of the campaign to improve air quality in Hong Kong, we have implemented the following measures –

3.The indirect emissions from vehicle fuel are calculated according to the formulae set out in the Guide to Clean Air Charter Report Writing published by EPD in Jan 2008.

- (a) we replaced three large vans with Euro V vehicles in 2012. With the replacement of environmental-friendly vehicles, emissions and fuel consumption will significantly be reduced;

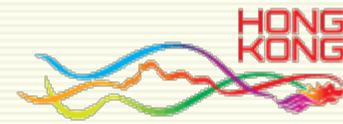
- (b) we have a plan to replace more conventional retired departmental cars with fuel efficient and low emission environmental-friendly vehicles continuously; and
- (c) we regularly refresh all departmental drivers about eco driving skill and remind them of good practices in operating the vehicles for reducing emissions.

### **(E) Minimising Air and Noise Pollution in Organising Leisure and Cultural Activities**

3.26 We monitored closely the generator and machinery installed for activities to ensure that dark smoke emission would not exceed the prescribed requirement as stipulated in the relevant Regulations.

3.27 We monitored the noise level of outdoor events and ensure that they were within the limits set in the relevant Regulations.

3.28 Following the amendments to the Smoking (Public Health) Ordinance (Cap 371) in 2006, statutory no smoking areas have been extended to cover all indoor workplaces and public places as well as some outdoor public places. The Department has implemented the smoking ban in these premises with effect from 1 January 2007.



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### Towards a Quality Future

4.1 We will continue to work towards our environmental goal by -

- planting trees, shrubs and seasonal flowers with a view to enhancing the visual impact with more seasonal colours;
- focusing our efforts of greening promotion on two aspects : family participation and local participation;
- preserving more assets of our heritage;
- providing more aesthetically pleasing open space for the enjoyment of the community; and
- maintaining our efforts in practising waste reduction and saving energy and natural resources for promotion of a greener working environment.

4.2 We believe that with the targets and goals we set for ourselves, we will continue to contribute towards a more sustainable development in environmental protection in Hong Kong.

#### Comments and Suggestions

4.3 This report can be viewed at our homepage at [www.lcsd.gov.hk](http://www.lcsd.gov.hk). We welcome any comments and enquiries on this report. Please write to our Departmental Green Manager through any of the following channels –

Mail : 13/F, LCS Headquarters,  
1-3, Pai Tau Street,  
Shatin,  
N.T.

Fax : 2603 0642

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Annex I

District	Summary of Massive Planting Programme 2012			
	Number of			
	Trees	Shrubs	Annuals	Total
C&W	37	92 058	90 533	182 628
Wch	31	71 615	19 919	91 565
E	1	72 062	19 348	91 411
S	558	53 550	23 730	77 838
SSP	60	18 752	15 279	34 091
YTM	129	199 091	26 930	226 150
KC	41	103 946	8 886	112 873
WTS	13	346 235	42 189	388 437
KT	3	253 613	7 495	261 111
Is	64	41 458	61 165	102 687
TM	130	64 983	19 379	84 492
YL	18	121 717	27 572	148 761
KwT	120	194 599	10 189	204 908
TW	3	77 115	28 745	105 863
N	169	106 297	44 667	151 133
TP	65	130 536	121 981	252 582
ST	49	38 985	12 728	51 762
SK	55	235 772	37 894	273 721
	<b>1 546</b>	<b>2 221 838</b>	<b>618 629</b>	<b>2 842 013</b>





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<u>Item No.</u>	<u>District</u>	<u>Project Title</u>	<u>Additional Open Space Area (ha)</u>
1	C&W	Advance Promenade (including the Green Carpet Extension Area)	2.82
2	E	Provision of Colour-coated Hard Surface Soccer Pitch at Shau Kei Wan No. 2 Fresh Water Service Reservoir	0.51
3	E	Quarry Bay Promenade	0.59
4	YTM	A sitting out area at the junction of Nullah Road and Nathan Road	0.05
5	Is	Construction of Children Playground at Chung Wai Street, Area 25, Tung Chung	0.36
6	TM	Reconstruction and addition of recreational facilities at the roadside sitting-out area in Wing Fat Lane	0.09
7	YL	Conversion of ex-Wing Hing School, Pat Heung, into Sitting-out Area	0.18
8	N	Provision of Sitting-out Area at Hang Tau Village, Sheung Shui	0.03
9	N	Beautification of access road between Ching Ho Estate and Kai Leng Village, Sheung Shui	0.06
10	ST	Works on Improvement of the Vacant Site next to Vista Paradiso and Chung On Estate	0.08
11	ST	Works on Improvement of the Vacant Site next to the Waterside and Kam Fung Court	1.29

		of Chung On Estate	
12	SK	Sitting-out Area at Fuk Man Road Nullah, Sai Kung	0.46
		<b>Total</b>	<b>6.52</b>

<b>B. Open Space Projects to be Completed in 2013</b>			
<u>Item No.</u>	<u>District</u>	<u>Project Title</u>	<u>Additional Open Space Area (ha)</u>
1	C&W	Improvement Works of the Mt. Davis Fresh Water Services Reservoir	1.08
2	E	Development of the Woodside at Mt. Parker near Quarry Bay Salt Water Reservoir Sitting-out Area	0.04
3	KT	Improvement Works for the extension of Elegance Road Garden	0.03
4	KC	Runway Park at Kai Tak, Kowloon City District - Phase 1	2.82
5	TM	Construction of a pet garden underneath the Deep Bay Link Bridge (Southern Section) near the junction of Castle Peak Road and Fuk Hang Tsuen Road	0.28
6	TM	Improvement of a sitting-out area opposite to Tai Hing North LRT Station	0.09
7	KwT	Development of Open Space near Wonderland Villas, Kwai Chung	0.22
8	YL	Construction of Sitting-out Area at Ha Mei San Tsuen Road	0.06
9	YL	Construction of Sitting-out Area at Shui Tsui San Tsuen Road	0.09
10	N	Construction of Standard Gateball Court at Pak Fuk Tin Sun Playground, Fanling	0.05
11	TP	Improvement to the existing half-sized basketball court at San Tong Village, Tai Po	0.03
12	SK	Town Park, indoor velodrome-cum-sports centre in Area 45, Tseung Kwan O	5.30
13	SK	Sitting-out Area in Area 77, TKO	1.20
14	SK	Temporary Community Garden in Area 15, TKO	0.24
15	SK	District Open Space in Area 56 Tseung Kwan O	1.47
		<b>Total</b>	<b>13.00</b>





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**Annex III****Suggested Good Practices for Operational Staff and Contractors**

- Choose energy efficient electrical appliances.
- Do without unnecessary electrical appliances, e.g. electric pencil sharpener.
- Use power-saving light bulbs.
- Reduce lighting to minimum level required for illumination.
- Switch off the air-conditioner and lights on leaving the room.
- Use lead-free petrol.
- Switch off vehicles or machines when not in use.
- Save paper, print or photocopy only when necessary.
- Write on both sides of every piece of paper before throwing it away.
- Reuse envelopes.
- Use your own cup. Avoid throw-away paper cup and other utensils.
- Minimise copies of circulars (e.g. by circulating a copy to staff).
- Reuse loose minute jackets.
- Avoid use of fax leader pages.
- Minimise copies of flimsies and reference copies at meetings.
- Photocopy on both sides of every piece of paper as far as possible.
- Photocopy on the unused side of waste paper for internal use documents.
- Separate all recyclables, such as metal cans, plastics and waste paper and place the separated recyclables into recycling bins for local recyclers to collect.
- Use rechargeable batteries instead of disposable batteries.
- Recycle ink/toner cartridges of printers/fax machine/photocopiers.
- Reuse the pen shafts by using refills and use the greener clutch pencils and refills instead of traditional wooden pencils.

- For organising/attending events and meetings, invitations should be in electronic means as far as practicable, corsages should not be used and name badges should be reduced to an absolute minimum.
- The use of materials for events and functions should be carefully chosen to the effect that they can be reused.
- Do not smoke in public places.
- Save water. Turn off water taps when not in use. Repair leaked water taps as soon as possible.