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## Our Performance



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### Environmental Policy

We are committed to contributing to environmental sustainability and promoting a better environment for the community of Hong Kong through the formulation of planning policies and standards, the preparation and implementation of town plans as well as the promotion of green office practices in the Department. To maintain a high standard of environmental performance, we will:

- take full account of the environmental implications of all planning activities;
- facilitate the achievement of a quality-built environment and the protection of natural environment; and encourage environmentally responsible development;

- enforce the Town Planning Ordinance against unauthorised developments which result in adverse environmental impacts;
- comply with the requirements of relevant environmental protection ordinances;
- promote public awareness on environmental sustainability issues;
- cultivate a clean, tidy, healthy and safe office environment; promote and implement green housekeeping measures; and raise staff awareness of their environmental responsibilities through training and publicity programmes; and
- regularly review the environmental aspects and impacts of our planning activities and office practices; and build up the Department's environmental management system.

### **Environmental Management System**

The Department applies an Environmental Management System to undertake the planning, implementation and monitoring of the Department's environmental initiatives and programme in a co-ordinated way.

### **Environmental Management System of the Planning Department**

Planning Department Management Committee (Chaired by Director of Planning)

- to provide directives on environmental policy of the Department

Focus on green management of the departmental businesses

Environmental Management Committee (Chaired by Assistant Director, i.e. the Green Manager of the Department)

- to assist in building up the Department's environmental management system by reviewing the environmental policy for approval by the Planning Department Management Committee; and reviewing, implementing and monitoring environmental actions including environmental objectives, targets and programmes
- to monitor and undertake management review on the performance of the Department's environmental actions in the aspects of its business and office operations
- to assess and advise on training requirement on environmental awareness and practices
- to report the environmental performance of the Department
- to oversee the work of the Green Housekeeping Committee of the Department

Focus on green office management

#### Green Housekeeping Committee (Chaired by Chief Town Planner)

- to introduce and oversee the implementation of green housekeeping measures of the Department

#### Environmental Committees

- to share experience in green office practices among green executives in the same building and to report green office management matters of offices in the same building and propose green measures to the Green Housekeeping Committee
- to disseminate environmental information of the Green Housekeeping Committee

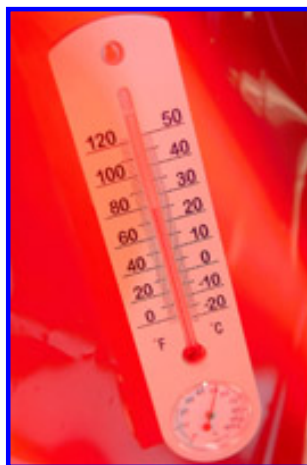
### Green Housekeeping Measures

The Planning Department Green Housekeeping Committee continued its efforts in promoting and introducing new green initiatives in the office and enhancing staff's environmental awareness. The Committee organised a 'Green Measures & Quality Living' photo competition between September and November 2008. Funded as a Staff Motivation Scheme activity, the competition was successful in raising staff's awareness in green issues. The prized entries were exhibited at the Department's headquarters.

#### 'Green Measures & Quality Living' Photo Competition



Winner



1st Runner-up



2nd Runner-up

As in the last six years, a Collect-for-Reuse Programme was organised in October 2008 to promote waste reduction and material reuse practices. Used clothes, toys, house ware, electrical appliances, computer equipment and CDs/VCDs/DVDs were collected from staff and channelled to relevant charity and recycling agents. The active participation of staff in helping the needy through the green activities was encouraging.



**Old items collected for re-use and recycling**

The green office management of the Department in terms of consumption of paper and envelopes in 2008 is indicated below:

- There was an increase of 11.7% in paper consumption in 2008 as compared to 2007. This was mainly due to the increase in the number of public engagement exercises for planning studies undertaken and the amount of representations to statutory plans processed in the year.
- There was an increase of 6.9% in respect of consumption of envelopes as compared to 2007. This was also mainly due to the increase in the number of public engagement exercises for planning studies undertaken in the year. The Green Housekeeping Committee will closely monitor paper and envelope consumption and remind colleagues to continue to be environmentally conscious and minimise paper and envelope usage as far as possible.

Other green measures include :

- 13 920 kg of paper were collected for recycling;
- 23 boxes of used clothes, handbags, shoes and toys, 16 electrical appliances and 1 computer set were collected for reuse by charitable organisations;
- Green activities to enhance staff's awareness in environmental protection were organised. Jointly organised with the Planning Department Staff Recreation Club, a day trip to wetland in Tung Chung was organised in November 2008. This activity was well received by the participants.
- Installation of lighting sensors in cellular offices, which will automatically switch off the lighting when the offices are not in use, was on-going.
- Government/departmental forms were uploaded onto the Intranet for staff's easy retrieval.





Day Trip to Wetland in Tung Chung

### Conservation-related zones

The scarcity of land and increasing development pressure impose threats to our natural environment. Through zoning designation, we help safeguard our natural environment against undesirable development in areas of high conservation value.

As at end of 2008, about 9 024 hectares (or 24%) of land in the New Territories fall within the following conservation-related zones on the relevant statutory plans : 'Conservation Area', 'Site of Special Scientific Interests', 'Country Park', 'Coastal Protection Area', and 'Other Specified Uses' annotated 'Comprehensive Development to include Wetland Restoration Area'; and 'Comprehensive Development and Wetland Enhancement Area'.

### Planning Enforcement Against Unauthorised Development

The proliferation of open storage and workshop uses in the rural New Territories has led to environmental degradation and caused nuisance to the local communities. These activities, if not regulated, may cause problems like flooding, air and water pollution, traffic congestion and even posing threat to the life and property. Apart from the planning permission system, planning enforcement and prosecution actions against the unauthorised developments that contravene the statutory plans are essential to address the problem of rural degradation. [Appendix 3](#) is a summary of the enforcement and prosecution actions undertaken by the Planning Department in 2008. There were also publicity campaign including broadcasting on television and radio, publication of pamphlets and posters, and undertaking outreach education programmes at secondary schools to increase the public's awareness of conserving the environment.



Unauthorised car park before enforcement action











Site cleared and reinstated after taking enforcement action

### **Computer Aided Sustainability Evaluation Tool (CASET)**

A computerised decision support system known as CASET has been developed to assist the Government's evaluation of sustainability implications of major strategic policies and projects. The outputs of CASET would provide information on the effects of policies or projects across a number of sectors for decision makers to consider. CASET has also been employed by the Planning Department as one of the means to conduct sustainability assessment of town plans and major planning studies that may bring about significant or prolonged implications on the economic, social and environmental conditions of Hong Kong. In 2008, a total of 21 sustainability assessments were conducted.



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## Appendices



[Appendix 1](#)



[Appendix 2](#)



[Appendix 3](#)

### Statistics of Enforcement and Prosecution action undertaken in 2008

In 2008, the Central Enforcement and Prosecution Section of the Department investigated a total of 1 090 suspected unauthorised developments (UDs) in the New Territories. Among these, 334 were confirmed to be UD. After taking enforcement and prosecution actions, 267 UD (covering about 57 hectares of land) were discontinued. Moreover, a total of 112 UD cases (covering about 40 hectares of land) were regularised through the planning application system. Table 1 indicates the number of UD discontinued or regularised with land areas involved.

Table 1 Number of Unauthorised Developments Discontinued or Regularised in 2008 after Enforcement Actions by Geographical District

Geographical District	No. of Discontinued Cases (ha)	No. of Regularised Cases (ha)
North West New Territories	217 (47.94)	101 (34.21)
North East New Territories	47 (8.53)	10 (3.57)
Sai Kung	2 (0.30)	1 (2.55)
Islands	1 (0.05)	---
<b>Total</b>	<b>267 (56.82)</b>	<b>112 (40.33)</b>

As at December 31, 2008, enforcement actions were being taken on 446 UD. The geographical distribution of these UD (with land area involved) by type

is shown in Table 2 while Table 3 indicates the percentage of UDs by type.

Table 2 Number of Unauthorised Developments Enforced (with Land Area involved) by Geographical District and Type as at December 31, 2008

Geographical District	General Open Storage (ha)	Filling of Land / Pond (ha)	Container Storage / Container Trailer Park (ha)	Car Park (ha)	Workshop (ha)	Others (ha)	Total (ha)
North West New Territories	127(23.1)	42(13.6)	35(42.8)	27(5.0)	27(3.0)	53(17.2)	311(104.7)
North East New Territories	67(11.2)	31(7.8)	3(0.5)	10(1.5)	3(1.1)	11(4.4)	125(26.5)
Sai Kung	2(0.2)	5(4.2)	---	---	---	2(0.9)	9(5.3)
Islands	1(0.01)	---	---	---	---	---	1(0.01)
<b>Total</b>	<b>197(34.5)</b>	<b>78(25.6)</b>	<b>38(43.3)</b>	<b>37(6.5)</b>	<b>30(4.1)</b>	<b>66(22.5)</b>	<b>446 (136.5)</b>

Table 3 Distribution of Unauthorised Developments by Type as at December 31, 2008

Type	Percentage
General Open Storage	44%
Filling of Land / Pond	17%
Container Storage / Container Trailer Park	9%
Car Park	8%
Workshop	7%
Others	15%
<b>Total</b>	<b>100%</b>

In 2008, 3 508 warning letters/reminders, 1 721 enforcement notices, 473 reinstatement notices, 45 stop notices and 1 654 compliance notices were issued to responsible persons of UDs. Table 4 shows the number of warning letters/reminders and notices issued in different districts.

Table 4 Number of Warning Letters / Reminders and Notices Issued in 2008 by Geographical District

Geographical District	Warning Letter/Reminder (No. of Cases)	Enforcement Notice (No. of Cases)	Reinstatement Notice (No. of Cases)	Stop Notice (No. of Cases)	Compliance Notice (No. of Cases)
North West New Territories	2 907(400)	1 426(195)	195(30)	1(1)	1 085(155)
North East New Territories	553(130)	286(56)	266(50)	29(3)	469(72)
Sai Kung	43(8)	7(7)	12(5)	15(2)	96(8)



Islands	5(3)	2(1)	---	---	4(2)
<b>Total</b>	<b>3 508(541)</b>	<b>1 721(259)</b>	<b>473(85)</b>	<b>45(6)</b>	<b>1 654(237)</b>

On prosecution action, 237 summonses in respect of 54 cases were laid in 2008. 184 defendants in respect of 42 cases were convicted under section 23(6) of the Town Planning Ordinance (the Ordinance) for non-compliance with notices issued by the Planning Authority. Three defendants in respect of three cases were convicted under sections 20(7) and 20(8) of the Ordinance for undertaking/continuing UD's. Table 5 gives a summary of the number of defendants convicted with fines in 2008.

Table 5 Number of Defendants Convicted with Fines in 2008

Convicted Under	No. of Defendants Convicted	No. of Cases	Range of Fine Per Defendant	Average Fine Per Defendant
s.23(6)	184	42	\$360 - \$450,000	\$14,328
s.20(7) & s.20(8)	3	3	\$15,000 - \$25,000	\$21,667
<b>Total</b>	<b>187</b>	<b>45</b>	<b>---</b>	<b>---</b>

