

Head 82 — BUILDINGS DEPARTMENT

Controlling officer: the Director of Buildings will account for expenditure under this Head.

Estimate 2003–04 **\$769.2m**

Establishment ceiling 2003–04 (notional annual mid-point salary value) representing an estimated 905 non-directorate posts as at 31 March 2003 reducing by 36 posts to 869 posts as at 31 March 2004..... **\$345.3m**

In addition there will be an estimated 30 directorate posts as at 31 March 2003 and as at 31 March 2004.

Capital Account commitment balance **\$37.4m**

Controlling Officer's Report

Programme

Buildings and Building Works

This programme contributes to Policy Area 22: Buildings, Lands and Planning (Secretary for Housing, Planning and Lands) and Policy Area 31: Housing (Secretary for Housing, Planning and Lands).

Detail

	2001–02 (Actual)	2002–03 (Approved)	2002–03 (Revised)	2003–04 (Estimate)
Financial provision (\$m)	648.7	854.6 (+31.7%)	748.9 (–12.4%)	769.2 (+2.7%)

Aim

2 The aim is to promote building safety, enforce building standards and improve the quality of building development.

Brief Description

3 With this aim, the department provides services to owners and occupants in both existing and new buildings in the private sector through enforcement of the Buildings Ordinance.

4 As regards existing buildings, the services provided include reducing dangers and nuisances caused by unauthorised building works and advertisement signboards; promoting proper repairs of old buildings and slopes; considering and approving alteration and addition works; improving fire safety measures in buildings and providing advice on the suitability of premises for the issue of licences for specified commercial uses.

5 As regards new buildings, the department scrutinises and approves building plans, carries out audit checks on construction works and site safety and issues occupation permits upon completion of new buildings.

6 In 2002, the department continued to step up enforcement action against unauthorised building works. In addition, the department undertook the following initiatives and measures:

Existing Buildings

- increasing the number of buildings targeted for conducting large-scale blitz clearance of unauthorised building works, mainly on external walls, from 1 000 to 1 500;
- increasing the number of buildings targeted for the pilot co-ordinated maintenance of buildings scheme from 150 to 200;
- increasing the number of unauthorised building works removed from 20 600 to 37 900;
- increasing the number of removal orders on unauthorised building works from 13 200 to 54 000;
- reducing the processing time for advising on licence applications for tutorial schools and massage establishments;
- extending the pilot building records management system for storage and retrieval of building plans and records in the form of electronic images to cover Mongkok, Wanchai, Causeway Bay and part of Central and Western Districts in addition to Yau Tsim District;
- increasing the number of applications processed under the Comprehensive Building Safety Improvement Loan Scheme, from 1 700 to 3 400, thereby providing better support to owners in improving building safety;
- issuing a comprehensive layman's manual on building maintenance;
- sustaining a public education and publicity campaign on building safety and maintenance; and

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- formulating a framework for the statutory control of minor works in existing buildings including alteration and addition, removal of unauthorised building works, and erection and removal of signboards.

New Buildings

- commencing the second stage review of the Buildings Ordinance and Regulations involving the modernisation of the construction and planning standards;
- issuing the second joint practice note to facilitate the construction of environmentally friendly and innovative buildings;
- commissioning a consultancy study on the provision of facilities in buildings for persons with a disability and the elderly;
- commissioning a consultancy study to devise a system for assessing the environmental design and performance of buildings;
- implementing the site auditing strategy on foundation and superstructure works; and
- implementing the first stage re-engineering of the building plan processing system to expedite and facilitate the building development process.

7 The key performance measures in respect of buildings and building works are:

Targets

	Target	2001 (Actual)	2002 (Actual)	2003 (Plan)
<i>24-hour Emergency Services</i>				
time for responding to emergencies	3 hours	98.7%	98%	100%
<i>Existing Buildings</i>				
no. of buildings targeted for clearance of unauthorised building works	1 000/year§	1 571	1 759§	1 000
no. of buildings covered by the co-ordinated maintenance of buildings scheme.....	150/yearΩ	150	200	200
no. of single-staircase buildings improved under rooftop structure clearance operations.....	700/year#	402	632	700
no. of prescribed commercial premises inspected for improvement of fire safety measures†.....	150/year	205	191	190
no. of specified commercial buildings inspected for improvement of fire safety measures††.....	140/year	148	152	140
no. of composite buildings inspected for improvement of fire safety measures@ ..	900/year	519	907	900
no. of advertisement signboards removed/ repaired	1 200/year	1 491	1 917	1 200
time for advising on restaurant licence applications under the Application Vetting Panel system.....	14 days	94%	95%	95%
time for making existing building records available for public viewing	10 days	91.2%	92%	93%
<i>New Buildings</i>				
time for processing building plans:				
new submissions	60 days	99.5%	100%	100%
re-submissions	30 days	98.4%	99.6%	100%
time for processing applications for consent to commence building works.....	28 days	98.3%	99.5%	100%
time for processing applications for occupation permits	14 days	99.7%	100%	100%

§ The targets for the large-scale blitz clearance operation to remove unauthorised building works mainly on the external walls of buildings and some on roofs and podiums and some in backlanes and yards for 2000 and 2001 were 400 and 900 buildings respectively. The revised target since 2002 is 1 000.

Ω This target was introduced in 2000 for a pilot scheme. The effectiveness of the pilot scheme will be further reviewed in 2003.

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- # This target was introduced in 2001. The clearance operations in 2002 were in steady progress.
- † Under the Fire Safety (Commercial Premises) Ordinance, fire safety improvement is required for premises used for banking, off-course betting, jewellery or goldsmith's business, supermarket, department store or shopping arcade, with a floor area exceeding 230 m².
- †† Under the Fire Safety (Commercial Premises) Ordinance, fire safety improvement is required for commercial buildings constructed or designed on or before 1 March 1987 for office, business, trade or any entertainment use.
- @ This target was introduced in mid-2001 for inspections of old composite (commercial/residential) buildings. After inspections, the department advises owners/occupiers to improve fire safety measures.

Indicators

	2001 (Actual)	2002 (Actual)	2003 (Estimate)
<i>24-hour Emergency Services</i>			
no. of emergency reports attended to.....	852	836	900
<i>Existing Buildings</i>			
no. of reports from members of the public on unauthorised building works attended to.....	13 817	15 555	13 000
no. of removal orders issued on unauthorised building works	13 212	54 010	25 000
no. of unauthorised structures removed and irregularities rectified.....	20 647	37 923	30 000
no. of reports from members of the public on dilapidated buildings attended to.....	6 215	5 496	5 000
no. of repair orders issued on dilapidated buildings.....	295	671	350
no. of dilapidated buildings repaired.....	390	517	500
no. of repair orders issued on dangerous slopes.....	265	222 Δ	160Δ
no. of dangerous slopes repaired.....	73	97	70
no. of prescribed commercial premises issued with fire safety directions.....	121	120	120
no. of specified commercial buildings issued with fire safety improvement directions.....	141	141	140
no. of composite buildings issued with advisory letters to improve fire safety.....	519	900	900
no. of licence/registration applications processed (restaurants, places of public entertainment, tutorial schools etc.).....	6 337	7 428	7 000
<i>Comprehensive Building Safety Improvement Loan Scheme</i>			
no. of loan applications processed.....	1 726	3 408	2 000
no. of loan applications approved.....	1 457	2 830	1 850
total amount of loans committed (\$m).....	45.7	83.8	70.0
<i>New Buildings</i>			
no. of new building proposals approved.....	274	361	300
no. of plans received and processed.....	10 829	11 401	10 200
no. of occupation permits issued.....	209	234	220
gross floor area of new building proposals approved (in 1 000 m ²).....	3 448	3 187	2 800
no. of site audit checks made.....	4 115	6 326	6 000
no. of sites inspected.....	1 310	1 299	1 200

Δ The decrease in the number of repair orders issued on dangerous slopes is due to the decrease in the number of private slopes requiring repair based on a safety-screening, and in the number of landslips that occurred on private slopes.

Matters Requiring Special Attention in 2003–04

- 8 During 2003–04, the department will take forward initiatives in all areas of its work. In particular, it will:
- sustain action to improve building safety, targeting 1 000 buildings for carrying out blitz clearance of unauthorised building works on the external walls, and 700 single-staircase buildings for clearance of illegal rooftop structures;
 - provide assistance to building owners in maintaining their buildings by the expanded scope of the Comprehensive Building Safety Improvement Loan Scheme;
 - sustain a public education and publicity campaign on the need for periodical safety inspection and maintenance of buildings;
 - review the need for introducing statutory requirements for periodic maintenance of buildings;

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- upgrade the fire safety standards of old composite buildings in collaboration with the Fire Services Department;
- complete the study on the provisions of facilities in buildings for persons with a disability and the elderly;
- complete the review of drainage standards of buildings;
- develop new construction and planning standards under the Buildings Ordinance to suit the need of modern building design and construction;
- introduce an integrated supervision plan system for building works and street works;
- continue to prepare for amendments to the Buildings Ordinance, including provisions for registration of geotechnical engineers, control of minor building works and advertisement signboards; and
- encourage construction of environmentally friendly and innovative buildings by, inter alia, developing a green labelling system.

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ANALYSIS OF FINANCIAL PROVISION

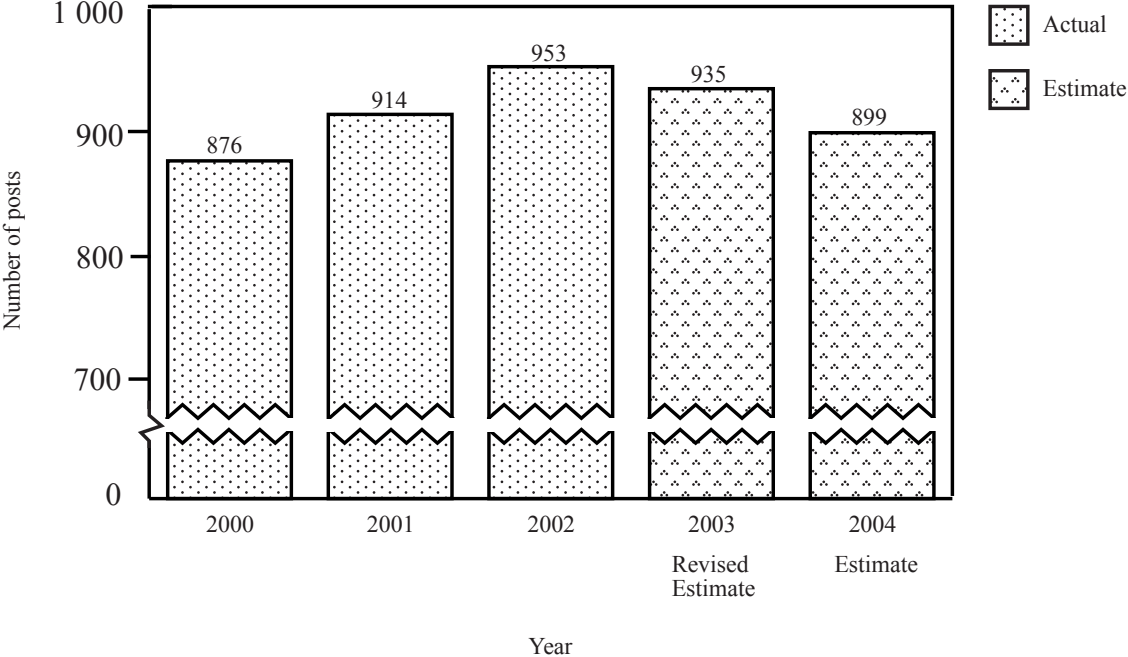
Programme	2001-02 (Actual) (\$m)	2002-03 (Approved) (\$m)	2002-03 (Revised) (\$m)	2003-04 (Estimate) (\$m)
Buildings and Building Works.....	648.7	854.6 (+31.7%)	748.9 (-12.4%)	769.2 (+2.7%)

Analysis of Financial and Staffing Provision

Provision for 2003-04 is \$20.3 million (2.7%) higher than the revised estimate for 2002-03. This is mainly due to additional provision in 2003-04 to pay Land Registry's fees for providing ownership information and registration of orders/notices/directions arising from the issue of extra orders in 2002 to remove unauthorised building works, demolish illegal rooftop structures in single-staircase buildings and carry out fire safety inspection and enforcement in composite buildings. The increase is also due to the full-year effect of posts filled and deleted in 2002-03, partly offset by the full-year effect of civil service pay cut and deletion of 36 posts in 2003-04.

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Changes in the size of the establishment
(as at 31 March)



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Sub-head (Code)		Actual expenditure 2001-02	Approved estimate 2002-03	Revised estimate 2002-03	Estimate 2003-04
		\$'000	\$'000	\$'000	\$'000
Recurrent Account					
000	Operational expenses.....	639,807	739,500	681,767	682,218
227	Payment for Land Registry/Companies Registry Trading Fund services.....	—	84,173	46,330	60,454*
	Total, Recurrent Account	639,807	823,673	728,097	742,672
Capital Account					
I — Plant, Equipment and Works					
661	Minor plant, vehicles and equipment (block vote).....	1,470	1,460	1,460	760
	Total, Plant, Equipment and Works	1,470	1,460	1,460	760
II — Other Non-Recurrent					
700	General other non-recurrent	7,448	29,508	19,379	25,802
	Total, Other Non-Recurrent	7,448	29,508	19,379	25,802
	Total, Capital Account	8,918	30,968	20,839	26,562
	Total Expenditure.....	648,725	854,641	748,936	769,234

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Details of Expenditure by Subhead

The estimate of the amount required in 2003–04 for the salaries and expenses of the Buildings Department is \$769,234,000. This represents an increase of \$20,298,000 over the revised estimate for 2002–03 and of \$120,509,000 over actual expenditure in 2001–02.

Recurrent Account

2 Provision of \$682,218,000 under *Subhead 000 Operational expenses* is for the salaries and allowances of staff of the Buildings Department and its other operating expenses.

3 The establishment as at 31 March 2003 will be 935 permanent posts. It is expected that 36 permanent posts will be deleted in 2003–04. Subject to certain conditions, the controlling officer may under delegated powers create or delete non-directorate posts during 2003–04, but the notional annual mid-point salary value of all such posts must not exceed \$345,288,000.

4 An analysis of financial provision under *Subhead 000 Operational expenses* is as follows:

	2001–02 (Actual) (\$'000)	2002–03 (Original Estimate) (\$'000)	2002–03 (Revised Estimate) (\$'000)	2003–04 (Estimate) (\$'000)
Personal Emoluments				
- Salaries.....	457,859	527,740	471,837	475,517
- Allowances.....	4,608	4,868	7,915	7,895
- Job-related allowances	397	71	15	2
Personnel Related Expenses				
- Mandatory Provident Fund contribution.....	—	—	—	418
Departmental Expenses				
- Hire of services and professional fees.....	4,436	5,057	4,600	3,349
- Contract maintenance.....	1,610	3,331	3,205	3,132
- General departmental expenses.....	170,897	198,433	194,195	191,905
	639,807	739,500	681,767	682,218

5 Provision of \$60,454,000 under *Subhead 227 Payment for Land Registry/Companies Registry Trading Fund services* is for the payment of fees to the Land Registry and Companies Registry for providing ownership information and registration of orders/notices/directions and represents an increase of \$14,124,000 (30.5%) over the revised estimate for 2002–03. This is mainly due to the issue of extra orders in 2002 to remove unauthorised building works, demolish illegal rooftop structures in single-staircase buildings and carry out fire safety inspection and enforcement in composite buildings.

Capital Account

Plant, Equipment and Works

6 Provision of \$760,000 under *Subhead 661 Minor plant, vehicles and equipment (block vote)* represents a decrease of \$700,000 (47.9%) against the revised estimate for 2002–03. This is mainly due to reduced requirements for expenditure on minor plant and equipment.

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Capital Account

Commitments

Sub-head (Code)	Item (Code)	Ambit	Approved commitment	Accumulated expenditure to 31.3.2002	Revised estimated expenditure for 2002-03	Balance
			\$'000	\$'000	\$'000	\$'000
700		<i>General other non-recurrent</i>				
	003	Contracting out microfilming of building records	31,260	25,134	2,000	4,126
	007	Translation and production of codes of practice and design manuals in Chinese	500	65	100	335
	011	Consultancy to compile a full list of existing private buildings in Hong Kong	3,300	—	—	3,300
	012	Consultancy to review Code of Practice for Fire Safety in buildings and renovation works.....	9,900	—	3,990	5,910
	013	Consultancy to review Building Regulations on lighting and ventilation of buildings	6,000	2,997	1,496	1,507
	014	In-situ tests on cantilevered slab canopies	5,700	2,734	730	2,236
	015	Consultancy to review Building Regulations on drainage of buildings.	4,000	447	1,025	2,528
	016	Consultancy for water seepage and drain leakage investigation	3,200	680	1,587	933
	018	Pilot project on electronic imaging of building records	6,640	1,174	4,000	1,466
	019	Consultancy study on the seismic effects on buildings in Hong Kong.....	5,000	—	1,000	4,000
	020	Consultancy study to draft a Comprehensive Environmental Performance Assessment Scheme for Buildings.....	5,600	—	2,091	3,509
	021	Consultancy study to draft a Design Manual on Barrier Free Access and Facilities for Persons with a Disability and the Elderly	4,500	—	—	4,500
	022	Consultancy to draft a Limit-State Code for Structural Use of Steel in Hong Kong	3,200	—	160	3,040
		Total.....	<u>88,800</u>	<u>33,231</u>	<u>18,179</u>	<u>37,390</u>