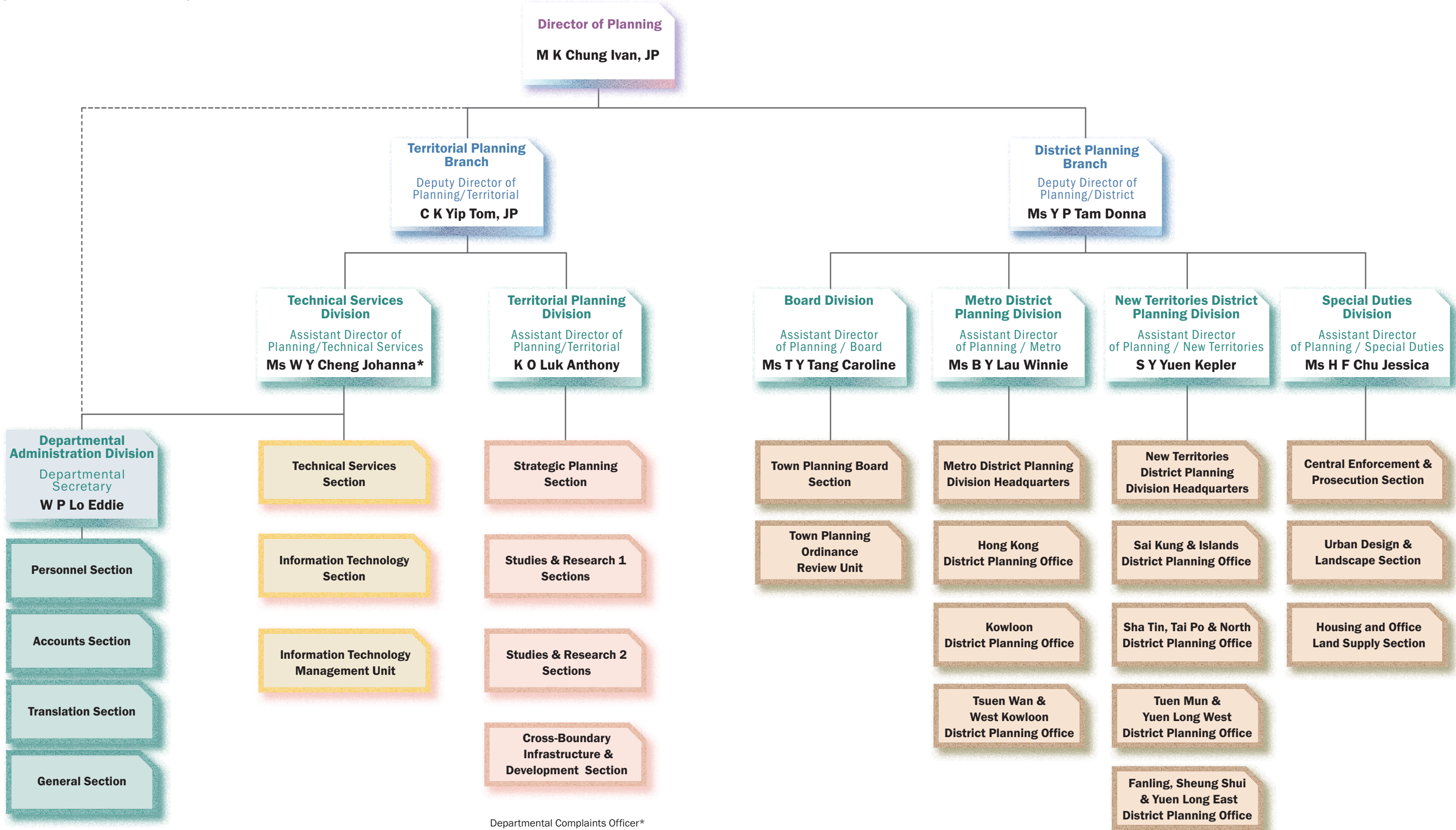


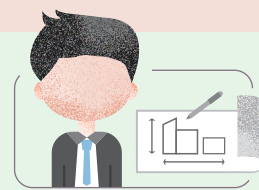
Appendix 1

Organisation Chart of the Planning Department

(as at December 31, 2024)



Appendix 2



Major Consultancy Studies undertaken by the Planning Department as at 2024



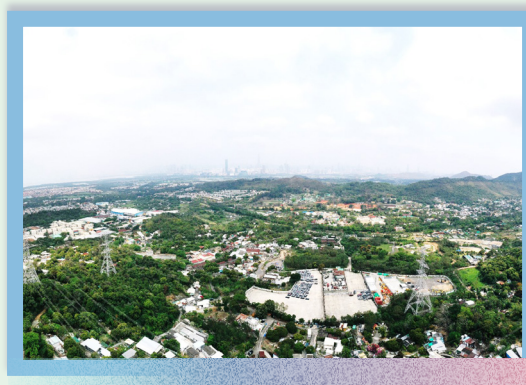
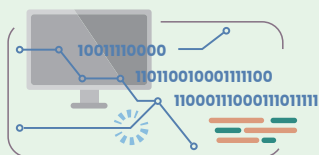
Study on Artificial Islands in the Central Waters



First Phase Development of the New Territories North - San Tin / Lok Ma Chau Development Node - Investigation



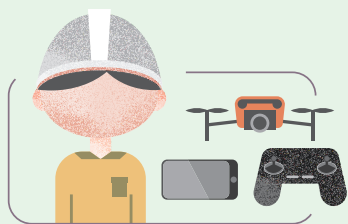
Remaining Phase Development of the New Territories North (NTN) - Planning and Engineering Study for NTN New Town and Man Kam To - Investigation



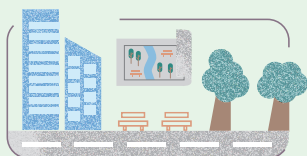
Land Use Review Study for Ngau Tam Mei Area - Feasibility Study



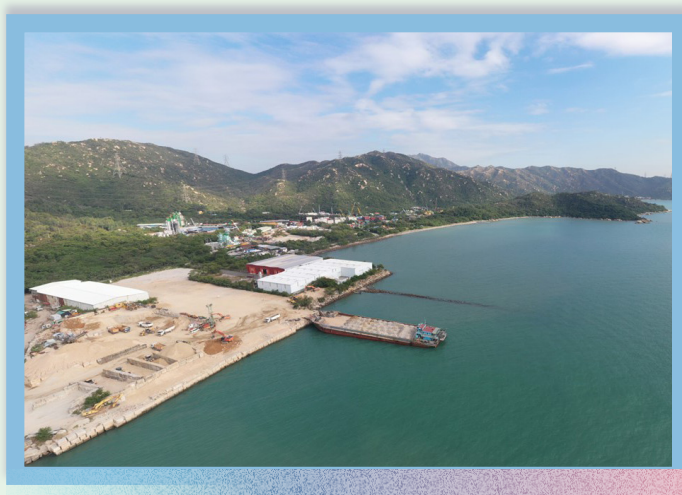
Land Use Review Study for Lau Fau Shan, Tsim Bei Tsui and Pak Nai - Feasibility Study



Ma Tso Lung Area and Other Sites in Kwu Tung North New Development Area and North District - Feasibility Study



Study for Developments of Tuen Mun East and Adjacent Green Belt Cluster - Feasibility Study



Planning and Engineering Study for Lung Kwu Tan Reclamation and the Re-planning of Tuen Mun West Area - Investigation



Appendix 3

Environmental Policy

- taking full account of the environmental implications of all planning activities;
- facilitating the achievement of a quality built environment and protection of the natural environment; and encouraging environmentally responsible development;
- enforcing the Town Planning Ordinance against unauthorised developments which result in adverse environmental impacts;
- complying with the requirements of relevant environmental protection ordinances;
- promoting public awareness on environmental sustainability issues;
- cultivating a clean, tidy healthy and safe office environment; promoting and implementing green housekeeping measures; and raising staff awareness of their environmental responsibilities through training and publicity programs; and
- regularly reviewing the environmental aspects and impacts of our planning activities and office practices; and building 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 coordinated way.

Planning Department Management Committee

- to provide directives on environmental policy of the Department.

Environmental Management Committee

- 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; and
- to oversee the work of the Green Housekeeping Committee of the Department.

Green Housekeeping Committee

- to introduce and oversee the implementation of green housekeeping measures of the Department; and
- to disseminate environmental information of the Environmental Management Committee.

Green Housekeeping Measures

Planning Department Green Housekeeping Committee (the Committee) continues its efforts in promoting and introducing new green initiatives in the office and enhancing staff's environmental awareness.

We have closely monitored paper consumption and reminded colleagues to be environmentally conscious and to minimise paper usage as far as practicable. The performance of the green office management of the Department in terms of consumption of paper in 2024 is set out below:

- 15,679 reams of recycled paper were consumed in 2024.

Other green measures included:

- 317 used toner cartridges disposed of by trade-in;
- 13 607 kg of paper collected for recycling;
- guidelines circulated to staff regularly to remind them that shark fins and other endangered species should be avoided as cuisines for official banquets or departmental staff activities as an endeavor of environmental protection;
- government/departmental forms uploaded onto the Intranet for staff's easy retrieval; and
- recycling bins for collecting used plastic, metal and paper placed at offices.

Appendix 4

Statistics of Enforcement and Prosecution Actions Undertaken in 2023

In 2023, the Central Enforcement and Prosecution (CEP) Section of the Department investigated a total of 1 791 suspected unauthorised developments (UDs) in the rural New Territories. Among these, 455 were confirmed to be UD. After taking enforcement and prosecution actions, 308 UD (covering about 64 hectares of land) were discontinued. Moreover, a total of 49 UD cases (covering about 9 ha of land) were subsequently obtained planning permission through the planning application system (**Table 1**).

Table 1 Number of Unauthorised Developments Discontinued or Obtained Planning Permission in 2023 after Enforcement Actions by Geographical District

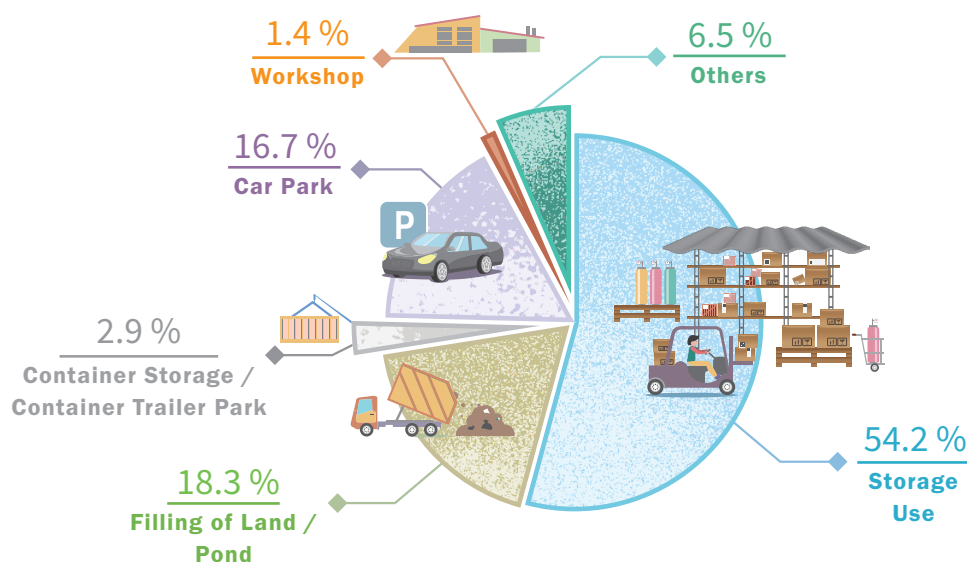
Geographical District	No. of Discontinued Cases (ha)	No. of Cases Obtained Planning Permission (ha)
North West New Territories	170 (33.03)	40 (7.34)
North East New Territories	120 (28.91)	9 (1.76)
Sai Kung	9 (1.45)	---
Islands	9 (0.92)	---
Total	308 (64.31)	49 (9.1)

In 2023, enforcement actions were being taken against 665 UD. The geographical distribution of these UD (with land area involved) by type is shown in **Table 2** while **Chart 1** indicates the percentage of UD by type.

Table 2 Number of Unauthorised Developments Enforced (with Land Area involved) by Geographical District and Type in 2023

Geographical District	Storage Use (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	212 (35.8)	48 (21.2)	14 (9.5)	38 (16.2)	6 (0.5)	21 (3.4)	339 (86.6)
North East New Territories	140 (28.8)	63 (23.1)	4 (1.5)	59 (10.0)	3 (1.1)	19 (4.1)	288 (68.6)
Sai Kung	7 (1.40)	8 (0.5)	---	11 (2.2)	---	2 (0.3)	28 (4.4)
Islands	2 (0.4)	3 (0.6)	1 (0.1)	3 (0.3)	---	1 (0.1)	10 (1.5)
Total	361 (66.4)	122 (45.4)	19 (11.1)	111 (28.7)	9 (1.6)	43 (7.9)	665 (161.1)

Chart 1 Distribution of Unauthorised Developments by Type in 2023



In 2023, 2 267 warning letters/reminders, 1 908 enforcement notices, 742 reinstatement notices and 2 309 compliance notices were issued to responsible persons of UD; there are no Stop Notices issued this year (**Table 3**).

Table 3 Number of Warning Letters / Reminders and Notices Issued in 2023 by Geographical District

Geographical District	Warning Letter / Reminder (No. of Cases)	Enforcement Notice (No. of Cases)	Reinstatement Notice (No. of Cases)	Compliance Notice (No. of Cases)
North West New Territories	1 235 (266)	1 205 (205)	426 (59)	1 032 (187)
North East New Territories	837 (155)	533 (111)	304 (48)	1 134 (160)
Sai Kung	121 (13)	121 (13)	12 (3)	67 (10)
Islands	74 (14)	49 (9)	0 (0)	76 (9)
Total	2 267 (448)	1 908 (338)	742 (110)	2 309 (366)

On prosecution action, 147 summonses in respect of 61 cases were laid in 2023. 106 defendants in respect of 49 cases were convicted under section 23(6) of the Town Planning Ordinance for non-compliance with notices issued by the Planning Authority (**Table 4**).

Table 4 Number of Defendants Convicted in 2023

Convicted Under	No. of Defendants Convicted	No. of Cases	Range of Fine Per Defendant	Average Fine Per Defendant
s. 23 (6)	106	49	\$5,868 - \$ 252,000	\$ 54,582
Total	106	49	---	---

Note:

There are no defendants convicted under section 20(7), section 20(8) and section 22(8) in 2023.

Statistics of Enforcement and Prosecution Actions Undertaken in 2024

In 2024, the CEP Section of the Department investigated a total of 1 995 suspected UD in the rural New Territories. Among these, 584 were confirmed to be UDs. After taking enforcement and prosecution actions, 358 UDs (covering about 88 hectares of land) were discontinued. Moreover, a total of 71 UD cases (covering about 17 ha of land) were subsequently obtained planning permission through the planning application system (**Table 5**).

Table 5 Number of Unauthorised Developments Discontinued or Obtained Planning Permission in 2024 after Enforcement Actions by Geographical District

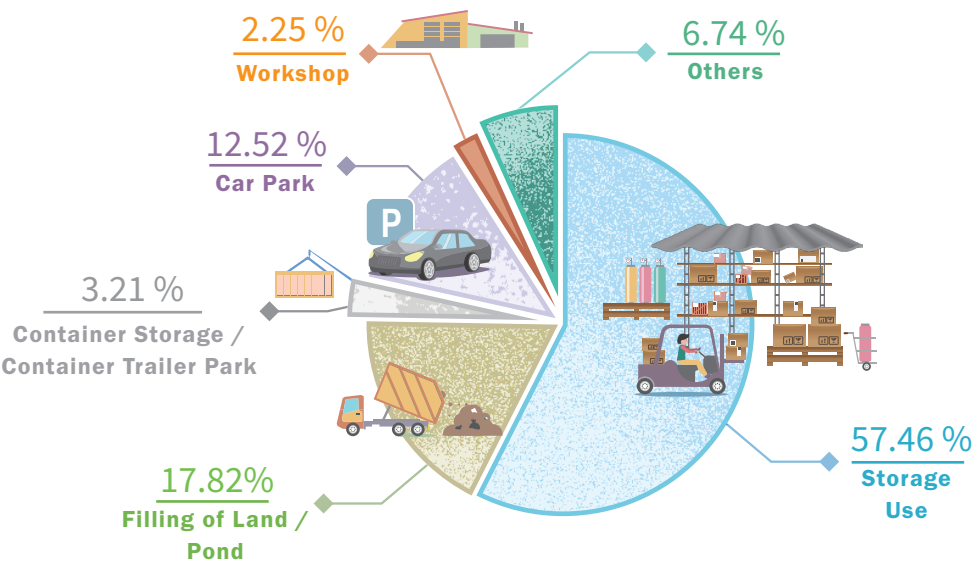
Geographical District	No. of Discontinued Cases (ha)	No. of Cases Obtained Planning Permission (ha)
North West New Territories	196 (49.49)	55 (15.01)
North East New Territories	146 (36.78)	16 (2.46)
Sai Kung	12 (1.33)	---
Islands	4 (0.60)	---
Total	358 (88.2)	71 (17.47)

In 2024, enforcement actions were being taken against 623 UD^s. The geographical distribution of these UD^s (with land area involved) by type is shown in **Table 6** while **Chart 2** indicates the percentage of UD^s by type.

Table 6 Number of Unauthorised Developments Enforced (with Land Area involved) by Geographical District and Type in 2024

Geographical District	Storage Use (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	221 (32.89)	46 (16.69)	13 (4.36)	24 (7.14)	12 (0.72)	17 (5.78)	333 (67.57)
North East New Territories	128 (30.97)	58 (14.09)	7 (1.81)	42 (5.29)	2 (0.35)	18 (5.42)	255 (57.93)
Sai Kung	5 (1.34)	3 (0.15)	---	9 (1.56)	---	5 (0.79)	22 (3.84)
Islands	4 (0.48)	4 (0.65)	1 (0.1)	3 (0.7)	---	2 (0.57)	13 (2.4)
Total	358 (65.68)	111 (31.57)	20 (6.17)	78 (14.69)	14 (1.07)	42 (12.56)	623 (131.74)

Chart 2 Distribution of Unauthorised Developments by Type in 2024



In 2024, 3 220 warning letters/reminders, 2 397 enforcement notices, 636 reinstatement notices and 2 580 compliance notices were issued to responsible persons of UD; there are no Stop Notices issued this year (**Table 7**).

Table 7 Number of Warning Letters / Reminders and Notices Issued in 2024 by Geographical District

Geographical District	Warning Letter / Reminder (No. of Cases)	Enforcement Notice (No. of Cases)	Reinstatement Notice (No. of Cases)	Compliance Notice (No. of Cases)
North West New Territories	2 199 (382)	1 489 (263)	384 (82)	1 233 (227)
North East New Territories	942 (236)	843 (150)	233 (55)	1 213 (160)
Sai Kung	41 (16)	33 (11)	3 (3)	107 (14)
Islands	38 (7)	32 (5)	16 (5)	27 (5)
Total	3 220 (641)	2 397 (429)	636 (145)	2 580 (406)

On prosecution action, 279 summonses in respect of 67 cases were laid in 2024. 217 defendants in respect of 65 cases were convicted under section 23(6) of the Town Planning Ordinance for non-compliance with notices issued by the Planning Authority (**Table 8**).

Table 8 Number of Defendants Convicted in 2024

Convicted Under	No. of Defendants Convicted	No. of Cases	Range of Fine Per Defendant	Average Fine Per Defendant
s. 20 (7) & (8)	1	1	\$25,000	\$25,000
s. 23 (6)	217	65	\$4,000 - \$355,700	\$45,154
Total	218	66	---	---

Note:

There are no defendants convicted under sections 22(8) in 2024.