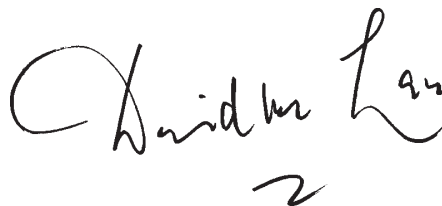


Message

In Hong Kong, about half of the population live in private multi-storey buildings, many of which are ageing. They lack proper building management and maintenance, resulting in dilapidation and posing safety problems. Several tragic fires in recent years have illustrated the gravity of the situation. There is a need for greater community awareness of the problem and owners of private buildings must take their responsibilities for managing their properties seriously.

Government's policy is to help the owners to help themselves. We encourage and facilitate the owners to manage their buildings properly. The Building Management Ordinance provides a legal framework for them to form owners' corporations (OCs) and carry out their responsibilities. We help them to form OCs and provide them with information on effective building management. We will keep up our efforts vigorously.

A Central Steering Committee on Fire Safety, chaired by me, has been established to promote fire safety and co-ordinate the community's efforts in this respect. Under its auspices, we have just completed a two-month public consultation exercise on "Proposals to improve fire safety in private buildings". We have proposed, inter alia, compulsory management for the problematic buildings and automatic formation of OCs for new buildings. The community has generally been receptive to the proposals. We are looking into the proposals' legislative and administrative implications and will introduce the necessary legislative amendments to bring the proposals to fruition.

A handwritten signature in black ink, reading "David H T Lan". The signature is fluid and cursive, with a large initial "D" and a stylized "L".

(David H T Lan)

Secretary for Home Affairs

Building Management

Our Policy Objective is to give more comprehensive practical advice to owners and tenants of buildings so that they are better-equipped to manage their buildings and put into practice their responsibilities for building management and safety; and to ensure the safety of certain premises through implementation of statutory licensing schemes.

Our targets in pursuing this Policy Objective are –

- to form as many owners' corporations as possible in 1999-2000
- to deal with 700 complaints regarding building management and safety
- to issue or renew 2% more licences for hotels, guesthouses or bedspace apartments and certificates of compliance for clubs over the last year

Key Result Areas (KRAs)

To ensure that this Policy Objective can be achieved, we must deliver results in a number of key areas, that is, we must –

I	Identify building management and safety needs and review service provisions	Page 3
II	Build community awareness of the importance of building management and safety	Page 5
III	Assist owners in the formation of owners' corporations and servicing afterwards	Page 7
IV	Identify and co-ordinate improvements to certain "target" buildings	Page 9
V	Regulate safety in hotels, guesthouses, clubs and bedspace apartments	Page 10

The following sections of this booklet explain the importance of these KRAs, describe the broad thrust of our efforts, and outline the indicators which we are using to assess progress. Each section lists the new key initiatives being taken to achieve our objectives and pinpoints the agency accountable for each initiative and the specific targets which we intend to meet.

I

Identify building management and safety needs and review service provisions

Many private buildings have fire safety and building management problems. The community expects Government to do more to improve the situation and to help owners and occupants to help themselves improve the safety and management of their buildings. To this end, we work in partnership with concerned policy bureaux and departments, as well as professional bodies and community leaders to identify needs, review standards of service, and assess the current and future demand for our services.

We have established a Central Steering Committee on Fire Safety to co-ordinate the implementation of measures to improve fire safety and building management. Also, District Fire Safety Committees (DFSCs) have been set up in nine districts to promote fire safety at district level.

We are reviewing the effectiveness and efficiency of current administrative and legislative measures to deal with fire safety and building management.

Indicators

The indicators we will use to measure progress in this area are –

- the number of DFSCs formed
- the number of reviews and related consultation exercises conducted as follow-up to the public consultation on “Proposals to improve fire safety in private buildings”
- the number of areas for improvement identified

Initiatives	Targets
<p>To set up DFSCs in all 18 districts <i>(Home Affairs Department)*</i></p>	<p>To set up nine DFSCs each year in 1998 and 1999</p>
<p>To review existing legislative and administrative measures on building management and fire safety as a follow-up to the public consultation exercise on “Proposals to improve fire safety in private buildings” <i>(Home Affairs Bureau (HAB))</i></p>	<p>To complete a review of existing measures in 1999-2000</p>
<p>To provide the Central Steering Committee on Fire Safety with information and assistance <i>(HAB)</i></p>	<p>To service the Committee effectively so as to enable it to hold quarterly meetings or as many meetings as necessary in 1999-2000</p>

* the brackets denote the agency with lead responsibility for the initiative

II

Build community awareness of the importance of building management and safety

We have been adopting educational, publicity and administrative measures to promote the community's awareness of the importance of building management and safety.

Training courses, talks, seminars, exhibitions on building management and fire drills are conducted in the districts regularly to equip owners and occupants with the relevant knowledge. Promotional and publicity materials such as leaflets, booklets, TV and radio Announcements of Public Interest, and educational video tapes are also produced.

The first Building Management Resource Centre has been established in Kowloon. The Centre provides information, services and advice to building owners, residents, owners' corporations (OCs), Mutual Aid Committees and management bodies so as to assist them in improving the standards of management, safety and maintenance of their buildings. As the demand for the services is increasing, we will establish more Centres to improve our service delivery in this area.

Indicators

The indicators we will use to measure progress in this area are –

- the number of education, publicity activities and other measures organised
- the level of participation in promotional activities
- the number of Building Management Resource Centres established

Initiatives	Targets
<p>To organise seminars, training courses, talks on building management and fire safety to equip owners and occupants with knowledge of building management</p> <p><i>(Home Affairs Department (HAD))</i></p>	<p>To organise 60 events for 7 000 participants in 1999-2000</p>
<p>To conduct more fire drills for owners and occupants in buildings</p> <p><i>(HAD)</i></p>	<p>To conduct fire drills in 27 OC-managed buildings and a number of non-OC-managed buildings in 1999-2000</p>
<p>To establish two more Building Management Resource Centres (one each on Hong Kong Island and in the New Territories)</p> <p><i>(HAD)</i></p>	<p>To establish the Centres in 1999-2000</p>



Assist owners in the formation of owners' corporations and servicing afterwards

In the 60 000 private buildings in Hong Kong, so far some 5 000 OCs have been formed covering about 8 000 buildings. We plan to adopt a more pro-active approach in encouraging owners to form OCs or other forms of owners' associations for management and maintenance of their buildings. Staff of the Home Affairs Department assist owners in the formation of OCs, and will promote active owner participation in management. The services provided will facilitate efficient and effective operation of OCs.

In pursuit of our objectives, we established two Special Liaison Teams in 1998-1999 to assist owners of old commercial buildings which require upgrading of fire safety installations to form OCs and to co-ordinate the necessary works.

Indicators

The indicators we will use to measure progress in this area are –

- the number of OCs formed
- the percentage increase in new OCs formed
- the number of requests for information on or assistance in OC formation received

Initiative	Target
<p>To take a more pro-active approach to help owners form OCs and enhance servicing of the OCs</p> <p><i>(Home Affairs Department)</i></p>	<ul style="list-style-type: none"> ● To form 210 new OCs in 336 buildings in 1999-2000 ● To achieve a 5% increase in new OCs in 1999-2000 ● To handle 1 100 requests for information on or assistance in OC formation

IV

Identify and co-ordinate improvements to certain “target” buildings

Some buildings present particularly serious and extensive management and safety problems. The best way to deal with such buildings is to adopt a co-ordinated approach to improve their management. We have formed Building Management Co-ordination Teams (BMCTs) in 13 districts to identify and target buildings with serious management and safety problems and to co-ordinate efforts to help owners carry out improvements. We plan to establish BMCTs in two more districts in 1999-2000.

Indicators

The indicators we will use to measure progress in this area are –

- the number of buildings on the “target” list
- the number of buildings improved and removed from the “target” list
- the number of BMCTs established

Initiatives	Targets
To continue to identify “target” buildings and co-ordinate assistance to owners so that they can carry out improvements <i>(Home Affairs Department (HAD))</i>	<ul style="list-style-type: none"> ● To identify 65 new “target” buildings in 1999-2000 ● To have 19 buildings improved and removed from the “target” list in 1999-2000
To establish BMCTs in two more districts <i>(HAD)</i>	To establish the teams in 1999-2000

V

Regulate safety in hotels, guesthouses, clubs and bedspace apartments

Tourists and local residents who use hotels, guesthouses, clubs and bedspace apartments have a right to expect fire and building safety. We will therefore continue to implement the statutory licensing schemes to regulate the building and fire safety of these establishments under the Hotel and Guesthouse Accommodation Ordinance, the Clubs (Safety of Premises) Ordinance and the Bedspace Apartments Ordinance respectively.

Since July 1998, all of these establishments have been required to obtain licences or certificates of compliance for legal operation. We will ensure that all such establishments comply with the statutory requirements and will issue or renew licences or certificates of compliance to those meeting the statutory safety standards.

Some bedspace apartment operators have not been able to meet the statutory licensing standards and have opted to close their apartments. Others have reduced the number of lodgers in their apartments. We will ensure that no lodger is made homeless as a result of the implementation of the Bedspace Apartments Ordinance by providing alternative accommodation for those displaced from bedspace apartments registered with the Home Affairs Department.

Indicators

The indicators we will use to measure progress in this area are –

- the number of licences or certificates of compliance issued or renewed
- the percentage increase in licences or certificates of compliance issued or renewed over the previous year
- the total capacity of existing singleton hostels by end 1998
- the percentage of bedspace apartment lodgers who are offered alternative accommodation after being displaced from bedspace apartments registered with Home Affairs Department as a result of the implementation of the Bedspace Apartments Ordinance

Initiatives

To continue to implement the statutory licensing schemes to regulate the building and fire safety of hotels, guesthouses, clubs and bedspace apartments by inspecting more establishments, advising operators on upgrading works required and issuing or renewing more licences or certificates of compliance to those meeting the standards

(Home Affairs Department (HAD))

Targets

To achieve a 2% increase in licences and certificates of compliance issued or renewed in 1999-2000 over the last year

Initiatives	Targets
<p>To identify more sites for the construction of singleton hostels to re-house bedspace apartment lodgers displaced as a result of the implementation of the Bedspace Apartments Ordinance</p> <p><i>(HAD)</i></p>	<ul style="list-style-type: none"> ● To identify sufficient sites to re-house about 500 displaced bedspace apartment lodgers in 1998-1999 ● To offer alternative accommodation to all lodgers displaced from bedspace apartments registered with Home Affairs Department as a result of the implementation of the Bedspace Apartments Ordinance
<p>To introduce the Hotel Accommodation (Miscellaneous Provisions) Bill 1998 to rectify the deficiencies in the Hotel and Guesthouse Accommodation Ordinance</p> <p><i>(Home Affairs Bureau)</i></p>	<p>To have the Bill enacted in the 1998-1999 legislative session</p>