

**NOTE FOR PUBLIC WORKS SUBCOMMITTEE
OF THE FINANCE COMMITTEE**

**Supplementary information on
234LP - Redevelopment of Police Headquarters,
Arsenal Street, Wanchai
(Arsenal Yard Phase 3 development) - stage 2**

INTRODUCTION

There was insufficient time at the Public Works Subcommittee (PWSC) meeting on 26 January 2000 to complete the discussion of PWSC(1999-2000)88 on **234LP** - Redevelopment of Police Headquarters, Arsenal Street, Wanchai (Arsenal Yard Phase 3 development) - stage 2. This paper addresses the points raised at the meeting and sets out revisions to the accommodation in the building in the light of comments expressed by Members.

THE ADMINISTRATION'S RESPONSE

The Review

2. At the request of PWSC, we have set out at Enclosure 1 detailed justifications for the facilities in the new building that were discussed at the PWSC meeting on 26 January 2000.

3. We noted Members' views on the need to economise on the use of resources, and have reviewed the accommodation at the proposed new Police Headquarters (PHQ) to further maximise the use of the building. Other than facilities set out in PWSC(1999-2000)88, we will include additional Police units currently housed in leased accommodation in the new building so as to enhance the cost effectiveness of the new PHQ project.

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The Revised Plan

4. A sectional drawing showing the space to be provided in the PHQ development is at Enclosure 2. A summary of the allocation of space to the various Police units is at Enclosure 3, and a floor-by-floor explanation of the allocation is at Enclosure 4.

5. The major changes to the original plan are as follows -

- (a) We will combine the executive dining area originally proposed for the 42nd floor with the Chinese Restaurant on the 6th floor. This reduces the overall dining area by 24% from 1 848 square metres to 1 410 square metres.
- (b) We will move the offices of the Commissioner and senior directorate officers to the 42nd floor. This reduces their total floor area by 65 square metres or 7% in order to fit into the smaller size of that floor.
- (c) We will allocate additional space to Crime Wing to accommodate the Commercial Crimes Bureau Technology Crime Division to cater for the planned expansion of the office. This increases their total floor space by 72% from 1 655 square metres to 2 853 square metres.
- (d) We will reduce the allocation for the Security Wing by about 52% to 1 900 square metres. This releases space for the Training Wing Headquarters and facilities and avoids their need to remain in leased accommodation or to seek separate funding for alternative purpose-built facilities. This will generate additional rental savings of about \$3.1 million a year.
- (e) We will combine the operational areas for the Internal Security and Special Duties Unit on the 7th floor. This reduces their total space by 25% from 1 860 square metres to 1 390 square metres.

/(f)

- (f) We will increase the space allocation for the Information Systems Wing and Personnel Wing by 273 square metres (7.2%) and 366 square metres (6.7%) respectively. This will enable the new PHQ to accommodate additional units of the Information Systems Wing, and the Regional Welfare Offices which are currently accommodated in leased premises and thus generate rental savings of about \$1.2 million in a year.

All the space provisions for the Police formations/units to be accommodated in the new building are in line with the approved Schedules of Accommodation.

6. The above revisions to the original plan will not result in any increase in the original project estimate of \$2,704.5 million in December 1998 prices. The more intensive use of the building will further improve the cost effectiveness of the project. It is estimated that on a normal working day, an additional 210 officers will be working in the new PHQ building. By including additional Police units currently accommodated in rented premises in the building, there will be further rental savings of \$4.3 million a year, bringing the total rental savings to \$38.4 million a year.

7. These modifications will require a revision of the tender drawings and documentation. Consequently, the tender date will be deferred by three months. We plan to start the stage 2 works in November 2000 for completion in April 2004.

8. Because of the programme adjustment, the estimate for the project may increase slightly by \$5.7 million, from \$3,233.8 million to \$3,239.5 million in money-of-the-day (MOD) prices. However, we will absorb the difference within the project estimate, i.e. \$3,233.8 million (in MOD prices).

CONCLUSION

9. The proposed PHQ redevelopment project will bring about the following major benefits –

/(a)

- (a) the new complex will replace three existing buildings, the facilities of which have become outdated. They do not provide adequate accommodation and are costly to maintain. In addition, their sites are currently underutilized;
- (b) it will enable the release of the Wanchai and Caine House sites, which approximately total 7 500 square metres for development;
- (c) the proposed development will achieve a plot ratio of 15, which is the maximum permissible plot ratio for private developments in the area. It therefore optimises the use of a piece of valuable land;
- (d) it will enable the provision of a better service to the public by the provision of one-stop service through the co-location of various services with convenient access, as well as modern and user-friendly public service areas;
- (e) it will result in rental savings of \$38.4 million per annum and will achieve improved efficiency by incorporating 22 units currently housed in leased premises into one building;
- (f) it will allow the Force to maximize the use of modern technology through the development of an intelligent building incorporating optic-fibre cabling and other advanced communication facilities, as well as computer flooring. In addition, the new building will incorporate requirements to conserve energy and minimize recurrent maintenance costs; and
- (g) it will provide modern, purpose designed and user friendly facilities, which will better equip the Force operationally to meet the demands of modern policing both now and in the future. It will also enhance Hong Kong's standing as a safe and secure society with a modern well equipped Police Force, with facilities comparable to other Forces in the region.

10. We hope to be able to complete the redevelopment project as soon as possible so that all of the above benefits can materialise earlier. Since the demolition of May House is now in progress and we plan to complete all stage 1 works around June 2000, we hope that the timely completion of the project can help minimise the inconvenience caused to the public and staff of the Police.

Security Bureau
March 2000

Written response to items raised
by PWSC Members on 26 January 2000

Auditorium

The auditorium in the redevelopment project is intended to re-provision the lecture theatre previously located at May House which was designed in the late 1960s. To cater for a far greater demand nowadays, the new facility will be 760 square metres in size (Net Operating Floor Areas (NOFA)) and will be located on the 8th floor of the common facilities block. It will be equipped with 300 fixed seats and will be used by all Police Headquarters, Regional and District units for a diverse range of functions. Examples include -

- (a) International Police conferences and seminars and presentations to overseas delegations;
- (b) Mainland/Hong Kong Police liaison conferences and seminars;
- (c) Government policy consultations and briefing sessions;
- (d) Fight Crime Committee Conference;
- (e) Force Healthy Life Styles, Service Quality and Living the Value seminars and workshops;
- (f) Force Anti-Corruption Strategy seminars;
- (g) major crowd management operation briefing and debriefing sessions;
- (h) Force policy consultation and briefing sessions (EPP, Force Strategic Plans, etc.);
- (i) presentation of Commissioner's awards and commendations, Commanding Officer's commendations, Long Service Medals, promotion letters, retirement letters, Road Safety Awards, Good Citizens Awards, and Police Children Education Trust Awards;
- (j) Commissioner's Annual Review;
- (k) Long Service Travel Awards Scheme briefing sessions;

- (l) Force Staff Associations Annual General Meetings;
and
- (m) other major training sessions and seminars.

2. The number of staff working in PHQ and in Hong Kong Island Region is projected to be about 11 700. All of them are required to attend "Force Healthy Life Style, Service Quality and Living the Value" seminars which will require the use of the auditorium, at full capacity, for over 110 days a year exclusively for these purposes. In addition to this, the auditorium will be used regularly for conferences, seminars and various other presentations as outlined above. As the facility is available for Force wide use, it is expected that this will result in at least a further 130 days of usage in a year. Auditoria are a common facility in Police Headquarters in overseas police forces and will be an essential and popular facility for the Police in Hong Kong.

Multi-Purpose Hall

3. The multi-purpose hall in the redevelopment project will be located on the 10th floor of the Common Facilities Block. It is very different in design and serves a very different purpose as compared with the auditorium. It will be designed as a venue for holding a diverse range of functions and will not be provided with fixed seating. The capacity will vary considerably depending on the type of function, but in the case of exhibitions an attendance of several thousand people can be expected over the period of the event. It will mainly be used for holding major events many of which the Police, together with other government departments and agents and the community, closely participate. Examples include -

- (a) Force and Wanchai Police Station Open Days;
- (b) Crime Prevention, Road Safety, Juvenile Crime, Anti-drug and Anti-triad campaigns;
- (c) Best JPC Award presentation ceremony and exhibition;
- (d) Hong Kong Award for Youth Person exhibition and campaign;
- (e) Fight Crime Programmes (quiz competitions, singing competitions, painting competitions, etc.); and
- (f) Best Security Guard Award Project and Exhibition.

4. The multi-purpose hall will also be used to promote Government and Force policies, including -

- (a) Occupational Health and Safety, Staff Suggestions Scheme and Force Customers Satisfaction Survey exhibitions;
- (b) Promotion of Healthy Life Style, Financial Prudence and Anti-corruption campaigns; and
- (c) Basic Law exhibition and campaigns.

It is envisaged that the multi-purpose hall will be well-patronised for holding different types of functions throughout the year. For major annual events such as Force Open Day, the venue will be used for a period up to one to two weeks at a time. In addition, many of the above events such as anti-corruption campaigns and road safety exhibitions are on-going in nature and may be held throughout the year.

5. Should the situation require, the multi-purpose hall will also be used as a temporary incident command centre for special and/or emergency events, such as major crowd management operations, commercial crime cases involving the processing of a large number of complainants, organised crime operations with a large number of arrested persons, and anti-illegal immigrant joint operations of the Police and the Immigration Department.

6. At present, the Force does not have a purpose built multi-use facility and therefore has to resort to ad-hoc arrangements such as use of recreational or sports facilities and commercial premises. On occasions where these are not sufficient, events are held outdoors but this is subject to favourable weather conditions. The situation is not satisfactory and it is therefore necessary to include a multi-purpose hall within the headquarters to cater for the Force's requirements and also to enhance communication with the community. This will also allow the Force greater flexibility in developing more community based events in the future.

Executive Dining / Chinese Restaurant

7. The catering facilities in the PHQ complex will serve over 8 000 staff working in PHQ and 2 500 of them are operational officers. It meets the practical needs of the staff who work on irregular hours and save the uniformed

staff from the need to change their uniforms during the one-hour meal break. In addition, the provision of catering facilities will meet the operational needs of the Police, such as duties during typhoon or emergency situations. Caterers in PHQ are contractually required to provide 24-hour service even under internal security or typhoon situations if necessary.

8. The major proposed revision to the catering facilities involves the Executive Dining Facility. According to the original plan, this facility was to be located on the top floor of the PHQ Block, with a dining area of 486 square metres and providing 324 seats in accordance with existing guidelines. Additionally a Chinese Restaurant and a fast food cafeteria were to be provided to serve the staff working in the PHQ.

9. Taking into account the views of PWSC members and to further improve efficiency and make better use of space, we now plan to incorporate the executive dining area as a smaller facility into the Chinese Restaurant on the 6th floor of the building. This will result in an overall reduction of space with a total combined seating capacity of 566 (the executive dining area together with the Chinese Restaurant), a decrease of some 26% when compared with the original plan. The saved space will contribute towards space being made available to accommodate Training Wing Headquarters and facilities. This will allow them to move from leased accommodation thus achieving more rental savings, and will enhance the cost effectiveness of the project.

10. Other than providing a catering and social facility for all members of the Force, this facility will also be used for the following functions and events -

- (a) entertaining Force's overseas, Mainland and local visitors as well as business breakfasts and luncheon meetings;
- (b) Force professional and management workshops;
- (c) Force traditional ceremonial events and functions, and retirement functions, and Force families and staff association social events;
- (d) Force major formations presentation of commendations, awards and tea parties;

- (e) PHQ units and Wanchai District Christmas and New Year social functions and Spring gatherings to which community organizations are invited; and
- (f) provision of catering services to emergency units and temporary shelter for emergency units when required.

11. This facility will not be in the form of a traditional officers' mess, but will be designed to provide an area of relaxation where both officers and their junior counterparts can integrate. The use of movable partitioning will provide greater flexibility and will allow for specific dining requirements to be accommodated. Based on the popularity of the previous May House canteen and 20th floor restaurant, which traditionally operated at full capacity (with a combined floor area of 768 square metres), it is expected that this will be a heavily used facility. Together with the inclusion of Wanchai Police Station personnel and those attending Training Wing courses, it is expected that the restaurant will be well patronized on a daily basis.

Provision of Space for the Security Wing

12. According to the original plan, it was intended that Security Wing would move from Arsenal House West Wing to the new Phase 3 development. Of the total of 3 972 square metres, 1 900 square metres were to be allocated to the VIP Protection Unit (VIP PU) and the remainder to the rest of the Security Wing. The Security Wing, including the VIP PU, has a total establishment of 413 posts. The Wing excluding VIP PU currently occupies an area of about 2 300 square metres in Arsenal House West Wing, which is in accordance with approved Schedule of Accommodation, and is based on exactly the same criteria as for other discipline and civilian staff occupying government accommodation. The VIP PU have been temporarily relocated from May House to the former Kai Tak Airport Police station to make way for the demolition of the former. They will be provided with 1 900 square metres in the new Phase 3 development, which again is in accordance with the approved Schedule of Accommodation and takes into account the special operational needs of that unit.

13. The need for this original proposed move was necessitated by three factors, namely -

- (a) The expansion of the Commercial Crime Bureau, Technology Crime Division (CCB TCD) in Arsenal House West Wing which will occupy a space of about 1 200 square metres.

- (b) The reprovisioning of the Police Headquarters' Transport Section from Arsenal House to Arsenal House West Wing, as its current accommodation will be demolished to make way for the new development. This would require a space of about 300square metres.
- (c) The reprovisioning of the Commercial Crime Bureau, currently housed in Ma On Shan Police Station to Arsenal House West Wing. This would require about 500 square metres of space.

14. Together these three moves will have required a total space of some 2 000 square metres, which was not available within the Arsenal House West Wing. It was therefore planned to move Security Wing to the new building thus making room for the above.

15. Following comments raised by PWSC members, we have critically re-examined the rationale for the provision of accommodation not only in the new building but also in the PHQ complex as a whole. We have also examined how best we can make use of the advanced IT features available in PHQ Phase 3 such as optic fibre cabling and computer flooring, and reduce the number of units remaining in leased accommodation. We have decided that the CCB TCD should be located within the new building rather than Arsenal House West Wing. In addition, the ISW PHQ Transport Section would be more appropriately be housed in the new development as it will be closer to the vehicle parking areas. We have also examined the future of the CCB facilities in Ma On Shan, and as this is primarily an exhibits store, it is more cost effective for this to remain in a police station rather than occupying premium space in West Wing.

16. As a result of the above changes, it will now be possible for the space to be released to accommodate the Training Wing units which are currently in leased accommodation thereby achieving savings in rent.

Indoor Firing Range

17. The indoor firing range is intended to reprovision the range previously located on the 2/F podium of May House. The range will be 1 185 square metres in size and provides firearms training facilities primarily to staff working in PHQ formations/units such as Crime Wing, Security Wing, Special Duties Unit and Witness Protection Unit.

18. Reprovisioning the existing firing range to the new PHQ complex can obviate the need for the staff working in PHQ to travel to other firing ranges in order to attend the training and hence save much transportation time and costs. In addition, it can maximize the use of the PHQ site and improve the overall efficiency by sharing the management and security costs with other units. It can also save the need for building another purpose-built firearms training facility. Before the demolition of May House, about 700 officers were trained at the previous firing range each month. It is expected that at least the same number of officers will use the new facility.

Barber Shop

19. In the redevelopment project, a small area of approximately 25 square metres is reserved for one barber shop. The Force has traditionally imposed a very high standard of turnout for its members and it is expected that their hair must be kept tidy and neatly trimmed at all time.

20. Barber shops operate for extended hours and on Sundays and public holidays and thus facilitate Police officers working irregular hours. They are well experienced in the style of hair cut required of officers and therefore consistency is achieved throughout the Force. Such facilities have therefore been provided in the Police Training School and all District Police Stations for the past 40 years. There is currently a barber shop in Wanchai Police Station which will be reprovisioned to the PHQ complex.

21. Utility charges for the barber shop will be paid for by the contractor and haircut charges will be paid for by the police officers who obtain the service. The projected number of police officers in the future PHQ complex is 5 600 (including Wanchai) of which 65% are Uniformed Branch officers. This is a very small facility and is expected to be well used.

Four Level Basement

22. The basement in the redevelopment project provides a maximum floor plate for the site, of approximately 6 500 square metres and is therefore most efficient for vehicle parking. The floor plate for the podium and the Common Facilities block is approximately 4 870 square metres and 4 400 square metres respectively. As the typical floor plate in the PHQ Block is much smaller at 2 163 square metres, parking on floors above the podium is very inefficient.

23. There will be 356 designated vehicle parking spaces in the redevelopment project, of which 261 will be in the basement. To cater for the Force's operational needs and save building costs, we plan to mechanise 157 of the 261 spaces to provide double deck parking. Upon completion of the building there will be 23 less designated parking spaces than previously available in the Police Headquarters and Wanchai Police Station complexes.

24. Other than vehicle parking, space in the basement will also be used to accommodate the Force Armoury, building services plant rooms, fan rooms, pump rooms, water tank and communication equipment rooms.

Lifts

25. To determine the number of lifts in the redevelopment project, we have carried out a detailed lift traffic analysis in accordance with the principles and recommendations of the Chartered Institution of Building Services Engineers UK (CIBSE), which is an internationally recognised standard, the Code of Practice on the Design and Construction of Lifts and Escalators issued by EMSD, and the Code of Practice on Building Works for Lifts and Escalators issued by the Building Authority.

26. The PHQ Phase 3 complex comprises the HQ Office Tower, the Common Facilities, and the Wanchai District HQ and Police Station. For security and operational reasons, separate zoning and circulation to these areas are required. Details are set out in the ensuing paragraphs.

HQ Office Tower and Common Facilities (26 lifts)

27. There will be 26 passenger lifts serving the Tower and the Common Facilities, six of which will be used by the public for security reasons. This provision is comparable to the 24 lifts in 47-storey high Queensway Government Offices.

Wanchai District HQ and Police Station(6 lifts)

28. Six passenger lifts serving this part include one lift for the public to access the Report Room on the 1/F.

29. Two fireman's lifts will be provided to the basement levels for fire fighting access in compliance with regulations.

Force Armoury (1 lift)

30. One special lift will be provided to serve the Force Armoury in the basement.

Goods Delivery (1 lift)

31. One goods delivery lift will be provided to serve all floors of the HQ Tower and basement levels.

Security Bureau
March 2000

[annex-phq.doc]

**234 LP - Redevelopment of Police Headquarters, Arsenal Street, Wan Chai
(Arsenal Yard Phase 3 development)**

A Summary of Allocation of Space Provision

(I) Police Headquarter Units	NOFA (m²)
<u>Commissioner & Senior Directorate Officers</u>	830
<u>Support Wing</u>	8,345
HQ and Support Bureau	
Traffic Headquarters and Traffic Management Bureau	
Central Traffic Prosecutions Bureau	
Police Public Relations Bureau	
Police Licensing Office	
<u>Crime Wing</u>	2,853
Certificate of No Criminal Conviction Office	
Child Protection Policy Unit	
Criminal Records Bureau	
Crime Prevention Bureau	
Identification Bureau	
Criminal Intelligence Bureau	
Commercial Crime Bureau (Technology Crime Division)	
<u>Security Wing</u>	1,900
VIP Protection Unit	
<u>Training Wing</u>	2,270
Headquarters Command	
In-Service Training Bureau	
Higher Training Division	
Weapon Training Division	
IT/Communication Training Centres	
Training Development Bureau HQ	
Mock Court	
Regional Continuation Training Centre	
<u>Personnel Wing</u>	5,800
Headquarters Command	
Personnel Management Branch	
Staff Relations and Conditions of Service Branch	
Personnel Services Branch	
Regional Welfare Offices	
<u>Information Systems Wing</u>	4,059
Headquarters Command	

Client Services Bureau
 Information Technology Branch
 Communications Branch
 Transport Division

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Page 2

Service Quality Wing 2,287
 Headquarters Command
 Performance Review Branch
 Research and Inspections Branch
 Complaints and Internal Investigation Branch

Administration Wing 2,395
 Headquarters Command
 Personnel and General Division
 Establishment and Civilian Staff Relations Division

Finance Wing 1,500
 Headquarters Command
 Finance Division
 Stores Management Division
 Internal Audit Division

Planning and Development Branch 785
Sub-total 33,024

(II) Wanchai District Headquarters & Divisional Police Station

District Headquarters 1,550
 Divisional Units 1,734
 Report Room and Associated Facilities 769
 Barrack & Changing Facilities 2,345
 General Facilities 847
Sub-total 7,245

(III) Operations, Support and Common Facilities

Operations and Support Facilities (IS Company, Emergency
 Manning, Counter - Terrorist Action and SDU Holding Facility) 1,390
 Library and Resource Centre 937
 Armoury 2,164
 Indoor Firing Range 1,185
 Drugs Analysis Laboratory 36
 Cleaners' Stores 111
 Barber Shop 24
 Auditorium 762
 Multi-purpose Hall 647
 Fast Food Cafeteria 560
 Chinese Restaurant / Executive Dining 850
 Kitchens, Preparation and Storage areas 634
 Entrance Hall and Security Control Areas 829

		Sub-total	10,129
(IV)	Space for Future Expansion	Sub-total	<u>4,415</u>
		Total	<u><u>54,813</u></u>

234LP - Redevelopment of Police Headquarters, Arsenal Street, Wan Chai
(Arsenal Yard Phase 3 development)

Distribution of Office and Common Facilities

Floor	PHQ Block	Common Facilities Block	Wanchai Police Station Block
43/F	Plant Room & Store	---	---
42/F	Commissioner and Senior Directorate Officers	---	---
41/F	Support Wing (HQ and Support Bureau)	---	---
40/F	Personnel Wing (HQ, Personnel Management Branch, Staff Relations and Conditions of Service Branch)	---	---
39/F	Personnel Wing (Staff Relations Group)	---	---
38/F	Personnel Wing (Personnel Services Branch)	---	---
37/F	Personnel Wing (Recruitment Group)	---	---
36/F	Admin Wing (Establishment and Civilian Staff Relations Division)	---	---
35/F	Admin Wing (HQ / Personnel and General Division)	---	---
34/F	Finance Wing / Admin Wing (Store Management Division / Personnel and General Division)	---	---
33/F	Finance Wing (Finance Division / Internal Audit Division)	---	---
32/F	Support Wing (Traffic HQ and Traffic Management Bureau)	---	---
31/F	Support Wing (Central Traffic Prosecutions Bureau)	---	---
30/F	Support Wing (Central Traffic Prosecutions Bureau)	---	---
29/F	Mechanical Floor	---	---
28/F	Planning & Development Branch / Information Systems Wing (Transport Division)	---	---
27/F	Services Quality Wing (Performance Review Branch / Research & Inspections Branch)	---	---

26/F	Services Quality Wing (Complaints and Internal Investigation Branch)	---	---
25/F	Information Systems Wing (HQ / Client Services Bureau)	---	---
24/F	Information Systems Wing (Communications Branch)	---	---
23/F	Information Systems Wing (Information Technology Branch)	---	---
22/F	Crime Wing (Commercial Crime Bureau Technology Crime Division)	---	---
21/F	Mechanical Floor	---	---
20/F	Training Wing (HQ / In-Service Training Bureau / Training Development Bureau HQ / Weapon Training Division)	---	---
19/F	Training Wing (Weapon Training Division / IT/Communication Training Centres / Mock Court)	---	---
18/F	Security Wing (VIP Protection Unit)	---	---
17/F	Security Wing (VIP Protection Unit) / Information Systems Wing (Transport Division)	---	---
16/F	Mechanical Floor	---	---
15/F	Regional Welfare Office / Regional Continuation Training Centre / Support Bureau	---	---
14/F	Crime Wing (Child Protection Policy Unit / Certificate of No Criminal Conviction Office / Drug Analysis Laboratory / Spare Fingerprint room)	---	Plant Room
13/F	Crime Wing (Crime Prevention Bureau)	Plant Room	Laundry
12/F	Support Wing (Police Public Relations Bureau)	Indoor Firing Range	Wanchai DHQ Facilities
11/F	Support Wing (Police Public Relations Bureau) / Finance Wing (Centralised Shroff Office)	Multi-purpose Hall	Wanchai DHQ Office
10/F	Support Wing (Police Licensing Office)	(647m ²)	Wanchai DHQ Office

9/F	Personnel Wing (Recruitment Group Selection and Vetting Section) / Support Wing (Central Traffic Prosecutions Bureau Reception)	Auditorium (762m ²)	Wanchai DHQ Office
8/F	Library & Resource Centre		Changing / Storage / Rest Rooms / Emergency Accommodation
7/F	Operations and Support Facilities (1,390m ²)		Changing / Storage / Rest Rooms / Emergency Accommodation
6/F	Executive Dining / Chinese Restaurant	Kitchen & Store	Changing / Storage / Rest Rooms
5/F	Fast Food Cafeteria (560m ²)	Kitchen & Store	Changing / Storage / Rest Rooms
4/F	Security & Building Management / EMSD Control Rooms		Wanchai Division Offices & Facilities
3/F	Ceremonial Area / Vehicle spaces (11)	Staff Lift Lobby	Wanchai Division Offices & Facilities
2/F	Vehicle spaces (55), Plant Rooms		Wanchai Division Offices & Facilities
1/F	Vehicle spaces (21)	Public Lift Lobby / Reception Area	Police Community Relations Office / Wanchai Report Room
G/F	R&D, Transport Office	Wanchai Division (Station Armoury, Prisoners Loading / Unloading, Briefing Room & Inspection Areas) / Barber shop & Transformer Room / Force Armoury & Vehicle spaces (8)	
B1	Force Armoury, Vehicle spaces (30), Plant Rooms, Store Rooms, Fan Room & Pump Room		
B2	Force Armoury, Vehicle spaces (48), Plant Rooms, Store Rooms & Fan Room		
B3	Vehicle spaces (88), Plant Rooms, Pump Room, Water Tank & Communication Equipment Room		
B4	Vehicle spaces (95), Plant Rooms & Store Rooms		