

ITEM FOR ESTABLISHMENT SUBCOMMITTEE OF FINANCE COMMITTEE

HEAD 44 – ENVIRONMENTAL PROTECTION DEPARTMENT Subhead 000 Operational expenses

Members are invited to recommend to Finance Committee the creation of the following supernumerary post in the Environmental Protection Department for a period of three years with immediate effect upon approval by the Finance Committee –

1 Assistant Director of Environmental Protection
(D2) (\$136,550 - \$149,350)

PROBLEM

We need to strengthen the staffing support in the Environmental Protection Department (EPD) to take forward various programmes and initiatives in support of the promotion of recycling and sustainable development of the recycling industry.

PROPOSAL

2. We propose to create a supernumerary Assistant Director of Environmental Protection (ADEP) (D2) post in EPD for a period of three years with immediate effect upon approval by the Finance Committee (FC). The proposed ADEP will lead a new Waste Reduction and Recycling (WRR) Division in EPD.

/JUSTIFICATION

JUSTIFICATION

3. We see an imminent need for Hong Kong to step up joint efforts in waste reduction and recycling. In this connection, we propose to set up a new dedicated WRR Division led by an ADEP, to take charge of the co-ordination of policy analysis and formulation, and implementation of strengthened measures to promote sustainable development of the recycling industry. Leadership and coordination at ADEP level is necessary to address the complex issues involved in policy formulation and mapping out the implementation strategies in consultation with various stakeholders including the trades, professional bodies, the business sector and the wider community in general. Internal coordination with bureaux and departments concerned is also essential to ensure smooth delivery of the tasks and new initiatives. The new Division will, among other things, be responsible for enhancing the standards of practice of recycling operations, administering a new Recycling Fund, promoting green procurement, reviewing the appropriate infrastructural support for recycling industries, and launching public education and publicity programmes on waste reduction and recycling. In view of the time required for developing and implementing the various initiatives and for changes in business practices to take root, we propose that the post should be created for a period of three years and a review will be conducted before the lapse of the post taking into account the progress in implementing various initiatives.

Stepping Up Efforts in Waste Reduction and Recycling

4. Achieving 40% reduction of Hong Kong's per capita municipal solid waste (MSW) disposal rate by 2022 as set out in the 'Hong Kong Blueprint for Sustainable Use of Resources 2013-2022' requires collaborative efforts on multiple fronts. To step up concerted efforts in reducing waste at source and promoting the development of the recycling industry, the Government set up the Steering Committee to Promote the Sustainable Development of the Recycling Industry (the Steering Committee) in August 2013, led by the Chief Secretary for Administration and comprising members from nine bureaux and departments. The terms of reference and membership list of the Steering Committee are at Enclosure 1.

Encl. 1

5. Since its establishment, the Steering Committee has engaged the recycling trade and other stakeholders (including green groups, non-government organisations (NGOs), community groups, academics and representatives from various councils and committees) in exploring ways to promote the sustainable development of the recycling industry and support recycling operations. EPD has also commissioned a consultancy study on the detailed operation and situation of different types of recyclables and examine suitable means and points of intervention by the Government to support the sustainable development of the recycling industry.

/Recycling

Recycling Fund

6. The Chief Executive announced in his 2014 Policy Address that \$1 billion has been earmarked for launching a Recycling Fund to promote the sustainable development of the recycling industry. The Steering Committee will study in depth the specific uses of the fund in consultation with the stakeholders. Formulation of the funding principles, eligibility criteria and auditing requirements, etc. as well as the operation of the fund will require substantial manpower support in EPD.

Sites for Recycling Operations

7. The Steering Committee is also examining ways to facilitate the supply of suitable locations for recycling operations. The tendering arrangement of short-term tenancy (STT) sites and berths in public cargo working areas (PCWA) for use by recyclers are under review taking into account the needs of the waste recycling operations and in consultation with relevant stakeholders. A study on the recycling industry's long-term demand for different types of sites will be conducted to facilitate formulation of the relevant policy and supporting measures.

Training and Development

8. To upgrade the safety and environmental standards of recycling operations, EPD is exploring with the Occupational Safety and Health Council the provision of tailor-made courses for the workforce of the recycling industry. EPD will also explore with the recycling industry the viability of establishing a certification system for the recyclers to help formulate detailed parameters on good practice standards for adoption by the trade.

Green Procurement

9. The Government has been taking the lead in adopting a green procurement policy, which helps recycling businesses by increasing the demand for recycled products. To reinforce efforts in this regard, EPD will devote more resources to monitoring market development and expanding the lists and specifications of green products for use by bureaux and departments. We will also step up promotion of green procurement in the private sector.

/Public

Public Education and Publicity

10. The successful recovery of recyclables requires proper separation at source by the community. The Government will launch more intensive promotions of proper recycling on multiple communication channels in order to disseminate information and appeal for action across different sectors of the community.

Other Measures to Reduce Waste and Promote Recycling

11. Our strategy to achieving the waste reduction targets as set out in the Blueprint encompasses a wide range of measures on multiple fronts. The measures and initiatives mentioned above will complement our efforts in introducing the Producer Responsibility Schemes (PRS) and MSW charging, improving the source separation of waste and collection network, setting up Community Green Stations, developing Organic Waste Treatment Facilities (OWTFs) and Integrated Waste Management Facilities (IWMFs), managing the EcoPark, etc. which are currently undertaken by different teams in EPD. As pledged in the 2014 Policy Address, we will also draw up comprehensive strategies and plans to reduce, recover and treat food waste and yard waste.

Manpower Requirement

12. At present, the implementation of programmes relating to waste reduction and recycling is overseen by ADEP (Environmental Infrastructure) (AD(EI)). In addition, she is also responsible for the management of various environmental infrastructure including landfills, refuse transfer stations, aftercare and after-use schemes of restored landfills, chemical waste treatment facilities and the development of the sludge treatment facility, etc. As the three existing landfills are near exhaustion, the need for immediate extension of landfills has become very critical and the related planning and preparatory work has been excessively heavy. To enable her to focus on the above time-critical tasks while reinforcing our efforts on the waste reduction and recycling front as described above, a new three-year supernumerary post of ADEP (D2), to be designated as ADEP (Waste Reduction and Recycling) (AD(WRR)), is proposed to be created.

13. The new AD(WRR) will take over the implementation of waste reduction and recycling programmes from AD(EI) with the addition of new policies and initiatives (including the work described in paragraphs 5 to 10 above, some of which are currently overseen by other ADEPs on a temporary basis), and will lead a new WRR Division. In formulating new policy initiatives and implementation strategies to support sustainable development of the recycling industry, the

/complexity

complexity of issues involved requires co-ordination with various bureaux/ departments and collaboration with different stakeholders in the community. A dedicated WRR division under leadership of an experienced professional at the rank of ADEP is considered necessary for the effective delivery and efficient operation of these responsibilities.

Encl.
2(a)-(b)
Encl. 3

14. Thirty-three permanent non-directorate civil service posts in the Waste Reduction and EcoPark Group currently under AD(EI) will report to the new AD(WRR) instead upon creation of the latter post. Moreover, 22 non-directorate civil service posts will be created on a time-limited basis for three years from 2014-15 to provide the necessary support to the WRR Division. The proposed schedule of duties of AD(WRR) is at Enclosure 2(a), and the existing and revised schedule of duties of AD(EI) is at Enclosure 2(b). EPD's organisation before and after the proposed creation of post is at Enclosure 3. Following the creation of the AD(WRR) post, Principal Environmental Protection Officer (Waste Reduction) (D1) responsible for work relating to waste reduction and recycling as well as management of some disposal facilities would report to AD(WRR) on waste reduction and recycling matters, and continue to report to AD(EI) on work relating to waste facilities such as the waste diversion plan and retrofitting of private refuse collection vehicles. The arrangement would be further reviewed at a later stage having regard to the progress of various on-going and new initiatives.

15. The proposed ADEP post and the 22 non-directorate posts in the new Division will be created on a time-limited basis for three years from 2014-15. Before the lapse of these posts, we will review the long-term manpower requirement for the relevant areas of work taking into account the progress of on-going initiatives and new measures formulated by the Steering Committee.

ALTERNATIVES CONSIDERED

16. Under the current establishment of EPD, the Waste Management Division (WMD) led by ADEP (Waste Management Policy) is responsible for policies on waste management including waste charging and PRSs while AD(EI), as mentioned above, is responsible for the work in the Environmental Infrastructure Division (EID) concerning development and management of waste facilities as well as the implementation of programmes to reduce, recover and recycle waste. The Nature Conservation and Infrastructure Planning Division (CID) led by ADEP (Nature Conservation and Infrastructural Planning) is, in addition to nature conservation work, in charge of programmes on food waste, OWTFs and IWMTs.

17. The WMD is fully engaged in the implementation of various mandatory PRSs and introducing a quantity-based MSW charging system in Hong Kong. In support of these two key initiatives, the WMD is also taking forward the development of Community Green Stations as a matter of priority. The EID is fully loaded with work in relation to the management of environmental infrastructure as mentioned in paragraph 12 above. The CID is also over-stretched with the nature conservation policy and programme and country park enclave matters, the planning and development of IWMF and various phases of OWTFs, as well as the Food Wise Hong Kong Campaign and the food waste management programme. It is operationally not possible for the existing staff to take forward stepped up measures to promote recycling without adversely affecting the discharge of their duties.

18. It is also considered not feasible for the other five ADEPs in EPD, who are heading the Air Policy Division, Cross-boundary and International Division, Environmental Assessment Division, Environmental Compliance Division and Water Policy Division respectively, to take up the additional workload as they are fully engaged in their policy portfolios. The areas of responsibilities of these five ADEP posts are set out in Enclosure 4.

Encl. 4

FINANCIAL IMPLICATIONS

19. The proposed creation of the supernumerary ADEP post will bring about an additional notional annual salary cost at mid-point of \$1,739,400. The additional full annual average staff cost, including salaries and staff on-cost, is \$2,584,000. For the 22 time-limited non-directorate civil service posts mentioned in paragraph 14 above, the notional annual salary cost at mid-point is \$11,227,260 and the full annual average staff cost, including salaries and staff on-cost, is \$19,561,000. Subject to FC's approval of the proposal to create the proposed ADEP post, we will include sufficient provision in the draft Estimates of the relevant financial years to meet the cost of the proposal.

PUBLIC CONSULTATION

20. The Legislative Council Panel on Environmental Affairs was consulted at its meetings on 16 December 2013 and 27 January 2014, and Members generally supported the staffing proposal.

ESTABLISHMENT CHANGES

21. The establishment changes of Head 44 EPD for the past two years are as follows –

/Number

Establishment (Note)	Number of posts			
	Existing (as at 1 February 2014)	As at 1 April 2013	As at 1 April 2012	As at 1 April 2011
A	33+(3) [#]	33+(4)	33+(2)	33+(1)
B	488	485	471	458
C	1 209	1 209	1 183	1 176
Total	1 730+(3)	1 727+(4)	1 687+(2)	1 667+(1)

Note:

- A – ranks in the directorate pay scale or equivalent
- B – non-directorate ranks, the maximum pay point of which is above MPS point 33 or equivalent
- C – non-directorate ranks, the maximum pay point of which is at or below MPS point 33 or equivalent
- () – number of supernumerary directorate posts
- # – as at 1 February 2014, there was no unfilled directorate post in EPD.

CIVIL SERVICE BUREAU COMMENTS

22. The Civil Service Bureau supports the proposed creation of the supernumerary ADEP post for a period of three years with immediate effect upon approval by the FC to lead the new WRR Division in EPD. The grading and ranking of the post are considered appropriate having regard to the level and scope of responsibilities.

ADVICE OF THE STANDING COMMITTEE ON DIRECTORATE SALARIES AND CONDITIONS OF SERVICE

23. As the ADEP post is proposed on a supernumerary basis, its creation, if approved, will be reported to the Standing Committee on Directorate Salaries and Conditions of Service in accordance with the agreed procedure.

Environment Bureau
February 2014

**The Steering Committee to Promote
the Sustainable Development of the Recycling Industry**

I. Terms of Reference

To promote the sustainable development of the local recycling industry so as to increase waste reduction and recovery and reduce the waste disposal burden thereby optimising the overall environmental, economic and social benefits to Hong Kong, the Steering Committee will:

- (1) review the current local situation of collection and disposal of recyclables and examine their potentials for recycling having regard to economic viability and impact on the environment;
- (2) review existing policies and support measures, identify new approaches to facilitate development of the recycling industry having regard to (1) above and the achievement of our waste management policy, which include exploring the setting up of a Recycling Fund and its mode of operation; improving the network of community collection points; enhancing the provision of land of sufficient tenure for recycling and adopting green procurement in the Government where practicable and appropriate, etc.;
- (3) coordinate and monitor the implementation of relevant policies and support measures across bureaux and departments to demonstrate the Government's commitment and taking the lead to facilitate recycling in the community;
- (4) engage stakeholders and foster community support in recycling through public education and community involvement projects; and
- (5) encourage technological research and promote training and development of the workforce for effective, safe and environmentally responsible recycling processes, and promote employment in the industry.

II. Membership

Chairman

Chief Secretary for Administration

Members

Secretary for Commerce and Economic Development or his representative

Secretary for Education or his representative

Secretary for the Environment or his representative

Secretary for Development or his representative

Secretary for Financial Services and the Treasury or his representative

Secretary for Food and Health or his representative

Secretary for Labour and Welfare or his representative

Secretary for Transport and Housing or his representative

Director of Home Affairs or her representative

Director of Information Services or his representative

Secretary

Assistant Director of Environmental Protection

**Job Description of
Assistant Director of Environmental Protection
(Waste Reduction & Recycling)**

Rank : Assistant Director of Environmental Protection (D2)

Responsible to : Deputy Director of Environmental Protection (2)

Main Duties and Responsibilities –

1. To head the Waste Reduction and Recycling Division responsible for waste reduction and recycling.
2. To serve as Secretary to the Steering Committee to Promote the Sustainable Development of the Recycling Industry.
3. To liaise with and coordinate government bureaux and departments and other organisations in formulating and implementing measures and initiatives to reduce waste and promote recycling.
4. To coordinate research and conduct policy analyses in promoting the sustainable development of the recycling industry.
5. To oversee the development of funding principles and eligibility criteria of the Recycling Fund and monitor the operation of the Fund.
6. To oversee initiatives to enhance safety and training for the workforce of the recycling industry and to promote the sharing of good practices.
7. To engage and liaise with the recycling trade and stakeholders, and to conduct public education and publicity programmes to promote the development of the recycling industry.
8. To oversee the development and implementation of policies regarding source separation of waste, green procurement and the provision of land and support for recycling operations, including land in the EcoPark, short-term tenancy sites and tendering arrangements for the Public Cargo Working Areas.

**Job Description of
Assistant Director of Environmental Protection
(Environmental Infrastructure)**

Rank : Assistant Director of Environmental Protection (D2)

Responsible to : Deputy Director of Environmental Protection (2)

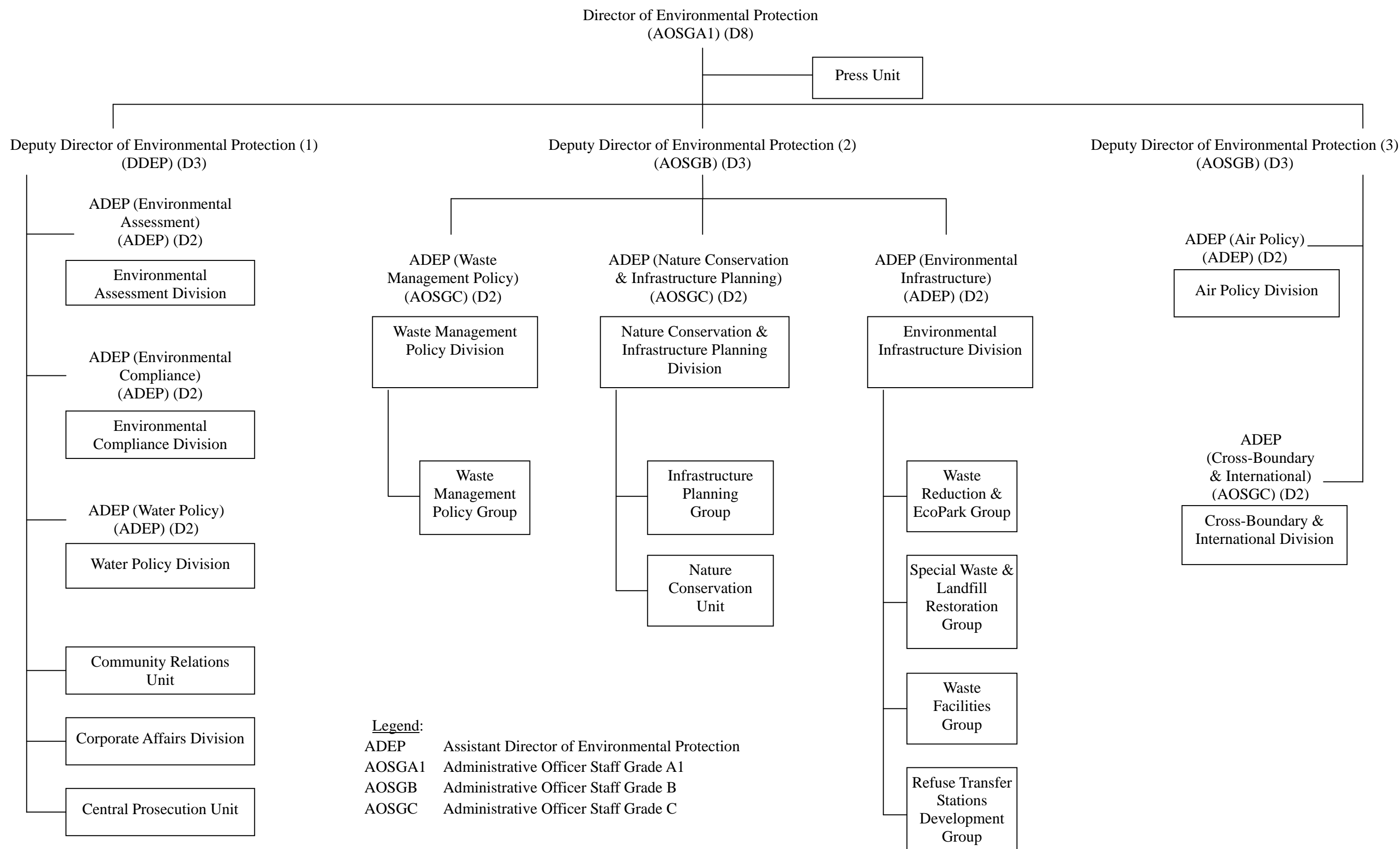
Main Duties and Responsibilities –

1. To direct the work of the Environmental Infrastructure Division so as to ensure the commissioning of environmentally acceptable infrastructure for transferring, treating and disposing of Hong Kong's municipal and special wastes on programme and within budget.
2. To act as the Employer's Representative for contracts for the provision and operation of municipal and special waste management facilities.
3. To ensure that all municipal and special waste management facilities perform to their required environmental and operational standards.
4. To liaise with Mainland authorities as necessary to develop strategies and mutually agreeable arrangements to facilitate the management of Hong Kong's wastes.
5. To direct the development and implementation of initiatives for after-use of exhausted waste disposal facilities and act as the Employer's Representative for contracts for the implementation of such initiatives.
6. To direct the implementation of initiatives to promote waste reduction and waste recovery schemes in the domestic, commercial and industrial sectors.*
7. To oversee and coordinate departmental returns under the Capital Works Reserve Fund Resource Allocation System for environmental infrastructure projects.
8. To oversee the operation of the EcoPark.*

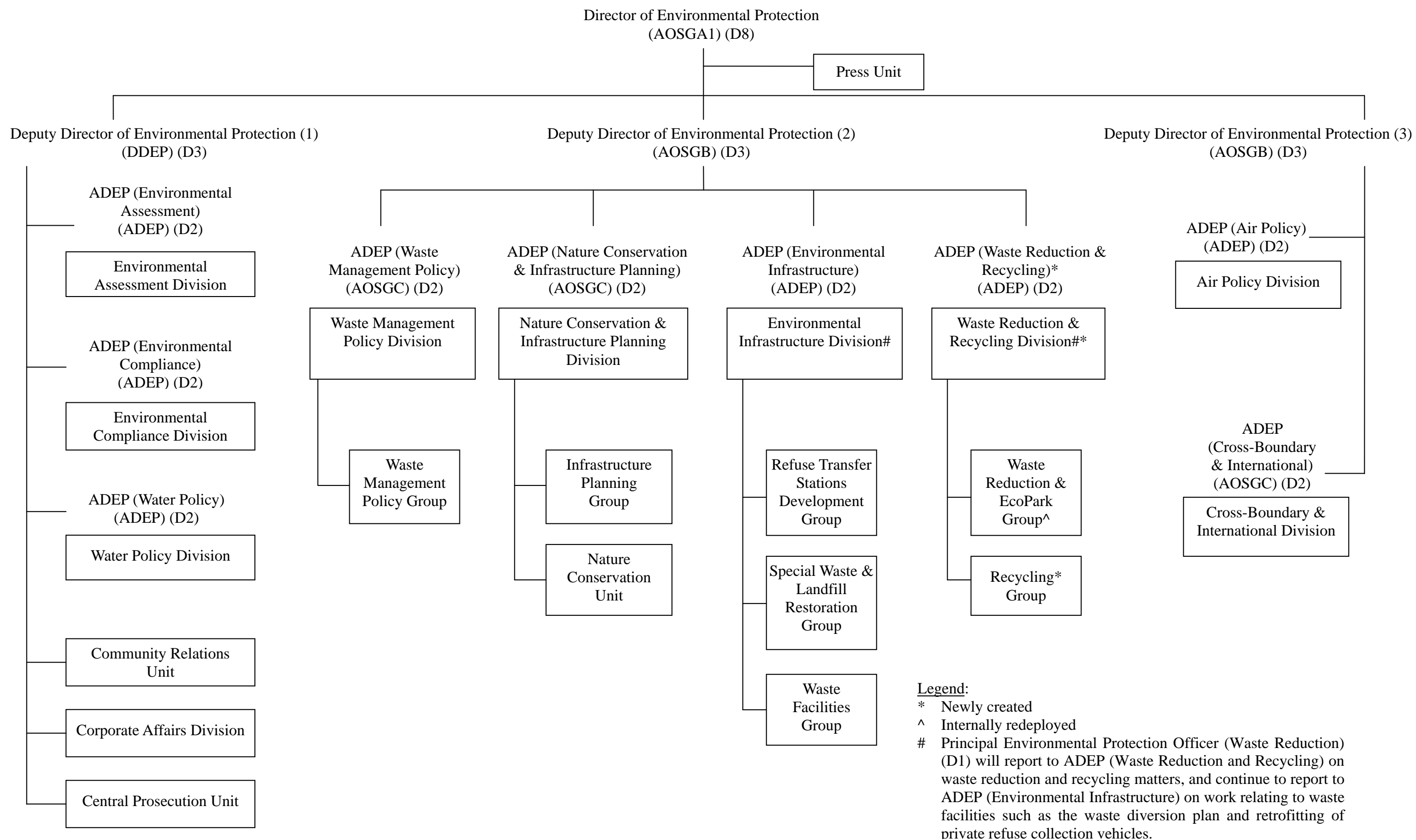
9. To keep abreast of developments in relevant professional knowledge, technical and scientific fields relating to the management of infrastructure for the transfer, treatment and disposal of waste.
10. To act as the Government's chief technical adviser in matters concerning the commissioning and running of public-private partnership arrangements for the management of waste.

 * Shaded items will be taken up by the new Assistant Director of Environmental Protection (Waste Reduction and Recycling).

Organisation of Environmental Protection Department as at 1 February 2014



Proposed Organisation of Environmental Protection Department upon Creation of the ADEP (Waste Reduction & Recycling) Post



**Responsibilities of the Other Assistant Directors of
Environmental Protection (ADEPs)**

- ADEP (Air Policy) is responsible for policy formulation, strategic planning and programme development in the field of air quality management. In addition to implementing the on-going air quality control programmes, the officer is pursuing tightened emission control on vehicles, marine vessels, power plants and non-road mobile machinery as well as regional cooperation for air quality improvement.
- ADEP (Cross-boundary & International) is responsible for liaison with the Mainland and other regions on environmental issues of mutual concern, as well as the development of plans to combat climate change. The officer oversees the operation of various cross-boundary environmental cooperation frameworks, implementation of the climate change action agenda and support measures for the local environmental services sector to capture Mainland market opportunities.
- ADEP (Environmental Assessment) is responsible for reviewing the environmental implications of policies and strategic and local plans, and administering the application of the environmental impact assessment process under the Environmental Impact Assessment Ordinance. The officer oversees the scrutiny of environmental impact assessments submitted under the relevant legislation and advises on environmental angles of all major planning developments, including new development areas, proposed transportation infrastructure and reclamation projects, and private sector-initiated proposals submitted to the Town Planning Board.
- ADEP (Environmental Compliance) is responsible for enforcing pollution laws and facilitating business not only to comply with environmental requirements but also going beyond compliance. The officer oversees law enforcement functions of environmental legislation, and related matters including follow up actions on complaints/reports on various forms of pollution and environmental nuisance.
- ADEP (Water Policy) is responsible for policy formulation, strategic planning and programme development in the area of water quality management. The officer oversees planning of sewerage infrastructure facilities to meet development needs, improving near shore water quality and monitoring water quality across the territory, cross-boundary water quality management issues and implementation of the sewage service charging scheme.
