

## Head 91 — LANDS DEPARTMENT

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

**Estimate 2015–16** ..... **\$2,265.6m**

**Establishment ceiling 2015–16** (notional annual mid-point salary value) representing an estimated 4 030 non-directorate posts as at 31 March 2015 rising by 16 posts to 4 046 posts as at 31 March 2016..... **\$1,599.5m**

In addition, there will be an estimated 46 directorate posts as at 31 March 2015 and as at 31 March 2016.

### Controlling Officer's Report

#### Programmes

**Programme (1) Land Administration**  
**Programme (2) Survey and Mapping**  
**Programme (3) Legal Advice**

These programmes contribute to Policy Area 21: Land and Waterborne Transport (Secretary for Transport and Housing), Policy Area 22: Buildings, Lands, Planning, Heritage Conservation, Greening and Landscape (Secretary for Development) and Policy Area 31: Housing (Secretary for Transport and Housing).

#### Detail

##### Programme (1): Land Administration

	2013–14 (Actual)	2014–15 (Original)	2014–15 (Revised)	<b>2015–16 (Estimate)</b>
Financial provision (\$m)	1,527.7	1,593.9	1,624.5 (+1.9%)	<b>1,671.5</b> (+2.9%)
				(or +4.9% on 2014–15 Original)

#### *Aim*

**2** The aim is to administer land in Hong Kong by disposing of land; acquiring private land and clearing land required for the implementation of public works and other projects; managing government leases, unleased land and certain buildings held by the Government; renewing and modifying leases; and maintaining man-made slopes on unallocated and unleased government land.

#### *Brief Description*

**3** The Department is responsible for the disposal of government land. It acquires private land and clears land required for public works projects or other approved schemes. It is also responsible for managing government leases to ensure compliance with the lease conditions; managing government land to ensure that it is not illegally occupied; managing certain buildings or units in buildings held by the Government; renewing government leases; modifying conditions in existing leases; and maintaining man-made slopes on unallocated and unleased government land.

**4** On 27 February 2014, the Government announced the 2014–15 Land Sale Programme comprising 34 residential sites, seven commercial/business sites and one hotel site. In the course of the year, five residential and one industrial sites were added to the 2014–15 Land Sale Programme. During 2014, 14 sites from the 2014–15 Land Sale Programme were sold by tender. In 2014, the Department completed 117 lease modification applications. Other land disposals such as those by private treaty, land exchange, land extension and short-term tenancy proceeded in accordance with the established practice.

**5** In 2014, the Department helped to resume 11.18 hectares of land required for public works and other projects. In land management, the Department took land control actions leading to clearance of 7 936 government sites involving unlawful occupation of government land and handled 1 138 cases involving breaches of lease conditions.

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6 The key performance measures in respect of land administration are:

### *Targets*

	Target	2013 (Actual)	2014 (Actual)	<b>2015 (Plan)</b>
<i>Land disposal</i>				
small houses (cases processed) .....	2 300	2 354	2 819	<b>2 300</b>
<i>Lease modifications (non small house cases)</i>				
issue of letter of reply to application within three weeks (%) .....	100	99	99	<b>100</b>
issue of letter of offer of provisional basic terms (without premium)/rejection/indicating in-principle agreement within 22 weeks from receipt of application (%) .....	100	98	100	<b>100</b>
issue of legal document for execution within 12 weeks from receipt of a binding acceptance of the final basic terms and premium offer (%) .....	100	100	100	<b>100</b>
<i>Land acquisition</i>				
offer of compensation based on ex-gratia rates made within four weeks from the date of gazette notice of resumption of agricultural land in the New Territories (N.T.) (%) .....	100	100	100	<b>100</b>
cheques for compensation made available for collection within four weeks from receipt of acceptance by the Department proof of legal title (for agricultural land cases in N.T.) (%) .....	100	99	100	<b>100</b>
offer of compensation or invitation to claims made within three weeks from land reversion (%) .....	100	100	100	<b>100</b>

### *Indicators*

	2013 (Actual)	2014 (Actual)	<b>2015 (Estimate)</b>
<i>Land disposal</i>			
land disposed (ha) .....	44.50	45.93	—Δ
land sale programme			
land sold (auction and tender) (ha) .....	38.41	36.89	—Δ
no. of flats .....	8 819	12 179	—Δ
private treaty grants			
land granted (ha) .....	3.85	6.81	—Ψ
no. of flats .....	1 637	5 144	—Ψ
<i>Lease variations</i>			
lease modifications, exchanges and extensions			
no. of cases .....	91	126	—Ψ
no. of flats .....	929	1 770	—Ψ
processing of applications from indigenous villagers for rent concession (no. of lots/tenements) .....	1 636	1 594	<b>1 500</b>
<i>Land acquisition</i>			
Public Works Programme projects (ha) .....	3.90	10.47	<b>12.18</b>
railway development projects (ha) .....	0.01	1.10	<b>0.24</b>
urban renewal projects (no. of property interests) .....	399	225	<b>705</b>
Rural Planning and Improvement Strategy/Village Improvement (ha) .....	0.13	0.71	<b>0</b>
total acquisition/clearance costs (\$m) .....	2,604.2	682.9	<b>2,500.8</b>

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	2013 (Actual)	2014 (Actual)	2015 (Estimate)
<i>Land management</i>			
lease enforcement cases .....	969	1 138	<b>1 090</b>
rebuilding of temporary domestic structures.....	30	31	<b>15</b>
government sites cleared from unlawful occupation .....	7 358	7 936	<b>8 300</b>
cleaning up of sites under management .....	1 038	1 117	<b>1 140</b>
maintenance of slopes on unallocated and unleased government land			
man-made slopes to be inspected.....	12 105	12 201	<b>12 200</b>
man-made slopes to be maintained or improved .....	7 120	7 153	<b>7 150</b>
demolition of surveyed structures on grounds of slope safety (no. of structures).....	14	18	<b>50</b>
temporary use of government land			
temporary allocations issued to government departments (ha) .....	83.10	66.93	<b>40.27</b>
short-term tenancies issued			
short-term tenancies let by tender (ha).....	42.24	37.42	<b>35.00</b>
short-term tenancies let by direct grant (ha) .....	32.70	26.58	<b>12.63</b>
<i>Property management</i>			
properties/units managed .....	233	157	<b>157</b>
repair orders issued for government properties.....	105	102	<b>105</b>
disposal of government properties .....	16	8	<b>14</b>
<i>Squatter control and clearance</i>			
unauthorised structures demolished .....	259	371	<b>330</b>
surveyed structures inspected.....	197 202	199 363	<b>199 000</b>
cases under freezing action for demolition of surveyed structures occupied by squatters who have applied for public rental housing <sup>β</sup> .....	9	—	—
structures cleared in programmed development clearances and emergency clearances (excluding surveyed structures cleared on grounds of slope safety) .....	812	1 444	<b>2 019</b>

Δ Not possible to estimate because sale of government land is subject to market response.

Ψ Not possible to estimate as the transactions are subject to applicants' acceptance of the proposed terms which is also influenced by the market.

β Indicator to be removed as from 2014 since the relevant data would no longer be made available on personal data privacy grounds.

### *Matters Requiring Special Attention in 2015–16*

7 During 2015–16, the Department will:

- continue to strengthen land control and lease enforcement work, including the stepping up of enforcement against unauthorised structures on private agricultural land;
- continue to implement a Pilot Scheme for Arbitration on Land Premium to facilitate agreement on land premium; and continue to expedite the processing of lease modifications, land exchanges and applications in respect of revitalisation of industrial buildings;
- continue land sales under the Land Sale Programme and facilitate the tenders of property development projects of the Urban Renewal Authority and the MTR Corporation Limited;
- continue with the work on resumption and clearance of land for approved public projects including the formation of housing sites and their associated works in Tuen Mun Area 54; and undertake preparatory work on resumption and clearance of land required for proposed new projects; and
- continue with the handling of compensation claims in respect of the railway projects; and undertake land administration work required for the West Island Line, the Hong Kong section of the Guangzhou-Shenzhen-Hong Kong Express Rail Link, the South Island Line (East), the K<sup>w</sup>un Tong Line Extension and the Shatin to Central Link.

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### Programme (2): Survey and Mapping

	2013–14 (Actual)	2014–15 (Original)	2014–15 (Revised)	<b>2015–16 (Estimate)</b>
Financial provision (\$m)	497.9	500.5	525.2 (+4.9%)	<b>526.3</b> (+0.2%)
				(or +5.2% on 2014–15 Original)

#### *Aim*

8 The aim is to formulate and implement survey and mapping policies, standards, regulations and specifications; provide and maintain the basic mapping, geodetic and land boundary databases; carry out geodetic, mapping and land boundary surveys; and administer the Land Survey Ordinance (Cap. 473) (LSO) under the Land Survey Authority to cope with land and building developments in Hong Kong.

#### *Brief Description*

9 The Survey and Mapping Office (SMO) provides and maintains the 1:1 000 basic maps covering the whole territory. It also provides maps and plans at various scales and for various purposes. In particular, it provides survey and mapping services to the Lands Administration Office for land administration functions such as land acquisition and disposal, lease modification and enforcement, and small house development. It operates a Land Information System for maintaining updated digital maps and cadastral databases. Apart from government departments, private organisations and the public can purchase the data for their own uses under a permit or licence. SMO also provides photogrammetric and aerial survey services for specific purposes in addition to general mapping. It is responsible for the establishment and maintenance of the territory-wide geodetic network. Under the Land Survey Authority, it administers the LSO which governs the registration and discipline of Authorised Land Surveyors and the control of the standards of land boundary surveys. It is also responsible for street naming under the Public Health and Municipal Services Ordinance (Cap. 132).

10 The key performance measures in respect of survey and mapping are as follows:

#### *Targets*

	Target	2013 (Actual)	2014 (Actual)	<b>2015 (Plan)</b>
setting out land boundaries within 12 weeks from receipt of request (%).....	100	99	94	<b>100</b>
providing mapping and geodetic information within one working day from receipt of request (%).....	100	100	100	<b>100</b>
updating large-scale plans within 12 weeks on completion of major infrastructural projects (%).....	100	100	100	<b>100</b>

#### *Indicators*

	2013 (Actual)	2014 (Actual)	<b>2015 (Estimate)</b>
<i>Geodetic survey</i>			
precise horizontal and vertical control points fixed .....	1 672	918	<b>900</b>
survey monuments and marks built and maintained .....	4 410	4 366	<b>4 500</b>
<i>Topographical survey and map production</i>			
continuous revision, area surveyed and inspected (ha).....	61 945	57 616	<b>60 000</b>
maps and charts produced .....	8 732	8 469	<b>8 200</b>
reprographic services provided (no. of copies) .....	423 057	435 905	<b>410 000</b>
<i>Cadastral survey</i>			
lots defined or set out .....	2 161	2 242	<b>2 100</b>
cadastral plans prepared .....	67 247	62 721	<b>66 000</b>
<i>Aerial survey</i>			
photographs taken for measurement and record .....	12 850	13 937	<b>13 000</b>
total area of photogrammetric survey conducted (ha).....	30 800	29 765	<b>31 000</b>
<i>LSO</i>			
total number of lot sub-division plans examined .....	1 774	1 947	<b>2 000</b>

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### *Matters Requiring Special Attention in 2015–16*

11 During 2015–16, the Department will continue to:

- enhance the Land Information System for maintaining the territory-wide digital map database;
- enhance the satellite positioning reference station system to facilitate high accuracy positioning for various location based applications;
- provide ordering and payment service for paper map products for the general public through Hong Kong Map Service website;
- provide survey and mapping services for the planning process, land resumption and clearance, and land disposals;
- enhance and extend the Hong Kong Special Administrative Region Geospatial Information Hub service to facilitate easy access to geospatial information within the Government;
- enhance the quality of the territory-wide 3D spatial data;
- replace the film-based aerial camera with a large-format digital aerial camera system for providing high resolution digital aerial photographs; and
- develop the Geospatial Data Conversion Suite for the conversion of the new seamless/tile-based small-scale digital map into common formats to support Geographic Information System and Computer Aided Design users.

### **Programme (3): Legal Advice**

	2013–14 (Actual)	2014–15 (Original)	2014–15 (Revised)	<b>2015–16 (Estimate)</b>
Financial provision (\$m)	62.3	67.7	67.2 (–0.7%)	<b>67.8</b> (+0.9%)
				(or +0.1% on 2014–15 Original)

### *Aim*

12 The aim is to facilitate government land transactions by providing legal advice and conveyancing services to the departments and bureaux concerned, and to give consent to sales of units in uncompleted developments.

### *Brief Description*

13 The Legal Advisory and Conveyancing Office (LACO) provides professional legal services within the Department in relation to Programme (1) for the issue, renewal and variation of government leases as well as the drafting and execution of conditions of sale (by auction or tender), grant and exchange. In compulsory acquisition cases, the LACO is responsible for approving the legal title of the former owners and preparing the compensation documents before compensation is released. The LACO is also responsible for checking the legal title of the former owners and preparing the surrender documents before their land is surrendered to the Government in exchange for a new grant of land for development. It also provides conveyancing services to The Financial Secretary Incorporated, The Secretary for Home Affairs Incorporated and other government departments and policy bureaux in their property transactions.

14 Under the Lands Department Consent Scheme, the LACO processes applications for consent to sell units in uncompleted buildings prior to compliance with the lease conditions. The Scheme's main objective is to ensure that developers have the financial and technical ability to complete the units to be sold to protect the interests of purchasers. When required under the leases for commercial and residential developments, Deeds of Mutual Covenant (DMCs) setting out the respective rights and obligations of all the owners of the buildings need to be approved by the LACO before consent is issued or sales of the units can begin.

15 The key performance measures in respect of legal advice are:

#### *Targets*

	Target	2013 (Actual)	2014 (Actual)	<b>2015 (Plan)</b>
<i>Consents</i>				
Sale and Purchase Agreements—approved within 13 weeks (excluding time for approval of DMC) (%) .....	100	100	97	<b>100</b>
DMCs—approved within 13 weeks (%) .....	100	100	98	<b>100</b>

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### *Indicators*

	2013 (Actual)	2014 (Actual)	2015 (Estimate)
<i>Consents</i>			
Sale and Purchase Agreements approved			
—non-residential developments .....	7	5	7
—residential developments .....	20	31	27
sale of uncompleted residential units (no. of flats) .....	10 884	12 836	<b>12 000</b>
DMCs approved			
—non-residential developments .....	3	8	6
—residential developments .....	23	46	32

### *Matters Requiring Special Attention in 2015–16*

**16** During 2015–16, the Department will continue to:

- expedite the approval of legal title of former owners and preparation of compensation documents in respect of private land resumed under various infrastructure projects;
- contract out to private firms the processing of applications for approval of DMCs, title checking and related legal work for payment of compensation for land resumption; and
- explore further ways to streamline the existing procedures in relation to the Lands Department Consent Scheme and Programme (1).

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### ANALYSIS OF FINANCIAL PROVISION

	2013–14 (Actual) (\$m)	2014–15 (Original) (\$m)	2014–15 (Revised) (\$m)	2015–16 (Estimate) (\$m)
<b>Programme</b>				
(1) Land Administration .....	1,527.7	1,593.9	1,624.5	1,671.5
(2) Survey and Mapping .....	497.9	500.5	525.2	526.3
(3) Legal Advice .....	62.3	67.7	67.2	67.8
	2,087.9	2,162.1	2,216.9 (+2.5%)	2,265.6 (+2.2%)
				(or +4.8% on 2014–15 Original)

#### Analysis of Financial and Staffing Provision

##### Programme (1)

Provision for 2015–16 is \$47.0 million (2.9%) higher than the revised estimate for 2014–15. This is mainly due to a net increase of 14 posts, salary increments for staff, filling of vacancies and other operating expenses.

##### Programme (2)

Provision for 2015–16 is \$1.1 million (0.2%) higher than the revised estimate for 2014–15. This is mainly due to a net increase of two posts, salary increments for staff, filling of vacancies and other operating expenses.

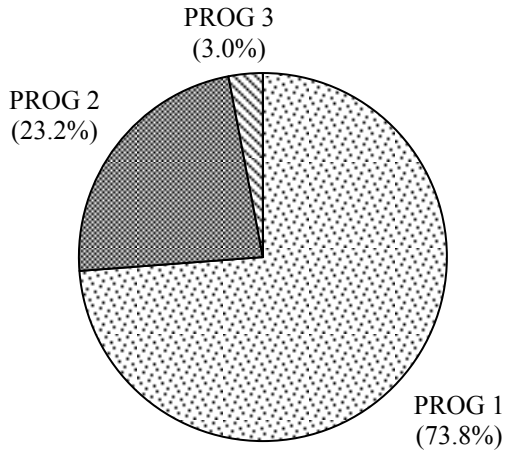
##### Programme (3)

Provision for 2015–16 is \$0.6 million (0.9%) higher than the revised estimate for 2014–15. This is mainly due to salary increments for staff, filling of vacancies and other operating expenses.

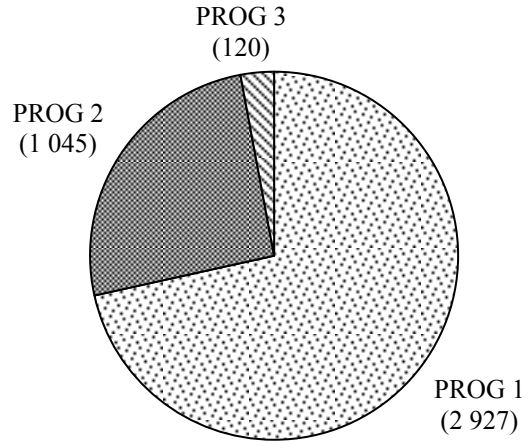
**Head 91 — LANDS DEPARTMENT**

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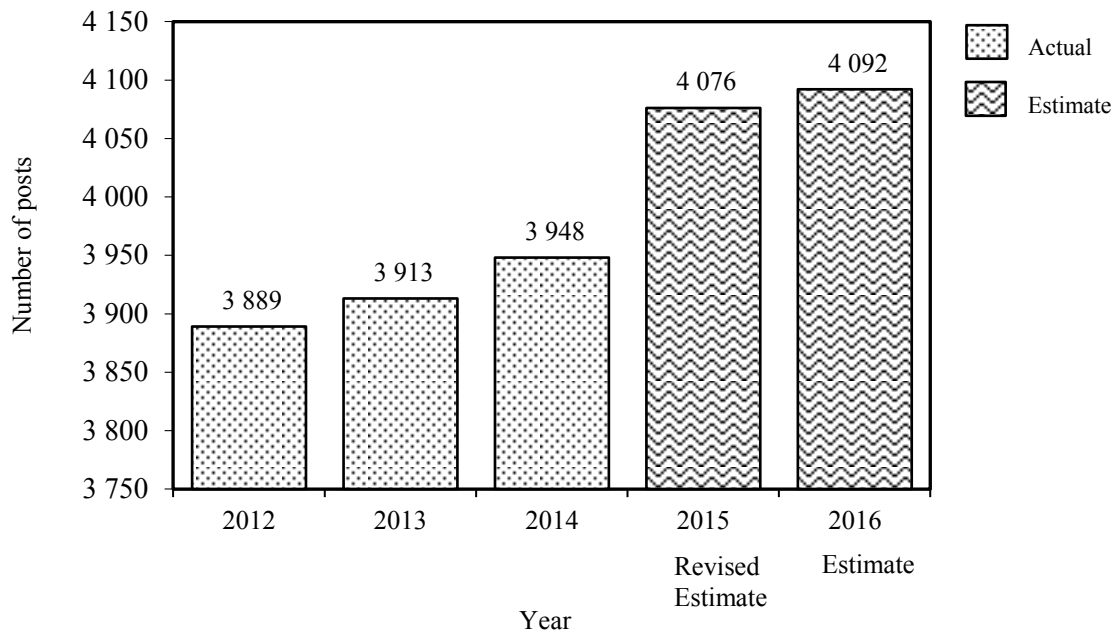
*Allocation of provision  
to programmes  
(2015-16)*



*Staff by programme  
(as at 31 March 2016)*



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





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Sub-head (Code)		Actual expenditure 2013-14	Approved estimate 2014-15	Revised estimate 2014-15	<b>Estimate 2015-16</b>
	\$'000	\$'000	\$'000	\$'000	<b>\$'000</b>
<b>Operating Account</b>					
Recurrent					
000	Operational expenses .....	2,083,149	2,158,526	2,213,648	<b>2,264,423</b>
003	Recoverable salaries and allowances (General).....	34,004			
	<i>Deduct</i> reimbursements .....	<i>Cr. 34,004</i>	—	—	—
221	Clearance of government land - ex-gratia allowances .....	519	1,089	775	<b>1,168</b>
	Total, Recurrent.....	2,083,668	2,159,615	2,214,423	<b>2,265,591</b>
	Total, Operating Account .....	2,083,668	2,159,615	2,214,423	<b>2,265,591</b>
<b>Capital Account</b>					
Plant, Equipment and Works					
	Minor plant, vehicles and equipment (block vote).....	4,214	2,475	2,475	—
	Total, Plant, Equipment and Works.....	4,214	2,475	2,475	—
	Total, Capital Account.....	4,214	2,475	2,475	—
	Total Expenditure .....	2,087,882	2,162,090	2,216,898	<b>2,265,591</b>

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### Details of Expenditure by Subhead

The estimate of the amount required in 2015–16 for the salaries and expenses of the Lands Department is \$2,265,591,000. This represents an increase of \$48,693,000 over the revised estimate for 2014–15 and of \$177,709,000 over the actual expenditure in 2013–14.

#### *Operating Account*

#### Recurrent

**2** Provision of \$2,264,423,000 under *Subhead 000 Operational expenses* is for the salaries, allowances and other operating expenses of the Lands Department.

**3** The establishment as at 31 March 2015 will be 4 076 posts. It is expected that there will be a net increase of 16 posts in 2015–16. Subject to certain conditions, the controlling officer may under delegated power create or delete non-directorate posts during 2015–16, but the notional annual mid-point salary value of all such posts must not exceed \$1,599,540,000.

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

	2013–14 (Actual) (\$'000)	2014–15 (Original) (\$'000)	2014–15 (Revised) (\$'000)	2015–16 (Estimate) (\$'000)
Personal Emoluments				
- Salaries.....	1,614,775	1,651,878	1,710,220	<b>1,732,104</b>
- Allowances.....	12,810	14,755	14,943	<b>15,517</b>
- Job-related allowances.....	2,409	2,737	2,660	<b>2,867</b>
Personnel Related Expenses				
- Mandatory Provident Fund contribution.....	3,713	4,910	4,829	<b>4,725</b>
- Civil Service Provident Fund contribution.....	23,650	28,926	30,316	<b>36,229</b>
Departmental Expenses				
- Hire of services and professional fees .....	71,378	85,606	73,552	<b>105,103</b>
- Contract maintenance .....	201,621	195,500	206,237	<b>201,042</b>
- General departmental expenses .....	152,793	174,199	170,891	<b>166,821</b>
Other Charges				
- Financial Secretary Incorporated - suspense account adjustment .....	—	15	—	<b>15</b>
	2,083,149	2,158,526	2,213,648	<b>2,264,423</b>

**5** Gross provision of \$34,004,000 under *Subhead 003 Recoverable salaries and allowances (General)* includes salaries and allowances for the urban renewal team which processes land resumption to make land available for the urban renewal projects. The cost will be fully recovered from the Urban Renewal Authority.

**6** Provision of \$1,168,000 under *Subhead 221 Clearance of government land - ex-gratia allowances* is for allowances payable to persons cleared from government land other than in the course of clearances required for public works projects. The increase of \$393,000 (50.7%) over the revised estimate for 2014–15 is mainly due to new clearance projects and other projects on government land rescheduled from 2014–15 to 2015–16.