

For information

**LEGISLATIVE COUNCIL
PANEL ON ENVIRONMENTAL AFFAIRS**

Community Green Stations: Progress of Implementation

At its meeting on 26 October 2015, the Panel on Environmental Affairs (“EAP”) noted the Government’s report on the progress of implementation of Community Green Stations (“CGS”). This note sets out our response to the EAP’s request for supplementary information.

Requirements and Guidelines on CGS Operation

2. There are clear requirements on the deliverables expected of the CGS operators. Amongst other things, under the Specification of the Tender Document, we have laid down clear service requirements in relation to the general responsibilities of the successful tenderer as the appointed CGS operator. As a start, the successful tenderer must also submit to the Environmental Protection Department (“EPD”) for approval an operation plan describing the detailed arrangements for the delivery of the relevant services including in particular educational services and recyclables collection services. The key elements of the approved operational plan are binding on the CGS operator. Relevant provisions of the Specification (for Sha Tin CGS) are extracted at Annex A for reference.

3. Once a non-profit organization has been appointed as CGS operator, EPD will provide necessary technical advice through meetings, information sharing and site visits etc. for familiarization purposes. Through reviewing the operational plan submitted by the CGS operator, we will offer relevant suggestions that are considered useful in planning the CGS operation. During the operation phase, we will also provide feedback on an on-going basis through the performance review mechanism to be detailed in the next section.

Mechanism to Review CGS Operation

4. At present, EPD evaluates the performance of a CGS operator through different means. Quantitatively, each CGS operator is required to submit monthly report on its operation detailing the performance statistics in relation to its educational and recyclables collection services and other matters requiring attention in the reporting period. Payment of contract fee is also based on vetted records on actual work done. Qualitatively, we assess the public acceptance of the CGS initiative and the community's satisfaction on a particular CGS based on stakeholder feedback from which we also generalize advice on areas of improvement or suggestions on work priority for CGS operators to follow up.

5. In addition, in order to enhance transparency and to proactive solicit feedback, each CGS is required to publish a quarterly report on its work. The CGS operators must also arrange regular forums to meet with key district personalities and stakeholders of the districts to exchange views regarding the CGS services.

Quarterly Reports of Existing CGSs

6. The quarterly reports for Sha Tin CGS and Eastern CGS are provided at [Annex B](#) and [Annex C](#) respectively.

Environmental Protection Department
January 2016

**Extracted Provisions from the
Specification of the Tender Document for
Sha Tin Community Green Station**

5.3 OPERATION PLAN: EDUCATIONAL SERVICES

5.3.1 General

5.3.1.1 The Operator's Plans, submitted as part of his Tender, shall describe the arrangements for the Educational Services, and shall form the basis of the relevant part of the Operation Plan.

5.3.1.2 With reference to Clause 17 of the Conditions of Contract and Section 1.11 of the Specification, the Operator shall submit to the Employer for agreement an Operation Plan. Such Operation Plan shall include, without limitation, the Operator's arrangements for carrying out the Services as described in this Section 5 of the Specification, including the following:

- (a) outline of the environmental education materials and types of activities to promote green living and recycling to be included in the programme of Regular and Featured Educational Events with respect to each of the following target groups in the Service Area including:
 - (i) property management offices and residents' organisations
 - (ii) schools and educational establishments
 - (iii) other local community groups
- (b) arrangements to engage target groups by means of Regular and Featured Educational Events
- (c) critical steps to deliver the various types of activities included in the programme of Regular and Featured Educational Events

5.3.1.3 The Operation Plan shall include a description of the arrangements for the Educational Services, and the achievement of the performance requirements of such Services, including a "working plan" that demonstrates how these are achieved on a day-to-day basis.

6.4 OPERATION PLAN: RECYCLABLES COLLECTION SERVICES

6.4.1 General

6.4.1.1 The Operator's Plans, submitted as part of his Tender, shall describe the arrangements for the Recyclables Collection Services, and shall form the basis of the relevant part of the Operation Plan.

6.4.1.2 With reference to Clause 17 of the Conditions of Contract and Section 1.11 of the Specification, the Operator shall submit to the Employer for agreement an Operation Plan. Such Operation Plan shall include without limitation, the Operator's arrangements for carrying out the Services as described in this Section 6 of the Specification.

6.4.1.3 The Operation Plan shall include:

- (a) a list of Permitted Recyclables and Other Recyclables that are covered under the Recyclables Collection Services; and
- (b) for each type of such Recyclables a description of the arrangements for the Recyclables Collection Services, and the achievement of the performance requirements of such Services; including a "working plan" that demonstrates how these are achieved on a day-to-day basis.

6.4.1.4 For the avoidance of doubt, the Operation Plan shall include, without limitation:

- (a) arrangements for promotion in respect of Recyclables Collection Services
- (b) arrangements to complement services by other local recyclers, local recycling shops, and other recycling programmes sponsored by both the private sector and the Government
- (c) arrangements for establishing Housing Collection Points, and providing Housing Collection Services
- (d) arrangements for establishing Kerb-Side Collection Points, and providing Kerb-Side Collection Services
- (e) arrangements for establishing and providing Recyclables Collection Services at the Facility
- (f) arrangements for handling, storage and delivery of collected Recyclables
- (g) arrangements to optimise and maximise the utilisation of the Collection Vehicle(s) for Recyclables Collection

- (h) arrangements for phasing in Collection Vehicles
- (i) arrangements to minimise the potential nuisance caused by the Recyclables Collection operation
- (j) outlets that are operated both properly and to satisfactory environmental standards

**Quarterly Report of Sha Tin Community Green Station (CGS)
(for Q3 2015)**

1. Reporting Period

- From 1 July 2015 to 30 September 2015

2. Highlights During the Reporting Period

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3. Operation Performance (From 18 June to 17 September 2015)

- *Facility utilization:* Received 4,150 visitors
- *Recyclables collection service:* Operated a total of 126 collection points, including 109 residential collection points (equivalent to a 86% coverage of the population in Sha Tin) and 17 institutional collection points. Number of collection points for electrical appliances, computers, glass bottles, compact fluorescent lamps and tubes and rechargeable batteries were 79, 79, 71, 34 and 34 respectively. During the reporting period, one collection vehicle was hired to provide 48 trips of collection service with 401 hours of operation in total.

Total quantities of recyclables received from the public at the Sha Tin CGS and collected through out-reach collection services:

- Electrical appliances:	about 6,462 kg
- Computers:	about 3,973 kg
- Glass bottles:	about 24,892 kg
- Rechargeable batteries:	about 66 kg
- Compact fluorescent lamps and tubes:	about 347 kg

- Books:	about 179 kg
- Used clothes:	about 406 kg
- Papers:	about 111 kg
- Plastics:	about 119 kg
- Metals:	about 4 kg

- ***Environmental Education Service:*** Organised 233 educational events, including guided tours, seminars, visits, interest classes and workshops, etc. and two other featured events.

4. **Environmental Performance**

- ***Compliance:*** Environmental requirements fully met.
- ***Electricity:*** 10,529 units of electricity consumed.

5. **Upcoming Highlights**

- To start organising swap event regularly with the aims to encourage reuse resources and reduce waste disposal, with the first event to be held on 25 October 2015.
- To continuously expand glass bottle collection services aiming to start serving more than 20 new collection points from November 2015.
- To expand school educational service and to hold different environmental educational events at primary and secondary schools. To recruit “Student Green Ambassador Programme” in November 2015 to encourage students to take part in promoting environmental education at the community level through a series of activities (e.g. seminars, visits, workshops, etc).
- To start scaling up production of Eco Enzyme aiming for distribution to residents before Lunar New Year for cleaning their houses.

**Quarterly Report of Eastern Community Green Station (CGS)
(for Q3 2015)**

1. Reporting Period

- From 3 August 2015 to 30 September 2015

2. Highlights During the Reporting Period

- **3 August 2015** : Trial operation started. The site was open to public. Collection of electrical appliances, computers, glass containers, and environmental education programmes were commenced.
- **23 September 2015** : Opening Ceremony was held.

3. Performance (From 3 August to 30 September 2015)

- **Facility Utilization:** Received 6,189 visitors.
- **Recyclables collection service:** Operated 60 collection points, including 59 residential collection points (equivalent to a 36% coverage of the population in Eastern District) and 1 other institutional collection point. Number of collection points for electrical appliances, computers, glass bottles, compact fluorescent lamps and tubes and rechargeable batteries were 44, 1, 28, 31 and 30 respectively. During the reporting period, one collection vehicle was hired to provide 15 trips of collection service with 84 hours of operation in total.

The total quantities of recyclables received from the public at the Eastern CGS and collected through out-reach collection services:

- Electrical appliances: about 658 kg

- Computers: about 713 kg
- Glass bottles: about 5,720 kg
- Compact fluorescent lamps and tubes: about 5 kg
- Rechargeable batteries: about 6 kg

- ***Environmental Education Service:*** Organised 82 educational events, including guided tours, seminars, interest classes and workshops, etc. The total number of attendance was 729.

4. **Environmental Performance**

- ***Compliance:*** Environmental requirements fully met.

5. **Upcoming Highlights**

- To establish 10 kerb-side collection points in Eastern District and launch the “Go GREEN” participation incentive on trial basis to encourage residents to bring their recyclables to the collection points.
- To expand the residential collection coverage and to reach about 75 housing collection points established in Eastern District by end 2015.
- To organize environmental education workshops and seminars to teachers, parents and students of primary, secondary schools and kindergartens.