

THE HONG KONG HOUSING AUTHORITY

Memorandum for the Commercial Properties Committee

Progress Report on Implementation of the Improvement Initiatives on Fitting Out Procedures of Shopping Centres and Management of Single Operators

PURPOSE

To inform members of the progress on implementation of the improvement initiatives on fitting out procedures of shopping centres and management of single operators (SO), consequent to the incident of fallen glass panel in Ping Tin Shopping Centre.

BACKGROUND

2. Members will recall an Investigation Team was set up in late 1997 to look into the cause of failure of a glass panel balustrade in Ping Tin Shopping Centre. The joint meeting of CPC/BC of 7 January 1998 decided that detailed proposals for implementing improvements should be required.

3. A separate independent Panel was also formed in the Commercial Properties Division to examine the processing of fitting out works in Ping Tin Shopping Centre. The Panel took into consideration the findings of the Building Committee investigation of the incident and concluded that the SO had followed the established procedures in fitting out Ping Tin Shopping Centre. There was no fault on the part of the SO and no censure or disciplinary action was required by the Commercial Properties Committee. The Panel also recognised the need to enhance the existing system particularly in the development of an effective supervision mechanism.

IMPROVEMENT INITIATIVES

4. Parallel to the actions taken above, a departmental working group was formed in mid January 1998 to review the existing handing over/fitting out procedures, management of SO and to identify ways for further enhancement of existing system. A presumption Paper No. CPC 32/98 was issued on 13 May 1998 which set out its findings and proposals on improvements for implementation. The progress is highlighted below:-

- (a) Existing procedures in handing over of commercial centres were reviewed. More focused procedures on inspection and handing over were introduced. Contract co-ordinator would arrange early briefings with concerned parties with a view to highlighting safety items which require special attention and the need to comply with statutory requirements in carrying out modification works etc.
- (b) A Handing-over Inspection Unit (HIU) has been set up within the Management Branch to oversee the handing over process. The task of the HIU includes monitoring progress of outstanding works and rectification of defects, and in ensuring that required documents for future maintenance are properly maintained.
- (c) The Central Vetting Team of the Management Branch has developed standards and checklists for approval of fitting out proposals submitted by the SO, including the submission of a Supervision Plan and the Completion Certificates issued by Authorised Person and Registered Structural Engineer.
- (d) On management of SO, the Commercial Properties Division would incorporate the requirement for submission of Supervision Plan, Management and Maintenance Plans as leasing conditions.

5. A working group comprising members from all disciplines concerned has worked out the implementation guidelines in the preparation of the Supervision Plan on safety management of building works, quality supervision and method statements together with precautionary and protective measures. The improvement initiatives will apply to all future SOs for incorporation into new contracts.

INFORMATION

6. This paper is issued for Members' information.

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