

Records Destruction Information of Planning Department in 2018

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	17.78	<ul style="list-style-type: none"> • Administration • Accommodation and Facilities • Procurement and Supplies • Finance and Accounting • Human Resources • Management of Information, Information Services and Information Technology
Programme Records	78.46	<ul style="list-style-type: none"> • Files relating to the Site or Topic Specific Information (Studies and Research Section) • Distribution of district layout plans and urban design issues for comments, or Land Development Corporation Scheme consultancy fees and financial matters, etc. • Files relating to Traffic studies • Files relating to Hong Kong Planning Standards and Guidelines • Obsolete planning information including outdated planning briefs and land use plans • Files relating to General Matters including Complaint Cases (Central Enforcement and Prosecution Section) • Files relating to Section 16 Application (Central Enforcement and Prosecution Section) • Records relating to Town Planning Board Meeting • Records relating to Rural and New Town

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
		Planning Committee Meeting <ul style="list-style-type: none"> • Records relating to District Planning Branch Meeting (Formerly Known as Statutory Planning Meeting) • Records relating to Metro Planning Committee • Files relating to Hong Kong District Planning Matters • Building Plans under the purview of Kowloon District Planning Office
Total	96.24	

For enquiries concerning the above destruction information, please approach Planning Department at ikkwong@pland.gov.hk.