

## **ITEM FOR ESTABLISHMENT SUBCOMMITTEE OF FINANCE COMMITTEE**

- HEAD 138 – GOVERNMENT SECRETARIAT :  
DEVELOPMENT BUREAU (PLANNING AND LANDS  
BRANCH)**
- HEAD 159 – GOVERNMENT SECRETARIAT :  
DEVELOPMENT BUREAU (WORKS BRANCH)**
- HEAD 33 – CIVIL ENGINEERING AND DEVELOPMENT  
DEPARTMENT**
- Subhead 000 Operational expenses**

Members are invited to recommend to Finance Committee the following proposals with effect from the date of approval by the Finance Committee –

- (a) the creation of the following permanent post –

**under Head 138 Government Secretariat:  
Development Bureau (Planning and Lands  
Branch)**

1 Administrative Officer Staff Grade B  
(D3) (\$158,850 - \$173,350)

- (b) the creation of the following three supernumerary posts up to 31 March 2019 –

**under Head 159 Government Secretariat:  
Development Bureau (Works Branch)**

1 Government Engineer  
(D2) (\$136,550 - \$149,350)

/under .....

**under Head 33 Civil Engineering and  
Development Department**

2 Chief Engineer

(D1) (\$115,050 - \$125,800)

- (c) the consequential redistribution of duties and responsibilities among some other directorate posts upon re-organisation of the Development Bureau and the Civil Engineering and Development Department.

**PROBLEM**

We need additional support at the directorate level in Development Bureau (DEVB) and Civil Engineering and Development Department (CEDD) to lead teams dedicated to taking forward the Government's multi-pronged strategy to increase land supply.

**PROPOSAL**

2. To increase land supply in the short, medium and long term, the Government has adopted a multi-pronged strategy and is pressing ahead full steam with the various land supply initiatives and projects. In this connection, the DEVB proposes to set up a dedicated cross-disciplinary team to assist the Steering Committee on Land Supply (SCLS) chaired by the Financial Secretary (FS) in monitoring land supply and promoting land development. Specifically, we propose to –

- (a) create one permanent post of Administrative Officer Staff Grade B (AOSGB) (D3), to be designated as Deputy Secretary (Planning and Lands)3 (DS(PL)3), to head a new Lands Division in the Planning and Lands Branch of DEVB (DEVB(PLB));
- (b) create one supernumerary post of Government Engineer (GE) (D2), to be designated as Principal Assistant Secretary (Works)5 (PAS(W)5), up to 31 March 2019 to lead a new Land Supply Section in the Works Branch of DEVB (DEVB(WB));

/(c) .....

- (c) create two supernumerary posts of Chief Engineer (CE) (D1), to be designated as Chief Engineer/New Territories East 3 (CE/NTE3) and Chief Engineer/New Territories West 4 (CE/NTW4), up to 31 March 2019 in CEDD to take forward various development projects arising from the land supply initiatives; and
- (d) re-distribute and re-align the duties and responsibilities among some other directorate posts in DEVB and CEDD.

## JUSTIFICATION

### Land Supply for Housing and Other Needs

3. To meet the housing demand and various needs for land of the community, the Government has drawn up an overall policy blueprint for increasing land supply. We have stated clearly the guiding principle of facilitating social and economic developments, and the vision of improving the living space of the people of Hong Kong through increasing land supply. To follow that up, the Government has adopted a multi-pronged strategy to increase land supply in the short, medium and long term, through the continued and systematic implementation of a series of measures, including the optimal use of developed land as far as practicable and the creation of new land for development.

4. Hong Kong is facing a tight housing and land supply situation. Increasing land supply is an important task. The Government has set a new target for providing 470 000 residential flats in the next ten years (i.e. from 2013-14 to 2022-23), as recommended by the Long Term Housing Strategy Steering Committee. We have put forward ten initiatives to increase the supply of housing land in the short to medium term. To name a few examples, we are converting land where the original intended use is no longer required for housing development; reviewing sites of various land use zonings (e.g. Government, Institution or Community and other government sites, industrial sites, Green Belt (GB)<sup>1</sup> sites) to identify suitable ones for conversion to residential use; increasing the development intensity of residential sites as far as allowable in planning terms; and expediting development projects such as those at former mine and quarry sites, which do not involve land resumption.

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<sup>1</sup> GB zones are mainly areas between development and mountains. Such sites vary in location and state, ranging from ones de-vegetated and those with some vegetation but right next to existing developments, to densely vegetated areas serving as buffers for country parks or conservation areas.

5. With our dedicated efforts in land use reviews in the past year, including the new round of review of GB sites and the review of government sites currently vacant, under Short Term Tenancies or different short-term or government uses, we have identified some 80 new sites, totaling over 150 hectares, which could be made available in the coming five years (i.e. from 2014-15 to 2018-19) to provide some 89 000 flats. Together with those sites identified as suitable for residential development in earlier land use reviews, we will need to amend the statutory plans for about 150 sites (including the 80 new sites identified and mentioned above) for change of use and/or increase in development intensity before making them available for housing development in the coming five years to provide over 210 000 flats. The work is very important for meeting the new housing supply target.

6. In the medium to long term, creating new land is an essential means of providing land supply to meet our future economic and population growth, and improve Hong Kong people's living space and environment. The Government is determined to develop new land extensively and build up a land reserve to meet future demand in a timely manner. We are taking forward full steam ahead a number of longer-range land supply projects, including new development areas (NDAs) and new town extension, review of deserted agricultural land in the North District and Yuen Long, exploring further development potential in the New Territories (NT) North, development of the East Lantau Metropolis, the topside development on the Hong Kong Boundary Crossing Facilities (HKBCF) Island of Hong Kong-Zhuhai-Macao Bridge (HZMB), reclamation at an appropriate scale outside Victoria Harbour, rock cavern and underground space developments, etc.

#### **Need for a Permanent Post of AOSGB (D3) in DEVB(PLB)**

7. DEVB(PLB), which is headed by the Permanent Secretary for Planning and Lands (PSPL), currently comprises two divisions, each headed by a Deputy Secretary, as follows –

- (a) Lands and Planning Division, under the charge of an Administrative Officer Staff Grade B1 (AOSGB1) (D4), designated as Deputy Secretary (Planning and Lands)1 (DS(PL)1). The post holder is responsible to PSPL for policy work on land supply and disposal, land use planning, land administration and matters related to Victoria Harbour, co-ordinating with the Mainland on cross-boundary infrastructure development, resource management and office administration; and

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- (b) Urban Renewal and Buildings Division, under an AOSGB (D3), designated as DS(PL)2. The post holder is responsible to PSPL for policy work on urban renewal, building safety and land registration; and for developing legislation, programmes and initiatives for implementing the above policies.

8. DEVB(PLB) oversees the overall land use planning and individual land use reviews and planning studies conducted by the Planning Department (PlanD) and other relevant departments. It also supports the SCLS chaired by FS, and the Committee on Planning and Land Development (CPLD) chaired by the Secretary for Development - these are the two major government internal mechanisms for co-ordinating the overall plans for development and land supply, and providing steer for resolving inter-bureau and inter-departmental issues with the objective of speeding up progress in supplying land and flats. All these planning and lands-related work in DEVB(PLB) are currently undertaken by DS(PL)1. Enclosures 1 and 2 show the existing organisation chart of DEVB(PLB) and the job description of DS(PL)1 respectively.

Encls. 1 & 2

9. Together with the newly identified 80 sites that could be made available in the coming five years (i.e. from 2014-15 to 2018-19) subject to rezoning and other planning processes as mentioned above, and the other sites previously identified as suitable for housing development, a total of about 150 potential housing sites will require amendments to the respective statutory plans before they could be made available for housing development for providing over 210 000 flats. DEVB(PLB) will lead the relevant departments to proceed with the town planning and other relevant procedures to convert suitable sites to residential and other uses after the feasibility of developing these sites is confirmed. In particular, close collaboration with the works and technical departments to explore ways for expediting the necessary infrastructure planning and/or construction, as well as technical assessments and/or mitigation measures, would be required so as to make ready the sites for development as soon as possible. The work relating to land clearance and resumption, and re-provisioning of existing or planned facilities in some cases, is also important and intensive. Moreover, thorough consultation with the stakeholders concerned, including District Councils and local communities, in relation to the planning and rezoning applications is crucially complicated and politically sensitive. All these require high-level dedicated leadership and steering by DEVB(PLB). However, DS(PL)1 is already overloaded with his existing work portfolio. The other DS post, DS(PL)2, is also already fully occupied with his existing work on the building safety and urban renewal fronts. The existing job description of DS(PL)2 is at Enclosure 3. It is therefore operationally not possible for these two DSs to effectively take up the whole or part of the new responsibilities arising from the increasing land supply initiative.

Encl. 3

10. To strengthen DEVB(PLB)'s capability in taking forward this important initiative with the objective of addressing the housing and other development needs of our community, we propose to create a permanent AOSGB (D3) post, to be designated as DS(PL)3 and underpinned by a cross-disciplinary team within DEVB(PLB). This new team will comprise officers from the relevant professional and technical disciplines including Land Surveyor, Estate Surveyor, Survey Officer and Technical Officer grades. The new team including the existing Lands Unit will form a new division, i.e. the Lands Division, to enable DEVB(PLB) to better engage stakeholders over statutory plan amendments and relocation of existing facilities, such that their concerns and requests could be examined and addressed as far as practicable. By strengthening the manpower and setting up a dedicated team to focus on such work that is essential to the timely delivery of housing sites, we aim to expedite the implementation of the various on-going and planned initiatives to increase land supply in the short, medium and long term. The new team will also provide support to a Land Supply Tracking Subcommittee (LSTS) to be set up under the CPLD and co-ordinate the improvement of the information system so as to further enhance inter-bureau and inter-departmental collaboration in site tracking and land production at all levels. All the above work relating to land supply and development has to be taken forward on an on-going basis, so as to build up a land reserve and ensure sufficient supply of land in the long run to facilitate the sustainable development of Hong Kong. In view of the long-term need to closely and continuously monitor and steer the land supply and development, we consider that the proposed AOSGB (D3) post should be created on a permanent basis.

11. The proposed DS(PL)3 will oversee the new Lands Division, formulate policies and strategies relating to the tracking of land production and supply, as well as steer the direction for stakeholder engagement. He will also take over the housekeeping duties and certain policy matters in relation to the operation of the Lands Department (LandsD) from DS(PL)1. This will allow DS(PL)1 to focus on the overall land supply and land use planning strategies, as well as the various territory-wide planning studies and land use reviews, e.g. updating the economic land use forecast, reviewing industrial sites and other land uses, development of the former mine and quarry sites, deserted agricultural land, NDAs and new town expansion, NT North and Lantau Island, housekeeping PlanD and liaising with CEDD, and taking forward harbourfront developments including the proposal to establish a statutory Harbourfront Authority. Following this re-shuffling of duties, the division under the charge of DS(PL)1 will be re-titled as Planning Division<sup>2</sup>. The duties and responsibilities of DS(PL)1 and the Principal Assistant Secretaries (PASs) concerned in DEVB(PLB) will be re-shuffled. The proposed organisation chart of DEVB(PLB), proposed job descriptions of the new DS(PL)3 and revised job descriptions of DS(PL)1 and PASs concerned in DEVB(PLB) are at Enclosures 4, 5 and 6 respectively.

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Encls.  
4 - 6

<sup>2</sup> While the Division under DS(PL)1 is proposed to be re-titled as Planning Division, he will still be responsible for the overall policies on land use planning and land supply.

**Need for a Supernumerary Post of GE (D2) in DEVB(WB)**

12. DEVB(WB) oversees the implementation of public works projects to ensure that they meet their budget, programme timelines, as well as the safety and quality standard of the works. On the implementation of major infrastructure projects involving multi-disciplines and interfacing among different departments, such as the current on-going projects of Kai Tak Development (KTD), Liantang/Heung Yuen Wai Boundary Control Point (BCP), the cycle track networks in NT and the many other major development projects under planning, design and construction in the new towns, DEVB(WB) needs to co-ordinate inputs from different departments and resolve interfacing issues. All these infrastructure co-ordination tasks are currently undertaken by the existing Infrastructure Coordination (INCO) Section headed by a PAS ranked at GE (D2) level, designated as PAS(Works)2 (PAS(W)2) in DEVB(WB). Encl. 7 shows the existing organisation chart of DEVB(WB).

13. In recent years, public works projects have become much more diversified ranging from the planning of NDAs in North East New Territories (NENT) and Hung Shui Kiu (HSK), the development of Lok Ma Chau (LMC) Loop, to technical studies for rock cavern and underground space developments, reclamation outside Victoria Harbour, further developments in NT North and Lantau Island, etc. All these highly complex new projects involve not only technical issues throughout their planning and design phases, but also extensive engagement with stakeholders and the public. The overall workload in providing policy steer from the works implementation perspective and interfacing co-ordination has substantially increased. Moreover, to cope with the increase in land supply and satisfy district-wide demand for infrastructure to dovetail new developments, we need to devote more attention and efforts to the steering and monitoring of all the infrastructure projects.

14. Furthermore, the increase in construction cost in recent years, increasing evolution of environmentally friendly technologies, green and sustainability initiatives, demand for innovative designs, adoption of alternative construction procurement methods, and the further engagement of public throughout project life cycle have added to the workload of PAS(W)2 and his team very substantially in terms of the steering and monitoring of the projects concerned. The initiatives to increase the supply of housing and land in the short, medium and long term mentioned in paragraphs 3 to 6 above have generated substantial additional workload for PAS(W)2 due to more new infrastructure projects to be implemented by the works departments. Since most of the new infrastructures will need to interface with existing facilities, they will give rise to new challenges. The LSTS, as mentioned in paragraph 10 above, to be established to strengthen the

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tracking of land production and supply will require PAS(W)2's inputs. Besides, PAS(W)2 is required to take up initially the administration of the secretariat of the newly established Lantau Development Advisory Committee (LanDAC) announced in the 2014 Policy Address for mapping out the economic and social development strategy for Lantau.

15. In view of the above challenges and tasks, the INCO Section will already be over-committed in taking forward the existing projects and on-going initiatives, with little or no capacity to cope with the additional workload arising from the new initiatives of land supply as well as the work of the LanDAC. Hence, we propose the creation of a supernumerary GE (D2) post, to be designated as PAS(W)5, up to 31 March 2019 to lead a new Land Supply (LS) Section under the Works Policies and Infrastructural Projects Division of DEVB(WB). The LS Section will steer, deliver, supervise, oversee and monitor the implementation of projects for the multi-pronged strategy of increasing land supply, including the strategic studies for artificial islands in the central waters for the development of the East Lantau Metropolis, the associated planning and engineering studies on reclamations outside Victoria Harbour and the planning, engineering and architectural study of topside development on the HKBCF Island of HZMB. The work will be heavy in volume and complex in nature. The new PAS(W)5, who will be responsible to DS(Works)2 (DS(W)2), will be the key person responsible for resolving interfacing issues and conflicting requirements, liaising with the relevant bureaux and departments in formulation of strategies and enlisting their support for implementing infrastructure works for land supply and supporting the departments in taking forward the public engagement. He will also need to provide initial secretariat support to the LanDAC. Having regard to the level of responsibilities and the professional knowledge and high-level project management experience required for steering the implementation of large-scale land formation and infrastructure projects, we consider it appropriate to rank the post at GE (D2) level. This new GE post is proposed to be created till 31 March 2019 as the land supply projects are at the study stage and the expected timeframe of project delivery will at least go beyond 2019. The continual need of the proposed PAS(W)5 post will be reviewed towards the end of 2018, taking into account the progress of the land supply projects and the workload of the new dedicated LS Section and other relevant teams in DEVB(WB) at that time.

16. The proposed LS Section will take over some of the duties related to land supply currently undertaken by the INCO Section headed by PAS(W)2. The INCO Section will then be able to take up new projects and duties, such as additional new infrastructure works to support the review to increase development intensity at KTD, the high-level input required to steer the detailed feasibility study of the environmentally friendly linkage system for enhancing the connectivity of Kowloon East and the territory-wide study to explore the opportunities and constraints of underground space development in the urban areas of Hong Kong,

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Encls.  
8 - 11

and the implementation and co-ordination of land development projects including the relocation of Sha Tin Sewage Treatment Works to caverns, the detailed study of potential underground space development in four pilot strategic urban districts and the integrated basement of the West Kowloon Cultural District project. After enhancing the establishment, the INCO Section will focus on the delivery of major infrastructure and land development projects and the LS Section on the initiatives of increasing land supply and the associated supporting infrastructure. The proposed organisation chart of DEVB(WB), the revised job descriptions of DS(W)2 and PAS(W)2, and the proposed job description of PAS(W)5 are at Enclosures 8, 9, 10 and 11 respectively.

### **Need for Two Supernumerary Posts of CE (D1) in CEDD for NT North Development and NDAs/Development Sites in NT West**

17. CEDD is responsible for, among others, implementing NDAs and development sites, and carrying out engineering feasibility studies for the NT North development in relation to the medium to long-term land supply initiatives. There is an urgent need to take forward these measures full steam ahead so that we could tackle the root of the tight land supply problem and build up a land reserve for the sustained growth of Hong Kong in the longer run.

18. We propose to create a supernumerary CE (D1) post for the NT North development. This new CE will be responsible for studying the feasibility of taking forward further development of NT North with a view to developing it into a modern new town at a similar scale as the Fanling/Sheung Shui New Town. In addition to the new town, he will also be responsible for studying the potential cross-boundary-activity related employment clusters/corridors, potential railway station-based development nodes, and the development potential of the land currently occupied by the Fanling Golf Course. Specific tasks include a preliminary development feasibility study to identify development opportunities, and subsequently an in-depth planning and engineering study to formulate a comprehensive plan for implementation of the potential development areas identified. The proposed CE post will also take over from the NT North and West Development Office (NTN&W DevO) the work related to the site formation and infrastructure projects of Kong Nga Po and Kwu Tung South, as well as the district administration matters in the North District. Having regard to the level and scope of responsibilities of steering and managing the studies, conducting public engagement exercises and taking forward the ensuing implementation work, the supernumerary post should be ranked at CE (D1) level. The new CE post, to be designated as CE/New Territories East 3 (CE/NTE3), will be placed under the NT East Development Office (NTE DevO) of CEDD. The job description of the proposed CE/NTE3 is at Enclosure 12.

Encl. 12

19. We also propose to create a supernumerary CE (D1) post to take forward the implementation of the Advance Site Formation and Engineering Infrastructure Projects (ASEP) of HSK NDA, the Site Formation and Infrastructure Projects of Initial Housing Sites at Kam Tin South, the Engineering Feasibility Study for the Remaining Housing Sites at Kam Tin South and studies for housing sites in NT West identified through the land use reviews. At present, CE/Project 1 (to be re-titled CE/New Territories West 3 after the re-organisation as proposed under paragraphs 21-27) is responsible for the overall administration, planning and supervision of the Planning and Engineering Study (P&ES) for the HSK NDA together with district administration matters of the HSK area, as well as the planning and implementation of the Widening of Tin Ha Road and Tan Kwai Tsuen Road Project and the New Territories Cycle Track Network. In order to tie in with the first population intake of the HSK NDA in 2024, we need to expedite the implementation of ASEP. As the existing CE has been fully occupied, we need additional directorate support to ensure the ASEP of HSK NDA will meet the tight milestones. The proposed CE post will also have to take up Kam Tin South housing development which requires substantial upgrading of infrastructure including necessary roads and drains, sewerage, waterworks and utilities. Furthermore, extensive land decontamination works are expected for the development as many parts of the project site have been occupied by a large number of industrial workshops for a long time. The development is under a very tight programme to meet the targets for production of housing flats. To cope with the additional workload arising from the above development projects, and having regard to the level and scope of responsibilities, a supernumerary CE post is required to steer and manage the projects. The new CE post, to be designated as CE/NTW4, will be placed under NTN&W DevO (to be renamed as NTW DevO) of CEDD. The job description of the proposed CE/NTW4 is at Enclosure 13.

Encl. 13

20. The two supernumerary CE posts are proposed to be created till 31 March 2019 taking into account the fact that though the projects are at the study stage, the expected timeframe of project delivery will go at least beyond 2019. The continual need for the proposed CE/NTE3 and CE/NTW4 posts will be reviewed towards the end of 2018, taking into account the progress of the concerned studies and projects, and the workload of the relevant teams of CEDD at that time.

### **Redistribution of Duties and Responsibilities as well as Redeployment of Directorate Posts in CEDD**

21. CEDD is the principal works department responsible for implementing the various projects under the land supply initiative. Apart from the projects mentioned in paragraphs 17 to 19 above, CEDD is also actively taking forward the implementation of a number of other major infrastructure projects,

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such as Liantang/Heung Yuen Wai BCP, Development at Anderson Road, West Kowloon Cultural District Government Infrastructure Project, KTD, Tung Chung New Town Extension, Wan Chai Development Phase II, Tseung Kwan O - Lam Tin Tunnel, Cross Bay Link in Tseung Kwan O, Trunk Road T2, NENT NDAs and development of LMC Loop. Given the complexity and massive scale of the projects and their tight development programmes, intensive professional inputs from CEDD are required. This has led to tremendous increase in workload and exerted much pressure on different offices, in particular NTN&W DevO and the Civil Engineering Office (CEO) in recent years. To cope with the increasing workload, CEDD has taken the opportunity to review the existing organisation and manpower of the department, and concluded that there is a need to rationalise the distribution of workload, manpower resources, and span of control with a view to achieving better efficiency in project delivery. Details are set out in the ensuing paragraphs.

### *Existing Structure*

22. CEDD currently comprises the following offices: the Headquarters (HQs), two functional Offices (CEO and the Geotechnical Engineering Office (GEO)) and four Development Offices (DevOs) demarcated according to geographical location, namely Hong Kong Island and Islands, Kowloon, NTN&W as well as NTE. Except for GEO<sup>3</sup>, each of the offices is headed by a Principal Government Engineer (PGE) (D3), who is deputised by one to three Assistant Directors (ADs)/Deputy Heads (DH)/Deputy Project Managers (DPM) ranked at GE (D2) level or equivalent.

### *Proposed Change of the Geographical Boundaries of NTN&W DevO and NTE DevO*

23. At present, NTN&W DevO looks after all land development and associated infrastructure projects in the Tsuen Wan, Kwai Tsing, Tuen Mun, Yuen Long, North and Tai Po Districts whilst NTE DevO looks after the projects in the Sha Tin and Sai Kung Districts. Owing to the various land supply initiatives, NTN&W DevO has taken up many massive projects including developments at NENT and HSK NDAs, Kong Nga Po, Kwu Tung South, Kam Tin South, Yuen Long South, Tuen Mun Areas 40 and 46 and the Adjoining Areas, as well as Lam Tei Quarry Site and the Adjoining Areas. On the other hand, as the development of Ma On Shan and Tseung Kwan O New Towns has reached an advanced stage, the Project Manager (PM) of NTE DevO has the capacity to oversee more new initiatives. Considering the latest workload and span of control, it is concluded that the existing geographical boundaries under the responsibilities of the two DevOs

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<sup>3</sup> The GEO is headed by a Principal Government Geotechnical Engineer (D3), who is deputised by four Deputy Heads ranked at Government Geotechnical Engineer (GGE) (D2).

Encl. 14 should be revised. It is proposed that NTE DevO would take over all projects cum district administration matters in the North and Tai Po Districts from NTN&W DevO. The adjustment of geographical boundaries proposed is set out at Enclosure 14. With the change in geographical boundaries, the Project 2 Division now headed by one CE, designated as CE/Project 2, who is looking after NENT NDAs and other projects cum district administration in the North and Tai Po Districts, would be redeployed from NTN&W DevO to NTE DevO, and CE/Project 2 would be re-designated as CE/NTE4. Correspondingly, NTN&W DevO will be re-titled as NTW DevO and the Project 2 Division will be re-designated as Project Division 4 of NTE DevO. The revised job descriptions of the PM(NTW) and DPM(NTW) are at Enclosure 15.

Encl. 15

*Proposed Re-deployment of BCP Division from CEO to NTE DevO*

24. Headed by one PGE (D3) and supported by two GE and five CE posts, CEO has two branches, namely, the Port and Land Branch and the Project and Environmental Management (PEM) Branch. One of the GEs, designated as Deputy Head (PEM) (DH(PEM)), is responsible for managing the operation of BCP Division, Fill Management Division and Special Duties (Works) Division. Apart from the Liantang/Heung Yuen Wai BCP Project, which is a mega-scale and complex project, he has to look after a wide portfolio of projects including Development at Anderson Road, retrofitting of passenger lifts for footbridges and subways under the “Universal Accessibility” Programme, site formation and infrastructure works for housing sites, decontamination works at Kennedy Town Comprehensive Development Area, and capital dredging for Kwai Chung Container Basin and its Approach Channel, management of construction and demolition materials and marine disposal for contaminated and uncontaminated sediments, controlling the issuance of sand permits, as well as the running of two temporary sorting facilities in Tuen Mun and Tseung Kwan O. With the increasing number of housing development projects coming on stream, DH(PEM) has taken up site formation and infrastructure works for a number of additional public housing sites. As all these projects have to be implemented with a fast-track programme, DH(PEM) is overloaded. To alleviate the situation, it is proposed to redeploy BCP Division under him to NTE DevO. This will enable DH(PEM) to focus his efforts on the remaining essential projects. In terms of geographical location, placing BCP Division under NTE DevO will create greater synergy in overall operation. The revised job descriptions of the Head(CEO) and DH(PEM) posts are at Enclosure 16.

Encl. 16

*Proposed Re-deployment of an Assistant Director post from HQs to NTE DevO*

25. At CEDD HQs, three ADs, namely Assistant Director (Administration) (AD(A)) and AD(Development) (AD(D)), ranked at GE and AD(Technical) (AD(T)) ranked at Government Geotechnical Engineer (GGE) are providing support to the Deputy Director of Civil Engineering and Development (DDCED),

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ranked at PGE, on administration, grade management, financial control, co-ordination on territory-wide development proposals and central technical services. In particular, AD(D) is responsible for leading and co-ordinating at HQs level all matters relating to the major development projects undertaken by the Development Offices and the other Offices in the department. He is also responsible for matters and issues on the Public Works Programme including preparation of project estimates and forecast of expenditure and monitoring progress of project implementation as well as formulating departmental strategies on planning, land and housing related matters. In recent years, among the various development projects the AD(D) post oversees at HQs level, those major development projects under NTN&W DevO and BCP Division have increasingly demanded the attention of the AD(D) post in terms of time and efforts in view of their sensitivity and complexity. After the proposed adjustment of geographical boundaries of NTE DevO and NTW DevO (renamed from NTN&W DevO) and redeployment of BCP Division to NTE DevO mentioned in paragraphs 23 and 24 above, the workload of the new NTE DevO will increase significantly. In terms of staffing structure, the existing DPM, ranked at the GE (D2) level in NTE DevO who currently oversees two divisions each headed by a CE, will have to oversee the operation of five Divisions. With the significant increase in workload and greater span of control, coupled with the need for dedicated and urgent attention in taking forward various land supply initiatives, there is an immediate need for strengthening the directorate support of NTE DevO at D2 level. The department has critically examined its existing resources at D2 level and proposes to temporarily redeploy the AD(D) post to lead the new branch in NTE DevO, and re-title it as DPM(NTE)2, until 31 March 2019. As the AD(D) post has ample knowledge of the major development projects under NTN&W DevO and BCP Division, the proposed redeployment is considered an efficient arrangement to address the urgent operational need. The original duties of AD(D) post will be temporarily absorbed by DDCED with the support of AD(T) as well as CE/HQs who is currently working under AD(D). The revised job descriptions of DDCED, AD(T) and CE/HQs are at Enclosure 17.

Encl. 17

*Re-titling of the Proposed Re-deployed Posts*

26. The new branch to be set up in the NTE DevO will involve the following redeployment of directorate posts –

- (a) AD(D) post ranked at the GE (D2) level from CEDD HQs to be re-titled as DPM(NTE)2;
- (b) CE/P2 (D1) post from NTN&W DevO to be re-titled as CE/NTE4; and
- (c) CE/BCP (D1) post from CEO.

/While .....

While the redeployment of the CE/P2 post from NTN&W DevO, which arises from the adjustment of the boundary of the two DevOs (i.e. item (b) above), and the CE/BCP post from CEO (i.e. item (c) above), to NTE DevO is of permanent nature, the redeployment of the AD(D) post from CEDD HQs as DPM(NTE)2 (i.e. item (a) above) to lead the new branch in NTE DevO is proposed to tie in with the duration of the CE/BCP post and the CE/NTE3 post proposed in this paper, both of which will lapse on 1 April 2019. The continued need of the DPM(NTE)2 post will be reviewed in the light of the progress of the projects concerned, the workload of the relevant teams in NTE DevO and the overall manpower need of CEDD at that time.

Encl. 18      27.            The revised/proposed job descriptions of the PM(NTE), DPM(NTE)1, DPM(NTE)2, CE/NTE4 and CE/BCP are at Enclosure 18.

Encl. 19      28.            The organisation chart of CEDD showing the proposed re-organisation is at Enclosure 19.

## **OTHER MANPOWER RESOURCES**

Encl. 20      29.            On top of the four proposed directorate posts, we will also enhance the non-directorate staffing in DEVB and various departments in support of the short, medium and long-term land supply initiatives by creating about 220 non-directorate posts. Summaries of the posts and their duties are shown at Enclosure 20.

## **ALTERNATIVES CONSIDERED**

Encl. 21  
Encl. 22      30.            At present, directorate officers at PLB and WB of DEVB and CEDD are more than fully occupied by their daily responsibilities as explained above. In order to expedite the process of land supply and production with the objective of increasing land supply, there is a genuine and pressing need to create the proposed posts to handle the new additional workload arising from various short, medium and long-term land supply initiatives. As illustrated above, the incumbent DSs in PLB and PASs in WB of DEVB, as well as the existing CEs in CEDD, are already more than fully committed to their existing work schedules, rendering it operationally impossible for them to effectively take up the whole or part of the new duties and responsibilities concerned. The schedule of responsibilities for other existing GEs in DEVB(WB) are at Enclosure 21, and the key portfolios of other existing CE posts in CEDD are detailed at Enclosure 22.

**/FINANCIAL .....**

## FINANCIAL IMPLICATIONS

31. The proposed creation of one AOSGB, one GE and two CE posts will bring about an additional notional annual salary cost at mid-point of \$6,688,800, as follows –

Directorate posts	No. of posts	Notional annual salary cost at mid-point \$
AOSGB (D3)	1	2,019,000
GE (D2)	1	1,739,400
CE (D1)	2	2,930,400
<b>Total</b>	<b>4</b>	<b>6,688,800</b>

The additional full annual average staff cost, including salaries and staff on-cost, is \$9,796,000.

32. The additional notional annual salary cost at mid-point for the non-directorate posts is about \$130,000,000 and the full annual average staff cost, including salaries and staff on-cost, is about \$212,000,000. We have included the necessary provision in the 2014-15 draft Estimates to meet the cost of the proposals.

## PUBLIC CONSULTATION

33. On 25 February 2014, we consulted the Legislative Council Panel on Development (the Panel) on the staffing proposals. Members generally supported the proposal on the manpower increase for implementing initiatives to increase land supply, including the additional support at the directorate level in DEVB and CEDD to lead teams dedicated to taking forward the multi-pronged strategy and the various initiatives to increase land supply as well as the proposed re-organisation in DEVB and CEDD. We also issued a letter on 21 March 2014 to the Panel to provide further information on the manpower increase proposal.

## ESTABLISHMENT CHANGES

34. The establishment changes in PLB and WB of DEVB and CEDD for the last two years are as follows –

/Establishment .....

Establishment (Note)	Existing (as at 1 April 2014)	As at 1 April 2013	As at 1 April 2012
<b>DEVB(PLB)</b>			
<b>A</b>	12	12	12
<b>B</b>	37	35	35
<b>C</b>	84	84	81
<b>Sub-total for DEVB(PLB)</b>	<b>133</b>	<b>131</b>	<b>128</b>
<b>DEVB(WB)</b>			
<b>A</b>	24 + (2)	24 + (2)	24
<b>B</b>	85	82	74
<b>C</b>	121	120	117
<b>Sub-total for DEVB(WB)</b>	<b>230 + (2)</b>	<b>226 + (2)</b>	<b>215</b>
<b>CEDD</b>			
<b>A</b>	51 + (3)	51 + (3)	51 + (3)
<b>B</b>	579	538	528
<b>C</b>	1 159	1 154	1 149
<b>Sub-total for CEDD</b>	<b>1 789 + (3)</b>	<b>1 743 + (3)</b>	<b>1 728 + (3)</b>
<b>Total</b>	<b>2 152 + (5)#</b>	<b>2 100 + (5)</b>	<b>2 071 + (3)</b>

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 created with the approval of the Establishment Subcommittee/Finance Committee

# - as at 1 April 2014, there was no unfilled directorate post in DEVB and CEDD

/CIVIL .....



**CIVIL SERVICE BUREAU COMMENTS**

35. The Civil Service Bureau supports the proposed creation of a permanent AOSGB (D3) post in DEVB(PLB), a supernumerary GE (D2) post in DEVB(WB) and two supernumerary CE (D1) posts in CEDD as well as the consequential redistribution of responsibilities among some other directorate posts and re-organisation in DEVB and CEDD. The grading and ranking of the proposed directorate posts are considered appropriate having regard to the level and scope of responsibilities and the professional input required.

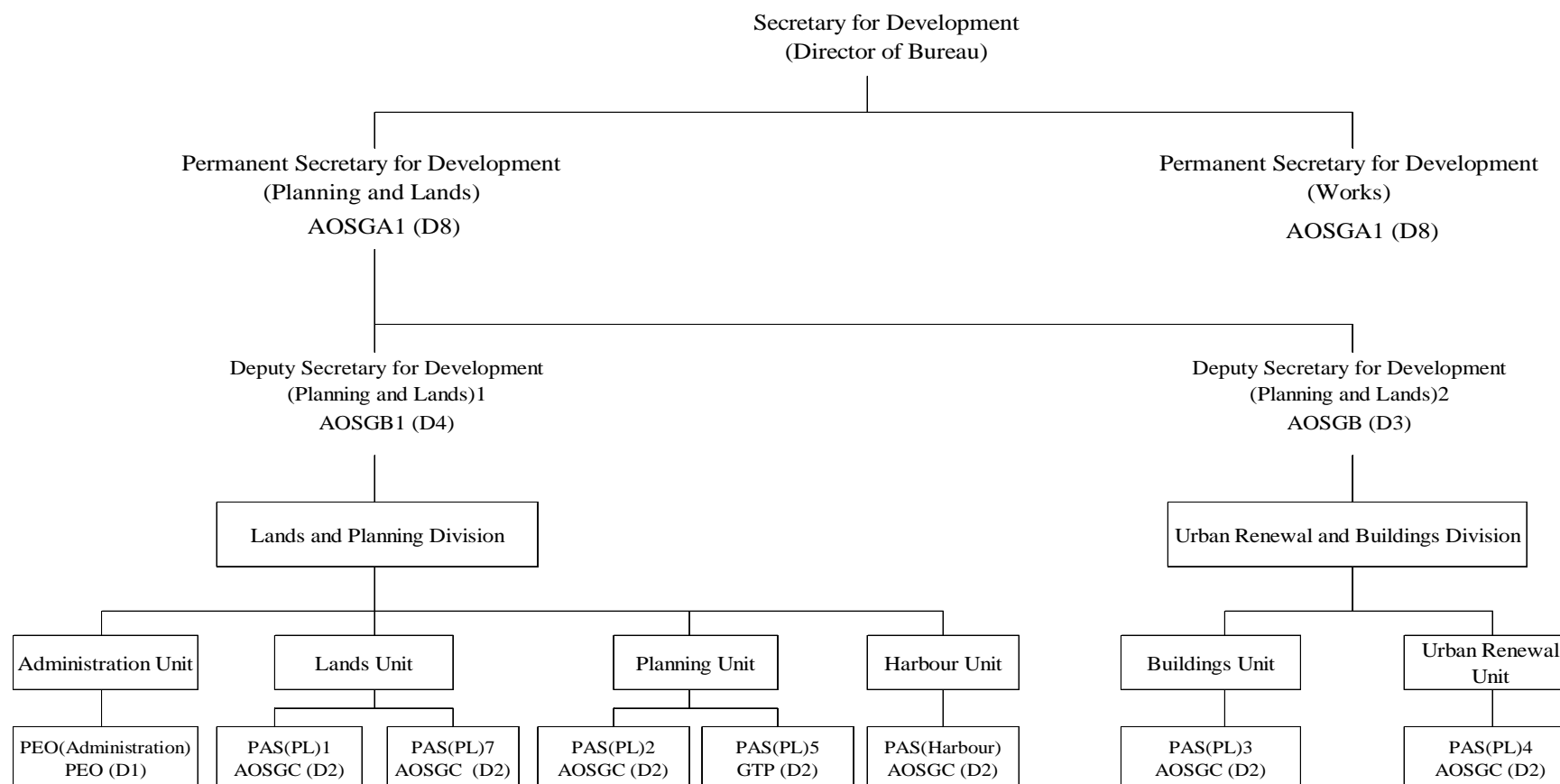
**ADVICE OF THE STANDING COMMITTEE ON DIRECTORATE SALARIES AND CONDITIONS OF SERVICE**

36. The Standing Committee on Directorate Salaries and Conditions of Services has advised that the grading proposed for the permanent post would be appropriate if the proposal were to be implemented.

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Development Bureau  
April 2014

**Existing Organisation Chart of the Planning and Lands Branch of the Development Bureau**



**Legend**

AOSGA1 Administrative Officer Staff Grade A1  
 AOSGB1 Administrative Officer Staff Grade B1  
 AOSGB Administrative Officer Staff Grade B  
 AOSGC Administrative Officer Staff Grade C

GTP Government Town Planner  
 PAS Principal Assistant Secretary  
 PEO Principal Executive Officer  
 PL Planning and Lands

**Existing Job Description of  
Deputy Secretary (Planning and Lands)1**

**Rank** : Administrative Officer Staff Grade B1 (D4)

**Responsible to** : Permanent Secretary for Development (Planning and Lands)

**Major Duties and Responsibilities –**

1. Overseeing the on-going review and updating of development strategies to produce a land use, transport and environmental framework to meet Hong Kong's sustainable development needs;
2. Formulating policies on planning matters such as the review of the Hong Kong Planning Standards and Guidelines, etc.;
3. Overseeing the implementation of the Town Planning Ordinance, including the town planning process and enforcement issues;
4. Providing secretariat support for the Steering Committee on Land Supply;
5. Overseeing the cross boundary liaison and discussion with the Mainland authorities on the planning and programming of proposed major infrastructure projects;
6. Formulating policies on enforcement action against unauthorised developments under the Town Planning Ordinance;
7. Formulating policies on land matters;
8. Overseeing the preparation of the land disposal programme;
9. Reviewing the efficiency of the development approval process;
10. Providing input from the land and planning policy angle to various initiatives in other policy areas;
11. Overseeing and steering the Lands Department and Planning Department;
12. Overseeing and steering the policy on planning matters related to Victoria Harbour;

13. Assisting the Secretary for Development (SDEV) in participating in the work of a number of boards and committees within and outside the Administration; liaising with professional institutes, Legislative Council, media and other stakeholders to explain Government's policies and obtain feedback; and
14. Collating resource requirements of the Development Bureau (Planning and Lands Branch), and all departments that implement SDEV's policy initiatives and programmes in relation to planning and lands matters; and review the effectiveness of resources utilisation.

-----

**Existing Job Description of  
Deputy Secretary (Planning and Lands)2**

**Rank** : Administrative Officer Staff Grade B (D3)

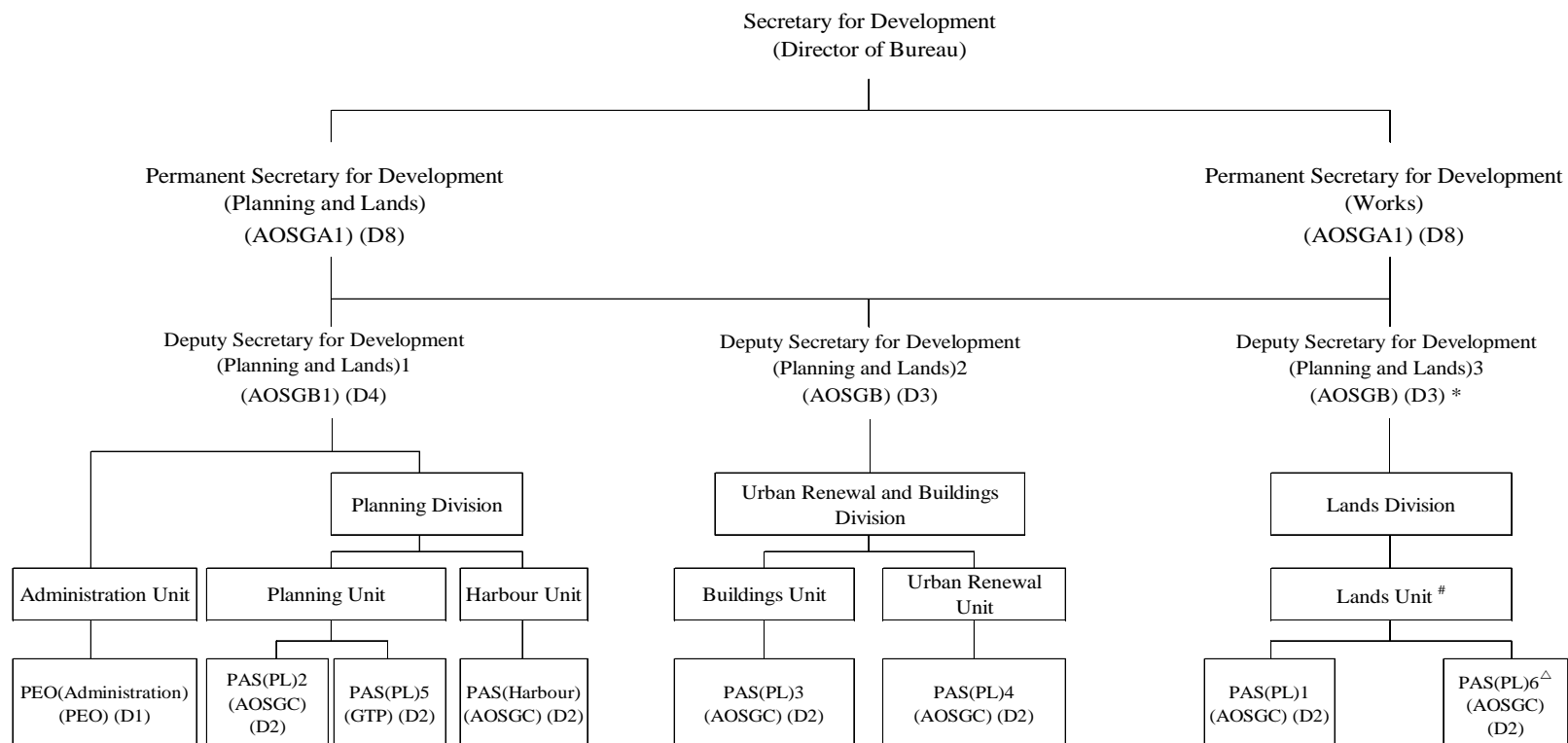
**Responsible to** : Permanent Secretary for Development (Planning and Lands)

**Major Duties and Responsibilities –**

1. Formulating policy proposals relating to urban renewal and rehabilitation;
2. Overseeing the urban renewal programme of the Urban Renewal Authority and its implementation vis-à-vis relevant provisions in the Urban Renewal Authority Ordinance (Cap. 563) and the Urban Renewal Strategy;
3. Providing policy steer for the Buildings Department's various programmes, including building maintenance and repair, demolition of unauthorised building works, and implementation of the Mandatory Building Inspection Scheme and Mandatory Window Inspection Scheme;
4. Formulating policy proposals and preparing draft legislation relating to building safety including amendments to the Buildings Ordinance (Cap. 123) to further enhance building safety control;
5. Formulating policy proposals and preparing draft legislation on the land registration system including a comprehensive review of the Land Titles Ordinance (Cap. 585); and
6. Overseeing and steering the operation of the Land Registry and the Buildings Department.

-----

**Proposed Organisation Chart of the Planning and Lands Branch of the Development Bureau**



**Legend**

AOSGA1 Administrative Officer Staff Grade A1  
 AOSGB1 Administrative Officer Staff Grade B1  
 AOSGB Administrative Officer Staff Grade B  
 AOSGC Administrative Officer Staff Grade C

GTP Government Town Planner  
 PAS Principal Assistant Secretary  
 PEO Principal Executive Officer  
 PL Planning and Lands

\* Permanent AOSGB (D3) post proposed to be created.

# Existing Lands Unit comprising 2 PASs to be redeployed to the new Lands Division.

△ Existing post of PAS(PL)7 to be retitled as PAS(PL)6.

**Proposed Job Description of  
Deputy Secretary (Planning and Lands)3**

**Rank** : Administrative Officer Staff Grade B (D3)

**Responsible to** : Permanent Secretary for Development (Planning and Lands)

**Major Duties and Responsibilities –**

1. Formulating policies and strategies relating to the tracking and monitoring of land production and supply and steering the approaches for stakeholder engagements;
2. Monitoring the overall land production situations and land supply projections and liaising with the senior directorate of other bureaux/departments to address the hurdles that could hinder land production and supply;
3. Chairing and steering the work of the Land Supply Tracking Subcommittee under the Committee on Planning and Land Development (CPLD);
4. Advising the Steering Committee on Land Supply and CPLD on the overall land production situations and land supply projections, and following up on proposals to increase land supply;
5. Overseeing the improvement of information system to support land production and site tracking works;
6. Formulating and implementing policies/strategies relating to land supply and land sale, including the compilation of annual and quarterly land sale programmes;
7. Facilitating the implementation of West Rail property development projects;
8. Formulating policies on land matters;
9. Providing input from the land policy angle to various initiatives in other policy areas; and
10. Overseeing and steering the Lands Department.

-----

**Revised Job Description of  
Deputy Secretary (Planning and Lands)1**

**Rank** : Administrative Officer Staff Grade B1 (D4)

**Responsible to** : Permanent Secretary for Development (Planning and Lands)

**Major Duties and Responsibilities –**

1. Overseeing the on-going review and updating of development strategies to produce a land use, transport and environmental framework to meet Hong Kong's sustainable development needs;
2. Formulating the overall land supply and land use planning strategies, the various territory-wide planning studies and land use reviews, as well as policies on planning matters such as the review of the Hong Kong Planning Standards and Guidelines, etc.;
3. Providing secretariat support for the Steering Committee on Land Supply;
4. Overseeing the implementation of the Town Planning Ordinance, including the town planning process and enforcement issues; formulating policies on enforcement action against unauthorised developments and reviewing the efficiency of the development approval process;
5. Overseeing the cross boundary liaison and discussion with the Mainland authorities on the planning and programming of proposed major infrastructure projects;
6. Providing input from the planning policy angle to various initiatives in other policy areas;
7. Overseeing and steering the Planning Department and the Civil Engineering and Development Department on planning and engineering policy matters;
8. Overseeing and steering the policy on planning matters related to Victoria Harbour;
9. Assisting the Secretary for Development (SDEV) in participating in the work of a number of boards and committees within and outside the Administration; liaising with professional institutes, Legislative Council, media and other stakeholders to explain Government's policies and obtain feedback; and



10. Collating the resource requirements of the Development Bureau (Planning and Lands Branch), and all departments that implement SDEV's policy initiatives and programmes in relation to planning and lands matters; and reviewing the effectiveness of resources utilisation.

-----

**Revised Job Description of  
Principal Assistant Secretary (Planning and Lands)1**

**Rank** : Administrative Officer Staff Grade C (D2)

**Responsible to** : Deputy Secretary (Planning and Lands)3

**Main Duties and Responsibilities –**

1. Assisting Deputy Secretary (Planning and Lands)3 in formulating policies and strategies relating to the tracking and monitoring of land production and supply (for Kowloon and New Territories);
2. Monitoring in depth the land production situations and land supply projections, steering the land use analysis work, and co-ordinating the necessary actions/input of relevant departments involved in site production (for Kowloon and New Territories);
3. Co-ordinating with relevant bureaux/departments (B/Ds) in engaging community stakeholders to gain their support for land production and supply initiatives and working with concerned B/Ds to develop packages of measures to address potential hurdles (for Kowloon and New Territories);
4. Liaising with Works Branch and other departments for monitoring the timely progress of planning and engineering studies/assessments and infrastructure projects/works which are related to land supply (for Kowloon and New Territories);
5. Managing the preparation and conduct of meetings of Land Supply Tracking Subcommittee (LSTS) under the Committee on Planning and Land Development and co-ordinating follow-up actions arising from the decisions of LSTS;
6. Providing inputs to the information system to support land production and site tracking works;
7. Formulating and implementing policies/strategies relating to land supply and land disposal, including the compilation of annual land sale programmes, and handling site-specific issues in relation to increase of housing land supply;
8. Facilitating the implementation of railway property development projects of West Rail;
9. Providing policy input and overseeing the implementation of a number of studies relating to the increase of housing land supply;

10. Taking forward and overseeing projects or initiatives with wider socio-economic impact; and
11. Serving the Co-ordinating Committee on Land-use Planning and Control Relating to Potentially Hazardous Installations (PHIs), handling development applications as well as managing a register of PHIs.

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**Revised Job Description of  
Principal Assistant Secretary (Planning and Lands)2**

**Rank** : Administrative Officer Staff Grade C (D2)

**Responsible to** : Deputy Secretary (Planning and Lands)1

**Main Duties and Responsibilities –**

1. Providing policy input to and overseeing land use reviews and planning studies concerning territorial, sub-regional, district and specific development, including those relating to increasing land supply such as Tung Chung New Town Extension and East Lantau Metropolis, former quarries and mines such as Anderson Road Quarry, Ex-Lamma Quarry, as well as the reviews on “Government, Community or Institution”, “Green Belt” and industrial sites, etc.;
2. Overseeing overall land supply situation and formulating the overall land supply and land use planning strategies;
3. Providing secretariat support to the Steering Committee on Land Supply and co-ordinating follow-up actions by the relevant bureaux and departments;
4. Overseeing the implementation of the Town Planning Ordinance, including the town planning process and enforcement issues;
5. Providing secretariat support to the Committee on Planning and Land Development, housekeeping for Planning Department and liaising with Civil Engineering and Development Department;
6. Overseeing specific development projects, including the way forward for Central Government Offices West Wing site, Tai O facelift and Mui Wo improvement works;
7. Providing planning policy input to major development and infrastructure projects or public facilities with significant land use implications, including the proposed regulation of private columbarium facilities; and
8. Overseeing implementation of measures to encourage revitalisation of older industrial buildings and co-ordinating policy measures to promote district-based regeneration of former industrial areas.

-----

**Revised Job Description of  
Principal Assistant Secretary (Planning and Lands)5**

**Rank** : Government Town Planner (D2)

**Responsible to** : Deputy Secretary (Planning and Lands)1

**Major Duties and Responsibilities –**

1. Assisting in formulating strategies and policies, co-ordinating with relevant bureaux and departments in facilitating cross-boundary planning and infrastructure developments, and handling issues arising from Guangdong/Hong Kong (HK) Joint Conference and Pan Pearl River Delta (PRD) Regional and HK/Shenzhen co-operation matters, and issues relating to other parts of the Mainland;
2. Handling planning policy issues of major cross-boundary infrastructural projects, including providing support to the HK-Shenzhen Joint Task Force on Boundary District Development which co-ordinates and monitors projects at the boundary areas, such as the Lok Ma Chau Loop and the Liantang/Heung Yuen Wai Boundary Control Point;
3. Handling policy issues relating to and oversee the implementation of the new development areas (NDAs) such as the Kwu Tung North and Fanling North NDAs and proposals arising from the planning and engineering study in Hung Shui Kiu NDA;
4. Handling policy issues relating to planning studies and land use reviews in the Northern New Territories, such as the preliminary feasibility study on developing the New Territories North, the planning and engineering feasibility study for Kwu Tung South, the engineering feasibility study at Kong Nga Po and proposed development in Queen's Hill;
5. Handling policy issues relating to various on-going/planned studies as well as proposed developments in the North-western New Territories such as the planning and engineering study for housing sites in Yuen Long south and the land use review for Kam Tin South and Pat Heung; and
6. Initiating, co-ordinating and monitoring, where necessary, public engagement exercises in relation to the planning of the cross-boundary infrastructural projects and studies as mentioned above.

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**Revised Job Description of  
Principal Assistant Secretary (Planning and Lands)6**

**Rank** : Administrative Officer Staff Grade C (D2)

**Responsible to** : Deputy Secretary (Planning and Lands)3

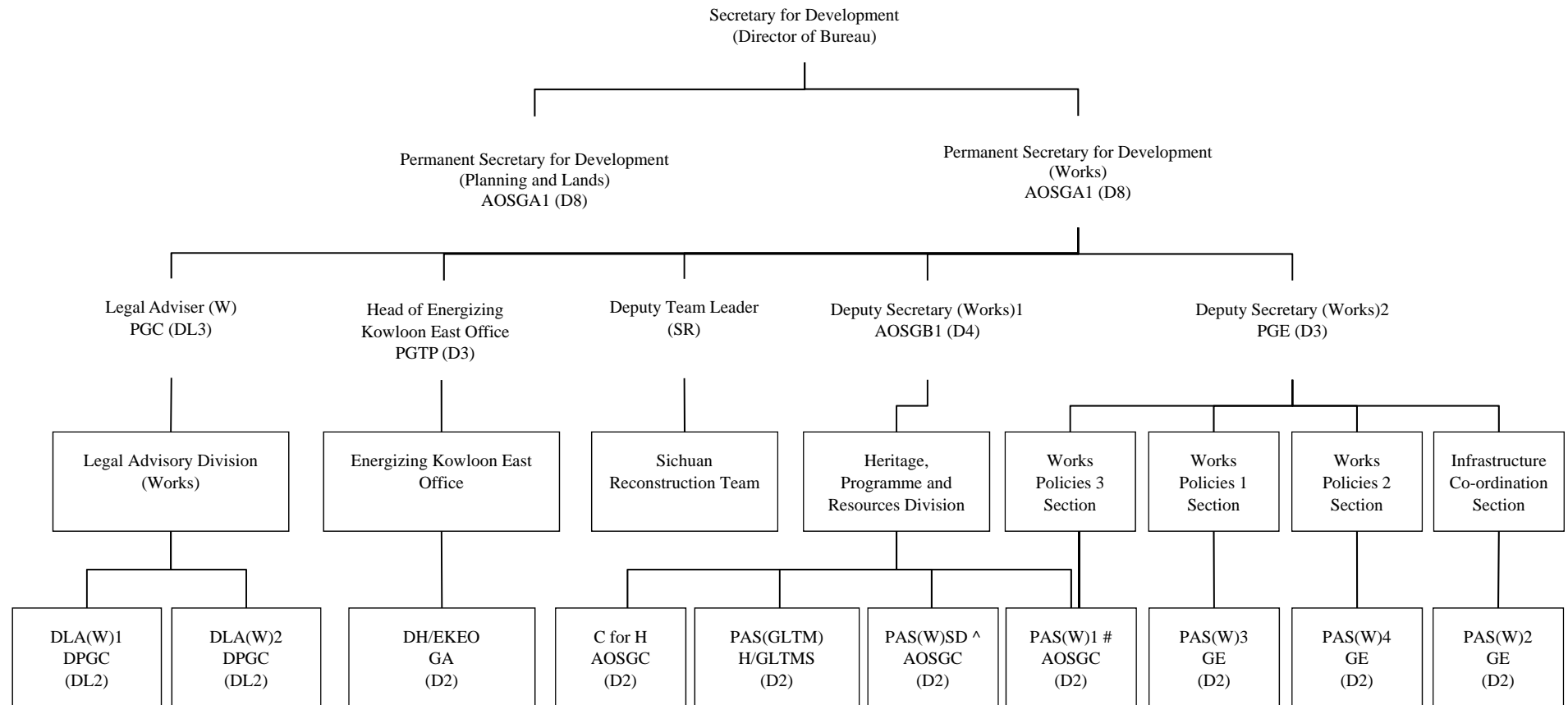
**Main Duties and Responsibilities –**

1. Assisting Deputy Secretary (Planning and Lands)3 in formulating policies and strategies relating to the tracking and monitoring of land production and supply (for Hong Kong Island);
2. Monitoring in depth the land production situations and land supply projections, steering the land use analysis work, and co-ordinating the necessary actions/input of relevant departments involved in site production (for Hong Kong Island);
3. Co-ordinating with relevant bureaux/departments (B/Ds) in engaging community stakeholders to gain support for land production and supply initiatives and working with concerned B/Ds to develop packages of measures to address potential hurdles (for Hong Kong Island);
4. Liaising with Works Branch and other departments for monitoring the timely progress of planning and engineering studies/assessments and infrastructure projects/works which are related to land supply (for Hong Kong Island);
5. Formulating and implementing policies relating to rural land matters, including the Small House Policy, squatter control policy, land resumption, zonal compensation system, and providing secretariat support to the Secretary for Development-Heung Yee Kuk Liaison Committee as well as chairing the Compensation Review Committee;
6. Handling policy matters relating to land control and lease enforcement;
7. Handling policy matters relating to land administration, including providing policy input to proposals on education, cultural development, information technology development etc. involving private treaty grants, lease modifications, short term tenancies; handling related complaints; and handling petitions against re-entry of land;
8. Overseeing the implementation of the guidelines on management of the public open space in private developments (POSPD); and handling problematic cases relating to the refined arrangements for the provision of POSPD;

9. Providing secretariat support to the Land and Development Advisory Committee;
10. Handling policy and related matters relating to survey and mapping such as determination of land boundaries, Land Surveyors Registration Committee and disciplinary board, and hydrographic matters; and
11. Undertaking housekeeping duties relating to the Lands Department, as well as the Hydrographic Office of Marine Department.

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## Existing Organisation Chart of the Works Branch of the Development Bureau



### Legend

AOSGA1  
AOSGB1  
AOSGC  
DPGC  
GA  
GE  
PGC  
PGE  
PGTP

Administrative Officer Staff Grade A1  
Administrative Officer Staff Grade B1  
Administrative Officer Staff Grade C  
Deputy Principal Government Counsel  
Government Architect  
Government Engineer  
Principal Government Counsel  
Principal Government Engineer  
Principal Government Town Planner

C for H  
DH/EKEO  
DLA  
GLTM  
H/GLTMS  
PAS  
SD  
SR  
W

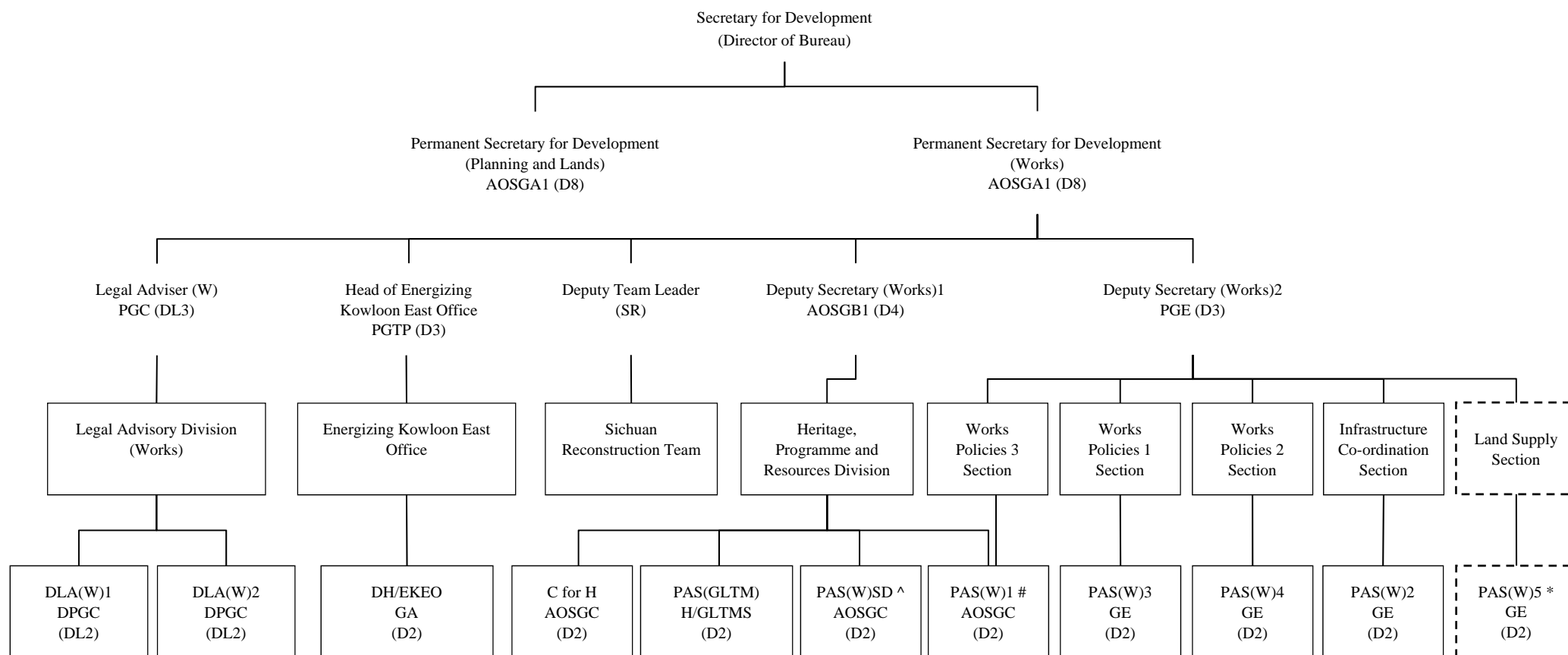
Commissioner for Heritage  
Deputy Head of Energizing Kowloon East Office  
Deputy Legal Adviser  
Greening, Landscape and Tree Management  
Head of Greening, Landscape and Tree Management Section  
Principal Assistant Secretary  
Special Duty  
Sichuan Reconstruction  
Works

^ On attachment to DEVB

# Serves both Deputy Secretary(Works)1 and Deputy Secretary(Works)2



## Proposed Organisation Chart of the Works Branch of the Development Bureau



### Legend

AOSGA1  
AOSGB1  
AOSGC  
DPGC  
GA  
GE  
PGC  
PGE  
PGTP

Administrative Officer Staff Grade A1  
Administrative Officer Staff Grade B1  
Administrative Officer Staff Grade C  
Deputy Principal Government Counsel  
Government Architect  
Government Engineer  
Principal Government Counsel  
Principal Government Engineer  
Principal Government Town Planner

C for H  
DH/EKEO  
DLA  
GLTM  
H/GLTMS  
PAS  
SD  
SR  
W

Commissioner for Heritage  
Deputy Head of Energizing Kowloon East Office  
Deputy Legal Adviser  
Greening, Landscape and Tree Management  
Head of Greening, Landscape and Tree Management Section  
Principal Assistant Secretary  
Special Duty  
Sichuan Reconstruction  
Works

^ On attachment to DEVB

# Serves both Deputy Secretary(Works)1 and Deputy Secretary(Works)2

\* Supernumerary post proposed for creation up to 31.3.2019

**Revised Job Description of  
Deputy Secretary (Works)<sup>2</sup>**

**Rank** : Principal Government Engineer (D3)

**Responsible to** : Permanent Secretary for Development (Works)

**Major Duties and Responsibilities –**

1. To assist in devising and implementing policies in regard to procurement, administration of contracts and consultancies, construction safety, lift and escalator safety, security of payment, environmental management and green building;
2. To assist in devising and implementing policies on slope safety, flood prevention and water supply;
3. To oversee the implementation of major infrastructure projects and the creation of new land and provision of infrastructure support to the various land supply initiatives;
4. To devise policies in regard to the education and training of professionals in the construction industry, promotion of local professional services outside Hong Kong and facilitation of mutual recognition of Mainland/Hong Kong professional qualifications;
5. To oversee the implementation of the construction workers registration system in conjunction with the Construction Industry Council;
6. To support the work of the Lantau Development Advisory Committee chaired by the Secretary for Development; and
7. To assist Permanent Secretary for Development (Works) in directing, co-ordinating and determining the need for supporting services to the Works Group of Departments and assume housekeeping responsibilities in respect of individual Works Group of Departments.

-----

**Revised Job Description of  
Principal Assistant Secretary (Works)2**

**Rank** : Government Engineer (D2)

**Responsible to** : Deputy Secretary (Works)2

**Major Duties and Responsibilities –**

1. To provide high-level technical input in the implementation of major infrastructure development projects and co-ordinate input from Works Group of Departments and resolve problems to ensure the best possible support be provided to various client bureaux;
2. To assist in overseeing the implementation and co-ordination of major infrastructure projects, such as the Kai Tak Development, Liantang/Heung Yuen Wai Boundary Control Point, integrated basement for West Kowloon Cultural District (WKCD) project and the New Territories Cycle Track Network;
3. To provide support to the Energizing Kowloon East initiatives and to oversee the detailed feasibility study of the environmentally friendly linkage system for Kowloon East;
4. To provide high-level technical input to steer the formulation of long term strategy on cavern development, the studies on relocation of public facilities to caverns including the relocation of Sha Tin Sewage Treatment Works to caverns, the territory-wide study to explore the opportunities and constraints of underground space development in urban areas of Hong Kong and the detailed study of potential underground space development in four pilot strategic urban districts;
5. To provide works input to planning and engineering/feasibility studies of major developments;
6. To provide support to Permanent Secretary for Development (Works) in handling technical matters in relation to the board/committee meetings for the Ocean Park Re-development project, Hong Kong Disneyland project and WKCD Development;
7. To vet and process submissions to the Executive Council and Legislative Council;
8. To vet and process Technical Feasibility Statements; and
9. To provide assistance in housekeeping the Civil Engineering and Development Department.

-----

**Proposed Job Description of  
Principal Assistant Secretary (Works)5**

**Rank** : Government Engineer (D2)

**Responsible to** : Deputy Secretary (Works)2

**Major Duties and Responsibilities –**

1. To provide high-level technical input to steer the strategic studies for the artificial islands in the central waters between Hong Kong Island and Lantau Island for the proposed East Lantau Metropolis and feasibility studies of various projects of reclamation outside Victoria Harbour for land supply;
2. To provide high-level technical input to steer the planning, engineering and architectural study of topside development on the Hong Kong Boundary Crossing Facilities Island of the Hong Kong-Zhuhai-Macao Bridge;
3. To provide secretariat support to the Lantau Development Advisory Committee chaired by the Secretary for Development;
4. To support land supply through reviewing and formulating works policies with a view to expediting land supply, overseeing the provision of infrastructure support to various land supply initiatives and proposals to increase development densities and provide high level technical input to co-ordinate and oversee the implementation of the associated works projects;
5. To provide high-level technical input and co-ordinate with works departments under the Land Supply Tracking Subcommittee for tracking and monitoring land production and the associated infrastructure works;
6. To vet and process submissions to the Executive Council and Legislative Council in relation to land supply under works portfolio; and
7. To provide support to Permanent Secretary for Development (Works) in handling technical matters in relation to the Strategic Planning Committee of the Hong Kong Housing Authority and to Deputy Secretary (Works)2 on submissions to the Committee on Planning and Land Development.

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**Proposed Job Description of  
Chief Engineer/New Territories East 3**

**Rank** : Chief Engineer (D1)

**Responsible to** : Deputy Project Manager (New Territories East) 1

**Main Duties and Responsibilities –**

Chief Engineer/New Territories East 3 is responsible for the overall administration of the feasibility and engineering studies for the development in New Territories North (NTN), including the proposed new town, proposed cross-boundary-activity related employment clusters/corridors, proposed railway station based development node and the development potential of the Fanling Golf Course, as well as the planning of the provision of strategic infrastructure works, including traffic and transport, water supply, sewerage and stormwater systems, to support these developments. The major duties are –

1. To oversee the administration of the feasibility and engineering studies, as well as the planning of works serving the proposed new town in NTN, proposed cross-boundary-activity related development clusters/corridors, proposed railway station based development node and the development potential of the Fanling Golf Course;
2. To oversee the administration, planning, design, construction and supervision of the site formation and infrastructure projects for the development at Kwu Tung South and Kong Nga Po;
3. To undertake budgetary control of projects;
4. To drive for timely achievement of milestone targets, co-ordinate and oversee timely resolution of interfacing matters with other projects and developments;
5. To plan and conduct public engagement/consultation with a view to soliciting public support to project implementation, including District Councils, rural committees, etc.;
6. To supervise and ensure that projects are implemented to the quality requirements and within budget;
7. To select and manage consultants and contractors;
8. To oversee district administration matters for the North District and attend the North District Council meetings; and
9. To oversee the work of Senior Engineers under his purview.

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**Proposed Job Description of  
Chief Engineer/New Territories West 4**

**Rank** : Chief Engineer (D1)

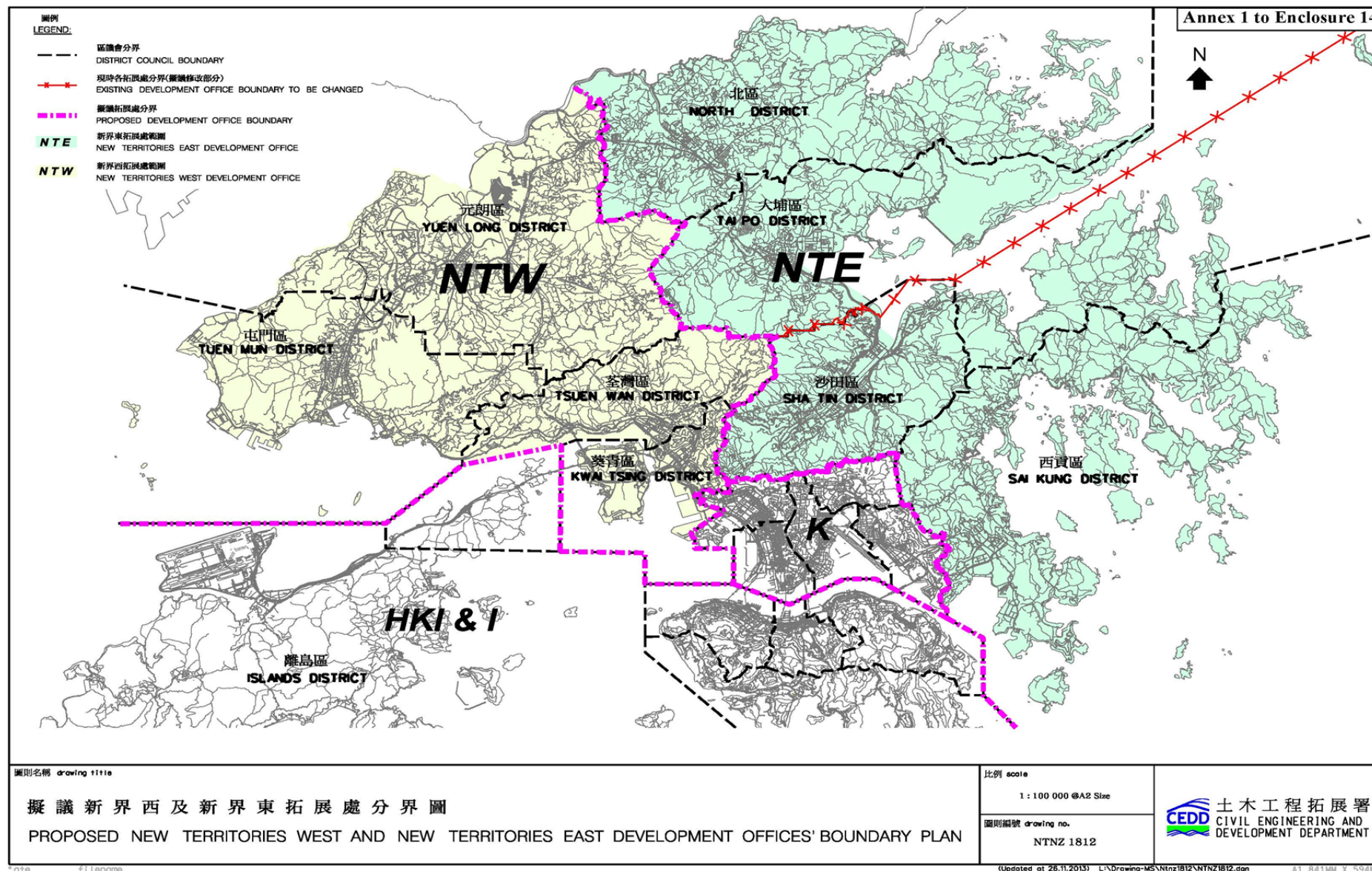
**Responsible to** : Deputy Project Manager (New Territories West)

**Major Duties and Responsibilities –**

Chief Engineer/New Territories West 4 heads a Division of the New Territories West Development Office and is responsible for the overall administration, planning, design and construction supervision of the Advance Site Formation and Engineering Infrastructure Projects of Hung Shui Kiu New Development Area and the Site Formation and Infrastructure Projects of Initial Housing Sites at Kam Tin South, as well as the overall administration, planning and supervision of the Engineering Feasibility Study for the Remaining Housing Sites at Kam Tin South and studies for housing sites in NTW identified through the land use reviews. The major duties are –

1. To oversee the administration, planning, design, construction and supervision of projects/studies under his purview;
2. To undertake budgetary control of projects/studies;
3. To drive for timely achievement of milestone targets, co-ordinate and oversee timely resolution of interfacing matters with other projects and developments;
4. To plan and conduct public engagement/consultation and/or design ideas competitions with a view to soliciting public support to project implementation;
5. To supervise and ensure that projects/studies are implemented to the quality requirements and within budget;
6. To select and manage consultants and contractors; and
7. To oversee the work of Senior Engineers under his purview.

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**Revised Job Description of  
Project Manager (New Territories West)**

**Rank** : Principal Government Engineer (D3)

**Responsible to** : Director of Civil Engineering and Development

**Major Duties and Responsibilities –**

Project Manager (New Territories West) is responsible for administering, supervising and managing the New Territories West Development Office covering developments in the Yuen Long, Tuen Mun, Tsuen Wan and Kwai Tsing Districts, as well as the New Territories Cycle Track Network Project. The major duties are –

1. To manage, plan and co-ordinate development projects in the region to meet Government's overall planning and development objectives;
2. To supervise the processing and financial control of Public Works Programme projects within the allocation of resources and to proceed with the necessary statutory procedures;
3. To supervise the work of the Deputy Project Manager (New Territories West) and teams of professionals of various ranks and their supporting technical and administrative staff;
4. To maintain close liaison with the policy bureaux, departments/offices, LegCo, District Councils and other relevant public/private bodies to identify and resolve issues related to the planning and implementation of projects in the region;
5. To appoint and manage consultants including resident site staff, and to monitor and control the progress of the Department's projects and works contracts; and
6. To chair/attend meetings, committees, conferences/forums, etc.

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**Revised Job Description of  
Deputy Project Manager (New Territories West)**

**Rank** : Government Engineer (D2)

**Responsible to** : Project Manager (New Territories West)

**Major Duties and Responsibilities –**

Deputy Project Manager (New Territories West) is responsible for the effective implementation and co-ordination of planning, design, construction and interfacing issues relating to development projects in the Yuen Long, Tuen Mun, Tsuen Wan and Kwai Tsing Districts, as well as the New Territories Cycle Track Network Project. The major duties are –

1. To oversee preparation of estimates, resources planning, programme and financial control;
2. To appoint and supervise consultants;
3. To manage feasibility and engineering studies, technical and environmental assessments, investigations and design;
4. To oversee contract administration and finalisation including progress monitoring and contract disputes resolution;
5. To oversee statutory and administrative procedures for securing project delivery and funding;
6. To co-ordinate key interfacing and programming issues arising from project implementation;
7. To oversee district administration matters for the Yuen Long, Tuen Mun, Tsuen Wan and Kwai Tsing Districts;
8. To manage all staff matters, including planning, office organisation, allocation of resources, establishment, personnel, training and career development; and
9. To oversee the work of Chief Engineers under his purview.

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**Revised Job Description of  
Head of Civil Engineering Office**

**Rank** : Principal Government Engineer (D3)

**Responsible to** : Director of Civil Engineering and Development

**Main Duties and Responsibilities –**

Head of Civil Engineering Office is responsible for the overall administration and management of the Civil Engineering Office (CEO), comprising a headquarters unit, the Project and Environmental Management Branch and the Port and Land Branch, including four works divisions. The major duties are –

1. To formulate strategies and directives for projects under his purview, planning and implementation of the Public Works Programme, Greening Master Plans, public marine facilities, site formation and infrastructure for housing development, columbarium and crematorium development, “Universal Accessibility” Programme for passenger lift installation, projects relating to land supply, public and marine fill facilities and port development;
2. To formulate strategies and directives for cost effective and up to standard maintenance of public marine structures, seawalls, dredging of harbour and navigation channels, and in-house research and development studies;
3. To oversee the planning and implementation of quality management system, human resource management and continuous improvement initiatives in CEO;
4. To undertake grade management for engineers in CEO;
5. To assist the Director in the formulation of strategies and directives for the management of public and marine fill;
6. To undertake overall financial control of CEO; and
7. To chair/attend meetings, committees, conferences/forums, etc.

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**Revised Job Description of  
Deputy Head (Project and Environmental Management)**

**Rank** : Government Engineer (D2)

**Responsible to** : Head of Civil Engineering Office

**Main Duties and Responsibilities –**

Deputy Head (Project and Environmental Management) is responsible for the overall administration and management of the Project and Environmental Branch of the Civil Engineering Office, comprising the Fill Management Division and the Special Duties (Works) Division. The major duties are:

1. To oversee the implementation of public fill and marine fill management strategies;
2. To provide project management support and steer to a wide portfolio of projects including site formation and infrastructure works for housing sites, retrofitting of passenger lifts for footbridges and subways under the “Universal Accessibility” Programme, cross-boundary disposal of public fill and marine sediments;
3. To control the issue of sand permits;
4. To manage the operation of two public fill reception facilities and two construction waste sorting facilities;
5. To carry out the statutory and administrative procedures for securing project delivery and funding;
6. To supervise the selection, appointment and management of consultants and contractors;
7. To manage all staff matters, including planning, office organisation, allocation of resources, establishment, personnel, training and career development;
8. To oversee programme targets and project activity schedules, and to resolve conflicts to ensure that projects are delivered on time and within budget, achieving value for money; and
9. To oversee the work of Chief Engineers under his purview.

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**Revised Job Description of  
Deputy Director of Civil Engineering and Development**

**Rank** : Principal Government Engineer (D3)

**Responsible to** : Director of Civil Engineering and Development

**Major Duties and Responsibilities –**

Deputy Director of Civil Engineering and Development heads the Headquarters of the Department and is responsible for the overall management of the Department and the administration of the Headquarters, comprising the Administration Branch, Technical Branch and Development Branch. The major duties are:

1. To assist the Director in the formulation of policies and guidelines as well as the streamlining and standardisation of procedures for the management of the Department;
2. To oversee submissions from Offices to various approving authorities, including Public Works Sub-committee, Executive Council, Legislative Council, Town Planning Board, Central Tender Board, etc.;
3. To oversee the planning, allocation and deployment of resources in the Department, the control of resident site staff establishment, and the implementation of continuous improvement initiatives;
4. To assist in overseeing the management and development of professional grades under the central authority of the Director, including training and career development;
5. To oversee the preparation of estimates and forecast of expenditure of projects, the performance of consultants and the up-keeping of the lists of approved contractors and specialist contractors;
6. To oversee strategy for planning and land related matters including housing sites and land disposal programme; and
7. To oversee the work of the Assistant Directors in the Headquarters under his purview.

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**Revised Job Description of  
Assistant Director (Technical)**

**Rank** : Government Geotechnical Engineer (D2)

**Responsible to** : Deputy Director of Civil Engineering and Development

**Major Duties and Responsibilities –**

Assistant Director (Technical) heads a Branch in the Headquarters and is responsible for the overall administration and management of the Technical Branch, comprising the Survey Division, Computer Services Unit, Contract Advisory Units, Quality Management and Standards Unit, Safety and Environmental Advisory Unit, Technical Secretariat Unit and Landscape Unit. The major duties are:

1. To steer technical development and continuous advancement of technical standards in the Department covering specific aspects including project administration procedures, works specifications, survey technology, materials standards, quality procedures, information technology support, sustainability development and construction safety;
2. To serve in relevant committees on technical and administrative matters, including the Standing Committee on Concrete Technology, Geotechnical Engineering Office Management Committee, CEDD Tender Committee, etc., and provide input and support to the Development Bureau on related technical policy and administrative issues;
3. To oversee the implementation of the Department's 5-year Strategic Plan, including leading the Vision, Mission and Values (VMV) Working Group and reporting to the VMV Steering Committee;
4. To oversee the formulation of departmental strategies and co-ordination of input in support of greening initiatives from the Development Bureau, including tree risk assessment and management and tree register, and to oversee the implementation of the soil erosion control programme;
5. To provide other support to the Director and Deputy Director on department-wide technical issues and incidents on CEDD works sites; and
6. To oversee the work of the chief and senior professionals under his purview.

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**Revised Job Description of  
Chief Engineer/Headquarters**

**Rank** : Chief Engineer (D1)

**Responsible to** : Deputy Director of Civil Engineering and Development

**Major Duties and Responsibilities –**

Chief Engineer/Headquarters heads a Division in the Headquarters and is responsible for the overall administration and management of the Planning Unit, Town Planning Unit and Engineering and Associated Consultants Selection Board Unit. The major duties are:

1. To oversee the Department's commitment to land formation, land supply and road development in urban areas and new towns, and assist in formulating departmental strategies and co-ordinating inputs over planning related issues;
2. To oversee the Department's project delivery and expenditure under the Public Works Programme and Capital Works Reserve Fund (CWRF), including vetting of all Technical Feasibility Statements and Public Works Subcommittee submissions;
3. To vet applications for funding under CWRF Block Votes, undertaking of projects, employment of consultants, entrustment of works and increase in consultancy fees; and
4. To oversee the work of the senior professionals under his purview.

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**Revised Job Description of  
Project Manager (New Territories East)**

**Rank** : Principal Government Engineer (D3)

**Responsible to** : Director of Civil Engineering and Development

**Major Duties and Responsibilities –**

Project Manager (New Territories East) is responsible for administering, supervising and managing the New Territories East Development Office covering developments in the North, Tai Po, Sha Tin and Sai Kung Districts. The major duties are –

1. To manage, plan and co-ordinate development projects in the region to meet Government's overall planning and development objectives;
2. To supervise the processing and financial control of Public Works Programme projects within the allocation of resources and to proceed with the necessary statutory procedures;
3. To supervise the work of the Deputy Project Managers and teams of professionals of various ranks and their supporting technical and administrative staff;
4. To maintain close liaison with the policy bureaux, departments/offices, LegCo, District Councils and other relevant public/private bodies to identify and resolve issues related to the planning and implementation of projects in the region;
5. To appoint and manage consultants including resident site staff, and to monitor and control the progress of the Department's projects and works contracts; and
6. To chair/attend meetings, committees, conferences/forums, etc.

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**Revised Job Description of  
Deputy Project Manager (New Territories East) 1**

**Rank** : Government Engineer (D2)

**Responsible to** : Project Manager (New Territories East)

**Major Duties and Responsibilities –**

Deputy Project Manager (New Territories East) 1 is responsible for the effective operation of the New Territories East Development Office in the implementation and co-ordination of development programmes. He oversees the day-to-day administration of the Office, the resource planning, contract administration and financial control for development projects within the North, Sha Tin and Sai Kung Districts, as well as the studies of the development in New Territories North (NTN). The major duties are –

1. To be responsible for the implementation and effective control of projects in the North, Sha Tin and Sai Kung Districts;
2. To undertake the studies for the development of NTN;
3. To assist the Project Manager (New Territories East) in overseeing and directing the work of the development with particular emphasis on maintaining project momentum in accordance with baseline programmes;
4. To supervise project cost control, including resources allocation, project estimates and expenditure control;
5. To carry out the statutory and administrative procedures for securing project delivery and funding;
6. To manage all staff matters, including planning, office organisation, allocation of resources, establishment, personnel, training and career development;
7. To supervise the selection, appointment and management of consultants and contractors;
8. To oversee district administration matters for the North, Sha Tin and Sai Kung Districts; and
9. To oversee the work of Chief Engineers under his purview.

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**Proposed Job Description of  
Deputy Project Manager (New Territories East) 2**

**Rank** : Government Engineer (D2)

**Responsible to** : Project Manager (New Territories East)

**Major Duties and Responsibilities –**

Deputy Project Manager (New Territories East) 2 is responsible for the effective operation of the New Territories East Development Office in the implementation and co-ordination of development programmes. He oversees the resource planning, contract administration and financial control for North East New Territories (NENT) Development and the associated works project of the Liantang/Heung Yuen Wai Boundary Control Point, as well as the development projects in the Tai Po District. The major duties are –

1. To be responsible for the implementation and effective control of projects in the Tai Po District;
2. To be responsible for taking forward all projects relating to the NENT development;
3. To be responsible for the implementation of the Liantang/Heung Yuen Wai Boundary Control Point and associated works projects;
4. To assist the Project Manager (New Territories East) in overseeing and directing the work of the development with particular emphasis on maintaining project momentum in accordance with baseline programmes;
5. To supervise project cost control, including resources allocation, project estimates and expenditure control;
6. To carry out the statutory and administrative procedures for securing project delivery and funding;
7. To manage all staff matters, including planning, office organisation, allocation of resources, establishment, personnel, training and career development;
8. To supervise the selection, appointment and management of consultants and contractors;
9. To oversee district administration matters for the Tai Po District; and
10. To oversee the work of Chief Engineers under his purview.

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**Proposed Job Description of  
Chief Engineer/New Territories East 4**

**Rank** : Chief Engineer (D1)

**Responsible to** : Deputy Project Manager (New Territories East) 2

**Major Duties and Responsibilities –**

Chief Engineer/New Territories East 4 is responsible for the overall administration, feasibility and engineering studies, planning, design and construction supervision of works packages serving the proposed New Development Areas at Kwu Tung North and Fanling North in North East New Territories, as well as the development projects in Tai Po District. The major duties are –

1. To oversee the administration, feasibility and engineering study, planning, design and construction supervision of works packages serving the New Development Areas at Kwu Tung North and Fanling North;
2. To oversee the administration of the development projects in the Tai Po District;
3. To undertake budgetary control of projects;
4. To drive for timely achievement of milestone targets, co-ordinate and oversee timely resolution of interfacing matters with other projects and developments;
5. To plan and conduct public engagement/consultation with a view to soliciting public support to project implementation, including District Councils, rural committees, etc.;
6. To supervise and ensure that projects are implemented to the quality requirements and within budget;
7. To select and manage consultants and contractors;
8. To oversee district administration matters for the Tai Po District and attend the Tai Po District Council meetings; and
9. To oversee the work of Senior Engineers under his purview.

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**Proposed Job Description of  
Chief Engineer/Boundary Control Point**

**Rank** : Chief Engineer (D1)

**Responsible to** : Deputy Project Manager (New Territories East) 2

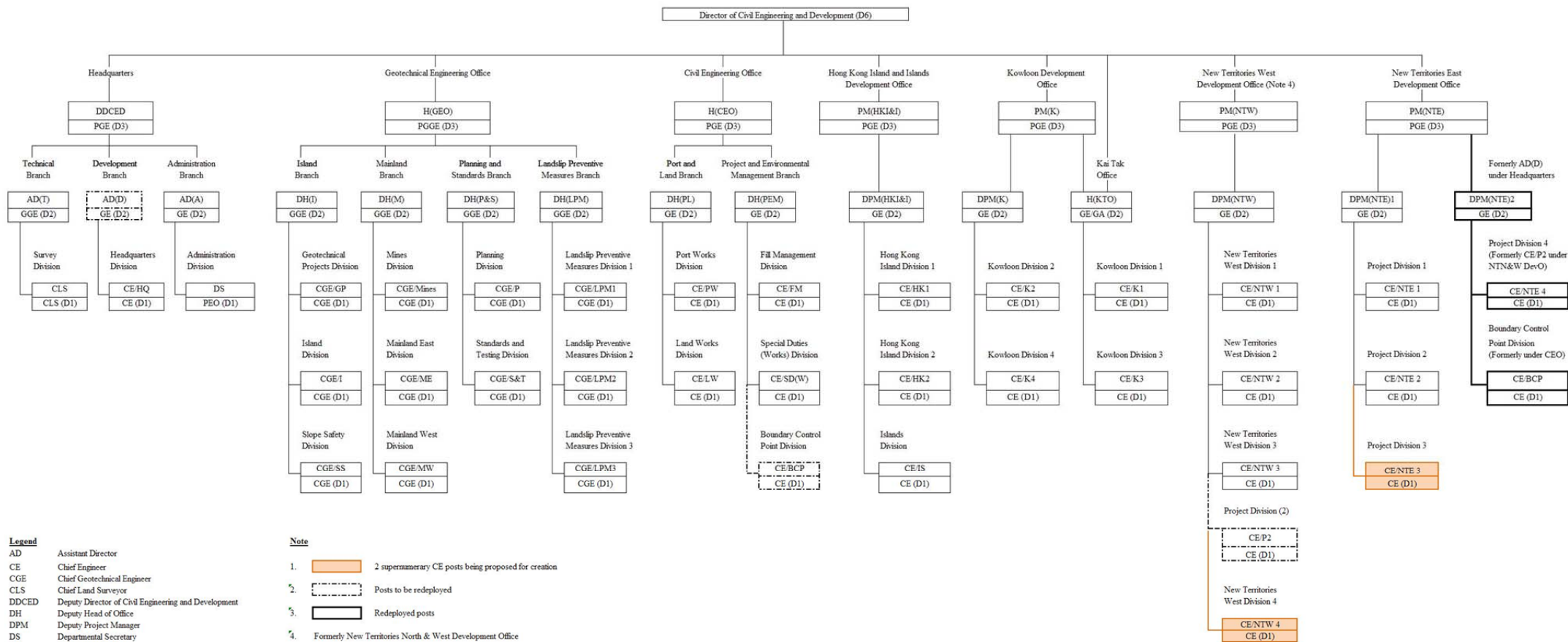
**Major Duties and Responsibilities –**

Chief Engineer/Boundary Control Point heads a Division in the New Territories East Development Office and is responsible for the overall administration, planning, design and construction supervision of the Liantang/Heung Yuen Wai Boundary Control Point and associated works projects, including the connecting roads, road tunnels, site formation for the boundary control point and other associated works. The major duties are –

1. To execute the strategy for delivering the Boundary Control Point Project to meet all requirements and standards;
2. To motivate and supervise his subordinates in the planning, design and implementation of the Project;
3. To consult and co-ordinate with relevant bureaux and departments in resolving interfacing issues;
4. To procure and administer consultancies and works contracts;
5. To engage in cross-boundary liaison with the relevant Mainland authorities;
6. To engage with District Councils, rural committees and the public;
7. To oversee the implementation of construction works, monitor the construction progress and ensure the works are completed on time, within budget and in compliance with the approved procedures and standards; and
8. To oversee the work of Senior Engineers under his purview.

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Proposed Organisation chart of Civil Engineering and Development Department after Re-organisation



**Details of Non-Directorate Posts to be Created in the Development Bureau and Various Departments Involved in Land Supply Initiatives**

<b>Bureau/ Departments</b>	<b>Grades</b>	<b>Main duties and responsibilities<sup>Note</sup></b>
Development Bureau (Planning and Lands Branch)	<ul style="list-style-type: none"> <li>• Administrative Officer</li> <li>• Estate Surveyor</li> <li>• Land Surveyor</li> <li>• Town Planner</li> <li>• Survey Officer</li> <li>• Technical Officer</li> <li>• Personal Secretary</li> </ul>	To strengthen the tracking of land supply and production, better engage stakeholders to gain their support for the various land supply measures, provide secretariat support to the Land Supply Tracking Subcommittee to be set up under the Committee on Planning and Land Development, and improve the information system so as to further enhance inter-bureau and inter-departmental co-ordination in site tracking and land production at all levels.
Development Bureau (Works Branch)	<ul style="list-style-type: none"> <li>• Engineer</li> <li>• Geotechnical Engineer</li> <li>• Personal Secretary</li> </ul>	To (i) oversee and provide technical input on the studies for forming new land; (ii) provide technical input and oversee the provision of infrastructure support for timely delivery of new development sites or specific sites with increased development intensity; and (iii) provide technical input and co-ordinate with works departments for tracking and monitoring land production and associated infrastructure works under the Land Supply Tracking Subcommittee.
Architectural Services Department	<ul style="list-style-type: none"> <li>• Architect</li> <li>• Building Services Engineer</li> <li>• Structural Engineer</li> <li>• Technical Officer</li> </ul>	To provide technical advisory services for the potential sites for development, which include but are not limited to the proposed developments in New Territories (NT) North, Lantau, Kam Tin South, Tuen Mun East, New Development Areas (NDAs), sites identified in land use reviews, as well

<sup>Note</sup> The duties/responsibilities listed are generalised for indicative purpose and thus not exhaustive.

<b>Bureau/ Departments</b>	<b>Grades</b>	<b>Main duties and responsibilities<sup>Note</sup></b>
		as the redevelopment of potential government sites and review of deserted agricultural land in North District and Yuen Long.
Buildings Department	<ul style="list-style-type: none"> <li>• Building Surveyor</li> <li>• Structural Engineer</li> <li>• Survey Officer</li> <li>• Technical Officer</li> <li>• Clerical Assistant</li> </ul>	To strengthen the manpower of the New Buildings Divisions to cope with the additional workload in the processing of plans and applications for the commencement of works and occupation permits.
Civil Engineering and Development Department (CEDD)	<ul style="list-style-type: none"> <li>• Architect</li> <li>• Geotechnical Engineer</li> <li>• Engineer</li> <li>• Technical Officer</li> <li>• Clerical Officer</li> <li>• Clerical Assistant</li> </ul>	To strengthen CEDD's capacity in taking forward the various studies/projects, which include but are not limited to the proposed developments in NT North, Lantau, NDAs, Kam Tin South, potential sites identified in land use reviews and topside development at the Hong Kong boundary crossing facilities island of the Hong Kong-Zhuhai-Macao Bridge; underground space developments; and reclamations at an appropriate scale outside Victoria Harbour.
Drainage Services Department	<ul style="list-style-type: none"> <li>• Engineer</li> </ul>	To (i) take forward the investigation, design and construction for the relocation of Sha Tin Sewerage Treatment Works (STW) to caverns; (ii) carry out the feasibility study on relocation of the Sai Kung STW and Sham Tseng STW to caverns; and (iii) plan and develop the sewerage and drainage infrastructure works in relation to site/project delivery for the potential sites for land supply.
Environmental Protection Department	<ul style="list-style-type: none"> <li>• Environmental Protection Inspector</li> <li>• Environmental Protection Officer</li> </ul>	To (i) provide support for the planning of sewerage infrastructure arising from the increased and expedited supply of sites for development; (ii) offer professional environmental advice and provide comments for establishing the

<b>Bureau/ Departments</b>	<b>Grades</b>	<b>Main duties and responsibilities<sup>Note</sup></b>
		environmental acceptability of sites for development; and (iii) strengthen the asbestos management and control section to facilitate expeditious land supply for development.
Fire Services Department	<ul style="list-style-type: none"> <li>• Station Officer/Divisional Officer</li> </ul>	To (i) speed up the processing of general building plans submissions on fire safety requirements; (ii) enhance the provision of advisory service; and (iii) expedite and improve the processing of the fire service installation drawings.
Highways Department	<ul style="list-style-type: none"> <li>• Engineer</li> </ul>	To timely and effectively vet and comment submissions arising from the proposed developments in NT North, Lantau, Kai Tak Development Area, sites identified in land use reviews, committed and proposed public housing sites, as well as the potential reclamations.
Lands Department	<ul style="list-style-type: none"> <li>• Estate Surveyor</li> <li>• Land Conveyancing Officer</li> <li>• Land Executive</li> <li>• Land Inspector</li> <li>• Land Surveyor</li> <li>• Survey Officer</li> <li>• Technical Officer</li> <li>• Executive Officer</li> </ul>	To (i) input and follow-up the results of the land use reviews and planning and engineering studies for various sites; (ii) commence land acquisition works for the Wang Chau public housing development; and (iii) expedite land resumption and clearance work in relation to the NDAs project.
Planning Department	<ul style="list-style-type: none"> <li>• Town Planner</li> <li>• Technical Officer</li> <li>• Survey Officer</li> <li>• Official Languages Officer</li> <li>• Executive Officer</li> <li>• Clerical Officer</li> </ul>	To (i) undertake statutory and district planning work arising from the potential sites identified in land use reviews; and (ii) undertake planning work for the new strategic development areas in the NT North, Lantau and potential reclamations.
Transport Department	<ul style="list-style-type: none"> <li>• Engineer</li> <li>• Technical Officer</li> <li>• Transport Officer</li> </ul>	To provide the necessary support for handling the traffic engineering and public transport issues arising from the

<b>Bureau/ Departments</b>	<b>Grades</b>	<b>Main duties and responsibilities<sup>Note</sup></b>
		increased and expedited supply of sites for private housing and commercial developments, amongst other duties.
Water Supplies Department	<ul style="list-style-type: none"><li>• Engineer</li></ul>	To (i) plan for waterworks for meeting the water demand of the proposed land development projects in NT North and Lantau as well as from land use reviews; and (ii) kick-start the feasibility study on the relocation of the Diamond Hill Fresh Water and Salt Water Service Reservoirs into caverns.

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**Schedule of Responsibilities for  
Other Existing Government Engineers  
in the Works Branch of the Development Bureau**

The major duties/responsibilities and work priorities of the other Government Engineers (GEs) in the Works Branch (WB) of the Development Bureau are appended below -

PAS(W)3

2. Principal Assistant Secretary (Works)3 (PAS(W)3) assists Deputy Secretary (Works)2 (DS(W)2) in the housekeeping of Drainage Services Department and Water Supplies Department. The post provides policy input and steer on the flood prevention strategy, drainage impact assessment studies, total water management strategy, reliable supply of water including securing supply from Dongjiang and exploring alternative water sources such as seawater desalination as well as the delivery of infrastructure projects for enhancing water supplies and flood prevention.

3. PAS(W)3 is also responsible for various policy issues related to public safety including control of slope safety for both man-made and natural terrains, and lift and escalator safety as well as the regulatory control of water-cooled air-conditioning systems for the prevention of Legionnaires Disease. In relation to public works projects, PAS(W)3 provides policy input to construction safety, construction standards, environmental management, green procurement including promoting the use of green construction materials, energy efficiency, contract form and conditions, dispute avoidance and resolution, security of payment and wage payment. PAS(W)3 handles policy issues relating to and oversees the supplies of concrete, rock products and sand. He also provides policy steer on and oversees the Yuen Long Town Nullah.

PAS(W)4

4. Principal Assistant Secretary (Works)4 (PAS(W)4) assists DS(W)2 in formulating and implementing policies on procurement of construction and consultancy services as well as management of contractors and consultants including administration of DEVB's approved lists of public works contractors/suppliers and performance monitoring. PAS(W)4 represents the Bureau in various trade consultations in respect of the construction sector including the Mainland/Hong Kong Closer Economic Partnership Arrangement (CEPA) consultations, World Trade Organisation/Government Procurement Agreement consultations and other free trade agreement negotiations. PAS(W)4 is responsible for handling works-related Mainland affairs including implementation of CEPA market liberalisation measures, providing support to other bureaux on various platforms such as the Hong Kong/Guangdong Co-operation Joint Conference and other Mainland/Hong Kong co-operation initiatives. He also provides support in carrying out a strategic review of the Hong Kong's procurement

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system so as to enhance competition, productivity, innovation and creativity leading to cost-effective delivery of quality infrastructure, and to explore liberalisation measures more favourable than CEPA for the construction stakeholders to access the Qianhai construction market. PAS(W)4 also assists in handling matters related to promotion of local professional services in the Mainland and overseas construction and engineering related markets, providing secretariat support to serve the working group on professional services of the Economic Development Commission as well as housekeeping Electrical and Mechanical Services Department.

5. Hence, it is operationally not possible for any of them to take up the whole or part of the additional duties and responsibilities of the proposed post of PAS(W)5 in support of the creation of new land and provision of infrastructure support to the various land supply initiatives.

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**Key portfolios of the other existing Chief Engineer posts  
in the Civil Engineering and Development Department (CEDD)**

All the other existing Chief Engineer (CE) posts in the Civil Engineering and Development Department (CEDD) are fully engaged in their respective duties. It is operationally not possible for them to take up the additional tasks without adversely affecting the discharge of their current duties.

**Civil Engineering Office**

2. **Chief Engineer/Special Duties (Works)** is responsible for the planning, design and construction of the Aberdeen Tourism Project, Anderson Road Development and Dredging Works at Kwai Chung Container Basin and its Approaching Channel; administration of the feasibility study of Container Terminal 10 at southwest Tsing Yi, Decontamination Works at Kennedy Town Comprehensive Development Area, “Universal Accessibility” Programme and site formation and infrastructure works for housing sites, and provision of technical support to Steering Committee on Implementation of Hong Kong Disneyland (MOUSECOM) and Ocean Park Redevelopment Committee on further expansion of the theme parks; and co-ordination of maintenance issues in Penny’s Bay Development Area.

3. **Chief Engineer/Port Works** is responsible for overseeing the study on increasing land supply by reclamations outside Victoria Harbour and rock cavern development; the cumulative environmental impact assessment study for the three potential near-shore reclamation sites in the western waters of Hong Kong; the strategic studies for artificial islands in the central waters, and planning and engineering studies for the near-shore reclamations in Sunny Bay and the seafront of Sai Kung Sewage Treatment Works; the implementation of marine infrastructure projects including improvement of Sai Kung public pier, public landing steps at Lei Yue Mun Waterfront, cycle parking area at Yung Shue Wan, Yung Shue Wan Development Phase 2, public landing steps at Trio Beach, and sediment removal at five Fish Culture Zones and bathing beach at Lung Mei; and maintenance of public marine facilities including piers, ferry terminals, Kai Tak Cruise Terminal, seawalls, breakwaters, typhoon shelters and fairways.

4. **Chief Engineer/Land Works** is responsible for the planning, design and construction of site formation and infrastructure works for public housing developments in Tuen Mun Area 54 and the surrounding sites, Yuen Long and Fanling, the development and implementation of the Food and Health Bureau’s columbarium and crematorium facilities in Sandy Ridge and Wo Hop Shek as well as the footbridge widening and bus layby extension in the vicinity of MTR Fanling Station, as well as the planning, design and construction of New Territories (NT) Greening Master Plans

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covering 9 NT Districts and the Islands District. He also oversees the administration and management of CEDD Landscape Term Contract.

5. **Chief Engineer/Fill Management** is responsible for the strategic planning and management of construction and demolition materials, marine disposal for contaminated and uncontaminated sediments; design and operation of public fill reception facilities including two barging points and two fill banks, mud pits for contaminated sediments and construction waste sorting facilities; and liaison with State Oceanic Administration for the cross-boundary disposal of inert construction and demolition materials and dredged sediments. He is also responsible for controlling the issuance of sand permits to meet the requirements of Ministry of Commerce and the Development Bureau and providing secretarial support to the Public Fill and Marine Fill Committees.

### **Hong Kong Island and Islands Development Office**

6. **Chief Engineer/Hong Kong 1** heads the Hong Kong 1 Division and is responsible for the overall administration, planning, design and construction supervision of works packages, with major focus on the Central Reclamation Phase III, Wan Chai Development Phase II (WDII) Contract C3, construction of additional floors at Central Piers 4-6, reassembly of Queen's Pier, housing sites at Braemar Hill, boardwalk under the Island Eastern Corridor and the district administration matters for Central & Western and Eastern Districts. He will also take up the new initiatives of the topside development at the Hong Kong- Zhuhai-Macao Bridge Hong Kong cross boundary facilities island and matters related to the East Lantau Metropolis.

7. **Chief Engineer/Hong Kong 2** heads the Hong Kong 2 Division and is responsible for the overall administration, planning, design and construction supervision of works packages, with major focus on WDII Contracts C1, C2 & C4 and the site formation at Ka Wai Man Road Phase 2. He is also responsible for overseeing interfacing issues among WDII, Central-Wan Chai Bypass and the Shatin to Central Link and the district administration matters for the Wan Chai and Southern Districts.

8. **Chief Engineer/Islands** heads the Islands Division and is responsible for the overall administration, planning, design and construction supervision of works packages, with major focus on improvement works at Tai O, Tung Chung New Town Extension, site formation works at Tung Chung Areas 53/54, infrastructure works at Tung Chung Area 56, future land use at the ex-Lamma quarry site, Mui Wo facelift project, village sewerage at Cheung Chau and the district administration matters for the Islands District. He is also responsible for the co-ordination role in respect of the Lantau Development Advisory Committee.

**/Kowloon .....**

## **Kowloon Development Office**

9. **Chief Engineer/Kowloon 1** is responsible for the overall administration, planning, design and construction supervision of works packages at Kai Tak Development (KTD), with major focus on the planning and design of infrastructure at ex-runway and adjoining apron areas, design ideas competitions, studies on public creatives and on reviewing of development parameters at KTD, in addition to co-ordination of major interfacing projects covering Central Kowloon Route, Multi-purpose Sports Complex, schools, government buildings and open space in KTD. He is also responsible for the district administration matters of the Wong Tai Sin and Kwun Tong Districts.

10. **Chief Engineer/Kowloon 2** is responsible for the overall administration, planning, design and construction supervision of works packages, with major focus on the design of Trunk Road T2 at KTD, the implementation of government infrastructure and facilities for West Kowloon Cultural District development, Kwun Tong Town Centre redevelopment and ex-Cha Kwo Ling Kaolin Mine Site development, in addition to the planning and design of three footbridges at Sham Mong Road. He is also responsible for the district administration matters of the Sham Shui Po and Yau Tsim Mong Districts.

11. **Chief Engineer/Kowloon 3** is responsible for the overall administration, planning, design and construction supervision of works packages at KTD, with major focus on the planning and design of infrastructure at north apron area, improvement works for Kai Tak Approach Channel, structural deck at the ex-runway, cycle track network, in addition to the reconstruction and upgrading of Kai Tak Nullah, studies on Environmentally Friendly Linkage System, interfaces with Shatin to Central Link, and co-ordination of land use and drainage works. He is also responsible for the district administration matters of the Kowloon City District.

12. **Chief Engineer/Kowloon 4** is responsible for the overall administration, planning, design and construction supervision of works packages, with major focus on the construction of infrastructure at the former north apron and runway areas at KTD as well as for two housing sites at Tai Wo Ping, bioremediation works at Kai Tak Approach Channel and Kwun Tong Typhoon Shelter, site formation and dredging works for cruise terminal development, and co-ordination of works for District Cooling System.

## **New Territories West Development Office**

13. **Chief Engineer/New Territories West 1** is responsible for the overall administration, planning and supervision of the planning and engineering study for the potential development/housing sites at Yuen Long South as well as the overall administration, planning, design and construction supervision of the site formation and infrastructure projects at Yuen Long and the Lok Ma Chau Loop development. He is also responsible for the district administration matters of the Yuen Long District.

14. **Chief Engineer/New Territories West 2** is responsible for the overall administration, planning and supervision of the planning and engineering studies for the potential development/housing sites at Tuen Mun Areas 40 and 46 and the Adjoining Areas, and Lam Tei Quarry Site and the Adjoining Areas as well as the overall administration, planning, design and construction supervision of the Widening of Tsuen Wan Road between Tsuen Tsing Interchange and Kwai Tsing Interchange Project, and the Investigation Study for the Flyover from Kwai Tsing Interchange Upramp to Kwai Chung Road. He is also responsible for the district administration matters of the Tuen Mun, Tsuen Wan and Kwai Tsing Districts.

15. **Chief Engineer/New Territories West 3** is responsible for the overall administration, planning and supervision of the Planning and Engineering Study for the Hung Shui Kiu New Development Area, as well as the overall administration, planning, design and construction supervision of the Widening of Tin Ha Road and Tan Kwai Tsuen Road Project and the New Territories Cycle Track Network Project. He is also responsible for the district administration matters of the Hung Shui Kiu area.

#### **New Territories East Development Office**

16. **Chief Engineer/New Territories East 1** is responsible for the overall administration, planning, design and construction supervision of works packages, with major focus on the infrastructure works for the Sai Kung area and Tseung Kwan O (TKO) New Town, including the TKO-Lam Tin Tunnel, Cross Bay Link, infrastructure works in TKO Town Centre South, Sai Kung Town improvement works. He is also responsible for the district administration matters of the Sai Kung District.

17. **Chief Engineer/New Territories East 2** is responsible for the overall administration, planning, design and construction supervision of works packages, with major focus on the infrastructure works for the Sha Tin and Ma On Shan, and development of the Anderson Road Quarry. He is also responsible for the district administration matters of the Sha Tin District.

#### **CEDD Headquarters**

18. **Chief Engineer/Headquarters** is responsible for the overall administration and management of the Planning Unit, Town Planning Unit, and Engineering and Associated Consultants Selection Board Unit. He oversees the Department's commitment to land formation, land supply and road development; assists in formulating departmental strategies and co-ordinating inputs over planning related issues; oversees the Department's project delivery and expenditure under the Public Works Programme and Capital Works Reserve Fund (CWRP); and vets applications for funding under CWRP Block Votes, undertaking of projects, employment of consultants, entrustment of works and increase in consultancy fees.

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