

# OUR PERFORMANCE





## Award Received

### The Ombudsman's Awards 2021

Our colleague, Mr Ip Chi Tim, Tim received the Ombudsman's Awards (Individual Awards) in 2021 in recognition of his exemplary performance and professionalism in providing quality enquiry services and explaining ordinance requirements to the public.



*The Ombudsman's Award 2021*



## Hong Kong Institute of Planners Awards 2021

### City Gallery Revamping Project

Managed by the department, the City Gallery completed its revamping project and fully opened in May 2021. The project targeted to offer a refreshing and informative visiting experience to the public. It involved furnishing G/F, 3/F and 4/F of the building to make the interior environment more welcoming, to replace obsolete exhibits including those showing coastline and skyline, milestones of planning and infrastructure developments, case studies of sustainable development with interactive and fun elements, and to update and enrich their contents. With a view to reaching out to more people and to enhancing inclusiveness, facilities including indoor navigation mobile application, tactile exhibits, barrier-free reception counter and inclusive bench were provided. Environmental protection elements, such as solar film and water dispenser, as well as measures to cope with the COVID-19 pandemic including applying intelligence sanitizing robot were also incorporated. To strengthen its role as the collaborating platform for exchange of city planning ideas and to engage the public through outreach programmes, City Gallery has extended its services by providing online exhibitions, guided tours, webinars and workshops in addition to the on-site ones. 'The City Gallery Revamping Project' was awarded the Certificate of Merit of the Hong Kong Institute of Planners Awards 2021.



City Gallery



## The City Gallery

The City Gallery plays an important role in reaching out to the community to promote town planning in Hong Kong, showcasing planning and infrastructure developments as well as providing a platform for exchange of ideas among planning and development-related professionals.

### Visitation

The City Gallery was fully opened from 8 May 2021 after completion of partial revamping works, which involved enhancement of exhibits and facilities for the G/F, 3/F and 4/F. Notwithstanding that the City Gallery was closed for about four months due to the COVID-19 pandemic and partial revamping works, it still managed to receive a total of 69 333 visitors in 2021. We have provided appointed tour services for different groups, including government departments, schools, universities, institutes, companies, people with disabilities, community centres, elderly groups and local group tours organised by licensed travel agents.



*City Gallery Tour for Summer Interns*





## Events and Activities

Partnering with different organisations, the City Gallery has held thematic exhibitions, ceremonies, seminars targeting at different sectors of the community through both online and onsite platforms. It has also provided a venue for public engagement of planning and infrastructure related studies. Exhibitions and activities held in 2021 included:

Date	Events/ Activities
4 March 2021	Webinar on 'Planning for a Healthy City'
26 March – 11 April 2021	HK SciFest 2021 - Online Exhibition on 'Smart Planning in the Digital Era'
8 – 30 May 2021	Prize Presentation Ceremony & Exhibition on 'Planning and Design Competition on Transitional Housing in Hong Kong'
2 June – 26 July 2021	Exhibition on 'Green Living @ Lantau'
18 June 2021	Webinar on 'Urban Renewal Exploration Centre and Yue Man Square'
25 June 2021	Enriching Knowledge Series for Secondary Geography Curriculum – Seminar on 'Planning and Development of New Development Areas/New Town Extension'
1 – 26 July 2021	Exhibition on 'Planning for a Livable and Healthy City' cum Summer Planning School
5 July 2021	Webinar on 'Planning for a Smart City'
29 July 2021	Webinar on 'Hong Kong Children's Hospital and Kowloon East Initiatives'
30 July – 2 August 2021	Degree Show of the Department of Urban Planning and Design, University of Hong Kong
7 – 25 August 2021	Award Presentation Ceremony & Exhibition on 'The Greater Bay Area Urban Design Awards'
19 – 29 August 2021	Exhibition and Webinar on 'Geographic Information System Applications'
29 August 2021	Book launch & Place-making Event on 'Hong Kong at Eye Level'
3 – 26 September 2021	Exhibition on 'Hong Kong Horizontal Metropolis'



Date	Events/ Activities
11 September 2021	Award Presentation Ceremony on ‘Design Competition for a Viewing Platform on a Headland Overlooking Po Pin Chau and Associated Hiking Facilities’
1 – 10 October 2021	Exhibition on ‘PT 2.0 Public Toilet Design Competition’
8 October 2021	Webinar on ‘The U(Uniqueness) and I(Importance) of Transit-oriented Development’
14 – 31 October 2021	Exhibition on ‘Lantau Conservation Fund 2020-2021 and its Approved Project’
20 October – 15 December 2021	Hong Kong Collateral Event at the 17th Venice Biennale International Architecture Exhibition
1 – 10 November 2021	Exhibition and Webinar on ‘Smart City Technology’
8 November 2021	Certificate Presentation Ceremony on Registered Professional Planner for Practice in Qianhai
11 – 23 November 2021	Exhibition on ‘Sham Chung Haven: Restoring the Relationship between Nature, Ecology and Human’
1 – 14 December 2021	Heritage Fiesta cum Roving Exhibition 2021
9 December 2021	CUSUP/DUPAD 40th Anniversary Event Series: MUP Alumni Sharing Webinar on ‘Hong Kong 2030+: Towards a Planning Vision and Strategy Transcending 2030’
16 – 31 December 2021	Exhibition on ‘New Territories Cycle Track Network’
16 December 2021	Guangdong-Hong Kong Cooperation Construction Projects Promotion Conference
22 December 2021	Prize Presentation Ceremony on ‘Low Carbon Living Online Quiz Prize’
23 & 29 December 2021	Seminar on ‘Common Reasons for Withholding Instruments from Registration’
Every 3rd Saturday and Sunday of each calendar month	The City Gallery Monthly Workshops
August – December 2021	Monthly Visits for Friends of City Gallery





Planning for a Livable and Healthy City cum Summer Planning School





*Hong Kong Horizontal Metropolis Exhibition*



*Hong Kong Collateral Event at the 17th Venice Biennale International Architecture Exhibition*







*CUSUP/DUPAD 40th Anniversary Event Series: MUP Alumni Sharing Webinar on 'Hong Kong 2030+: Towards a Planning Vision and Strategy Transcending 2030'*



*Monthly Visits for Friends of City Gallery*



## City Gallery Monthly Workshop

During the closure period of the City Gallery due to the severe pandemic situation, the City Gallery has rolled out an online monthly workshop programme. 'Workshop from Home' kits have also been uploaded onto the online Resource Centre of the City Gallery's website, Facebook Fan page, and Instagram account for free download. Participants can enjoy making handicrafts with planning-related topics safely at home.

Since the reopening in May 2021, on-site monthly workshop have been resumed at the City Gallery. In December 2021, a Clock Tower Paper Model workshop was organised in collaboration with the Hong Kong Cultural Centre, the Antiquities and Monuments Office and the Hong Kong Observatory, as part of the 'Centenary of the Bell – Resonance of Time' event.



City Gallery Monthly Workshop



'Centenary of the Bell – Resonance of Time' Clock Tower Paper Model Workshop



## Engagement Programmes

Apart from being an exhibition venue, the City Gallery has strengthened its role as a platform for different cohorts through various programmes. The City Gallery continues to collaborate with the Hong Kong Federation of Youth Groups to engage youngsters to provide onsite docent services to visitors during weekends and public holidays under the Hong Kong Young Ambassador Scheme.



*Hong Kong Young Ambassador Scheme*

## Enhanced Communication via Social Media

In 2021, the City Gallery Facebook Fan Page had over 2 962 407 views. We also promote the events and activities of the City Gallery via Instagram. We will continue making use of the social media platform to enhance communication with the public.





## Environmental Performance

### Environmental Policy

We are committed to contributing to environmental sustainability and promoting a better environment for the community of Hong Kong through the formulation of planning policies and standards, the preparation and implementation of town plans as well as the promotion of green office practices in the Department. To maintain a high standard of environmental performance, we adopt the following environmental initiatives:

- taking full account of the environmental implications of all planning activities;
- facilitating the achievement of a quality built environment and protection of the natural environment; and encouraging environmentally responsible development;
- enforcing the Town Planning Ordinance against unauthorised developments which result in adverse environmental impacts;
- complying with the requirements of relevant environmental protection ordinances;
- promoting public awareness on environmental sustainability issues;
- cultivating a clean, tidy healthy and safe office environment; promoting and implementing green housekeeping measures; and raising staff awareness of their environmental responsibilities through training and publicity programs; and
- regularly reviewing the environmental aspects and impacts of our planning activities and office practices; and building up the Department's environmental management system.





## Environmental Management System

The Department applies an Environmental Management System to undertake the planning, implementation and monitoring of the Department's environmental initiatives and programme in a coordinated way.

### Planning Department Management Committee

- to provide directives on environmental policy of the Department.

### Environmental Management Committee

- to assist in building up the Department's environmental management system by reviewing the environmental policy for approval by the Planning Department Management Committee; and reviewing, implementing and monitoring environmental actions including environmental objectives, targets and programmes;
- to monitor and undertake management review on the performance of the Department's environmental actions in the aspects of its business and office operations;
- to assess and advise on training requirement on environmental awareness and practices;
- to report the environmental performance of the Department; and
- to oversee the work of the Green Housekeeping Committee of the Department.

### Green Housekeeping Committee

- to introduce and oversee the implementation of green housekeeping measures of the Department; and
- to disseminate environmental information of the Environmental Management Committee.



## Green Housekeeping Measures

Planning Department Green Housekeeping Committee (the Committee) continues its efforts in promoting and introducing new green initiatives in the office and enhancing staff's environmental awareness.

We have closely monitored paper consumption and reminded colleagues to be environmentally conscious and to minimise paper usage as far as practicable. The performance of the green office management of the Department in terms of consumption of paper in 2021 is set out below:

- a decrease of 3.94% in consumption of paper as compared to 2020.

Other green measures included:

- 427 used toner cartridges disposed of by trade-in;
- 27 420 kg of paper collected for recycling. Recycling bins placed in offices to collect used aluminium cans and plastic bottles;
- guidelines circulated to staff regularly to remind them that shark fins and other endangered species should be avoided as cuisines for official banquets or departmental staff activities as an endeavor of environmental protection; and
- government/departmental forms uploaded onto the Intranet for staff's easy retrieval.

## Conservation-Related Zones

The scarcity of land resulting in increasing development pressure poses threats to our natural environment. Through zoning designation, we help safeguard our natural environment against undesirable development in areas of high conservation value. As at end 2021, about 11 994 ha of land in the territory (or 20% of land within statutory plans) fall within the following conservation-related zones on the relevant statutory plans: 'Conservation Area', 'Site of Special Scientific Interest', 'Country Park', 'Coastal Protection Area', and 'Other Specified Uses' annotated 'Comprehensive Development to include Wetland Restoration Area'; 'Comprehensive Development and Wetland Enhancement Area'; and 'Comprehensive Development and Wetland Protection Area'.





## Planning Enforcement against Unauthorised Developments

Unauthorised developments (UDs) have led to environmental degradation in the rural New Territories and caused nuisance to the local communities. Problems incurred such as flooding, environmental pollution, traffic congestion have posed threat to public safety. Enforcement and prosecution actions against the UD are essential to help prevent further degradation of the rural environment (see **Appendix 3** for summary of enforcement and prosecution actions in 2021). To increase public awareness and to keep the public informed of planning enforcement and prosecution actions against UD in the rural New Territories, the Department has promulgated regular information and publicity materials on Planning Department's website. Such information on planning control including the prosecution action has helped to enhance public understanding and add deterrence on UD.



*Site Inspection*

## Computer Aided Sustainability Evaluation Tool (CASET)

A computerised decision support system known as CASET has been developed to assist the Government's evaluation of sustainability implications of major strategic policies and projects. The outputs of CASET would provide information on the effects of policies or projects across a number of sectors for decision makers to consider. CASET has also been employed by the Department as one of the means to conduct sustainability assessment of town plans and major planning studies that may bring about significant or prolonged implications on the economic, social and environmental conditions of Hong Kong. In 2021, a total of 16 sustainability assessments were conducted.

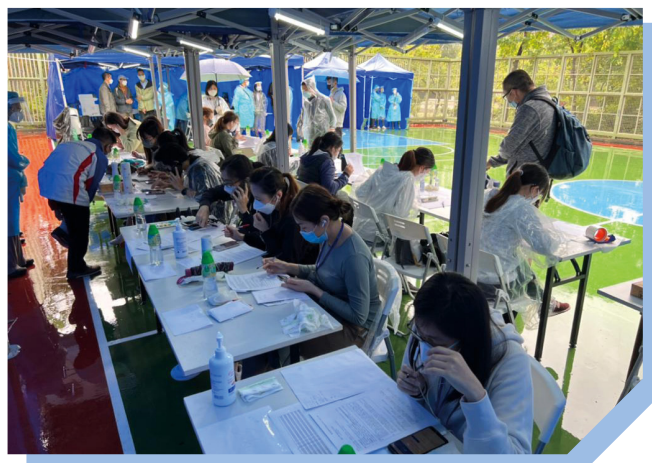
## Social Performance

The Department has undertaken programmes and measures to promote public awareness of sustainability issues and encourage the public to participate in the town planning process. The Department has also strived hard to provide its staff with a safe, healthy and satisfactory working environment, and provision of personal development opportunities to help them meet future challenges.

### Fight against the Epidemic

Staff members of all ranks and grades of the Department stand together to fight the epidemic. They participated in various anti-epidemic works, which included participating in restriction-testing declaration (RTD) operations, distributing anti-epidemic service bags, assisting in tracing contacts of COVID-19 cases with an aim to reducing the risk of transmission of COVID-19 in the community. We also actively supported the fund raising activity for the needy persons.

Staff members of the Department participated in a number of RTD operations. They conducted home visits, distributed anti-epidemic supplies, handled public enquiries and requests, assisted in registration and contacted the households after the test results were available.



*Staff members of the Department participated in the RTD operation*





*Director of Planning and staff members of the Department participated in the anti-epidemic operations*

Staff members from the Department including Director of Planning, Mr Ivan Chung, joined colleagues from the Development Bureau and the departments under its purview to distribute anti-epidemic service bags to residents including grassroots families in Quarry Bay.

The Department deployed a total of 50 staff members to render support to the Contact Tracing Office at Kai Tak Community Hall. They have assisted in tracing contacts of COVID-19 cases, thereby reducing the spread of the virus in the community.



*Staff members of the Department assisted in tracing contacts of COVID-19 cases*

Staff members of the Department also actively supported the fund raising activity, organized by the Hong Kong Institute of Planners (HKIP), to purchase anti-epidemic materials for the needy persons.



*A cheque was presented to the representative of the HKIP*





## Public Engagement

The Department and the Civil Engineering and Development Department jointly commissioned the Study on the Artificial Islands in the Central Waters (the Study) in June 2021. As at end-2021, a total of 25 meetings with stakeholders and concerned groups were held to gather their views and support to the Study. One Joint Professional Forum and one Young Professional Workshop were also organised to provide opportunities for the participants to discuss and exchange ideas on various subjects relating to the Study. Such continuous stakeholder engagement will be undertaken throughout the study process. A public engagement exercise is tentatively scheduled to be held within 2022.

For the 'Study on Active Design for Healthier Lifestyle - Feasibility Study', a total of 3 stakeholder engagement events were held in May and June 2021 to collect views of the draft 'Active Design Guidelines' from the experts in the field, professional institutes, developer associations and certification body.

## Planning Department Outreach Programme

The 2021-22 Outreach Programme commenced in September 2021 to tie in with the school year. During school visits, we staged a mini-exhibition on 'Planning for a Liveable and Healthy Hong Kong' using the Mobile Exhibition Centre (MEC) and provided the school with an information kit. School talks relating to town planning topics were provided to secondary schools for selection. As for visits to primary schools, a brief talk on planning and a modelling workshop were provided.

Roving exhibitions were staged in shopping centres and government offices to provide the general public with an opportunity to learn more about the Department and our work. Besides, mobile exhibitions using MEC were staged at public venues.

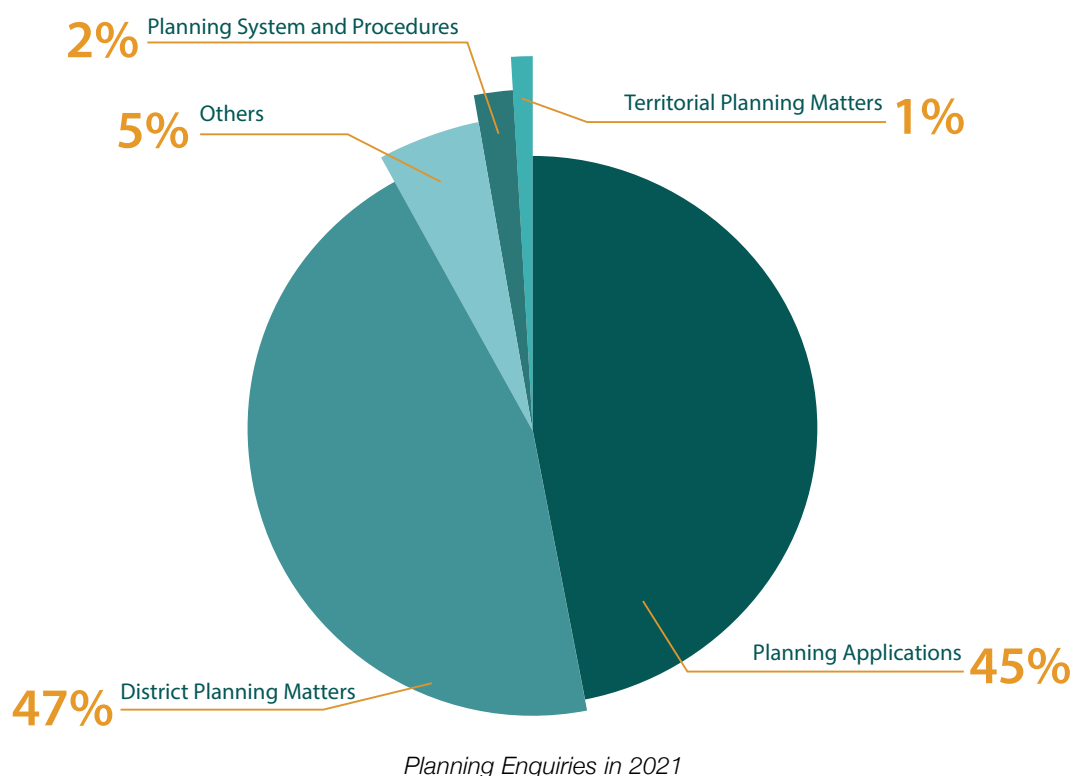
Notwithstanding the COVID-19 pandemic outbreak, we still managed to make 58 visits/sharings to universities, secondary schools, primary schools and special-aided schools, and staged exhibitions at 8 public venues.



*Roving Exhibition in Shopping Centre*

## Planning Enquiries

In 2021, the Department handled 8 967 oral enquiries by telephone or in person, and 1 150 straightforward and 814 complicated written enquiries. We handled 45 applications for information under the Code on Access to Information, and replied to 1 171 media enquiries. All the enquiries processed have met the targets set out in the Department's Performance Pledge. A breakdown of the types of planning matters under public enquiries is shown in the figure.



## Expos

In 2021, the Department participated in the Hong Kong Trade Development Council Education & Careers Expo 2021 and the Eco Expo Asia 2021.

## Summer Planning School

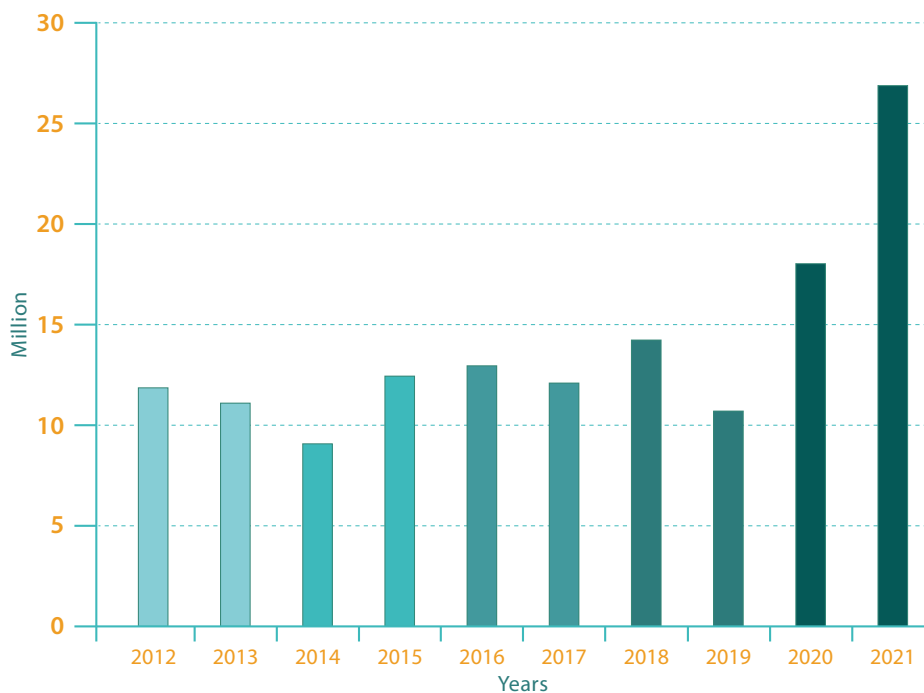
In July 2021, the Department conducted a one-month Summer Planning School in the City Gallery, with about 3 000 members of the public, including secondary and primary school students, joining the programme.





## Planning Department Website

The website of the Department (<https://www.pland.gov.hk>) contains a lot of useful information which recorded 26 879 619 hits in 2021.



*Hits on the Website of the Department in the Past Ten Years*

## Our Staff

### Staff Development

To widen our staff's exposure and keep them abreast of the current issues and global trends on planning development, we undertook the following activities in 2021:

- 3 555 members of staff attended 188 job-related courses and seminars organised by the Department;
- 1 998 members of staff attended courses and seminars run by the Civil Service College and other government bureaux/departments;
- 100 members of staff attended 24 Occupation Safety and Health related courses and seminars run by the Civil Service College and other government bureaux/departments;
- 28 members of staff attended 8 local conferences; and
- 20 members of staff attended five online overseas conferences/seminars (including REAL CORP 2021, the buildingSMART International Virtual Summit Autumn 2021, the Walk21 International Conference, the 57th IFLA World Congress 2020, and the 2020/21 Annual National Planning Conference) and a duty visit to Mainland China.

## Staff Relations and Welfare

We maintain close communication with our staff by:

- holding Departmental Consultative Committee meeting with representatives from 26 grades at regular intervals to provide a channel of communication between the staff and the management;
- having meetings with representatives of staff associations to discuss issues of concern to staff; and
- publishing a staff newsletter, 'Planning Voice', to report achievements, news and views of staff.



Planning Voice

## Caring Organisation Logo

The Hong Kong Council of Social Service awarded the Caring Organisation Logo (2021-22) to the Department, in recognition of the Department's commitment in caring for the community, caring for the employees and caring for the environment over the past years.



## Inclusive Organisation



Awarded by Labour and Welfare Bureau

## Inclusive Organisation Logo

The Department continued to participate in the Talent-Wise Employment Charter and Inclusive Organisations Recognition Scheme and implementation of measures to promote the employment of persons with disabilities.



## Promoting Employment of Persons with Disabilities

In 2021, there were 17 people with disabilities employed by the Department. The Department will continue to provide equal employment opportunities to persons with disabilities with a view to facilitating their integration into the community.

## Mental Health Friendly Organisation

Since 2020, the Department has been participating in the 'Mental Health Workplace Charter' (the Charter), which is implemented jointly by the Department of Health, Labour Department and Occupational Safety and Health Council. The Charter aims to promote mental well-being at workplace including a respectful and positive environment, active listening and communication, encourage help-seeking, and facilitate early identification of mental distress and timely treatment. Its goal is to create an inclusive and friendly workplace environment for colleagues with mental distress. By signing the Charter, the Department vows to value and pledge in promoting a mental health-friendly workplace environment. With the efforts paid in promoting mental well-being by the Department, we are recognised as a Mental Health Friendly Organisation under the Charter.



Mental Health Friendly Organisation



## Planning Department Directorates' Greetings





## Awards / Commendations

### (i) Long and Meritorious Service Award Scheme

In 2021, 16 and 2 officers were presented with 30 and 40 Years' Meritorious Service Certificates respectively in recognition of their long and meritorious services.



Long and Meritorious Service Award Scheme

(ii) Commendation Scheme

In 2021, 3 officers with outstanding services were granted Departmental Commendation Letters.



Commendation Scheme

### Community Services / Activities

During the year, the Department participated in a variety of community services / activities.

Organiser	Event
The Community Chest	Skip Lunch Day Green Low Carbon Day Love Teeth Day Dress Casual Day



## Economic Performance

### Territorial Planning

The Department has undertaken territorial planning and planning studies, to provide guidance and direction for long-term development in Hong Kong.

To support economic development, we have commissioned the 'Review of Land Requirement for Market-driven Economic Uses' in January 2021 to update the demand forecast and land requirement for various market-driven economic uses in Hong Kong.

We have completed the 2020 Area Assessments of Industrial land in the Territory. The Area Assessment has reviewed the utilisation of private industrial buildings and made recommendations to optimise the use of land resources, including rezoning to meet the changing needs. In parallel, we continued the annual review of long-term uses for vacant school premises based on the Education Bureau's confirmation that the sites are no longer required for school use.

We continued to monitor the interaction between Hong Kong and the Mainland. A new round of Cross-boundary Travel Survey was conducted in 2021 with a view to obtaining a more up-to-date picture of cross-boundary traffic. The data collection via face-to-face interviews with a well-structured questionnaire for goods vehicle trips and passenger trips were carried out in mid- and end-2021 respectively despite the COVID-19 pandemic. The Survey is scheduled for completion in 2022.

### District Planning

At the district level, the Department has undertaken district planning work, including the execution of various statutory town planning functions, to provide a rational pattern of land use to promote and guide development in different parts of the territory.

The Department has also served as an executive arm of the Town Planning Board (TPB) in preparing statutory plans, processing representations, comments and further representations on draft statutory plans and processing planning applications for development activities. In 2021, the Department processed 64 statutory plans that were submitted to the TPB or gazetted, including 31 outline zoning plans involving zoning/rezoning land for residential use. The Department also processed 8 662 representations, comments and further representations in 2021. In 2021, the Department processed 1 134 applications for planning permission, 70 applications for amendments to statutory plans, 1 565 applications for amendment to approved schemes, 8 170 development proposals and 1 722 lease conditions/modifications and short term tenancies/waivers. All these proposals when completed would contribute to the development of the territory.