

Introduction to the Home Affairs Department



An Introduction to the Home Affairs Department



- Mission, Principles and Main Tasks
- Organisation Chart
- 18 District Offices
- Role of District Officers
- Areas of Responsibility of Divisions



Our Mission



Our mission is to :

- Enhance communication between the Government and the people of Hong Kong
- Facilitate the development of district governance
- Maintain Hong Kong as a vibrant, caring and harmonious community
- Facilitate the administration of Hong Kong in line with changing needs



Our Principles



We are guided by the following principles :

- Sensitivity to local needs and aspirations is one of the cornerstones for the effective administration of Hong Kong
- District Councils are an integral part of district governance and play a vital role in promoting the well-being of the community
- Public participation in community affairs is the key to the success of the district governance



Our Main Tasks



To achieve our mission, we

- Enhance channels of communication between the Government and the public
- Explain the Government's aim, policies and services to the community
- Collect, assess and reflect the community's views and aspirations to the Government so that timely and appropriate responses can be made to meet changing circumstances
- Co-ordinate the delivery of Government services and implementation of public projects at district level

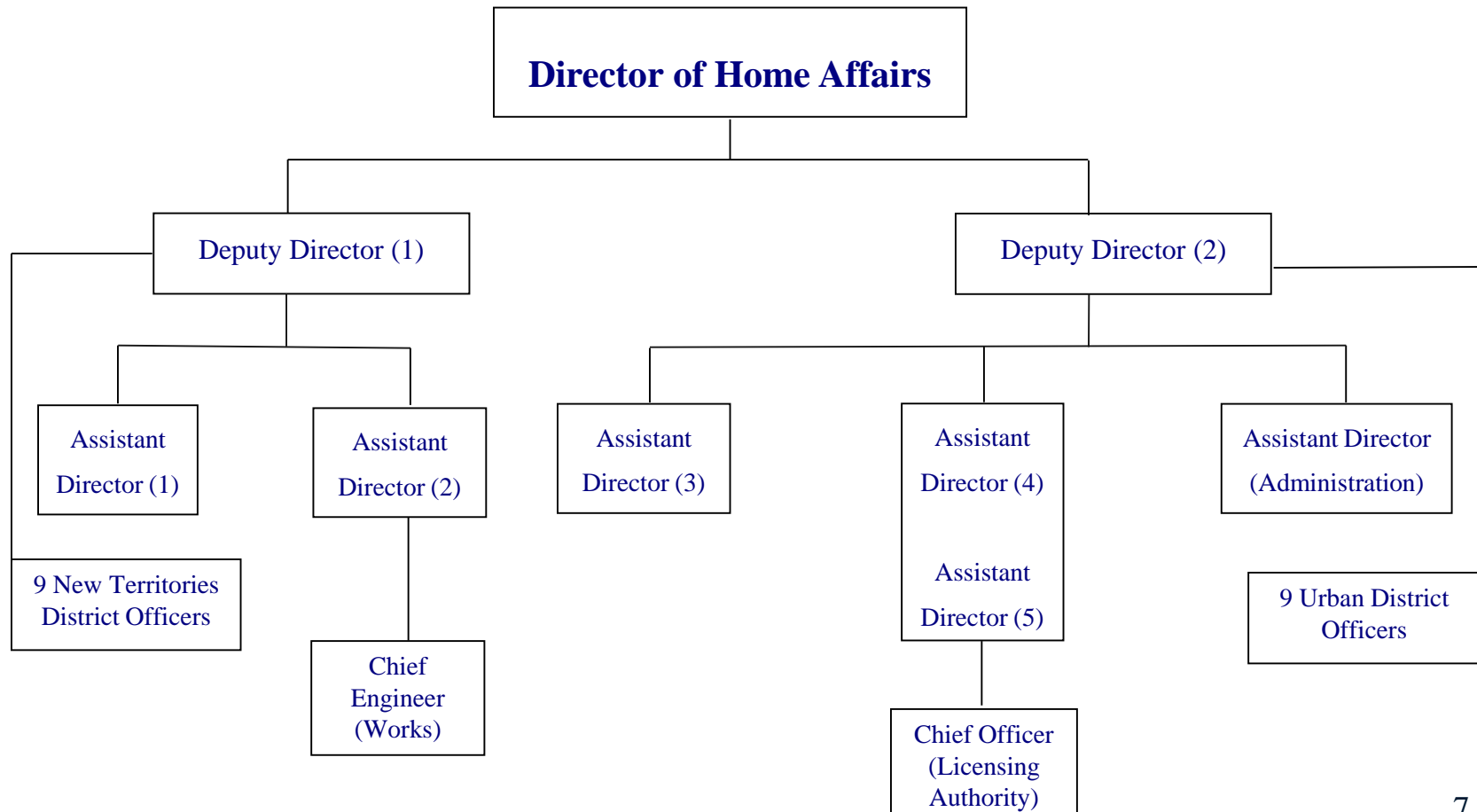


Our Main Tasks

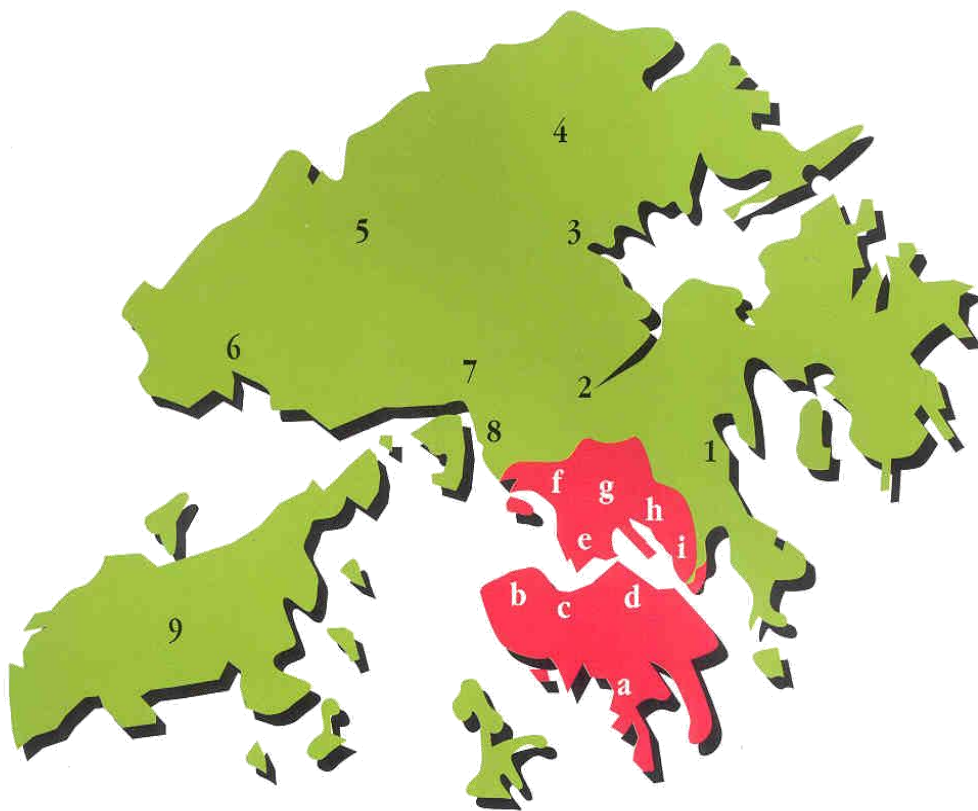


- Provide temporary shelters and coordinate emergency relief
- Foster community spirit in neighbourhoods
- Implement minor local works projects and building management initiatives
- Facilitate and promote the work of District Councils
- Monitor and assess the provision of Government services for new arrivals
- Support the Government's district work and strengthen district networks through Care Teams
- Ensure that safety standards in hotels, clubhouses, bedspace apartments and karaoke establishments are maintained
- Provide support service for estate beneficiaries of a person deceased on or after 11 February 2006

Organisation Chart of the Home Affairs Department



18 District Offices at a Glance

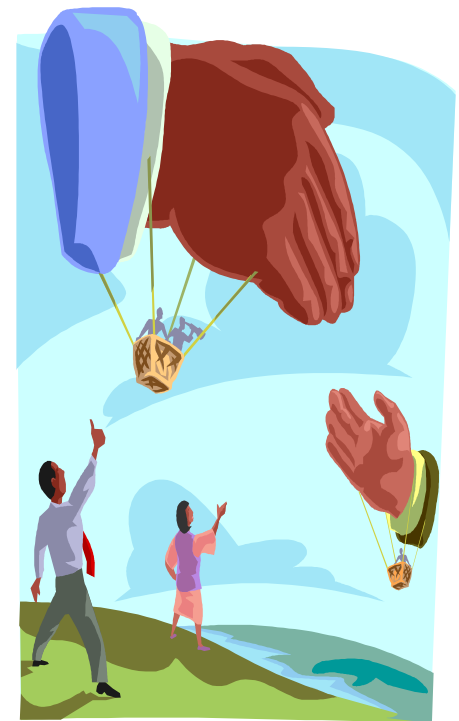


Urban	New Territories
a - S	1 - SK
b - C&W	2 - ST
c - WC	3 - TP
d - E	4 - N
e - YTM	5 - YL
f - SSP	6 - TM
g - KC	7 - TW
h - WTS	8 - K & T
i - KT	9 - Is

Role of District Officers



- Representing the Government at district level
- Overseeing the operation of the District Councils
- Implementing and co-ordinating the execution of district programmes
- Promoting residents' participation in district affairs
- Maintaining close liaison with different sectors of the community



Role of District Officers



- Ensuring district problems are resolved promptly
- Acting as a link between the District Councils and Government departments
- Mediating between trade unions, corporate bodies and residents
- Co-ordinating the provision of relief services in emergency situations



Areas of Responsibility of Division I



- Promotion of Community Building & Participation
- Developing and maintaining an extensive liaison network with community personalities and organizations
- Co-ordination of Rural matters, including rural burials, tso and tong matters, rural election and rates exemption in respect of village-type houses in the New Territories
- Liaison Officer Grade Management

Promotion of Community Building



- Assist Home and Youth Affairs Bureau in taking forward youth initiatives and projects
 - Youth Development Programme
 - District Youth Network
 - Hong Kong Youth Cultural & Arts Competitions

- Fight Crime Campaigns at district level

Develop and Maintain Liaison Network



We maintain close liaison with community organisations in order to mobilise public participation, to collate community views, and to promote government initiatives. Examples include :

- Kaifong / Community Associations
- Major Charitable Organisations
- Heung Yee Kuk

Co-ordination of Rural Matters



Role of HAD

Under the New Territories Ordinance (Cap. 97), HAD handles affairs concerning indigenous villagers such as succession to rural land and tso/tong matters



The Director of Home Affairs is conferred with the power in section 36(3) of the Rating Ordinance (Cap. 116) to grant rates exemption to village houses in the New Territories occupied by indigenous villagers



Co-ordination of Rural Matters



Role of HAD

- To maintain close liaison with the Heung Yee Kuk and to foster communication between residents of the New Territories and Government departments
- To co-ordinate the elections of Village Representatives, Kaifong Representatives and rural organisations, i.e. Heung Yee Kuk, Rural Committees



Areas of Responsibility of Division II

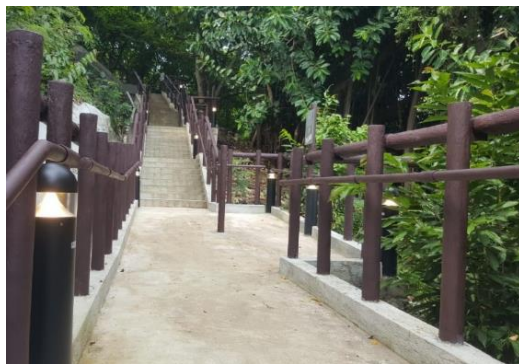


- Minor Works Programmes
- Planning and Development of Community Halls
- Enhancing Self-Reliance Through District Partnership Programme
- Promoting Social Enterprises
- Secretariat Support of the Steering Committee on District Governance and Task Force on District Governance

Minor Works Programmes



- HAD provides funding under the District Minor Works programme (DMW) and the Rural Public Works programme (RPW) for implementation of various types of minor works projects in districts with a view to improving the district facilities and environment.



Planning and Development of Community Halls



- Community Halls (CHs) and Community Centres (CCs) provide venues for organising local community activities such as meetings, civic education, training, celebration, recreation and sports activities, etc. They also provide temporary sheltering for people in need during natural disasters, emergency situations and inclement weather.
- No. of CHs and CCs managed by HAD: 109
- A standard CH includes a multi-purpose hall with a seating capacity of 450 seats, a stage and other ancillary facilities like dressing rooms, a stage meeting room and a multi-purpose conference room, etc.



Enhancing Self-Reliance Through District Partnership Programme



- The Enhancing Self-Reliance Through District Partnership (ESR) Programme is a funding scheme established under HAD since 2006 to provide seed grants for eligible organisations to set up and scale up social enterprises (SEs), with a view to creating job opportunities for the socially disadvantaged or providing products and services to meet their specific needs.
- Funding ceiling for each SE project: \$3 million.
- The Government provided a total of \$600 million for the continued implementation of the ESR Programme.

Promoting Social Enterprises



Publicity measures and platforms -

- SE Mascot “Bloomy The Tree”
- “SE Tree Mark” Programme to facilitate the general public in identifying SEs.
- SE thematic website, YouTube, Facebook and Instagram account.



Bloomy The Tree



SE Tree Mark



Strengthening the District Governance Structure



- To improve district governance capabilities and efficacy and better respond to the needs of the public, the Government has established the “Steering Committee on District Governance (SCDG)” and the “Task Force on District Governance (TFDG)” in July 2023.

SCDG

- chaired by the Chief Secretary for Administration
- takes a leading role in the overall strategies, policies and measures, work priorities and resource allocation of district governance
- members include the Secretary for Home and Youth Affairs, 10 other Principal Officials and the Director of Home Affairs with 18 District Officers in attendance



Strengthening the District Governance Structure



TFDG

- chaired by the Deputy Chief Secretary for Administration
- oversees the coordination and collaboration of various bureaux and departments at the district level for implementing the relevant policies and measures promptly and effectively
- members include the Secretary for Home and Youth Affairs, Director of Home Affairs and 18 other Heads of Departments with 18 District Officers in attendance



Areas of Responsibility of Division III



- To formulate the policy on district governance
- To provide support services for ethnic minorities and new arrivals from the Mainland to facilitate their integration into the community
- To facilitate the Constitutional and Mainland Affairs Bureau (CMAB) and Registration and Electoral Office (REO) in planning the publicity strategies and the electoral arrangements of the District Council Elections, the Legislative Council Elections and Voter Registration exercises



Improving governance at the district level



Two main components:

1. Reform the District Councils, enhance their functions and reform their composition and selection methods with a view to restoring the institution back to the positioning under Article 97 of the Basic Law as district advisory and service bodies which are not organs of political power; and
2. Strengthen the district governance structure with coordination strengthened at the central level, thereby raising the capability and strengthening the efficacy in district governance.

Establishment of District Councils



District Councils Ordinance (Cap. 547) Section 4 and Schedule 2

- Since 1 January 2000, 18 District Councils have been established

Hong Kong



Central & Western District Council



Eastern District Council



Southern District Council



Wan Chai District Council

Kowloon



Kowloon City District Council



Kwun Tong District Council



Sham Shui Po District Council



Yau Tsim Mong District Council



Wong Tai Sin District Council

New Territories



Islands District Council



Kwai Tsing District Council



North District Council



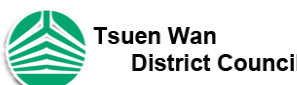
Sai Kung District Council



Sha Tin District Council



Tai Po District Council



Tsuen Wan District Council



Tuen Mun District Council



Yuen Long District Council

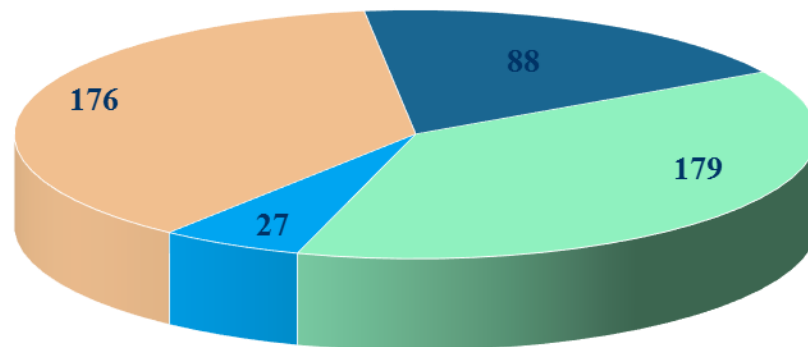
Composition of District Councils



District Councils Ordinance (Cap. 547) Sections 5 and 62

- District Officers as DC Chairmen
- District Councils (DCs) are composed of appointed, District Committees Constituency (DCC), District Council Geographical Constituency (DCGC) and ex officio members

Composition of the 7th term of DC (1 January 2024 to 31 December 2027) :



Total seats : 470

■ Appointed ■ Ex officio (RC Chairmen) ■ DCC ■ DCGC

Area Committees, District Fight Crime Committees & District Fire Safety Committees



- Co-ordinating appointments to Area Committees, District Fight Crime Committees and District Fire Safety Committees
- 71 Area Committees with about 1 550 members
- 18 District Fight Crime Committees with about 500 members
- 18 District Fire Safety Committees with about 470 members
- Members are drawn from a wide spectrum of the local community

Support Services for Ethnic Minorities and New Arrivals from the Mainland



- To facilitate the early integration of ethnic minorities and new arrivals from the Mainland into the local community.



Areas of Responsibility of Division IV



- Building Management
- District Services and Community Care Teams
- Property Management
- Licensing



Building Management



The Building Management Ordinance (Cap. 344) provides a legal framework for the formation and operation of owners' corporations (OCs).



District Services and Community Care Teams



- To organise caring activities
- To assist in handling incidents and emergencies
- To help the Government disseminate information to the public and report the views of the public to the Government



Property Management



We are responsible for formulating policies related to the regulation of the property management (PM) sector, and overseeing the implementation of the Property Management Services Ordinance (Cap. 626) (PMSO).

第626章 《物業管理服務條例》
Cap. 626 Property Management Services Ordinance

Timeline

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Point in Time: 01/07/2022* Monolingual Mode: Eng 繁 簡 Bilingual Mode: Eng / 繁 Eng / 簡

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<input type="checkbox"/> 詳題 Long Title		
<input type="checkbox"/> 第1部 導言 Part 1 Preliminary		
<input type="checkbox"/> 1. 簡稱及生效日期 1. Short title and commencement	本條例旨在成立物業管理業監管局；就發牌照予經營提供物業管理服務業務的業務實體，以及就發牌照予從事提供物業管理服務業務的個人，訂定條文；規管及管制物業管理服務的提供；以及就相關事宜訂定條文。 [2016年10月24日] (略去制定格式條文—2017年第1號編輯修訂紀錄)	An Ordinance to establish a Property Management Services Authority; to provide for the licensing of business entities carrying on, and individuals engaged in, the business of providing property management services; to regulate and control the provision of property management services; and to provide for related matters. [24 October 2016] (Enacting provision omitted—E.R. 1 of 2017)
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<input type="checkbox"/> 3. 物業管理服務 3. Property management services	1. 簡稱及生效日期	1. Short title and commencement

Licensing



- To administer the Miscellaneous Licences Ordinance (Cap. 114), Gambling Ordinance (Cap. 148), Hotel and Guesthouse Accommodation Ordinance (Cap. 349), Clubs (Safety of Premises) Ordinance (Cap. 376), Amusement Game Centres Ordinance (Cap. 435), Bedspace Apartments Ordinance (Cap. 447) and Karaoke Establishments Ordinance (Cap. 573)
- To issue Licences/ Certificate of Compliance/ Permits under the above ordinances
- To provide applicants and operators with detailed guidelines on the licensing procedures and requirements



Areas of Responsibility of the Administration Division



- Public Enquiry Services
- Emergency Relief Services
- Estate Beneficiaries Support Services
- Management of Community Halls

Home Affairs Enquiry Centres



The following services are available from 20 Enquiry Centres:

- Handle enquiries relating to information on government services
- Distribution of commonly used government forms and pamphlets
- Administration of declarations/oaths for private use
- Free Legal Advice Scheme
- Rent Officer Scheme
- Meet-The-Public Scheme



Emergency Relief Services



- Role of HAD
- Performance Pledges
- Emergency Co-ordination Centre
- Temporary Shelters



Estate Beneficiaries Support Services



- After the abolition of estate duty, SHYA is empowered under the **Probate and Administration Ordinance** (Cap. 10, Laws of HK) to provide support services for estate beneficiaries of a person **who died on or after 11 February 2006**.
- **Estate Beneficiaries Support Unit** of the HAD, under the delegated authority from SHYA, provides estate beneficiaries support services w.e.f. **1 April 2007**.



Management of Community Halls



72 Community Halls and 37 Community Centres
(as at December 2023)

Facilities :

- Multi-purpose halls
- Conference rooms
- Stage meeting rooms
- Others, e.g. basketball courts, covered play areas

