LEGISLATIVE COUNCIL PANEL ON DEVELOPMENT

Progress Report on
the Work of the Tree Management Office

Purpose

This paper reports to Members work progress of the Tree Management Office (TMO) in the Development Bureau (DEVB) in the implementation of the tree management policy.

Tree management policy

2. Pursuant to the recommendations in the Report of the Task Force on Tree Management published in June 2009, DEVB has taken up the overall policy responsibility for greening, landscape and tree management. The Greening, Landscape and Tree Management (GLTM) Section was established under the Works Branch of DEVB in March 2010 to champion a new, strategic policy on greening, landscaping and tree management with a view to achieving the sustainable development of a greener environment in Hong Kong.
3. The GLTM Section is underpinned by the Greening and Landscape Office (GLO) and the TMO, which work in close cooperation to promote a holistic greening approach embracing adequate space allocation for new planting, proper selection of planting species as well as quality landscape design and planting practices in the upstream through proper works implementation to professional vegetation maintenance in the downstream. Due emphasis is placed on the protection of public safety as a priority consideration.

4. Under the “integrated approach” for the management of trees on Government land, the department responsible for the maintenance of an area or a facility is also responsible for the maintenance of trees there. To ensure more effective implementation across departments of the “integrated approach” to tree management, the TMO acts as a central authority to give policy steer, a focal point of coordination of departmental efforts and a provider of arboricultural expertise.

Professional team in the TMO
5. In support of its mission to raise the level of professionalism in tree management work in Hong Kong, the TMO is staffed predominantly by officers with considerable professional arboricultural expertise and experience. In addition to the two Arborist posts on non-civil service contract\(^1\) (NCSC) terms created in 2010, four additional Arborist / Assistant Arborist NCSC posts were created in TMO in 2011 to form a centralised tree support team within the TMO to assist in a variety of tasks requiring specialist arboricultural input. Of the 15 professional/technical officers in the TMO, 14 are International Society of Arboriculture (ISA) Certified Arborists, and nine of them have attained additional professional qualification in arboriculture such as ISA Certified Tree Risk Assessor, ISA Certified Municipal Specialist or LANTRA Professional Tree Inspection Certificate. They are complemented by 4 officers with professional arboricultural qualification in the GLO.

Work focus of the TMO

6. As recommended in the Task Force Report, the TMO is tasked to focus

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\(^1\) There are currently no Arborist grade in the civil service. As recommended in the Report of the Task Force on Tree Management, we will review the need for a civil service Arborist grade in 2012. The engagement of arborists on NCSC terms meanwhile would provide us with useful feedback for carrying out the review in due course.
on the following key areas of work –

(a) enhancement of tree risk management;

(b) promotion of a quality-oriented approach to tree management;

(c) enhancement of the tree complaint handling mechanism and the emergency response arrangement;

(d) enhanced training to raise the professional standard of tree management personnel; and

(e) enhancement of public education and community involvement.

(A) Enhancement of tree risk management

7. The TMO introduced a new tree risk assessment arrangement in 2010 with the promulgation of detailed guidelines for compliance by tree management departments to better protect public safety. Under this
arrangement, tree risk assessment is conducted in two stages in accordance with a systematic methodology. Focusing on areas with high pedestrian or vehicular flow, tree management departments first carry out a tree group inspection for locations under their purview, during which trees that require particular care (such as Old and Valuable Trees (OVTs) and stonewall trees) as well as dead trees and trees with health or structural problems that might pose hazards to the public are identified. Detailed inspections are then conducted for these trees individually to assess their health and structural conditions more comprehensively. In addition to visual inspection\(^2\), detailed examination with the assistance of more sophisticated equipment (e.g. resistograph instrument or tomography instrument to check whether there is internal rot or tree cavity) may be conducted if the tree conditions so warrant.

8. Depending on the tree conditions, appropriate risk mitigation measures (such as pruning, removal of wilted branch, treatment of pest and disease, and cabling and propping to support trees) are prescribed. If there are no other feasible remedial measures, departments will remove hazardous trees as a last

\(^2\) Visual inspection is accompanied by appropriate inspection methods (such as hammering the trunk with a rubber mallet to test the internal hollow, detecting any unusual smell for indication of underground root decay, etc.) and assisted by simple tools (e.g. measuring tape and levels to ascertain the crown dimension, tree height and trunk inclination).
resort so as to eliminate the threat to public safety.

9. To ensure that the tree risk assessment is properly carried out, tree management departments are required to adopt quality assurance measures such as close supervision of frontline duties and conducting internal audit. In addition, the TMO carries out desk-top checking of the tree inspection forms completed by departments on a selective basis and random inspection on site of the condition of trees on Government land to ensure that the tree risk assessments are conducted in a professional manner. For the 2010 tree risk assessment exercise, the TMO audit checked 196 of the returned “Tree Group Inspection Form (Form 1)” and 163 “Tree Risk Assessment Form (Form 2)”. The latter comprised 14% of all returned Form 2.

Preparation for the 2011 wet season

10. In preparation for the on-set of the wet season in 2011, the TMO has refined the guidelines on the conduct of tree risk assessment\(^3\) in the light of the experience gained from the 2010 tree risk assessment exercise. In addition, the

\(^3\) The refined guidelines have been uploaded to www.trees.gov.hk.
TMO has organised a series of training sessions, including both training for staff who have newly taken up tree risk assessment duties as well as refresher training for other staff with previous work experience in this areas, in December 2010 to February 2011 to ensure proper mastery of the assessment methodology. About 1,770 government staff and contractor staff under the core tree management departments attended these training sessions. The TMO has also reached out to the other government departments, reminding them to take appropriate precautionary measures for trees within facilities under their care before the wet season.

11. Tree management departments will closely monitor the conditions of problematic trees identified during the tree risk assessment and complete the mitigation measures as soon as possible. In addition, they will stay vigilant during the typhoon and rainy season and act promptly should there be any change in the risk level of the trees under their purview.

12. As for last year, the TMO will continue to audit check the tree risk assessments carried out by tree management departments so as to ensure full compliance with the promulgated guidelines. We expect that as the tree
management departments and their consultants/contractors build up experience in tree risk assessment, they will acquire more comprehensive knowledge of the tree stock under their care and take more timely action in response to any changes in the tree conditions.

13. Information about those trees which require continuous monitoring by the relevant tree management departments (including OVTs and stonewall trees which require special attention and other trees for which the prescribed improvement measures have not yet been completed⁴) is uploaded to the Tree Register at www.trees.gov.hk. The TMO will continue to work in collaboration with the tree management departments to keep the Tree Register up-to-date. In addition, tree management departments are taking steps to install labels on those trees included in the Tree Register. An extract of the Tree Register uploaded to www.trees.gov.hk is at Annex A and a sample of the label installed on trees included in the Tree Register is at Annex B.

14. Apart from taking action to ensure that trees on Government land are

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⁴ These cases may involve tree removal for which road closure needs to be arranged, pest and disease control which takes time to have full effect, tree pruning that is being arranged, etc. Emergency cases where the subject trees pose immediate danger to the public are dealt with without delay.
safe, the TMO has also been reminding private owners of their duty of care for
trees within their properties and raising their awareness of tree risk management.
In 2010, the TMO distributed leaflets on “Pictorial Guide for Tree Maintenance
to Reduce Tree Risks” and “Keep Your Trees Safe” (copies are at Annex C and
Annex D) to owners’ corporations, mutual aid committees and property
management companies in the territory, and reminded private property owners
and property management companies to inspect trees within their premises so as
to minimise risks. Relevant information has also been uploaded to DEVB’s
dedicated tree website (www.trees.gov.hk).

15. To prepare for the approaching wet season, the TMO has written to
owners’ corporations, mutual aid committees, area committees, Rural
Committees, Village Representatives, property management companies,
education and religious institutions as well as other non-government
organisations, appealing to them to take proper care of the trees within their
premises for the safety of residents, users and visitors. TMO will continue to
disseminate practical advice on tree management in private premises through
DEVB’s dedicated tree website.
16. In view of the large number of trees in Hong Kong and since the health and structural conditions of trees change in step with their normal lifecycle as well as changes in the external environment, we have enlisted the support of the public in monitoring the conditions of trees in our community. In addition to the launching of the Tree Register, the dedicated tree website (www.trees.gov.hk) and a “Tree Care Report” standard form\(^5\) (a copy of the standard form is at Annex E) for reporting suspected problematic trees in July 2010, the TMO has collaborated with Leisure and Cultural Services Department (LCSD) and Housing Department (HD) to enlist the support of Green Ambassadors\(^6\), District Tree Care Volunteers\(^7\) and Estate Tree Ambassadors\(^8\) in monitoring the conditions of trees in the territory. As of 13 May 2011, the TMO has received 228 Tree Care Reports from the public. Additional measures to promote community surveillance of trees are set out below –

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\(^5\) The “Tree Care Report” standard forms are available in e-form format and downloadable format.

\(^6\) LCSD has appointed about 220 Green Ambassadors, including District Councillors and community leaders, to assist in the surveillance of trees in the community and other greening initiatives.

\(^7\) Of the 2 300 Green Volunteers under LCSD’s Green Volunteer Scheme, there are 177 District Tree Care Volunteers who assist in the surveillance of trees in the community in addition to other greening initiatives.

\(^8\) There are about 380 Estate Tree Ambassadors under HD’s Tree Ambassador Scheme to assist in the surveillance of trees in public housing estates.
(a) The TMO has produced a series of three educational videos\(^9\) to raise public awareness of the importance of tree care and to encourage the public to report problematic trees. These videos are now being shown in all public housing estates and major indoor recreational centres managed by LCSD;

(b) Under the “Tell me@1823” app launched by the Efficiency Unit (EU) for smart-phones in April 2011, members of the public may submit photographs along with voice descriptions when reporting problematic trees. Equipped with a geospatial functionality, “Tell me@1823” also captures the physical location of the tree under complaint. This facilitates the identification of the responsible tree management department and helps expedite necessary follow-up action; and

(c) In collaboration with EU, DEVB is planning to launch a dedicated online community portal for reporting problematic trees through the Internet and mobile devices by mid-2011.

\(^9\) These videos have also been uploaded to www.greening.gov.hk.
(B) Promotion of a quality-oriented approach to tree management

17. Tree management is a professional task. To promote a holistic and quality-oriented approach to tree care in Government departments, the TMO collaborates with the GLO in disseminating knowledge on various aspects of tree management through training and the formulation of guidelines and best practices. To date, the GLTM Section has issued guidelines on a variety of tree management topics, including tree risk management, proper planting practices\textsuperscript{10}, proper pruning practices, identification of common tree problems, identification of brown root rot and tree protection measures in construction sites. Other guidelines now under preparation include tree protection measures for hoarding installation in construction sites, care of stonewall trees and care of ageing trees. These tree management guidelines and best practices will also be disseminated to the industry and the community at large through DEVB’s dedicated greening website (www.greening.gov.hk), seminars, workshops, etc.

\textsuperscript{10} The guidelines on proper planting practices issued by the GLTM Section to date cover topics such as “Design for Tree Protection Zone”, “Keep Sufficient Space Clear of Vegetation at the Base of Trees”, “Do Not Plant Too Deep”, “Provide Adequate Growing Space for Future Growth of Canopy”, “Provide Sufficient Growing Space between Trees and Adjacent Building/Structures” and “Select and Plant Good Specimens”.
18. To share knowledge among tree management departments, the TMO is now developing a tree failure database. Case details of tree failures as well as tree removals due to poor health and structural problems are being collected for further analysis with a view to identifying the cause of the tree problem so that appropriate improvement measures can be identified and implemented. Learning points are disseminated among tree management departments so that they can learn from the experience of others.

19. In an endeavour to raise the standard of tree management work in Hong Kong, the GLO and the TMO will spearhead research studies to build up our professional knowledge base. Identified research topics include wood strength of common tree species in Hong Kong, common biological tree decaying agents in Hong Kong, choice of planting medium, selection of suitable tree species for greening and the development of tree support designs. The research findings will be shared among the tree management departments as well as the industry.

20. As recommended in the Report of the Task Force on Tree Management, DEVB set up an Expert Panel on Tree Management in March 2011 to provide the needed expertise in both policy and operational aspects concerning tree
management, with the objective of promoting the well-being of trees in Hong Kong, especially those with special value or interest. The Expert Panel comprises local experts and experts from outside Hong Kong. The membership list is at Annex F.

21. At present, tree management departments do not have a standardised information system for maintaining records on trees under their purview. To improve on this, the TMO is now working with EU on the development of a new electronic Tree Management Information System (TMIS) so that relevant information on individual trees (e.g. species, size, location and health / structural conditions as well as tree care records) could be captured systematically and comprehensively for future reference. The system will also facilitate management analysis of our tree stock, thereby providing a solid basis to support our efforts in promoting a professional approach to tree management.

22. The development of the TMIS will take account of the functional needs of individual tree management departments. The system is expected to be completed by mid-2012, whereupon the tree management departments will be able to input the data of their tree stock into the system to facilitate the
discharge of their day-to-day tree care responsibilities.

(C) Enhancement of the tree complaint handling mechanism and the emergency response arrangement

23. Operating round-the-clock and with the capability to receive public complaints/enquiries via telephone, email, fax or letter, the “1823” Call Centre serves as an effective, centralised platform for the public to lodge tree complaints and enquiries. Apart from referring the cases received to the responsible department, the “1823” Call Centre also monitors the progress of follow-up action on individual cases and keeps complainants posted in the process.

24. In step with the introduction of additional channels for reporting problematic trees such as “Tell me @1823”, the TMO has been working with tree management departments to ensure that these cases are dealt with promptly upon receipt. In particular, the TMO takes the lead in resolving complex tree cases which tree management departments may not be able to deal with on their own, e.g. cases requiring specialised arboricultural expertise, trees of special
interest to the community, cases involving cross-departmental implications, etc. When such cases are brought to the TMO’s attention or when the TMO comes across such cases in the course of its day-to-day work, the TMO will proactively liaise with the tree management department concerned in ascertaining the facts of the case, exploring possible solutions and providing advice on the implementation of the identified solutions. A tree case which was resolved under the TMO’s lead is at Annex G.

25. The TMO and tree management departments have enhanced the procedures for handling emergency tree cases. The TMO has set up an internal alert system, whereby Fire Services Department (FSD), the Hong Kong Police Force, the “1823” Call Centre and Highways Department (HyD) will immediately notify the TMO when a major tree failure involving the following occurs –

(a) major injuries (i.e. the injured was admitted to hospital) or loss of human life;

(b) substantial damage to properties; or
(c) serious / complete blockage to main pedestrian/vehicular access.

26. Each tree management department is required to designate a departmental contact officer to liaise with the TMO in handling emergency tree-related cases, and to put in place an effective mechanism for their internal communication and decision-making when a tree-related emergency situation occurs. The tree management department concerned is required to attend to the scene promptly. In addition, for tree-related cases involving major injuries or loss of human life, TMO staff with certified arborist qualification will arrive at the scene as soon as possible after notification from FSD / the Police / the “1823” Call Centre / HyD to obtain first-hand information on the incident and to offer guidance to the tree management department concerned regarding the handling of the incident. Since the commencement of this arrangement on 28 June 2010, TMO staff have to date been deployed to attend to 3 such tree failure incidents in support of the tree management departments concerned.

(D) Enhancement of training to raise the professional standard of tree management personnel
27. Enhanced training is essential for nurturing a professional workforce capable of providing quality tree care service. The TMO, in collaboration with tree management departments, is formulating a training and manpower development plan to ensure an adequate supply of professional staff at the managerial, supervisory and frontline levels for the competent discharge of the full spectrum of tree management responsibilities. Meanwhile, the TMO has continued to organise tree-related training, e.g. on tree risk management, identification of tree species, common tree problems, pest and disease control, proper tree maintenance, tree protection during construction, etc., for Government staff engaged in tree management. Some of these training sessions are also open to consultant/contractor staff engaged by Government departments. To date, these training sessions have registered a total attendance of about 7,440. Apart from enhancing training provision for Government staff and consultant/contractor staff, the TMO also liaises with local training providers to upgrade available training opportunities for the industry.

28. As at 12 May 2011, there are 203 International Society of Arborists (ISA) Certified Arborists within Government. Some of these officers have
more than one professional qualification in arboriculture\textsuperscript{11}. The TMO will continue to encourage staff of various levels to obtain professional qualifications in arboriculture with a view to generally raising the professional standard of our tree management staff.

29. The TMO is also committed to upgrading the professional level of the industry on tree management. Together with the GLO in the GLTM Section, which focuses on the upstream processes of landscape planning and design and planting, the TMO will conduct a comprehensive review on the management of consultants/contractors engaged by Government departments for landscape works and tree management service. In addition to the ongoing review on the qualification requirements for contractors interested in admission to Government’s approved list of contractors, the GLO and the TMO will examine feasible ways to promote continuous improvement in consultant/contractor performance, for instance, through more clearly-defined service requirements. As part of the review, we will also examine opportunities to further enhance the performance management arrangement for Government consultants/contractors

\textsuperscript{11} These qualifications include ISA Municipal Arborist, ISA Tree Risk Assessor and LANTRA Professional Tree Inspection Certificate.
providing landscape-related and tree-related service.

(E) Enhancement of public education and community involvement

30. The GLTM Section seeks to foster a culture of care in Hong Kong for greenery, including trees, across the territory through a variety of community involvement and public education activities. In addition to various activities related to tree risk management and community surveillance of trees as mentioned in paragraphs 13-16 above, other public education and community involvement activities organised by the GLTM Section during the past year with a tree management dimension are highlighted below –

(a) seminars on proper tree management for professional groups and other non-government organisations with a total attendance of about 800 participants;

(b) talks on tree care for secondary students and uniformed groups with a total attendance of about 2450, and roving exhibitions in schools;
(c) district-based seminars on tree care with a total attendance of almost 700 participants;

(d) organisation of a photo competition for all secondary schools in Hong Kong in December 2010 to February 2011 to foster an attitude of care toward greening and trees among students;

(e) launching of the revamped dedicated Greening website (www.greening.gov.hk) in April 2011, with enhanced content to raise public awareness of, and to disseminate knowledge on, greening, planting practices and tree management;

(f) participation in the Hong Kong Flower Show 2011;

(g) publication of a quarterly Greening Newsletter (a copy of the first issue released in April 2011 is at Annex H); and

(h) regular displays on greening, landscaping and tree management issues at LCSD’s Green Education and Resource Centre in Kowloon Park and the Environmental Resource Centres of the
Environmental Protection Department in Wan Chai and Kennedy Town.

31. In March 2011, a new Community Involvement Committee on Greening (CICG) under the chairmanship of Permanent Secretary for Works was established to advise DEVB on measures to encourage quality greening and to nurture a culture of care for trees through public education and community involvement activities. The membership of the CICG is at Annex I.

32. Additional public education and community involvement activities that the GLTM Section is working on with a focus on trees are highlighted below –

(a) development of a teaching kit on issues related to greening, landscape and tree management;

(b) publication of tree and landscape maps to introduce interesting trees, open spaces and landscape assets in Hong Kong; and

(c) launching of new apps for smartphones on tree appreciation.
33. Apart from DEVB, other bureaux/departments are also engaged in organising public education and community involvement activities in support of the cause for green living and environmental conservation. DEVB will continue to play an overseeing role and identify opportunities for enhanced efforts in this regard. In particular, DEVB will spearhead initiatives where the GLTM Section will be best placed to take a lead role in view of the professional expertise in arboriculture in its team or due to the involvement of cross-departmental efforts. Examples of these initiatives include promotion of good tree care practices to the general public and the private sector, community surveillance of trees, etc.

Development Bureau  
May 2011
<table>
<thead>
<tr>
<th>Location</th>
<th>Tree Species</th>
<th>Tree Condition</th>
<th>Mitigation Measures</th>
<th>Others</th>
<th>Department Reference no.</th>
</tr>
</thead>
<tbody>
<tr>
<td>長沙灣道425號</td>
<td>Peltophorum pterocarpum</td>
<td>Good overall condition</td>
<td>Cabling / other support</td>
<td>Previously damaged by typhoon</td>
<td>Mitigation measures completed</td>
</tr>
<tr>
<td>良善公園對面</td>
<td>Ficus microcarpa</td>
<td>Good overall condition</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>沙頭角, 荔枝窩</td>
<td>Ficus microcarpa var. sublanceolata</td>
<td>Cavity - moderate</td>
<td></td>
<td></td>
<td>No significant defect observed</td>
</tr>
<tr>
<td>小學工地</td>
<td>Ficus microcarpa</td>
<td>Cavity</td>
<td>Appropriate pruning</td>
<td></td>
<td></td>
</tr>
<tr>
<td>荔枝巢</td>
<td>Eucalyptus salicifolia</td>
<td>Cavities</td>
<td></td>
<td></td>
<td>Tree condition under close observation</td>
</tr>
</tbody>
</table>
Examples of tree labels installed by tree management departments for trees included in the Tree Register

(a) Housing Department

(b) Drainage Services Department
Pictorial Guide for Tree Maintenance to Reduce Tree Risks
減低樹木風險的樹木護養簡易圖解

请立即采取行动，当任何情况下有以下情况发生时。

如树木有以下状况，应尽快处理。

1. General Condition

   基本状况

   - 倾斜树
     1. 倾斜树
        - 倾斜树有树皮裂缝。
        - 倾斜树有树皮脱落。

   - 树皮损伤
     1. 树皮损伤
        - 树皮损伤有树皮开裂。
        - 树皮损伤有树皮脱落。

2. Crown Condition

   樹冠狀況

   - 干枯枝
     1. 干枯枝
        - 干枯枝有树皮开裂。
        - 干枯枝有树皮脱落。

3. Branch Condition

   枝幹狀況

   - 死枝
     1. 死枝
        - 死枝有树皮开裂。
        - 死枝有树皮脱落。

4. Trunk Condition

   樹幹狀況

   - V-shape Crack
     1. V-shape Crack
        - V-shape Crack有树皮开裂。
        - V-shape Crack有树皮脱落。

   - Codominant stem
     1. Codominant stem
        - Codominant stem有树皮开裂。
        - Codominant stem有树皮脱落。

5. Root Condition

   樹根狀況

   - Severely cut/damaged roots
     1. Severely cut/damaged roots
        - Severely cut/damaged roots有树皮开裂。
        - Severely cut/damaged roots有树皮脱落。

   - Fungal fruiting bodies
     1. Fungal fruiting bodies
        - Fungal fruiting bodies有树皮开裂。
        - Fungal fruiting bodies有树皮脱落。

ATTENTION

切勿把树木再顶

DO NOT TOP TREES

Note

For guidelines on pruning, please refer to:

Reference

Supplementary photo to
Pictorial Guide for Tree Maintenance to Reduce Tree Risks
減低樹木風險的樹木護養簡易圖解

Please take immediate action when any of the following situations is identified.
如樹木有以下狀況，請從速處理。

1 General Condition

Leaning Tree 傾斜樹木

2 Crown Condition

Dieback Twigs 樹枝枯死

3 Trunk Condition

V-shaped Crotch with Cracks/Split V型樹樁有裂縫或裂開

Wood Decay and Cavity 腐爛/樹洞

Cavity at basal area 根部上有樹洞

4 Root Condition

Severely cut/damaged roots 根部被嚴重切割或損害

Fungal fruiting bodies 呈現菌類子實體

Pest problem 病蟲害

Development Bureau

Greening, Landscape and Tree Management Section

發展局

綠化、園境及樹木管理組

1/2011
Keep Your Trees Safe

Why is tree maintenance important?
Proper tree maintenance contributes to the healthy growth and good form of trees. Healthy and structurally stable trees are valuable assets to our environment.

Many tree failures are triggered by poor tree maintenance such as improper pruning, topping, damage to the root system and other malpractices in tree care. Tree failures could cause injury and loss of human lives and damage to properties.

Who is responsible?
Property owners are responsible for trees within their lots. Property owners may also be liable under specific lease conditions for the maintenance of trees within or adjoining their lot.

If your building is held in multiple ownership, it is preferable for the Owners’ Corporation to coordinate the maintenance of the trees for which you are collectively responsible. If you need further advice on how to set up an Owners’ Corporation, please consult your nearest District Office.

Preliminary maintenance inspections
The primary purpose of Preliminary Maintenance Inspections is to identify the need for tree maintenance works. Property owners as well as property management or maintenance staff could carry out such preliminary maintenance inspections before seeking professional advice as necessary.

In carrying out preliminary maintenance inspections, you should check a tree for any of the following signs and take appropriate action (see ‘Pictorial Guide for Tree Maintenance to Reduce Tree Risks’).  

1. Leaning  
2. Dieback twigs/dead branches/hangers  
3. Cracks/splits/wood decay/cavities  
4. Severely cut/damaged roots  
5. Fungal fruiting bodies  
6. Topping/improper pruning

Trees are living organisms and their condition may change with time. Owners should inspect trees within their premises at least once a year and take appropriate precautionary measures before the onset of the wet season. Routine tree maintenance works should be carried out by a competent landscape service provider or an arborist/tree specialist.

How to reduce Tree Risks?
Depending on the identified tree risks, abatement measures may include:

- Restricting access;
- Removal or relocating the objects that may be hit by a fallen tree/branch;
- Monitoring tree and/or site conditions;
- Appropriate pruning;
- Cabling, bracing and propping; and
- Tree removal (in case of any defective tree or dead tree requiring the removal, the tree owner should follow the requirements stipulated in the lease conditions where applicable).

What would happen if I did not maintain my trees?
If a tree is not well maintained, it will deteriorate and a tree failure may occur. This could result in injury to persons or damage to properties. If this happens, you may have to incur great expense to repair property and to compensate the victims.

Enquiry

For further information about tree management and maintenance, please contact Tree Management Office, Development Bureau by calling telephone no. 2848 2334, or by e-mail to gfmnt@devb.gov.hk.

Tree Management Office
Greening, Landscape and Tree Management Section, Development Bureau
May 2010
| Date and time of identifying suspected tree problem(s): |
|---|---|
| Tree species (if known): |
| Location of the tree(s): |
| Road/Area: | |
| District: | |
| Near: | |
| (Please give nearest street number or lamp post number) |
| Tree problem observed (may tick more than one box): |
| □ 出現嚴重傾斜 severe leaning |
| □ 在樹根附近的土地或建築物出現裂縫 soil cracks or cracks in structures behind the tree |
| □ 白蟻 termite |
| □ 在樹幹/樹枝上有大型的破損或外露的樹洞 large wound/ open cavity on trunk/ branch(es) |
| □ 在樹幹/樹枝上有裂開情況 cracks/ splits on trunk/ branch(es) |
| □ 枯死枝條或不尋常落葉(例如:在生長季節大量落葉) dead branch(es)/ abnormal defoliation |
| □ 懸吊斷枝 broken branch(es) hanging from tree |
| □ 根部因挖掘工程受損 root damage caused by trenching |
| □ 過度修剪 excessive pruning |
| □ 樹皮剝落 loosened bark |
| □ 有真菌子實體 fungal fruiting bodies observed |
| □ 其他補充資料 (請說明) Other supplementary information (please specify) |
| Is there a departmental sign near the site or the tree? |
| □ Yes, please specify.___________ |
| □ No, Don't see any. |
| Are there any facilities around the tree, e.g. fence, trellis, planter, water point, tree pit, paver or tree grill, tree cave? |
| □ Yes 有 □ No 沒有 |
| 是 the concerned tree(s) arranged in order? |
| □ Yes 是 □ No 不是 |
多謝你積極參與，令香港的樹木更安全。
Thank you for your participation in enhancing tree safety in Hong Kong.

個人資料 (非必要)
Notes about Personal Data (not mandatory)

The personal data provided by you below will be used by relevant Government departments for the purpose of communication with you on matters relating to your report.

<table>
<thead>
<tr>
<th>姓名</th>
<th>聯絡電話號碼</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Contact telephone no.:</td>
</tr>
</tbody>
</table>

我同意可/不同意*將本人的聯絡資料轉交有關政府部門，以便跟進及直接聯絡本人。
I agree/ disagree* that my personal contact details may be released to the concerned Government departments to facilitate follow-up actions and communication with me.

* 請刪去不適用者 delete as appropriate

報告懷疑有問題的樹木簡單方便。你可以透過下列途徑提交此表格：

1. 傳真至 1823 電話中心（傳真號碼：2760 1823）或電郵至 tellme@1823.gov.hk；或
2. 傳真至發展局的樹木管理辦事處（傳真號碼：2186 6932）gltms@devb.gov.hk 或 trees@devb.gov.hk。

Notes to Users (For non-e form only):

Reporting suspected tree problems is easy. You may send in this form through the following channels:
1. Submit the report to the 1823 Call Centre by fax (fax number: 2760 1823) or by e-mail to tellme@1823.gov.hk; or
2. Report to Tree Management Office, DEVB by fax (fax number: 2186 6932) or by e-mail to gltms@devb.gov.hk or trees@devb.gov.hk.
Annex F

Membership of the
Expert Panel on Tree Management

Chairman

Principal Assistant Secretary (Greening, Landscape and Tree Management),
Development Bureau

Non-official members

Professor JIM Chi-yung
Dr WONG Fook Yee
Dr Peter Yau
Mr Simon Yu Lap-on
Professor ZHUANG Xueying

Official members

Head of Tree Management Office, Development Bureau
Chief Leisure Manager (Passive Amenities), Leisure and Cultural Services
Department
Senior Conservation Officer (Technical Services), Agriculture, Fisheries and
Conservation Department
A tree case which was resolved under the TMO’s lead

In late November 2010, the Tree Management Office (TMO) received a complaint via the LegCo Secretariat regarding a Cotton Tree (*Bombax ceiba*, 木棉) outside the Cooked Food Centre near Yuen Long Plaza, Yuen Long (Photo 1). The tree is about 16m tall and its trunk measures 0.6m dbh (diameter at 1.3m above ground level).

2. Previously, the complainant had complained to Lands Department (LandsD) that the subject tree suffered from decay as a result of fungal and termite infection. After inspecting the tree, LandsD recommended, among others, to expand the tree pit by removing the concrete paving around the roots (Photo 2). The complainant requested, via the LegCo Secretariat, the TMO to inspect the tree and confirm its structural stability.

3. Upon receiving the referral, the TMO conducted a detailed inspection of the tree. The tree was assessed to be structurally sound, but was subject to severely constrained growing condition. While the TMO agreed in principle to the proposed removal of the concrete paving around the roots, it considered that such works would need to be carried out with care to avoid any adverse effect on the structural stability of the tree.

4. To ensure that the identified mitigation measure was properly carried out, the TMO tendered professional advice to Highways Department (HyD), which carried out the removal of the concrete paving and the tree pit construction works, on necessary precautionary measures, including the installation of temporary tree support during the works period. HyD completed the mitigation measures in late December 2010 (Photo 3). The tree was subsequently handed over to the Leisure and Cultural Services Department (LCSD) for management.
A Cotton Tree near Yuen Long Plaza, Yuen Long that was the subject of a complaint to the LegCo Secretariat.
The tree was subject to severely constrained growing conditions, including a concrete planter nearby and concrete paving around the roots.

The concrete planter and the concrete paving around the roots were removed, and the tree pit was expanded to provide a better growing environment for the tree.
締造綠色香港 A Greener Vision for Hong Kong

香港政府新聞處 (2011) "香港的綠化政策及實踐: 2009年報告"。}

1. 在香港推行綠化困難重重：懸掛的招牌、錯綜複雜的地下設施、以及有限的土地資源，都對環境的整體設計造成挑戰，綠化不是簡單地種植花草樹木，要取得成果，需要付出持之以恆的悉心規劃及推行。

2. 2009年成立由政務司司長領導的樹木管理專責小組，後我主動提出負責有關綠化以及地政工作，並且切合我們締造優質環境的願景，發展局及工務部近年來出版的第三份期刊。

3. 我非常高興見到《綠化》期刊，不但讓我們接觸到市民大眾，同時有助推廣和宣傳政府在各項綠化措施，這些綠化措施將為我們的都市環境帶來一番全新景象。香港綠蔭處處，古樹名木蒼勁多姿。但年份日深，樹木健康出現問題，或會對公眾構成危機。綠化不僅是種植花草樹木，要取得成果，需要付出持之以恆的悉心規劃及推行。

4. 我們與市區重建局合作，透過該局在2010年推出的活化工業大廈的政策，同時我們正發展一個電子系統，方便市民監察社區內的樹木狀況，盡早識別有問題的樹木。這系統具備全球定位功能，市民可在數碼地圖上準確指出問題樹木的所在地點，以便負責部門跟進及回覆。

5. 2010年推出的《綠化》期刊，其宗旨在於導入綠化工作者如何將綠化概念融入日常生活，以及我們將推行的綠化項目。這個電子系統具備全球定位功能，市民可在數碼地圖上準確指出問題樹木的所在地點，以便負責部門跟進及回覆。一個月後，《綠化》又推出第二期，內容包括香港的樹木與市區重建等。

6. 我們正在爭取在政府地皮上面能容納大量綠化公眾休憩空間。我們與市區重建局合作，透過該局在2010年推出的活化工業大廈的政策，促進公眾休憩空間的綠化。例如設立有機園圃和綠化屋頂，以培育學生愛護生態概念。

7. 這本期刊不但讓我們接觸到市民大眾，同時有助推廣和宣傳政府在各項綠化措施，這些措施將為我們的都市環境帶來一番全新景象。市民亦可下載應用程式TellingTrees@1823，報告有問題樹木。我們會盡快跟進，並作出適當處理。

8. 我們與市區重建局合作，通過該局在2010年推出的活化工業大廈的政策，促進市區休憩空間的綠化。例如設立有機園圃和綠化屋頂，以培育學生愛護生態概念。

9. 這本期刊不但讓我們接觸到市民大眾，同時有助推廣和宣傳政府在各項綠化措施，這些措施將為我們的都市環境帶來一番全新景象。市民亦可下載應用程式TellingTrees@1823，報告有問題樹木。我們會盡快跟進，並作出適當處理。

10. 我們與市區重建局合作，通過該局在2010年推出的活化工業大廈的政策，促進市區休憩空間的綠化。例如設立有機園圃和綠化屋頂，以培育學生愛護生態概念。市民亦可下載應用程式TellingTrees@1823，報告有問題樹木。我們會盡快跟進，並作出適當處理。
**Coming Up**

**Chinese**

<table>
<thead>
<tr>
<th>Time</th>
<th>Day</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>Morning</td>
<td>Monday, Wednesday, Thursday, Friday</td>
<td>Enquiries: 2483 7200 (morning session 9:30am – 12:00noon; afternoon session 2:30pm – 5:00pm)</td>
</tr>
<tr>
<td>9:30am – 12:00noon</td>
<td>Monday, Wednesday, Thursday, Friday</td>
<td>AT KADOORIE FARM &amp; BOTANIC GARDEN: Eco-Tour for Group Visit (3 sessions)</td>
</tr>
<tr>
<td>9:30am – 12:00noon</td>
<td>Monday, Wednesday, Thursday, Friday</td>
<td>Hoi Ha Wan Marine Park Ecotour (4 sessions from 9:30am to 4:45pm)</td>
</tr>
<tr>
<td>9:30am – 12:00noon</td>
<td>Monday, Wednesday, Thursday, Friday</td>
<td>Kadoorie Farm &amp; Botanic Garden: Eco-Tour for Group Visit (3 sessions)</td>
</tr>
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</table>

**Enquiries**

<table>
<thead>
<tr>
<th>Event</th>
<th>Contact</th>
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<tbody>
<tr>
<td>AT KADOORIE FARM &amp; BOTANIC GARDEN: Eco-Tour for Group Visit</td>
<td>2723 6042</td>
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<tr>
<td>Hoi Ha Wan Marine Park Ecotour</td>
<td>2723 6042</td>
</tr>
<tr>
<td>Kadoorie Farm &amp; Botanic Garden: Eco-Tour for Group Visit</td>
<td>2723 6042</td>
</tr>
</tbody>
</table>

**3. Keeping Trees Safe Is Everyone’s Concern**

The GLTM Section adopts a dual approach with reference to international best practices in tree risk assessment and mitigation as well as Hong Kong’s unique circumstances.

1. **“Area Basis” assessment** – various Government departments will first identify areas where members of the public are subject to significant risk, if a tree falls. Resources will be allocated to those areas with higher priority for more effective tree risk management.

2. **“Tree Basis” assessment** – once an area is identified, staff in the department concerned will identify problematic/important trees, and systematically assess their condition in accordance with a standardised methodology while paying particular attention to the degree of risk.

Trees are living organisms and their condition can change with time. Owners should inspect trees within their premises at least once a year and take appropriate precautionary measures to maintain them. Also, we appeal to private owners to check their trees in advance of the coming wet season. Tree risk assessment is not a one-off exercise. It contributes to a professional approach to tree management and helps us to safeguard our city’s trees. By remaining vigilant at the Government level and with the help of all property owners and citizens, we can strike a good balance between tree preservation and public safety.
Annex I

Membership of the
Community Involvement Committee on Greening

Chairman

Permanent Secretary for Development (Works)

Non-official members

The Hon Chan Hak-kan
Mr Alan Chan Ming-on
Professor Leslie Chen Hung-chi
Mr John Ho Kin-chuen
Mr Stephen Lam Wai-nang
Mr Patrick Lau Hing-tat
Mr Leung Man-kit
Dr NG Cho-nam
Mr Kenneth Ng Kar-wai
Miss Maria Tam Wai-chu
Professor WONG Chi-kui

Official members

Secretary for Education or representative
Director of Agriculture, Fisheries and Conservation or representative
Director of Civil Engineering and Development or representative
Director of Environmental Protection or representative
Director of Home Affairs or representative
Director of Housing or representative
Director of Leisure and Cultural Services or representative
Deputy Secretary (Works)1, Development Bureau