

**For discussion
on 25 May 2021**

Legislative Council Panel on Development

Urban Forestry Management Work in Hong Kong

PURPOSE

This paper briefs Members on the urban forestry management work in Hong Kong and seeks Members' views for regrading two one-rank grade directorate posts to multi-disciplinary posts in the Greening, Landscape and Tree Management Section ("GLTMS") of the Development Bureau ("DEVB") to enhance the institutional framework.

BACKGROUND

2. Hong Kong is a highly urbanised city compacted with buildings, transport and infrastructure systems for homes and businesses. Yet we are blessed with a vast number of trees in our urban areas, such as those in our country parks, urban parks, roadside amenity areas, slopes, and building developments. As an integral part of our urban environment, the urban trees and vegetation provide a suite of benefits beyond the visual appeal in our congested cityscape. Besides contributing to the moderation of temperature, provision of shade, improvement in air and water quality, trees and vegetation also indirectly promote our health and wellbeing by enhancing the outdoor environment to encourage more physical activity, exercise and relaxation. Green space also helps to connect the community and builds social connection and cohesiveness. Urban vegetation and landscape provide important food source and homes for our urban wildlife. Trees and vegetation can intercept the rainfall and slow the runoff to reduce soil erosion and the loading to the drainage system. With significant multiple benefits, the sustainable development and management of our urban forest is important in the liveability of our city.

3. The key objective of the GLTMS, set up in 2010, is to keep people and trees in harmony in our densely populated and compact city. GLTMS is

underpinned by the Greening and Landscape Office (“GLO”) and the Tree Management Office (“TMO”). The two offices work in close cooperation to promote a holistic 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, and proper vegetation maintenance in the downstream, with protection of public safety as a priority consideration.

4. With cumulation of experience, the focus of GLTMS’s work has evolved from proper planting, tree care and risk management in the past into a broader spectrum in urban forestry, which involves an integrated, multi-disciplinary approach combining strategic planning and multi-managerial practices to achieve sustainable management of our urban vegetation, including trees. These initiatives include promotion of vegetation diversity, application in blue-green infrastructure, exploration of technology to manage our urban forest, capacity building for sustainable quality work force, etc. These key areas of work in the recent past are elaborated in the ensuing paragraphs.

URBAN FORESTRY MANAGEMENT WORK

Planning and Design

5. Urban forest forms part of our cityscape that we live in. GLTMS has promulgated internal circulars within Government to mandate the provision of space and minimum requirements on planting in new infrastructure projects, as well as guidelines on both species selection and planting practices to promote quality planting. The quantity of new planting by government totalled approximately 72 million plants, including approximately 6.3 million trees¹ in the past ten years.

6. Selecting the right species is important in achieving a sustainable and healthy urban forest. To enhance the health of our tree assets, we encouraged the planting of suitable but a wider diversity of species to improve the overall resilience of Hong Kong's urban forest. To this end, we promulgated the ‘Street Tree Selection Guide’ in end 2018 that included 80 less commonly used tree species suitable for urban conditions. Among them, half are native species. Besides selecting the right species, how to enhance the very compact urban soil environment is equally important in attaining the healthy growth of trees. A

¹ The 6.3 million trees planted include 5.7 million in rural areas and 0.6 million in built-up areas.

study on measures to enhance the soil volume and soil quality in an urban street context has been commissioned, to support strategic planning of our urban forest.

7. The development and implementation of the Greening Master Plans (“GMPs”) is one of the key projects in Government’s pursuit of greening. Following the completion of the urban GMPs in 2011, and the GMPs for the Northwest and Southeast New Territories in 2017, the implementation of GMPs for the Southwest and Northeast New Territories commenced in December 2020, and the target is to plant about 830 000 shrubs and 1 850 trees. Taking cognizance of the recommendation of species selection for enhancing resilience of our urban forest, besides planting the theme trees specific to respective districts, the design also caters for plant diversity and use of native plants in the overall greening effect within a district. In addition to the planting works undertaken by the Government, GLTMS liaised with the quasi-government organisations and private sector to take forward a number of measures identified in the GMPs studies, to complement the overall greening effect of our urban areas.

8. Our designed landscape can also help Hong Kong to become more resilient to severe weather. With the successful completion of the Rain Garden at the junction of Princess Margaret Road and Wylie Road, more rain gardens along our public streets are being planned and implemented, such as the one along San Ha Street in Chai Wan. The selected plants for the Rain Garden offer seasonal visual effect and are resilient to flooding situations, which offers a functional dimension of our urban forest. This blue-green infrastructure concept applied in landscape setting, such as in the form of rain gardens, bioswales, etc. will be adopted in the parks design in Kai Tak Development as well as the new district open space planned in Tseung Kwan O.

Tree Asset Management

9. Trees are integral parts of our outdoor environment. Currently, out of the 1.7 million trees² under the regular care of the Government, about one million are in areas of high pedestrian and vehicular traffic flow. In view of the large quantity and the wide distribution of trees in the territory, the Government adopts an “integrated approach” for tree management, under which departments are responsible for managing the trees in the facilities and land within their purview as part and parcel of their daily work, with GLTMS as the overall coordinating authority. On the other hand, trees located on private land are under the care of

² Owing to their large quantity, trees in remote areas of country parks and trees on unallocated and unleased government land cannot be counted. Respective departments are responsible for the non-routine maintenance of these trees.

the respective private lot and property owners. GLTMS has promulgated the “Guidelines for Tree Risk Assessment and Management Arrangement”, which is based on a two-step (i.e. area-basis and tree-basis) assessment to identify and mitigate tree risks. GLTMS also published the “Handbook on Tree Management” to provide guidance and advice to tree owners and property managers to take care of trees under their possession and management.

10. Given the large number of trees in the urban areas, effective urban forestry measures with the application of smart technology in tree management is of utmost importance to keep our urban forest healthy and minimise tree failure risks, thereby protecting public safety. The applications of various technologies in tree management, including the Tree Management Common Platform for use by relevant tree management departments, Quick Response-coded tree labels which facilitate the public to access information on specific trees and tilt sensors for better monitoring and sensing tree movement, are described in **Annex A**.

Manpower Supply and Capability Building

11. The promise of a sustainable, safe and resilient green environment can only be realised with a continuing flow of arboricultural and horticultural professionals. As the arboriculture and horticulture industry is still young and evolving, attracting interested youngsters to join is pertinent to build up an adequate and quality workforce to support our urban forestry management work. To uplift the professional standards of arboriculture and horticulture practitioners, we have launched the \$200 million Urban Forestry Support Fund (“UFSF”) in mid-2020 to implement a number of initiatives, including the Study Sponsorship Scheme and the Trainee Programme.

Study Sponsorship Scheme

12. To encourage youngsters to join the arboriculture and horticulture industry as arborists and tree workers, the Study Sponsorship Scheme provides financial incentives in forms of sponsorship and scholarship to people who undertake recognised arboriculture, tree management and tree work programmes offered by local vocational, tertiary and training institutions. The Scheme has been open for application in July 2020. As at April 2021, ten arboriculture and tree management programmes and nine tree work programmes at Level 2 to Level 5 of the Qualifications Framework have been recognised under the Scheme. In addition, 254 and three applications were received for the study sponsorship and scholarship respectively. Successful applicants will be provided with study

sponsorship and scholarship upon satisfactory completion of the recognised programmes and respective year of study respectively.

Trainee Programme

13. The Trainee Programme enables arboriculture and tree management graduates to receive on-the-job training to acquire practical working experience to become qualified arborists and tree climbers to support tree management and maintenance work in Hong Kong. The programme provides a training allowance to the trainee through their employer, as well as a bonus upon their acquisition of recognised arborists or tree climbers professional qualification respectively. It has been open for application in August 2020. As at April 2021, 51 applications were approved to participate in the programme involving 40 arborist trainees and 11 tree climber trainees. The Government has also made engagement offer to a total of ten arborist trainees and six tree climber trainees, who are expected to report duty to GLTMS and the tree management departments, namely the Agriculture, Fisheries and Conservation Department, Architectural Services Department, Highways Department, Housing Department and Leisure and Cultural Services Department, in May 2021.

Registration Scheme for Tree Management Personnel

14. There is a strong aspiration of the industry and the public to uplift the standard of the in-service arboriculture practitioners. To this end, we have rolled out the registration scheme for tree management personnel on 1 December 2020. The registration scheme aims to recognise, uplift and standardise the standard of five types of arboriculture practitioners who are responsible for tree inspection and various tree works, namely arborists, tree risk assessors, tree work supervisors, tree climbers and chainsaw operators. To minimise any possible impact on the in-service practitioners and the industry, it is a voluntary registration scheme with the registration requirements initially set as the qualifications and work experience currently and generally required for in-service practitioners under government contracts. Registered tree management personnel are required to attend courses on arboriculture to keep them abreast of the latest techniques and development in the industry and uplift their competency. We are encouraging all qualified in-service practitioners to register. Preparatory work is underway to require contractors undertaking government works to engage registered tree management personnel for handling tree works under new contracts.

15. As at April 2021, GLTMS has received 336 applications for registration as tree management personnel. Among these applications, 185 applicants have successfully registered as tree management personnel, 65 applicants have been requested to submit missing or supplementary information, while another 86 applicants failed to meet the registration requirements.

Manpower and Competence Study of the Arboriculture and Horticulture Industry

16. To gain an understanding of the latest situations on manpower and competence of the arboriculture and horticulture industry, GLTMS has commissioned a study in November 2019. Through collection and analysis of the latest information related to the manpower and competence structure of the arboriculture and horticulture industry, the study will identify manpower and skill shortages and training needs, and make recommendations on measures to meet the manpower and competence requirements over short, medium and long terms. The study is expected to be completed later this year.

Professional Conferences and Promotion Activities

International Urban Forestry Conferences

17. With the increased attention on urban forestry worldwide, many cities have conducted relevant researches and adopted practices in managing their urban forest. We organised the inaugural International Urban Forestry Conference in January 2020 as a new endeavour to build up the capacity of our local industry practitioners by tapping global expertise and promoting knowledge exchange on this topic, and to also raise public awareness on urban forestry. Over 20 local and international speakers came to share views and exchange insights with professionals, practitioners, public and students, on subjects ranging from tree care to the holistic planning and management of a city's urban forest. A total of about 800 participants joined the two-day event, including about 170 students from local tertiary institutions who participated in the conference through seminars and workshop, which has enriched the educational offerings of the conference. We plan to organise the next international urban forestry conference in 2022.

Public Education and Promotion Campaigns

18. GLTMS is committed to promoting proper tree care through a series of public education and promotion activities. These activities are effective in raising awareness of the importance of proper tree management. Under the UFSF, the

promotion campaign will be strengthened to promote public's appreciation of the landscape and trees. A summary of education and promotion activities carried out in 2020 is at **Annex B**.

ENHANCEMENT OF INSTITUTIONAL SETUP OF GREENING, LANDSCAPE AND TREE MANAGEMENT SECTION

19. Since 2010, the establishment of GLTMS has provided an institutional focal point to lead and oversee landscape and tree management policies and practices in Hong Kong, and to coordinate tree management efforts across government departments. An internal review was conducted in 2019 to identify improvement opportunities and functional enhancement measures, and propose changes to the institutional structure and staffing of GLTMS to facilitate the smooth implementation of the recommended measures. Functional enhancement measures identified in the review have broadly been described in the above sections. For the institutional structure and staffing, the major recommendations in the review are given in the following paragraphs.

Strengthening the Inspection Squad

20. A dedicated inspection squad has been established under the GLTMS in October 2019. The inspection squad adopts a systematic approach to randomly check and audit 5% of the tree inspection reports completed by tree management departments to ensure that tree risk assessments are conducted in a professional manner. The squad has also proactively inspected trees in not less than 100 spots of high pedestrian and vehicular traffic flow in 2020 to ensure that tree management departments adhere to the "Guidelines for Tree Risk Assessment and Management Arrangement", and to take immediate follow-up actions on problematic trees to protect public safety. In addition, the squad has conducted surprise site check on tree works carried out by tree management departments.

Regrading of Two One-rank Grade Directorate Posts to Multi-disciplinary Directorate Posts

21. GLTMS, with the support of two offices, namely GLO and TMO, is responsible for the Government's overall policy regarding greening, landscape and tree management matters in Hong Kong. While GLO is tasked with formulating landscape policies and guidelines, TMO is the central authority to lead and coordinate the implementation of the "integrated approach" on tree management. GLTMS is led by the Head of Greening, Landscape and Tree

Management Section (“H/GLTMS”), a one-rank grade (D2) post and TMO is led by the Head of Tree Management Office (“H/TMO”), a one-rank grade (D1) post. Both posts were created on the Finance Committee’s approval in January 2010.

22. In order to reach out to a wider pool of candidates by tapping talents outside the Government, open cum in-service recruitment exercises had been conducted for the posts. Both posts were filled by candidates outside the civil service for some time. However, recruitment of suitable candidates for these posts over the past ten years had been protracted and difficult. Apart from the fact that there were only a very limited number of qualified candidates, wastage rate had been high. As a result, there were repeated occasions that these posts have to be filled by civil servants on a temporary basis. We consider this not desirable and unhealthy to the smooth and effective operation of GLTMS and TMO in the long run.

23. Against the above background, we propose to regrade the one-rank grade directorate posts of H/GLTMS (D2) and H/TMO (D1) to multi-disciplinary directorate posts to allow the Government the flexibility to appoint the most suitable candidates within civil service having regard to the operational needs and work requirements. The regrading proposal will not change the establishment of directorate posts in DEVB. Details of the regrading proposal are at **Annex C**.

ADVICE SOUGHT

24. Members are invited to note and comment on the urban forestry management work and the proposed regrading of the two one-rank grade directorate posts to multi-disciplinary directorate posts in GLTMS. Subject to Members’ views, we will seek approval from the Legislative Council on the regrading proposal.

Development Bureau
May 2021

Applications of Technologies in Tree Management

(A) Tree Management Common Platform (“TMCP”)

TMCP is a digital common and map-based platform that builds on the Cloud and the Geographic Information System. It allows registered users of government departments to use maps to identify tree locations, examine tree information, enquire past records of tree risk assessment, and undertake spatial data analysis, etc. Tree management departments can also complete and audit tree inspection reports through the common platform to enhance efficiency and efficacy of tree management work. TMCP has been launched in August 2020 for use by more than 30 tree management departments.

(B) Quick Response (“QR”)-coded Tree Labels

QR-coded tree labels, apart from facilitating the public to report problematic trees via “1823”, also offers a convenient avenue for the public to access educational information on tree species descriptions including traits and anecdotes for identification. The display of QR-coded tree labels on a total of about 200 000 trees along footways in the territory commenced in March 2021 for completion by early 2022.

(C) Tilt Sensors

This is a research project sponsored by The Hong Kong Jockey Club Charities Trust, with a research team comprising members from local universities to develop a smart tree tilt measuring and monitoring system for sensing tree movement in Hong Kong. Installation of about 8 000 tilt sensors on trees in various districts were completed in late 2020. Upon completion of calibration of sensors, we will launch a three-year study programme in the third quarter of 2021 to collect and analyse the tree movement data from tilt sensors with a view to exploring their effectiveness in identifying trees at risk of collapse and strengthening responses to unexpected events. The study is expected to complete in 2024.

Public Education and Promotion Activities in 2020

(A) Greening, Landscape and Tree Management Section of Development Bureau

Public Education and Promotion Activities in 2020	No. of Activities	No. of Participants
School Talk	1	67
International Urban Forestry Conference	1	793
Seminar and Workshops for Private Property Owners and Management Personnel	5	375
Roving Exhibition	1	12 000
Check Your Trees • Minimise Risk Bus Banner and Tram Body Advertising Design Competition	1	548
Radio Programmes	5	Not Applicable
Online Public Talk on Basic Tree Care	1	Not Applicable
Newspaper Advertorial	1	Not Applicable
Advertisement on buses and trams	3	Not Applicable
Total	19	13 783

(B) Core Tree Management Departments

Core Tree Management Departments	Public Education and Promotion Activities in 2020	No. of Activities	No. of Participants
Agriculture, Fisheries and Conservation Department	Exhibition and Interpretation	1	2 905
Civil Engineering and Development Department	Online Workshop on Coastal Protection	1	90
Drainage Services Department	Visits and Guided Tours	4	52
Housing Department	Community Garden and Planting Days	45	2 976
Leisure and Cultural Services Department	Community Garden Schemes, Planting Days and Exhibitions	78	6706
	Training Courses and Greening Programmes	1424	411 607
	Funding Support Projects and Green Volunteer Schemes	1021	251 500
Total		2 574	675 836

Proposed Regrading of Two One-rank Grade Directorate Posts to Multi-disciplinary Directorate Posts in the Development Bureau

THE PROPOSAL

Members' support is sought for the proposal to regrade two one-rank grade directorate posts of the Head of Greening, Landscape and Tree Management Section ("H/GLTMS") (D2) and the Head of Tree Management Office ("H/TMO") (D1) in the Greening, Landscape and Tree Management Section ("GLTMS") under the Works Branch (WB) of the Development Bureau ("DEVB") to multi-disciplinary ("MD") directorate posts as follows -

- (a) the creation of the following two permanent MD directorate posts -

H/GLTMS (D2) (\$179,350 – \$196,050) and H/TMO (D1) (\$150,950 – \$165,200) that are to be filled by an officer from any five grades of Engineer, Forestry Officer, Geotechnical Engineer, Landscape Architect and Leisure Services Manager

- (b) to be offset by deletion of the following two permanent one-rank grade posts -

H/GLTMS (D2) (\$179,350 – \$196,050)

H/TMO (D1) (\$150,950 – \$165,200)

This proposal will allow the Government the flexibility to select suitable candidates within the civil service for filling the two posts to facilitate a more effective utilisation of human resources to meet operational needs and achieve policy goals.

JUSTIFICATIONS

Creation and recruitment of the two one-rank grade directorate posts

2. Upon the establishment of GLTMS in WB of DEVB in 2010, two one-rank grade directorate posts, namely H/GLTMS (D2) and H/TMO (D1) were created to head GLTMS and its Tree Management Office ("TMO") respectively. GLTMS, with the support of two offices, namely the Greening and Landscape

Office (“GLO”) and TMO, is responsible for the Government’s overall policy regarding greening, landscape and tree management matters in Hong Kong. While GLO is tasked with formulating landscape policies and guidelines, TMO is the central authority to lead and coordinate the implementation of the “integrated approach” on tree management¹. GLO is led by the Head of GLO pitched at Chief Landscape Architect (D1) level and the post has been filled from within the civil service.

3. To perform the duties of H/GLTMS and H/TMO, the post-holders should possess relevant recognised professional qualifications and experience. With an aim to reach out to a wider pool of candidates and to tap talents outside the Government, open cum in-service recruitment exercises had been conducted for the posts. Both posts were filled by candidates outside the civil service for some time. However, recruitment of suitable candidates for these posts over the past ten years had been protracted and difficult. Apart from the fact that there were only a very limited number of qualified candidates, wastage rate had been high. As a result, there were repeated occasions that these posts have to be filled by civil servants on a temporary basis since the creation of these two posts in 2010. We consider this not desirable and unhealthy to the effective operation of GLTMS and TMO in the long run.

4. As a transitional arrangement to ensure that GLTMS and TMO continue to operate effectively, the H/GLTMS post is currently taken up by an Engineer grade officer with extensive experience in administration and management as well as knowledge in urban greening and preservation, while most of the time the post of H/TMO by a Geotechnical Engineer grade officer with expertise in risk assessment and professional qualification in arboriculture.

H/GLTMS and H/TMO posts to be regraded as MD directorate posts

5. Having reviewed the setup of GLTMS in the light of experience, we consider that candidates who are familiar with the local situation will have an advantage to take up H/GLTMS and H/TMO posts as they have better appreciation of public concerns and sentiments in the community, whereby making them more readily to communicate with stakeholders. It should be more effective for H/GLTMS and H/TMO posts to be filled by suitable officers identified from within the civil service as they are not only familiar with the local situation, but also with the rules, procedures and practices of the Government.

¹ Under this approach, departments are responsible for managing the trees in the facilities and areas within their purview as part and parcel of their daily work.

Moreover, as driving urban forestry management requires support from and coordination with many other departments, their extensive experience in managing and working with civil servants gives them an edge when commanding support from staff and relevant bureaux and departments.

6. In recent years, the Government has put in tremendous efforts in building up the knowledge, experience and expertise for the management of Hong Kong's tree asset within the civil service. The pool of landscape and tree management personnel with the requisite knowledge, experience and professional expertise has grown rapidly as a result. Competent senior professional officers of various grades within the civil service are ready and suitable for discharging the duties of the H/GLTMS and H/TMO posts.

7. As regards the skill-sets and qualification requirements of H/GLTMS and H/TMO posts, we consider that the post-holders should have good analytical, managerial, communication and organisation capabilities. These are important qualities in leading GLTMS and TMO to deliver the missions and tasks. Both post-holders should be professional staff from one of the relevant civil service grades listed in paragraph 1(a) above who have cross-disciplinary leadership, management capability and knowledge to work with professionals and experts from various disciplines both inside and outside the Government effectively. They should also have good communications skills and open-mindedness in engaging the public and responding to their expectations.

8. Having regard to the nature of tasks to be handled by H/GLTMS and H/TMO and the diverse expertise required on top of arboricultural and horticultural knowledge, we recommend that the two posts be regraded to MD directorate posts. These two posts should have a broad policy vision that spans across different disciplines and an appreciation of the challenges to sustainable greening efforts in the developed urban setting. In this connection, officers from the Engineer, Forestry Officer, Geotechnical Engineer, Landscape Architect and Leisure Services Manager grades are considered as suitable candidates for the H/GLTMS (D2) and H/TMO (D1) posts. Officers of these five grades have been serving GLTMS and various government departments in performing duties related to landscape and tree management.

9. The Government is committed to the continued enhancement of the quality of our urban environment through quality greening and tree management initiatives. The proposed MD directorate post arrangement will enable a more flexible deployment of suitable professional officers with relevant expertise and competencies within the civil service to deliver the missions and tasks. Through

a selection process, officers recommended by respective Heads of Grades would be selected to fill the two posts, normally for a tour of three years in accordance with the established mechanism for filling the MD directorate posts. This arrangement allows selection of the most suitable officers to fill the two posts to cope with operational needs evolving over time, with due regard to the manpower situation and development needs of high potential officers in the respective grades.

10. The main duties of the H/GLTMS and H/TMO MD directorate posts are shown in **Enclosures 1 and 2** respectively.

NON-DIRECTORATE SUPPORT

11. GLTMS is underpinned by GLO and TMO, of which the daily operation is supported by a total of 39 non-directorate civil service posts. The proposed creation of two MD directorate posts will be offset by the deletion of the same number of directorate posts. The total number of non-directorate civil service posts in GLTMS will remain unchanged. The proposed organisation chart of GLTMS and TMO after regrading the two directorate posts is at **Enclosure 3**. The existing organisation chart of WB of DEVB is at **Enclosure 4**.

ALTERNATIVES CONSIDERED

12. Deployment of suitable personnel with the required professional knowledge and experience is essential to the effective and efficient operation of GLTMS. Given the unsatisfactory outcome in tapping talents outside the Government for H/GLTMS and H/TMO posts in the past and the availability of a pool of competent civil servants from various professional grades, we consider that the two one-rank grade directorate posts should be regraded to MD directorate posts to allow the Government the flexibility to appoint the most suitable candidates within civil service having regard to the operational needs and work requirements. The alternative of retaining these two posts as one-rank grade posts is not preferred.

CONSULTATION

13. We have consulted the Heads of Grades of the related grades not under the central authority of the Permanent Secretary for Development (Works), i.e. the Director of Agriculture, Fisheries and Conservation for the Forestry Officer grade and the Director of Leisure and Cultural Services for the Leisure Services Manager grade. The respective Heads of Grades in general support the proposal.

FINANCIAL IMPLICATIONS

14. The regrading proposal of the two one-rank grade directorate posts to MD directorate posts is cost neutral.

ADVICE SOUGHT

15. Members are invited to consider the regrading proposal. Subject to Members' views, we will proceed to seek the Establishment Subcommittee's endorsement and the Finance Committee's funding approval.

Job Description

Post Title : Head of Greening, Landscape and Tree Management Section

Rank : Multi-disciplinary post at D2 level
(Eligible Grades: Engineer, Forestry Officer, Geotechnical Engineer, Landscape Architect and Leisure Services Manager)

Responsible to : Deputy Secretary for Development (Works)1 (“DS(W)1”)

Main Duties and Responsibilities –

1. To assist DS(W)1 in formulating policies, strategies and measures on greening, landscape and tree management to ensure seamless integration from landscape design and planting in the upstream to tree maintenance in the downstream.
2. To oversee the work of the Greening and Landscape Office, including implementation of the annual greening programme and Greening Master Plans; research on new greening and landscape policies, practices and technologies; and development of standards and guidelines on greening and landscape planning and design.
3. To oversee the work of the Tree Management Office, including implementation of the “integrated approach” on tree management; development of tree management standards and guidelines; tree risk assessment and management arrangements; training to departmental staff; industry development, research on new tree management policies, practices and technologies; and management of tree database systems.
4. To oversee the co-ordination of greening, landscape and tree management matters and set up protocol of liaison with relevant bureaux and departments, and to deal with cross-bureaux and cross-departmental issues.
5. To serve as the focal point of contact on greening, landscape and tree management matters both locally and overseas.
6. To oversee community involvement and public education programmes; handle enquiries, complaints and suggestions from the public and media on

greening, landscape and tree management matters; and coordinate emergency responses regarding tree management.

7. To serve as the Chairperson of the Urban Forestry Advisory Panel and oversee its operation.

Job Description

- Post Title** : Head of Tree Management Office
- Rank** : Multi-disciplinary post at D1 level
(Eligible Grades: Engineer, Forestry Officer, Geotechnical Engineer, Landscape Architect and Leisure Services Manager)
- Responsible to** : Head of Greening, Landscape and Tree Management Section (“H/GLTMS”)

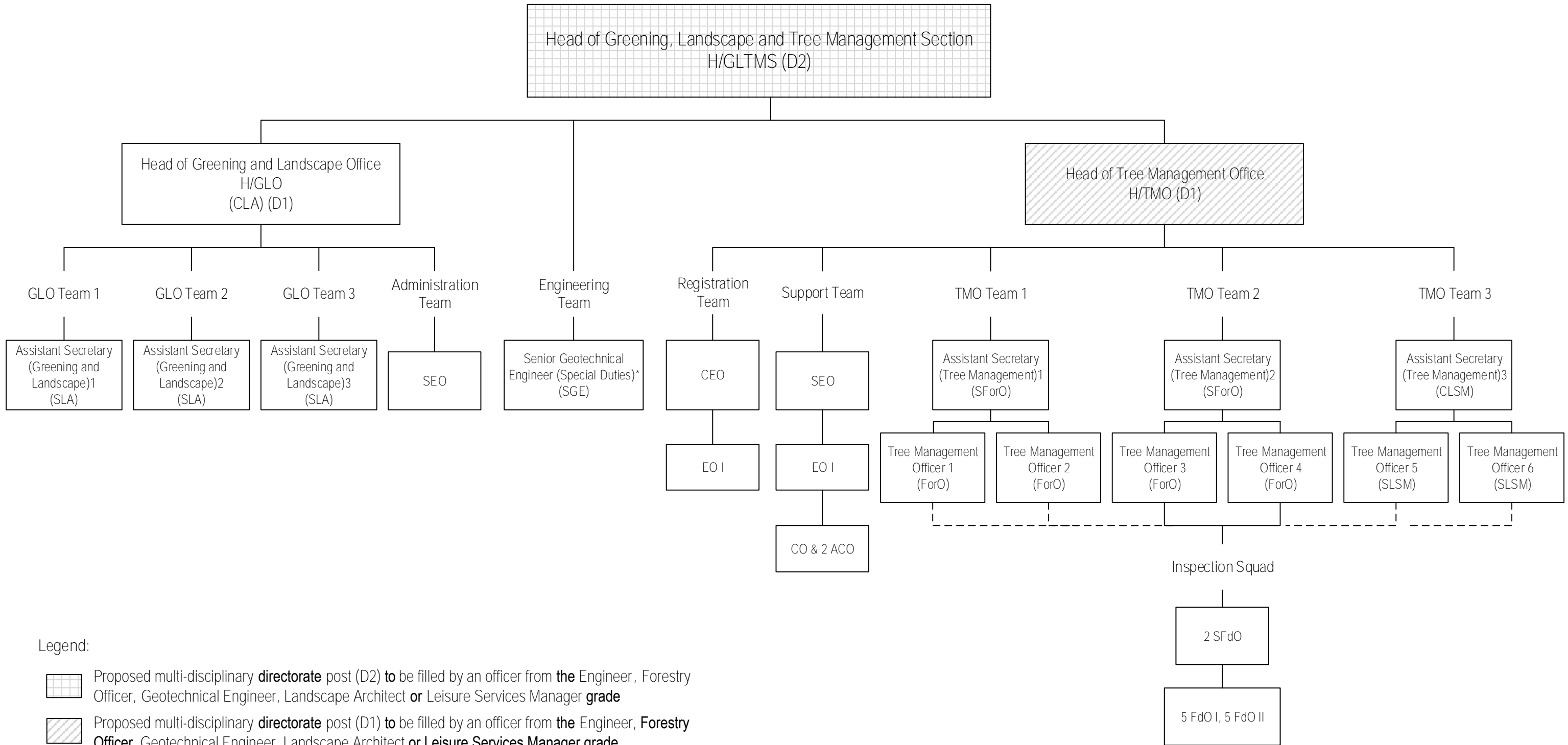
Main Duties and Responsibilities –

1. To assist H/GLTMS in formulating policies, strategies and measures on tree management.
2. To ensure effective implementation of the “integrated approach” on tree management by developing and promulgating standards, guidelines and best practices at the central level; administering and housekeeping tree management databases; coordinating inter-departmental efforts; and resolving issues when such arise.
3. To supervise the development, implementation and review, as appropriate, of tree risk assessment and management arrangements.
4. To advise and steer departments in handling complex cases concerning tree management.
5. To formulate and implement strategic training plans and make arrangements for capacity building for tree management in the Government.
6. To liaise with training institutes and providers of education and training courses; and formulate and take forward industry development initiatives including manpower development and a registration scheme for tree management personnel.
7. To lead research into tree management policies, practices and technologies.
8. To liaise with government bureaux/departments, academia, non-governmental organisations and other relevant parties on tree management

matters, including identifying possible areas and measures for improvement.

9. To handle matters relating to community involvement and public education programmes, enquiries, complaints and suggestions from the public and media, and assist in coordinating emergency responses regarding tree management.

Proposed Organisation Chart of the Greening, Landscape and Tree Management Section and Tree Management Office of Development Bureau



Legend:

- Proposed multi-disciplinary **director**ate post (D2) to be filled by an officer from **the** Engineer, Forestry Officer, Geotechnical Engineer, Landscape Architect **or** Leisure Services Manager **grade**
- Proposed multi-disciplinary **director**ate post (D1) to be filled by an officer from **the** Engineer, Forestry Officer, Geotechnical Engineer, Landscape Architect **or** Leisure Services Manager **grade**

CLA	Chief Landscape Architect	SFdO	Senior Field Officer
SLA	Senior Landscape Architect	FdO I	Field Officer I
SForO	Senior Forestry Officer	FdO II	Field Officer II
ForO	Forestry Officer	CEO	Chief Executive Officer
CLSM	Chief Leisure Services Manager	SEO	Senior Executive Officer
SLSM	Senior Leisure Services Manager	EO I	Executive Officer I
SGE	Senior Geotechnical Engineer	CO	Clerical Officer
		ACO	Assistant Clerical Officer

* Time limited post

Existing Organisation Chart of the Works Branch of Development Bureau

