

Requirements for Handover of Vegetation to Highways Department (2012 version)

For vegetated area to be handed over to Landscape Unit of Highways Department (LU/HyD), the Project Proponent shall consult and obtain agreement from LU/HyD in advance before finalization of the design works and provide inspection reports to ensure the smooth transfer of the vegetated area.

1.0 General

- a. Preservation of existing vegetation shall be maximized wherever practical. The existing vegetation to be retained or transplanted shall be properly protected during construction stage in accordance with the approved tree preservation and protection measures.
- b. Greening opportunity shall be optimized to mitigate the impact of the works and to provide a green setting, subject to meeting geotechnical and safety requirements.
- c. For new planting, a balanced mix of native and introduced species, preferably with seasonal colour interest and matching with surrounding vegetation and context shall be provided to achieve a sustainable vegetation cover when established. Plants requiring intensive maintenance requirements shall be avoided as far as possible.
- d. All dead/dying plants/heavy leaning trees/trees of imminent danger shall be removed and replacement planting shall be provided.
- e. Diseased, damaged or overgrown branches of existing and new vegetation shall be treated or pruned in accordance with current DEVB's guidelines on good horticultural and arboricultural practices.
- f. All invasive, parasitic weeds and vines shall be uprooted as far as possible and removed off site (e.g. *Leucaena leucocephala* (銀合歡), *Pueraria* (野葛類), *Cassytha* (無根藤) and *Mikania* (薇金菊), etc.).
- g. Debris and horticultural wastes shall be removed and grass cutting shall be conducted regularly, if required, to keep the site in a clean and tidy condition.
- h. A minimum of 12 months (or a period as agreed with LU/HyD) Establishment Period (EP) for new and transplanted vegetation and Maintenance Period (MP) for retained vegetation within the allocated works area shall be provided. The EP shall commence on an agreed date after the practical completion for the works.
- i. During EP, proper records of establishment works like watering, grass cutting, replacement of dead plants etc shall be kept to facilitate site checking at the end of EP.

2.0 At Planning and Design Stage

- a. A tree survey report with photo records showing conditions of existing trees before commencement of works shall be submitted for record purpose. Tree preservation and protection measures shall be provided if there is/are existing tree(s) to be retained within or in the vicinity of the site.
- b. Tree felling application shall be submitted in accordance with ETWB No. 3/2006 to relevant authorities for approval if felling or transplanting is involved.
- c. Landscape proposal shall be submitted for agreement in advance before planting works on site. The landscape proposal shall include location plan, boundary of the feature, adjacent road(s), location of existing trees, planting plan with levels, planting schedule, planting area, sections and relevant details e.g. irrigation system and planter, if any.
- d. Any recurrent consequences identified in the Public Works Subcommittee (PWSC) paper for the concerned vegetation shall be allowed and transferred to HyD. (For slope improvement works such as Landslip Preventive Measures (LPM), usually there is no provision for recurrent maintenance cost.)

3.0 At Construction Stage

- a. The project proponent shall ensure that the approved tree preservation measures and landscape proposal shall be properly implemented on site. Amendments, if any, shall be submitted for approval.
- b. Project proponent shall arrange joint site inspection with LU/HyD for the completed landscape works or site works. The vegetated area shall be completed or rectified to the satisfaction of LU/HyD and the date of practical completion for the works shall be agreed with LU/HyD. All rectification works shall be completed within reasonable time frame agreed with LU/HyD.

4.0 At Post-construction Stage

- a. With reference to Section 1.0, the project proponent shall, when requested, provide records to demonstrate adequate routine maintenance, inspections and rectification works have been carried out during the EP and MP.
- b. Detailed tree risk assessment reports, based on Devb's Tree Risk Assessment Form (Form 2), on existing trees should be provided on request.
- c. If more than 30% new plants are dead and replaced in less than three months before the EP expires, an extended EP as advised by LU/HyD will be required. For existing plants which are dead or dying within MP, they shall be removed and replacement planting shall be provided if requested by LU/HyD. Phased handover can be arranged if over 70% of the works are acceptable.
- d. The project proponent shall arrange a handover meeting prior to the expiry of EP and/or MP. Rectification works, if any, on whole slope, shall be completed in a reasonable time frame as agreed with LU/HyD.
- e. Vegetation Inventory (VI) Record in hard and soft copies shall be provided. The blank input form is located in HyD's website (<http://www.hyd.gov.hk/eng/public/publications/svi/index.htm>). The VI, as-built planting plan, record photos, relevant operation manual, maintenance manual and warranty (e.g. irrigation system) shall be passed to LU/HyD for record within 1 month after expiry of establishment period. Exemption may be granted for small scale works such as LPM and Enhanced Maintenance Programme (EMP) subject to LU/HyD's agreement.