

Attachment 4

Tree Reports

Guidelines for the preparation of arboricultural reports

Introduction

Applicants must provide sufficient tree and site information for a Tree Management Officer to make a comprehensive assessment of the proposed works. Including an Arboricultural Report prepared by an expert will assist Council to process your application faster. If a report has not been provided, Council may request additional information such as further arboricultural, engineering or landscaping details.

Careful consideration will be given to all relevant and substantiated information. Therefore, it is important that only appropriately qualified experts provide you with tree management advice. There is a difference in the skillset between an arborist who is capable of providing management advice on tree health and structure (Consultant Arborist) and one who undertakes pruning and removal works (Tree Worker).

Consultant Arborists can be found via:

- ▶ Institute of Australian Consulting Arboriculturalists - www.iaca.org.au
- ▶ Arboriculture Australia (Register of Consulting Arborists) - www.arboriculture.org.au

Arboricultural Reports

Arboricultural Reports will only be accepted when prepared by a Consultant Arborist with a minimum qualification of Level 5 under the Australian Qualification Framework. The company preparing the report shall also not be financially affiliated or have a business relationship with a tree removal/pruning company. All reports must be prepared in accordance with the guidelines established within Australian Standards 4970 (2009) Protection of Trees on development sites and AS 4373-2007 Pruning of amenity trees.

There are two types of Arboricultural Reports which provide tree and site information which may accompany an application to prune or remove a tree or development applications:

- ▶ Arboricultural Assessment
- ▶ Arboricultural Impact Assessment

When these reports are required and the type of information necessary are outlined below.

Arboricultural Assessment Report

The purpose of an Arboricultural Assessment Report (AAR) is to provide qualitative and quantitative tree information that can be used to inform tree management strategies. This type of report may be provided to accompany a tree pruning / removal application to support proposed works. An AAR must be prepared if proposing to remove a tree listed on the Register of Significant Trees or a Heritage Item. An AAR may also be requested by Council if additional information is required. An AAR will also be required when submitting a review of determination application.

Minimum information required for all Arboricultural Reports

- ▶ Site address
- ▶ Author and relevant Arboricultural qualifications
- ▶ Person who commissioned the report
- ▶ Scope of the report
- ▶ Site inspection date
- ▶ Tree and site data collection methodology
- ▶ Tree Location Plan with individual reference numbering which correlates to the Tree Assessment Schedule
- ▶ Tree Assessment Schedule should include:
 - Tree number
 - Botanical and common name
 - Tree height
 - Crown spread
 - Diameter at breast height (DBH taken at 1.4m above ground)
 - Health description
 - Structural condition description
 - Landscape significance
 - Life expectancy range
 - Retention value
- ▶ A discussion of the data collected
- ▶ Recommended management strategies and their justification
- ▶ Source of supporting technical information referenced. Where reference is made to other Arboricultural reports, full copies of those reports are to be included.

Arboricultural Impact Assessment and Tree Protection Plan

An Arboricultural Impact Assessment Report and Tree Protection Plan are necessary where a tree is impacted by a proposed development. This includes trees outside the subject site such as those positioned on adjacent properties and Council-managed parks and street trees. The Arboricultural Impact Assessment Report must include:

- ▶ Tree Protection and Structural Root Zones calculated in accordance with Australian Standard 4970 (2009) Protection of trees on development sites
- ▶ Survey Plan and proposed drawings showing the location of all private and public trees
- ▶ Tree numbers which correlate with the report
- ▶ Considerations for trees suitable for retention and removal
- ▶ Impact of proposed works on trees
- ▶ Details of proposed tree and soil sensitive construction techniques to minimise impact of works on trees to be retained
- ▶ Site specific tree protection measures
- ▶ Root mapping if required
- ▶ Pruning Specification if required
- ▶ The above shall be prepared with consideration to the guidelines within Australian Standard 4970 *Protection of trees on development sites*

Additional information which may be required

Additional tree / site specific information may also be required and can take the form of the following:

Pruning Specification

A Pruning Specification is useful for describing the likely impacts of pruning on tree health, structural stability and its contribution to the amenity. This type of report can be provided as part an application to prune a tree and will likely be required for proposed pruning of trees on Council's Register of Significant Trees and Heritage Items. A Pruning Specification must include:

- ▶ Reasons for pruning
- ▶ Pruning Class in accordance with Australian Standard 4373 (2007) Pruning of amenity trees
- ▶ Location of branches to be removed within crown
- ▶ Branch size (diameter) and percentage of crown loss resulting from pruning
- ▶ Implications on tree health and structural condition resulting from pruning

Root Mapping Report

A Root Mapping Report may form part of an Arboricultural Impact Assessment where development works are proposed within a Tree Protection Zone. A Root Mapping Report must include:

- ▶ Diagram of trench in relation to subject tree and relevant structures
- ▶ Photographs of exposed trenches including reference so that their location and orientation can be determined
- ▶ A schedule of exposed roots including root diameter, position in trench (depth and linage), orientation and proposed impact

Transplant Feasibility and Method Statement

A Transplant Feasibility and Method Statement shall be provided when a prescribed tree is proposed to be transplanted. The Transplant Feasibility and Method Statement must include:

- ▶ An assessment on the suitability of the tree to be transplanted
- ▶ Site plan indicating the proposed new position of each tree to be transplanted in relation to the proposed development
- ▶ Transplantation method
- ▶ Post-transplantation maintenance schedule

Internal Diagnostic Testing

Internal Diagnostic Testing is useful in determining the presence and extent of an internal defect that may not be evident from a visual inspection. The results of the testing are combined with the Arboricultural Assessment Report to form tree/site management recommendations. Internal Diagnostic Testing reports must include:

- ▶ Methodology of testing
- ▶ Results of tests clearly illustrated or graphed
- ▶ Interpretation of results with reference to recognised methodology and best practice