



## NAMBUCCA SHIRE COUNCIL

# TREES AND STREET GARDENS MAINTENANCE AND REMOVAL OF TREES AND STREET GARDENS ON PUBLIC LAND MANAGED BY COUNCIL POLICY NO: ES 10

---

### *Our Vision*

Nambucca Valley ~ Living at its best

### *Our Mission Statement*

'The Nambucca Valley will value and protect its natural environment, maintain its assets and infrastructure and develop opportunities for its people.'

---

#### **1.0 Policy objective**

To preserve and enhance the Nambucca Valley's attractive streetscape and ecological systems whilst at the same time recognising the responsibility to minimise risk to the public and property.

To define Council's role and responsibilities in managing trees, shrubs and gardens on parks, reserves and other operational land (including road verges) managed by Council.

To provide clear guidelines on the removal and pruning of trees located in streets, roads and reserves that are managed by Council.

Council shall only consider the removal of trees on parks, reserves and other operational land (including road verges) managed by Council through a written application form submitted to Council stating the person's name, address and reasons they believe the tree(s) should be removed. This shall allow the application to be assessed and actioned under delegated authority.

#### **Senescent or Significant Trees**

Removal of a senescent or a significant tree shall be considered as a last resort only, unless the tree has been identified by Council's delegated staff member as being dead, dying, diseased, dangerous, destructive or disadvantageous.

Council shall seek an Arborist's report on trees that are considered or determined as either a senescent or a significant tree to determine treatment measures if they are in a suitable location and can be saved. These trees will be captured in Council's GIS data base with a copy of the Arborist's report attached to the file.

#### **Habitat Trees**

All reasonable measures, when practicable, must be undertaken to relocate any species or ecological community occupying the tree.

---

## 2.0 Related legislation

- Environment Planning and Assessment Act 1979
- Local Government Act 1993 Section 124
- Roads Act 1993 Sections 88 and 107
- Native Vegetation Act 2003,
- Threatened Species Conservation Act 1995
- Electricity Supply Act 1995. Section 45 and 48
- Bush Fire Act 1997
- Environmental Protection and Biodiversity Conservation Act (1999)
- Relevant SEPPs eg SEPP 4 Coastal Wetlands, SEPP 44 Koala Habitat Protection, SEPP 26 Littoral Rainforests
- Public Sector Agencies Fact Sheet No. 4 NSW Ombudsman – Discretionary Powers

## 3.0 Definitions

**Affected Owners** - Means the owners of properties abutting the location of the tree(s).

**Appropriate Staff** - Means the staff provided with due delegation via the General Manager.

**Arboriculture** - The study, cultivation, care and management of trees, particularly in the urban environment.

**AS 4373-2007** - The current Australian Standard (AS) which refers to the pruning of amenity trees.

**AS/NZS 4360-2004** - The current Australian Standard (AS) which refers to Risk Management.

**Habitat Tree**- A tree which is permanently, periodically or intermittently occupied by a species population or ecological community including biotic or abiotic components (i.e. biotic – living, abiotic – non-living). Refers to any tree providing a niche supporting the life of a plant or animal

**Moderate Impact** – Being within reasonable limits, not excessive or extreme.

**Public land and reserves** – refers to road reserves, public parks, beaches and foreshores and all Crown land managed by Council.

**Qualified Arborist** – A person certified by an appropriate professional association.

**Qualified Person** - A staff member or person working for or contracted by Nambucca Shire Council who provides advice on tree removal or pruning and has appropriate qualifications and or experience in performing an assessment.

**Risk Management** - The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk.

**Senescence** - the organic process of growing older and showing the effects of increasing age.

**Senescent Tree** – Refers to any tree that is over mature and at a stage of decline.

**Shrub** – A woody plant smaller than a tree and generally divided into separate stems from near ground level.

---

**Significant Tree** – A significant tree is defined as any tree which is listed as a threatened species, EEC species, or critical habitat for a threatened species or any tree with a trunk circumference in excess of 2.0 metres. In addition, trees with multiple trunks that have trunks with a total circumference of 2.0 metres or more and an average circumference of 625mm or more are also classed as significant. In each situation the circumference of the trunk(s) is taken at a height of one metre above natural ground level.

**Streetscape** – Describes the appearance of a street, which is achieved through a combination of road design, surface treatments, street trees, landscaping, architecture, street furniture and artwork. Items situated within private property, which contribute to the appearance of the street are also considered components of the streetscape. For the purpose of this policy an emphasis is placed on the specific contribution to the streetscape made by trees and shrubs.

**Sustainable** – Maintaining all elements compatibly within an infrastructure, in safe operating condition, to deliver their facility in the most economical, maintenance-reduced manner, having regard to amenity, for as long as possible within the limits of acceptable wear and tear, technological best practice, and funding provisions.

**Tree** – A plant having a permanently woody main stem or trunk, ordinarily growing to a considerable height, and usually developing branches at some distance from the ground.

#### **4.0 Policy statement**

This Policy applies to all Council activities undertaken by Council's staff, contractors, consultants, volunteers, committees of management, the general public and ratepayers.

This Policy does not include trees located on private lands or any other lands not under the trusteeship or maintained by Council and excludes weeds declared as Noxious Weed under the Noxious Weeds Act 1993.

Nambucca Shire Council is committed to ensuring the protection and retention of its trees in open spaces to improve the visual and environmental quality of streetscapes, open space and the foreshore areas within the Shire.

The requirements of AS 4373 – 2007 "Pruning of Amenity Trees" shall be observed for all pruning activities. Trees shall only be pruned by persons with recognised skills and qualifications that ensure they are capable of complying with this standard.

Council will take reasonable steps to manage existing tree assets in a manner that minimises the risk of injury to any person and prevents damage to public and private property and to preserve the trees that provide a benefit to the community and the environment.

The removal of trees on parks, reserves and other operational land (including road verges) managed by Council shall only be considered through a completed application form (Annexure A) submitted to Council stating the person's name, address and reasons they believe the tree(s) should be removed. This shall allow the application to be assessed and actioned by Council staff under delegated authority.

Council shall conduct tree removal or pruning in a reactive manner. Council will direct resources for this activity to those trees that present a high risk following the principles within section 6 "consent for removal" contained herein and the completion of a tree assessment and risk evaluation.

Council has recognised that it has limited resources and funding and does not undertake routine inspections of trees in rural and urban areas for the purpose of identifying trees that may require

---

removal. If a resident has concerns about a specific tree and they are able to provide Council with specific location details (road name, distance from nearest cross road, side of road, species if known etc) Council staff will undertake an assessment and if removal or treatment of the tree is required will program the removal or treatment of the tree when time and resources permit.

Council may direct property owners, who have planted trees, shrubs or gardens within the road reserve or their property, and where these trees, shrubs or gardens represent an obstruction or risk as defined in this policy, to remove or prune the tree, shrub or garden at their cost. If said works are not completed within one month of notification, Council will remove or prune the tree and reserves the right to recover costs from the owner.

Council recognises the importance of community groups and volunteers in the assistance with maintenance and construction of garden beds across the shire. Any new garden bed and planting of trees from such groups will be subject to approval by Council taking into account the suitability of species, location of the proposed garden beds with respect to pedestrians, traffic and infrastructure, Work Health and Safety of the volunteer and potential future maintenance issues.

## 5.0 Delegation for the removal of trees:

- 5.1 The General Manager or staff provided delegation from the General Manager have the authority to determine applications and other matters under this policy.
- 5.2 A staff member who has been provided delegation from the General Manager has the authority to remove trees in accordance with the guidelines and procedures herein.
- 5.3 Delegation is not extended to the removal of trees that are considered or determined as either senescent or significant, unless the tree has been identified by Council's delegated staff member as being dead, dying, diseased, dangerous, destructive or disadvantageous. Removal of a healthy tree shall be subject to an arborist report provided at the Applicant's expense and a report to Council for a formal resolution.
- 5.4 Delegation is not extended to trees that have been subject to Council resolution or development conditions. These trees are currently identified as:

Tree Type	Address	Locality	Reason
Cabbage Tree Gum	Link Road (Duffo's Rest Awhile)	Nambucca Heads	Council resolution 2007

- 5.5 Delegation is not extended to trees on land as described under clause 18 of Nambucca Local Environmental Plan 2010 within Rural zones 1(a1), 1(a2), 1(a3), 1(a4) and 1(d). In these cases, a development application may be required.
- 5.6 Delegation is not extended to trees on land within Environmental Protection zones 7(a), 7(b), 7(f) and 7(g) under clause 11 of Nambucca Local Environmental Plan 2010. In these cases, a development application may be required.
- 5.7 Delegation is not extended to trees within Heritage Conservation Areas and on sites containing Heritage Items (see Section 3 Definition of Terms and Schedules 2 and 3 of Nambucca Local Environmental Plan 2010).
- 5.8 Delegation is not extended where trees are proposed to be removed as part of development on lands greater than one hectare in area to which State Environmental Planning Policy (SEPP) 44 – Koala Habitat Protection applies. The following species (listed on Schedule 2 of SEPP 44) have been adopted for the Nambucca Local Government Area – Forest Red Gum (*Eucalyptus tereticornis*), Tallowwood (*Eucalyptus microcorys*), Large-fruited Grey Gum (*Eucalyptus biturbinata*), Small-fruited Grey Gum

---

(*Eucalyptus propinqua*), Ribbon Gum (*Eucalyptus nobilis*), Scribbly Gum (*Eucalyptus signata*) and Swamp Mahogany (*Eucalyptus robusta*)(NPWS, 2003).

- 5.9 Delegation is not extended to trees within State Environmental Planning Policy (SEPP) 14 – Coastal Wetlands areas. Such designated wetlands are marked on a map, a copy of which can be viewed at Council’s Administration Offices. Clause 7 of SEPP 14 provides that the consent of Council and the concurrence of the Director General of the NSW Department of Planning is required for “clearing” of this land. A number of exemptions apply.
- 5.10 Delegation is not extended to trees where a tree or trees are proposed to be removed outside the footprint of the building or the proposed vehicular access for development that would otherwise be regarded as “Complying Development” as defined in Clause 5A of Nambucca Local Environmental Plan 2010. In this case, all trees that are proposed to be removed must be clearly marked and identified on the site plan along with justification and/or review of environmental factors for its/their removal.
- 5.11 Delegations should not extend to trees which are listed as threatened species or EEC species under the TSC Act. Also within SEPP26.

## **6.0 Assessment of applications**

Maintenance or removal of trees and shrubs will only be considered by Council when a completed application form is received from a resident stating the person’s name, address and reasons why they believe the tree(s) should be removed on the Council’s parks, reserves and other operational land (including road verges).

All measures should be taken to retain trees and shrubs in public places within the townships and rural environs. Council recognises that this may require a higher level of maintenance on a more frequent basis or potential replacement of infrastructure. Measures that may be considered to ensure the retention of trees may include the relocation or replacement of footpaths and road pavement where the tree is causing root damage or redesign of a project around existing trees.

Where a request for tree removal or pruning relates to the potential for injury to any person or damage to property, a Council officer will use the Tree Assessment and Risk Evaluation Form to evaluate the risk in the first instance. (Appendix B and C)

6.1 The application will be assessed along the lines of:

6.1.1 Where a request for tree removal or pruning relates to the potential for injury to any person or damage to property, a Council officer will use the Tree Assessment and Risk Evaluation Form to evaluate the risk in the first instance. (Appendix B and C).

An assessment shall be completed by qualified persons for all proposed tree removal or major pruning according to the procedures in Tree Rating Procedure for Trees on Council Owned or Controlled Land (TRP) The application will be assessed along the lines of:

- 6.1.2 Risk of personal injury posed by the tree;
- 6.1.3 Risk of a negative health impact to the adjacent property owner;
- 6.1.4 Risk of damage to buildings, structures or services;
- 6.1.5 The health, growth habit, stability and structural soundness of the tree.
- 6.1.6 The significance of the tree;

- 
- 6.1.7 The role of the tree to the surrounding landscape (including cumulative impact of tree removal).
  - 6.2 The assessment will then lead to one of the following outcomes:
    - 6.2.1 Refusal;
    - 6.2.2 Agree to maintenance;
    - 6.2.3 Agree to removal;
    - 6.2.4 Agree to remove and seek a financial contribution;
    - 6.2.5 Approve work by applicant at their total cost provided a qualified contractor is used (NB: The adjacent neighbours will be advised when removal is approved).
    - 6.2.6 Council will not contribute to the removal of a tree in which a property access has been constructed. The removal of such is at the expense of the property owner.

Any requests for the removal of trees deemed healthy by Council staff shall be accompanied by an Arborist's report at the Applicant's expense.

The General Manager or delegated staff members shall take into account any comments from the Arborist's report in determining whether or not to proceed with the work. If an agreement cannot be reached, the matter may be reported to Council for determination.

An Arborist's report shall be undertaken to determine treatment measures on trees that are considered or determined as either senescent or a significant tree unless the tree has been identified by Council's delegated staff member as being dead, dying, diseased, dangerous, destructive or disadvantageous. Removal of these trees shall be considered as a last resort. These trees will be captured in Council's GIS data base with a copy of the Arborist's report attached to the file.

Applications for removal or pruning of trees by other Government Authorities shall be made via the application form. Any approvals will be subject to conditions as indicated on the form and or as determined by the General Manager or delegated staff members.

### **6.3 Trees may only be removed or pruned for one or more of the following purposes:**

- 6.3.1 The tree is dead, dying, diseased or dangerous, destructive or disadvantageous;
- 6.3.2 Branch overhangs on private property which represents a risk;
- 6.3.3 A tree in poor condition with cavities in the trunk or in ill health from natural causes;
- 6.3.4 The tree is dangerous (as determined by a risk assessment including consideration of the 'clear zone' as defined by RMS guidelines);
- 6.3.5 An emergency situation;
- 6.3.6 A tree with poor structure resulting from problems during growth such as multi trunks that make it inherently weaker;
- 6.3.7 Large trees on public property that are prone to drop branches and represents a risk where signage or fencing is not an appropriate technique;
- 6.3.8 As part of bushfire control or prevention;
- 6.3.9 The tree is limiting the field of vision of a motor vehicle, is obstructing traffic or is causing a traffic hazard;

- 
- 6.3.10 For the purposes of constructing or maintaining roads, drains, buildings or any other asset that is owned and or maintained by Council;
  - 6.3.11 For the purposes of preventing damage to any roads, drains, buildings or any other asset that is owned and or maintained by Council;
  - 6.3.12 The removal or pruning of the tree is identified in an approved management strategy, environmental approval or decision of Council relating to the subject land;
  - 6.3.13 Where the tree may be required to be removed to enable construction of a fence on a private or Council property boundary in the rural and urban area, providing that disturbance is kept to a minimum (Note that if a tree is located on the fence line it shall be taken to be within private land and not be subjected to this policy when clearing for fences);
  - 6.3.14 Tree removal for emergency purposes in streets and parks will not require a formal tree removal application. However, verbal permission from the Council (delegated staff member) or SES is required;
  - 6.3.15 Existing tree blocks the only access to a new development (eg driveway into new building) and where there is no alternative access.

#### **6.4 Trees shall not be removed or pruned for one or more of the following purposes:**

- 6.4.1 To obtain or retain scenic views from residential, commercial or industrial properties. Nor shall trees be removed solely for the purpose of gaining access to a site for construction purposes (eg. building a house);
- 6.4.2 To reduce or eliminate leaves in roof guttering and on property;
- 6.4.3 To reduce or eliminate "dirty" tree, fruit or sap drop, bird or bat droppings;
- 6.4.4 To reduce or eliminate shading of house or yard;
- 6.4.5 To improve television or internet reception or solar panels in urban areas;
- 6.4.6 Healthy and stable trees;
- 6.4.7 In response to damage to sewer pipes/built structures unless all engineering alternatives have been considered;
- 6.4.8 Trees located within any identified conservation zone within the Nambucca LGA are subject to a Development Application and approval must be gained pursuant to the *Environmental Planning and Assessment Act* (EP&A Act). A Development Application (DA) must be submitted with the tree report attached. Depending on the significance of the tree an independent report may be required for the DA. The provision of the conservation zone overrules this policy;
- 6.4.9 When clearing of larger areas of native vegetation is required for the purposes of infrastructure construction, Council may require approval under the *Native Vegetation Act 2003*. In these instances, Council needs to consult with the relevant Authority.

#### **7.0 Consent for tree removal**

Trees shall not be removed or pruned on Council owned or controlled land (including street trees) without permission under this policy. If consent is granted in accordance with section 6.3 of this policy the costs associated with removal or pruning of trees on public land managed by Council shall be subject to available funding and resources determined as follows:

- If a tree is dangerous it is to be removed at Council cost;

- 
- If a tree is causing asset damage it is to be removed at Council cost;
  - The Applicant will be notified in writing within 14 days after the inspection and assessment that their application has been approved and consent granted.

## **8.0 Refusal of consent**

8.1 The applicant will be notified in writing within 14 days that their application has been refused.

8.2 Rights of appeal if an application is refused.

- Where an applicant is dissatisfied with a determination by Council, a request for a review of that decision can be submitted and the review determined by another qualified member of Council staff.
- If Council staff considers that the application will again be refused, staff are to provide Council with a report for determination by resolution and the Applicant may be required to provide an Arborist report to support their request for removal at their expense.

8.2.1 Regardless of the outcome of the independent assessment Council will not reimburse the applicant the cost of the arborist report.

## **9.0 Garden, shrub or tree encroachment**

Council may direct property owners, who have planted gardens, shrubs or trees within the road reserve or their property, and where these planted gardens, shrubs or trees are identified as environmental weeds or represent an obstruction or risk as defined in this policy, to remove or prune the tree at their cost. If said works are not completed within one month of notification, Council will remove or prune the tree and recover costs from the owner.

Council will not permit any form of gardens within 1.5 metres of the kerb face to the property boundary due to sight restrictions. Council's written consent is required for any vegetation in the zone from 1.5 metres of the kerb line to the property boundary to ensure vision for motorists and pedestrians is not obstructed.

Excluded from this policy are street planter boxes and landscaped traffic medians installed for or by Council.

## **10 Revegetation**

10.1 Vegetation removed should be replaced in a suitable location with appropriate numbers and species of vegetation as determined in consultation with Council (delegated staff member).

## **11.0 Notification of tree removal in urban areas**

Notification and assessment requirements shall not apply to "*Minor/Moderate impact removal*" in urban areas for the following:

- 
- 11.1 Where the works are classed as “*Minor/Moderate impact removal*”, the General Manager or their delegate will undertake the work under delegated authority;
  - 11.2 Minor Pruning;
  - 11.3 Emergency works;
  - 11.4 Works authorised in accordance with the Bush Fires Act 1949, dependent on scale and location;
  - 11.5 Pruning and regrowth removal in regularly maintained gardens or regularly cleared easements and road reserves;
  - 11.6 A tree that must urgently be removed or pruned that is obstructing traffic, is causing a traffic hazard or is creating a dangerous situation where persons or property are likely to be damaged.

Notifications shall apply to all tree removal as follows:

- 11.7 Affected owner and adjoining properties (either side of tree location) shall be notified in writing at least 7 days prior to work commencing, where practicable.
- 11.8 Notifications shall apply to all “*high impact tree removal or major pruning*” in urban areas as follows:
  - a) Where the works are classed as “*High impact removal*”, the General Manager or their delegate shall circulate a memo to all Councillors outlining details on the proposed works at least 7 days prior to work commencing (where practicable).
  - b) Affected owner and adjoining properties shall be notified in writing at least 7 days prior to work commencing (where practicable).

## **12.0 Routine Inspection of tree removal in rural and urban areas**

Council has recognised that it has limited resources and funding and does not undertake routine inspections of trees in rural and urban areas for the purpose of identifying trees that may require removal. If a resident has concerns about a specific tree they are to provide council with specific location details (road name, distance from nearest cross road, side of road, species, etc) Council staff will then undertake an assessment and if removal is required will program removal when time and resources permit.

In rural areas where trees do not pose any possible threat to dwellings and it is ascertained that a tree is dead, has a precarious lean or is burnt out, it may be removed only if there is a real possibility of it causing damage to persons or property.

## **13.0 Vandalism of trees**

Trees that are lopped, removed or poisoned on Council controlled lands (including street trees) are administered by the Tree Vandalism Policy (TRIM Ref 13553/2012).

## **14.0 Trees under power lines**

Council recognises that street tree pruning or removal by Energy authorities shall be undertaken under the Electricity Supply Act 1995 and seek cooperation for these works to be advertised in

---

the local media by the relevant electricity supplier and Council advised at least 4 weeks prior to the works commencing on programmed maintenance.

Only those trees which are under power lines, which constitute a traffic/pedestrian hazard, or for the health of the tree require pruning, are to be pruned.

Council recognises the requirement for buffer zones in and around new infrastructure, and will seek alternative methods to clearing vegetation zones in the first instance (ie underground power lines).

## 15.0 History

The removal of trees on public land without approval is an offence and can be subject to large fines imposed by the courts. This has occurred in many locations. In some cases maintenance or removal may have been approved when there was no need for illegal activity.

Removal of Trees - Adopted on 18 August 1988

The policy has been modified to include reference to Government Acts.

Garden Encroachment - Adopted on 9 September 1995

Amended to allow planter boxes and landscaped medians constructed by Council.

The situation will be addressed along the lines of:

- Risk of personal injury posed by the tree;
- Risk of damage to buildings, structures or services;
- The health, growth habit, stability and structural soundness of the tree;
- The significance of the tree;
- The role of the tree to the surrounding landscape (including cumulative impact of tree removal).

The assessment will then lead to one of the following outcomes:

- Refusal;
- Agree to maintenance;
- Agree to removal;
- Agree to remove and seek a financial contribution;
- Approve work by applicant at their total cost provided a qualified contractor is used;
- (NB: The adjacent neighbours will be advised when removal is approved).

This policy replaces the policies Trees in Parks, Streets and Street Gardens (TRIM Ref. 25354/2007) and Tree Maintenance and Removal Application (TRIM Ref.13482/2007).

### ACKNOWLEDGEMENTS

The Nambucca Valley Vegetation and Planting Guide (*Local Native Plants and Weeds 2007*) First Edition by Nambucca Valley Conservation Association and Nambucca Valley Landcare Designed and Produced by Fugerkanism Design Studio

**Please note:** A further edition of the above mentioned guide was published in 2012 by Mira Design Studios.

---

<b>Department:</b>	Engineering Services	<b>Last Reviewed</b>	<b>Resolution Number</b>
<b>Policy Category</b>	Council	August 2013	
<b>Endorsed By:</b>	General Manager	February 2017	57/17 to go on Public Exhibition
<b>Approval Authority</b>	Council	May 2017	271/17 – Adopted 25/05/17
<b>Policy Owner</b>	AGMES	February 2018	78/18 – Adopted 22/02/18
<b>Contact Officer</b>	AGMES		
<b>Document No.</b>	13154/2013		
<b>First Adopted</b>	5 July 2007		
<b>Resolution No:</b>	?		
<b>Review Date:</b>	March 2022		

## 16.0 Annexures

Annexure A Tree Removal/Pruning Application Form (TRIM Ref. 27010/2007)  
 Annexure B Tree Hazard Evaluation Form (TRIM Ref. 18678/2013)

---

# ***ANNEXURE A***

## ***Tree Removal/Pruning Application Form***

*(TRIM Ref. 27010/2007)*

---

*This page left intentionally blank*

**Contact Details:**

Postal Address: PO Box 177, Macksville NSW 2447

Telephone: (02) 6568 2555

Facsimile: (02) 6568 2201

**Website:**

[www.nambucca.nsw.gov.au](http://www.nambucca.nsw.gov.au)

**Email:**

[council@nambucca.nsw.gov.au](mailto:council@nambucca.nsw.gov.au)

**Office Location:**

44 Princess Street, Macksville NSW 2447

Updated: 14/01/2019

## TREE REMOVAL PRUNING APPLICATION

**Address Application to:** The General Manager Nambucca Shire Council PO Box 177 Macksville NSW 2447

**Enquiries to:** Department Engineering Services – Telephone: (02) 6568 0230

**Note:** Application to be completed in **black** pen please. Council does not have a Tree Preservation Order, so consent to remove a tree on your land in an urban area is not required.

### PART 1 APPLICATION AND SITE DETAILS (Applicant Details)

1 Full Name \_\_\_\_\_ (Mr/Mrs/Ms)  
Postal Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Mobile \_\_\_\_\_ Facsimile \_\_\_\_\_

2 **Property Location** - Please provide full unit and/or house number, street address and suburb

\_\_\_\_\_  
\_\_\_\_\_

*(We need this to correctly identify the land in relation to the tree)*

### PART 2 APPLICATION DETAILS (Nature of Application)

3 Please describe briefly everything that you want approved by the Council.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Remove

Prune

4 Required Sketch

- 2 copies of a plan indicating position of the tree to be removed or pruned
- Photograph

### PART 3 DECLARATION

5 I apply for approval to have the works described in this application carried out. I declare that all the information in the application and checklist is, to the best of my knowledge true and correct. I acknowledge that if the information provided is misleading any approval granted 'may be void'.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*(Please refer to the Tree Maintenance and Removal Application Policy on Council's website)*

*This page intentionally left blank*

# ***ANNEXURE B***

## ***Tree Hazard Evaluation Form***

*(TRIM Ref. 18678/2013)*

*This page left intentionally blank*

# TREE HAZARD EVALUATION FORM

Form has been derived from the International Society of Arboriculture, Tree Hazard Evaluation form

<b>Site/Address:</b>		<b>Failure Potential</b>	
<b>Owner:</b>	<input type="checkbox"/> public	<input type="checkbox"/> private	<input type="checkbox"/> crown
<b>Assessor's name:</b>		<b>Date:</b>	<b>Size of part</b>
<b>Assessor's Signature:</b>			<b>TOTAL</b>

### TREE CHARACTERISTICS

<b>Tree No:</b>		<b>Botanic Name:</b>				
<b>DBH:</b>		<b>No of trunks:</b>	<b>Height:</b>	<b>Spread:</b>		
				N	S	E
				W		
<b>Form</b>	<input type="checkbox"/> generally symmetric	<input type="checkbox"/> Minor asymmetry	<input type="checkbox"/> major asymmetry	<input type="checkbox"/> re-growth from stump	<input type="checkbox"/> severe canopy die back	
<b>Live Crown Ratio %</b>		<b>Crown Class:</b>	<input type="checkbox"/> dominant	<input type="checkbox"/> co-dominant	<input type="checkbox"/> suppressed	
<b>Age Class</b>	<input type="checkbox"/> juvenile	<input type="checkbox"/> semi-mature	<input type="checkbox"/> mature	<input type="checkbox"/> over-mature/senescent		
<b>Pruning History</b>	<input type="checkbox"/> crown cleaned	<input type="checkbox"/> topped/lopped	<input type="checkbox"/> crown raised	<input type="checkbox"/> thinned	<input type="checkbox"/> directional pruning	
	<input type="checkbox"/> none	<input type="checkbox"/> crown reduced	<input type="checkbox"/> multiple pruning events Approx. dates:			
<b>Special Value</b>	<input type="checkbox"/> unusual species	<input type="checkbox"/> heritage site	<input type="checkbox"/> habitat tree	<input type="checkbox"/> shade	<input type="checkbox"/> Street tree	
	<input type="checkbox"/> screening	<input type="checkbox"/> Threatened species	<input type="checkbox"/> Visual significance	<input type="checkbox"/> Aboriginal heritage	<input type="checkbox"/> foreshore / riparian	

### TREE HEALTH

<b>Foliage Density</b>	<input type="checkbox"/> normal	<input type="checkbox"/> sparse	<b>Epicormic shoots present</b>		<b>Twig die back</b>	
			Yes	No	Yes	No
<b>Foliage condition</b>	<input type="checkbox"/> Wind/ heat damaged	<input type="checkbox"/> Chlorotic/ yellow	<input type="checkbox"/> Small leaf size	<input type="checkbox"/> Insect damage	<input type="checkbox"/> deficiencies suspected	
<b>Growth obstructions</b>	<input type="checkbox"/> Overhead wires	<input type="checkbox"/> Signs and shopfronts	<input type="checkbox"/> Street lights	<input type="checkbox"/> staking	<input type="checkbox"/> Wire / cables	
<b>Annual Shoot Growth</b>	<input type="checkbox"/> excellent	<input type="checkbox"/> average	<input type="checkbox"/> poor	<input type="checkbox"/> nil	<input type="checkbox"/> Epicormic only	
<b>Vigour</b>	<input type="checkbox"/> excellent	<input type="checkbox"/> average	<input type="checkbox"/> fair	<input type="checkbox"/> poor		
<b>Major Pests or Diseases</b>						

**SITE CONDITIONS**

<b>Site character</b>	<input type="checkbox"/> residential	<input type="checkbox"/> industrial	<input type="checkbox"/> park or street tree	<input type="checkbox"/> Public open space	<input type="checkbox"/> bushland
<b>Landscape type</b>	<input type="checkbox"/> Planted garden bed	<input type="checkbox"/> Standing in lawn	<input type="checkbox"/> Raised garden bed	<input type="checkbox"/> natural	<input type="checkbox"/> other
<b>Irrigation</b>	<input type="checkbox"/> none	<input type="checkbox"/> adequate	<input type="checkbox"/> excessive	<input type="checkbox"/> Trunk regularly wet	
<b>Recent site disturbance</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>	construction	trenching	Grade changes	Under storey clearing
<b>% drip line paved</b>	0 - 10%	10 - 25%	25 - 50%	50 - 75%	75 - 100%
<b>% drip line filled</b>	0 - 10%	10 - 25%	25 - 50%	50 - 75%	75 - 100%
<b>% drip line lowered</b>	0 - 10%	10 - 25%	25 - 50%	50 - 75%	75 - 100%
<b>% drip line cut by trenching</b>	0 - 10%	10 - 25%	25 - 50%	50 - 75%	> 75%
<b>Root zone problems</b>	<input type="checkbox"/> Poor drainage	<input type="checkbox"/> High water table	<input type="checkbox"/> Compacted	<input type="checkbox"/> Small volume available	<input type="checkbox"/> Salinity
	<input type="checkbox"/> Shrinking swelling clays	<input type="checkbox"/> pH extremes	<input type="checkbox"/> No mulch	<input type="checkbox"/> Top soil eroded	<input type="checkbox"/> shallow soil depth
<b>Exposure to high winds</b>	<input type="checkbox"/> windward canopy edge	<input type="checkbox"/> Long reach	<input type="checkbox"/> Above canopy	<input type="checkbox"/> Single tree	<input type="checkbox"/> Recently exposed
<b>Prevailing winds direction</b>	North	East	South	West	
<b>Frequency of storms</b>	All year	Summer	winter	autumn	spring
<b>Frequency of strong winds &gt; 70 km per hr</b>	All year	Summer	winter	autumn	spring

**TREE DEFECTS**

<b>Root defects</b>					
<b>Root decay</b>	Yes No	Fruiting body present	Yes No	Species	
<b>Exposed roots</b>	severe	moderate	low	Nil	
<b>Root crown damaged</b>	Severe	moderate	low	Nil	
<b>Restricted root growth</b>	severe	moderate	low	Nil	
<b>Root zone heaving</b>	Yes No	Previous root failure	Yes No		
<b>Leaning Tree</b>	Yes No	Angle of trunk lean	0 - 15 °	15 - 30 °	> 30°
<b>Decay in Plane of lean</b>	Yes No	Compounding Factors			

<b>STRUCTURAL DEFECTS: Indicate presence of individual defects and likelihood of failure</b>			
<b>1-low; 2-medium; 3-high; 4-very high</b>			
<b>ROOT CROWN</b>	<b>TRUNK</b>	<b>SCAFFOLDS</b>	<b>BRANCHES</b>
<input type="checkbox"/> Poor taper	<input type="checkbox"/> Poor taper	<input type="checkbox"/> Poor taper	<input type="checkbox"/> Poor taper
<input type="checkbox"/> Girdling roots	<input type="checkbox"/> Bow & sweep	<input type="checkbox"/> Bow & sweep	<input type="checkbox"/> Bow & sweep
<input type="checkbox"/> Decay	<input type="checkbox"/> Decay	<input type="checkbox"/> Decay	<input type="checkbox"/> Decay
<input type="checkbox"/> Cavity	<input type="checkbox"/> Cavity	<input type="checkbox"/> Cavity	<input type="checkbox"/> Cavity
<input type="checkbox"/> Root plate has lifted	<input type="checkbox"/> Co-dominant leaders with bark inclusions	<input type="checkbox"/> Co-dominant branches with bark inclusions	<input type="checkbox"/> Co-dominant branches with bark inclusions
<input type="checkbox"/> Poor graft union	<input type="checkbox"/> Epicormic regrowth	<input type="checkbox"/> Epicormic regrowth	<input type="checkbox"/> Epicormic regrowth
<input type="checkbox"/> Fungal fruiting bodies	<input type="checkbox"/> Fungal fruiting bodies	<input type="checkbox"/> Fungal fruiting bodies	<input type="checkbox"/> Fungal fruiting bodies
<input type="checkbox"/> Termites	<input type="checkbox"/> Termites	<input type="checkbox"/> Termites	
<input type="checkbox"/> Ants		<input type="checkbox"/> Excessive end weight	<input type="checkbox"/> Excessive end weight
<input type="checkbox"/> Mechanical damage	<input type="checkbox"/> Mechanical damage	<input type="checkbox"/> Mechanical damage	
<input type="checkbox"/> Severe erosion around roots	<input type="checkbox"/> Exudates (kino, latex, resin, etc)	<input type="checkbox"/> Exudates (kino, latex, resin, etc)	<input type="checkbox"/> Exudates (kino, latex, resin, etc)
<input type="checkbox"/> Suspect roots damaged by trenching	<input type="checkbox"/> Wounds/ seam	<input type="checkbox"/> Wounds/seam	<input type="checkbox"/> Wounds/seam
<input type="checkbox"/> Hazard beam cracks	<input type="checkbox"/> Hazard beam cracks	<input type="checkbox"/> Hazard beam cracks	<input type="checkbox"/> Hazard beam cracks
		<input type="checkbox"/> Hangers	<input type="checkbox"/> Hangers
	<input type="checkbox"/> Shear cracks	<input type="checkbox"/> Shear cracks	<input type="checkbox"/> Shear cracks
<input type="checkbox"/> Loose/cracked bark	<input type="checkbox"/> Loose/cracked bark	<input type="checkbox"/> Loose/cracked bark	<input type="checkbox"/> Loose/cracked bark
	<input type="checkbox"/> Nesting hollow	<input type="checkbox"/> Nesting hollow	<input type="checkbox"/> Nesting hollow
		<input type="checkbox"/> Deadwood	<input type="checkbox"/> Deadwood
<input type="checkbox"/> Previous failure	<input type="checkbox"/> Previous failure	<input type="checkbox"/> Previous failure	<input type="checkbox"/> Previous failure





## Site Map

