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1. PREAMBLE

The Tree Management Policy provides a framework for street and open space tree management for planting and maintenance within the City of Holdfast Bay.

1.1 Background

Trees make an important contribution to the aesthetic of the City of Holdfast Bay and provide practical amenity and add character, whilst providing a range of environmental, social and economic benefits. Planting of trees is also a central component of achieving Council’s Strategic Objective of Greening our City.

The City of Holdfast Bay recognises that the local community will have different views and sensibilities regarding trees. This policy aims to provide a consistent approach to the management of the existing and future urban forest.

1.2 Purpose

- a. The Tree Management Policy aims to manage and protect Council’s trees, both in relation to its vision for streetscapes and open spaces, and protection of trees significant or otherwise.
- b. The Policy ensures consistency in future street tree planting and management, and managing the impacts on trees.

1.3 Scope

- a. The Policy applies to Elected Members, employees, residents, contractors and volunteers of the City of Holdfast Bay.
- b. This policy provides advice and guidance on the City’s Urban Forest. A separate policy for Street Verges is outlined in the City of Holdfast Bay Street Verges Policy.

1.4 Definitions

For the purpose of this Policy the following definitions apply:

- a. Regulated Tree – tree size and characteristics as specified in the *Development Act 1993* and Regulation 6A of the *Development Regulations 2008*.
- b. Significant Tree – tree size and characteristics as specified in the *Development Act 1993* and Regulation 6A of the *Development Regulations 2008*.

1.5 *Strategic Reference*

- a. Our Place Plan 2012-2015
 - i) A Place that Values its Natural Environment - “Promote and Implement programs that enhance the greening of the City”
 - ii) A Place with a Quality Lifestyle - “Provide high quality attractive and well serviced open spaces, reserves and streetscapes”

2. POLICY STATEMENT

2.1. *Street Trees*

- a. Street tree species have been nominated for each street in Council’s Street Tree Strategy Planting Guide. This document is available via Council’s website.
- b. Street tree species have been selected to meet specific criteria and tolerances, and will be able to perform in our particular environment. Council have considered the following criteria when selecting tree species:
 - i) Compatibility with the local environment,
 - ii) Ability to provide habitat for native bird life/shade/maintenance requirements,
 - iii) Availability of commercial quantity and quality of stock, and
 - iv) Allergies, berry/nut drop, and infrastructure impacts and the like.
- c. Tree species have been selected for the location and will not be altered due to:
 - i) Potential scenic view obstruction
 - ii) Tree species is disliked
 - iii) Potential nuisance by way of berry/ nut drop
 - iv) Shading of private property.
- d. Species selected within the Council’s Street Tree Strategy Planting Guide provide a combination of exotics and natives, deciduous and evergreen, and heights.
- e. Additions to the Street Tree Strategy Planting Guide will be considered as necessary, to ensure biodiversity and adaptive management to changing environmental conditions.
- f. Alternative species may be selected to what is listed for the location within the Street Tree Planting Guide to accommodate narrow verges, provide a more suitable species where dwellings are in close proximity to the proposed tree site and for plantings that are in coastal locations.
- g. Recognising the benefits of trees, Council will continue to identify new opportunities for tree planting.
- h. Street trees will be block planted as part of the Whole Street Planting Program and will be the majority of plantings that the council will undertake. This practice will benefit the Urban Forest within the City of Holdfast Bay with the aim to achieve whole avenues of street trees that will in time grow in unison with one another, whilst having a major contribution to the amenity value of the area.
- i. Council will ensure that a number of streets are allocated in the Whole Street Planting Program each planting season. Streets selected will be balanced out

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throughout the City of Holdfast Bay with one to three Streets allocated from each ward per year. The selected streets will be based on current tree stock existing within a street.

- j. Trees will be planted within the guidelines within Appendix 1.
- k. Property owners can apply to plant their own street tree by submitting the "Property Owner Street Tree Planting Form". The tree must be the nominated tree species for the location and is planted as per the guidelines in Appendix 1 of this policy. Planting cannot commence until written notification from Council has been received. Street trees planted by residents become the property of the City of Holdfast Bay. Only property owners can submit a "Property Owner Street Tree Planting Form".
- l. Where possible, each property will have at least one street tree on each frontage, and more where there is adequate space. Exemptions will be at the discretion of the General Manager City Assets or his nominated representative, and will be required in writing, based on criteria such as future development, heritage housing, and narrowness of space available and so on.
- m. Council will heed relevant information from utilities, SA Power Networks and SA Water, in the selection and the planting location of tree species.
- n. No site shall be re-planted due to death or vandalism and no individual plantings can be put through as singular request. However, at the discretion of the General Manager or his nominated representative, singular plantings may occur in areas of high tourism exposure.
- o. Street tree planting will not occur in zones where there is a record of soil contamination or if soil contamination is evident upon digging.
- p. All residential street tree planting will be programmed and undertaken during the cooler months of the year, between May and September each year.
- q. Residents will be advised of the tree species before planting.
- r. Fact sheets on the street tree species are available via the website or available from Customer Service.
- s. Street trees planted by council in locations with high probability of, or consistent vandalism, or in high traffic areas, will be protected by tree guards (civic guards).
- t. Coastal plantings will have coastal surrounds installed at time of planting. Coastal plantings will be only undertaken during August and September to give the best chance of survival.
- u. Council is not liable for any damage to property resulting from a tree planted in the road reserve (under section 245 of the *Local Government Act 1999*) unless a written request to Council regarding the risks has been received from an adjacent owner/occupier of property. When notified in writing of any issue by an adjacent owner/occupier of property, Council will determine an appropriate response to that notification to address its exposure to any ongoing liability.
- v. To assist residents in the management of established street trees causing issues to private infrastructure, including fence, yard and driveway, Council will offer up to 10m of root barrier at Council expense, for installation at resident expense, based on an engineering report of damage provided to the General Manager, City Assets or his nominated representative.

2.2. *Open Spaces*

- a. Open space refers to land that is publically accessible and provided for community benefit (e.g. recreation park, linear trail, sportsground and natural areas). Trees planted within those areas are in accordance with the City of Holdfast Bay Open Space and Public Realm Strategy and will be a selection of Australian natives. However, the City of Holdfast Bay defined Natural Areas will only be rejuvenated with tree species native to the council area and these trees will be planted in areas to benefit the existing flora and fauna and not to suit the recreational needs of users.
- b. Open space tree planting is generally undertaken during the cooler months of the year, between May and September each year.

2.3. *Tree Pruning*

- a. Council is responsible for all formative pruning, maintenance pruning and management of the street trees it plants and those that have been planted by residents on Council verges.
- b. Council maintenance of street trees is determined through best practice standards and its street tree procedures. Residents are not authorised to prune street trees on Council property. Where Council street trees are overhanging into private property, residents should contact Council for pruning to ensure the ongoing health of the tree and that the tree is not destabilised.
- c. Council is responsible for all maintenance and management of open space trees within the Council area.
- d. Pruning of Council trees will be carried out in accordance with Australian Standard 4373, 'Pruning of Amenity Trees'. The objective of the Australian Standard is to provide a guide defining uniform tree pruning procedures and practices in order to minimise the adverse or negative impact of pruning on trees.
- e. The age, condition, shape and form for the tree will be taken into account when pruning.
- f. No street tree will be fence-lined as this will result in an unbalanced tree. This will also bring on many other negative effects in terms of the tree's health and structure.
- g. Council will reduce canopies over dwellings as much as possible within reason. Consideration of the tree's significance and heritage listing may alter the approach with the amount of pruning that can occur.
- h. New developments that are constructed under existing canopies will not be pruned to the detriment of the tree.
- i. Council owned trees that intrude into and over infrastructures within the road reserve will be pruned to the following minimum clearance:
 - i) Footpath
 - Edge of footpath – 2.4m (height)
 - Centre of footpath – 2.7m (variations depending on pedestrian traffic loads, sight line issues and extent of private residential overhang)
 - ii) Road side (variance is dependent on traffic and/or sight line issues)
 - Edge of carriage way (non-arterial) – 2.5m to 3m
 - Edge of carriage way (arterial) – 5m
 - Centre of road (non-arterial) – 5m

2.4. *Tree Watering*

- a. Council will ensure summer watering for the first four years of the street trees it has planted, or as required; and residents are also encouraged to water street trees. Council will consider water sensitive urban design installations in the planting of street trees, to maximise the opportunity for tree health and to minimise impacts on infrastructure.
- b. Street trees planted by residents will not be watered by Council.
- c. Trees in open spaces are watered in summer by the reserve irrigation (if installed) or via manual processes. Trees will be monitored appropriately to ensure they are receiving enough water during the first four years, or as required.

2.5. *Removal of Trees - General*

- a. All requests for removal must be in writing and will be assessed by, or by a person nominated by, the General Manager, City Assets. Retention of the tree is the first priority when undertaking the assessment.
- b. Trees that are healthy and structurally sound will not be removed for the following reasons:
 - i) The tree obscures or potentially obscures views (other than traffic and pedestrian sight lines)
 - ii) The tree variety is disliked
 - iii) The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like
 - iv) The tree provides habitat to wildlife that causes nuisance by way of droppings, tree litter and the like
 - v) The tree is in the way of a non-essential crossover or verge paving option
 - vi) The tree shades private gardens, solar hot water installations and the like.
- c. Removal will not be considered for any tree on the grounds that it is lifting up infrastructure around it. Council continually aim to pro-actively eliminate trip hazards acting upon the worst situations throughout the City of Holdfast Bay as a priority.
- d. The General Manager, City Assets or his nominated representative has delegated authority to effect the removal of street trees which are:
 - i) dead, dying, diseased, and/or structurally unsound,
 - ii) a non-complying species, or
 - iii) designated as weed/nuisance species by the South Australian Government, even if healthy and structurally soundRemoval in these circumstances will be at Council expense.
- e. The General Manager, City Assets or his nominated representative has delegated authority to effect the removal of street trees which are required for access for essential and emergency services. Removal and offset replacement in these circumstances will be at the applicant's expense, as outlined below.
- f. Residents are not authorised to remove trees from Council property. Council will use relevant provisions of the *Local Government Act 1999*, specifically section 221, to protect the value of its urban forest where trees have been vandalised or removed without Council authority.
- g. All relevant legislation from the impacts of development on trees will be used by Council to protect its street tree population.

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2.6. **Removal of trees which are not Regulated or Significant trees for development**

- a. All requests for the removal of a complying species street tree which is considered structurally sound and healthy will be referred to Council for a decision.
 - i) If removal of a healthy and structurally sound street tree is agreed by Council, the applicant shall be invoiced for the following costs:
 - removal of the tree and two replacement street trees as nominated in Council's Street Tree Strategy Planting Guide, based on Council's approved Schedule of Fees and Charges for the applicable year, and;
 - the lost amenity value of the tree based on the Revised Burnley Method of Tree Valuation.
 - ii) Replacement trees will be sourced and planted by field staff. Replacement trees will be planted in a future planting season.
- b. Trees can only be removed for development if the tree has a low useful life expectancy and/or has low amenity value. This will be determined by the General Manager, City Assets or his nominated representative.
- c. All other possible designs are to be considered before tree removal is an option.

2.7. **Removal of trees which are Regulated or Significant trees**

- a. All requests for removal or non-maintenance pruning of a healthy and structurally sound Regulated or Significant tree, where the removal or pruning amounts to "tree-damaging activity" in accordance with the *Development Act 1993* and *Development Regulations 2008* must be accompanied by a report from a qualified professional (i.e. an Arborist).
- b. All requests for the removal of a complying street tree species which is considered structurally sound and healthy will be referred to Council for a decision.
- c. If Council agrees that the removal of such a tree is warranted, a Development Application will be submitted and assessed under the *Development Act 1993* with its associated processes for public consultation, appeal and decision notification.

2.8. **Replacement of Regulated and Significant Trees**

- a. If a Regulated tree is removed by Council because it is no longer structurally sound, Council will, in accordance with the *Development Act 1993*, plant two trees with the potential to become significant at a nearby reserve, or replace the street tree and plant one tree with the potential to become significant at a nearby reserve.
- b. If a Significant street tree is removed by Council because it is no longer structurally sound, Council will, in accordance with the *Development Act 1993*, plant three trees with the potential to become significant at a nearby reserve, or replace the tree and plant two trees with the potential to become significant at a nearby reserve.

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2.9. Construction Works - General

- a. Council contractors undertaking construction works that may affect Council trees are required to follow the guidelines for work contained in Appendix 2 of this policy.

2.10. Kerb and Watertable Infrastructure (KWT)

- a. Where trees may be impacting on footpaths or kerb & watertable (KWT) infrastructure, different treatment options will be considered to minimise the damage impact to street trees, including the use of rubber or cement treated rubble.

2.11 Construction Works - Crossovers

- a. In the event of a street tree being required to be removed (subject to any approvals required under the *Development Act 1993*) to facilitate entry to a new or redeveloped property, the applicant shall be invoiced for the following costs:
 - i) removal of the tree and two replacement street trees as nominated in Council's Street Tree Strategy Planting Guide, based on Council's approved Schedule of Fees and Charges for the applicable year, and
 - ii) the lost amenity value of the tree based on the Revised Burnley Method of Tree Valuation
- b. Replacement trees will be sourced and planted by depot staff. Replacement trees will be planted in a future planting season.

3. REFERENCES

3.1 *Legislation*

- a. *Local Government Act 1999*
- b. *Development Act 1993*
- c. *Development (Regulated Trees) Amendment Act 2009*
- d. *Development (Regulated Trees) Variation Regulations 2011*

3.2 *Other References*

- a. City of Holdfast Bay Street Tree Strategy and Planting Guide
- b. City of Holdfast Bay Strategic Plan
- c. City of Holdfast Bay Development Plan
- d. City of Holdfast Bay Open Space and Public Realm Strategy
- e. AS 4373—2007

Appendix 1: Street Tree Spacing Requirements

Clearances

Infrastructure	Clearance Required
Corners	5m
Crossovers	3m
Stobie Poles	3m
Underground services pits	2m from edge
Storm water inlet	2m from edge
Stop, Give Way & Speed Signs	5m (front) or 2m (behind)
Other Signs	2m

- Trees must be planted central to verge. If there are to be multiple trees on verge, the tree must be the distance of its potential canopy spread of the selected tree species to prevent entanglement of canopies when trees reach maturity.

Verges

Verge Width	Approximate Tree Height
Up to 1m	Do not plant
1-2m	Small Tree at 5 -7m
2-3m	Medium Tree 7-10m
3m +	Large Tree 10-13m

Holes

- Hole depth must be no greater than 300mm.

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Appendix 2: Guidelines for Contractors

- Construction works occurring in the vicinity of large trees, particularly Norfolk Island Pines, will not be undertaken where it is likely to damage or interfere with any part of the tree including roots without consulting with the General Manager, City Assets or his nominated representative.
- No root shall be severed closer than three metres from the base of any tree before consideration has been given to:
 - Accepting minor variations in line and level of pavement, kerbing, gutter and drainage or service system,
 - The use of permeable or replaceable surfaces, including gravel, rubble or similar around the base of the tree
 - Use of infiltration or soakage holes for minor drainage problems – with due regard to potential pollutants.
- Where root pruning is deemed necessary, work will be done under the supervision of the General Manager, City Assets or his nominated representative, generally the Manager Works & Environmental Services. In the event of any dispute, professional advice will be obtained from a qualified arborist or suitably experienced person.
- All works in the vicinity of trees shall take into account:
 - Provision of permeable surfaces up to 3 metres in diameter from the base of trees,
 - Provision of infiltration points for all trees surrounded by hard surfacing,
 - Directing run-off to the trees root zone rather than underground drainage systems.
- Any construction work or designs that are unable to meet the above criteria will not be approved, without consultation with the General Manager, City Assets. In the event of any dispute, an independent opinion shall be sought as stated above or by a report to Council for decision.
- All excavations around trees, including by Contractors, on trees larger than 10 metres will be inspected by an appropriate officer from Works & Environmental Services to consider alternate methods such as:
 - modifying design of KWT, or
 - not installing KWT in this section of road.