Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

52. Draft Street Tree and Streetscape Management Policy and Procedures

Previous Items: N/A
Responsible Officer: Director Asset Services
Service Area: Asset Maintenance
File Reference: EV-EPP-056
Applicant: N/A
Owner: N/A

Attachment 1: Street Tree and Streetscape Management Policy (Draft)
Attachment 2: Street Tree Preservation Management Procedure (Draft)
Attachment 3: Streetscape Planting Management Procedure (Draft)
Attachment 4: Verge Development Management Procedure (Draft)
Attachment 5: Roadside Fire Mitigation Management Procedure (Draft)

PURPOSE

1. To consider the draft Street Tree and Streetscape Management Policy and associated Management Procedures for referral to the Kalamunda Environmental Advisory Committee and advertising for 21 days to enable community feedback.

BACKGROUND

2. The Strategic Corporate Plan identifies a number of actions related to the protection and enhancement of verges and street trees:

   - Develop a concept to enhance verges and streetscapes within the Shire. (Strategy 3.2.2).
   - Development and adopt a Street Tree Policy (Strategy 3.2.4).
   - Develop and adopt a vegetation Preservation Policy to address the management of vegetation across the Shire (Strategy 3.2.4)

3. It is also recognised the following matters need to be addressed at a policy level:

   - The development of the verge, including soft (green) and hard landscaping.
   - Fire mitigation related to roadside vegetation.
4. The draft Street Tree and Streetscape Management Policy (the Policy) (refer Attachment 1) seeks to address all these issues holistically, recognising the Shire is committed to:

- The conservation and preservation of existing street trees;
- The protection of significant trees and remnant bushland on the roadside;
- The enhancement of streetscapes through street tree planting and landscaping of suitable species;
- The reduction of risk through pruning, canopy reduction, tree removal and verge treatments, as appropriate; and
- Vegetation care principles to aid health and resilience.

5. Subdivision and development has been identified as a significant risk area in relation to verge and street tree management with the widespread practice of mass clearing and removal of existing topsoil as part of subdivision works. This is further exacerbated with building practices which do not recognise the value of the verge and street trees, resulting in significant damage, requiring replanting and replacement.

6. Street trees are also under increasing ‘threat’ of removal or significant pruning works as a result of several factors, such as:

- The inconvenience around the removal of debris and vegetative materials (nuts, leaves and branches);
- The impact of shadowing on lawns and infrastructure (solar systems and satellite dishes);
- The perceived ‘threat’ of injury or damage; and
- Actual injury or damage to property.

**DETAILS**

7. The draft Policy provides a mechanism for the protection of the environmental value of the roadside and verge, whilst recognising the need to:

1. Take a proactive asset management approach to the management of street trees and streetscapes.
2. Recognise and manage budget limitations and ensure decisions reflect the principles of financial sustainability.
3. Achieve utility and infrastructure requirements.
5. Deliver broader ecological, social and aesthetic benefits to present and future generations.
6. Retain trees wherever possible; and
7. Remove street trees where:

   a. All or part of the tree is dead, suffering termite or other damage or is determined by the Shire or its arborist to be declining in health. In some cases, dead trees may provide habitat for local fauna and they will be assessed accordingly for possible retention.

   b. It is a cultivated street tree and is considered a hazard to residents, motorists or property.
c. The street tree was planted without approval from the Shire and is determined to be unsuitable in the area.
d. As part of the development approval process the tree is considered, by the Shire, appropriate to remove.
e. The tree causes reoccurring damage to public infrastructure.
f. The tree impacts sight lines, visibility and access.

STATUTORY AND LEGAL CONSIDERATIONS

8. The Local Government Act 1995 - Section 3.1 (1) General Function provides that the local government is to provide for the good government of persons in its district.

9. The Land Administration Act 1997 - Section 55 Property in and Management etc. of Roads provides that the local government within the district of which a road is situated has the care, control and management of the road. This includes verges and areas of roadside vegetation.

10. In accordance with the Shire’s civil insurance responsibilities, the current practice by insurers is to assess trees according to the following factors:

<table>
<thead>
<tr>
<th>Factor</th>
<th>Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the tree 'naturally occurring' or 'cultivated'?</td>
<td>If the tree is naturally occurring, then the claim is more likely to be rejected as the Shire had no role in its planting or maintenance and therefore has limited responsibility. If the tree is considered to be 'cultivated', then liability is assessed according to the reasons for the incident.</td>
</tr>
<tr>
<td>Has the tree undergone appropriate management?</td>
<td>If the pruning works is undertaken inappropriately, a tree can develop epicormic growth, resulting in new branches which may be more likely to fail in some species of street tree. For this reason, the shire and its contractors require works comply with Australian Standard AS4373 – 2007 Pruning of Amenity Trees.</td>
</tr>
<tr>
<td>Other factors</td>
<td>Trees are impacted by local conditions and events, including:  - Drought  - Excessive water  - Wind  - Storms  - Impact by vehicles  - Pest and disease  - Adjacent excavation, etc.  These factors are also assessed in relation to a claim and may change the level of responsibility.</td>
</tr>
</tbody>
</table>

11. Current practice by insurers is to assess verge areas according to the following factors:
## POLICY CONSIDERATIONS

12. This is a proposed new policy to address the management of Street Trees and Streetscapes across the Shire.

### COMMUNITY ENGAGEMENT REQUIREMENTS

13. Subject to Council endorsement, the draft Policy and Management Procedures will be advertised to the community for further comment and input.

14. Subject to Council endorsement, the draft Policy and Management Procedures will be referred to Kalamunda Environmental Advisory Committee for review and comment.

15. All comments will be reviewed and collated into a final draft for Council to consider.

### FINANCIAL CONSIDERATIONS

16. Current practices in relation to street trees and streetscapes is a combination of proactive maintenance and reactive activities.

<table>
<thead>
<tr>
<th>Factor</th>
<th>Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the verge area safe?</td>
<td>Safety is impacted by various elements such as:</td>
</tr>
<tr>
<td></td>
<td>• Steep grades.</td>
</tr>
<tr>
<td></td>
<td>• Sudden/unexpected changes in grade or level.</td>
</tr>
<tr>
<td></td>
<td>• Obstructions to movement and sight line, such as overhanging vegetation, structures or rocks.</td>
</tr>
<tr>
<td></td>
<td>• Light levels and shadowing.</td>
</tr>
<tr>
<td></td>
<td>• Excavations, openings or gaps in surfaces.</td>
</tr>
<tr>
<td></td>
<td>These elements are assessed in relation to a claim and may change the level of responsibility.</td>
</tr>
<tr>
<td>Have specific actions</td>
<td>Specific actions in relation to works and maintenance may cause an incident. Examples include:</td>
</tr>
<tr>
<td>caused injury or damage?</td>
<td>• Use of mechanical tools and equipment causing items to be projected in an uncontrolled manner.</td>
</tr>
<tr>
<td></td>
<td>• Damage to private assets or public infrastructure, such as damage to reticulation whilst excavating.</td>
</tr>
</tbody>
</table>
17. The management of the verge and maintenance of street trees is a significant budgetary activity, with budgets in 2015/16 of $503,000 and $1,211,000 respectively. These amounts can be broken down as follows:

- Verge Maintenance $475,854
- Streetscape works (planting and horticulture) $27,149
- Power Line Clearance $862,921
- General Street Tree Maintenance $347,771

**Total Annual** $1,713,695

18. The majority of reactive works are related to the following scenarios:

<table>
<thead>
<tr>
<th>Description</th>
<th>Commentary</th>
<th>Budget Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street trees depositing vegetative matter on the verge, footpath or private property</td>
<td>This is normal behaviour for a tree and should not be a reason for removal or pruning. Current practice is to reject requests for tree removal.</td>
<td>Additional (not programmed) tree works including removal as a result of this issue accounted for $21,000 of expenditure.</td>
</tr>
<tr>
<td>Street tree branches overhanging properties</td>
<td>Current practice is to undertake these works on behalf of the resident.</td>
<td>Estimated budget impact of $124,000.</td>
</tr>
<tr>
<td>Damage to driveways and fences</td>
<td>In most cases, these trees have been assessed as naturally occurring and claims are rejected. In these cases, removal and repairs would need to be fully funded from municipal funds</td>
<td>No claims were supported by the Shires insurer in this period, however the payments for rejected insurance claims totalled $1,500.</td>
</tr>
<tr>
<td>Perceived 'threat' of injury or damage.</td>
<td>The normal programmed maintenance cycles ensure that these issues are identified and managed, however specific complaints are dealt with reactively. An assessment is made of the tree and pruning works undertaken to remove dead branches or any identified at risk. Current practice is to reject tree removal.</td>
<td>The reactive works is estimated to have had a budgetary impact of $62,000.</td>
</tr>
<tr>
<td>Description</td>
<td>Commentary</td>
<td>Budget Impact</td>
</tr>
<tr>
<td>-------------</td>
<td>------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Actual (evidence based) damage to property.</td>
<td>An insurance claim is processed and tree works undertaken to remedy the issue. If the tree is assessed to be in declining health, removal may be required. Current practice is to limit work based on an assessment of the tree and its condition by professional staff or third party assessment.</td>
<td>Additional work undertaken is estimated to have had a budgetary impact of <strong>$20,000</strong> in 2015/16</td>
</tr>
<tr>
<td>Storm damage</td>
<td>This is variable and with the climate change impacts currently identified, will increase.</td>
<td><strong>$65,000</strong> across three events in 2015/16</td>
</tr>
<tr>
<td>Total (proportion of general street tree maintenance budget - $347,771)</td>
<td></td>
<td><strong>$293,500</strong> (84%)</td>
</tr>
</tbody>
</table>

**STRATEGIC COMMUNITY PLAN**

**Strategic Planning Alignment**

19. *Kalamunda Advancing: Strategic Community Plan to 2023*

OBJECTIVE 3.2 - To protect and enhance the Shire’s local bushland reserves, Local Natural Areas and biodiversity Conservation Areas.

- **Strategy 3.2.1** Implement and regularly review the Shires Biodiversity Strategy.

- **Strategy 3.2.2** Continue planting local provenance species in road reserves and wildlife corridors to maintain the biodiversity conservation values of the shire.

- **Strategy 3.2.4** Ensure appropriate environmental controls are implemented throughout and land development process and policies and guidelines are developed to assist in these processes.
SUSTAINABILITY

Social Implications

20. The development, protection and retention of an urban forest has been shown to provide significant social benefits such as:

- Maintaining comfortable temperatures in urban and suburban areas through shading.
- Protection of property and infrastructure by creating wind-breaks.
- Providing habitat and corridors for local fauna to inhabit and move safely in an urban/suburban environment.
- Provide increased health and wellbeing to the population and increasing amenity by providing green spaces in built up areas with increasing densities.

Economic Implications


Environmental Implications

22. The draft Policy provides a clear intent for the protection of trees and recognition and protection of the environmental values of streetscapes through the following Policy Statement:

The Shire recognises the significance of streetscapes and naturally occurring and planted trees as integral to the identity of the Shire and having an urban forest is shown to contribute to the health and wellbeing of the community.

23. The draft Policy is supported by four management procedures as per the following table:

<table>
<thead>
<tr>
<th>Management Procedure</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Tree Preservation Procedure (Attachment 2)</td>
<td>To provide a framework for the maintenance and removal of street trees recognising the importance of maintaining an urban forest for the health and wellbeing of the community and protection of the unique local biodiversity supported by roadside vegetation.</td>
</tr>
<tr>
<td>Streetscape Planting Procedure (Attachment 3)</td>
<td>To provide a framework for streetscape planting to permit the community to increase amenity and provide opportunities for increased pride in the local area through the appropriate planting of verges and roadsides.</td>
</tr>
<tr>
<td>Verge Development Procedure (Attachment 4)</td>
<td>To provide a framework for the development of the verge to provide increased amenity and functionality, whilst protecting the community from practices that can harm the local environment, public infrastructure or have negative amenity outcomes.</td>
</tr>
<tr>
<td>Roadside Fire Mitigation Procedure (Attachment 5)</td>
<td>To provide a framework for the mitigation of fire risks and hazards on the roadside through appropriate management practices to reduce fuel loads and provide safe means of escape in emergency situations.</td>
</tr>
</tbody>
</table>
RISK MANAGEMENT CONSIDERATIONS

24.

<table>
<thead>
<tr>
<th>Risk</th>
<th>Likelihood</th>
<th>Consequence</th>
<th>Rating</th>
<th>Action/ Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Without a Policy there will be continuing issues around the management of the streetscape and trees on the road reserve. Current budget impact of $220,000 per annum.</td>
<td>Possible</td>
<td>Minor</td>
<td>Medium</td>
<td>Endorse a policy to provide guidance and direction to staff to support consistent quality operational decisions</td>
</tr>
<tr>
<td>The Policy does not adequately protect street trees and streetscape environment</td>
<td>Possible</td>
<td>Minor</td>
<td>Medium</td>
<td>Ensure that the policy balances the need to protect the environmental value of street trees and streetscapes, whilst recognising the need to undertake selected removal or maintenance to manage the statutory and legal responsibilities.</td>
</tr>
</tbody>
</table>

OFFICER COMMENT

25. The Shire has care and management of the road reserve, including the verge and this includes any vegetation within that area.

26. The lack of policy impacts on the ability to make consistent decisions when specific issues are raised. This has resulted in variable outcomes across the Shire.

27. The current budget impact is significant at 84% of the general tree maintenance budget, with nearly half of this impact related to managing trees dropping debris or overhanging branches. The remaining balance is allocated to the maintenance of sight lines, obstructions and roadside clearances.

28. The draft Street Tree and Streetscape Management Policy would form part of a future Urban Forest Protection Policy, which would include private property.
Cr Tracy Destree sought clarification that this is in relation to street trees and street scape, will there be further policies or information coming forward from the Shire in relation to trees that are not on the verge or not on the street scape?

The Director Asset Services responded that we have tackled the verges mainly because they are the ones causing the most issues so we thought we would go through this process get a policy on verges, go through the Community go through the Environment Advisory Committee get a tick off for this and the next stage would then be having a look at our own reserves. Long-term we would look at private property but that might be done through our Development Services Directorate.

Cr Dylan O'Connor clarified that in the management procedure where it refers to the “Shire may apply a tree protection bond to ensure care and protection of any tree determined for retention” would this take place at the building application process and who would determine whether a barrier needs to be installed?

The Director Development Services clarified that the building permit process is not the correct place to apply a tree protection bond, however, the planning application process is the more suitable statutory mechanism to require that. Once these Policies are adopted we will then be looking at what conditions a planning approval will be able to include that will not just help with the bonds but also tree protection barriers, planting and replacing trees to specifications.

Cr Tracy Destree stated that the policies and procedures refer to reasons why not a tree will be removed or pruned and I just wondered whether some further consideration could be given to the principles of why they should be protected and a good example I think is we have talked about heritage value in the past but also habitat, and I don’t see a lot of reference to that certainty throughout all of the policies and procedures that are before us. Is that something that can be considered before it is made public?

The Director Asset Services responded that it is something maybe we could have a look at next week before it comes to the Ordinary Council Meeting (OCM). The Director Asset Services asked Cr Tracy Destree if she could send him an email with the information then he can discuss it with his staff and if we need to modify this before OCM we can certainly do it. The Director advised we have taken on board some of the comments that have come out of the briefing session last Monday night and they have been included the procedures and the policies so we are more than happy to get that feedback now rather than wait for the next report to Council.
Voting Requirements: Simple Majority

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 52/2016)

That Council:

1. Endorses the draft Street Tree and Streetscape Management Policy for referral to the Kalamunda Environmental Advisory Committee and advertising for 21 days to enable community feedback.

2. Notes the four draft Management Procedures:
   - Street Tree Preservation – Management Procedure;
   - Streetscape Planting - Management Procedure;
   - Verge Development - Management Procedure; and
   - Roadside Fire Mitigation – Management Procedure.

3. Notes that a further report will be provided to Council incorporating the outcomes of the Kalamunda Environmental Advisory Committee review and community input.

Moved: Cr John Giardina

Seconded: Cr Sue Bilich

Vote: CARRIED UNANIMOUSLY (11/0)
Attachment 1
Draft Street Tree and Streetscape Management Policy
Street Tree and Streetscape Management Policy (Draft)

<table>
<thead>
<tr>
<th>Management Procedure</th>
<th>Relevant Delegation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Tree Preservation Procedure (Draft)</td>
<td></td>
</tr>
<tr>
<td>Streetscape Planting Procedure (Draft)</td>
<td></td>
</tr>
<tr>
<td>Verge Development Procedure (Draft)</td>
<td></td>
</tr>
<tr>
<td>Roadside Fire Mitigation Procedure (Draft)</td>
<td></td>
</tr>
</tbody>
</table>

Purpose

To provide a framework for the provision, maintenance and removal of street trees and development of streetscapes to meet the needs and expectations of the Shire of Kalamunda (Shire) and community which is consistent with the Shire’s strategic objectives and operational requirements.

Application

This Policy does not apply to trees or landscaping on private property or on Shire reserves or land under the care or management of Federal or State Government instrumentalities.

Policy Statement

The Shire recognises the significance of streetscapes and naturally occurring and planted trees as integral to the identity of the Shire and having an urban forest is shown to contribute to the health and wellbeing of the community.

The Shire is committed to:

- The conservation and preservation of existing street trees.
- The protection of significant trees and remnant bushland on the roadside.
- The enhancement of streetscapes through street tree planting and landscaping with suitable species.
- The reduction of risk through pruning, canopy reduction, tree removal and verge treatments, as appropriate.
- Vegetation care principles to aid health and resilience.
In achieving these principles, the Shire will:

1. Take a proactive asset management approach to the management of street trees and streetscapes.
2. Recognise and manage budget limitations and ensure decisions reflect the principles of financial sustainability.
3. Achieve utility and infrastructure requirements.
5. Deliver broader ecological, social and aesthetic benefits to present and future generations.
6. Retain trees wherever possible.
7. Remove street trees where:
   a. All or part of the tree is dead, suffering termite or other damage or is determined by the Shire or its arborist to be declining in health. In some cases, dead trees may provide habitat for local fauna and will be assessed accordingly for possible retention.
   b. It is a cultivated street tree and is considered a hazard to residents, motorists or property.
   c. The street tree was planted without approval from the Shire and is determined to be unsuitable in the area.
   d. As part of the development approval process the tree is considered, by the Shire, appropriate to remove.
   e. The tree causes reoccurring damage to public infrastructure.
   f. The tree impacts sight lines, visibility and access.

The implementation of this policy reinforces the strategic priorities as set out in the Kalamunda Advancing: Strategic Community Plan to 2023.

<table>
<thead>
<tr>
<th>Related Local Law</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Related Policies</td>
<td></td>
</tr>
<tr>
<td>Related Budget Schedule</td>
<td></td>
</tr>
<tr>
<td>Legislation</td>
<td></td>
</tr>
<tr>
<td>Conditions</td>
<td></td>
</tr>
<tr>
<td>Authority</td>
<td></td>
</tr>
<tr>
<td>Adopted</td>
<td>Next Review Date</td>
</tr>
</tbody>
</table>
Attachment 2
Draft Street Tree and Streetscape Management Policy
Street Tree Preservation – Management Procedure (Draft)

[#TBA] Street Tree Preservation – Management Procedure (Draft)

<table>
<thead>
<tr>
<th>Relevant Council Policy</th>
<th>Relevant Delegation</th>
</tr>
</thead>
<tbody>
<tr>
<td>[#TBA] Street Tree and Streetscape Policy (Draft)</td>
<td></td>
</tr>
</tbody>
</table>

Purpose
To provide a framework for the maintenance and removal of street trees recognising the importance of maintaining an urban forest for the health and wellbeing of the community and protection of the unique local biodiversity supported by roadside vegetation.

Application
This Procedure does not apply to trees or landscaping on private property or on Shire reserves or land under the care or management of Federal or State Government instrumentalities.

Glossary and Definitions

Cultivated Street Tree – a street tree that has been selectively planted.

Debris – accumulation of vegetative materials such as leaves, nuts and bark.

Development application – relates to sub-division, crossovers and / or building development.

Naturally-Occurring Street Tree – a street tree that meets the following criteria:
- an endemic species in that locality.
- appears to have grown randomly and not part of a planting program.
- no record of significant human intervention.

Pruning – living and dead material above and below ground.

Significant tree – Any tree that has heritage, cultural, social or environmental value as recorded within the Shire’s street tree register.

Streetscape – the combination of hard and soft landscaping of the verge.

Street tree – Any tree that has more than 50% of the base located within a verge/road reserve.

Tree – Any plant over 1.5m in height, normally of a single stem.
Verge – the section of road reserve between private property and the road kerb or edge of the road pavement.

Detail

Tree Maintenance

All street tree maintenance work shall be authorised by the Shire and undertaken by suitably qualified Shire staff or approved Contractor in accordance with AS 4373 – 2007 Pruning of Amenity Trees.

This includes, but is not limited to, pruning, canopy reduction, under pruning, power line clearances, tree removal, pest and disease treatment

Where legislation permits, other authorities or instrumentalities are authorised to undertake work in accordance with the requirements of those acts and regulations.

Where branches overhang private property, authority may be given to property owners or tenants to prune branches at the boundary and leave any pruned material on the verge for collection, subject to the following:

- Work must be in accordance with AS 4373 – 2007 Pruning of Amenity Trees.
- Pruned materials must be stacked neatly in an area no greater than 1.5m wide x 1.5m deep x 1.0m high.
- Pruned materials must not obstruct footpaths, roads, drains or impact on other infrastructure.
- Notification to the Shire prior to the material being placed on the verge.

Power Line Clearances

Street trees located under power lines will be pruned to comply with Western Power clearance zones by a contractor suitable qualified and certified to undertake work adjacent to power lines.
Street Tree Removal

The following reasons for street tree removal are **not considered acceptable:**

- Damage to private infrastructure from a naturally-occurring street tree in good health.
- The species is considered unpopular.
- The street tree is alleged to cause allergic reactions or health issues*.
- The street tree attracts undesirable fauna.
- To reduce leaf or flower litter or other debris that trees may seasonally shed.
- Record of previous limb drop from a tree identified as a healthy specimen.
- To enhance views or for aesthetic reasons.
- The tree overshadows private gardens/lawns, solar energy panels, solar hot water systems, satellite dishes.

  * The Shire may consider removal on a case-by-case basis subject to the implementation of other reasonable solutions to resolve issues. Where removal is approved, the applicant will need to contribute the reasonable cost of removal and replacement of the street tree.

Unauthorised street tree removal or pruning may result in prosecution under regulation 5 of the of the **Local Government (Uniform Local Provisions) Regulations 1996.**

Street trees may be pruned or removed if:

- The street tree or part of it is dead, suffering termite or other damage or is determined by the Shire or its arborist to be declining in health. Dead street trees may provide habitat for the local fauna and will be assessed accordingly for retention.
- A cultivated street tree is considered a hazard to residents, motorists or property.
- Approval from the Shire was not sought before the street tree was planted and is determined to be inappropriate in the area.
- In the Development Approval stage the Shire considers remedial street tree works is necessary.
- Re-occurring damage to infrastructure.
- Sight lines and access need to be maintained.

The Shire may obtain an independent report from a qualified Arboriculturalist for specific assessment if deemed necessary.

**Unauthorised Street Tree Removal**

If a street tree has been removed without Shire authority, a minimum of one replacement street tree will be planted on the verge of the property during the following planting season.

Where sufficient space is available on the verge, an additional replacement tree may be planted if agreed to by the property owner. If there is insufficient space, then the property owner will be required to pay for the 100 litre replacement tree to be planted elsewhere within the Shire.

Costs associated with the planting and maintenance thereafter for a period of two years will be borne by the owner.
Protection and Planting of Street Trees in Developments

Any trees authorised for removal as part of a development application or pending application will require the applicant to fund the cost of the tree removal and two replacement trees on the verge of the property during the following planting season.

Where there is inadequate space to plant two replacement trees due to verge size restrictions, offset planting of the tree/s will be added to the winter planting program and planted elsewhere within the Shire.

Prior to and during development site works, trees to be retained are to be protected with barrier mesh. The mesh is to be positioned 2 metres from the base of the tree encompassing the circumference.

If a tree is damaged during development works then any pruning, removal and/or replacement costs are at the expense of the applicant.

The Shire may apply a tree protection bond to ensure care and protection of any tree determined for retention.
Attachment 3
Draft Street Tree and Streetscape Management Policy
Streetscape Planting – Management Procedure (Draft)

[#TBA] Streetscape Planting – Management Procedure (Draft)

<table>
<thead>
<tr>
<th>Relevant Council Policy</th>
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</tr>
</thead>
<tbody>
<tr>
<td>[#TBA] Street Tree and Streetscape Policy (Draft)</td>
<td></td>
</tr>
</tbody>
</table>

Purpose
To provide a framework for streetscape planting to permit the community to increase amenity and provide opportunities for increased pride in the local area through the appropriate planting of verges and roadsides.

Application
This Procedure applies to street verges under the care, control and management of the Shire.

Glossary and Definitions
Pruning – Living and dead material above and below ground.

Significant tree – Any tree that has heritage, cultural, social or environmental value as recorded within the Shires street tree register.

Streetscape – The combination of hard and soft landscaping of the verge.

Street tree – Any tree that has more than 50% of the base located within a verge/road reserve.

Tree – Any plant over 1.5m in height, normally of a single stem.

Verge – The section of road reserve between private property and the road kerb or edge of the road pavement.

Detail

<table>
<thead>
<tr>
<th>Item</th>
<th>Shire Responsibility</th>
<th>Community Involvement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Tree Selection</td>
<td>The Shire will develop streetscape master plans and nominate the preferred species for all tree planting.</td>
<td>Residents are encouraged to plant trees on their verges if the species is approved by the Shire.</td>
</tr>
<tr>
<td></td>
<td>The Shire will maintain a street tree planting programme with reference to the street tree database and customer requests.</td>
<td></td>
</tr>
<tr>
<td>Street Tree Location</td>
<td>• All tree planting will follow sight lines and services clearances as stated in Main Roads and Austroads Standards, Utility Providers Code of Practice and Management Procedures.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Trees will be planted on the existing alignment where practicable, and centrally aligned between property boundaries. The property owner can negotiate with the Shire as to the final location of the tree.</td>
<td></td>
</tr>
</tbody>
</table>
### Street Tree Size

<table>
<thead>
<tr>
<th>Item</th>
<th>Shire Responsibility</th>
<th>Community Involvement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Tree Planting</td>
<td>Street trees are to be planted during the winter months.</td>
<td>Street trees are to be planted during the winter months. Residents are encouraged to plant trees on their verges as part of regular community planting programs supported by the Shire. Residents are encouraged to design and implement their own verge improvements if the proposal is approved by the Shire.</td>
</tr>
<tr>
<td></td>
<td>The Shire is responsible for the planting of trees as part of the normal Shire program of streetscape improvement.</td>
<td></td>
</tr>
<tr>
<td>Hard Landscaping and Structures</td>
<td>The Shire will provide formed footpaths and kerb.</td>
<td>Residents are encouraged to design and implement their own verge improvements if the proposal is approved by the Shire. Residents are encouraged to implement environmentally sensitive principles in the design philosophy, including: Waterwise plants. Local and endemic species. Plantings that have low requirements for artificial or additional fertilisers. Mulching. The following will NOT be approved: Artificial lawn. Structures (including retaining walls, except as part of an approved fence). Treatments such as gravel and paving which aids parking. Treatments that are slippery and promote trips, slips or falls. Treatments or plants that have sharp spines or edges; may be toxic to animals or humans; have been known to cause damage to infrastructure or otherwise increase risk to the general public. Treatments or plants that will impact on visibility for motorists and/or pedestrians. Species that may become a weed. Plants or planting design that will increase fuel loads in fire risk areas. Treatments that significantly increase the water needs.</td>
</tr>
</tbody>
</table>

### Reticulation

<table>
<thead>
<tr>
<th>Item</th>
<th>Shire Responsibility</th>
<th>Community Involvement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reticulation</td>
<td>The Shire may install reticulation in the verge to meet its own operational needs. In these circumstances, residents are not to interfere with the installation.</td>
<td>Residents may install reticulation in the verge. Any maintenance or repairs to the reticulation is the full responsibility of the resident.</td>
</tr>
<tr>
<td>Street Tree Preservation</td>
<td>Please refer to the “Street Tree Preservation Management Procedures”.</td>
<td></td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Establishment Period</td>
<td>Newly planted street trees will require a two year establishment period from the time of planting. Residents are encouraged to water street trees during this period. Residents are also encouraged to undertake regular weeding during this period.</td>
<td></td>
</tr>
<tr>
<td>Unauthorised Street Tree Planting</td>
<td>Inappropriate species, such as weed species or tall growing species under power lines, will be removed. Trees located in such a way to obstruct road sight clearances or property access may be pruned, removed or otherwise maintained, as appropriate.</td>
<td></td>
</tr>
</tbody>
</table>
Attachment 4
Draft Street Tree and Streetscape Management Policy
Verge Development – Management Procedure (Draft)

[#TBA] Verge Development – Management Procedure (Draft)

<table>
<thead>
<tr>
<th>Relevant Council Policy</th>
<th>Relevant Delegation</th>
</tr>
</thead>
<tbody>
<tr>
<td>[TBA] Street Tree and Streetscape Policy (Draft)</td>
<td></td>
</tr>
</tbody>
</table>

Purpose
To provide a framework for the development of the verge to provide increased amenity and functionality, whilst protecting the community from practices that can harm the local environment, public infrastructure or have negative amenity outcomes.

Application
This Procedure applies to street verges under the care, control and management of the Shire.

Glossary and Definitions
Artificial Turf – a synthetic product designed to provide an alternative to grass turf. Artificial turf has been shown to:
- Harbour high levels of bacteria.
- Increase heat generation.
- Impact on stormwater infiltration into groundwater.
- Release hydrocarbons into the soil profile.

Streetscape – The combination of hard and soft landscaping of the verge.

Street tree – Any tree that has more than 50% of the base located within a verge/road reserve.

Tree – Any plant over 1.5m in height, normally of a single stem.

Verge – The section of road reserve between private property and the road kerb or edge of the road pavement.

Detail

<table>
<thead>
<tr>
<th>Item</th>
<th>Shire Responsibility</th>
<th>Community Involvement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Tree Preservation</td>
<td>Please refer to the “Street Tree Preservation Management Procedures”</td>
<td>Residents are required to maintain their verges, including water, fertilising planting, debris and weed control and/or removal.</td>
</tr>
<tr>
<td>Street Trees Maintenance</td>
<td>The Shire is responsible for all maintenance on street trees.</td>
<td></td>
</tr>
<tr>
<td>Landscaped verges</td>
<td>The Shire may undertake basic brush cutting and mowing as part of the normal verge maintenance program.</td>
<td>Residents are required to regularly maintain their lawns, including water, fertilising weed control and/or removal and mowing.</td>
</tr>
<tr>
<td>Turf (excluding artificial Turf)</td>
<td></td>
<td>Residents are required to regularly maintain their verge, including weed control and/or removal and clearing.</td>
</tr>
<tr>
<td>Item</td>
<td>Shire Responsibility</td>
<td>Community Involvement</td>
</tr>
<tr>
<td>------------------------------</td>
<td>---------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Unformed and gravel verges</td>
<td>The Shire will undertake basic mowing and/or brush cutting as part of the normal verge maintenance program. The Shire may undertake weed spraying as required.</td>
<td>Residents are required to regularly maintain their verge, including weed removal. Where gravel is found to regularly spread onto footpaths or the road, the Shire may require the resident to undertake additional treatments to prevent further occurrence.</td>
</tr>
<tr>
<td>Utility or Third Party Works</td>
<td>From time to time, utilities and third parties are permitted to undertake work on the verge. This work is generally permitted under separate legislation. If damage occurs, the resident should, in the first instance, contact and negotiate any repairs directly with the responsible authority. If the matter remains outstanding, the resident should utilise the standard complaint process for the responsible authority.</td>
<td></td>
</tr>
<tr>
<td>Fire Mitigation</td>
<td>The Shire is responsible for fire mitigation works on the verge.</td>
<td>Residents are encouraged to undertake mechanical removal and chemical treatment of their verges to assist in the protection of their properties and neighbourhood. Please refer to “Roadside Fire Mitigation Management Procedures”</td>
</tr>
<tr>
<td>Storage of materials on verge</td>
<td>The Shire does not support the long term storage or stockpile of materials on verges. The Shire may request the resident removes such materials as they detract from the streetscape and hinder maintenance.</td>
<td>Upon completion of works inside a property or on a verge and as initiated by the resident, all materials must be removed and the site levelled.</td>
</tr>
</tbody>
</table>
Attachment 5
Draft Street Tree and Streetscape Management Policy
Roadside Fire Mitigation – Management Procedure (Draft)

[#TBA] Roadside Fire Mitigation – Management Procedure (Draft)

<table>
<thead>
<tr>
<th>Relevant Council Policy</th>
<th>Relevant Delegation</th>
</tr>
</thead>
<tbody>
<tr>
<td>[#TBA] Street Tree and Streetscape Policy (Draft)</td>
<td></td>
</tr>
</tbody>
</table>

Purpose
To provide a framework for the mitigation of fire risks and hazards on the roadside through appropriate management practices to reduce fuel loads and provide safe means of escape in emergency situations.

Application
This Procedure applies to street verges under the care, control and management of the Shire.

Glossary and Definitions

Cultivated Street Tree – A street tree that has been selectively planted.

Debris – Accumulation of vegetative materials such as leaves, nuts and bark.

Development application – Relates to sub-division, crossovers and / or building.

Fire Mitigation – A combination of mechanical removal, chemical treatment and the burning of living and dead vegetative material to reduce fuel loads.

Naturally-Occurring Street Tree – A street tree that meets the following criteria:
- An endemic species in that locality.
- Appears to have grown randomly and not part of a planting program.
- No record of significant human intervention.

Pruning – Living and dead material above and below ground.

Significant tree – Any tree that has heritage, cultural, social or environmental value as recorded within the Shires street tree register.

Streetscape – The combination of hard and soft landscaping of the verge.

Street tree – Any tree that has more than 50% of the base located within a verge/road reserve.

Tree – Any plant over 1.5m in height, normally of a single stem.

Verge – the section of road reserve between private property and the road kerb or edge of the road pavement.
### Detail

<table>
<thead>
<tr>
<th>Item</th>
<th>Shire Responsibility</th>
</tr>
</thead>
</table>
| Street Tree Preservation    | Please refer to the "Street Tree Preservation - Management Procedure".  
  - The verge provides a range of benefits including:  
    - Aesthetic value to the community.  
    - Habitat for flora and fauna.  
    - Wildlife corridors.  
    - A barrier to traffic.  
    - Wind and heat reduction.  
  - These positive benefits need to be balanced against the need to minimise risk to life and property from fire.  
  - It is acknowledged that the majority of the Shire is considered a fire risk area. |

| Matters that need to be addressed | The following factors will be considered when prioritising fire mitigation works on the verge.  
  - Traffic volumes and thoroughfares.  
  - Provision of buffer zones adjacent to the carriageway.  
  - Whether properties have an alternative means of escape.  
  - Environmental values of the roadside.  
  - Local environmental conditions such as topography, vegetation type and structure.  
  - Distance to high priority areas such as evacuation centres and emergency assets (dams and water tanks).  
  - Distance to major community infrastructure. |

| Prioritisation of Fire Mitigation on verges | The range of treatments are varied and have different benefits and costs. In general terms the selection of a fire mitigation treatment should be in the following order, however this will depend on the local conditions:  
  2. Chemical treatments – limits the growth and spread of vegetation. Most useful for the maintenance of fire breaks and ongoing treatment of recently burnt areas.  
  3. Burning – using cool or hot fires as appropriate to burn in a controlled manner. |

| Hierarchy of Control | The methodology of treatment below is to balance the competing demands of maintaining environmental values while managing fuel loads. Fire mitigation methods should occur in the following order:  
  1. The removal or maintenance of weed species.  
  2. Removal or maintenance of dead materials and debris.  
  3. The removal or maintenance of non-endemic species.  
  4. The removal or maintenance of middle layer vegetation. |
<table>
<thead>
<tr>
<th>Fire Mitigation</th>
<th>Shire Responsibility</th>
<th>Community Involvement</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The Shire is responsible for fire mitigation works on the verge.</td>
<td>Residents are encouraged to undertake mechanical removal and chemical treatment of</td>
</tr>
<tr>
<td></td>
<td>The Shire will develop and implement an ongoing program of fire mitigation works</td>
<td>their verges to assist in the protection of their properties. This should be</td>
</tr>
<tr>
<td></td>
<td>across the Shire.</td>
<td>undertaken with the approval of the Shire to ensure that environmental and</td>
</tr>
<tr>
<td></td>
<td>The Shire will encourage and assist the community to minimise fire risks.</td>
<td>aesthetic values are not compromised.</td>
</tr>
<tr>
<td></td>
<td>Where appropriate, the Shire will undertake fuel reduction on the verge in</td>
<td>Residents will NOT be permitted to undertake burns on the verge.</td>
</tr>
<tr>
<td></td>
<td>conjunction with work on adjacent reserves.</td>
<td></td>
</tr>
<tr>
<td>Community</td>
<td>The Shire’s Fire Mitigation activities are undertaken with the assistance of a</td>
<td></td>
</tr>
<tr>
<td>Assistance with</td>
<td>number of community and volunteer groups. This includes the Volunteer Bush Fire</td>
<td></td>
</tr>
<tr>
<td>Fire Mitigation</td>
<td>Brigade and the volunteer Fire and Rescue Service.</td>
<td></td>
</tr>
<tr>
<td>Actions</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>