

TREE MAINTENANCE & REMOVAL POLICY

Every effort should be made to retain trees. Removal should be safety driven.

TEC work to the following criteria when responding to tree complaints or removing trees:-

1. Location of tree determines whom has responsibility i.e. land owner or lead service if council
2. Visit site, access works & then decide what is needed. No works inform customer/complainant of your decision.
3. If works required, refer to procurement contracts. Tree surgery: <http://ntintra1/fin/purchasing/Contracts/tree-surgery.htm> or Tree Surveys: <http://ntintra1/fin/purchasing/Contracts/tree-survey.htm>
4. Tree is dangerous or diseased - **Remove**
5. Tree is causing damage to buildings or footpaths - **Remove**
6. Tree is so close to housing as to cause loss of amenity (cannot open house window for example). Crown lift or Prune. Felling if tree would become top heavy due to removal of lower limbs. **Essential work only**
7. Blocked pavement or obscured street lighting. **Essential work only**
8. Sightlines - Safety issue so arrange **Essential work only**
9. Cannot obtain TV or Satellite Signals - not council issue - **no action.**
10. Interfering with Hydro or phone cables - not council issue - **no action.**
11. Blocking light - trees are not removed trees to improve light - **No action**
12. Mature tree or under preservation order - **contact Principal Officer (Land)**
13. Multiple Trees - consult with Local Member, Community Council & contact - **contact Principal Officer (Land)**

Trees on Housing Land:

TEC Contract Supervisor undertakes site assessment and / or instructs works based on framework agreement.

- ✚ Tree surgery: <http://ntintra1/fin/purchasing/Contracts/tree-surgery.htm>
- ✚ Tree Surveys: <http://ntintra1/fin/purchasing/Contracts/tree-survey.htm>

Trees on TECS Ground (Road Verges - Rural):

Responsibility as noted below

Trees on TECS Ground (Road Verges - Urban):	Pass to CWO
Trees on TECS Ground (Other than road verges - e.g. play areas etc.):	Pass to CWO
Trees on Private Ground overhanging adopted roads: Technical Team	Pass to TECS

Trees on Education Land:

No TEC or Housing Involvement

Preliminary Check List for Tree Enquiries

Site Address or location

Date

Inspector

		Indication			Consider
		Survey	Action	Referral	
Danger		Does the tree appear to have an obvious danger?			
NO	YES				
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- Urgent action
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- Urgent action
<input type="checkbox"/>	<input type="checkbox"/>	(S)			}
<input type="checkbox"/>	<input type="checkbox"/>	(S)			
<input type="checkbox"/>	<input type="checkbox"/>	(S)			} consider survey and act accordingly
<input type="checkbox"/>	<input type="checkbox"/>	(S)			
<input type="checkbox"/>	<input type="checkbox"/>	(S)			}
<input type="checkbox"/>	<input type="checkbox"/>	(S)			
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- Urgent action with electricity board
<input type="checkbox"/>	<input type="checkbox"/>			(R)	<i>May mean removal; sometimes remedial pruning will be adequate. List for re-inspection.</i>
Health		Is tree manifesting a health issue?			
NO	YES				
<input type="checkbox"/>	<input type="checkbox"/>	(S)			} Dependent on survey or obvious } signs of
<input type="checkbox"/>	<input type="checkbox"/>	(S)			
<input type="checkbox"/>	<input type="checkbox"/>	(S)			} senescence
<input type="checkbox"/>	<input type="checkbox"/>	(S)			
<input type="checkbox"/>	<input type="checkbox"/>			(R)	- extent and severity?
<input type="checkbox"/>	<input type="checkbox"/>			(R)	- Usually recovers by next year (take sample)
<input type="checkbox"/>	<input type="checkbox"/>			(R)	- Check following year
<input type="checkbox"/>	<input type="checkbox"/>			(R)	<i>May need removal in some instances or programmed pruning (3Ds) in others and leaving alone and check in 12 months for rest</i>
Damage		Are surrounding structures or services being affected?			
NO	YES				
<input type="checkbox"/>	<input type="checkbox"/>		(A)	(R)	- planned removal or remedial groundwork
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- pruning or crown reduction
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- Service provider responsibility - poss. pruning
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- planned removal
<input type="checkbox"/>	<input type="checkbox"/>			(R)	- review at fixed date
<input type="checkbox"/>	<input type="checkbox"/>			(R)	<i>Pruning usually; immediate or programmed, planned removal in some cases.</i>
Nuisance		Could an element of the Tree cause annoyance?			
NO	YES				
<input type="checkbox"/>	<input type="checkbox"/>		(A)		-pruning for clearance
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- crown lifting
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- crown thinning
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- Service supplier responsible - poss. crown thinning
<input type="checkbox"/>	<input type="checkbox"/>		(A)		- crown thinning and lifting
<input type="checkbox"/>	<input type="checkbox"/>			(R)	- planned removal
<input type="checkbox"/>	<input type="checkbox"/>			(R)	<i>Pruning usually; immediate or programmed, rarely removal.</i>

Notes Include; species where known, approximate size (height & width), GBH (Girth at Breast Height), observations and proposed next step.

Tree as a Protection Layer

No TEC or Housing involvement