

Appendix 7

Consultation Protocol

TREE WORK OPERATIONS Tree Work Operations are described as follows:

Major Tree Work Operations

These operations are classified as any work that alters the appearance of a tree significantly. These works may include:

- felling of any live tree over 20cm diameter at 1.5m from ground level.
- transplanting a tree that, prior to transplantation, does not require the support of a stake or underground guying system.
- major crown reduction - in excess of 30% of the canopy.
- pollarding, if the tree has not been pollarded before, or has not been pollarded within the last 10 years.
- coppicing, if the tree has not been coppiced before, or has not been coppiced within the last 20 years.
- schedule of minor works that would have a significant cumulative impact on a landscape character or habitat.

Minor Tree Work Operations

These procedures are good management practice and are carried out in accordance with BS 3998:2010 'Tree work-Recommendations'. Some of the operations are undertaken on a regular, cyclical basis. The work should have no adverse impact upon the health of the tree, or significantly change its appearance, such that the amenity of the tree, or the townscape, is diminished. This work includes the following operations:

- Felling of dead trees.
- Felling of dying or diseased trees, where 40% of the canopy has died and no recovery is possible.
- Felling of newly planted trees that had been damaged, vandalised, diseased, dead or dying.
- Pollarding, when the tree is under a regular management regime.
- Coppicing, when the tree is under a regular management regime.
- Formative pruning of young trees to promote a well developed canopy.
- Cleaning out the canopy. This operation includes the removal of dead wood, diseased or dying branches and snags, which may harbour pests and diseases. It also includes the removal of crossing branches, unwanted climbing plants and objects.
- Crown lifting is a procedure which removes the lower branches from the main stem, or branch system, up to a specified height above ground. It is usually carried out to provide sufficient headroom

for pedestrians, cyclists and vehicles to pass under the canopy, or to allow light to reach surrounding plants and buildings.

- Crown thinning is an operation carried out to reduce the density of foliage. This may help to make the tree safer by reducing wind resistance, giving a more balanced weight distribution and removing unsafe branches. It stimulates good growth by admitting more light and air to the crown and encourages good branch development in young trees. Thinning may also be carried out to allow light into buildings.
- The following pruning operations:
 - The removal, or shortening, of branches which are interfering with overhead public utility wires and lamp heads.
 - The removal, or shortening, of branches which would, in time, become excessively long and heavy.
 - Shortening branches so as to manage excessive end weight.
 - Removing, or shortening, branches which are weakly attached, dead, detached but hanging, cracked, seriously decayed or a hazard.
 - Balancing the crowns of storm-damaged trees.
 - Crown reduction and crown thinning to reduce the lever arm or the sail area of hazardous trees.
 - Root pruning to abate minor structural damage, or a trip hazard.

TREE MANAGEMENT PROCEDURES Tree Management Procedures fall within four categories which are described as follows:

Proactive Works: These are the subject of planned management surveys. These surveys are usually undertaken on a cyclical basis. In some circumstances, the client service may request a survey to be undertaken of a tree(s) on land for which it is responsible. Works set out in the schedules may include tree work operations of a major and minor nature.

Reactive Works This is reactive work. It is usually scheduled in response to enquiries or notifications to the Council, but may also include work identified as part of an unscheduled inspection. Works may include operations of a major and minor nature.

Emergency Works. These works are required to make a tree safe without delay. Under the Framework Agreement the contractor appointed to deal with such work shall be available 24 hours a day, 365 days a year, and is required to respond to a call out immediately. Occasionally, an event may occur whereby a tree does not present a hazard, but the situation, or circumstance, requires an immediate solution which can only be resolved by pruning or felling. These works may include operations of a major and minor nature.

Urgent Works. These works are required to rectify a hazard and, in accordance with the Framework Agreement, must be undertaken within 7 or less working days. These works may include operations of a major and minor nature.

CONSULTATION PROCESS FOR TREE WORK OPERATIONS

Major Tree Work Operations Consultation will take place in advance of any works being undertaken. The consultation will comprise the following:

1. Relevant Parish and Ward Councillors shall be advised of Major tree work operations that are programmed 14 day in advance of the works.
2. The works will be advertised on the Council's website.
3. Notices shall be posted on trees stating the nature of the proposals, a brief explanation for the reasons for undertaking the work.

Minor Tree Work Operations Consultation –no formal consultation will take place in advance of the works other than relevant Ward and Parish Council's being notified of the pro-active works commencing in their area.

Emergency Works Consultation - No consultation will be undertaken

Urgent Works Consultation - No consultation will be undertaken.

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