



## Tree protection in the City of Melbourne

### Information for developers and builders undertaking demolition and construction works near council trees

All development works near public trees must abide by the protection and retention requirements outlined below, in accordance with Council's Tree Retention and Removal Policy, 2012.

#### Tree Protection Management Plans

1. A Tree Protection Management Plan (TPMP) is required where any demolition or construction activity encroaches a Tree Protection Zone (TPZ) as described in the Australian Standard AS 4970-2009 Protection of Trees on Development Sites or; has the potential to impact on the viability of any Council tree due to any of the following:
  - 1.1. Demolition
  - 1.2. Installation of hoarding and gantry
  - 1.3. Building and construction
  - 1.4. Loading zones and crane lifting/hoisting
  - 1.5. Traffic management
  - 1.6. Other activities associated with construction including the placement of skips, crane bases, travel towers, scissor-lifts, cherry pickers, plant, site sheds, concrete pumps and alimaks. reinstatement of footpaths or nature strips
2. The TPMP must be developed in accordance with AS 4970-2009 and follow the layout of Section 5 (i.e. General, Tree Protection Plan, Pre-construction, Construction stage and Post Construction). This must be prepared by a certified project arborist (minimum Australian Qualification Framework Level 5 and/or equivalent experience).

#### The TPMP must contain:

- 2.1. A clear photograph of each tree.
- 2.2. The general condition and overview of each tree (e.g. Species, Health, Structure, Useful Life Expectancy (ULE), Height, Width (north-south & east-west) Diameter at Breast Height (DBH)).
- 2.3. Any specific damage/faults evident within the tree prior to demolition or construction. These photographs must be supplied within the TPMP as a preliminary dilapidation report.
- 2.4. An assessment of the impacts to public trees, including images of pruning requested.
- 2.5. A statement that canopy pruning shall only be undertaken by City Of Melbourne approved contractors if deemed appropriate and approved by Urban Forest and Ecology team.
- 2.6. A statement that all roots located on Council managed property greater than 30mm in diameter will be retained. (NOTE: Pruning of any roots greater than 30mm in diameter requires the approval of a Council arborist).
- 2.7. A statement that the property owner/developer will be liable for any damage caused to public trees during the development process, including damage by privately engaged contractors.

- 2.8. Recommendations to reduce impact to public trees and tree protection guidelines to be followed through all phases of development.
- 2.9. A statement that the project arborist may be required to oversee all works near Council trees for the duration of works.
- 2.10. If relevant; gantry/scaffold specifications that ensure trunk and branches are provided with a minimum clearance of 500mm – an engineered solution may be required rather than pre-fabricated systems.
- 2.11. An inspection timeframe (minimum frequency of every 2 months), with a compliance check list to be signed and dated by the developer's project arborist and project manager/foreman.
- 2.12. A statement that -Urban Forest and Ecology must be notified within 24hrs of any breach of the TPMP or where damage has occurred to trees and will be documented in the checklist.
- 2.13. A statement that Council will hold a bank guarantee supplied by the developer against the approved TPMP for the combined amenity and environmental service values of the trees. Where the TPMP is breached, part or the entire bank guarantee will be held as payment until other payment is received for rectification, amelioration or replacement works.
- 2.14. A statement that all rectification works including but not limited to pruning, soil de-compaction, irrigation, fertiliser application and tree removal and replacement will be undertaken by City of Melbourne contractors and invoiced at scheduled rates. The City Of Melbourne reserves the right to determine and undertake appropriate rectification works for all damages which may occur due to the project.
- 2.15. A statement that the project arborist will complete a final inspection prior to protection removal at project completion and provide a concluding report to Council for review and approval prior to release of the bank guarantee.
  - 2.15.1 This must document any tree damage, provide rectification or amelioration recommendations and contain the completed compliance checklist.
3. A single TPMP is required for each development and is to cover all phases of demolition, construction and post-construction activity. The principal contractor will be responsible for the implementation of the TPMP by all contractors and personnel on site.
4. The TPMP must be deemed appropriate and approved by a Council arborist prior to the commencement of the works.
5. All TPMPs will be accompanied by a bond or bank guarantee totalling the combined tree amenity and ecological value of subject trees and will be held for the duration of the works, which will be held against the council approved TPMP. Council may withhold part or the entire bond or bank guarantee should damage be sustained to any Council tree as a direct result of development activities.
6. The following process outlines the bank guarantee requirements:
  - 6.1. The bank guarantee to be issued to City of Melbourne, ABN: 55 370 219 287
  - 6.2. The bank guarantee needs to be an original from a recognised Australian bank
  - 6.3. It needs to be unconditional (i.e. no end date)
  - 6.4. Needs to be executed (i.e. signed and dated with the bank stamp)
  - 6.5. Insurance bonds are not accepted.
  - 6.6. An acceptable bank guarantee is to be supplied to Council House 2, to a representative from either Council's Urban Forest and Ecology or Site Services.
7. Council's Urban Forest and Ecology team must be notified immediately following any breaches of a TPMP.

For further information please contact the City of Melbourne on 03 9658 9658  
or email [trees@melbourne.vic.gov.au](mailto:trees@melbourne.vic.gov.au)