

## **Arboricultural Reports**

Arboricultural Reports must be submitted with any Development Application for Commercial, Industrial, Subdivision, medium and high density residential Development. This includes Preliminary Assessment Report, Impact Assessment Report and Tree Protection Plan.

For other situations an arboricultural report can be submitted to accompany a development application or may be requested by Council's Vegetation Officer. Types of reports include but not limited to, Health Assessment Report and Risk and Hazard Assessment Report.

This lists the minimum requirements that are expected by Council for an Arborist Report.

**Qualifications:** The minimum qualification for an Arborist who is writing a report is Australian Qualifications Framework (AQF) Level 5 Diploma in Horticulture (Arboriculture) or AQF Level 5 in Arboriculture.

**Insurance:** A consulting arborist who is offering advice or consultancy for trees must have minimum \$2,000,000.00 Professional Indemnity Insurance.

### **Report Requirements:**

1. Name, business address, telephone number of company/individual, qualification.
2. The address of the site containing the trees (Street address, Lot and DP).
3. The date of the inspection and the date the report was prepared (Incl. Version).
4. The name and contact details of whom the report was prepared for.
5. Detailed methodology of the techniques used (eg, Visual Tree Assessment (VTA), aerial inspection, use of decay or hollow detection devices, etc).
6. Limitations of the report. What was not undertaken (eg, No aerial inspection, etc).
7. A table showing the following information:
  - a. Tree identification number;
  - b. Scientific and Common Name;
  - c. Age Class;
  - d. Diameter at breast height (DBH) at 1.4m;
  - e. Estimated height;
  - f. Crown/canopy spread;
  - g. Summary of the trees health and structural condition;
  - h. Quantified estimation of the trees Safe Useful Life Expectancy (SULE).
8. Discussion and Conclusion of information collected, options available, implications of proposal, etc. Include supporting evidence and literature (such as photograph's, literature cited, laboratory results if relevant, etc).

9. Recommendations – A list of recommendations, options and the reasons for their adoption.
10. Tree Protection Plan – Where applicable. A description of the recommended protection measures to be put in place to ensure the protection of trees to be retained. This should include a site plan.
11. Site Plan:
  - a. Showing the number and location of the trees in relation to table;
  - b. The subject location:
  - c. The location of above and below ground services/utilities
  - d. Include trees adjacent to subject location
12. Supporting Evidence – Where appropriate for the particular report. These may include photographs, test results (Soil samples, Picus Tomograph Readings, etc).
13. References – The sources of technical information referred to in the report. References not used in the report should not be included.

It is important to remember to present information as objectively as possible without attempting to support a specific outcome or the client's intent.