



## **TREE INSPECTION POLICY**

Revised & adopted by Full Council on 25<sup>th</sup> September 2019  
New Revision date September 2020

The main area of trees that are the responsibility of Kingmoor Parish Council is the Sprinkles, Low Crindledyke. This policy will cover the Sprinkles and all other areas that contain trees that the Council is responsible for.

There is public access to the Sprinkles all of the time. There are designated paths through the wood. The paths are regularly used by dog walkers and leisure walkers.

Kingmoor Parish Council will manage the risks from trees in a balanced way to maximise the benefits from trees whilst taking reasonable precautions to protect the safety of its members, employee, contractors and members of the public. It will achieve this by adopting procedures for the inspection, management and maintenance of trees proportionate to the risks identified. Resources will be identified to manage the risks in a prioritised way whilst seeking to maintain or enhance the overall asset value.

### **Zoning by level of Risk**

The highest risk areas are adjacent to formal public paths; adjacent to the highway, adjacent to neighbouring properties and structures; near seating and information boards.

The lowest risk areas are in the middle and on the fringes of woodland that are infrequently accessed by people and where falling trees or parts of trees will not interfere with the high risk areas.

### **Inspection Regime**

Annual tree inspections will be completed by the Clerk of the Council and Council members; all findings will be recorded.

Council members will also inspect the trees after strong winds, heavy rainfall, and storms and in response to any concerns reported by members of the public, other councillors, or contractors.

If there are any defects or concerns the Clerk will get a suitably qualified arboriculturalist to assess the tree and provide a written report as to its condition and any remedial works required. The annual inspection will provide one of the following three outcomes:

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1. The tree(s) has no observed significant defects and therefore requires no further action.
2. The tree(s) requires a more detailed inspection, or the inspector needs further advice or clarification from a suitably qualified arboriculturalist. The tree(s) will be prioritised as being low, medium or high risk.
3. The work is an emergency. In such a situation the Clerk will instruct a suitably qualified contractor to complete the work required. The tree(s) will be made safe by cordoning off the area until the contractor arrives to ensure public safety.

### **Remedial Works**

The Clerk has delegated powers to instruct a contractor to complete remedial works to trees that are dangerous or high risk.

The Clerk will obtain three estimates for all other tree works required and will present them to the Parish Council which will consider the quotes and appoint a contractor to complete the works.

### **Managing Risk**

Kingmoor Parish Council recognises its duty under the Health and Safety at Work Act 1974 and otherwise under the law to protect employees and members of the public, so far as is reasonably practicable, from danger arising from trees on its premises for which Kingmoor Parish Council has a duty of care.

Trees form a dynamic biological resource subject to the vagaries of pests and diseases, extremes of weather and the influence of human activities.

Furthermore, as trees grow and mature they may develop dead wood, cavities or other potential defects such as is a natural part of the aging process.

Where a tree's condition has some weakness that renders it significantly likely to fail, it becomes a 'hazard'. Where there is both a hazard and a target (i.e. people or property) that may be damaged by failure of a tree or part of a tree, then there is a quantifiable risk that requires assessment and management.

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Risk assessments of trees are implemented through regular inspections, in line with the Parish Council Insurance provider requirements.

### **Records**

Records, including maps, provide the basis for safety management reviews and, in the extremely rare event of an accident, can support evidence of reasonable tree management. It is not necessary to record every tree inspected. However, records of trees presenting a serious risk and requiring treatment are useful, as is a record of how they have been treated.

Kingmoor Parish Council will keep records of when inspections are carried out, who has completed the inspection, the recommendations for work to trees and any actions taken and when tree work has been carried out.

### **Trees within falling distance of a high risk area**

During the annual tree inspections the person completing the inspection will inspect the tree(s) adjacent to high risk areas for example:-

- Neighbouring properties
- Next to a highway
- The playground
- Information Boards
- Public footpaths

### **Methods of Reporting and How the Council will deal with reports**

Concerns regarding any tree(s) can be telephoned, emailed or reported to the Clerk of the Council by members of the public, councilors or contractors. Once the Clerk receives a report the Clerk will be responsible for arranging a site visit and inspection of the tree(s) in question by a competent person and a record of the findings will be kept by the Clerk. If there are any defects or concerns the Clerk will get a suitably qualified arboriculturalist to assess the tree(s) and provide a written report as to its condition and any remedial works required.



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### KINGMOOR PARISH COUNCIL

#### Tree Inspection Form

<b>Name:</b>	
<b>Date:</b>	
<b>Time:</b>	
<b>Location:</b>	
<b>Area inspected:</b>	
<b>Type of inspection (i.e. planned or reactive)</b>	
<b>Findings (please state if significant defects are found):</b>	
<b>Actions required:</b>	
<b>Date actions completed and by who:</b>	
<b>Review Date:</b>	<b>Reviewed By:</b>



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