

Guidelines for Arborist Reports

To expedite the process, we require that all tree assessments are conducted and recorded in accordance with industry best practice. All information shall be presented objectively and not slanted to achieve a particular outcome. The following information is required from reports submitted.

1. Name, business address and telephone number of the arborist;
2. Evidence of technical qualifications and experience of the arborist who undertakes the tree inspection, diagnoses and prepares the report, and with qualification of AQF 4 or better;
3. The name of the person or company who engaged the arborist;
4. The address of the site where the trees are located;
5. The methods and techniques used in the inspection;
6. A plan of the site showing: -
 - the subject land and location of all trees on the site and trees numbered as described in the text
 - trees on adjoining land which overhang or under grow the boundary if relevant to the report
 - the location of above and below ground services in proximity to the trees shown
7. A table showing each tree surveyed stating the following information:
 - the common and full scientific name
 - age class
 - estimated height
 - trunk diameter (DBH) at 1.4 metres
 - canopy spread to the four cardinal points
 - a summary of the trees' health and structural condition
 - an estimation of the trees useful life expectancy using current industry methods

8. A summary of other relevant tree and site information such as soil and drainage characteristics pests and diseases, and tree hazard assessment details;
9. Supporting evidence such as annotated photographs and laboratory results if relevant;
10. A discussion of all options available, including why they are recommended or not recommended, e.g. can a built structure be relocated or repaired and tree(s) retained;
11. A review of the implications of any proposed development on the health and structural condition of trees to be retained if part of a Development Application (DA)
12. Where a tree is subject to a DA, a description of the recommended protection measures to be put in place during construction activities to ensure the protection of trees to be retained
13. A list of recommendations and the reasons for their adoption;
14. The sources of technical information referred to in the report. Please note that references not used in the report should not be included in the body of the report or as an annex.
15. Where applicable, provide the scientific and common names of all tree species proposed for planting, including recommendations on the size and quality characteristics of trees to be planted.