

## **GUIDELINES FOR THE PREPARATION OF ARBORIST'S REPORTS**

The following information is required in the preparation of a consulting arborist report to accompany applications made in relation to Ku-ring-gai Council's Tree Preservation Order.

- \* The address of the site containing the trees and the date of the inspection
- \* Who the report was prepared for and the aims of the report.
- \* Methods and/or techniques used in the inspection.
- \* A plan to scale of the site accurately showing the location of the trees, north point and any services buildings or structures or adjacent trees relevant to the assessment.
- \* A table for each tree assessed showing the number of the tree as shown on the plan, species name, height, trunk diameter, and canopy spread, health condition and estimated useful life expectancy, significance of the tree in the landscape.
- \* A discussion of the data collected – this may include detailed information regarding wounds, cavities, cracks, splits, structure, root zone or pests and diseases.
- \* Supporting evidence such as photographs or test results where appropriate.
- \* Proposed replacement plantings, landscaping and soil remediation
- \* Sources of information referred to in the report.
- \* A discussion of all the options available – why they are recommended or why they are not recommended. For example are there suitable options for tree management that would allow the tree to be retained.
- \* Recommendation as to the preferred option and the reasons therefore.

The report must also contain the name, address and telephone number, qualifications and experience of the person or company carrying out the inspection and reporting.

The above list is not exhaustive and there may be other site considerations necessary to ensure adequate information is supplied to Council.

Council requires that the consulting arborist who prepares the report has a minimum qualification of **Australian Qualification Framework Level 5 (AQF5)**.

Council will consider the level of detail and relevance of information contained in any report however council may not necessarily agree with the findings or recommendations in the report

TAFE NSW and Ku-ring-gai Council regards graduates who hold the Certificate in Tree Surgery only as their qualification as a “Tree Worker” and not a professional arborist for report preparation.