

# Stanion Parish Council Tree Policy

**Document Number: 015**

**Version Number: 1.0**

## Document Information

**Master Document:** The electronic version of this document is the master. Printed copies may not contain the latest changes and should not be relied upon. The master document is published on the Stanion Parish Council (SPC) website.

**Purpose:** The purpose of this Policy is to explain how trees located in the public areas of Stanion Parish are managed and reported on.

**Distribution:** This Policy will be made available to all SPC councillors, SPC staff, volunteers, contractors and members of the public, via the SPC website.

**Implementation:** This Policy will be implemented following consideration and adoption by the full Council.

**Review:** This document will be reviewed three years after its adoption, unless there are changes in legislation, or recommended best practice guidelines, in which case, it will be reviewed earlier, to comply with the statutory or recommended changes.

**EIA Requirement:** An Equality Impact Assessment has been carried out and no adverse impact has been identified.

**Financial Implications:** This Policy has no financial implications for SPC.

## Policy Statement

This Policy is a formal, strategic level document, which provides a statement of intent explaining how SPC will comply with the legislation and any related directives of its subject matter. This is a mandatory document and does not allow for variations of practice. It is relevant to all members of SPC, staff employed by SPC. Non-compliance with this procedure may result in formal complaints being registered and/or disciplinary action/or criminal charges being raised.

This Policy provides a corporate framework designed to explain responsibility for the management of trees located in public areas within the Parish of Stanion and explains the mechanism to be used for reporting problems relating to such trees. It will be reviewed by a nominated councillor every three years unless there are changes in the legislation, directives, or recommended best practice guidelines that warrant earlier review and

amendment. All amendments require the agreement of the full Council and for that agreement to be formally recorded.

An Equality Impact Assessment has been carried out on this Policy.

### **Duty to Undertake an Equality Impact Assessment**

Public sector organisations have a legal duty under Section 149 of the Equality Act 2010 to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity between different groups and foster good relations between different groups. Due regard comprises proportionality and relevance.

### **The EIA Tool**

An Equality Impact Assessment (EIA) is a tool to ensure that we don't unwittingly exclude anybody from accessing the services we provide. Undertaking an EIA involves assessing the likely effects of our policies on people according to their 'protected characteristics'.

These are:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy
- maternity
- race
- religion and belief
- sex
- sexual orientation

An EIA should be applied to a Policy, Strategy, Plan, Function, Project, Service and Event. EIAs help to identify any inequalities in the provision of services, employment, or procedural practices, and minimise the risk of exposure to claims of discrimination.

### **Principles**

All SPC Councillors, and staff are required to comply with this policy in its entirety.

### **Introduction**

SPC has no responsibility for the inspection, maintenance or management of trees located on public land within the Parish.

Stanion Parish Council's only responsibility with regard to trees located on public land in the Parish, is to ensure that all concerns regarding the safety or condition of such trees are brought to the attention of the Tree Officer at the principal authority at the earliest opportunity.

The Clerk to the Parish Council is required to advise the Parish Council at the next scheduled meeting of the full Council of any matter reported to the Tree Officer regarding the safety or condition of any tree located on public land in the Parish.

### **Responsibility for Tree Surveys & Inspections**

The responsibility for the scheduling and conducting of tree surveys and inspections rests with the principal authority, together with the cost of any survey or inspection and the cost of any work required to be carried out resulting from such.

From March 2019, all CBC owned trees, and those that CBC look after on behalf of NCC, will be inspected on a regular cycle as part of an ongoing programme of 1 to 3 years, depending on location.

In almost all cases CBC will address common management issues as part of an ongoing work programme. Essential work comprises pruning of trees to maintain clearances near structures, houses, garden boundaries/fences, over roads and footpaths, away from street lighting and street signs, and to maintain general tree health and safety.

### **Responsibility for Maintenance and Emergency Work**

Responsibility for the scheduling and cost of routine maintenance and emergency works relating to trees located on public land in the Parish falls to the principal authority.

### **Reporting of Concerns or Problems**

Concerns or problems relating to trees located on public land in the Parish may be raised by anyone and may be reported to the Clerk to the Parish Council or directly to the principal authority, via various reporting systems.

Any concern raised by a member of the Parish Council is to be notified to the Clerk.

Matters relating to trees located on public land in the Parish that are raised by the Clerk or a Member of the Council, are to be reported to the Council and noted in the Minutes. Remedial actions that are formally reported to the Clerk by the principal authority are to be noted in the Minutes.

### **Acquisition of New Trees**

The Parish Council may consider requests from parishioners for the acquisition of new trees to be planted in any public area within the Parish.

Before committing budget funds to the purchase of new trees, the Parish Council is required to investigate the possibility of obtaining trees free of charge from the Woodland Trust, local sponsors, or through personal donation.

The planting of new trees in public areas across the Parish is subject to, and must comply with, the policies and procedures of the principle authority.

Adopted On: 09 September 2019

Signature: Signed on original

Date: 08 September 2019