



GLEN EIRA  
CITY COUNCIL

**GLEN EIRA CITY COUNCIL  
ELECTRIC LINE CLEARANCE  
MANAGEMENT PLAN**

**Version 1.0**

30 June 2024

**Effective July 2024 – June 2025**

A handwritten signature in black ink, appearing to read "Neil Young".

Glen Eira City Council  
PO Box 42  
South Caulfield 3162

## INTRODUCTION

The City of Glen Eira (GECC) is located in the south eastern suburbs of Melbourne. It has an area of 38.4 square kilometres (14.83 sq. miles) and has an estimated population of 146,985 people. It was formed in 1994 from the merger of the City of Caulfield and parts of the City of Moorabbin.

The people of Glen Eira value the natural environment that has been inherited from previous generations. Trees in streets, parks and reserves contribute to a green urban environment within a densely populated city. The City of Glen Eira has a tree population of 59,119, which includes 48,635 street trees and 10,484 trees in parks and reserves. Of this total number of trees 28,026 have been identified in proximity to powerlines and the pruning and maintenance of these trees are outlined in the following plan.

Council prepares an annual Electric Line Clearance Management Plan (ELCMP) to meet the requirements set out in the Electricity Safety (Electric Line Clearance) Regulations 2020 (ES (ELC) Regs). The format used in this ELCMP directly answers the requirements identified in the ES (ELC) Regs. Each of the clauses in the ES (ELC) Regs, that relate to Council responses or actions are itemized and listed with a response.

Council manages its tree population through several strategies, policies, and procedures. These include the requirements identified in the ES (ELC) Regs. These tree management policies are currently under review, and the new policies and procedures will reflect the requirements of the ES (ELC) Res. Those currently in existence reflect earlier regulations and codes. Upon the adoption of these strategies and policies, the ELCMP will be updated and amended as required.

Council's Block Tree Pruning Services Contract will address powerline clearance throughout the municipality. This program addresses matters concerning vegetation clearance from powerlines, which revolves around a biennial pruning program to maintain the clearance space for low voltage conductors, and an annual cycle for high voltage conductors. This revised program commenced in July 2022 and introduced annual pruning of vegetation around high voltage overhead conductors within Glen Eira to achieve electrical compliance.

Since introduction of the ES (ELC) Regs, Council has made a specific effort to achieve compliance through:

- the tendering of new contracts to provide better line clearance compliance;
- heavier pruning of vegetation near powerlines to provide adequate clearance (including the removal of some structural limbs);
- providing increased financial resources to directly address vegetation compliance issues; and
- annualised the pruning of trees around high voltage conductors.

Coupled with installations of Aerial Bundled Cable (ABC) or twisted wire to increase pruning distances, Council has also sought to undertake a greater number of no-go zone pruning works to achieve clearance. To ensure that these

actions are achieved Council has introduced dedicated budget items to address the block tree pruning services, the annual line clearance program and no-go zone works.

As a further part of the overall drive to achieve compliance, Council has increased its communications with the various network providers in order to provide a working environment that better serves the community and caters for the provision of a safe and continuous power supply.

Council tree management staff that conduct line clearance inspection works must have a minimum tertiary qualification of AQF Level 3 AHC30824 Certificate III Arboriculture and have a current UET20321 - Certificate II in ESI - Powerline Vegetation Control inclusive of the Annual ESI Refresher training. This requirement is part of a drive to improve tree management programmes and to ensure these programmes meet the necessary quality standards and safety requirements. This includes delivering on those aspects contained within the ES (ELC) Regs.

The ES (ELC) Regs became law and operational on Sunday 28 June 2020. The new regulations incorporate several changes from the 2015 regulations that will help achieve a better balance between safety, amenity and environmental considerations when managing vegetation around powerlines.

Council understands that compliance with the Electricity Safety Act and the ES (ELC) Regs are statutory requirements. Council is committed to this end and has embarked on a tree management plan that directly provides the means to address any non-compliance issues through additional pruning services, power shutdowns or live line pruning and alternate compliance mechanisms such as pole relocation and cross arm offsets.

During the financial year 2024-2025, being the period that this ELCMP covers, GECC will undertake its obligations in relation to powerline clearance using 5 distinct tree management programmes to meet electrical compliance.

#### 1) Block Tree Pruning Services Contract 2022.181

This contract addresses the pruning of all trees within the municipality with regards to vegetation clearance from powerlines, but that also address the Road Management Act and Council's Road Management Plan, public safety and tree health concerns. The contract also incorporates the pruning of vegetation in close proximity to powerlines contained within parks and reserves.

The contract provides information to update Council's tree management register by recording which trees were pruned and when this occurred. With extensions, the contract covers an 8-year period based on a biennial pruning or 4 cycles of pruning on low voltage and annualised pruning on high voltage.

## 2) Reactive Pruning Programme

In conjunction with the Block Tree Pruning Services Contract, the Reactive Pruning Programme is used to address any line clearance issues that are identified (externally or internally) which require immediate action or cannot wait until the next programmed pruning cycle. This works programme can be utilised when residents, distribution companies or internal inspections identify occurrences of vegetation growing into the clearance space.

## 3) Exceptions Programme

See Schedule 1 - Code of Practice for Electric Line Clearance, Part 2 - Clearance Responsibilities, Division 1 - Roles of Responsible Persons on page 42 for the LV exceptions that the City of Glen Eira uses.

## 4) Discretionary Trees Programme

As part of Council's biennial Block Tree Pruning Services Contract all trees that are identified under this contract as breaching the required clearance spaces, or that represent a hazard, are recorded within a discretionary trees list that is made available to Council officers via an online portal. These trees are inspected on a monthly basis and a management decision is made on an individual tree basis to ensure that the identified trees remain compliant.

## 5) No Go Zone Pruning Programme

A rolling programme of applications to the appropriate distribution companies to either shut down the power supply or have specialist live line workers prune vegetation, which council employed contractors (trained vegetation workers) are not permitted to do so under the safe approach distances of the Blue Book "Electrical Safety Rules for Vegetation Management Work Near Overhead Powerlines by Non-Electrical Workers".

Through the use of No Go Zone applications to either CitiPower or United Energy, Glen Eira will engage the distribution companies to undertake the pruning of vegetation in close proximity to high voltage powerlines. Typically, these works are undertaken through either:

- a) Shut Down Works - the high voltage conductors adjacent to the nominated trees are de-energised so as the Council employed contractors can undertake the pruning works. Low voltage conductors remain live and contractors work to their safe approach distances to undertake the works.
- b) Live Line Works - an authorised live line crew attends the tree whilst the high voltage conductors are still live to remove branches within the minimum clearance space that cannot be removed by Council staff or contractors working under the Blue Book.

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### Electricity Safety (Electric Line Clearance) Regulations 2020

Glen Eira's Electric Line Clearance Management Plan (ELCMP) references the Regulations in the above-named document. The following references are to assist in linking the various regulations to the appropriate statement and page number in the ELCMP.

<b>9 (2)</b> Before 31 March in each year, a responsible person must ensure that a management plan relating to compliance with the Code for the next financial year is prepared.	Page 06
<b>9(4) (a)</b> Name, address, and telephone number of the responsible person.	Page 07
<b>9(4) (b)</b> Name, position, address, and telephone number of the individual who was responsible for the preparation of the management plan.	Page 07
<b>9(4) (c)</b> Name, position, address, and telephone number of the persons who are responsible for carrying out the management plan.	Page 07
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<b>9(4) (g)</b> Any hazardous bushfire risk areas and low bushfire risk areas in the land referred to in paragraph (f) (as indicated on the map).	Page 10
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<b>9(4) (j) (i)</b> The means which the responsible person is required to use to identify a tree specified in paragraph (h); (i) (ii) or (iii)	Page 14
<b>9(4) (j) (ii)</b> The management procedures that the responsible person is required to adopt to ensure compliance with the Code, which must include details of the methods to be adopted for managing trees and maintaining a minimum clearance space as required by the Code.	Page 15
<b>9(4) (j) (iii)</b> The management procedures that the responsible person is required to adopt to ensure compliance with the Code, which must: specify the method for determining an additional distance that allows for cable sag and sway for the purposes of determining a minimum clearance space in accordance with Division 1 of Part 3 of the Code.	Page 18
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<b>9(4) (l) &amp; (m)</b> A description of each alternative compliance mechanism.	Page 20
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<b>9 (4) (s)</b> A responsible person who receives an exemption must ensure that a copy of the exemption is published.	Page 24
<b>9(4) (r)</b> Dispute resolution procedures	Page 24
<b>10 (6)</b> A responsible person must ensure that a copy of the management plan is: - Published on the responsible person's Internet site.	Page 25
<b>10 (7) (b)</b> A responsible person must ensure that a copy of the management plan is available for inspection at the responsible person's principal office in the State during normal business hours.	Page 42
<b>11(2) (a) &amp; 11(2) (b)</b> A responsible person who receives an exemption must ensure that a copy of the exemption is published.	Page 25
<b>SCHEDULE 1</b> - Code of practice for electric line clearance part 2 - Clearance responsibilities - Division 1 Roles of responsible persons - 11 Exemptions.	Page 26
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## **ELECTRIC LINE CLEARANCE MANAGEMENT PLAN (ELCMP)**

Council will undertake its duties as the responsible person as set out in the Electricity Safety (Electric Line Clearance) Regulations 2020 (ES (ELC) Regs).

It should be noted that whilst the ES (ELC) Regs are the main reference for this plan, it also incorporates requirements in the Electrical Safety Act 1998 and the Electricity Safety (Installations) Regulations 2009 that pertain to vegetation clearing around powerlines.

The format of this ELCMP follows the guidance tool from Energy Safe Victoria (ESV) for the preparation of an ELCMP and responds directly to the relevant clauses in the regulations.

**Regulation 9(2) Preparation of a Management Plan, Part 2 of the Electricity Safety (Electric Line Clearance) Regulations 2020**

Council will review, amend and authorise its ELCMP annually prior to 31 March each year. Council will have its ELCMP available for viewing on its website [www.gleneira.vic.gov.au](http://www.gleneira.vic.gov.au). A copy will also be available at Council's Parks Services Office at 721 Inkerman Road, Caulfield North during office hours 7.00am - 4.00pm Monday to Friday.

It is a requirement of the ES (ELC) Regs that should ESV ask for a copy of the ELCMP, Council will respond within 14 days of the notice.

Council's appointed representative, Director Sustainability, Assets and Leisure, (responsible person) will ensure that the ELCMP is reviewed annually. The ELCMP will be made available to ESV upon request and will be submitted within 14 days of a request being made.

Council did prepare an ELCMP by 31 March 2024. As per the requirements of the ES (ELC) Regs 2020, the ELCMP will replace the existing plan on Council's website and will be available to the public in 'Hard Copy' at the Parks Services Office, 721 Inkerman Road, Caulfield North.

With regard to ES (ELC) Regs 2020 Part 2, 10 (2) (3) (4), Glen Eira's ELCMP Version 1 was created on 30/06/2024.

As stated, the ELCMP will be available to the public in either hard copy or electronically on the Council website as of 1 July 2024. On 1 July 2025 this plan, ELCMP V1, will become redundant, and subsequently will be removed from the website and circulation, being replaced with the ELCMP 2025-2026.

**9 (4) (a) Name, address and telephone number of the responsible person. This person for the overall management of the ELCMP, resources to implement and reporting to Council.** This person is responsible to ensure the objectives and functions of the Electricity Safety Act 1998 and the ES (ELC) Regs and implemented for Glen Eira City Council.

<b>Name:</b>	Rebecca McKenzie
<b>Position:</b>	Chief Executive Officer
<b>Address:</b>	Corner Hawthorn Road and Glen Eira Road, Caulfield
<b>Mailing Address:</b>	PO Box 42 South Caulfield 3162
<b>Telephone Number:</b>	9524 3333
<b>Facsimile Number:</b>	9523 0339
<b>Email Address:</b>	<a href="mailto:mail@gleneira.vic.gov.au">mail@gleneira.vic.gov.au</a>

**9 (4) (b) Name, position, address and telephone number of the individual who was responsible for the preparation of the management plan.** This person is also responsible for reporting to the CEO and Executive on activities surrounding ELCMP, budget allocation and overall contract management in the delivery of Electric Line Clearance services and as such signs off on the ELCMP as Councils senior responsible officer.

**Name:** Niall McDonagh  
**Position:** Director, Sustainability, Assets and Leisure  
**Business Address:** Corner Hawthorn Road and Glen Eira Road, Caulfield  
**Telephone Number:** 9524 3418  
**Facsimile Number:** 9523 0339  
**Email Address:** [NMcDonagh@gleneira.vic.gov.au](mailto:NMcDonagh@gleneira.vic.gov.au)

**9 (4) (c) Name, position, address and telephone number of the persons who are responsible for carrying out the management plan.** This person is also responsible for resources to service the ELCMP and all contract management procedures and process around the ELCMP implementation including achieving KPI's, OHS and Quality Audits as well as maintaining contract meeting schedules, pruning schedules and document retention.

**Name:** Mark Dornau  
**Position:** Manager Parks Services  
**Address:** 721 Inkerman Road, Caulfield North 3161  
**Telephone Number:** 9524 3640  
**Facsimile Number:** 9576 0722  
**Email Address:** [MDornau@gleneira.vic.gov.au](mailto:MDornau@gleneira.vic.gov.au)

**9(4) (d) The telephone number of a person who can be contacted in an emergency that requires clearance of a tree from an electric line that the responsible person is required to keep clear of trees.**

During Office hours (7.00am-4.00pm Weekdays)

**Name:** Jarrod Knight  
**Position:** Coordinator Urban Forest  
**Address:** 721 Inkerman Road, Caulfield North 3161  
**Telephone Number:** 9524 3637  
**Facsimile Number:** 9576 0722  
**Email Address:** [Jknight@gleneira.vic.gov.au](mailto:Jknight@gleneira.vic.gov.au)

**After hours emergency telephone number: 0408 058 740**

**9 (4) (e) The objectives of the plan**

The following are key objectives of this plan in fulfilling our stated mission and the duties of the responsible person.



## **Compliance with the Electricity Safety (ELC) Regulations 2020 and its Code of Practice**

- Prepare an ELCMP prior to 31 March 2024.
- Plan signed off by Director Sustainability, Assets and Leisure.
- Implementing pruning programmes to ensure vegetation clearance spaces are maintained (contractor audits and quality audits of completed works to ensure the vegetation clearance distances are met).

### **Electrical safety**

- By maintaining appropriate clearance distance for overhead powerlines by implementing measures as described in the 'Code'.
- Conducting biennial inspections to ensure pruning distances are maintained (biennial audits conducted).
- Conducting biennial audits to identify Hazard Trees (Biennial audit conducted).
- Conducting annual high voltage audits to ensure pruning distances are maintained.

### **Minimise fire starts**

- By maintaining appropriate clearance distance for overhead powerlines by implementing measures as described in the 'Code' (post pruning inspections to check for vegetation clearance spaces).
- Conducting biennial inspections to ensure pruning distances are maintained.
- Conducting biennial audits to identify Hazard Trees.

### **Minimise Interruptions of Power Supply**

- By maintaining appropriate clearance distance for overhead powerlines by implementing measures as described in the 'Code' (post pruning inspections to check for vegetation clearance spaces).
- Biennial audits of vegetation adjacent to powerlines and random audits of completed vegetation clearance works).
- Conducting biennial inspections to ensure pruning distances are maintained and random audits of completed pruning works.

### **Safety to public and property**

- Conducting vegetation audits to check vegetation clearance distances.

### **Workplace safety**

- Employing the use of only appropriately trained personnel to prune trees adjacent to powerlines (use of contracted companies who demonstrate they have appropriately trained staff and safe equipment that are regularly audited for safety and training standards are met).

## Vegetation management systems

- Utilising management systems to ensure the vegetation meets 'Electrical Compliance'.
- Utilising a tree management plan that supports the local environment.
- Utilising a tree management plan that allows for the protection of vegetation within Council's Vegetation Protection Overlay (refer to 9(3)).

## Community satisfaction

- By maintaining minimal interruptions to power supply (maintaining appropriate clearance distance for overhead powerlines).
- Utilising a tree management plan that supports the local environment and encapsulates the local identity (conducting community satisfaction surveys).

## 9 (4) (f) The land to which the management plan applies

The map below delineates the boundaries of Glen Eira City Council, of which the **entire municipality is a 'Declared Area' and rated as a Low Bush Fire Risk Area (LBRA) for powerline clearance.**

To verify the 'Declared' area (entire municipality) the Energy Safe Victoria website was accessed.

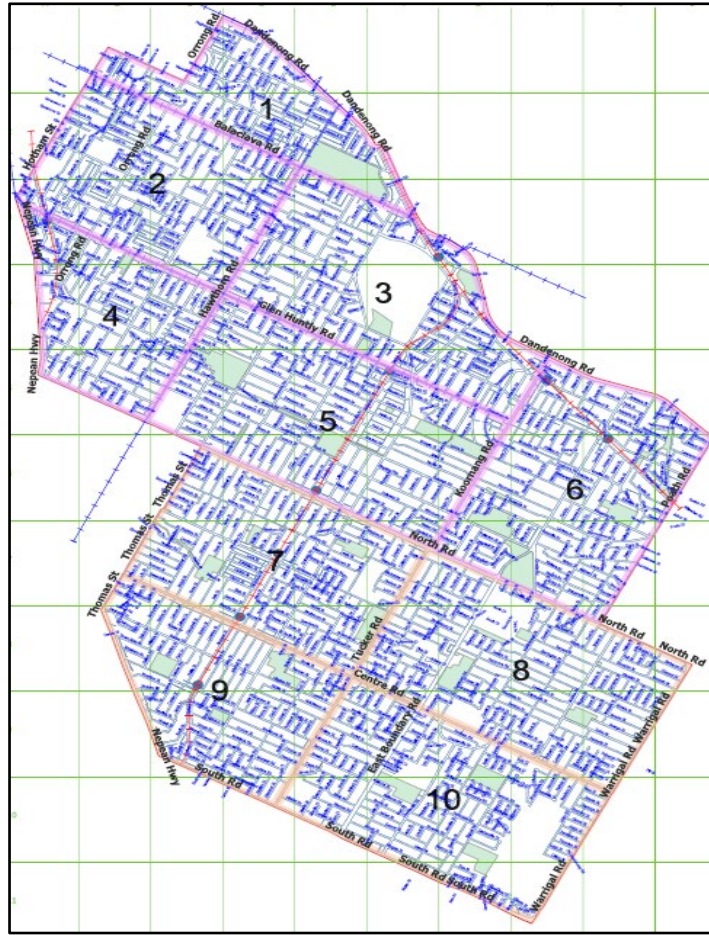
Victorian Government Gazette 88, dated 22 October 1986, states that the entire areas of the City of Caulfield and the City of Moorabbin are declared areas. The City of Glen Eira is an amalgamation of the past City of Caulfield and parts of the past City of Moorabbin.

Glen Eira contacted the CFA in March 2021, to ascertain the fire rating for the municipality. The CFA officer described the Glen Eira area as "the whole of the LGA has an undefined hazard rating. This is due to the LGA being wholly within the Metropolitan Fire District where all hazards are deemed to be low, unless otherwise noted, this has not changed in the last 12 months.

The entire City of Glen Eira is rated as a low bushfire risk area (LBRA).

### **Please note:**

- 1) The map in the electronic version of this ELCMP can be stretched to allow identification of the individual streets.
- 2) The hardcopy version will contain the map in the form of an A3 fold out.
- 3) The entire municipality is a declared area and rated as low Bushfire Risk.



\*\*\*\* Entire area of the municipality is listed as LOW BUSHFIRE RISK AREA (LBRA) \*\*\*\*

### Pruning programmes for the delivery of this ELCMP

2022.181 Block Tree Pruning Services This programme utilises a biennial pruning programme to affect the vegetation clearance requirements associated with the ES (ELC) Regs. The blocks listed for pruning for the duration of this plan are listed in the table below and the streets designated within the block and displayed on the block pruning map. All corresponding off-cycle maps are also audited for high voltage compliance and any required pruning carried out.

HV Audit Block	Pruning Block	Commence Date
Block 6	Block 1	1-Jul-24
Block 7	Block 2	15-Aug-24
Block 8	Block 3	20-Oct-24
Block 9	Block 4	3-Jan-25
Block 10	Block 5	1-Mar-25

### Exceptions Programme

Undertaken as required, trees added when identified and inspected in line with the programme.

### Discretionary Trees Programme

Undertaken on a monthly basis.

### Reactive Pruning Programme

A rolling programme of works across the entire city and throughout the year in response to customer enquiries targeting trees that require pruning prior to the next cyclic programme allotment.

### No Go Zone Pruning Programme

As per required, a programme of works across the entire city and throughout the year undertaken in conjunction to the local Energy Distribution company.

**9 (4) (h) (i-iii) The location of each area that the responsible person knows contains a tree that the responsible person may need to cut or remove to ensure compliance with the Code and that is indigenous to Victoria, listed in the planning scheme to be of ecological, historical or aesthetic significance and listed in the Planning Scheme, or a tree of cultural or environmental significance.**

The declared urban area of the City of Glen Eira consists of a mixture of native, exotic, evergreen and deciduous trees that have been mostly planted by Council. A full inventory of all Council's tree assets has been recorded on Council's asset management system, Confirm.

A small percentage of trees have been identified as 'naturally' occurring native specimens, or of ecological, historical or aesthetic significance or a tree of cultural or environmental significance that may be impacted by the implementation of this ELCMP and these trees and locations are discussed below.

<http://planning-schemes.delwp.vic.gov.au/schemes/gleneira>

### Protected Vegetation

Vegetation Protection Overlay 1 (VPO) Boyd Park. Council has an area in the southern section of Boyd Park identified as a VPO. An area of re-generated trees and shrubs, that occurred after the decommissioning of the Outer Circle railway line. Precautions for protection of this regenerated vegetation from line clearance activities have already been implemented as the powerlines that run through the VPO are Aerial Bundled Cable (ABC). Identified as part of this audit are a number of trees adjacent to 3 spans of LV bundled cable in Boyd Park between William Street and Ricourt Avenue, Murrumbeena that are protected in a vegetation planning overlay as per the below extract.

19/01/2006  
VC37

**SCHEDULE 1 TO THE VEGETATION PROTECTION OVERLAY**

Shown on the planning scheme map as VPO1

**KITMONT STREET RESERVE AND SOUTHERN END OF BOYD PARK IN THE OUTER CIRCLE RAILWAY LINEAR PARK, MURRUMBEENA**

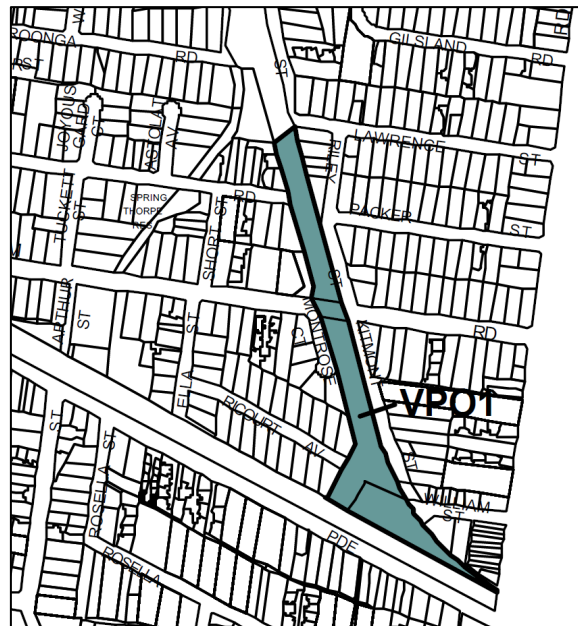
**1.0**

**Statement of nature and significance of vegetation to be protected**

19/01/2006  
VC37

This area contains Glen Eira's only remaining significant remnant indigenous plant community which makes a positive contribution to the locality's former ecology and landscape.

Forty-four (44) mature River Red Gums form the integrity of the open space reserve. A total of twenty-nine (29) species of indigenous plants, remnant of a River Red Gum Woodland Community which once covered large areas of Glen Eira and Melbourne, are supported in the reserve.



In producing the work order for any tree pruning works in or around VP01 there is notification to the contractor that the area has vegetation significant to Glen Eira City Council and that added care and awareness will be needed to be implemented during the works programme. VP01 is within the pruning Block 6 which will be pruned in the next financial year. A selection of trees within Block 6 will be pruned this year, the contractor will be notified of the significance of the vegetation through special mention on the work order and through a tool box meeting with the contractors at the start of the works programme.

### Heritage Tree Register

The City of Glen Eira contains a number of trees listed on the Victorian significant tree register, and again on the Victorian Heritage website. The lists of trees on these sites that were within the city boundaries of Glen Eira were reviewed, and none of the listed trees will be impacted by the pruning programmes associated with this plan.

[vhd.heritage.vic.gov.au](http://vhd.heritage.vic.gov.au)

*Note: Website checked for accuracy of the above information on 17/3/2024.*

## **Vegetation of Cultural significance**

Victorian Aboriginal Heritage Register and Information System (ACHRIS) website was assessed to ascertain whether culturally sensitive vegetation would be impacted by this ELCMP. The Map on the ACHRIS site indicated that the riparian land around the Elster Creek area was listed as an area of interest. No individual trees are listed as being of significance thereby no tree of cultural importance would be impacted by the delivery of this plan.

<https://applications.vic.gov.au/apps/achris/public/>

*Note: Website checked for accuracy of the above information on 17/3/2019. The amended website maps no longer displays areas of cultural significance for the Glen Eira area. Internal Strategic Planning maps indicate no status change.*

## **Environmental and Sustainability Strategy**

GECC has undertaken a review of its Environmental and Sustainability Strategy in particular an assessment of Council's biodiversity with reference to the vegetation. Glen Eira's biodiversity information was reviewed by Dr Graeme S. Lorimer of Biosphere Pty Ltd in 2015. This review included Council's position in relation to regulatory obligations:

- Victorian Catchment and Land Protection Act 1994;
- the Federal Environment Protection and Biodiversity Conservation Act 1999;
- State level, the Flora and Fauna Guarantee Act 1988;
- Victorian Catchment and Land Protection Act 1994;
- Wildlife Act 1975; and
- the Victorian Environmental Effects Act 1978.

The review also looked at earlier reports from the Australian Research Centre for Urban Ecology (ARCUE) that looked at Ecological Vegetation Classes (EVC's), Flora and Fauna protection and reported observations of threatened and endangered species.

Glen Eira is a heavily developed inner urban city and most of the indigenous vegetation was removed as the city grew. Most of the indigenous fauna left the city as the food sources or habitat was reduced. The swift parrot was the only threatened species identified in the city with isolated sightings of the birds in flight, not nesting or roosting.

The city has populations of the Brush Tail and Ring Tail possums however these are far from being threatened or endangered species.

The report from Dr Lorimer identified the southern section of Boyd Park (VP01) as being the only small section of native vegetation while further to the north in

the same park there were some isolated patches that may be representative of an EVC.

*Note: Information checked as being current with Council's Sustainability Department on 24/3/2019, the strategy is unchanged and is currently being reviewed.*

## **Classified Tree Register**

The City of Glen Eira contains a number of significant trees which are listed on the GECC Classified Tree Register. The lists of trees on these sites that were within the city boundaries of Glen Eira were reviewed, and none of the listed trees will be impacted by the pruning programmes associated with this plan.

<https://www.gleneira.vic.gov.au/services/maintaining-your-streets/classified-trees/classified-tree-register>

Note: Currently Glen Eira has 261 trees protected as per the Classified Tree Local Law. It should be noted that the Glen Eira Classified Tree Register is a living document in which trees may be added or removed from time to time.

### **9 (4) (j) (i) The means which the responsible person is required to use to identify a tree specified in paragraph (h) (i), (ii), or (iii)**

Officers consult the following:

- Glen Eira City Council Planning Scheme;
- Glen Eira Classified Tree Register to ensure these protected trees are not pruned without authorisation;
- National Trust Heritage Register/Overlays;
- Victoria Aboriginal Heritage Register (ACHRIS);
- Threatened Flora List\*;
- Threatened Invertebrate Fauna List\*;
- Threatened Vertebrate Fauna List\*;
- Glen Eira Confirm database for Individual tree information that contains condition and attribute report (Internal officer access only); and
- Internal documents - Environmental surveys and reports in relation to the Flora and Fauna within Glen Eira.

\* Flora or fauna listed as threatened with a status of 'vulnerable,' 'endangered' or 'critically endangered'.

In the preparation of this ELCMP, information contained in the above sources were reviewed in March 2024, to verify whether a tree was of indigenous, ecological, historical, or aesthetic significance, or a tree of cultural or environmental significance. The outcome of this information is recorded in 9(4) (g). This information will be reviewed annually (at the time of the preparation of the ELCMP) as a minimum and should a Council officer identify changes to the local environment or have concerns in relation to the protection of the flora and fauna, they have an obligation to review and research at any time. Should any

changes be substantiated, actions in relation to vegetation protection will be implemented and the changes recorded in the ELCMP.

**9 (4) (j) (ii) The management procedures that the responsible person is required to adopt to ensure compliance with the Code**

Council, as part of its management procedures for the implementation of its Electric Line Clearance Management Plan, ensures that its staff and contractors involved in vegetation control work safely to the following Act, Regulations, Codes and industry standards:

- Electrical Safety Act 1998;
- Electricity Safety (Installations) Regulations 2009;
- Electricity Safety (General) Regulations 2019;
- Electricity Safety (Electric Line Clearance) Regulations 2020; and
- Code of Practice Electrical Line Clearance.

In considering the city's vegetation and compliance with this ELCMP, all Council owned or managed trees adjacent to electrical conductors are addressed through the biennial tree inspection and pruning programme called the 'Block Tree Pruning Services'. This programme is based around a 2-year pruning cycle of the city's street trees where the contractor is to assess, report and prune the trees to meet the requirements of the 'Code'.

Under this programme, trees that are located adjacent to high voltage powerlines are inspected by both Council officers and contractors and any required pruning is carried out on a on a yearly basis.

The City of Glen Eira has a tree population of 59,119, which includes 48,635 street trees and 10,484 trees in parks and reserves. Of this total number of trees 28,026 have been identified as growing in proximity to powerlines. Council's management programme objectives are to deliver vegetation clearances from powerlines and reach compliance with the 'Code'.

Council utilises a reactive tree pruning contractor to address any non - conformance issues with vegetation that cannot wait until the next cycle of comprehensive tree pruning. This contractor operates under Parks Services annual supply contract 2023.41.D which identifies that all work will be undertaken in relation to the Electrical Safety Act 1998 and Electricity Safety (Electric Line Clearance) Regulations 2020. All crews working within the vicinity of powerlines must have a current Certificate II in ESI Powerline Vegetation Control as well as any other pertinent training that allows them to undertake their work safely. The training and contractual requirements for all the tree pruning contracts are similar in nature to those in the Block Tree Pruning Services.

All contracted works are checked for compliance with a 90% KPI measure as a minimum standard. Any non-compliant works inspected are referred to the contractor for remedial action. An example of these checks and balances are documented in attachment #1 Contract Specification 2022.181, Special conditions Clause 5 Key Performance indicators.



Management procedures adopted by Council to ensure compliance with the Code of Practice include:

- Meeting the vegetation clearance requirements as prescribed in the 'Code'.
- Council will manage its trees as per the specifications contained within Contracts 2022.181 & 2023.41.D.
- As a minimum Glen Eira's street trees will be inspected and pruned as required to meet compliance with the Code on a biennial regime.
- Trees growing adjacent to high voltage conductors will be inspected and pruned as required on an annual cycle.
- Monthly contract meetings are held with Council's external contractor/s.
- Audits are undertaken at the completion of each block. Any non-compliant vegetation is issued to Council's contractor for completion prior to payment being made.
- All reactive work requests from both the public and the Distribution Business are inspected by one of Council's internal arborists prior to being forwarded to Council's contractor for action. The Distribution Business and or resident involved will be notified of any work programmes that are issued.
- All tree removals including emergency removals will be managed by Council.
- Council will select an appropriate tree species as per Council's "Preferred Planting Palette" that will be planted as replacement trees. Council is aware that this vegetation may need to be managed in the future by a pruning programme to ensure it is compliant with electrical clearance spaces.
- Trees will be pruned to the Australian Standard, AS4373-2007 'Pruning of amenity trees', as a minimum requirement.
- Council will apply for exceptions for trees which cannot be pruned as per AS4373-2007 to meet the required clearance spaces, when appropriate.
- Council's tree pruning contractors are responsible for organising required 'Suppressions'.
- The Council Arboriculture staff are responsible for liaising with the respective Distribution Businesses to discuss Electric Line Clearance works particularly in respect to no go zone works such as Live Line works and Shutdowns.
- Implementing Alternative Compliance Mechanism (ACM) such as aerial bundled cable or undergrounding of services to reduce the level of non-compliant vegetation.
- Biennial assessment of all trees under powerlines in streets designated for two-year pruning cycle and annual inspections for streets where trees adjacent to high voltage or non-compliant vegetation is identified.
- The development of the specification for the maintenance and management of street and reserve trees to ensure Council managed vegetation is compliant.
- Work in conjunction with the power supply authority to achieve better long-term outcomes.
- Where appropriate Council will apply for exemptions as described in the 2020 Regulations (Part 2—Prescribed Code of Practice and related provisions).

Upon completion of the works, an audit will be undertaken of the works to ensure that they meet the clearance requirements, and quality standards of the pruning. The Coordinator Urban Forest is responsible for implementing this process, the Parks Services Manager is responsible for verification of the process and the Urban Forest Team Leader - Tree Maintenance and Compliance is responsible for the random audit at the completion of works to ensure compliance.

All documentation around seeking confirmation of clearance spaces from any of the networks and the implementation of the pruning programme will be maintained for a period of no less than 5 years.

## **Hazard Trees**

A hazard tree may be a tree that has or is likely to fail or has vegetation that will contact an electric line or enter the vegetation clearance space before next scheduled visit.

Council will conduct a biennial inspection of its powerlines to ascertain which trees could become 'hazard' trees within the next twelve months and are probable to either fall over the powerlines or grow into the clearance space. The inspecting arborist shall take into consideration local weather conditions, protected fauna or habitat. These inspections are to be conducted by a Qualified Arborist (AHC30824) Certificate III in Arboriculture + AHCARB408 Perform a ground-based tree defect evaluation module + at least 3 years of field experience with a current (UET20321) Certificate II in ESI – Powerline Vegetation Control as a minimum. In the event that a Council arborist identifies a 'hazard tree', the tree will be programmed to be pruned or removed as the situation requires. In the event that the 'hazard' cannot be safely pruned by Council employed contractors the assistance of the local distribution company will be sought to undertake the remedial works.

Council is only responsible for trees located within the municipality and on land deemed or managed by Council.

A Council employee or approved contractor that undertakes urgent work at the direction of Council may elect to remove or prune trees further than the minimum clearance space around electricity lines. These works are seen as being efficient and effective in delivering a compliant management plan. Council as the responsible person and the land manager will inform the adjacent resident of the works within a reasonable timeframe.

In the case a Council officer observes a tree that is described as hazardous in relation to the ES (ELC) Regs 2020, that is not on municipal controlled land, they will report the matter to the appropriate authority or land manager for remedial action.

### **9 (4) (j) (iii) Specify the method for determining an additional distance that allows for cable sag and sway (incorporates Reg 9(4) and Schedule 21)**

The urban nature of the City of Glen Eira means most of the overhead assets support poles are at a distance less than 45 metres.

Council officers will use the information outlined in Part 3 of the Code, and clauses 23-27 including graphs contained in pages 53-60 of the Code, to determine any additional clearance distance to allow for cable sag and sway. Uninsulated spans greater than 100m in length in LBRA require additional allowance for sag and sway. If Council identifies spans over 100m affected by vegetation, Council officers will seek advice from the relevant Distribution Business regarding the additional sag and sway requirements and incorporate these within the plan.

Listed below are the primary contacts for each of the energy distribution companies and public transport systems that are represented in the city.

<b>Company</b>	CitiPower and United Energy
<b>Contact</b>	Jason Craig – Vegetation Stakeholder and Improvement Lead
<b>Telephone</b>	(03) 8846 9709 / 0402 386 940
<b>Email</b>	JCraig@powercor.com.au
<b>Faults and emergencies</b>	CitiPower – 13 12 80 / United Energy – 132 099

<b>Company</b>	Yarra Trams
<b>Contact</b>	Tobias Meyer – Team Manager, Network Facilities
<b>Telephone</b>	0410 473 749
<b>Email</b>	Tobias.Meyer@yarratrams.com.au

<b>Company</b>	Metro Trains
<b>Contact</b>	Katrina Lewis – Production Vegetation Manager
<b>Telephone</b>	0405 506 488
<b>Email</b>	Katrina.Lewis@metrotrains.com.au

**9 (4) (k) The procedures to be adopted if it is not practicable to comply with the requirements of AS 4373 while cutting a tree in accordance with the Code**

Council’s tree management policies, strategies and contract documentation identify AS 4373-2007 as a minimum standard for pruning of Council managed trees. It is a requirement that both Council employees and contractors engaged by Council for tree pruning activities use this standard as a minimum requirement for any pruning works. It is not foreseen that there is a pruning situation that would involve non-compliance with AS 4373- 2007. If such a situation should arise the Coordinator Urban Forest would adjudicate on the pruning requirements and deliver direction to the work crew involved. Documentation relating to this event would be stored on the contract file as a variation to the work standards.

Council has full access to the Australian Standards through SAI Global, ensuring that it is using the most current edition of the standard.

All pruning associated with electric line clearance is contracted out, and the details of the levels and standards of pruning are contained within the contract. The Block Tree Pruning Services Contract (2022.181) clearly defines AS4373-2007 as a minimum pruning standard. Random samples of works are undertaken for quality assessments and the standard of pruning is assessed against AS4373-

2007. The key performance indicators are set at 90% and any non-compliant works are returned to the contractor as remedial works within set timeframes.

Should either Council staff or contractors encounter a situation where to achieve electrical vegetation clearance requirements the pruning will not meet AS 4373-2007, then Council's Coordinator Urban Forests, will assess the tree and make a decision on how to best achieve a satisfactory outcome.

**9 (4) (l) & (m) A description of each alternative compliance mechanism in respect of which the responsible person has applied, or proposes to apply, for approval under clause 31 of the Code**

Council has had discussions with both United Energy and CitiPower as to the type of alternative compliance mechanisms that might be permitted to be used on their networks. This is seen as the first step in getting an Alternative Compliance Mechanism (ACM) approved.

Council has no approved ACM's to declare or monitor.

**9 (4) (n) A description of the measures that must be used to assess the performance of the responsible person under the management plan**

To ensure that the aims and standards contained within this plan are achieved the following Key Performance Indicators (KPI) will be utilised to measure compliance with the ELCMP.

KPI	Measurement	%	Responsible Officer
Prepare plan by 30 June 2024	ELCMP prepared, and approved by 30 June 2024.	100%	Director Sustainability, Assets and Leisure
Submit the ELCMP to ESV within 14 Days when asked to.	Upon receipt of a request from ESV- forward a copy of the plan within 14 Days of the request being written.	100%	Director Sustainability, Assets and Leisure
Display a Copy of ELCMP on the website and have 'hardcopies' available for the Public.	By 1 July 2024 have the current copy of the ELCMP displayed on the website and copies available at Parks Services Depot.	100%	Manager Parks Services
All tree pruning staff (including contractors) must have the appropriate current qualifications before working within the No Go Zone near powerlines.	Check pruning staff accreditation and maintain a copy of the training matrix no older than 6 months.	100%	Manager Parks Services
Pruning works must comply with A.S. 4373 Pruning of Amenity Trees.	All pruning works must be pruned to the standard described in AS4373.	100%	Manager Parks Services

KPI	Measurement	%	Responsible Officer
Programmes are delivered within the prescribed timeframes.	Pruning programmes identified in the ELCMP must be delivered prior to 30 June 2025 – Programme pruning dates are monitored through contract meetings on a monthly basis.	100%	Manager Parks Services
OH&S audits are undertaken to ensure crews are working in a safe manner.	During times when the pruning programme is active, monthly OH&S audits are undertaken to ensure crews are working in a safe manner.	100%	Manager Parks Services
Quality Audits are undertaken to ensure pruning works are to the standards required in this ELCMP.	During times when the pruning programme is active, monthly quality audits are to be undertaken on the completed works.	90%	Manager Parks Services

#### **9 (4) (o) Details of the audit processes that must be used to determine the responsible person's compliance with the Code**

The KPI table provided in Regulation 9(4)(n) is the primary performance manager along with site audits of contracted works.

All tree pruning works are audited upon completion. A sampling of the works is undertaken that represents 10% of volume of monthly works. These works must pass a 90% compliance rate to be accepted as completed. All works that are non-compliant are returned to the contractor for remedial action. The contractor is required to return the list of recalls that have been actioned and signed off by supervising staff within a 30-day period.

Contractor training matrices are called for twice per year to check that staff are appropriately qualified and competent. New staff and induction records are reported at monthly contract meetings. Council staff competencies are recorded on a training matrix which is updated as new training is undertaken.

Regular monthly audits of contractors and their staff are undertaken by Council's Arboricultural officers to ensure compliance. Contractor's staff working onsite without the appropriate accreditation will be immediately stood down and the contractor issued a non-conformance notice.

Monthly audits are undertaken of all contractors engaged in powerline vegetation clearance in relation to OH&S. The audits are site inspections to ensure the crews are working in a safe manner and includes traffic control signage, travel tower compliance (electric testing and weight testing, registration) the impletion of safety devices (earth chain – bucket harness) as notables. If a contractor is found non-compliant with any of the standards, work is ceased until the situation is rectified, the contractor's management team is notified, and a notice is issued for non-compliance. The crew directly involved or the whole team involved in the

service delivery may be stood down until the non-compliance issues are rectified and the non-compliance process is closed off to the satisfaction of GECC.

Contractors employed in vegetation control near electrified powerlines are required to maintain all relevant accreditation as current and to work to the safe approach distances as stated in the Blue Book. Failure to be able to produce current accreditation or not adhering to the safe approach distances outlined in the Blue Book will result in the staff members being stood down or being sent for refresher training.

Records of all audits and actions in relation to contract compliance are maintained for a period of no less than 7 years.

Similarly Council staff without the appropriate accreditation cannot undertake any works associated with powerlines until current accreditation standards are achieved. Council employees engaged in vegetation near powerlines are audited for OH&S and quality to the standards required by the ES (ELC) Regs. Non-compliance issues may result in staff being stood down from conducting line clearance works, until the issue is rectified.

**9 (4) (p) The qualifications and experience that the responsible person must require of the persons who are to carry out the inspection, cutting or removal of trees in accordance with the Code and the Electricity Safety (General) Regulations 2019**

Council employed staff and contractors are non-electrical workers engaged in vegetation control works adjacent to electrical conductors, then working to requirements within the “Blue Book”.

Council tree management staff that conduct line clearance inspection works must have a minimum tertiary qualification of AQF level 3 AHC30824 Certificate III Arboriculture and have UET20321 Certificate II in ESI - Powerline Vegetation Control inclusive of the annual ESI refresher training to attend to the amenity requirements for protecting its tree population in conjunction with meeting the vegetation clearance requirements.

All Glen Eira staff are trained as per the following table by a Registered Training Organisation with qualifications recorded on our training matrix. Biannual checks are undertaken to ensure staff qualifications are current.

All staff that are employed are checked for currency of training. Should there be requirements that are needed to be met, then the required training must be undertaken for the staff member utilised for that activity.

All tree work will be undertaken in relation to the Electrical Safety Act 1998 and the ES (ELC) Regs. All crews working within the vicinity of powerlines must have a current Certificate II in ESI - Powerline Vegetation Control as well as other appropriate training (as per the following table) that allows them to undertake their work safely.

Worker Role	Job Description	Competencies
<b>EWP Operator &amp; EWP Safety Observer</b>	Conducting tree pruning works in the proximity of electric lines from an insulated bucket on an Elevated Work Platform. These are typically works that are contracted out.	<ul style="list-style-type: none"> <li>• AHC30824 - Certificate III in Arboriculture</li> <li>• UET20321 - Certificate II ESI Powerline Vegetation Control</li> <li>• UETDRVC004 - Control vegetation in the vicinity of live electrical apparatus from an elevated work platform</li> <li>• UETDRVC005 - Control vegetation in the vicinity of live electrical apparatus from ground level</li> <li>• TLILIC0005 – Licence to operate a boom-type elevating work platform (also equivalent is High risk work licence - WP)</li> <li>• First aid</li> <li>• Traffic management</li> <li>• Manual handling</li> <li>• Annual refreshers in vegetation control and First Aid (in an electrical environment) and required to maintain currency</li> </ul>
<b>Tree Climber and Climber Safety Observer</b>	Conducting tree pruning works in the proximity of electric lines from within the tree using ropes and harness. These are typically works that are contracted out.	<ul style="list-style-type: none"> <li>• AHC30824 - Certificate III in Arboriculture</li> <li>• UET20321 - Certificate II ESI Powerline Vegetation Control</li> <li>• UETDRVC006 - Control vegetation in the vicinity of live electrical apparatus from within the tree</li> <li>• UETDRVC010 - Perform rescue from within a tree in the vicinity of live electrical apparatus</li> <li>• AHCARB319 – Use arborist climbing techniques</li> <li>• First aid</li> <li>• Traffic management</li> <li>• Operate woodchipper and plant</li> <li>• Chainsaw operation</li> <li>• Application of pruning techniques and standards</li> <li>• Manual handling</li> <li>• Annual refreshers in vegetation control and First Aid (in an electrical environment) and required to maintain currency</li> </ul>
<b>Ground based operations: Woodchipper and plant operator and pruning and removal</b>	Pruning or tree removal ground-based operations where the works may be in the proximity of electric lines. These may be employees of Council or workers under contract.	<ul style="list-style-type: none"> <li>• UET20321 - Certificate II ESI Powerline Vegetation Control</li> <li>• First aid</li> <li>• Traffic management</li> <li>• Operate a mobile chipper/mulcher</li> <li>• Chainsaw operation</li> <li>• Application of pruning techniques and standards</li> <li>• Manual handling</li> <li>• Chemical use and application</li> <li>• Annual refreshers in vegetation control and First Aid (in an electrical environment) and required to maintain currency</li> </ul>
<b>Qualified Arborist Defect assessment</b>	Typically, officers employed by Glen Eira who inspect vegetation and programme works that may be in proximity to electric conductors.	<ul style="list-style-type: none"> <li>• AHC30824 - Certificate III in Arboriculture + AHCARB408 Perform a ground-based tree defect evaluation module</li> <li>• UET20321 - Certificate II ESI Powerline Vegetation Control</li> <li>• First aid</li> <li>• Traffic management</li> <li>• Manual handling</li> <li>• At least three years of field experience in assessing trees.</li> <li>• Annual refreshers in vegetation control and First Aid (in an electrical environment) and required to maintain currency</li> </ul>
<b>Consultant Arborist Hazard tree and Risk assessment</b>	Undertake advanced tree hazard assessments and draft tree management plans.	<ul style="list-style-type: none"> <li>• AHC50524 - Diploma in Arboriculture</li> <li>• UET20321 - Certificate II ESI Powerline Vegetation Control</li> <li>• First aid</li> <li>• Traffic management</li> <li>• Manual handling</li> <li>• At least five years of field experience in assessing trees.</li> <li>• Annual refreshers in vegetation control and First Aid (in an electrical environment) and required to maintain currency</li> </ul>

The contract initiation process requires the contractor to provide all relevant documentation in relation to insurances, staff training and other requirements prior to undertaking any tree pruning in the proximity powerlines. Any changes to staff serving the contract must be updated in the training matrix and reported during contractual meetings. As a minimum, copies of all staff training matrices

and insurances are required to be presented to Council biannually. For the current contractor TreeServe, all staff members were trained in Certificate II in ESI Powerline Vegetation Control initial training in the EPV stream of assessment.

#### **9 (4) (q) Notification and consultation procedures**

In maintaining Council's responsibilities with reference to this management plan, it should be noted that Council or its contractors only prune trees that are managed by Council. Council notifies its residents of any intent to prune or remove trees. As most requests are made via Council's customer request system Pathway, the provision of feedback to residents is part of Council's service charter.

Council will inform all residents of its street tree pruning program by publishing a notice in Council's magazine GE News, which is circulated to all residents on a monthly basis (with the exception of January).

Glen Eira City Council notifies its residents in response to requests of any intention to prune or remove trees as part of its customer service charter.

Council will provide additional notification to residents via its webpage.

#### **9 (4) (s) A responsible person who receives an exemption must ensure that a copy of the exemption is published**

No exemptions have been granted.

#### **9 (4) (r) Dispute resolution procedures**

Council has a dispute policy and will resolve disputes between the responsible officer and the resident.

In relation to this ELCMP there is a stepped process to dispute resolution.

**Level 1:** The dispute resolution relating to the pruning or removal of trees where it relates to electric line clearance can be addressed to:

<b>Name</b>	<b>Jarrold Knight</b>
<b>Position</b>	<b>Coordinator Urban Forest</b>
<b>Address</b>	<b>731 Inkerman Road, Caulfield North 3161</b>
<b>Telephone</b>	<b>(03) 9524 3333</b>
<b>Email address</b>	<b>Jknight@gleneira.vic.gov.au</b>



**Level 2:** Multiple requests or disputes not resolved can be addressed to:

<b>Name</b>	<b>Mark Dornau</b>
<b>Position</b>	<b>Manager Parks Services</b>
<b>Address</b>	<b>731 Inkerman Road, Caulfield North 3161</b>
<b>Telephone</b>	<b>(03) 9524 3333</b>
<b>Email address</b>	<b><a href="mailto:Mdornau@gleneira.vic.gov.au">Mdornau@gleneira.vic.gov.au</a></b>

**Level 3:** Disputes not resolved through the level 3 process can be addressed to:

<b>Name</b>	<b>Niall McDonagh</b>
<b>Position</b>	<b>Director, Sustainability Assets and Leisure</b>
<b>Address</b>	<b>PO Box 42 Caulfield South</b>
<b>Telephone</b>	<b>(03) 9524 3333</b>
<b>Email address</b>	<b><a href="mailto:NMcDonagh@gleneira.vic.gov.au">NMcDonagh@gleneira.vic.gov.au</a></b>

If the Council's dispute resolution process is unsuccessful in resolving the issue, the plaintiff will be referred to the local Distribution Business, Energy Safe Victoria or the Energy and Water Ombudsman of Victoria, whichever is most relevant.

**9 (4) (s) If Energy Safe Victoria has granted an exemption under regulation 11 relating to a requirement of the Code, details of the exemption or a copy of the exemption**

As at the time of preparation of this ELCMP, Glen Eira City Council has neither applied for nor received an exemption.

**10 Obligations relating to management plans**

**10 (6) A responsible person must ensure that a copy of the management plan is published on the responsible person's Internet site**

Glen Eira City Council Website: [www.Gleneira.vic.gov.au](http://www.Gleneira.vic.gov.au)

As a part of meeting compliance with the regulations, a current copy of the ELCMP is placed on Councils website. The copy is to be placed on the website just prior to or on 1 July 2024.

When the ELCMP 2024-25 'sunset' or reaches the end of its term (30<sup>th</sup> June 2025) the plan will be removed from the website. The responsibility for ensuring this action is undertaken is the Manager of Parks Services.

As a community service to our ratepayers and residents, a copy of the ELCMP will be available for inspection from 1 July 2024 to 30 June 2025 at the following address:

Parks Services Office  
731 Inkerman Road, Caulfield North 3161  
During normal business hours 7.00am – 4.00pm weekdays.

**11 (2) (a) and 11 (2) (b) A responsible person who receives an exemption must ensure that a copy of the exemption is published on the responsible person's Internet site and is available for inspection at the responsible person's principal office in the State during normal business hours**

As at the time of the preparation of this ELCMP, Glen Eira City Council has neither applied for nor received an exemption.

## **SCHEDULE 1 - CODE OF PRACTICE FOR ELECTRIC LINE CLEARANCE**

### **PART 2 - CLEARANCE RESPONSIBILITIES**

#### **DIVISION 1 – ROLES OF RESPONSIBLE PERSONS**

#### **4 Exception to minimum clearance space for structural branches around insulated low voltage electric lines**

Council may identify trees within the Declared Area that meet the requirements for exception as outlined in Section 4 of Schedule 1 of the Code. The exception relates to a structural branch with a part that is >130mm diameter within the minimum clearance space for spans that are:

- (i) less than or equal to 40m in length and the branch is >150mm from the line; or
- (ii) greater than 40m in length and the branch is >300mm from the line.

If Council chooses to apply this exception, an individual risk assessment of the tree will be undertaken to determine that the branch does not have a defect or otherwise pose an unreasonable risk. All assessments for trees to which this exception may be or is applied will be undertaken by a Qualified Arborist with all relevant training as detailed in Part 1 9(4)(p) of this Plan within 14 months of the previous assessment.

Where the assessment determines that the limb is a low risk of impacting the powerlines, the tree will be flagged as being managed as an exception.

#### **5 Exception to minimum clearance space for small branches around insulated low voltage electric lines**

Where it is identified that foliage and branches less than 10mm in diameter have grown within the minimum clearance space of an insulated low voltage line, the pruning records for the tree will be reviewed to ensure the tree has been pruned to comply with the minimum clearance space in the previous 12 months. If it has, the tree will be noted as requiring pruning during the next cycle of the annual clearance program. If it has not, a Qualified Arborist will schedule the relevant clearance works to be completed within the timeframes specified in section 9(4)(j).

#### **6 Exception to minimum clearance space for small branches around uninsulated low voltage electric lines in low bushfire areas**

Where it is identified that foliage and branches less than 10mm in diameter have grown no more than 500mm within the minimum clearance space under an uninsulated low voltage line, and if it is within the middle 2/3 of the span with spreaders fitted as specified in the Regulations, the pruning records for the tree will be reviewed to ensure the tree has been pruned to comply with the minimum clearance space in the previous 12 months.

If it has, the tree will be noted as requiring pruning during the next cycle of the line clearance program. If it has not, a Qualified Arborist will schedule the relevant clearance works to be completed within the timeframes specified in section 9(4)(j).

## **7 Exception to minimum clearance space for structural branches around uninsulated low voltage electric lines in low bushfire risk areas**

Where a tree is identified with a structural branch within the minimum clearance space >130mm in diameter and removal of the branch will significantly alter the shape of the tree or compromise its structure, Council may undertake an individual risk assessment of the tree to determine whether this exception to the normal clearance requirements is appropriate.

This exception relates to a structural branch with a part that is >130mm diameter within the minimum clearance space for spans that are:

- (i) less than 45m in length, contain one conductor spreader;
- (ii) greater than 45m in length, contains two conductor spreaders; or
- (iii) the branch is no more than 500mm inside the minimum clearance space.

Note: A spreader is not required to be fitted to the span if the branch comes within the minimum clearance space around the first or last sixth of the span.

If Council chooses to apply this exception, an individual risk assessment of the tree will be undertaken to determine that the branch does not have a defect or otherwise pose an unreasonable risk. All assessments for trees to which this exception may be or is applied will be undertaken by a Qualified Arborist with all relevant training as detailed in Part 1 9(4)(p) of this Plan within 14 months of the previous assessment.

Where the assessment determines that the limb is a low risk of impacting the powerlines, the tree will be flagged as being managed as an exception.

## **8 Not applicable**

## **9 Responsible person may cut or remove hazard tree**

Please see 9(4)(j).

## **SCHEDULE 1 – CODE OF PRACTICE FOR ELECTRIC LINE CLEARANCE**

### **PART 2 – CLEARANCE RESPONSIBILITIES**

#### **DIVISION 2 – MANNER OF CUTTING AND REMOVING TREES**

**10 A responsible person cutting a tree to achieve compliance must, as far as practicable, cut the tree in accordance with AS 4373 as published or amended from time to time**

Council's tree management plans have incorporated the requirements of the Australian Standard 4373 Amenity Tree Pruning. The standard is used as a minimum quality requirement for all of Council's arboriculture programmes and pruning activities. Pruning to this standard is a mandatory requirement for all tree pruning operations (beyond the scope of this plan) as a means of improving tree health and longevity.

In employing contractors to undertake the various pruning programmes, the terms and conditions of the contracts define pruning standards to AS4373 - 2007 as a minimum and must be employed at all times. Audits of tree works are undertaken monthly or as a completion of works package to ensure quality pruning is undertaken and the contractor scored adequately on the standard of works. The Comprehensive Pruning Contract 2016.033 specifically sets the KPI for the quality of pruning works at a 90% achieved level.

Further details are contained in Attachment 1 Comprehensive Pruning Specification, Clause 4 Quality of Service.

Council has the expectation that all pruning works on trees managed by Council will be to a standard of no less than prescribed in AS4373-2007. Should staff or contractors have any queries in relation to not being able to meet these requirements then advice should be sought from Council's Arboricultural Coordinators.

**11 Cutting or removal of indigenous or significant trees must be minimised**

The declared urban area of the City of Glen Eira consists of a mixture of indigenous, native, exotic, evergreen and deciduous trees that have been mostly planted by Council. A full inventory of all Council's tree assets has been recorded on Council's asset management system, Confirm.

A small percentage of trees have been identified as 'naturally' occurring indigenous specimens, or of ecological, historical or aesthetic significance or a tree of cultural or environmental significance and these are discussed below.

Protected Vegetation

VPO1 - Boyd Park (within Pruning Block 6)

Council has an area in the southern section of Boyd Park identified as a Vegetation Protection Overlay (VPO). An area of re-generated trees and

shrubs, that occurred after the decommissioning of the Outer Circle railway line. Precautions for protection of this regenerated vegetation from line clearance activities have already been implemented as the powerlines that run through the VPO are Aerial Bundled Cable (ABC). Identified as part of this audit are a number of trees adjacent to three spans of LV bundled cable in Boyd Park between William Street and Ricourt Avenue, Murrumbena that are protected in a vegetation planning overlay.

Prior to any proposed pruning or removals with the VPO1 Boyd Park, the tree will be inspected by a Council employed qualified arborist to assess the vegetation, and seek the appropriate permits before issuing works orders. In issuing works orders, the order will contain information regarding any protected or significant vegetation and the pruning requirements associated with said vegetation.

## **12 Cutting or removing habitat for threatened fauna**

Council's previous reviews of the likelihood of the existence of threatened fauna within Glen Eira found that no threatened fauna or habitat was identified within the municipal boundaries.

Therefore it is unlikely that during the implementation of this ELCMP that any habitat for threatened fauna will be 'cut' or removed. Council staff and its contractors are not to prune or remove trees that contain nesting fauna or engage in activities that might endanger any fauna. In the case where animals cannot be relocated then the works are placed on hold until a Council officer can find a responsible outcome.

*Note: Dr Graeme Lorimer's, Review of the Environmental Strategy is the most current ecological information concerning GECC and used as reference guide for this ELCMP.*

## **SCHEDULE 1 – CODE OF PRACTICE FOR ELECTRIC LINE CLEARANCE**

### **PART 2 – CLEARANCE RESPONSIBILITIES**

#### **DIVISION 3 – NOTIFICATION, CONSULTATION AND DISPUTE RESOLUTION**

##### **16 Responsible person must provide notification before cutting or removing certain trees**

In maintaining Council's responsibilities with reference to this management plan it should be noted that Council or its contractors only prune trees that are managed by Council. Council notifies its residents of any intent to prune or remove trees. As most requests are made via Council's customer request system Pathway, the provision of feedback to residents is part of Council's service charter.

Council will inform all residents of its street tree pruning program by publishing a notice in Council's magazine GE News, which is circulated to all residents on a monthly basis (with the exception of January).

Glen Eira City Council notifies its residents in response to requests of any intention to prune or remove trees as part of its customer service charter.

Council will provide additional notification to residents via its webpage.

Council notifies its residents in response to individual pruning requests by either a customer response card or a letter/email. These notices of works are made after the tree has been inspected and lists the type of works that are involved as part of its customer service charter.

Examples of template information cards and letters that a resident may receive are provided below.



**Glen Eira Trees**



**Tree  
Inspection  
Notification**

Date:    /    /                      Request Number: .....

A Council officer called earlier today to inspect the tree on the nature strip outside your property. As a result of the inspection the following action will be taken.

- No further work is required** – the tree conforms to Council's specifications and is found to be in a healthy state.
- The tree will have pruning works carried out** – the work required is of a routine nature and has been programmed accordingly.
- The tree is in poor health** – removal has been recommended and will be completed within the next few weeks.
- A tree will be planted** in accordance with Council's Street Tree Strategy, during Council's planting season – April to September, subject to tree stock availability.

**Comments:** .....  
.....  
.....  
.....

Inspecting Officer: .....

**Customer Enquiries: 9524 3333**

Glen Eira Trees is a Business Unit of Glen Eira City Council.





GLEN EIRA  
CITY COUNCIL

BENTLEIGH  
BENTLEIGH EAST  
BRIGHTON EAST  
CARNEGIE  
CAULFIELD  
ELSTERNWICK  
GARDENWALE  
GLEN HUNTLY  
MCKINNON  
MURRUMBEENA  
ORMOND  
ST KILDA EAST

SUBJECT:  
DATE:  
ATTENTION:

**RE: PROPOSED TREE REMOVAL (Insert address)**

Dear (Insert residents name)

Council arborists have inspected the (Insert Tree Species) in the nature strip at the front of (Insert Street Address) and have identified that (Insert reason for removal from arborists notes).

For this reason, we have made the decision to remove the tree and list the site for replacement tree planting. The decision to remove any tree is difficult for officers and especially in this case. Council's arborists carefully consider alternatives to retain the tree on an individual basis, with removal of the tree considered as the last option.

Works have been scheduled with Council's relevant contractor and are to be completed within 40 working days.

The replacement tree has been listed as part of the (List Next Planting Season) tree planting season (April through to October).

Council's Urban Forest Tree Planner will inspect the street and program an appropriate replacement tree species based on the individual street conditions.

If you have any further queries, please contact Council's Customer Services team on 9524 3333 or email [treeplanting@gleneira.vic.gov.au](mailto:treeplanting@gleneira.vic.gov.au) (or the like)

Thank you,

Jarrod Knight  
Coordinator Urban Forest



GLEN EIRA CITY COUNCIL  
CORNER GLEN EIRA AND HAWTHORN ROADS, CAULFIELD, VIC  
PO BOX 42, CAULFIELD SOUTH 3162

ABN 65 952 882 314 • P 03 9524 3333 • F 03 9523 0339  
NATIONAL RELAY SERVICE TTY 13 36 77 • SPEAK AND LISTEN 1300 555 727  
INTERNET-RELAY.NRS.CALL.GOV.AU THEN ENTER 03 9524 3333 • MAIL@GLENEIRA.VIC.GOV.AU  
[GLENEIRA.VIC.GOV.AU](http://GLENEIRA.VIC.GOV.AU)

## **SCHEDULE 1 – CODE OF PRACTICE FOR ELECTRIC LINE CLEARANCE**

### **PART 2 – CLEARANCE RESPONSIBILITIES**

#### **DIVISION 4 – ADDITIONAL DUTIES OF RESPONSIBLE PERSONS**

##### **20 Duty relating to the safety of cutting or removal of trees close to an electric line**

Where Council staff and/or Council's contractors are unsure of the safety of pruning or removing a tree, they will consult with the relevant Distribution Business, or if the tree affects a railway/tram supply line, the relevant Railway/Tram Operator, to develop an appropriate action plan to mitigate the hazard or bring the tree into compliance with the Code.

The contact details of the relevant organisations are provided on page 30 of this Plan.

**SCHEDULE 1 – CODE OF PRACTICE FOR ELECTRIC LINE CLEARANCE**  
**PART 3 – MINIMUM CLEARANCE SPACES**  
**DIVISION 2 – ALTERNATIVE COMPLIANCE MECHANISMS**

**31 Application for approval of alternative compliance mechanism**

Council does not use, or has applied for, any alternative compliance mechanisms.

If Council should apply to Energy Safe Victoria for approval to use an alternative compliance mechanism in respect of a span of an electric line or a class of spans, the application will include details of:

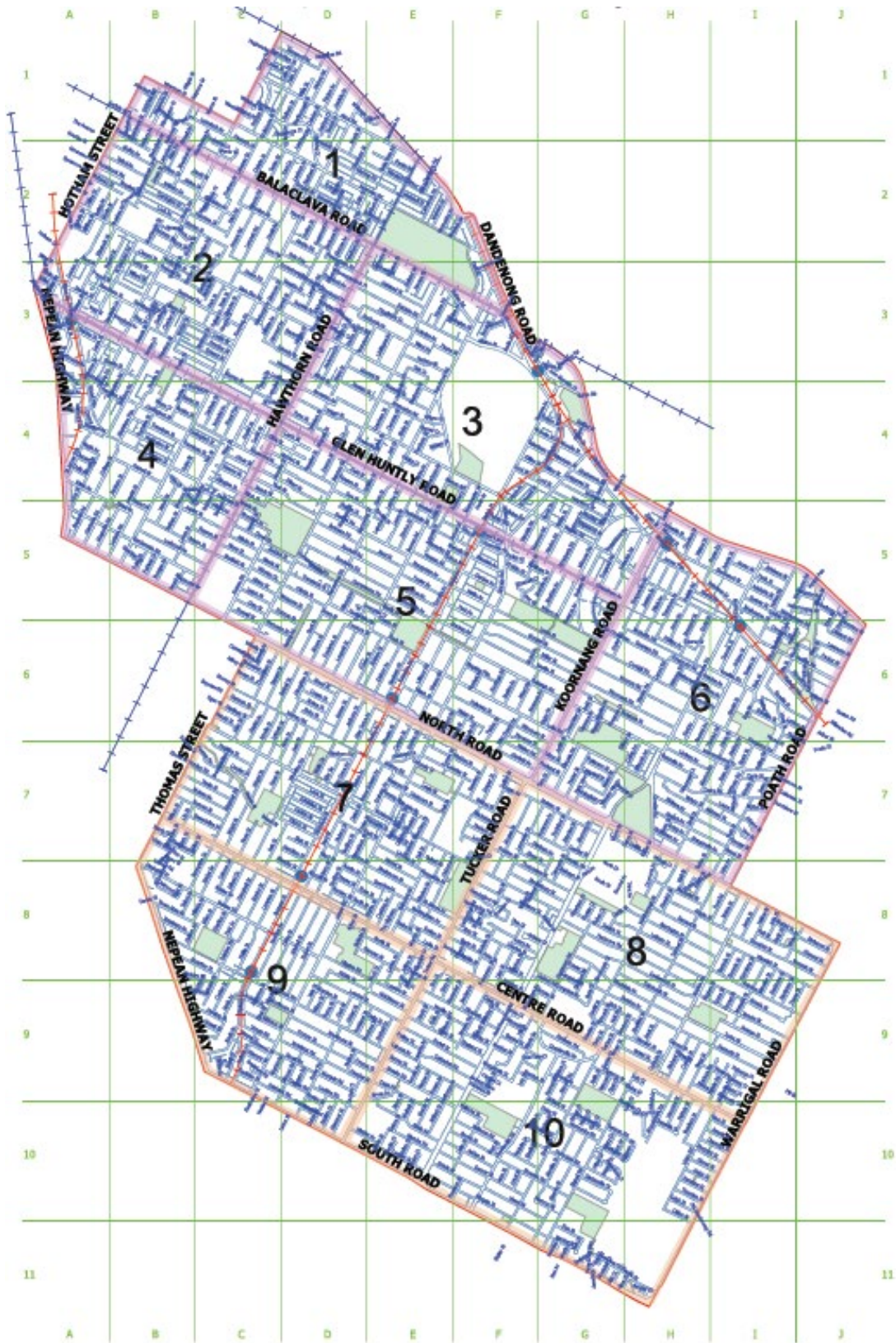
- i. the alternative compliance mechanism; and
- ii. a written confirmation from the Distribution Business or alternative qualified provider that includes:
  - a. the procedures to be adopted for commissioning, installing, operating, maintaining, and decommissioning the alternative compliance mechanism; and
  - b. the published technical standards that will be complied with when commissioning, installing, operating, maintaining, and decommissioning the alternative compliance mechanism; and
- iii. the location of the span; or describe the class; and
- iv. the minimum clearance space that the applicant proposes is to be applied in relation to the span, or class of spans, in respect of which the application is made; and
- v. a copy of the formal safety assessment prepared by the Distribution Business or an alternative qualified provider under clause 32; and
- vi. a copy of the written agreement of the owner or the operator of the span, or the owner or the operator of each span that belongs to that class.

**32 Formal safety assessment of alternative compliance mechanism**

Council does not use, or has applied for, any alternative compliance mechanisms.

As Council Officers are not qualified to provide a formal safety assessment, this will be prepared by the Distribution Business or an alternative qualified provider and will comply with the requirements as defined in Schedule 1, Part 3, Division 2, and Clause 1 of the Code.

ATTACHMENT 1, BLOCK PRUNING AREA MAP



**BLOCK PRUNING AREAS**

**A DESCRIPTION OF DESIGNATED TREE PRUNING BLOCKS FOR THE COMPREHENSIVE TREE PRUNING PROGRAM.**

To read in conjunction with: **Attachment 2, Block Pruning Area Map**

**Block 1**

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- North:** Inkerman –Orrong – Princes Hwy, Dandenong Road
- East:** Normanby Road (Dandenong – Balaclava)
- South:** Balaclava (Normanby –Hotham)
- West:** Hotham Street (Balaclava –Inkerman)

**Block 2**

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- North:** Balaclava Road (Hotham –Hawthorn)
- East:** Hawthorn Road (Balaclava –Glen Huntly)
- South:** Glen Huntly Road (Hotham – Hawthorn)
- West:** Hotham Street (Glen Huntly–Balaclava)

**Block 3**

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- North:** Balaclava Road, Normanby Road, Smith, Dandenong Road
- East:** Koornang Road (Dandenong - Graceburn)
- South:** Graceburn Ave & Glen Huntly Road (Koornang – Hawthorn)
- West:** Hawthorn Road (Glen Huntly –Balaclava)

**Block 4**

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- North:** Glen Huntly Road (Nepean – Hawthorn)
- East:** Hawthorn Road (Glen Huntly- North)
- South:** North Road (Hawthorn- Nepean)
- West:** Nepean Hwy (North – Glen Huntly)

**Block 5**

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- North:** Glen Huntly Road – Graceburn (Hawthorn - Koornang)
- East:** Koornang (Graceburn- North)
- South:** North Road (Koornang- Hawthorn)
- West:** Hawthorn Road (North-Glen Huntly)

**Block 6**

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- North:** Dandenong Road (Koornang-Poath)
- East:** Poath Road (Dandenong-North)
- South:** North Road (Poath- Koornang)
- West:** Koornang Road (North-Dandenong)

### Block 7

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**North:** North Road (Thomas-Tucker)  
**East:** Tucker Road (North- Centre)  
**South:** Centre Road (Tucker-Thomas)  
**West:** Thomas Street (Centre-Thomas)

### Block 8

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**North:** North Road (Warrigal- Centre)  
**East:** Warrigal Road (North –Centre)  
**South:** Centre Road (Warrigal- Tucker)  
**West:** Tucker Road (Centre-North)

### Block 9

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**North:** Centre Road (Thomas -Tucker)  
**East:** Tucker (Centre – South)  
**South:** South Road (Tucker – Nepean)  
**West:** Nepean Hwy & Thomas Road (South – Centre)

### Block 10

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**North:** Centre Road (Tucker- Warrigal)  
**East:** Warrigal Road (Centre – South)  
**South:** South Road (Warrigal – Tucker)  
**West:** Tucker Road (South – Centre)