

# TREE STRATEGY REVIEW OF 2018 and ACTION PLAN 2019

N.B This should be read in conjunction with the Adopted  
Tree Strategy

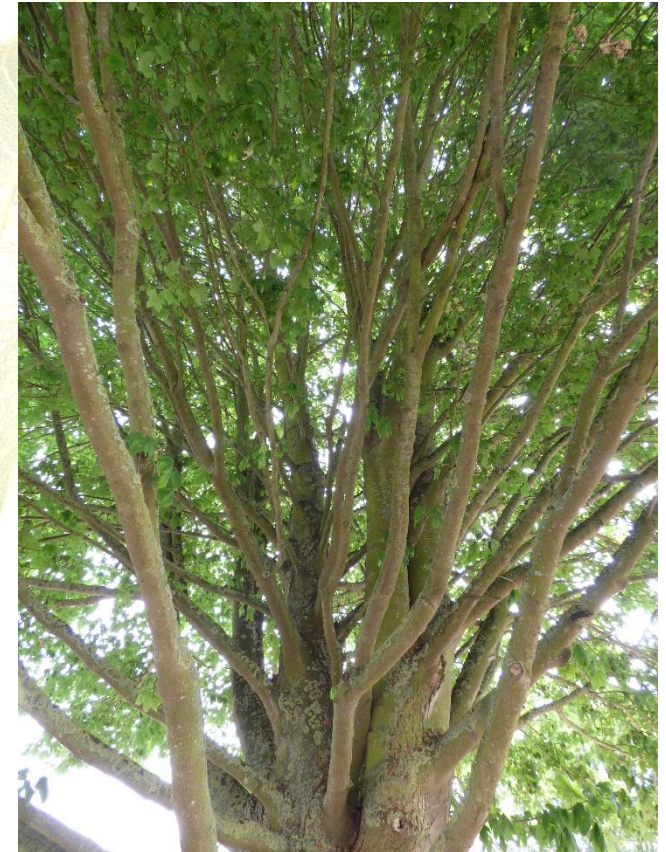


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## OBJECTIVES

1. To protect trees in East Cambridgeshire District
2. To encourage and ensure high standards of management of trees – privately or Council owned
3. To ensure continuity of trees in our landscape – planting schemes
4. To engage with the community/public and other parties in protecting, valuing and enhancing the treescape
5. To ensure sustainability of existing and new trees is considered in development within the district
6. To manage risks associated with trees



*Sycamore Tree*

**Credit: The Students of Littleport Community Primary School**



## PERFORMANCE

### How we have meet the 6 Objectives in 2018

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
<b>1. To protect trees in East Cambridgeshire District</b>	1.1 Statutory tree protection by				
	<ul style="list-style-type: none"> <li>Tree preservation Orders (TPO)</li> <li>Conservation Area status</li> <li>Planning Conditions</li> </ul>	Senior Trees Officer (STO) Trees Officer (TO)  STO TO  STO TO Planning Officers (PO's)	Number of new TPO's served  Number of tree work applications for TPO  Number of tree work applications for compliance with planning conditions	Senior Trees Officer (STO)  STO  Planning Manager (PM) STO	<ul style="list-style-type: none"> <li>475 ECDC TPO's (8 new in 2018)</li> <li>71 TPO Tree Work Applications</li> <li>26 ECDC Conservation Areas</li> <li>266 Conservation Area Tree Work Applications</li> <li>51 Tree Work Applications</li> <li>Standard planning conditions with specific reference to trees and tree protection and individual site specifically worded conditions where appropriate, requested by the Trees Officers in planning application consultation comments, supported by ECDC Proposed submission Local Plan policies.</li> </ul>
	1.2 General Guidance and provision of public tree advisory service	STO TO	Number of enquiries received by the Trees Service each year	STO	<ul style="list-style-type: none"> <li>Kept ECDC website up to date</li> <li>Number of enquiries received in 2018 was 2581</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
	<ul style="list-style-type: none"> <li>• ECDC website and links</li> <li>• Direct to the Trees Officers</li> <li>• ECDC Tree information leaflet</li> </ul>				<ul style="list-style-type: none"> <li>• Update of ECDC Tree information leaflet to be finalised in 2019</li> </ul>
	1.3 Referrals to other organisations e.g. Forestry Commission, Natural England, County Wildlife Trust, Environment Agency, Cambs County Council & Parish Councils.	STO TO	Number of tree enquiries referred to these other national & local institutions.	STO	<ul style="list-style-type: none"> <li>• Local Parish Plans</li> <li>• Have continued to seek effective communication links with other national and local institutions with tree protection roles included in their operations</li> </ul>
	1.4 Provide information on ECDC protected trees.	STO TO IT Manager (ITM)	<ul style="list-style-type: none"> <li>• Number of specific tree protection check enquiries</li> <li>• Number of “hits” on ECDC website</li> </ul>	STO IT M Website Manager (WM)	<ul style="list-style-type: none"> <li>• Trees Officers do manual checking of data records and confirm protection status</li> <li>• Conservation Areas can be checked on line directly by customers</li> <li>• Currently TPO information not available to the public to view on ECDC website</li> <li>• Direct public access is available through our website to TPO and Conservation Area tree work application decisions</li> <li>• 4093 hits on tree pages on ECDC website in 2018</li> </ul>
<b>2. To encourage and ensure high standards of</b>	2.1 Monitoring the standard of tree work approved by ECDC in permitting tree	STO TO	<ul style="list-style-type: none"> <li>• Number of inspections of trees</li> </ul>	STO	<ul style="list-style-type: none"> <li>• All work to ECDC trees is inspected, as part of the annual</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
<b>management of trees – privately and Council owned</b>	work applications for work to trees covered by TPOs, Conservation Area status and compliance with tree related planning conditions.		<p>permitted for pruning work. (A minimum of 20% of all tree work applications approved per year are inspected in accordance with the Planning Service Plan.)</p> <ul style="list-style-type: none"> <li>Inspect all tree work carried out for the Council by the ECDC Trees POS team and external tree contractors and record on database</li> </ul>		<p>tree maintenance programme. 207 sites visited in 2018</p> <ul style="list-style-type: none"> <li>Standard of tree work is assessed against BS3998:2010 Tree Work – Recommendations and accords with specification approved</li> <li>More than 20% of tree work sites are inspected per year. 122 tree work application sites for quality of work inspections completed and 91 ECDC sites for completed tree work site inspections made in 2018</li> <li>Pre Application discussions with applicants to agree an acceptable tree work specification helps to ensure good quality of work specified and completed. Very little remedial follow up work is needed</li> </ul>
	2.2 Provide quality professional information and advice on tree work for tree management purposes to the public, private tree owners and professional tree contractors	STO TO WM	<ul style="list-style-type: none"> <li>Number of enquiries per year (see 1.4)</li> <li>Quality of tree work application specification received</li> <li>Number of “hits” on the ECDC website</li> </ul>	STO WM	<ul style="list-style-type: none"> <li>Tree Work Applications are only registered once the tree work specification details provided are of an acceptable standard</li> <li>Kept EDCDC website up to date</li> <li>Tree leaflet (to be finalised in 2019)</li> <li>Build up good working relationship and communications with the locally operating professional tree contractors</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
					<ul style="list-style-type: none"> <li>Monthly meetings held with the ECDC POS Manager and team</li> <li>Advice given to ECDC POS team when required</li> </ul>
	2.3 Effective enforcement investigations and expedient actions.	STO TO Legal Manager (LM) Planning Enforcement Team (PET) (supporting role)	<ul style="list-style-type: none"> <li>Records of all reported alleged breaches of tree protection legislation are followed up, action taken and cases closed in accordance with ECDC Enforcement Protocol and PACE</li> <li>Success of formal (including Court cases) and informal action taken</li> </ul>	STO PM	<ul style="list-style-type: none"> <li>All 5 reports of alleged breaches in 2018 of tree protection legislation were followed up, and 1 resulted in a formal caution.</li> <li>Records of expedient legal action kept</li> <li>The team are trained to conduct investigations under PACE, that will stand up in Court when required</li> <li>Currently a 100% outcome in favour of ECDC in Court action taken</li> </ul>
<b>3. To ensure continuity of trees in our landscape – planting schemes</b>	3.1 ECDC Annual tree planting scheme	STO TO Open Spaces Team (OS Team)	Number of trees planted per year	STO Open Spaces & Facilities Manager (OSFM)	<ul style="list-style-type: none"> <li>Ensure all ECDC Parishes are covered.</li> <li>14 new trees in 4 parishes were planted in 2018.</li> <li>Number of new trees planted is greater than the number of ECDC trees removed per year</li> <li>Will look for other sources of funding/grants for tree planting</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
	3.2 Involvement in major pre planning application discussions	STO TO PO's OS Team	Number of pre planning application consultations and meetings attended	STO PM	<ul style="list-style-type: none"> <li>The Trees Officers were involved with 10 pre planning application consultations in 2018.</li> </ul>
	3.3 Comment on tree/landscape schemes for Current Planning Applications (Full, Reserved Matters and Discharge of Condition applications)	STO TO	Number of planning application consultations considered and comments made	STO PM	<ul style="list-style-type: none"> <li>583 Planning application consultations completed in 2018</li> <li>Requested amendments where expedient to schemes, to improve the quality of landscape/tree provision, prior to determination or discharge of conditions</li> <li>Met and discussed with applicants, their agents and/or consultants, to agree requirements or revisions</li> <li>Looking to set up in 2019 the reference library of good quality schemes to illustrate good practice and standard of schemes aspired to</li> </ul>
	3.4 Engagement with Parish Councils, Private Landowners, Cambs County Council to promote tree planting on their land/sites. (also covered In Strategic Objective 5)	STO TO	Number of meetings attended per year	STO	<ul style="list-style-type: none"> <li>Provided advice to requests received from individual Parish Councils and landowners but no formal site meetings in 2018 for this required.</li> <li>ECDC requested tree planting on specific Cambs County Council sites in our district which have been planted.</li> <li>Trees Officers continue to seek to carry out more proactive</li> </ul>



STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
					promotion of tree planting, through Parish Plans and Parish Council newsletters or websites
	3.5 Attendance and Presentations to Planning Agents' Forum	STO TO	<ul style="list-style-type: none"> <li>• Number of presentations delivered per year</li> <li>• Number of meetings attended per year</li> </ul>	STO	<ul style="list-style-type: none"> <li>• Trees Officers attended 1 meeting in 2018</li> <li>• 1 presentation made to the forum on trees</li> <li>• Added information to Agents' Newsletter</li> </ul>
	3.6 Facilitate the Tree Council's Tree Warden (Parish) Scheme for East Cambs (Also covered In Strategic Objective 4)	STO	<ul style="list-style-type: none"> <li>• Number of voluntary parish Tree Wardens participating</li> </ul>	STO	<ul style="list-style-type: none"> <li>• Distributed and delivered information throughout 2018</li> <li>• Currently 18 Parishes take part and there are 18 Tree Wardens participating</li> <li>• Will continue to promote the scheme and engage more volunteers to cover Parishes currently without a Tree Warden in 2019</li> <li>• Took part in the Tree Council's review of alternative ways to facilitate the Tree Warden Scheme other than relying solely on Local Authorities. Attended meeting in Birmingham.</li> <li>• Continue to make time available to support the scheme more effective within current workloads although this is still the limiting factor.</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
	3.7 To condition replacement tree planting in TPO tree work applications for tree removal when expedient	STO TO	<ul style="list-style-type: none"> <li>Number of applications permitted which include a tree replacement condition</li> <li>Number of site inspections to check if the required replacement tree(s) have been planted</li> </ul>	STO	<ul style="list-style-type: none"> <li>Annual register kept up to date with 5 new sites added in 2018 for replacement tree planting.</li> <li>Continued to use the replacement planting condition, to ensure trees lost from our landscape are being replaced</li> <li>Sites inspected and those not completed have been contacted and asked to comply before end of planting season late Feb 2019.</li> </ul>
<b>4. To engage with the community, public and other parties in protecting, valuing and enhancing the treescape</b>	4.1 Facilitate the Tree Council's voluntary Tree Warden (Parish) Scheme for East Cambs (Also covered in Strategic Objective 3, 3.6)	STO	<ul style="list-style-type: none"> <li>Number of voluntary parish Tree Wardens participating</li> </ul>		<ul style="list-style-type: none"> <li>See details in Strategic Objective 3, item 6</li> </ul>
	4.2 Consultations on tree work applications, planning applications and ECDC tree work projects (Partially covered in Strategic Objective 1, 1.1)	STO TO	<ul style="list-style-type: none"> <li>Number of tree work application and planning application consultations completed per year (as for 1.1 and 3.3)</li> </ul>	STO PM	<ul style="list-style-type: none"> <li>All requests received for nomination of trees for new TPOs were considered, and new TPOs were served if expedient</li> <li>Trees Team consulted on tree work projects and tree work applications likely to create significant public interest. All comments made were considered and responded to. The success</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
					project to improve Newnham Street Car Park link POS was completed in Jan 2019.
	4.3 Engage in management and development of ECDC Parks and POS, including Ely Country Park and Ely Riverside	STO TO OS Team Community Team	<ul style="list-style-type: none"> <li>• Number of meetings attended</li> <li>• Number of events staged on POS e.g. Apple Fest, Aqua Fest, events in Cherry Hill Park</li> </ul>	STO OSFM Community Manager (CM)	<ul style="list-style-type: none"> <li>• Support offered and contributions made to other groups e.g. Residents Management Groups, Ely Wild Space. Linked to this, 3 site meetings attended in 2018</li> <li>• Continued to input on cross service projects e.g. CCC Byways &amp; PROWs</li> <li>• Will continue to improve use of online communications e.g. blogs, twitter. Info was put out by the Planning Team on their twitter feeds in 2018.</li> </ul>
	4.4 Engage with Forums, Schools, Parish Councils, Committees, external working groups, Cambs County Council, County Tree Officers' Group (also covered in Strategic Objective 3)	STO TO	<ul style="list-style-type: none"> <li>• Number of meetings attended of e.g. Planning Agents' Forum, Cambs County Tree Officer Group</li> <li>• Number of Committee Meetings attended</li> </ul>	STO	<ul style="list-style-type: none"> <li>• Continued to sell the benefits of trees</li> <li>• Input into Parish Plans (by proactively approaching the Parish Council's)</li> <li>• Met with other Cambs Trees Officers to exchange ideas at 3 meetings in 2018</li> <li>• Promoted engagement opportunities with the community tree planting events for the 2 schools tree photo competition prize winners</li> <li>• Continued to look for opportunities with other services</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
					e.g. Community team in the Country Park and with sponsored tree planting
	4.5 Providing information (also covered in Strategic Objectives 1 & 2)	STO TO IT team Website officers	<ul style="list-style-type: none"> <li>Feedback on ECDC website “hits” and comments from users (see 1.4)</li> <li>Number of enquiries dealt with per year (see 1.2)</li> </ul>	STO ITM WM	<ul style="list-style-type: none"> <li>Finalise new tree leaflet in 2019</li> <li>Kept up to date on developments and legislation and tree health reports in the arboricultural profession <ul style="list-style-type: none"> <li>➤ attended seminars</li> <li>➤ corporate membership of the Arboricultural Association</li> <li>➤ individual membership of Institute of Chartered Foresters</li> </ul> </li> <li>Kept ECDC website information updated</li> <li>Support current IT improvement plan to include public access to TPO information online, including mapping of TPO locations – ongoing</li> </ul>
<b>5. To ensure sustainability of existing and new trees is considered in development within the district</b>	5.1 Proactive involvement in Planning Landscape Schemes – Pre Planning Application stage. (Also covered in Strategic Objective 3)	STO TO PO's	<ul style="list-style-type: none"> <li>Number of pre planning application consultations attended and completed (see 3.2)</li> </ul>	PM STO	<ul style="list-style-type: none"> <li>Initial site visits made by Planning Case Officers indicated where there was likely impact of proposals on trees on or adjacent to the sites, consulted the Trees Officers who provided relevant comments.</li> <li>Took opportunities to influence the landscape scheme details</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
					<p>relating to trees at the pre planning application and during the consultation period of registered planning application prior to determination</p> <ul style="list-style-type: none"> <li>Continued looking to increase opportunities to be consulted and promote quality design landscape schemes that include tree/woodland planting and existing tree/woodland management</li> <li>Requests were made for tree protection plans and arboricultural method statements in planning application submissions</li> </ul>
	5.2 Ensure quality schemes consistently are submitted to support planning applications, and then implemented.	STO TO	<ul style="list-style-type: none"> <li>Number of comments made on planning applications (see 3.3)</li> <li>Inspection of landscape schemes implemented</li> </ul>	STO PM	<ul style="list-style-type: none"> <li>Will set up a reference library of good quality landscape schemes from previous planning applications, this will include a list of sites where the schemes are implemented</li> <li>Have ensured effective use of planning conditions that can be enforced</li> </ul>
	5.3 Seek to gain additional or compensatory tree planting in development	STO TO PO's	<ul style="list-style-type: none"> <li>Number of comments made on planning</li> </ul>	STO PM	<ul style="list-style-type: none"> <li>Compiled a list of applications where there is use of specific planning conditions to ensure</li> </ul>



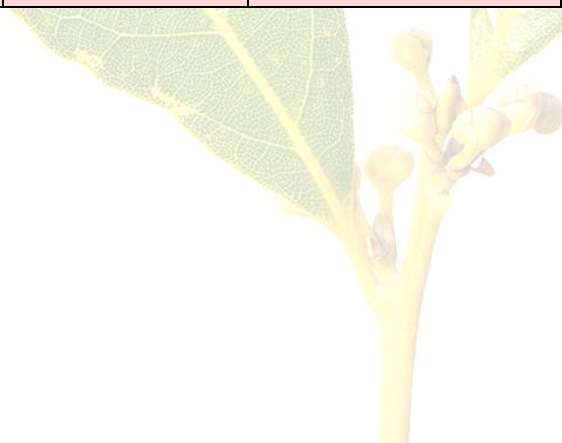
STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
	schemes through planning permissions.		applications (see 3.3)		<p>compensatory tree planting schemes are delivered</p> <ul style="list-style-type: none"> <li>Also compiled a list of Section 106 agreements to ensure schemes delivered that included tree planting.</li> </ul>
	5.4 Ensure provisions are made for high standard maintenance and management of POS landscape and tree planting.	STO TO PO's OS Team	<ul style="list-style-type: none"> <li>Number of planning application comments sent on proposed tree maintenance and management plans</li> </ul>	STO PM OSFM	<ul style="list-style-type: none"> <li>Compiled a list of sites to check where the standard planning condition used for a maintenance period for new planting as a minimum of 5 years after planting has been done</li> <li>Still to set up a reference library of good quality landscape schemes from previous planning applications</li> <li>Pre adoption of POS by ECDC checklist was used at site inspection and commuted sums calculated to cover ongoing maintenance costs</li> </ul>
	5.5 To require tree protection and impact assessment for trees retained on development sites.	STO TO	<ul style="list-style-type: none"> <li>Number of comments made on planning applications (see 3.3)</li> </ul>	STO PM	<ul style="list-style-type: none"> <li>Requested the submission of Tree Surveys, Tree Protection Plans, Arboricultural Impact Assessments and Arboricultural Method Statements (where needed) for approval before planning applications are determined OR requested by planning conditions set</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
					<ul style="list-style-type: none"> <li>Still to set up reference library of good quality professional Tree Surveys, Tree Protection Plans, Arboricultural Impact Assessments and Arboricultural Method statements to illustrate the standards expected in submissions to support planning applications</li> </ul>
	5.6 Effective use of Planning Policies and reasons for refusal of planning applications where the impact on trees is unacceptable.	STO TO	Number of planning application comments sent recommending refusal because of an unacceptable degree of impact on tree(s) on or adjacent to the site	STO PM	<ul style="list-style-type: none"> <li>A small % of planning applications received for consultation requested refusal because of the impact on trees and the responses gave clear directives of the policies and reasons to support the recommendation for refusal, for the Planning Case Officers to use. An example was the site at land rear of 9 Burwell Road, Reach.</li> </ul>
<b>6. To manage risks associated with trees</b>	6.1 Annual inspection of all ECDC trees and details recorded on ECDC Tree Database.	STO TO	<ul style="list-style-type: none"> <li>Number of ECDC trees on the database</li> <li>Record of annual tree inspections made</li> </ul>	STO	<ul style="list-style-type: none"> <li>3505 trees on the ECDC Trees database. The paper record of all tree data collected by Parish is still kept for reference</li> <li>98% tree inspections made in 2018, majority of data collected input into database, limited by Officers' time available.</li> <li>Renewed request made for the provision of a suitable tree data capture system using handheld equipment whereby data is</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
					entered on site and downloaded straight onto the computer database Senior Trees Officer to produce a business plan for this.
	6.2 Annual ECDC tree maintenance programme.	STO TO OS Team	<ul style="list-style-type: none"> <li>Number of tree work jobs raised and completed</li> </ul>	STO OSFM	<ul style="list-style-type: none"> <li>Current budgets for tree maintenance in 2018 were completed within budget. 108 jobs were completed by the ECDC POS trees team and 10 by external tree contractors.</li> <li>In 2018, 91% of work to ECDC trees completed by Council's POS team (East Cambs Trading Company Ltd) and 8% by external tree contractors</li> <li>The annual review of the tree maintenance budgets based on annual trends of spend for 2018 shows the total internal cost of £21,494 for all tree works (£4,662 from the Tree budget and £16,832 from the POS East Cambs Trading Company budget), and £6,300 for external tree contractor costs.</li> <li>There will be a review of the current tree maintenance annual budget <ul style="list-style-type: none"> <li>as the Council has adopted more new Public Open Spaces (POS), with</li> </ul> </li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
					<p>more trees on the new sites</p> <ul style="list-style-type: none"> <li>○ as the age range dynamics of the ECDC trees varies with an increase in the number of older, larger trees that require more expensive tree work</li> <li>○ as the work carried out by the POS team(EC Trading Company) has increased from 2017, as their experience continues to grow and their time allotted for tree work in their work schedule increased.</li> </ul>
	6.3 Administer the Emergency Tree Work Plan.	STO TO OSFM & OS Team Customer Services Manager (CSM)	<ul style="list-style-type: none"> <li>• Number of emergency tree work operations completed</li> </ul>	STO OSFM	<ul style="list-style-type: none"> <li>• Procedures in place to deal with emergency tree call outs and required work to ensure public safety. No tree emergency call outs required in 2018.</li> <li>• Continued good working relations with local professional tree surgery companies for provision of emergency call out when required,</li> </ul>
	6.4 Ensure ECDC is in a position to manage threats or cases of tree pests and diseases.	STO TO	<ul style="list-style-type: none"> <li>• Number of recorded and verified cases of trees affected by</li> </ul>	STO	<ul style="list-style-type: none"> <li>• We keep up to date on current information and advice from arboricultural sources e.g. Government, Forestry</li> </ul>

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION 2018
			diseases in ECDC boundaries		<p>Commission, Arboricultural Association &amp; Tree Council</p> <ul style="list-style-type: none"> <li>• Have shared arboricultural information via the Internet, National and County Tree Officer groups</li> <li>• Have shared information with and give advice to the public and tree owners, keeping the ECDC website updated</li> <li>• In 2018 no new recorded Ash dieback sites by the Trees Officers</li> <li>• Attended seminars and training courses to ensure professional knowledge is up to date</li> <li>• Arranged a training seminar for tree risk management for Parish Council and Tree Wardens in the district on 26.04.18</li> </ul>





## **ACTION PLAN 2019**

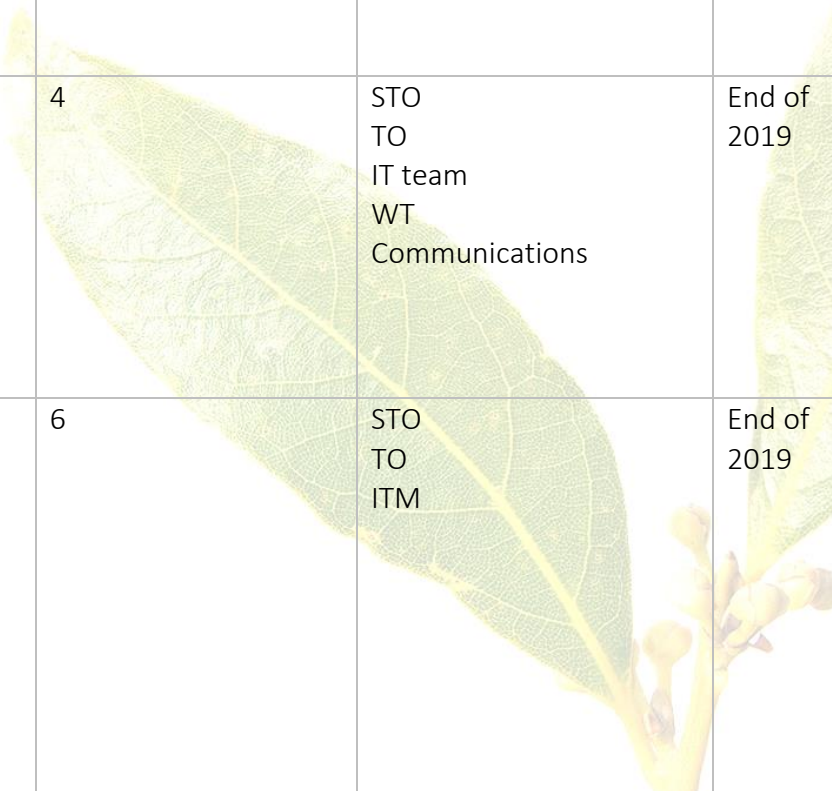
From the annual review 2018 of the Tree Strategy and assessment of achievements of the SIX strategic objectives, the following Action Plan for 2019 has been drawn up by the Senior Trees Officer.

Following on from the six strategic objectives in Section 5 of the Tree Strategy, the Action Plan 2019 for the Trees Service is:

<b>Action</b>	<b>Action relating to strategic objective number(s)</b>	<b>Delivery by</b>	<b>Delivery date(s) or timeline</b>	<b>Comments</b>
<b>1. Keeping tree information and advice on ECDC website.</b>	1,2,4 & 6	Senior Trees Officer (STO) Trees Officer (TO) IT Manager (ITM) Website Team (WT)	Review every 6 months	Training of Tree Officers in updating website tree information. (Only limited amount done in 2018 but ongoing for 2019)
<b>2. Production of new ECDC Tree information leaflet.</b>	1 & 4	STO TO	By end of 2019	Replacing obsolete leaflet. The Planning Assistant and Trees Officer were not able to complete the task before the post holders left ECDC last autumn 2018. The task will be completed by the Senior Trees Officer in 2019

3. Make ECDC TPO information (including maps) available to view on the ECDC website public access.	1	ITM Planning Support Manager (PSM)	2019	Previously requested and is dependent on progress and funding of IT improvement plan. The UNIFORM TPO module is now live and a 1 day staff training session in January 2019 completed. The Office Team Leader is arranging for TPO data to be transferred onto the TPO module and will also produce a procedures guide for the Trees Officers to use.
4. Secure more direct requests for involvement with pre planning applications.	3 & 5	Planning Officers (PO's)	Check every 6 months the number of cases consulted on.	Planning Manager laid out a protocol to ensure all Planning Officers invite Trees Officers to consider if there is a likely impact on trees and enable them to have an input into pre planning application meetings. (see 3.2 of performance review of the 6 strategic objectives). 2018 figures show a low number of consultations so need to discuss how to improve this with the Planning Team in 2019.
5. Source alternative funding and grants for tree planting.	3	STO TO Open Spaces & Facilities Manager (OSFM)	Financial Year 2019-2020	Consider including in the Trees or Parks & Open Spaces budgets as a target. Work with Open Spaces & Facilities Manager (OSFM) and discuss with Finance Officer how to put into action and end of Finance Year 2018-2019 meeting.

6. Set up a planning reference library online of examples of quality tree and landscape schemes	3, 4 & 5	STO TO PO's	End of October 2019	<ul style="list-style-type: none"> <li>• Check copyright with Legal Manager to ensure we can use the plans and reports as case studies to illustrate good practice by officers and planning applicants.</li> <li>• Select suitable examples of               <ul style="list-style-type: none"> <li>○ Tree Survey and plan</li> <li>○ Tree protection plans</li> <li>○ Arboricultural Impact Assessments</li> <li>○ Arboricultural Method Statements</li> <li>○ Landscape planting Schemes</li> <li>○ Landscape maintenance schemes</li> </ul> </li> </ul> <p>Invite all the Planning Officers to contribute good examples from their applications to the library.</p>
7. Promote tree planting opportunities on non ECDC owned land e.g. Parish Councils or County Council or privately owned land.	3	STO TO	2019	<ul style="list-style-type: none"> <li>• Website.</li> <li>• Presentations to Parish Councils' Forum (organized by Lewis Bage), Agents' Forum.</li> <li>• Parish Newsletters.</li> <li>• Could be included in Parish Plans.</li> <li>• Encourage as part of landscape planting schemes for permitted development sites.</li> </ul>
8. Promote the voluntary Tree Wardens Scheme in the parishes.	3	STO	June 2019	<ul style="list-style-type: none"> <li>• Website or direct mail shots to all Parish Council's currently without a volunteer Tree Warden and include in Parish Newsletters.</li> <li>• Take part in the Tree Council's national review of how the voluntary Tree Warden Scheme is best facilitated and delivered in the future.</li> </ul>



<b>9. Update TPO reference files and to store digitally.</b>	1 & 4	STO TO IT team	Updating is ongoing. Converting to digital 2020 - 2022	<ul style="list-style-type: none"> <li>Consider data protection legislation and confidential information on TPO files especially with progress of putting some TPO details on public access for viewing.</li> <li>Office Team Leader is looking at getting TPO data onto the new Uniform TPO module</li> <li>A copy of each TPO document itself is available on public request and a PDF copy can be sent electronically (All scanned in on S drive.)</li> </ul>
<b>10. Develop more opportunities for public engagement, comments online via feedback, blogs and tweets.</b>	4	STO TO IT team WT Communications	End of 2019	<ul style="list-style-type: none"> <li>Training for Trees Officers as required on use of social media and website updating.</li> <li>Promote opportunities for public feedback and comments.</li> <li>Sell the benefits of trees via the website.</li> <li>Be more proactive.</li> <li>Send any info to Planning Officer Molly Hood who is coordinating tweets for Planning Services.</li> </ul>
<b>11. Introduce on site tree survey data capture system.</b>	6	STO TO ITM	End of 2019	<ul style="list-style-type: none"> <li>Request has been lodged with IT and included in the IT Improvement Plan.</li> <li>Essential for the efficiency of time management, to reduce time spent on handling and inputting data, which currently leads to less than 100% annual tree inspection reports being put onto the database by the year end.</li> <li>STO to research and produce a business plan with costs for a suitable data collection system e.g. Eazytrees, I-trees, Arbortrack</li> </ul>



<b>12. Review of ECDC Tree Maintenance Budgets</b>	6	STO PM Open Spaces & Facilities Manager (OSFM) Finance Officer (FO)	Review at monthly meetings with OS Team and meetings with FO & PM.	<ul style="list-style-type: none"> <li>• Review of annual costs in 2018-2019 shows a significant increase of approximately 45% in the number of tree work jobs completed by the ECDC POS team (East Cambs Trading Company Ltd) compared to 2017-2018.</li> <li>• (see 6.2 of performance review of the 6 strategic objectives).</li> <li>• The total number of ECDC trees to manage continues to increase annually with new POS adoptions and new tree planting, and the age class demographics of the District's trees. More trees entering the mature age group and typical tree work requirements to mature trees is more costly than to the young and semi mature trees.</li> </ul>
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## REVIEW, MONITORING AND UPDATING

The Council's Tree Strategy reflects the current circumstances anticipated to be relevant to tree management until 2028.

This is the first review 2018 of the performance of the Council's Tree Strategy with information on the actions delivered to meet the objectives, according to the timescales set out of the Tree Strategy's Action Plan 2018.

The members of the Tree Strategy Working Group met in January 2019, and discussed the progress made following the adoption of the Tree Strategy 2018-2028 by the Council on 10<sup>th</sup> September 2018.

A summary of this Tree Strategy Review 2018 Report will be included in the Planning Service Plan 2018 report presented to the Regulatory Services Committee, and will include the Action Plan 2019 for the year ahead.



***Blue Cedar***

**Credit: The Students of Robert Arkenstall Primary School,  
Haddenham**

The review has concluded there is no requirement for any significant changes or updates on practices or procedures that will impact on the delivery of the Tree Strategy.

The Senior Trees Officer will continue to monitor the delivery of the Tree Strategy Objectives and the Action Plan 2019 throughout the year as part of the management of the work of the Tree Services team.

The Tree Strategy will be subject to a full review every 10 years.