



**CENTRAL  
GOLDFIELDS  
SHIRE COUNCIL**

**ELECTRICAL LINE CLEARANCE**

**MANAGEMENT PLAN**

**2020 - 2021**

<b>Document Version</b>	<b>Version Date</b>
<b>1.0</b>	<b>6<sup>th</sup> March 2020</b>
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**Plan authorisation**

**(1) The Electric Line Clearance Management Plan Authorisation 2020 - 2021**

The Electric Line Clearance Management Plan (ELCMP) details how Central Goldfields Shire Council (CGSC) manages trees around Powerlines within the 'Declared Area'.

Central Goldfields Shire Council has reviewed and approved this Electric Line Clearance Management Plan.

**CGSC Manager Operations**

Name Glenn Deaker

Signed



Date: 01/04/2020

**CGSC General Manager Infrastructure Assets and Planning**

Name *Rebecca Stockfeld*

Signed



Date 05/05/2020

**CGSC Chief Executive Officer**

Name *Lucy Roffey*

Signed



Date 05/05/2020

**9(2) 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.**

The plan will be reviewed in February each year by the Operations department, and consult with the CFA as an agenda item at the Municipal Fire Management Planning Committee to review the Electrical Hazard Mapping and associated 'Declared Areas' within CGSC.

The annual review will include verifying current Australian Standards, training codes and all other documentation is current.

The revised plan will be submitted to the CEO for approval prior to 31<sup>st</sup> March each year.

In the event of a request for the plan to be submitted to ESV. This request will be managed by the Operations department and will be submitted within 14 days. The plan will be submitted by the Manager Operations.

**9(3)**

**(a) Name, address and telephone number of the responsible person**

Name: Lucy Roffey  
Position: Chief Executive Officer  
Address: 12 - 22 Nolan Street, Maryborough, Vic 3465.  
Council Office Telephone No. (03) 5461 0610  
Council Office Facsimile No. (03) 5461 0666  
Email Address: [mail@cgoldshire.vic.gov.au](mailto:mail@cgoldshire.vic.gov.au)

**(b) Name, position, address and telephone number of the individual who was responsible for the preparation of the management plan.**

Name: Rebecca Stockfeld  
Position: General Manager Infrastructure Assets and Planning  
Business Address: 12 - 22 Nolan Street, Maryborough, Vic 3465.  
Telephone No: (03) 5461 0610  
Facsimile No: (03) 5461 0666  
Email Address: [rebeccas@cgoldshire.vic.gov.au](mailto:rebeccas@cgoldshire.vic.gov.au)

**(c) Name, position, address and telephone number of the persons who are responsible for carrying out the management plan.**

Name: Glenn Deaker  
Position: Manager Operations  
Business Address: 12 - 22 Nolan Street, Maryborough, Vic 3465.  
Telephone No: (03) 5461 0610  
Facsimile No: (03) 5461 0666  
Email Address: [glennd@cgoldshire.vic.gov.au](mailto:glennd@cgoldshire.vic.gov.au)

**(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 business hours emergencies can be reported to council on 5461 0610

Outside of business hours Central Goldfields Shire Council operates an on call service to respond to emergencies.

This is operated by Council staff on a roster basis and is available 24/7 on Ph: 0419 005 577

**(e) The objectives of the management plan.**

The following are identified as the key objectives of this plan in fulfilling Councils duties as set out in the Electricity Safety (Electric Line Clearance) Regulations 2015

- Public Safety;
- Compliance with the Code of Practice for Electric Line Clearance 2015;
- Management of vegetation to maximise the amenity value of the Council's trees;
- Improve the standard of Councils street tree stock;
- Protection of areas of important vegetation which may be deemed as such on the basis of those areas listed in a planning scheme to be of ecological, historical or aesthetic significance or trees of cultural or environmental significance and habitat of rare and endangered species;
- Minimise the adverse effects of street trees on residents, their properties and infrastructure services;
- Provision of a safe workplace for employees and contractors; and
- Community satisfaction with the manner in which the necessary works are carried out.

Council is committed to ensuring that interactions between street trees and electric lines is minimised and that reliable power supply to Maryborough's residents, visitors, industry and the fire safety of the town is not compromised by street tree electric line interactions.

**(f) The land to which the management plan applies (as indicated on a map);**

The declared area for which the management plan applies includes the township of Maryborough. Maps of Central Goldfields Shire Council's Declared Area of Maryborough are detailed in Appendix 1

The Manager Operations will include as an agenda item at the annual November Municipal Fire Management Planning Committee for the CFA to review the Electrical Hazard Mapping and associated 'Declared Areas' within CGSC and report back any boundary inaccuracies identified at the annual February meeting. This will be minuted.

**(g) 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 –**

Note: For the purpose of this Plan, the definition of a 'Native Tree' is a tree that is indigenous to Australia.

An 'Exotic tree' is a tree that is non-indigenous to Australia.

- (i) There are 431 identified native trees and 594 exotic trees located within the declared area of Maryborough within the vicinity of power lines that require inspection and pruning or clearing to ensure compliance with the Code of Practice.
- (ii) There are no known trees of environmental or ecological significance listed in Councils declared areas.
- (iii) Areas of historical, cultural and aesthetical importance have been identified throughout Maryborough and listed within Councils 'Notable Trees Maryborough Heritage Study'. (Appendix 4)

Reference will be made to City of Maryborough heritage, 1992: a study in three volumes/ Bick, David. 3v.1992. InfraLib 720.99453 MAR for any trees impacted by this study. A digital copy is located with Councils Planning Department

There are no known trees of habitat significance for rare or endangered species listed in Councils declared areas.

All tree species including Native trees relevant to ELC are listed on the Maryborough Street Tree Inventory list (Appendix 5 sample), this data is stored on Councils records management system and is distributed for review when the annual ELC audit is undertaken.

**(h) The means which the responsible person is required to use to identify a tree of a kind specified in paragraph (g) (i), (ii) or (iii);**

Areas of historical, cultural and aesthetical importance have been identified throughout Maryborough and listed in Councils 'Notable Trees Maryborough Heritage Study'. (Appendix 4) This study lists the location of significant trees protected by Council's local Planning Scheme including the White Cedar (*Melia azedarach*) which is located at multiple sites throughout Maryborough. Councils Street Tree Strategy (2014) (and corresponding database) also identifies the location of trees considered significant to Maryborough based on the following criteria:

- Tree age: All trees planted prior to 1960 are considered to be of significance.
- Tree size: All large trees, either in height or spread, are considered to be of significance.
- Trees identified within the Maryborough Heritage Study.

There are no known trees of environmental or ecological significance listed in Councils declared areas within the vicinity of powerlines that require pruning or clearing to ensure compliance with the Code of Practice. Where these are identified in the future, all maps and information available to the Council will be used to monitor these areas to ensure that minimal impact is made in the event of works being required.

All pruning will take place in accordance with AS4373, and where practicable, pruning may be undertaken using elevated work platforms or other similar methods in an effort to minimise overall site damage. Council will as far as practicable, restrict cutting or removal of native trees or of cultural or environmental significance to the minimum extent necessary to ensure compliance with the requirements of the code, the schedule to the code or to make an unsafe situation safe.

No habitat trees for rare or endangered species are known to exist in the area to which the ELC applies. Where these are identified the following process will be followed: Where the Council intends to cut or remove a tree that has been identified as habitat for fauna listed as, a- threatened in accordance with section 10 of the Flora and Fauna Guarantee Act 1988 or, b- listed in the Threatened Vertebrate Fauna List with a conservation status in Victoria of “venerable”, “endangered” or “critically endangered”, Advice will be sort from a suitably qualified arborist prior to any works taking place.

The presence of threatened species and their breeding cycles within the declared area has been determined from the DELWP Biodiversity Interactive Map, this map is referred to in the following link;

<http://mapshare2.dse.vic.gov.au/MapShare2EXT/imf.jsp?site=bim>

The information contained within the Biodiversity Interactive Map is the responsibility of DELWP. Council's Coordinator Operational Open Spaces is responsible for informing of any updates and changes at the bimonthly Tree Meeting. These changes will then be noted in the meeting minutes and changes will be made to the ELCMP as needed. Staff will be made aware upon the plan briefing.

The following principals will be in effect should if a habitat tree is identified;

- Pruning will be conducted out of the breeding season wherever practical.
- Translocation of the fauna will take place if not practical to undertake outside of the breeding season.
- Cutting is only to occur when not practicable to cut or remove outside the breeding season.

All tree species including Native trees relive to ELC will be reviewed annually by the Coordinator Operational Open Spaces against previous information and by consulting the following methods, previous information review will consider amendments to information about trees that were not previously listed as of ecological, historical, cultural, environmental or aesthetic significance, alterations to the records will be recorded in Councils records management system.

The methods to identify such trees will include information by means of:

- Consult the CGSC Planning Scheme  
<http://planningschemes.dpcd.vic.gov.au/schemes/centralgoldfields>
- Reference to the Heritage Register (within the meaning of the Heritage Act 1995)  
<http://heritagecouncil.vic.gov.au/heritage-protection/levels-of-protection/>
- Reference to Victorian Aboriginal Heritage Register (established under section 144 of the Aboriginal Heritage Act 2006)  
<http://www.vic.gov.au/aboriginalvictoria/heritage/heritage-tools-and-publications/victorian-aboriginal-heritage-register.html>
- Threatened Flora list  
<http://www.environment.gov.au/cgi-bin/sprat/public/publicthreatenedlist.pl?wanted=flora>
- Reference to the Threatened Flora or fauna as listed as threatened with a status in 'vulnerable,' 'endangered' or 'critically endangered.'  
<http://www.environment.gov.au/cgi-bin/sprat/public/publicthreatenedlist.pl>
- Threatened Invertebrate Fauna List.  
[https://www.environment.vic.gov.au/\\_data/assets/pdf\\_file/0016/50452/Advisory\\_List\\_of\\_Threatened\\_Invertebrate\\_Fauna\\_2009\\_FINAL\\_Sept\\_2009.pdf](https://www.environment.vic.gov.au/_data/assets/pdf_file/0016/50452/Advisory_List_of_Threatened_Invertebrate_Fauna_2009_FINAL_Sept_2009.pdf)

- Threatened Vertebrate Fauna List.  
[https://www.environment.vic.gov.au/\\_data/assets/pdf\\_file/0014/50450/Advisory-List-of-Threatened-Vertebrate-Fauna\\_FINAL-2013.pdf](https://www.environment.vic.gov.au/_data/assets/pdf_file/0014/50450/Advisory-List-of-Threatened-Vertebrate-Fauna_FINAL-2013.pdf)
  - Reference to CGSC Electric Line Clearance spreadsheets (attachments to this plan).
  - Identification by an arborist
- (i) **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;**

### **Identification of Work Required**

A detailed inspection of trees located within the declared area is conducted annually by Councils nominated accredited Vegetation Management Company in accordance with the Regulations and Councils maintenance program for maintaining the statutory clearance space between vegetation and powerlines. Methods undertaken for the clearance of vegetation under powerlines will be in accordance with the Electricity Safety (Electric Line Clearance) Regulations 2015.

In making these evaluations and before deciding on the most appropriate method, due consideration is given to the site's specifics, including:

- the significance of the site as a natural habitat of endangered species of both flora and fauna;
- relocation of the powerline from the vegetation evaluating the savings achieved by avoiding the recurrent costs of cutting and assessing the benefits of implementing available and practicable alternative construction methods;
- the significance and public value of the site's aesthetics;
- the impact on the tree's amenity and utility value if subjected to pruning versus removal;
- opportunity to replace with a more suitable species over time
- the environmental impact of proposed works;
- the sites suitability to accept more appropriate species as replacements;
- Determining the most appropriate method of actioning the offending vegetation concerned.
- appropriate planning and scheduling;
- identification and quantification of equipment and accredited personnel required;
- funding;
- community and customer consultation;
- all work is carried out in accordance to AS 4373 – 2007 Pruning of amenity Trees.

### **Clearance Cycle**

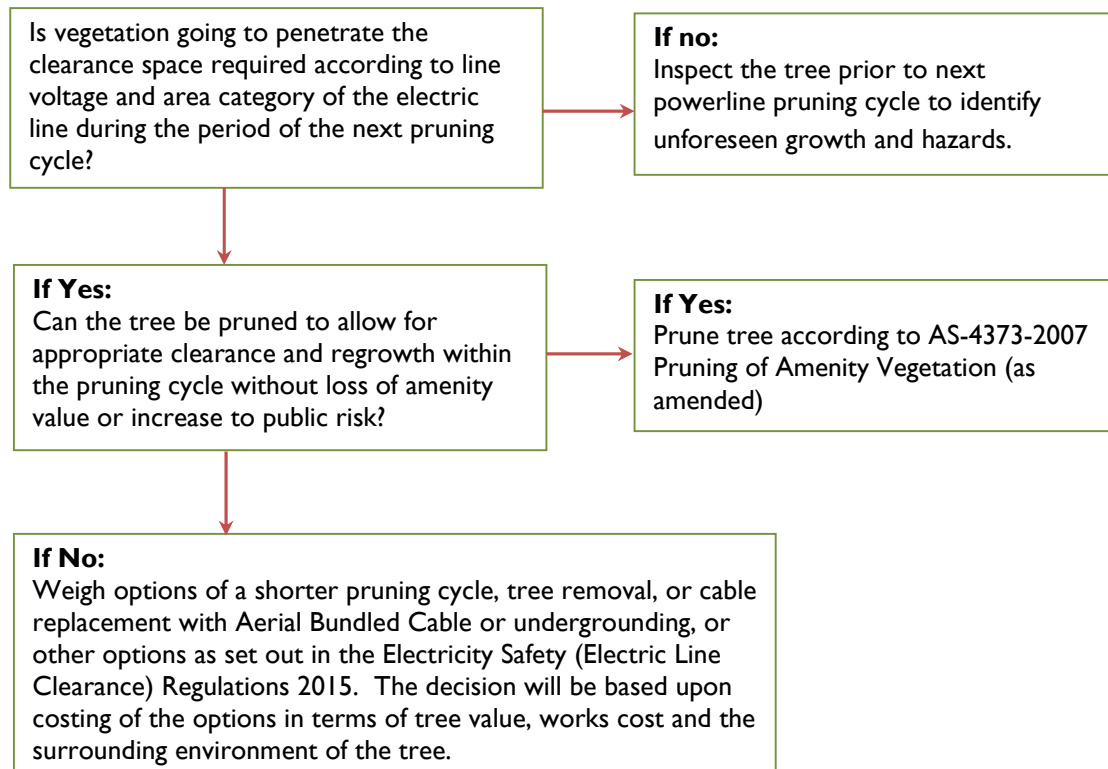
Council has determined that electric line clearance pruning will be undertaken on a one year cycle. This period provides the greatest opportunity to maximise the amenity value of its street trees. A qualified, trained and experienced person shall undertake annual inspections and provide a report of findings to Councils Coordinator Operational Open Spaces of any pruning requirements to ensure the street trees remain clear of electrical lines. Each inspection shall be fully documented and each street



visited shall be identified. The non-conformities shall be noted and a record of the inspection shall be maintained at the Council Office for a minimum of 5 years.

Hazardous bush fire risk areas (HBRA) are audited at the same time of the annual inspection audit, which is conducted during October of each year and any follow up works are carried out during the months of November to December. The contractor is required to prune the street trees so that the clearance space is in accordance with the Regulations. The contractor will report to Council the extent of regrowth observed from each species. The Council will utilise this information to adjust the regrowth dimensions specified in Appendix 6 and to develop indicators for seasons where regrowth is likely to be above the normal.

The following outlines the decision making process with regard to maintaining line clearance.



### Maintaining the Clearance Space

All pruning works will be undertaken in accordance with Australian standards and best practice methods. Detailed assessment of the specific pruning requirements of each tree will be assessed and recorded during the initial inspection prior to line clearance works being undertaken. Councils work crew or contractor will be directed to prune each tree in accordance with the work instructions issued by Council. The clearance space provided beyond the minimum recommended clearance space detailed within the Code would be forecasted in accordance with species type, local conditions and pruning frequency.

### Emergency Cutting and Pruning

Council will undertake emergency cutting and pruning activities in the following situations:

- where a tree is identified as encroaching the clearance space due to unanticipated growth;
- as a result of a tree falling or becoming damaged so that it requires cutting or removal to maintain the required clearance space; or
- where a tree has been assessed by a suitably qualified arborist and confirmed to have an imminent likelihood of contacting the electric lines having regard to foreseeable local conditions.

After undertaking emergency cutting or removal in accordance with the regulations Council will as soon as practicable after completion of the works, give notice to all affected persons; occupiers of the land on which the tree was cut or removed and where appropriate, the owner of the land on which the tree was removed.

As part of such works Council will record where and when the cutting or removal was undertaken, identify why the cutting/removal was required and record when the last inspection of the tree occurred. All records will be filed at the Council office and kept for a minimum of 5 years.

Council will undertake its urgent works in accordance with the Regulations and not remove or cut any more than one meter from the minimum clearance space around the electric line. Ongoing monitoring by visual assessment of the regrowth rates of Council's trees growing under powerlines will be undertaken to ensure continued compliance.

### **Assessment of Regrowth Space**

The Coordinator Operational Open Spaces will observe and record the rate of growth of species under the growing conditions, which prevail in the Municipality and apply these observations when determining the extent and frequency of pruning.

The table in Appendix 7 has been prepared from the experience of Council staff and lists the annual estimated growth that can be expected from the most common street trees in Maryborough. The table refers to two stages of tree development.

- Canopy refers to trees where the crown exerts apical control over the growth. This is regardless of whether the crown is natural or maintained by regular pruning.
- Growth refers to trees that have not established a stable crown or where major pruning works have been undertaken and the crown control over growth has been disrupted.

Generally the annual growth of a species will be far greater in the *Growth* stage than in the *Canopy* stage. The intention of the pruning program is to establish and maintain street trees with a stable crown.

During the inspection of the declared areas, locations adjacent to the clearance space or regrowth space will be also inspected for trees which could become a hazard under adverse weather conditions which could prevail in the area. The contractor will do inspections prior to annual pruning and also inspect any trees which could affect lines.

As part of the annual audit Council will seek to identify vegetation infringing on clearance space within the declared area in addition to any non-conformances. Hazards outside the clearance and regrowth spaces that may require assessment and correction will also be identified. Note: For the purpose of

this Plan, a hazard tree is a tree that possesses hazardous faults which if not actioned, will negatively impact distribution assets. These trees may possess characteristics such large cavities, severe decay, major cracks etc.

### **Hazard Trees**

Note: For the purpose of this Plan, the definition of a hazard tree is a tree that has regrowth or likely to produce regrowth that will enter the clearance space before the next scheduled visit, also a tree that has vegetation growing in HBRA that is found in the clearance space after the declaration of the fire danger period. A hazard tree may also possesses hazardous faults which if not actioned, will negatively impact distribution assets. These trees may possess characteristics such large cavities, severe decay, major cracks etc.

The identification of Hazard Trees is determined through Councils inspection program and is actioned under the urgent works provision.

In a situation where Council identifies a tree that is likely to fall onto or otherwise come into contact with an electric line, Council will assess the tree using a suitably qualified arborist who holds the qualification of National Certificate Level IV in Arboriculture, including the “Assess Trees” module, or an equivalent qualification and at least three years of field experience in assessing trees.

In situations where the arborist's assessment confirms the likelihood of contact with the electric line having regard to foreseeable local conditions including weather and round instability, Council will remove or cut the hazard tree as per the Code. In the event of a hazard tree being identified as a culturally significant, environmentally significant or habitat tree, Council will where possible minimise the impact on the tree or fauna as previously outlined, to ensure compliance with the requirements of the code, the schedule to the code or to make an unsafe situation safe.

### **Alternative methods that may be adopted to maintaining the clearance space**

Wherever an affected person objects to the pruning or clearing of vegetation near powerlines, Council officers will consult with the affected person to determine alternatives, such as removal and replanting with suitable species and alternate pruning methods. Where an affected person requests the relocation or provision of alternate services such as aerial bundle conductor Council will refer the matter to the distribution company for further consideration.

The following alternative methods may be adopted for maintaining clearance if a person objects to the methods proposed by Council:

- Reduced pruning cycle
- Removal/Replacement with suitable species
- Use of Aerial Bundled Cable
- Powerlines to be re-routed
- Undergrounding of powerlines
- Other engineering solutions
- There are 1025 trees identified that CGSC is responsible for adjacent to powerlines within the Declared Area.
- The adoption of a one year pruning cycle for all trees within the declared area of Maryborough.
- The selection of contractor by quote under Council's Tree Maintenance Contract for the annual prune of the Declared Area in its entirety.

- The contract works to start at the beginning of October in the Hazardous Bushfire Risk Area and completed by the 1 December each year.
- All other areas in the LBRA to be completed by November/December each year.
- Refer to Appendix 2 for maps of HV feeders and LV zones.
- A regular audit of all trees and areas cleared under existing contracts.
- All of the Declared Area shall be checked and cleared through the completion of the previous year's contract
- Tree removal and replacement using species as per the CGSC "Preferred Street Tree Species List" (refer to Appendix 7).
- The contractor is required to provide Council with a detailed Works Program for approval prior to commencing works each year.
- The Works Program must be based on the audit results.
- A meeting 14 days prior to the commencement of the works will be arranged between the Coordinator Operational Open Spaces and the contractor to facilitate the monitoring of the current year's contract works.
- The Contract Specification specifies full compliance with the 2015 Regulations in the HBRA, and for the LBRA, pruning to a one year cycle unless there is "severe detriment" to the tree.
- All pruning is to be in accordance with AS 4373-2007 Pruning of Amenity Trees.
- Identification on the electric line clearance spreadsheets of any failure to achieve full compliance with the 2015 Regulations.
- Identification of unsuitable tree species and/or specimens requiring removal and linking these in with the electric line clearance spreadsheets.
- Upon identification of unsuitable tree species and/or specimens, a tree removal and replacement program will be commenced to remove and replace these trees.
- Upon the identification of reactive/urgent/noncompliant vegetation identified by Council, Powercor, ESV or a member of the public, an inspection will be carried out and the appropriate action taken to rectify the issue.
- A regular meeting every quarter will be arranged between the Manager Operations, Coordinator Operational Open Spaces and include invitation to Distribution Business representative to facilitate consultation and discussion of any clearance issues.

**(ii) 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;**

- In Low Bushfire Risk Areas spans up to 100m are to be determined as per Schedule 2 Graphs 1, 2, 3, and 4 of the Code. (See Appendix 8)
- In Hazardous Bushfire Risk Areas the additional distance will be determined as per advice from Powercor.
- Sag and Sway advice will be sought from Powercor. Powercor council liaison officer will provide details of the appropriate officer from Powercor in Bendigo who can provide the relevant information for spans identified as requiring additional distance to allow for Sag and Sway. For this plan the Powercor contact Officer is;  
Leo Hourigan, contact number 0408 304 984      [LHourigan@powercor.com.au](mailto:LHourigan@powercor.com.au)
- Sag and sway allowances will be calculated and listed on Work orders issued to ELC crews
- For spans greater than 100m in LBRA or greater than 45m in HBRA Powercor will be contacted to provide the required clearance and calculations stored as such that the information can be easily shared with ELC crews. Data will be entered into Councils record management system and be retained for a duration of 7 years.

**(j) 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;**

The definition of 'reasonably practicable' in reference to AS4373 – Pruning of amenity trees is: 'A suitable qualified arborist's opinion in relation to the pruning of a tree in respect to meeting both the code and the AS4373'.

When pruning works to meet the code do not comply with AS4373 the contractor will contact Council and inform them. An appropriate decision will then be made in conjunction with the Coordinator Operational Open Spaces.

Random site audits will be completed at the end of the program to ensure compliance to the code and AS4373. Council's Coordinator Operational Open Spaces will make the contractor aware of the results of the audit in writing.

If unacceptable works are identified, Council's Coordinator Operational Open Spaces will notify and meet with the contractor to discuss ways of resolving the dispute or difference.

The approved contractor will submit the required training and qualification information annually prior to the finalisation of the plan. This includes verification that the current version of AS4373 is being applied. Meetings between the approved contractor and Council will be minuted and filed in Council's records management system. At this time Council will ensure that the equipment to be used is appropriate and compliant to complete the works.

**(k) 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;**

CGSC will liaise with Powercor to develop alternate compliance mechanisms for non-compliant sites identified during contract works.

**(l) The details of each approval for an alternative compliance mechanism that;**

**(i) The responsible person holds**

CGSC does not currently hold any alternate compliance mechanisms

**(ii) Is in effect**

CGSC currently has no alternate compliance mechanisms in effect

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

Performance measures (monitoring and recording) for the implementation of the Vegetation Management Plan, as well as monitoring and documenting completed actions outlined in section (i) and (n) of this plan are the responsibility of the Coordinator Operational Open Spaces. Final assessment will be completed by the Manager Operations. The plan will be considered to conform if the following is achieved;

- The plan is completed and lodged prior to the due date each year as called for by ESV.
- Plan made available at Council's main offices and on the website.
- Annalise annual inspection data from previous years, measure against current data to assist in formulating the works plan.
- Annalise current and previous works completed including location and hours worked to assist in formulating future budgetary requirements.
- Compare annual requests for powerline clearance received from the Distribution Business to assist in identifying performance trends.
- Compare number of requests for powerline clearance received from residents to assist in identifying performance trends.
- Recording the number of vegetation breaches to the Code in pre-works audit.
- Recording all inspection data which includes pre-work audits, during-work audits, Post-work audits and requests from residents and the Distribution Business.
- Recording the number of emergency clearances carried out.
- Ensure that all complaints and requests are acted on and recorded via Councils Assets Management system, this must include, request information, inspection results, works required, when works were completed and final inspection compliance.
- All correspondence sent and received from Energy Safe Victoria will be entered into Councils records management system.

**(n) Details of the audit processes that must be used to determine the responsible person's compliance with the Code;**

A Works Program is required to be developed and provided to Council for approval prior to the contract commencing. Works Program must be based on a priority system clearly identifying which high voltage feeders and low voltage areas require works.

The Coordinator Operational Open Spaces is responsible for conducting post work audits aimed at including fifty percent of all works completed. The audit will check and record the accuracy of completed works details in the electric line clearance spreadsheets.

The audit focusses on compliance with the contract specification and the requirements of the Electricity Safety (Electric Line Clearance) Regulations 2015 and regular meetings are held with the contractor to discuss and resolve any non-compliance issues.

Records of these audits and meetings are documented and held within Council's records management system. As part of the Works Program, a regular meeting schedule is to be included.

## Annual schedule for audit activities

Month	Activity	KPI	Responsible person
September	Organise suitably-qualified person with both nationally accredited “Assess Trees” module and nationally accredited “Identify Trees” module to conduct annual tree inspections within the declared area zones that are scheduled for that year within the two-year pruning cycle.	Suitably qualified person nominated	Manager Operations and Coordinator Operational Open Spaces
October	Compile audit results into a schedule of rates. Seek quotes within tender panel.	Appointment of contractor based on selection criteria	Coordinator Operational Open Spaces
November	Pre-commencement induction carried out with selected contractor	Copy of Contractor qualifications received, reviewed and uploaded to Council’s contract management system	Coordinator Operational Open Spaces
November - December	Electric line clearance pruning works program conducted.	Contractor to complete works as identified in the schedule	Tree Services Contractor.
November - December	Random inspections of contractor’s on-site work practices during works, including site management, staff qualifications, occupational health and safety, pruning standards and compliance with the. Results to be scanned, reviewed and added to Council’s records management system and communicated to the contractor in writing.	Results of random inspections scanned, reviewed and uploaded to Council’s record management system with any findings communicated to the Contractor in writing.	Coordinator Operational Open Spaces
November– December	A random audit of the works to assess quality of pruning and review of the program once programmed works are completed. Results to be scanned, reviewed and added to Council’s records management system and communicated to the contractor in writing.	Random audit of completed works undertaken and uploaded to Council’s record management system by the end of year. Rectification works to be completed within 30 days of notification to contractor	Coordinator Operational Open Spaces

January	Review any rectification works to ensure compliance.	Approval for payment of completed works based on compliance	Coordinator Operational Open Spaces
January-February	Review the pruning program's timeframes, costs and quality	Review completed and recorded in Council's records management system.	Coordinator Operational Open Spaces
Ongoing	Issue non-conformance reports to Council regarding trees within the clearance space.		Powercor
Ongoing	Action non-conformance accordingly to ensure current best practice is adhered to and issue email confirmation of agreed outcomes and required actions. Results to be scanned, reviewed and added to Council's records management system.		Coordinator Operational Open Spaces

**(o) 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;**

All authorised persons engaged in Ground Works for CGSC will be appropriately trained and be competent in the particular task they are to undertake. As a minimum, all authorised persons must be able to provide evidence of training undertaken in the following:

- Manual handling;
- Noise Conservation;
- Vehicle driving licence according to that being driven;
- Machinery training according to that being operated;
- OH&S Construction Induction Card Training or an equivalent; and
- Road Traffic Control.

All authorised persons involved in tree clearing activities must be able to demonstrate having received the minimum standard of training in and conform to the following:

- Proficiency in tree pruning techniques;
- Provide First Aid (Level 2);
- Minimum of Level 1 Chainsaws operator's licence;
- Elevating Platform Vehicle Licence;
- Distances – National U.E.T. 20312 Certificate II in E.S.I. Powerline Vegetation Control;
- Training in emergency procedures and Elevating Platform Vehicle escape;
- the "Blue Book"; and
- Australian Standard AS4373-2007 "Pruning of Amenity Trees".

All authorised persons involved in tree cutting activities must hold a Level 3 Horticulture (Arboriculture) certificate or the equivalent, or be able to demonstrate equivalent ability.



“Hazard trees” will be inspected by a person with a minimum Level IV in Horticulture and Arboriculture, including “Assess Trees” module or an equivalent qualification; and at least 3 years of field experience in assessing trees.

CGSC through normal contract monitoring processes, will ensure compliance with this provision by the contractor and Council staff. Records of qualifications for all staff undertaking work on Council trees will be updated annually and kept on Council’s records management system.

Upon the commencement of each year’s works a list of all staff engaged on the contract will be supplied to CGSC. This list will be reviewed and notes made as to the timing of any refresher training required. A reminder in the contract managers Outlook calendar will be made to check refresher training has been completed.

Contractor staff found to not have the appropriate training will be required to leave the work site. They will be unable to return to the contract until it is proven they meet the minimum requirements for working on the CGSC powerline clearing contract.

All new staff to CGSC powerline clearing contract will be inducted into the CGSC contractor handbook. Regular auditing of the contractor ensures all new staff are inducted and signed onto the handbook.

As part of the induction process the definition of ‘reasonably practicable’ in reference to AS4373 – Pruning of amenity trees is: ‘A suitable qualified arborist’s opinion in relation to the pruning of a tree in respect to meeting both the code and the AS4373’. Will be conveyed

As a minimum field inspectors are to have completed the following qualifications.

- (a) National Certificate Level IV in Horticulture and Arboriculture, including the “Assess Trees” module, or an equivalent qualification; and
- (b) At least 3 years of field experience in assessing trees.
- (c) Relevant qualifications from within the National U.E.T. 20312 Certificate II in E.S.I. Powerline Vegetation Control. These should include the following:

UEENEEE101A Apply OHS practices in the workplace.

UETTDREL14A Working safely near live electrical apparatus as a non- electrical worker.

UETTDREL13A Comply with environmental and incidental response procedures.

AHCPCM201A Recognise plants.

UETTDRCV24A Assess vegetation and recommend control measures in an ESI environment.

The method used to review performance of contractors is regular auditing of in progress and completed works. These audits form part of the contract specification and are conducted on a regular basis.

Workers shall only undertake work for which they have been trained assessed and deemed competent to enable them to safely perform work. Personnel engaged in vegetation line clearance work must comply with Part 3, Clause 318 and 319 of the Electrical Safety (Installation) Regulation 2009 for maintaining minimum distances from electric lines, unless they are an authorised person under that regulation. An authorised person being a person who holds a current certificate specifying satisfactory completion of a training course in tree clearing, approved by Energy Safe.

All training must be provided by a Nationally Recognised Trainer through a Registered Training Organisation (RTO) following the Australian Qualifications Framework.

Authority to carry out tree works on behalf of CGSC will be through standard internal works instructions and/or formal contract arrangements.

**(p) Notification and consultation procedures, including the form of the notice to be given in accordance with Division 3 of Part 2 of the Code;**

Council will ensure adequate notice is given to affected persons in regards to programmed line clearance works. Notification of Council's program of works will be undertaken in accordance with the Electricity Safety (Electric Line Clearance) Regulation's 2015.

Where Council intends to cut or remove a tree that is on public land or within the boundary of a private property which the responsible person neither occupies nor owns or where the tree is of cultural or environmental significance Council as the responsible person will give notice of the intended cutting or removal to all affected persons in accordance with the regulations.

Prior to the commencement of works notice will be given in writing via publication in the Maryborough and District Advertiser circulating generally in the locality of the land in which the tree is to be cut or removed at least 14 days and no more than 60 days before the intended works. If planned works are delayed and are expected to fall outside of this timeframe re-notification by the same means must take place. The follow is an example of the notification;

***ELECTRICAL LINE CLEARANCE WORKS***

***Tree Pruning Program***

*Council will be conducting tree clearance works within the Electrical Line Clearance declared areas of Maryborough after 14 days and before 60 days of this notification.*

*Contractors will be undertaking the works on Councils behalf, and every effort will be made to ensure property access is maintained and minimal inconvenience is caused.*

*Should you require further information contact Zane Nichol, Coordinator Operational Open Spaces on 54610610*

Where the tree intended for cutting or removal is a tree of cultural or environmental significance, notice will include the impact of the cutting or removal of the tree and the actions to be taken to minimise that impact. Where the tree is within the boundary of a private property, Council will where relevant consult with the occupier or owner of the property. Decisions on removal or "clearing" of trees will be in accordance with Council's maintaining line clearance decision making process. Decisions on removal or "clearing" of trees will be in accordance with Council's maintaining line clearance decision making process.

By maintaining the annual inspection and cutting program and allowing for growth for individual species no urgent pruning or clearing should be required. In the case of urgent cutting or removal being required, Council will ensure that the process identified under "Emergency Cutting and Pruning" is followed, in accordance with the requirements of the Code.

**(q) Dispute resolution procedures;**

A dispute is a situation where the normal processes of consultation and negotiation relating to trees affected by powerlines fail to provide a satisfactory result. If a dispute arises Council will initiate its internal dispute resolution procedure.

The foremost responsible officer for resolving a dispute relating to ELC is;

Zane Nichol  
Coordinator Operational Open Spaces  
Central Goldfields Shire Council  
PO Box 194  
Maryborough, Victoria, 3465  
Ph: 03 5461 0610

In the event of a dispute not able to be resolved by the Coordinator Operations Open Spaces then it can be taken up with the Manager Operations and/or the General Manager Infrastructure Assets and Planning and/or the Chief Executive Officer and/or their local Councillor. If required the CEO or Councillor may request a report be submitted to a meeting of Council and/or an independent arbiter be appointed to assist in resolving the matter.

In the event of requiring an independent arbiter the Energy & Water Ombudsman of Victoria (EWOV) will be utilised.

Council's Complaint resolution policy can be found at the following link under the heading 'Service Charter Policy'

[https://www.centralgoldfields.vic.gov.au/Council/Policies-Plans-Strategies-and-Documents/Council-Policies?dlv\\_OC%20CL%20Public%20DocLib%20Relative=\(pageindex=3\)](https://www.centralgoldfields.vic.gov.au/Council/Policies-Plans-Strategies-and-Documents/Council-Policies?dlv_OC%20CL%20Public%20DocLib%20Relative=(pageindex=3))

As per section 10 (7)(a), a link to the plan is provided. Which has the dispute resolution included.

The process is the same for the Distribution Business.

**9(4) Refer to section 9(3)(i)(ii)**

**10(7)(a) A responsible person must ensure that a copy of the management plan is: published on the responsible person's Internet site.**

- The plan is updated yearly and published to the website upon completion.
- This process is completed by the Coordinator Operational Open Spaces.
- Outlook calendar reminders are used to ensure the plan is reviewed, updated and published to the website on the due date, 1 July yearly. At which time the outdated plan will be removed and replaced with the updated plan will be published by the web page coordinator.

Council's website includes reference to a copy of the 2020/2021 Electric Line Clearance Management Plan.

[www.centralgoldfields.com.au](http://www.centralgoldfields.com.au) or copy the link below;

<https://www.centralgoldfields.vic.gov.au/Council/Policies-Plans-Strategies-and-Documents/Council-Plans>

- 10(7)(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;**

The Coordinator Operational Open Spaces will ensure that annually at 1<sup>st</sup> July each year an updated copy of the management plan will be available for inspection by the public at the Council Office building 12 - 22 Nolan Street, Maryborough, Vic, during normal business hours (8.30am to 4.30pm). At which time the outdated plan will be removed and replaced with the updated plan will be replaced by the Coordinator Operational Open Spaces.

- 11(2)(a) A responsible person who receives an exemption must ensure that a copy of the exemption is:  
Published on the responsible person’s Internet site.**

- Council currently has no exemptions in place

- 11(2)(b) A responsible person who receives an exemption must ensure that a copy of the exemption is:  
Available for inspection at the responsible person’s principal office in the State during normal business hours**

- Council currently has no exemptions in place.

## **Schedule I Part 2 Division I**

Regulation 4 – Exception to minimum clearance space for structural branches around insulated low voltage electric lines

Council does not intend to apply an exception.

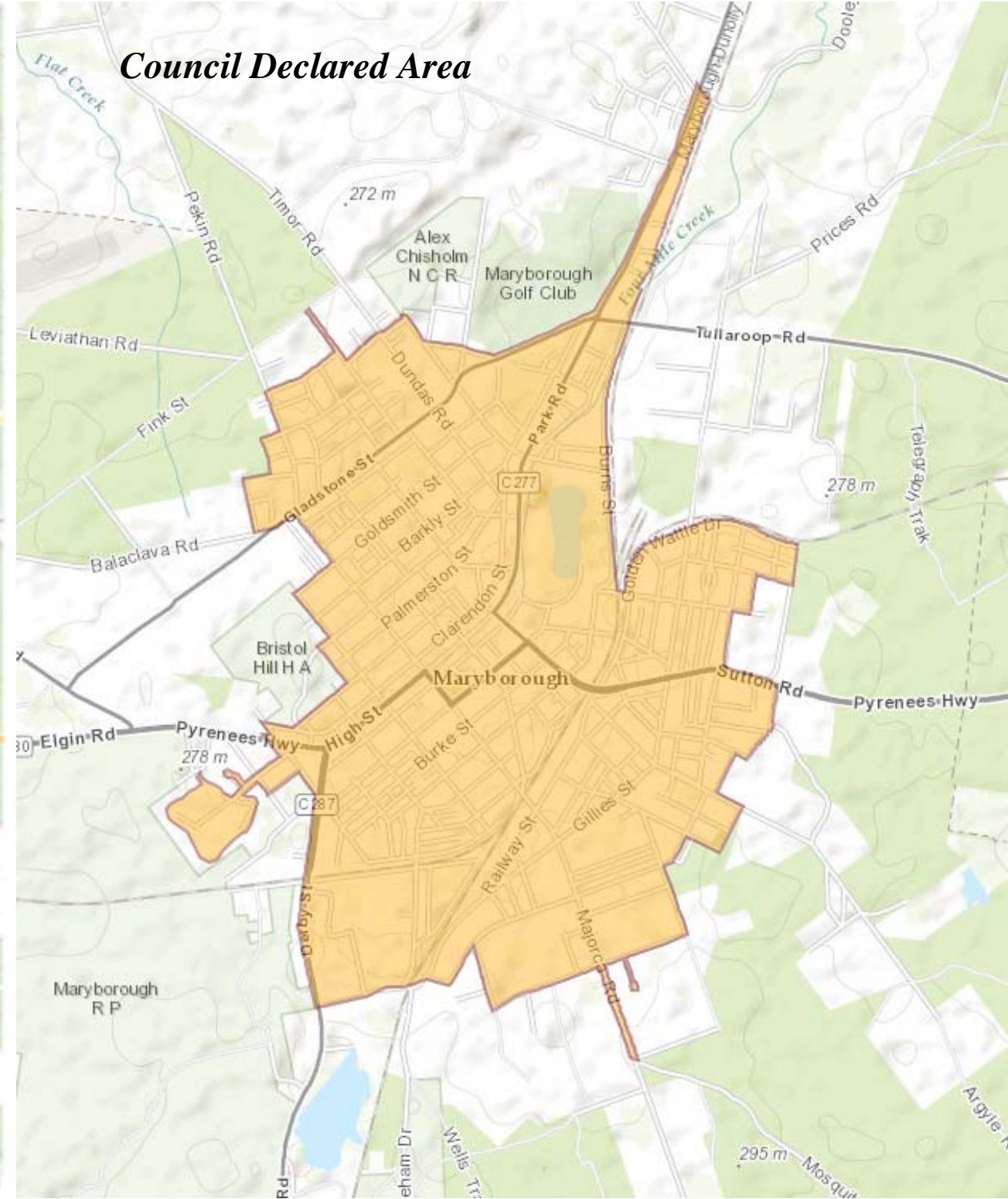
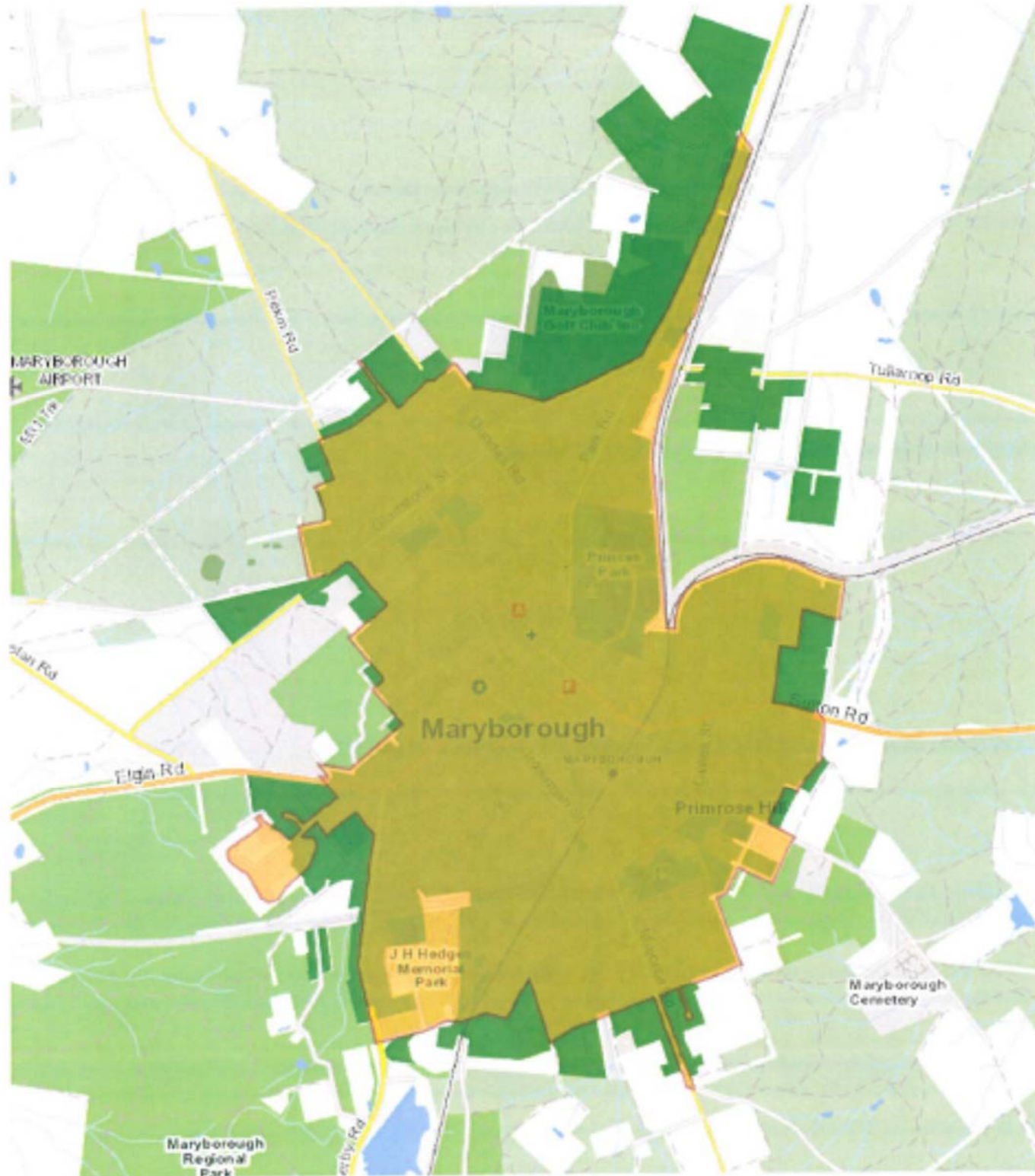
Regulation 5 – Exception to minimum clearance space for small branches around insulated low voltage electric lines

Council does not intend to apply an exception.

Regulation 6 – Exception to minimum clearance space for structural branches around uninsulated low voltage electric lines in low bushfire risk areas

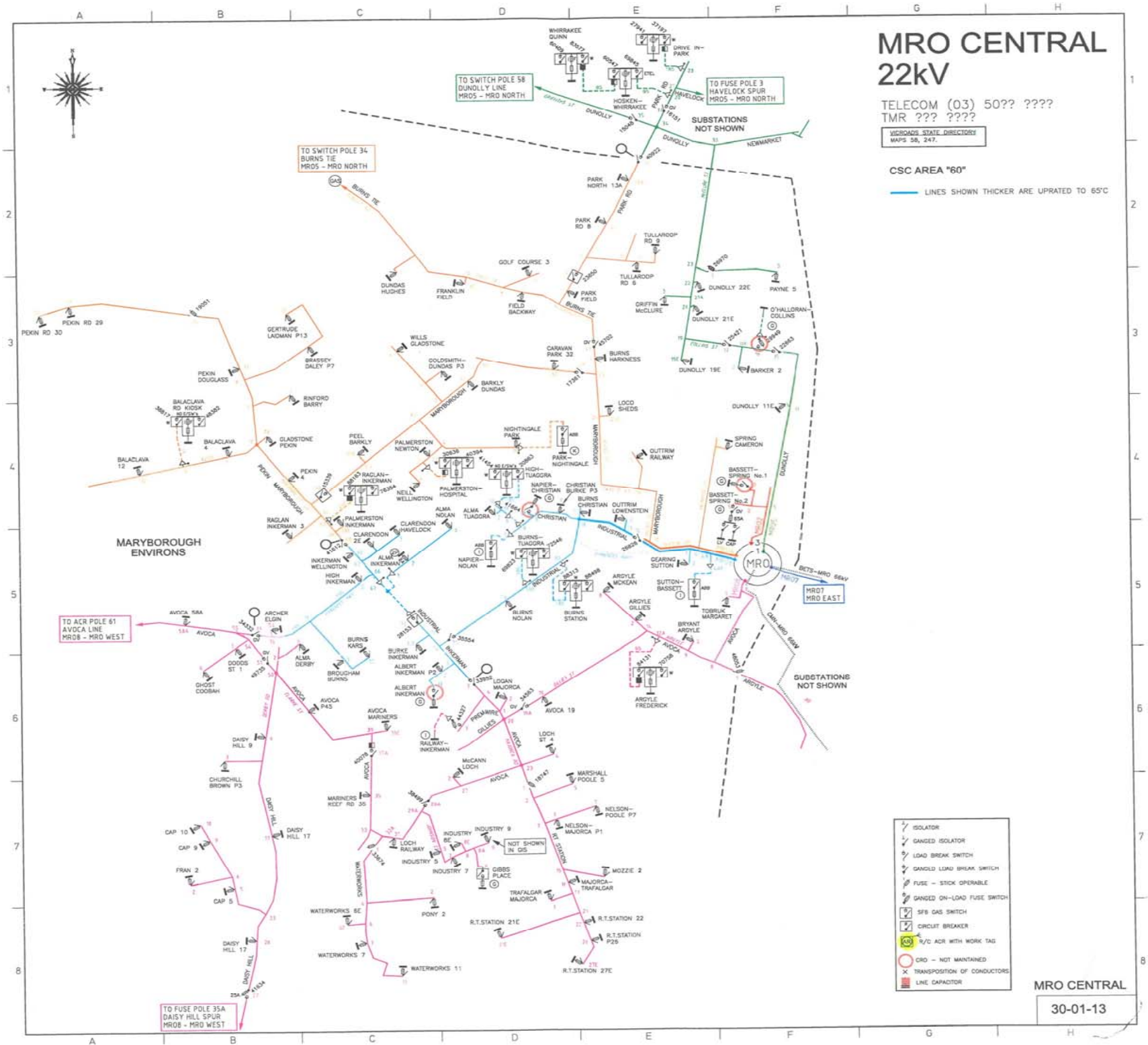
Council does not intend to apply an exception.

**APPENDIX I**



- HBRA within Council Declared Area
- LBRA within Council Declared Area

**APPENDIX 2 Maryborough HV Substation Zone**



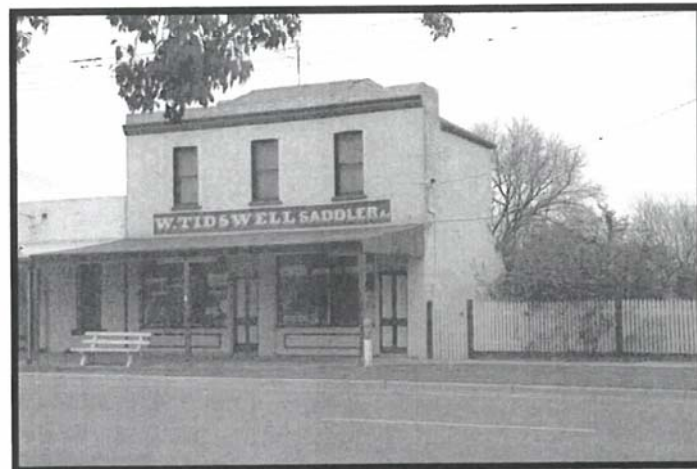


**APPENDIX 4 Central Goldfields Shire Council Notable Trees Maryborough Heritage study**

*Extract From*

**Central Goldfields Shire**

**Heritage Review Stage 1**



**Dr David Rowe: Authentic Heritage Services Pty Ltd  
&  
Wendy Jacobs: Architect & Heritage Consultant**

**August 2005**

**Appendix 2: Central Goldfields Shire Heritage Review - Database Inventory**

Place Id	Place Name	Address		Previous Heritage Study Recommend'n	Proposed Significance	Proposed Heritage Area
Maj012	Majorca Cemetery	Wheens Road	Majorca	PS: Planning Scheme		
Maj009	House (unoccupied)	William Street	Majorca	PS: Planning Scheme		
Maj013	Bluestone barn and	Wrights Road	Majorca			
Mar001	Weatherboard House	5 Albert Street	Maryborough	C: Should be Conserved	Historic Interest	No
Mar002	Weatherboard House	10 Albert Street	Maryborough	C: Should be Conserved	Local	No
Mar003	Brick House	13 Albert Street	Maryborough	LPP: Local Planning Protection	Local	No
Mar004	Weatherboard House	18 Albert Street	Maryborough	C: Should be Conserved	Historic Interest	No
Mar005	Weatherboard House	23 Albert Street	Maryborough	C: Should be Conserved	Historic Interest	No
Mar006	Weatherboard House &	25 Albert Street	Maryborough	C: Should be Conserved	Historic Interest	No
Mar007	Mature Exotic Tree	27 Albert Street	Maryborough	C: Should be Conserved	Historic Interest	No
Mar008	Weatherboard House &	28 Albert Street	Maryborough	C: Should be Conserved	Historic Interest	No
Mar009	Weatherboard House	30 Albert Street	Maryborough	C: Should be Conserved	Historic Interest	No
Mar010	Flour Mill, Office Buildings,	38 Albert Street	Maryborough	LPP: Local Planning Protection	Local	No
Mar012a	Mature Street Trees	Alma Street	Maryborough	LPP: Local Planning Protection	Local	No
Mar011a	Phillips Gardens including	Alma Street	Maryborough	LPP: Local Planning Protection	State	Phillips Gardens
Mar012	Weatherboard House	30 Alma Street	Maryborough	C: Should be Conserved	Historic Interest	No
Mar013	6 Cocos Palm Trees	38 Alma Street	Maryborough	LPP: Local Planning Protection	Historic Interest	No
Mar014	Asbestos Cement Sheet	52 Alma Street	Maryborough	C: Should be Conserved	Historic Interest	No
Mar015	Commercial Premises -	- 58 54 Alma Street	Maryborough	LPP: Local Planning Protection	Demolished	Commercial

Dr David Rowe: Authentic Heritage Services Pty Ltd & Wendy Jacobs: Architect & Heritage Consultant

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APPENDIX 5 Maryborough Street Tree Inventory (sample of 47 page document)

Street Name	Section	No. of Trees	Type	Age			Side of St				Electrical Wires		Pruning		Health			Comments	Proposed Replacement Species Legend 2008		
				Old	Young	Misc	E	W	N	S	No	Yes	T	Oth	G	F	P				
ALBERT ST	Mariners Reef Road to Karr St	10	PRUNUS nigra		*						*				*	*			Piptecia chinensis		
		1	PRUNUS Bliriana		*						*				*	*			Piptecia chinensis		
		9	PRUNUS nigra		*		*					*	*		*	*			Piptecia chinensis		
		3	PRUNUS Bliriana		*		*					*	*		*	*			Piptecia chinensis		
		3	COTONEASTER spp		*		*					*	*		*	*			Piptecia chinensis		
	ALMA ST	Karr to Inkerman Street	6	Anagapora cartata		*		*	*			*			*	*				Piptecia chinensis	
			1	PHOTINEA rubra		*		*	*			*			*	*				Piptecia chinensis	
			1	EUCALYPTUS nutans		*							*			*	*			Piptecia chinensis	
			1	ACACIA floribunda		*		*	*				*			*	*			Piptecia chinensis	
			2	EUCALYPTUS nicholi		*		*	*				*			*	*			Piptecia chinensis	
ALMA ST		Inkerman to Nalan Street	11	PRUNUS nigra		*		*				*	*		*	*				Piptecia chinensis	
			1	MELALEUCA linnariifolia		*		*				*	*		*	*				Piptecia chinensis	
			2	GREVILLEA rubra		*		*					*	*		*	*			Piptecia chinensis	
			14	CERATONIA ziliqua		*		*					*	*		*	*			Kaulfueria paniculata	
			3	PRUNUS Bliriana		*		*					*	*		*	*			Kaulfueria paniculata	
	ALMA ST	Derby Road to Braugham	2	EUCALYPTUS Calycogonia		*		*				*	*		*	*				Kaulfueria paniculata	
			3	HAKEA salicifolia		*		*				*	*		*	*				Kaulfueria paniculata	
			1	QUERCUS illex		*		*					*	*		*	*			Kaulfueria paniculata	
			1	GREVILLEA rubra		*		*					*	*		*	*			Kaulfueria paniculata	
			6	CERATONIA ziliqua		*		*					*	*		*	*			Kaulfueria paniculata	
ALMA ST		Braugham to Karr Street	1	CERATONIA ziliqua		*		*				*	*		*	*				Kaulfueria paniculata	
			1	CERATONIA ziliqua		*		*				*	*		*	*				Kaulfueria paniculata	
			1	QUERCUS robur		*		*					*	*		*	*			Kaulfueria paniculata	
			3	QUERCUS Canariensis		*		*					*	*		*	*			Kaulfueria paniculata	
			1	Leptocarpum Peterzanii		*		*					*	*		*	*			Kaulfueria paniculata	
	ALMA ST	Karr to Inkerman Street	3	CERATONIA ziliqua		*		*				*	*		*	*				Kaulfueria paniculata	
			5	CERATONIA ziliqua		*		*				*	*		*	*				Kaulfueria paniculata	
			1	PRUNUS Bliriana		*		*					*	*		*	*			Kaulfueria paniculata	
			4	QUERCUS CANARIENSIS		*		*					*	*		*	*				Kaulfueria paniculata
			1	QUERCUS CERRIS		*		*					*	*		*	*				Kaulfueria paniculata
ALMA ST		Inkerman to Nalan	2	HAKEA Salicifolia		*		*				*	*		*	*				Kaulfueria paniculata	
			8	FRAXINUS excelsior 'aurea'		*		*					*	*		*	*			Fraxinus excelsior 'aurea'	
			Nalan to Tuqqra Street	2	PRUNUS nigra		*		*					*	*		*	*			Ulmus chinensis
				5	FRAXINUS axycarpa		*		*					*	*		*	*			Ulmus chinensis
				3	ULMUS procera		*		*					*	*		*	*			Ulmus chinensis
	1	ROBINEA decolorneana			*		*					*	*		*	*			Ulmus chinensis		
	1	ULMUS chinensis			*		*					*	*		*	*			Ulmus chinensis		
	ARCHER	Tuqqra to Earl Street	1	ROBINEA decolorneana		*		*				*	*		*	*				Ulmus chinensis	
			1	ULMUS chinensis		*		*				*	*		*	*				Ulmus chinensis	
			6	FRAXINUS axycarpa		*		*					*	*		*	*			Fraxinus axycarpa	
1			PRUNUS nigra		*		*					*	*		*	*			Fraxinus axycarpa		
3			FRAXINUS Roycei		*		*					*	*		*	*			Callitomen Dauran river		
ARGYLE		Elgin to Clarendon	5	PRUNUS Bliriana		*		*				*	*		*	*				Callitomen Dauran river	
			Railway to McKean Street	3	FRAXINUS axycarpa		*		*				*	*		*	*				Callitomen Dauran river
				1	BRACHYCHITON papulose		*		*					*	*		*	*			Callitomen Dauran river
				2	MELALEUCA linnariifolia		*		*					*	*		*	*			Callitomen Dauran river
				1	CALLISTEMON spp		*		*					*	*		*	*			Callitomen Dauran river
	2	PRUNUS bliriana			*		*					*	*		*	*			Callitomen Dauran river		
	ARGYLE	McKean to Gillies Street	17	FRAXINUS axycarpa		*		*				*	*		*	*				Callitomen Dauran river	

**APPENDIX 6 Annual Re-Growth of Specific Trees within the Declared Area**

Species	Annual Growth in metres for each Crown type	
	Growth	Canopy
Prunus nigra	0.5	0.3
Melaleuca linarifolia	0.5	0.3
Melia azedarach	0.5	0.3
Fraxinus oxycarpa	1.5	1.0
Liquidamber stryaciflua	1.5	1.0
Grevillea robusta	1.0	0.7
Eucalyptus species	1.5	0.8
Eucalyptus ficifolia	1.0	0.5
Melaleuca stypheloides	0.5	0.3
Prunus blireana	0.5	0.3
Platanus orientalis	1.5	1.0
Quercus cocinea	1.5	1.0
Quercus robur	1.5	1.0
Fraxinus excelsior aurea	0.8	0.5
Fraxinus raywoodii	1.0	0.8
Melaleuca armillaris	0.5	0.3
Eucalyptus nicholli	1.5	1.0
Callistemon 'Dawson river'	0.5	0.3
Hakea salicifolia	0.5	0.3
Purus 'Bradford pear'	0.5	0.3
Koelrutaria paniculata	0.5	0.3

**APPENDIX 7 Preferred Tree Planting List Maryborough, and Street Tree Strategy Extract**

Species
Norway Maple (Acer platanoides)
London Plane (Planatus x acerifolia)
English Elm (Ulmus procera)
Ironbark (Eucalptus tricarpa)
Chinese Elm (Ulmus parvifolia )
Chinese Pistachio (Pistacia chinensis)
Flowering Ash (Fraxinus ornus)
Golden Rain Tree (Koelreutia paniculata)
Ornamental pear (Pyrus calleryanna 'chanticleer')
Flowering Cherry (Prunus serrulata 'Shirotae' (Mt Fuji)
Trident Maple (Acer buerganum)
Lemon Bottlebrush (Callistemon pallidus)
Willow bottlebrush (Callistemon salignus)

(2014 Central Goldfields Shire Street Tree Strategy 2014, item 3.0)

Factors that need to be considered in selection of street trees:

- Tree height – Likelihood to grow into power lines; Suitability for the location when tree reaches maximum height.
- Power line clearance - Often made worse because inappropriate selection of street trees. Trimming often disfigures the trees to the extent where the purpose of the tree seems compromised.

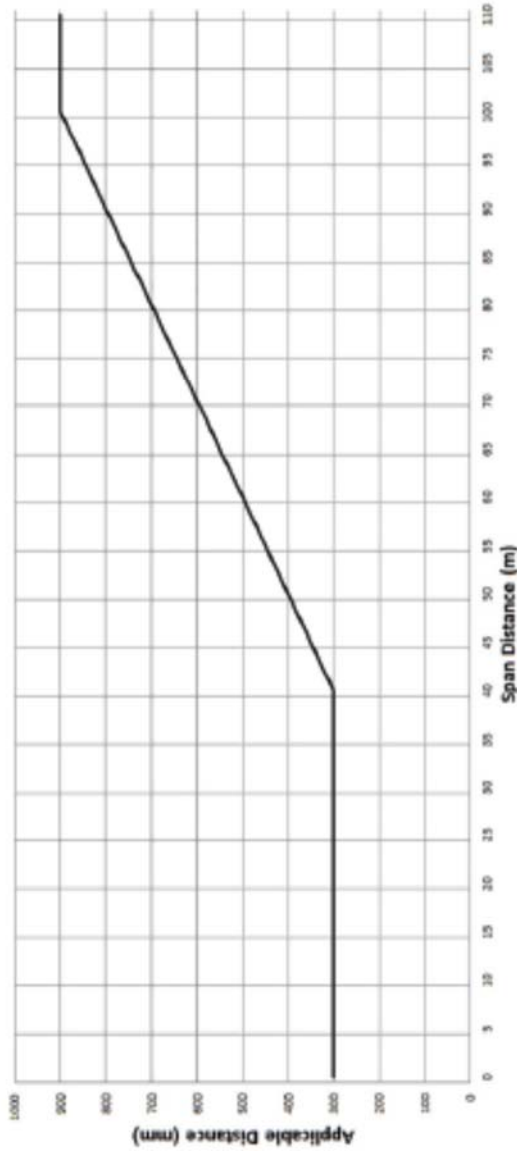
**APPENDIX 8**

Electricity Safety (Electric Line Clearance) Regulations 2015  
S.R. No. 67/2015

Schedule 2—Applicable distance for middle two thirds of a span of an electric line

**Schedule 2—Applicable distance for middle two thirds of a span of an electric line**

**GRAPH 1—INSULATED ELECTRIC LINES IN ALL AREAS**  
Clauses 3 and 24



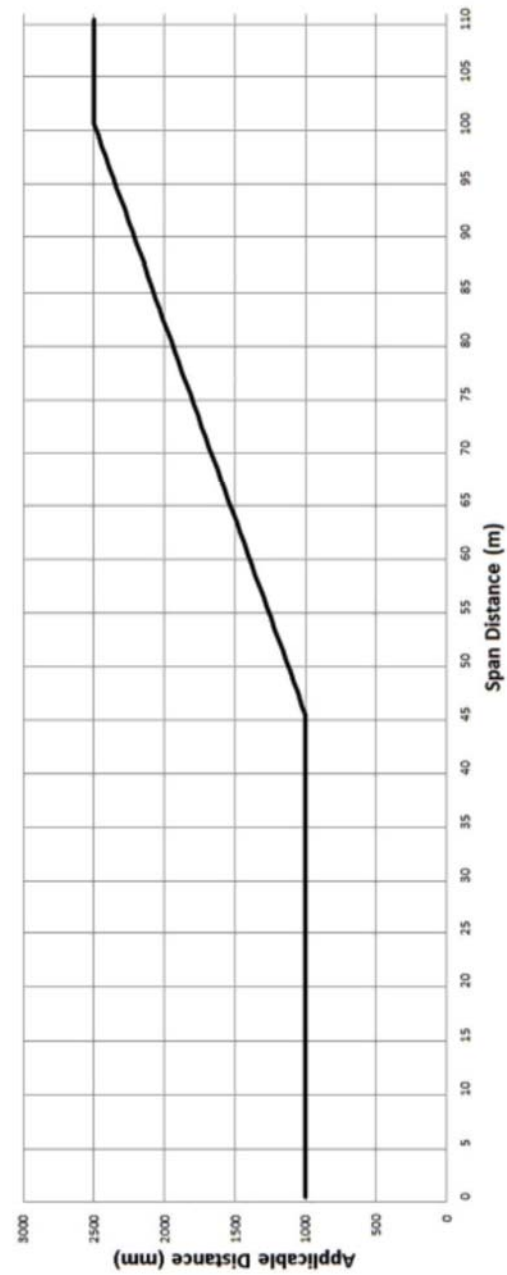
Authorised by the Chief Parliamentary Counsel

Electricity Safety (Electric Line Clearance) Regulations 2015  
S.R. No. 67/2015

Schedule 2—Applicable distance for middle two thirds of a span of an electric line

**GRAPH 2—UNINSULATED LOW VOLTAGE ELECTRIC LINE IN LOW BUSHFIRE RISK AREA**

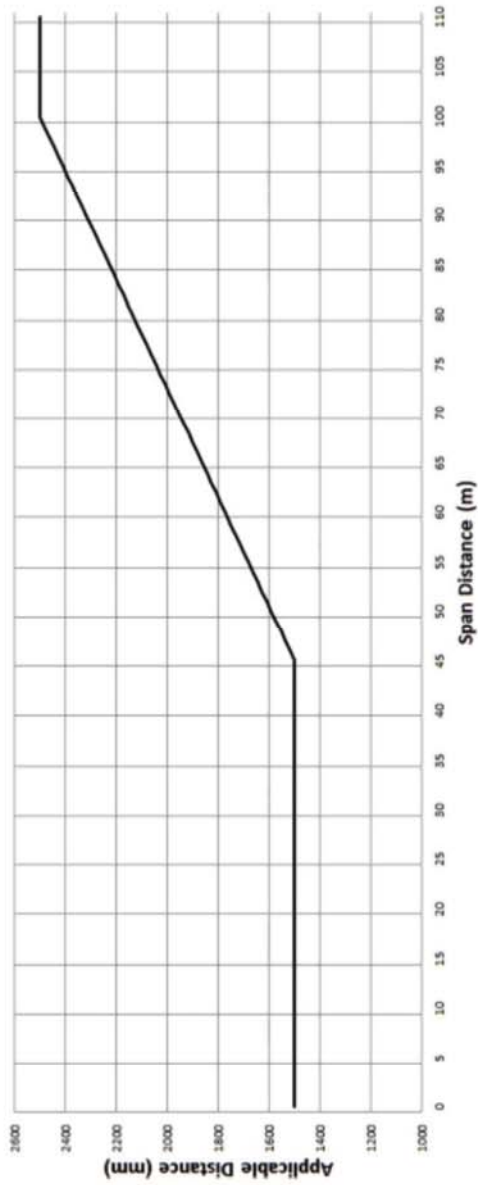
Clauses 3 and 25



Authorised by the Chief Parliamentary Counsel

**GRAPH 3—UNINSULATED HIGH VOLTAGE ELECTRIC LINE (OTHER THAN A 66 000 VOLT ELECTRIC LINE) IN LOW BUSHFIRE RISK AREA**

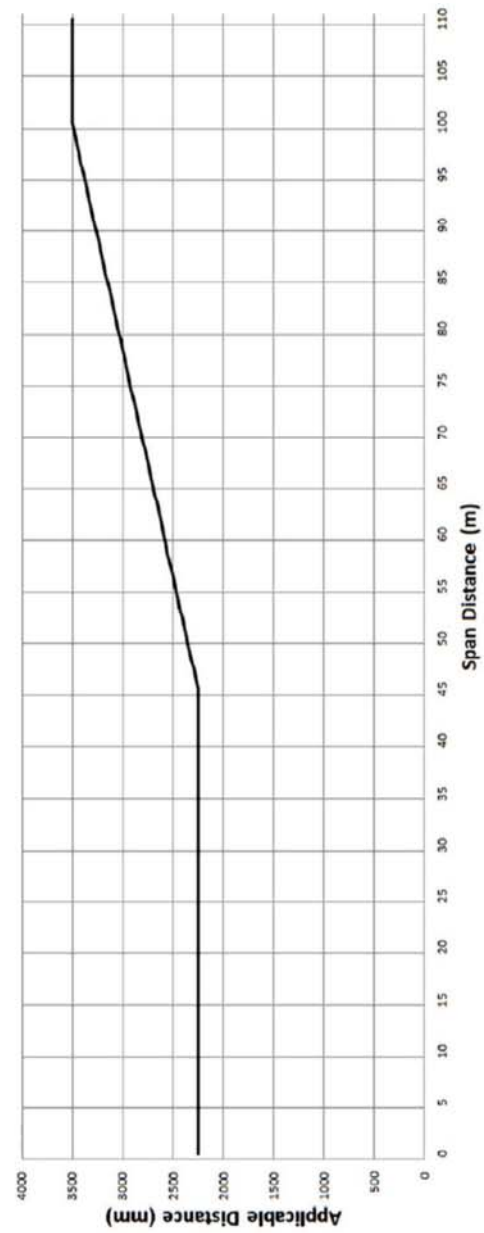
Clauses 3 and 26



Authorised by the Chief Parliamentary Counsel

**GRAPH 4—UNINSULATED 66 000 VOLT ELECTRIC LINE IN LOW BUSHFIRE RISK AREA**

Clauses 3 and 27



Authorised by the Chief Parliamentary Counsel