TREE STRATEGY

2018 - 2028

FOR EAST CAMBRIDGESHIRE DISTRICT COUNCIL

CONTENTS

Foreword by Councillor Lis Every

Trees are vital. Not only are they essential for life, but as the longest living species on earth, they give us a link between the past, present and future.   Whilst adding beauty and a sense of place, they also give character to our District's landscape and we know that they are greatly valued by the local community and visitors alike.

People want to live in a pleasant environment that is clean, green and safe. Trees and woodland areas play an important part in this, by cleaning the air we breathe, providing a habitats for plants and animal species and creating an attractive environment for people to live in and to visit. They also offer a sustainable, cost-effective way of managing storm water and reducing the risk of flash-flooding by slowing down run-offs following heavy storms. This helps to reduce drainage costs and sewer overflows.

East Cambridgeshire District Council places great importance on preserving our landscape to ensure that it will continue to be enjoyed by us all. In order to achieve this we are committed to managing and protecting the trees in the District. This strategy identifies how the Council will do this over the coming years.

Aim

To protect, enhance and guide opportunities to expand the treescape, ensuring sustainability for present and future generations of East Cambridgeshire

INTRODUCTION

The purpose of this strategy is to set out the Council's approach to managing and protecting the trees within the district of East Cambridgeshire, to maximise their benefits. The Tree Strategy sets out what needs to be done to achieve our aim and objectives.

The district of East Cambridgeshire has a distinctive landscape character of its own, with trees growing in a wide variety of locations including public open spaces, parks, streets, school grounds, gardens, cemeteries, churchyards, woodlands, orchards, common land, agricultural land, and stud land, commercial and industrial areas.

This means there are a large number of landowners responsible for trees including local authorities, individual householders, businesses, the Church Diocesan and national institutions.

The strategy can be used as a reference document by the Council, other local authorities, local groups, individuals, agencies, businesses and any other interested parties.

The strategy will give the recognition of trees in

- Decision making process
- Sustaining our current tree stock
- Creating our landscape of the future with new tree planting schemes

This Tree Strategy recognises and incorporates the following list of relevant local and national policy and guidance.

National		
Legislation	**Policy**	**Guidance**
Anti-social Behaviour Act 2003 **Health and Safety at Work Act 1974** **Hedgerow Regulations 1997** **Local Government Miscellaneous Provisions Act 1976** **Climatic Change Act 2008** **Conservation of Habitats and Species Regulations 2010** **Forestry Act 1967 (as amended)** **Local Authority (Public Health, Health and Wellbeing Boards and Health Security) Regulations 2013** **Natural Environment and Rural Communities Act 2006** **Occupiers Liability Act 1957 and 1984** **Planning Act 2008** **Planning and Compulsory Purchase Act 2004** **Planning and Compensation Act 1991** **Town and Country Planning (Trees) (England) (Amendment) Regulations 2008** **Town and Country Planning (Trees) (England) Regulations 1999** **Town and Country Planning Act 1990** **Wildlife and Countryside Act 1981** **EU General Data Protection Regulation – applicable in UK from 25/05/18)**	Biodiversity 2020: A strategy for England's wildlife and ecosystem services Keepers of time: A statement of policy for England's Ancient and Native Woodland National Planning Policy Framework The UK Forestry Standard	BS3998:2010 Tree work – Recommendations BS5837:2012 Trees in relation to design, demolition and construction – Recommendations BS8545:2014 Trees: from nursery to independence in the landscape – Recommendations Common Sense risk management of trees Faculty Jurisdiction Rules 2015 NHBC Standards 2011: 4.2 Building near trees NJUG guidelines for the planning, installation and maintenance of utility apparatus in proximity to trees Volume 4 Planning for a healthy environment – good practice guidance for green infrastructure and biodiversity Planning for climate change – guidance for local authorities The natural Choice: Securing the value of nature Play Strategy 2008 Trees in Hard Landscapes A Guide for Delivery Trees in the Townscapes A guide for Decision Makers Trees in Towns II UK National Ecosystem Assessment

County or District		
Legislation	**Policy**	**Guidance**
	ECDC Enforcement Protocol ECDC Local Plan (Adopted 2015) ECDC Local Plan (Submission) 2018 ECDC Planning Service Plan Cambridgeshire County Council (CCC) Highway Infrastructure Mgt Plan 2017 to 2027 (includes Tree Policy) Cambridgeshire Green Infrastructure Strategy 2011 County Wildlife Sites Handbook (2008) Cambridgeshire Local Transport Plan 2011-2013 Policies and Strategies (July 2015) – includes challenge 7 Protecting and enhancing the natural environmental impact of transport CCC Highway Asset Management Policy April 2018	ECDC Guide to Policies and reasons for refusal of planning applications with unacceptable impact on trees and landscapes. ECDC Design Guide (DRAFT) Cambridgeshire Landscape Guidelines 1991 CCC Housing Estate Road Construction Specification – updated May 2014 Cambridgeshire Biodiversity Checklist Guide notes for Planning Applications Cambs County Council Street Lighting PFI CCC Rights of Way Improvement Plan (2005?) CCC Highway Operational Standards 2018

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

PERFORMANCE
How we will meet the 6 Objectives

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
1. **To protect trees in East Cambridgeshire District**	1.1 Statutory tree protection by				
	• Tree preservation Orders (TPO)	Senior Trees Officer (STO) Trees Officer (TO)	Number of new TPO's served	Senior Trees Officer (STO)	• 449 ECDC TPO's • 31 TPO Tree Work Applications (in 2018)
	• Conservation Area status	STO TO	Number of tree work applications for TPO	STO	• 26 ECDC Conservation Areas • 112 Conservation Area Tree Work Applications (in 2018)
	• Planning Conditions	STO TO Planning Officers (PO's)	Number of tree work applications for compliance with planning conditions	Planning Manager (PM) STO	• 21 Tree Work Applications (in 2018) • 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.

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
	1.2 General Guidance and provision of public tree advisory service • ECDC website and links • Direct to the Trees Officers • ECDC Tree information leaflet	STO TO	Number of enquiries received by the Trees Service each year	STO	• Update information on ECDC website • Number of enquiries received in 2018 • Update ECDC Tree information leaflet
	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	• Local Parish Plans • Continue to seek effective communication links with other national and local institutions with tree protection roles included in their operations
	1.4 Provide information on ECDC protected trees.	STO TO IT Manager (ITM)	• Number of specific tree protection check enquiries • Number of "hits" on ECDC website	STO IT M Website Manager (WM)	• Trees Officers do manual checking of data records and confirm protection status • Conservation Areas can be checked on line directly by customers • Currently TPO information not available to the public to view on ECDC website • Make available for direct public access on the website to the public registers of TPO and Conservation Area tree work application decisions

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
2. To encourage and ensure high standards of management of trees – privately and Council owned	2.1 Monitoring the standard of tree work approved by ECDC in permitting tree work applications for work to trees covered by TPOs, Conservation Area status and compliance with tree related planning conditions.	STO TO	• Number of inspections of trees 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.) • Inspect all tree work carried out for the Council by the ECDC Trees POS team and external tree contractors and record on database	STO	• All work to ECDC trees is inspected, as part of the annual tree maintenance programme • Standard of tree work is assessed against BS3998:2010 Tree Work – Recommendations and accords with specification approved • More than 20% of tree work sites are inspected per year • 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
	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	• Number of enquiries per year • Quality of tree work application specification received • Number of "hits" on the ECDC website	STO WM	• Tree Work Applications are only registered once the tree work specification details provided are of an acceptable standard • Important to keep website information updated • Tree leaflet (once updated) • Build up good working relationship and communications

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
					with the locally operating professional tree contractors • Monthly meetings with the ECDC POS Manager and team • Training for ECDC POS team (in house and external)
	2.3 Effective enforcement investigations and expedient actions.	STO TO Legal Manager (LM) Planning Enforcement Team (PET) (supporting role)	• 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 • Success of formal (including Court cases) and informal action taken	STO PM	• All reports of alleged breaches of tree protection legislation are followed up • Records of expedient legal action kept • The team are trained to conduct investigations under PACE, that will stand up in Court when required • Currently a 100% outcome in favour of ECDC in Court action taken
3. **To ensure continuity of trees in our landscape – planting schemes**	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)	• Ensure all ECDC Parishes are covered • Currently an average of 12 new trees are planted per year, in line with the current allocated tree planting budget set • Number of new trees planted is greater than the number of ECDC trees removed per year

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
					• Look for other sources of funding/grants for tree planting
	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	• Currently the Trees Officers have only been invited to attend a few meetings e.g. North of Ely developments • Look to have a greater input in more pre planning application meetings
	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	• 241 Planning application consultations completed to date in 2018 • Request amendments where expedient to schemes, to improve the quality of landscape/tree provision, prior to determination or discharge of conditions • Meet or discuss with applicants, their agents and/or consultants, to agree requirements or revisions • Look to set up a reference library of good quality schemes to illustrate good practice and standard of schemes aspired to
	3.4 Engagement with Parish Councils, Private Landowners, Cambs County Council to	STO TO	Number of meetings attended per year	STO	• Currently react to requests received from individual Parish Councils and landowners

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
	promote tree planting on their land/sites. (also covered In Strategic Objective 5)				• ECDC request tree planting on specific Cambs County Council sites in our district • Trees Officers to seek to carry out more proactive promotion of tree planting, through Parish Plans and Parish Council newsletters or websites
	3.5 Attendance and Presentations to Planning Agents' Forum	STO TO	• Number of presentations delivered per year • Number of meetings attended per year	STO	• Currently 2 meetings attended • Actively engage and prepare presentations for the forum on pertinent topics • Add information to Agents' Newsletter
	3.6 Facilitate the Tree Council's Tree Warden (Parish) Scheme for East Cambs (Also covered In Strategic Objective 4)	STO	• Number of voluntary parish Tree Wardens participating	STO	• Distribute and deliver information • Currently 18 Parishes take part and there are 18 Tree Wardens participating • Need to continue to promote the scheme and engage more volunteers to cover Parishes currently without a Tree Warden • Engage with the Tree Council in review of alternative ways to facilitate the Tree Warden Scheme other than relying solely on Local Authorities • Time available to the Senior Trees Officer to support the scheme

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
					more effectively within current workloads is the limiting factor.
	3.7 To condition replacement tree planting in TPO tree work applications for tree removal when expedient	STO TO	• Number of applications permitted which include a tree replacement condition • Number of site inspections to check if the required replacement tree(s) have been planted	STO	• Annual register kept of all sites where replacement tree planted has been conditioned • Actively seek to use the replacement planting condition, to ensure trees lost from our landscape are being replaced
4. To engage with the community, public and other parties in protecting, valuing and enhancing the treescape	4.1 Facilitate the Tree Council's voluntary Tree Warden (Parish) Scheme for East Cambs (Also covered in Strategic Objective 3, 3.6)	STO	• Number of voluntary parish Tree Wardens participating		• See details in Strategic Objective 3, item 6
	4.2 Consultations on tree work applications, planning applications and ECDC tree work projects (Partially covered in Strategic Objective 1, 1.1)	STO TO	• Number of tree work application and planning application consultations completed per year	STO PM	• All requested received for nomination of trees for new TPOs are considered, and new TPOs served if expedient • Consult on tree work projects and tree work applications likely to create significant public interest

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
					All comments made are considered and responded to
	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	• Number of meetings attended • Number of events staged on POS e.g. Apple Fest, Aqua Fest, events in Cherry Hill Park	STO OSFM Community Manager (CM)	• Support offered and contributions made to other groups e.g. Residents Management Groups, Ely Wild Space, • Input to cross service projects e.g. CCC Byways & PROWs • Improve use of online communications e.g. blogs, twitter
	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	• Number of meetings attended of e.g. Planning Agents' Forum, Cambs County Tree Officer Group • Number of Committee Meetings attended	STO	• Sell the benefits of trees • Input into Parish Plans (by proactively approaching the Parish Council's) • Meet with other Cambs Trees Officers to exchange ideas • Promote engagement opportunities e.g. community tree planting events • Too reliant on reactionary engagements and need to be more proactive. Look for opportunities with other services e.g. Community team • Set up a case study reference library for ideas would be useful
	4.5 Providing information (also covered in Strategic Objectives 1 & 2)	STO TO IT team Website officers	• Feedback on ECDC website "hits" and comments from users	STO ITM WM	• Produce new revised tree leaflet • Keep up to date on developments and legislation and tree health

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION

			• Number of enquiries dealt with per year		reports in the arboricultural profession
					  ➢ attend seminars
					  ➢ corporate membership of the Arboricultural Association
					  ➢ individual membership of Institute of Chartered Foresters
					• Keep ECDC website information updated
					• Support current IT improvement plan to include public access to TPO information online, including mapping of TPO locations

5. **To ensure sustainability of existing and new trees is considered in development within the district**	5.1 Proactive involvement in Planning Landscape Schemes – Pre Planning Application stage. (Also covered in Strategic Objective 3)	STO TO PO's	• Number of pre planning application consultations attended and completed	PM STO	• Initial site visits by Planning Case Officers will indicate the likely impact of proposals on trees on or adjacent to the sites, and therefore the need to consult the Trees Officers • Influence in the landscape scheme details relating to trees at the pre planning application and during the consultation period of registered planning application prior to determination • Look to increase opportunities to be consulted and promote quality design landscape schemes that include tree/woodland planting

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
					and existing tree/woodland management • Requests made for tree protection plans and arboricultural method statements in planning application submissions
	5.2 Ensure quality schemes consistently are submitted to support planning applications, and then implemented.	STO TO	• Number of comments made on planning applications • Inspection of landscape schemes implemented	STO PM	• Set up a reference library of good quality landscape schemes from previous planning applications • Effective use of planning conditions that can be enforced • Review standard planning conditions relating to trees used by the Planning Officers to ensure they are kept up to date and relevant
	5.3 Seek to gain additional or compensatory tree planting in development schemes through planning permissions.	STO TO PO's	• Number of comments made on planning applications	STO PM	• Use of specific planning conditions to ensure compensatory tree planting schemes are delivered • Use of Section 106 agreements to ensure schemes delivered
	5.4 Ensure provisions are made for high standard maintenance and management of POS landscape and tree planting.	STO TO PO's OS Team	• Number of planning application comments sent on proposed tree maintenance and management plans	STO PM OSFM	• Standard planning condition currently used stipulates the maintenance period for new planting is a minimum of 5 years after planting

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
					• Set up a reference library of good quality landscape schemes from previous planning applications • Pre adoption of POS by ECDC checklist is used at site inspection and commuted sums calculated to cover ongoing maintenance costs
	5.5 To require tree protection and impact assessment for trees retained on development sites.	STO TO	• Number of comments made on planning applications	STO PM	• Require 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 • 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
	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	• In responses, give clear directives of the policies and reasons to support the recommendation for refusal, for the Planning Case Officers to use. (see Planning Guidelines reference – Catherine provided)

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
6. To manage risks associated with trees	6.1 Annual inspection of all ECDC trees and details recorded on ECDC Tree Database.	STO TO	• Number of ECDC trees on the database • Record of annual tree inspections made	STO	• Currently a paper record of all tree data collected by Parish is kept for reference • Tree inspection records on the computer database are not completely updated in 2017 due to the Officers' time available, reliance on hand written data collection on site and the need to enter individual trees' data onto the database • Requests made for the provision of a suitable tree data capture system using handheld equipment whereby data is entered on site and downloaded straight onto the computer database (included in the IT improvement plan). This will greatly improve efficiency and time management
	6.2 Annual ECDC tree maintenance programme.	STO TO OS Team	• Number of tree work jobs raised and completed	STO OSFM	• Current budgets for tree maintenance are managed by the Senior Trees Officer who is responsible for ensuring that all required tree works identified from the annual inspections of ECDC trees are carried out within the budgets set

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION

					• In 2017, approximately 70% of the work to ECDC trees was completed by the Council's POS team (East Cambs Trading Company Ltd) and 30% by external tree contractors
					• Annual review of the tree maintenance budgets based on annual trends of spend
					• There is likely to be a need to review the current tree maintenance annual budget
					    ○ as the Council adopts more new Public Open Spaces (POS), with more trees on the new sites
					    ○ 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
					    ○ as the work carried out by the POS team(EC Trading Company) increases annually, as their experience grows and their time allotted for tree work in their work schedule increases

STRATEGIC OBJECTIVE	ACTION DETAIL	DELIVERED BY	MEASURED BY	LEAD RESPONSIBILITY	CURRENT POSITION
	6.3 Administer the Emergency Tree Work Plan.	STO TO OSFM & OS Team Customer Services Manager (CSM)	• Number of emergency tree work operations completed	STO OSFM	• Procedures are in place to deal with emergency tree call outs and carrying out required work to ensure public safety • Good working relations with local professional tree surgery companies has been built up for provision of emergency call out to be provided when it is required, on the infrequent occasions throughout the year
	6.4 Ensure ECDC is in a position to manage threats or cases of tree pests and diseases.	STO TO	• Number of recorded and verified cases of trees affected by diseases in ECDC boundaries	STO	• Keep up to date on current information and advice from arboricultural sources e.g. Government, Forestry Commission, Arboricultural Association • Sharing arboricultural information via the Internet, National and County Tree Officer groups • Share information with and give advice to the public and tree owners, keeping the ECDC website updated • Attend seminars and training courses to ensure professional knowledge is up to date • Arranging training seminars for tree risk management for Parish Council and Tree Wardens in the district

ACTION PLAN

After each annual review of the Tree Strategy and assessment of achievements of the SIX strategic objectives, an annual action plan will be drawn up by the Senior Trees Officer.

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

Action	Action relating to strategic objective number(s)	Delivery by	Delivery date(s) or timeline	Comments
1. Keeping tree information and advice on ECDC website.	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.
2. Production of new ECDC Tree information leaflet.	1 & 4	STO TO	By end of 2018	Replacing obsolete leaflet. Seek help from Planning Assistant to produce leaflet.

3. Make ECDC TPO information (including maps) available to view on the ECDC website public access.	1	ITM	2018	Previously requested and is dependent on progress and funding of IT improvement plan. The UNIFORM TPO module is now purchased and to be in operation following staff training.
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 to layout protocol to ensure all Planning Officers invite Trees Officers to consider if likely there is an impact on trees to be considered and have an input into pre planning application meetings.
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) to action.

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 March 2019	• 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.
				• Select suitable examples of
				  o Tree Survey and plan
				  o Tree protection plans
				  o Arboricultural Impact Assessments
				  o Arboricultural Method Statements
				  o Landscape planting Schemes
				  o Landscape maintenance schemes

7. Promote tree planting opportunities on non ECDC owned land e.g. Parish Councils or County Council or privately owned land.	3	STO TO	Start of April 2019	• Website. • Presentations to parish Councils, Agents' Forum. • Parish Newsletters. • Could be included in Parish Plans. • Encourage as part of landscape planting schemes for permitted development sites.
8. Promote the voluntary Tree Wardens Scheme in the parishes.	3	STO	Start of April 2019	• Website or direct mail shots to all Parish Council's currently without a volunteer Tree Warden and include in Parish Newsletters. • Take part in the Tree Council's national review of how the voluntary Tree Warden Scheme is best facilitated and delivered in the future.

9. Update TPO reference files and to store digitally.	1 & 4	STO TO IT team	Updating is ongoing. Converting to digital 2020 - 2022	• Consider data protection legislation and confidential information on TPO files especially with progress of putting some TPO details on public access for viewing. • 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.)
10. Develop more opportunities for public engagement, comments online via feedback, blogs and tweets.	4	STO TO IT team WT Communications	End of 2019	• Training for Trees Officers as required on use of social media and website updating. • Promote opportunities for public feedback and comments. • Sell the benefits of trees via the website. • Be more proactive.
11. Introduce on site tree survey data capture system.	6	STO TO ITM	2019	• Request has been lodged with IT and included in the IT Improvement Plan. • 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.

12. Review of ECDC Tree Maintenance Budgets	6	STO PM Open Spaces & Facilities Manager (OSFM) Finance Officer (FO)	Review at monthly meetings with OS Team and meetings with FO & PM.	• Review of annual costs in 2017-2018 shows a significant increase of approximately 20% in the number of tree work jobs completed by the ECDC POS team (East Cambs Trading Company Ltd) compared to 2016-2017. • 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.
13. Arrange training seminars for tree risk management for Parish Councils and Tree Wardens.	4 & 6	STO	26/04/18	• A seminar on Tree Safety and Risk Management for Parish Councils & Tree Wardens has already happened. Look to another one in the future.
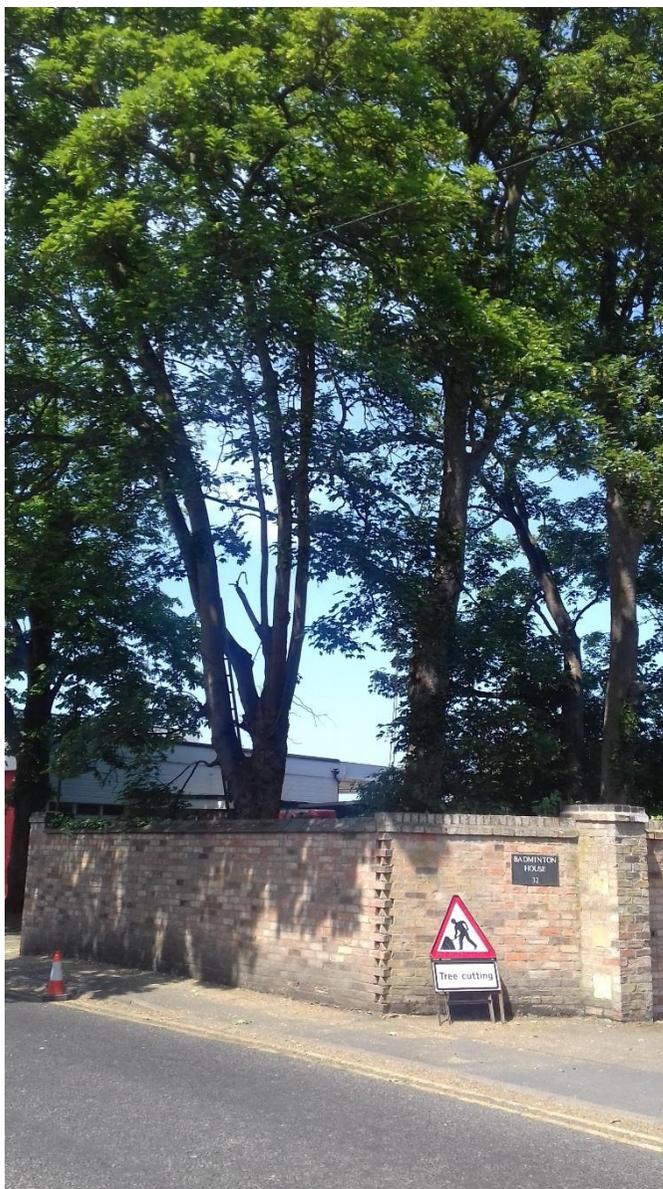
REVIEW, MONITORING AND UPDATING

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

The Council's Tree Strategy will be reviewed annually, to ensure that the actions are being delivered to meet the objectives, according to the timescales set out of the Tree Strategy's Action Plan.

The Annual Review Report will be produced by bringing together the members of the Tree Strategy Working Group, who contributed to the production of the Council's Tree Strategy.

The Tree Strategy Working Group comprises of:

- Planning Manager and Planning Officers
- The Council's Planning Champion (currently Councillor Lis Every)
- Senior Trees Officer and Trees Officer
- Open Spaces & Facilities Manager

An Annual Tree Strategy Review Report will be included in the annual Planning Service Plan report presented to the Regulatory Services Committee, including a new Action Plan for the year ahead.

The review process will allow for the consideration of any relevant 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 Annual Action Plan 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.
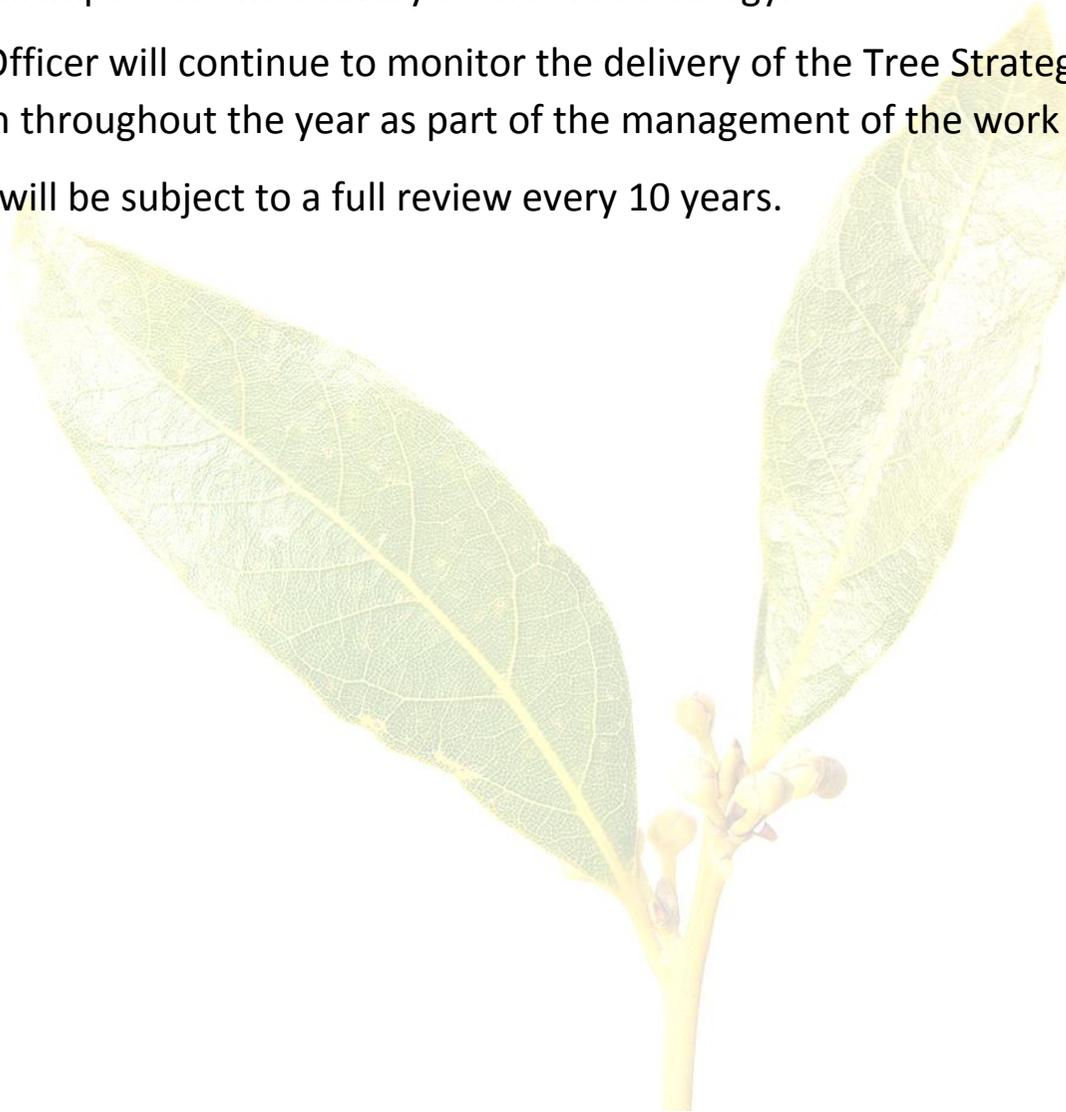
REFERENCES

- Local Authority Tree Strategies – Woodland Trust
- The London Tree and Woodland Framework – Guidance for Local Authorities on Producing a Comprehensive Tree Strategy
- Trees and Woodlands Strategy 2018-2022 (Draft) – Welwyn & Hatfield Borough Council

ACKNOWLEDGEMENTS

- Welwyn and Hatfield Borough Council
- East Cambridgeshire District Council Planning Services team

USEFUL CONTACTS

- Woodland Trust
- Forestry Commission
- Arboricultural Association
- Planning Institute
- Dept of Communities and Local Government
- Natural England
- The Tree Council