



Electric Line Clearance Management Plan 2025/2026

Prepared by Council
March 2025

Applicable to the Declared Areas for the townships of:

Avenel and Euroa

| Project Officer: | | Marque Shedden | | |
|---|-------------------|----------------|------|-------------------------------------|
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Revision List / Document Control

Then following Revision List records, the issues, and revisions of the document. For convenience, the nature of the revision is briefly noted. Revisions to the Electric Line Clearance Management Plan (ELCMP) will made as required to reflect changes upon which the plan is based.

Revisions may include replacement of single pages, sections, or re-issue of the complete ELCMP as required.

The superseded document will be removed from Council's website and Operations department and replaced with the new version on the 1st of July each year.

| Section | Version | Revision Details | Date |
|------------|---------|--|------------|
| All | 1 | Rewrite to meet with the 2020 Regulations and requirements of ESV | 26.04.2022 |
| 9 (4)((ii) | 2 | Clarification regarding sag and sway requirements. | 11.05.2022 |
| 9 (4)(o) | 2 | Clarification of Inspecting Arborists qualifications. | 11.05.2022 |
| 9 (4)(p) | 2 | Update of the training matrix. | 11.05.2022 |
| 9 (4)(q) | 2 | Clarification regarding Notification and consultation procedures | 11.05.2022 |
| 6 | 2 | Correction regarding reference to structural limbs. | 11.05.2022 |
| 10 | 2 | Removal of urgent cutting and removal appendix 3 | 11.05.2022 |
| Header | 3 | Council Logo updated | 14.12.2022 |
| All | 3 | The word "Draft" removed from all references to the Strathbogie Shire Tree Management Plan | 14.12.2022 |
| All | 4 | Annual update of document, names, titles and training matrix | 06.01.2023 |
| All | 5 | Annual update of document, names, titles and training matrix | 12.02.2024 |
| All | 6 | Annual update of document, names, titles and training matrix | 15.01.2024 |
| All | 7 | Annual update of document, names, titles and training matrix | 13.05.2025 |

Disclaimer

This Electric Line Clearance Management Plan ('Plan or ELCMP') has been developed by the Council (Council) to inform Council, Energy Distribution Businesses (DB's) and all other interested parties about the vegetation management processes and strategies undertaken by the Council to care for its trees that are in the vicinity electricity assets. This Plan is to satisfy the requirements of the Electricity Safety (Electric Line Clearance) Regulations 2020 (Vic).

Council notifies users of this Plan that some of the content/statements made in this Plan are based on assumptions, estimates, predictions, and projections made as part of the Council's Tree Management planning/development process and some of the content/statements are based on actions that the Council intends to take in the future. The Council may decide to take different actions to those it currently intends to take if circumstances change, or assumptions and estimates prove to be inaccurate, and events do not occur as predicted or projected. The users of this Plan accept responsibility and all risk for using material in this document. The users should seek expert advice in relation to their own circumstances and must rely solely on their own judgement and expert advice obtained.

The Council including its Panel Consultants does not guarantee and will not be liable for, whether in contract, tort (including negligence), equity or otherwise, to compensate or indemnify any person for any loss, injury or damage arising directly or indirectly from any person using or relying on any content/statements in this Plan.

March 2025

Plan Term:

This plan covers the period 2020-2025 in line with the revision period for the regulations. Each year this plan will be revised and updated as required. Annual revisions will be reviewed by Council's DSI and its Tree Project Officer. Updates and revisions will be recorded in the document version table.

| Abbreviations | Description |
|---------------|---|
| Act | <i>Electricity Safety Act 1998</i> |
| AS4373-2007 | Australian Standard AS4373 "Pruning of amenity trees" as published or amended from time to time. |
| CFA | Country Fire Authority |
| Code | Code of Practice for Electric Line Clearance |
| Council | Refers to Strathbogie Shire Council |
| Declared Area | An urban area identified in Victorian Government Gazettes as 'declared' whereby a Council is deemed responsible for keeping trees on public land clear of electric lines. |
| ELC | Electric Line Clearance |
| ESV | Energy Safe Victoria |
| HBRA | Hazardous Bush Fire Risk Area |
| LBRA | Low Bush Fire Risk Area |
| Plan | Electric Line Clearance Management Plan |
| Regulations | Electricity Safety (Electric Line Clearance) Regulations 2020 |
| RP | Responsible Person |

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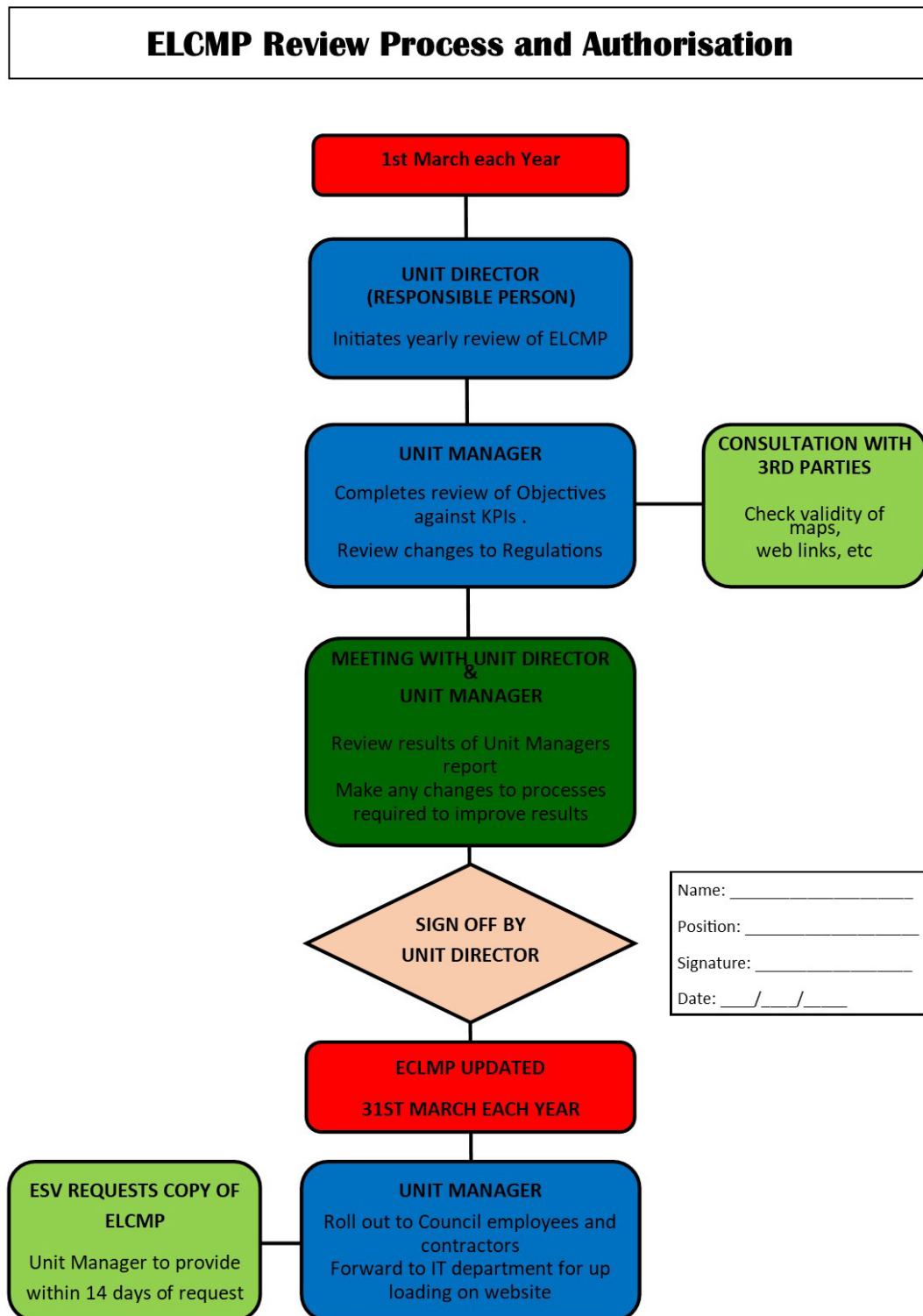
ELECTRIC LINE CLEARANCE MANAGEMENT PLAN PREPARED BY:

Name: Strathbogie Shire Council

Date: March 2024

The following sections are in response to Regulation 9(2) – Preparation of Management Plan of Part 2 of the Electricity Safety (Electric Line Clearance) Regulations 2020.

9(2) Preparation of the plan.



The Shire of Strathbogie responsible person will review and amend the Electric Line Clearance Management Plan (ELCMP) annually prior to the 31 March each year.

The Shire of Strathbogie will submit the Electric Line Clearance Management Plan within 14 days of a request.

The following sections are in response to Regulation 9(4) – Preparation of Management Plan of Part 2 of the Electricity Safety (Electric Line Clearance) Regulations 2020.

9(4) (a) Name address and telephone number of the responsible person:

| | |
|------------------------------|--|
| Name: | Strathbogie Shire Council ('Council') |
| Address: | 109A Binney Street, Euroa, Victoria 3666 |
| Council Office Telephone No: | +61 3 5795 0000 |
| Council Office Facsimile No: | +61 3 5795 3550 |
| Email Address: | info@strathbogie.vic.gov.au |
| Chief Executive Officer: | Rachelle Quattrocchi |

9(4) (b) Name, position, address, and telephone number of the individual who was responsible for the preparation of the management plan:

| | |
|------------------------------|--|
| Name: | Brian Doyle |
| Position: | Manager of Operations |
| Business Address: | 109A Binney Street, Euroa, Victoria 3666 |
| Council Office Telephone No: | +61 3 5795 0000 |
| Council Office Facsimile No: | +61 3 5795 3550 |
| Email Address: | info@strathbogie.vic.gov.au |

9(4) (c) Name, position, address, and telephone number of the persons who are responsible for carrying out the management plan on behalf of the Council:

Name(s): Oliver McNulty
Position(s): Director Sustainable Infrastructure
Business Address: 109A Binney Street, Euroa, Victoria 3666
Council Office Telephone No: +61 3 5795 0000
Council Office Facsimile No: +61 3 5795 3550
Email Address: info@strathbogie.vic.gov.au

AND Nominated Representative

Name(s): Marque Shedden
Position(s): Tree Project Officer
Business Address: 109A Binney Street, Euroa, Victoria 3666
Council Office Telephone No: +61 3 5795 0000
Council Office Facsimile No: +61 3 5795 3550
Email Address: info@strathbogie.vic.gov.au

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

Name: Council's emergency after hours contact number

Emergency telephone no: **+61 3 5795 0000**

9(4) (e) The objectives of the management plan:

The following objectives are identified to fulfil the obligations as set out in the Electrical Safety (Electric Line Clearance) Regulations 2020:

- Public safety.
- To comply with the Electrical Safety (Electric Line Clearance) Regulations 2020 Code of Practice.
- Management of trees during vegetation clearance to maximise the amenity value, protect tree health and culturally significant vegetation, habitat for native wildlife and natural environment.
- Community satisfaction with the way the necessary works are performed in relation to the requirements of the Regulations.
- Provision of a safe workplace for Council employees and contractors.

- Continuity of electricity supply to electricity business' customers.
- Minimise the risk of fire by maintaining minimum clearance between vegetation and electric lines in the declared areas for which Council is responsible.
- Ensure electrical safety while conducting electric line vegetation clearing activities.
- Protection of areas of important vegetation where identified.
- Ensure that appropriately qualified staff are undertaking electric line vegetation clearance works.
- Ensure that affected people are informed of the electric line clearance works.

To achieve these objectives Council has a biannual pruning program for Euroa and Avenel townships which inspects and conducts pruning work on all trees including those near power lines throughout each town.

The clearance works are undertaken by a contractor and are audited by Council's Nominated Representative on completion of each town. Any non-compliance recorded during the audit is required to be rectified by the Contractor within an appropriate timeframe as determined by Council's Nominated Representative in accordance with the works contract.

All objectives are reviewed annually in line with the review and update of the Plan. Refer to Section 9(4) (j) and 9(4) (n) for outline of implementation, monitoring and auditing of objectives and key performance indicators, for which the Director Sustainable Infrastructure is responsible.

9(4) (f) The land to which the management plan applies (as indicated on a map):

The Strathbogie Shire covers an area of 3,302 sq.km of which Avenel and Euroa are the only townships within the declared area map with a total area of 7.3sq.km.

Refer to Appendix 1 for a Declared Area and fire hazard rating maps for Avenel.
Refer to Appendix 2 for a Declared Area and fire hazard rating maps for Euroa

The maps referenced are as follows:

Avenel

- Council's Declared Area Map VH6-816. Extent of area 3.030sq.km.
- CFA Fire Hazard Rating Maps current as of May 2013:

Euroa

- Council's Declared Area Map VH6-801. Extent of area 4.329sq.km.
- CFA Fire Hazard Rating Maps current as of May 2013:

- Note:
1. A large amount of declared area within both Avenel and Euroa carry a CFA "Low Fire Hazard Rating" shown as green on the CFA Fire Hazard Rating Maps Appendix 1 and 2. However, within the declared areas there is Low Bushfire Risk Area (LBRA) and Hazardous Bushfire Risk Area (HBRA).
 2. The declared area boundaries for Avenel and Euroa have been checked against the Plans in the original order in Council.
 3. CFA Fire Hazard Rating Maps were supplied by CFA, which state that the Maps provided are current as of May 2014.

9(4) (g) Any hazardous bushfire risk areas and low bushfire risk areas in the land referred to in paragraph (f) (as indicated on the map):

The CFA review and assign High and Low Bushfire Risk as prescribed by Section 80 of the Electricity Safety Act 1998 approximately every 3 years. Part of that process includes liaison with Council and notification following inclusion in the Government Gazette. These maps are used to create subsequent maps outlining the Hazardous Bushfire Risk Areas within the Declared area which is stored in Council's GIS system **Appendix 1 and 2.**

9(4) (h) The location of each area that the responsible person knows contains a tree that the responsible person may need to cut or remove to ensure compliance with the code and that is:

(i) Indigenous.

The street-trees within the declared areas for the townships of Avenel and Euroa are an eclectic mix of native, indigenous and exotics which enhance the amenity of these two towns. There is no one area with each township which is predominantly indigenous in relation to proximity to power lines.

The Strathbogie Shire Tree Management Plan – Urban and Rural Strategies – incorporates actions to protect, conserve and manage its native, indigenous, and exotic vegetation.

The number of trees in Avenel and Euroa impacted by powerlines is 1915. This number of trees is composed of 22% native and 78% exotic.

These trees are located on Council's digital Asset Management System (Confirm) as shown in Appendix 4 Sample Screen Shot.

The Shire has a variety of planning scheme overlays and local laws that specify what may or may not be undertaken with certain type of native or indigenous vegetation and exotics.

[Strathbogie - Planning Scheme \(planning-schemes.app.planning.vic.gov.au\)](https://planning-schemes.app.planning.vic.gov.au)

Under the Council Planning Scheme native vegetation is defined as:

Indigenous Vegetation: Plants that are indigenous to Victoria, including trees, shrubs, herbs, and grasses.

Other planning overlays may include:

- Heritage Overlays with Tree Control.
- Heritage Act 1995 – includes trees of State Cultural Heritage Significance.
- Significant Landscape Overlays.
- Environmental Significant Overlays.
- Public Acquisition Overlays.
- Vegetation Protection Overlays.

Indigenous trees within Council's Road reserve are classified under the "Roadside Management Plan" as having the following Conservation Values:

- "Low" Poor condition substantially disturbed and/or modified, predominately non-native vegetation, little if any indigenous vegetation on site or adjacent, low natural regenerative capacity and few habitat features. May have some potential for revegetation and habitat improvement; however, investment in these areas should only be undertaken if there is a clear biodiversity gain.
- "Medium" Moderate disturbance and weed levels (levels could be high at times if annual grassy weeds dominate seasonally), indigenous vegetation occurs mainly in patches, some capacity for natural regeneration few other habitat features, potential to improve conservation values by changes to management and/or vegetation. Probably should be a higher priority for investment or enhancement works than "low" areas.
- "High" May include some, but not necessarily all, of the following:
Relatively lower level of disturbance (may be subjected to disturbance historically but has since regenerated), various vegetation layers present although not necessarily all native or indigenous vegetation occurs across much of the area, low weed levels (may be seasonally high due to annual weeds), support a range of habitats, may form a wildlife corridor, is linked to other indigenous vegetation, the latter should only be considered if the activities do not adversely impact existing biodiversity values. Opportunities should be explored for vegetation and/or habitat enhancement works to be conducted on adjacent land to increase biodiversity values.

(ii) Listed in a planning scheme to be of ecological, historical, or aesthetic significance.

No such tree has been identified in the declared areas for the townships of Avenel and Euroa pursuant to paragraph 9(4) (h) (ii) of the Regulations.

There are planning scheme overlays for Avenel and Euroa which includes Heritage and Vegetation Protection. None of these overlay's impact on either Avenel or Euroa Townships in relation to electric line tree clearing.

(iii) A tree of cultural or environment significance.

No such tree has been identified in the declared areas for the townships of Avenel and Euroa pursuant to paragraph (g) (iii) of the Regulations.

However, in Avenel there is a heritage overlay in Mitchell Street in the vicinity of Hughes Creek Reserve that Electric Line Clearance crews will need to be aware of but will not impact on any electric line clearing.

9(4) (i) The means which the responsible person is required to use to identify a tree of a kind specified in paragraph (g)

The DSI will review the councils ELCMP and update section (h) annually of the regulations. The Council Planning Scheme overlays do not require a permit for works to keep vegetation clear of an electric line in accordance with the Code of Practice under Part 8 of the Electricity Safety Act 1998.

However, should there be a tree of cultural or environmental significance, then the Council would refer to:

- The planning overlays outlined in 9(4)(h)(a) includes the weblink
[Strathbogie - Planning Scheme \(planning-schemes.app.planning.vic.gov.au\)](https://planning-schemes.app.planning.vic.gov.au)
 - Heritage Register within the meaning of the **Heritage Act 2017**
[Heritage Act 2017 \(legislation.vic.gov.au\)](https://legislation.vic.gov.au)
 - Victorian Aboriginal Heritage Register established under section 144 of the **Aboriginal Heritage Act 2006**
[Aboriginal Heritage Act 2006 \(legislation.vic.gov.au\)](https://legislation.vic.gov.au)
 - Flora or a habitat of fauna listed as threatened in accordance with section 10 of the **Flora and Fauna Guarantee Act 1988**
[Victoria's Framework for Conserving Threatened Species \(environment.vic.gov.au\)](https://environment.vic.gov.au)
- (i) Flora listed in the Threatened Flora list with a conservation status in Victoria of “endangered” or “vulnerable”, or
- (ii) A habitat of fauna which is:
- listed in Threatened Invertebrate fauna list with a conservation status in Victoria of “vulnerable”, “endangered” or “critical endangered”, or
 - Listed in the Threatened Vertebrate Fauna List with a conservation status in Victoria of “vulnerable”, “endangered” or critically endangered”.

After which the qualified arborist undertaking site inspection would note the location on Council’s digital Asset Management System (Confirm). Council’s Nominated Representative is responsible for checking such information on the Asset Management System (Confirm). The review will occur as part of the biannual line clearing inspections by a qualified arborist.

The process for tree identification is provided in the Strathbogie Shire -Tree Management Plan – Version1, May 2022. The Tree Management Plan is available on Council’s website.

[Strathbogie Shire – Tree Management Plan](#)

9(4) (j) The management procedures that the responsible person is required to adopt to ensure compliance with the Code, which must:

- (i) **Include details of the methods to be adopted for managing trees and maintaining a minimum clearance space as required by the Code.**

The Shire of Strathbogie will manage its trees as per the following:

- The “*Strathbogie Shire – Tree Management Plan*” is a comprehensive document providing guidance, strategies, and directives on a range of tree management activities. The Tree Management Plan is available for inspection on the Council website. The Tree Management Plan incorporates strategies in relation to electric lines including the following:
 - Aerial Bundled Conductor (ABC).
 - The undergrounding of existing and proposed overhead powerlines.
 - Redirecting of power line routes.
 - Pruning to provide long term clearance.
 - Removal of unsuitable species.
 - The use of appropriate plant selection for new and replacement plantings taking into consideration the mature height of the tree, degree of fire resistance, performance regarding litter, fruit drop, strength of branch attachment and toxicity to animals.
 - Refer to Appendix 3 for a sample Digital Asset Management System (Confirm) for inspections and refer to Appendix 4 for an example of all trees by type shown by colour included in the Asset Management System (Confirm).
 - Refer to Appendix 6 for a sample digital Asset Management System (Confirm) instruction and map location of the work for tree clearance management.
- Council takes into consideration several factors in the decision-making process to decide on the appropriate technique or course of action taken in each case.
- Refer to Appendix 9 for Applicable distance for middle 2 thirds of electric line span graphs.
- Council has approximately 495 trees in Avenel and 1408 trees in Euroa, a total of 1903 trees affected by the Electric Line Clearance Management Plan.
- The Shire of Strathbogie engages external service providers to assist with the inspection and pruning of trees within the affected streets in the declared areas for the townships of Avenel and Euroa. A sample copy of the relevant contracts along with a detailed tree list for pruning can be made available for inspection at the Council’s offices in Binney Street Euroa if required. Contactors will be instructed not to begin cutting activities prior to the advertised (Public Notice) commencement date.
- The Council will ensure that the affected trees within the declared areas are inspected biannually in accordance with the Inspection Program in Table 1 for potential problems associated with tree growth in the clearance zone around the electric lines. The inspections will be undertaken by suitably qualified and experienced personnel and will identify:
 - Trees that are in breach of the Code.

- Any trees which are likely to breach the Code will be pruned the following month in accordance with the Pruning Program in Table 1.
- Any hazards outside the clearance and regrowth spaces that may require some corrective or pre-emptive action.
- Inspections are digitally recorded on a form that is then used to allocate a clearance works priority rating (P1 through P4), which is recorded in Council's Asset Management System (Confirm). Refer to Appendix 3 for a sample inspection form and Appendix 7 for the Tree Management Process.

P1 rating requires immediate/now action

P2 rating requires priority programming within current cycle

P3 rating requires programming within current cycle

P4 rating requires no action

P5 rating proactive works

Pruning works are scheduled based on the P rating and within a timeframe that avoids an escalation of the rating.

Table 1 – Inspection and Pruning Program Timelines

| Zone | No. of Trees | 1 st Inspection | 2 nd Inspection | KPI | Who |
|--------------------------------------|--|----------------------------|----------------------------|---|---------------------------------|
| Inspection Program | | | | | |
| Avenel Township Declared Area | 495 | September | March | Inspection data received, reviewed, and updated prior to forwarding to line clearance contractor. | Qualified Appointed Arborist. |
| Euroa Township Declared Area | 1408 | September | March | Inspection data received, reviewed, and updated prior to forwarding to line clearance contractor. | Qualified Appointed Arborist. |
| Pruning Program | | | | | |
| Zone | No. of Trees | 1 st Prune | 2 nd Prune | KPI | Who |
| Avenel Township Declared Area | Determined by Work Program-Asset Management System (Confirm) | October | April | Complete all works as instructed as per the works instructions. Refer Appendix 6 sample. | Qualified Nominated Contractor. |
| Euroa Township Declared Area | Determined by Work Program-Asset Management System (Confirm) | October | April | Complete all works as instructed as per the works instructions. Refer Appendix 6 sample. | Qualified Nominated Contractor. |

| Audit of Works | | | | | |
|--------------------------------------|--|-----------------------|-----------------------|--|----------------------------------|
| Zone | No. of Trees | 1 st Prune | 2 nd Prune | KPI | Who |
| Avenel Township Declared Area | Check the work is completed as per Asset Management System (Confirm) works program. Issue any non-compliance and follow up | October | April | Sample Audit undertaken by 30 th October and 30 th April each year | Council Nominated Representative |
| Euroa Township Declared Area | Check the work is completed as per Asset Management System (Confirm) works program. Issue any non-compliance and follow up | October | April | Sample Audit undertaken by 30 th October and 30 th April each year | Council Nominated Representative |

- The Council will work with its contractors to ensure that the tree audits and appropriate pruning measures are undertaken to maintain compliance with the Code and to the Australian Standard AS4373-2007 'Pruning of amenity trees'.
- The amount of pruning required to allow adequate allowance for regrowth before the next inspection will be calculated using: *"Average annual growth extension since last prune x years to next inspection/prune = amount to be pruned."*
- Council engages A G & G L Riddock to perform the tree audits and North East Tree Services to undertake the subsequent pruning requirements as identified. It is anticipated that working arrangements will continue with these organisations for the life of this Plan.
 - A pre-commencement meeting is held with the contractor in accordance with the Contract and the meeting minutes are recorded by Council Tree Project Officer. Council's Tree Project Officer also inspects and approves the Contractors Site Management Plan including SWMS, Inductions and Toolbox Meetings during the contract period. The Contractors performance is assessed at Practical Completion of the Contract and any Omissions or Defects noted for rectification by the Contractor are attended to within a four-week period.
- Council relies on the pruning contractor's integrated business management system to facilitate the satisfactory compliance with the Code and the Australian Standard. Notwithstanding this, Council will continue to monitor and explore opportunities both inside and outside of this relationship to fulfil its responsibilities to best practice standards.
- If the Distribution Company identifies locations that require attention to maintain the electric line clearance requirements, and these locations are the responsibility of the Council, they shall notify the Council. The Council's Director Sustainable Infrastructure (DSI) or Nominated Representative shall assess the scope of the works identified in the notice, and program the works as required.

Note: Any reference to the Distribution Company in this plan refers to AusNet Services

- If any street-tree re-grows into the clearance zone before the bi-annual pruning program takes place, the DSI, or their representative, shall contact Council's clearance contractor and arrange for the offending regrowth to be removed.
- The Shire of Strathbogie and its Service Providers are responsible for organising any 'Shutdowns' or 'Suppressions' that become necessary to undertake pruning works.
- The Shire's DSI, or Nominated Representative is responsible for liaising with the relevant Distribution Company should the distribution company wish to discuss any aspects of the electric line clearance works e.g., 'Shutdowns' or 'Suppressions', potential non-compliances' etc. Meetings will be arranged with the Distribution Company once per year and include an Agenda and Minutes of meeting by the Shire's Nominated Representative. Items on the agenda include:
 - ELCMP Program for the year including dates.
 - Any update to any Hazardous Bushfire Risk Areas (HBRA) within Council's declared area.
 - Spans greater than 45m and any changes to the total number of spans.
 - Hazard tree assessment and timing.
 - Performance including notification of works, non-conformance, and any other issues.
 - Performance of Contractors.
 - Provision of updated contact details.
- The techniques discussed above are relevant for minimising the adverse effects of electric lines on Council's street-trees within the declared areas for Avenel and Euroa. However, Council will also use these techniques, together with other practices, to minimise the adverse effects of electric lines on street-trees in the various other towns within the Shire.
- Council conducts twice yearly audits of the trees that can impact on electric lines within the declared areas. The 2nd round of audit is carried out in September, so the works are completed by the end of October to ensure compliance with HBRA and the declared fire season.

(ii) Specify the method for determining an additional distance that allows for cable sag and sway.

The declared areas for the townships of Avenel and Euroa primarily incorporate residential zoned land. Accordingly, it is anticipated that most of the spans would not exceed 45m in length. However, should longer spans >45metres in HBRA or >100 metres in LBRA be identified, the Council would liaise with the relevant Distribution Company to determine the additional clearance allowances for sag and sway. The Shire's DSI or Nominated Representative is responsible implementing this process.

The AusNet Services Contact is Spencer Few, Vegetation Management Lead, email: spencer.few@ausnetservices.com.au

The calculations of sag and sway are to be included into Council Tree Maintenance System (refer Appendix 4) under the item titled 'Conditions'. The Council DSI or Nominated Representative is to check for any sag and sway >45m and ensure that the Tree Inspection Contractor has recorded the details into Council's Tree maintenance system so that the tree Pruning Contractor is aware of the pruning requirements for any particular tree in question.

Contractors are responsible for pruning to achieve the clearance space outlined in the Code and Australian Standard AS4373-2007. Council's Nominated Representative is required to inspect the Contractors Site Management Plan to ensure the most current version of AS4373 is being applied.

The Shire will provide the works program and additional information for pruning to achieve the required clearance space to the nominated Contractor to perform the tree clearance works. The Shire records these sag and sway calculations in the Asset Management System (Confirm) where they will be maintained for at least five years.

9(4) (k) The procedures to be adopted if it is not practicable to comply with the requirements of AS4373 while cutting a tree in accordance with the code.

Council's contractors who conduct the arboriculture inspections have at a minimum Level III qualifications in Horticulture and Arboriculture and above or at least three years of field experience in assessing trees.

The Shire of Strathbogie and its service providers shall attempt to cut trees in accordance with AS4373-2007 or most current version unless it is deemed not practicable to do so, that is it would not be safe to do so, or the desired outcome would not be achieved. In such instances, the matter shall be referred to the Director Sustainable Infrastructure, or Nominated Representative, for assessment prior to any pruning works on that tree.

Reasonably practicably in relation to AS4373 means that which is, or was at a time, reasonably able to be done in relation to ensuring continued tree health and future tree safety, considering, and weighing up all relevant matters including:

- (a) The likelihood of the hazard or the risk concerned occurring – will the action create a defect, hazard, loss of tree health or aesthetic value in the present or future.
- (b) The degree of harm that might result from the hazard or the risk - what will the impact be on the tree or future safety of the public.
- (c) What the person concerned knows, or ought reasonably to know about:
 - (i) The hazard or the risk – must have adequate knowledge to determine the hazards/risks
 - (ii) Ways of eliminating or minimising the risk – must have adequate knowledge in relation to alternative measures.
- (d) The availability and suitability of ways to eliminate or minimise the risk – are other resources or techniques available to complete works to the standard.
- (e) After assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk, including whether the cost is grossly disproportionate to the risk – does the cost required to complete works to the standard grossly outweigh the value of the tree.

Council's Nominated Representative is required to ensure that Council has the most current version of AS4373 prior to nominating a Contractor to undertake any tree clearance works. The Nominated Representative is also required to check that the Contractor has the most current version of AS4373, included in the Site Management Plan before commencement of works.

Any tree pruning inspection that considers pruning of a particular tree as not practicable in accordance with the standard shall include details and method into Council's Tree Maintenance System – 'Conditions' Refer to Appendix 4. This will then alert the Pruning Contractor to the particular tree and method.

The Pruning Contractor shall determine the plant and equipment necessary for the method.

The Tree Pruning Contractor will consider alternatives such as an engineering solution prior to any cutting not in accordance with AS4373-2007. The Tree Pruning Contractor may also liaise with the Distribution Company for a solution.

The Director Sustainable Infrastructure, or Nominated Representative, must approve all cutting not in accordance with AS4373-2007.

The Shire of Strathbogie is responsible for notifying affected residents when required regarding cutting that is not undertaken in accordance with AS4373-2007.

9(4) (l) 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.

The Council is not intending to apply for any alternative compliance mechanism under clause 31.

9(4) (m) The details of each approval for an alternative compliance mechanism that:

(i) The responsible person holds.

Not applicable

(ii) Is in effect.

Not applicable

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

The Contract requires completion of works within the specified timeframe and there are weekly updates between the Contractor and Nominated Representative.

The Electric Line Clearance Management Plan is intended to proactively identify and attend to trees to maintain clearance requirements in accordance with the Code. Accordingly, requests for pruning from external parties should be minimal and as such a measure of performance would be:

- Number of pruning requests from the Distribution Companies.
- Number of pruning requests from the community.

The records are kept in Council's customer requests tracking system 'Confirm' or records management system "SharePoint Records Hub".

Other performance measures in relation to the Inspection and Pruning Works are audited by Council's DSI or Nominated Representative in accordance with the contract. Council's DSI is responsible for ensuring that the biannual inspections and pruning timelines in Table 1 are compliant.

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

The Electric Line Clearance Management Plan requirements will be reviewed in March each year to confirm compliance with the requirements and to check the status of the Plan's actual implementation against the programmed implementation.

The outcomes of the review will be reported to the Director Sustainable Infrastructure for consideration and appropriate action if required.

(i) Council's Responsible Person's Performance.

The DSI and Nominated Representative are responsible for monitoring the performance measures and successful completion of actions outlined in this ELCMP.

Council will be performing in accordance with the ELCMP if:

- Works are planned utilising bi-annual inspection data, previous years' data on workload (locations, hours) provided by contractors as well as pruning requests and non-conformances from residents and the Distribution Company. Supply outage information is supplied to Council by the Distribution Company. The purpose of planning is to ensure the Council budgets appropriately to undertake works.
- Electric line clearances are in accordance with the Code.
- Requests for clearance/non-compliance from the Distribution Company are minimised and, by agreement, incorporated into the bi-annual clearance works or if urgent completed within the agreed timeframe. These are recorded and monitored in Council's document management system.
- Complaints are no more than five per year. These are recorded in Council's correspondence management system.
- Details of works completed in each electric line clearance area are recorded.
- No deviations have occurred from the cycles outlined in the plan.
- No fires have been identified as having started because of foliage touching wires.
- No vegetation damage has resulted from inadequate or substandard pruning practices. Random inspections of works will be undertaken to ensure they are adequate and up to standard.
- No trees have been removed without expert advice being received.
- Preparation of an Electrical Line Clearance Management Plan (ELCMP) prior to 31 March of each year.
- Processes are reviewed in line with the review and preparation of the next year's Plan.

If inadequate processes are observed, the matter is reported and referred to the Director Sustainable Infrastructure.

All processes and each stage of work are recorded and monitored in line with the Asset Management System (Confirm), including:

- Bi-annual street-tree assessment and pruning requirements are recorded. The assessment shall be dated, outline the extent of works required and identify specific trees which require other further assessment.
- Actions and decisions resulting from further assessment are to be recorded.
- Work programs including dates, times and extent of work are to be recorded.
- Correspondence sent and received from Energy Safe Victoria shall be placed on file.
- Correspondence related to clearance and vegetation management shall be placed on file.
- All complaints or requests from the Distribution Company, residents, staff, CFA etc., are recorded, acted upon, and responded to accordingly.

(ii) Contractor's Performance

The Tree Inspection Arborist and Tree Pruning Contractors are audited under the contract to ensure compliance with the contract.

Compliance items include, and are not limited to:

- Current ELCMP compliance.
- Vegetation clearance is code compliant.
- Emergency clearances compliance.
- Clearing not meeting quality requirements (AS4373).
- Work Site Management/HSE.
- Personnel qualifications and competency.
- Customer satisfaction.
- Satisfactory completion of works including entering data into Council's Tree Management System.

The performance of the contractors is measured against Council's contract requirements including the General Conditions of Contract.

At completion of pruning works an inspection is undertaken by the DSI or Nominated Representative and any omissions and defects noted for rectification before final certification can be issued in accordance with the General Conditions of Contract. Council has determined that 5% of the trees that were trimmed will be audited for compliance.

Failure by the Contractor to remedy any omissions and defects within the required timeframe can result in the DSI arranging for works to be done at the Contractors cost by another accredited ELC Contractor.

Pruning contractors who fail to perform work in accordance with the Contract will not be considered by the DSI in future assessment for pruning contracts unless the accredited Contractor can demonstrate improvement in procedures and systems.

The records of all contracts are kept in Council's records management system "SharePoint Records Hub".

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

The Council requires that all the work conducted on trees is conducted by appropriately trained and experienced workers. The workers are required to hold formal qualifications in either arboriculture or horticulture or have suitable experience as specified elsewhere in the ELCMP.

The DSI or Nominated Representative will instruct the Contractor to stop work and immediately remove any personnel from the work site if qualifications and experience is not to the standard required.

The Council relies upon the experience, expertise, quality management, OH&S systems, and environmental management systems of its contractors. These systems are reviewed by the DSI to ensure that they comply with Council's requirements and ELCMP.

The Council will ensure that the Contractors engaged for any cutting, removal or pruning work comply with Australian Standards AS4373-2007.

For the individual tasks to be carried out under the ELCMP, the following certificates and experience would be considered the minimum standard for the relevant staff on site:

[Training Matrix: Qualifications, training and experience required for applicable roles.](#)

- See Appendix 10 for training matrix

The Contractor will not engage an unauthorised person to undertake the tree pruning in the vicinity of powerlines. The Council will ensure that the persons undertaking the work observe and apply the requirements listed in Electricity Safety (General) Regulations 2019-r.616 including.

- Letting the owner of the infrastructure know prior to any pruning
- All the personal undertaking work to comply with the "Blue Book".

All the personal undertaking work to complete a course approved by Energy Safe Victoria.

The Contractor shall submit a Works Management Plan to the Council's Director Sustainable Infrastructure or nominated representative for approval prior to commencement. Such information shall include, but not be limited to:

- Contact details.
- Induction.
- Certificates.
- Insurances.
- HSE.
- SWMS.
- JSA's.
- Traffic Management Plans.
- Toolbox Meeting Standard Format.
- Declared Area Maps.
- Council's Tree Management System Data.

Should the Contractor fail to comply with any aspect of the Contract the DSI shall instruct the Contractor within accordance with the General Conditions of Contract.

Training and Authorisation:

The following training, authorisation requirements and actions will be applied to demonstrate acceptable levels of competence regarding skills, knowledge, and experience, both upon appointment and on-going:

- Both initial and refresher training certificates are provided to Council prior to commencement.
- Skills and competence shall be maintained through regular refresher training.
- All training shall be provided by a Registered Training Organisation.
- A record of the sighting of the required certificates and associated documents may be kept by the DSI or nominated representative. All certificates shall be reviewed by the DSI prior to commencement of electric line clearance works.

9(4) (q) Notification and consultation procedures, including the form of the notice to be given in accordance with Division 3 of Part 2 of the Code.

The Council is the responsible person as defined under Section 84C of the Act.

All programmed works require that the Council's Nominated Representative is to publish the line tree clearing programme in a newspaper or newsletter circulating generally in the locality of the land in which the trees are to be cut or removed. For an example of the 'Public Notice-Notification of Tree Pruning' refer to Appendix 5.

Programmed works are required to be published 14 days and not more than 60 days to pruning works beginning. If the required tree pruning cannot be completed within the specified 14-60 days as advertised, then the works will be readvertised and reprogrammed.

The Contractor cannot commence programmed works until the notification or publication has occurred or unless instructed by the DSI or Nominated Representative to undertake urgent work. Refer to Schedule 1 – Division 2 – Manner of Cutting and Removing Trees.

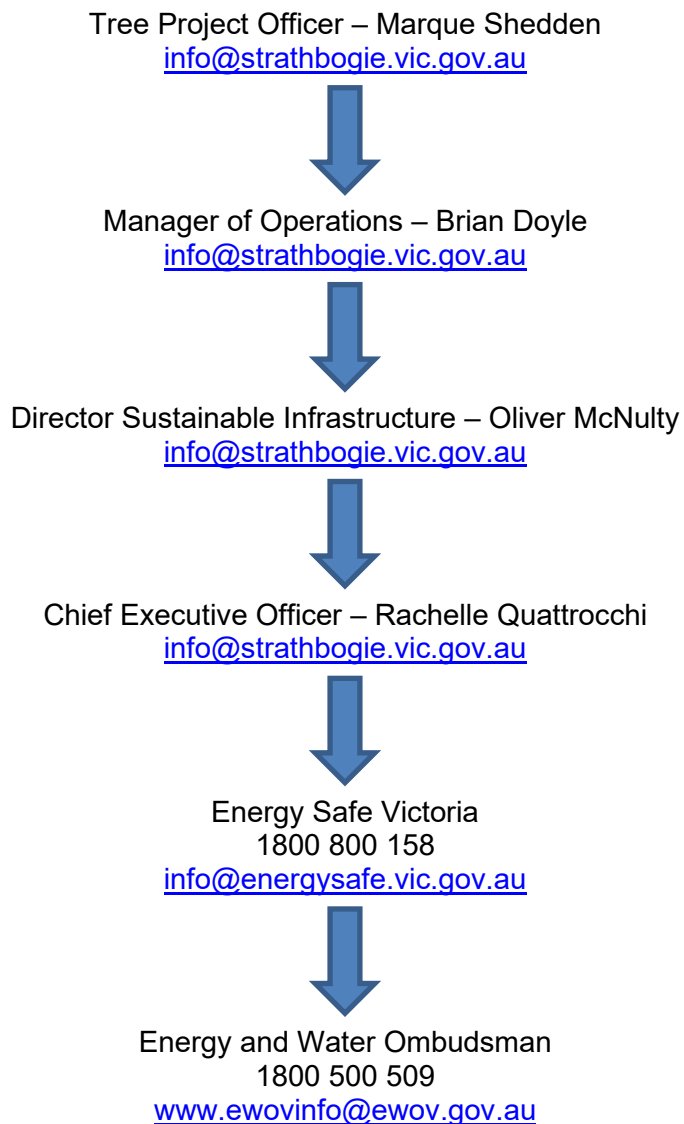
9(4) (r) Dispute resolution procedures.

The Strathbogie Shire uses the following process to manage any disputes around electric line clearance issues.

Council uses a customer enquiry system called Merit to record all incoming enquiries. All enquiries are electronically allocated a unique identification number. This number is used to track the process of each enquiry through to completion.

There will be times when the Strathbogie Shire cannot appease the customer who has submitted an enquiry. When internal processes have been exhausted, Council will direct the person to the responsible person at Energy Safe Victoria, or in some cases to the State Energy and Water Ombudsman.

See below for Dispute Resolution Process Flow Chart



10 Obligations relating to the management plan.

- (2) The responsible person must provide a copy of the management plan to Energy Safe Victoria (ESV) within 14 days after a written request from ESV or such longer period specified by ESV in the written request.
- (3) The responsible person, if requested in writing to do so by ESV, must provide further information or material in respect of the management plan within 14 days after a written request from ESV or such longer period specified by ESV in the written request.
- (4) The responsible person must amend the management plan if instructed to do so in writing by ESV, within 14 days after a written instruction or such longer period specified by ESV in the written request.
- (5) the responsible person must not contravene a requirement of the management plan if the management plan is approved by ESV.
- (6) The responsible person must ensure that a copy of the current plan is published on the responsible persons internet site.

A copy of the Strathbogie Shire Electric Line Clearance Management Plan will be published on Council's website by the following link.

[Electrical Line Clearance Management Plan \(2024/25\)](#)

The Tree Project Officer will ensure the Plan is updated on the website each year as per the following process:

- Draft of the new plan completed by 1st February.
- Draft of the new plan sent to Manager of Operations for review by the 15th of February, amendments made as required.
- Send amended plan to Director Sustainable Infrastructure for review by the 1st of March.
- Send final plan to Chief Executive Officer for approval by the 15th of March.
- After plan is approved, liaise with Communications and Customer Service to remove superseded Plan, and publish new plan to Council website before 31st March.

11 Exemptions

The Council currently holds no exemptions.

Schedule 1 – Code of Practice for Electric Line Clearance

Part 2 – Clearance Responsibilities

Division 1 – Roles of Responsible Persons

(4) Exception to minimum clearance space for structural branches around insulated low voltage electric lines

Council does not intend to apply an exception.

(5) Exception to minimum clearance space for small branches around insulated low voltage electric lines

Council does not intend to apply an exception.

(6) Exception to minimum clearance space for small branches growing under uninsulated low voltage electric lines in low bushfire risk areas

The process for exception to minimum clearance space for small branches under uninsulated low voltage electric lines in low bushfire risk areas as outlined in Part 2, Division 1, Clause 6 of Schedule 1 of the Code is as follows:

- A tree is identified that has structural branches within the clearance zone.
- A suitably qualified arborist determines that:
 - The branch is less than 10mm in diameter when it enters the minimum clearance space and is no more than 500 millimetres inside the minimum clearance space.
 - The point at which the branch originates is below the height of the electric line; and
 - The line is an uninsulated, low voltage cable, located in a low bushfire risk area; and
 - In the case of a branch that comes within the minimum clearance space within the middle two thirds of the span, the span is fitted with —
 - (i) one conductor spreader if the length of the span does not exceed 45 metres
 - (ii) 2 conductor spreaders if the length of the span exceeds 45 metres: and
- Council's Asset Management System records confirm that the branch has been assessed by a suitably qualified arborist and
- An assessment of the risk posed by the branch and any mitigation works are undertaken and recorded in Council's Asset Management System.

(7) 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.

(9) Responsible person may cut or remove hazard tree

Trees are inspected biannually by the Council's contracted service provider and include the following process.

- (a) Council will ensure that all trees are assessed by a suitably qualified Arborist that holds as a minimum National Certificate Level III in Arboriculture including the "Perform a ground-based tree defect evaluation" unit of competency, or an equivalent qualification; and
- (b) At least three years of field experience in assessing trees.
- (c) The assessment will consider all locally foreseeable conditions that it is reasonable to assess within the scope of the expertise of the inspecting Arborist that indicate the likelihood of contact with an electric line or overhead conductors, i.e., under, over or beside.
- (d) A visual tree assessment will be recorded on a form that is then used to allocate a clearance works priority rating (P1 through P5). This is recorded in Council's Tree Management Database. Refer to Appendix 4 for a sample digital inspection form and Appendix 7 for the Tree Management Process.

P1 rating requires immediate/now action.

P2 rating requires priority programming within current cycle.

P3 rating requires programming within current cycle.

P4 rating requires no action.

P5 rating proactive works.

Pruning works are scheduled based on the P rating and within a timeframe that avoids an escalation of the rating.

Items (i) to (iii) inclusive are managed, reviewed, and audited by Council's DSI or Nominated Representative.

- (e) If a member of the public, Council staff, CFA or Distribution Company identifies and reports a hazard tree outside of the scheduled bi-annual program, a qualified arborist will conduct an assessment of the tree, and if that assessment confirms the likelihood of contact with an electric line having regard to foreseeable local conditions, the tree may be cut or removed by the responsible person. Council's Nominated Representative will record the report in Council's Tree Management Database, including details such as: location of tree; name and contact details of reporter; why the tree is a hazard, and if it's deemed urgent. If deemed urgent Council's Nominated Representative is responsible for arranging for the tree to be pruned by an accredited contractor. If Council is not responsible, details of the report are forwarded to AusNet Services or other responsible parties as soon as practicable. If it is Council's responsibility,

works on a hazard tree will be actioned depending on the urgency or risk priority identified during the assessment.

(f) The Council's Nominated Representative is required to notify the affected persons:

- For General programmed works in writing or by publication in a newspaper circulating generally in the locality of the land in which the trees are to be cut or removed at least 14 days and not more than 60 days before the intending cutting or removal is to occur.

(g) The Contractor must not cut a tree further than 1m from the minimum clearance space for a span of an electric line whilst undertaking emergency or urgent cutting.

(h) The Contractor will remove, or prune branches of trees considered urgent from within the vicinity of the power lines. When the Contractor is instructed to undertake urgent work, the Council DSI or Nominated Representative will be required to notify,

- All affected persons.
- The occupier of land on which the tree was cut or removed.
- If a tree was removed-the owner of land on which the tree was removed.

After completion of the work copies of the notifications are to be placed on Council's records management system.

Schedule 1 – Code of Practice for Electric Line Clearance

Part 2 – Clearance Responsibilities

Division 2 – Manner of Cutting and Removing Trees

(11) Cutting or removal of indigenous or significant trees must be minimised:

- **Indigenous trees.**
- **Trees listed in the planning scheme to be of ecological, historical or aesthetic significance.**
- **Trees of cultural or environmental significance.**

Trees of significance and indigenous roadside vegetation areas are inspected biannually during the Data Capture program and works are assigned proactively for completion. Trees that cannot comply with the code are recorded and assessed for the Annual Cut Program.

Species information for all trees requiring line clearance works are recorded on Council's asset management system (Confirm). Areas of environmental significance are recorded under the Strathbogie Planning Scheme –

- Environmental and Landscape Overlay,
- Vegetation Protection Overlay and supporting documentation
- Sites of biological significance (whereby Victorian Native and indigenous vegetation are protected)
- Heritage Overlay (trees of environmental or cultural significance or land recorded and protected)

Where clearance can be achieved and maintained, pruning of trees of significance will be restricted to no further than one metre from the required clearance space and carried out as per the instructions of a suitably qualified Council arborist.

Any works to be carried out on significant trees that require excessive pruning or trees that require removal in order to comply with the Code are reported to a suitably qualified Council arborist to determine an appropriate course of action to preserve the tree if cost-effective and safe to do so. This may include managing the tree in line with Clauses 4, 5 or 6 of the Code, an increased inspection or pruning cycle, or investigation of an engineering alternative in consultation with the Distribution Business.

Removal of specified trees will only be undertaken when it is deemed by a suitably qualified arborist that removal is the only viable option i.e., cutting the tree in accordance with the minimum clearance requirements would make the tree unhealthy or unviable.

All pruning will take place in accordance with industry Best Practice. Council will restrict cutting or removal of indigenous 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.

(12) Cutting or removing habitat for threatened fauna

If it is found that a tree contains occupied habitat the following process will be implemented to manage the tree/s.

- As soon as a tree is identified as the habitat of a possibly threatened species, the operator must stop work and inform their supervisor, or Council, and seek clarification of the threatened species and the breeding season of that species. Council or the contractor will consult the following:
 - Threatened Flora List in accordance with section 10 of the **Flora and Fauna Guarantee Act 1988** [Flora and Fauna Guarantee Act Threatened List \(environment.vic.gov.au\)](https://www.environment.vic.gov.au/conservation/threatened-species/threatened-flora)
 - Flora or fauna as listed as threatened with a status of 'vulnerable,' 'endangered' or 'critically endangered' [Flora and Fauna Guarantee Act 1988 Threatened List \(environment.vic.gov.au\)](https://www.environment.vic.gov.au/conservation/threatened-species/threatened-flora);
- Works will be scheduled outside of breeding season where practicable.
- Translocation of the fauna if not practical to undertake outside of the breeding season.
- Cutting only to occur when not practicable to cut or remove outside the breeding season.

Cutting or removal of habitat for threatened fauna is only to occur to achieve Code compliance or to make an unsafe situation safe.

Schedule 1 – Code of Practice for Electric Line Clearance
Part 2 – Clearance Responsibilities
Division 3 – Notification, Consultation and Dispute Resolution

(16) Responsible person must provide notification before cutting or removing certain trees

Refer to clause 9(4) (q).

(17) Responsible person must publish notification before cutting or removing certain trees

Refer to clause 9(4) (q).

Schedule 1 – Code of Practice for Electric Line Clearance
Part 2 – Clearance Responsibilities
Division 4 – Additional Duties of Responsible Persons

(20) Duty relating to the safety of cutting or removal of trees close to an electric line

The declared areas within the Strathbogie Shire are with the one Distribution Company – AusNet Services.

If the Council has concerns about the safety of cutting or removing of a tree close to an electric line, then the Council's DSI or Nominated Representative will consult with the relevant Distribution Company - AusNet Services prior to any works being undertaken.

The contact person at AusNet Services details is provided in Section 9(4) (ii).

The DSI or Nominated Representative shall make a note of the discussion and agreed outcome be placed on Council's record management system "SharePoint Records Hub" for the required action if any.

Schedule 1 – Code of Practice for Electric Line Clearance

Part 3 – Minimum Clearance Spaces

Division 2 – Alternative Compliance Mechanisms

(31) Application for approval of alternative compliance mechanism

The Shire of Strathbogie may apply to Energy Safe Victoria for approval to use an alternative compliance mechanism in respect of a span of an electric line or a class of spans. An application would include details of:

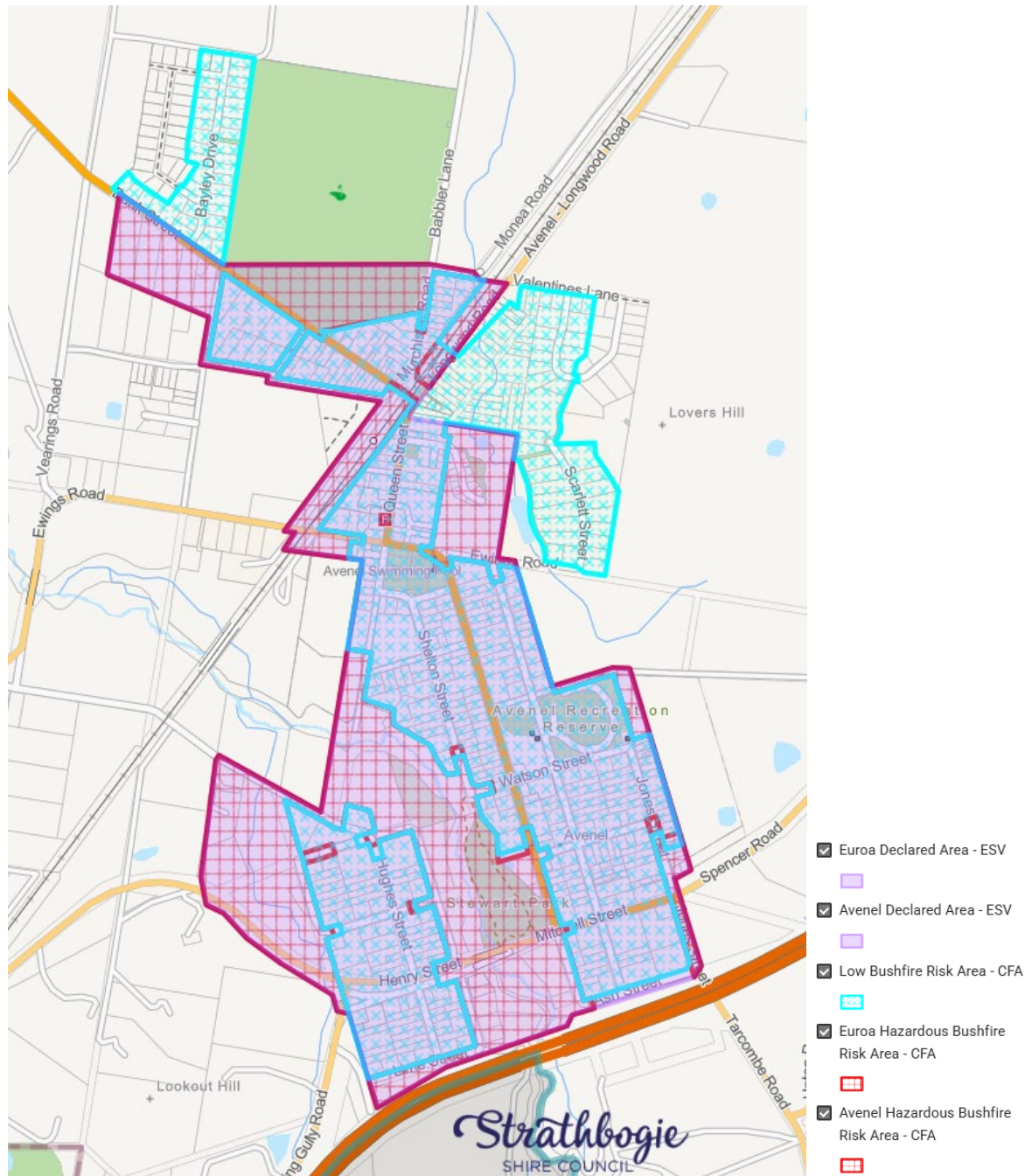
- The alternative compliance mechanism.
- The procedures to be adopted for the commissioning, installing, operating, maintaining, and decommissioning the alternative compliance mechanism.
- The published technical standards that would be complied with when commissioning, installing, operating, maintaining, and decommissioning the alternative compliance mechanism.
- Describe the location of the affected span or describe class of spans.
- Specify the minimum space that the applicant proposes is to be applied in relation to the span, or class of spans, in respect of which the application is made.
- Include a copy of a formal safety assessment relevant to the alternative compliance mechanism as prepared by the distribution company under clause 32.
- Include written agreement for the use of an alternative compliance mechanism from the owner or operator of the span and is not owned by the applicant.
- Include written agreement in respect of a class of spans that the span belongs to that class and is not owned by the applicant.

(32) Formal safety assessment of alternative compliance mechanism

The Shire of Strathbogie does not have the qualified personnel to undertake a formal safety assessment. This would be undertaken by the distribution company, or an alternative qualified provider would be enlisted.

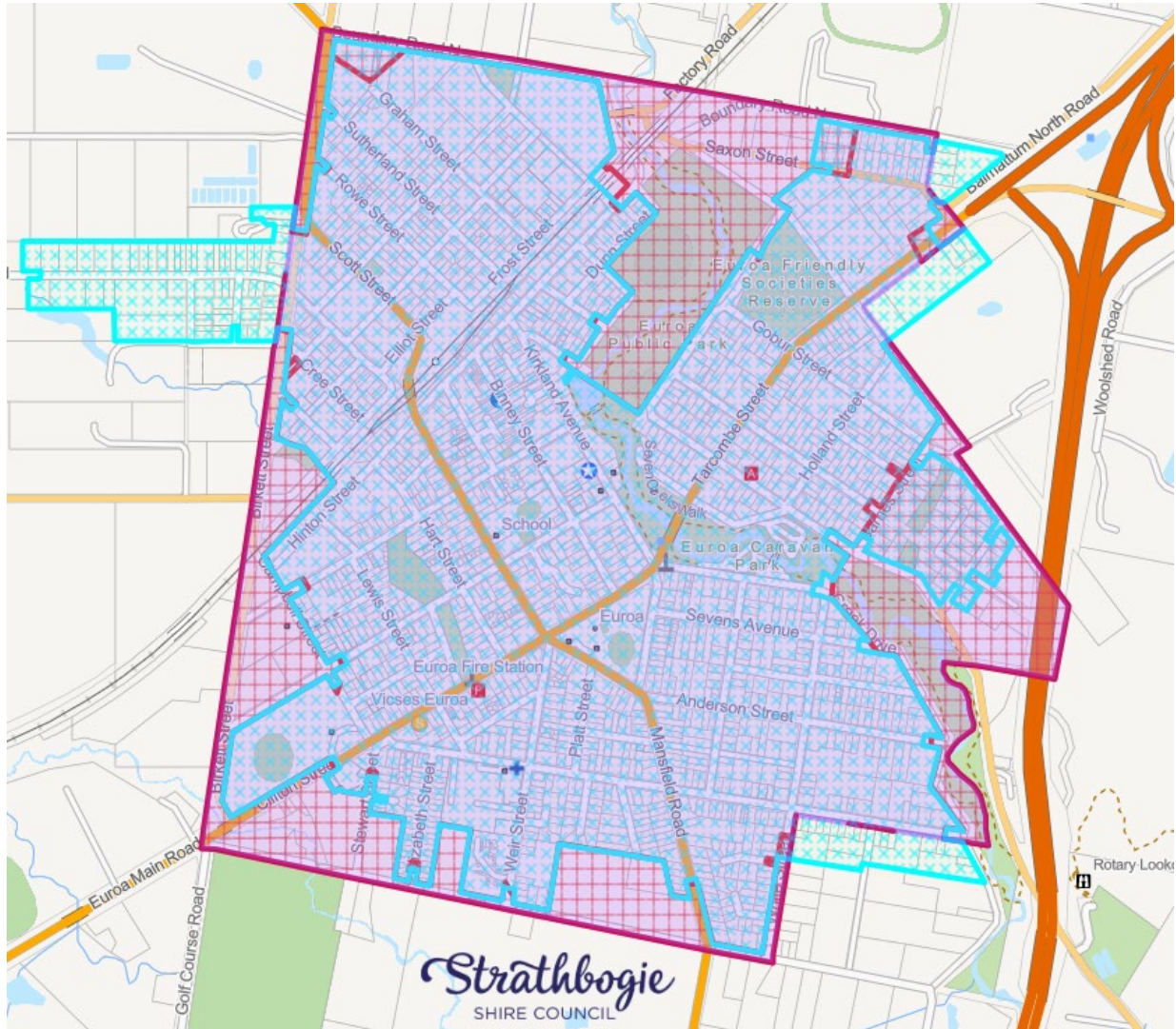
Appendix 1 Declared Area and Fire Risk Maps – Avenel

Avenel Declared Area Map from Council's Asset Management System (Confirm)



Appendix 2 Declared Area and Fire Risk Maps - Euroa

Euroa Declared Area Map from Council's Asset Management System (Confirm)



- ☒ Euroa Declared Area - ESV
- ☐ Avenel Declared Area - ESV
- ☒ Low Bushfire Risk Area - CFA
- ☒ Euroa Hazardous Bushfire Risk Area - CFA
- ☒ Avenel Hazardous Bushfire Risk Area - CFA

Appendix 3 Sample inspection record form

Note: the information is input directly into a tablet and then downloaded into the database. The image below is a screenshot of a typical field assessment.

Telstra

3G

1:17 pm

78%

Tasks

Condition Survey

Anderson St, Euroa [8000027]

TR-Power Line Clearing EUROA

R00160/T/E01332

TR-Street Tree (TSTR)

Publicly Maintainable (01)

79 Anderson St

▶

Linked Documents

▼ Photo

▶ Defects

▼ Condition

TR-Tree Requires Pruning

Not Required (T603)

▶ Defects

4. Liq. LV,HV. NWR

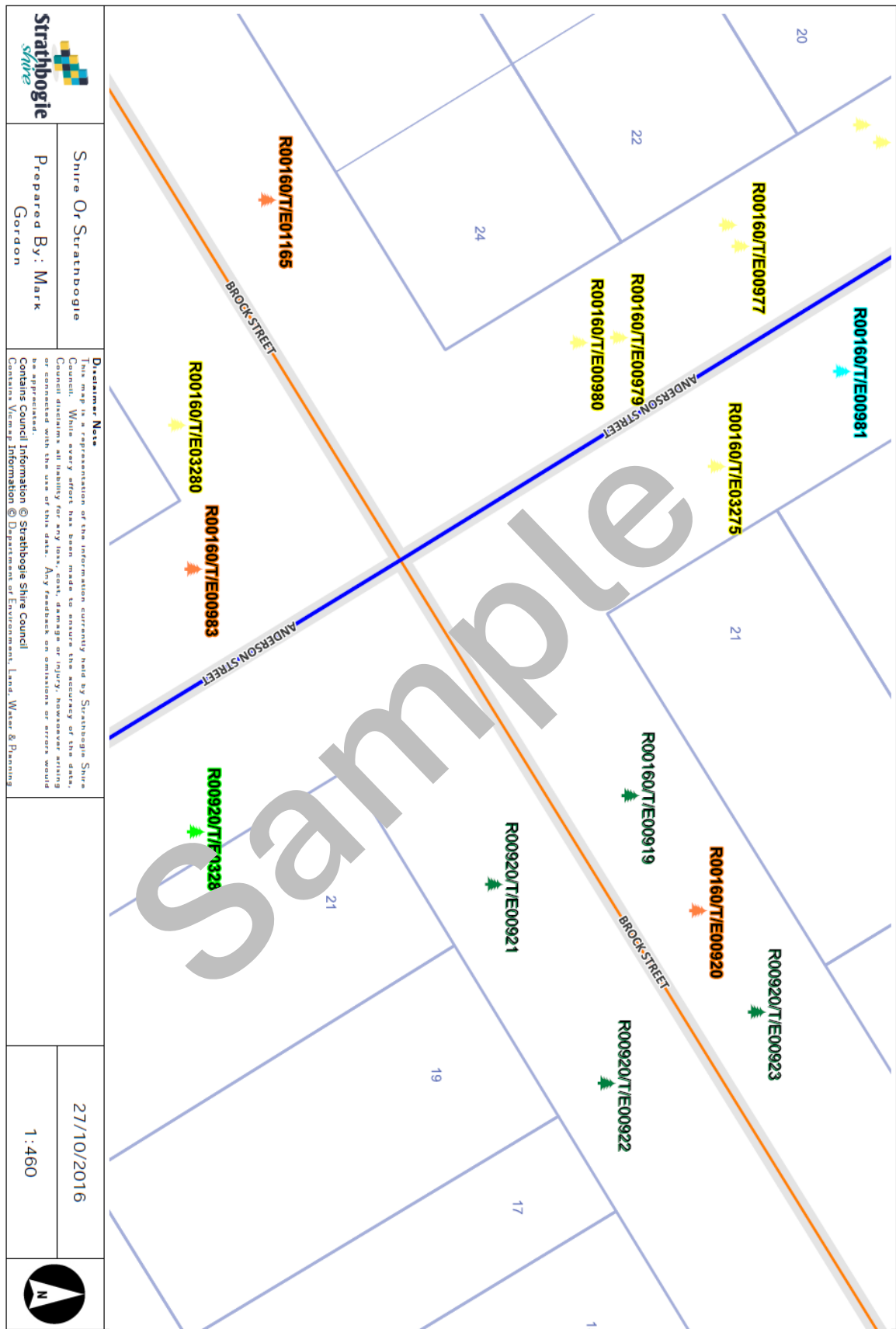
Save Draft

Complete

20250115 ELCMP 2025-2026.Docx
March 2024

32

Appendix 4 Sample Screen Shot of Council's Asset Management System (Confirm)



Appendix 5 Sample Publication to Clear Trees

++ Increase text size
-- Decrease text size
Select Language
Favourites
Contact

Strathbogie
SHIRE COUNCIL
Home
Council
Community
Services
Things to do
Environment
Q

Home / Latest News / NOTICE: Electrical Line Clearing

NOTICE: Electrical Line Clearing

5 Apr 2024



Strathbogie Shire Council intends to carry out tree trimming around electric lines in the townships of Avenel and Euroa.

The works schedule is as follows, weather pending:

- beginning no earlier than 15 April 2024
- completed by 15 May 2024

SHARE

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Appendix 6 Sample of Council's Tree Management System Works Instruction and Map Base showing the work location

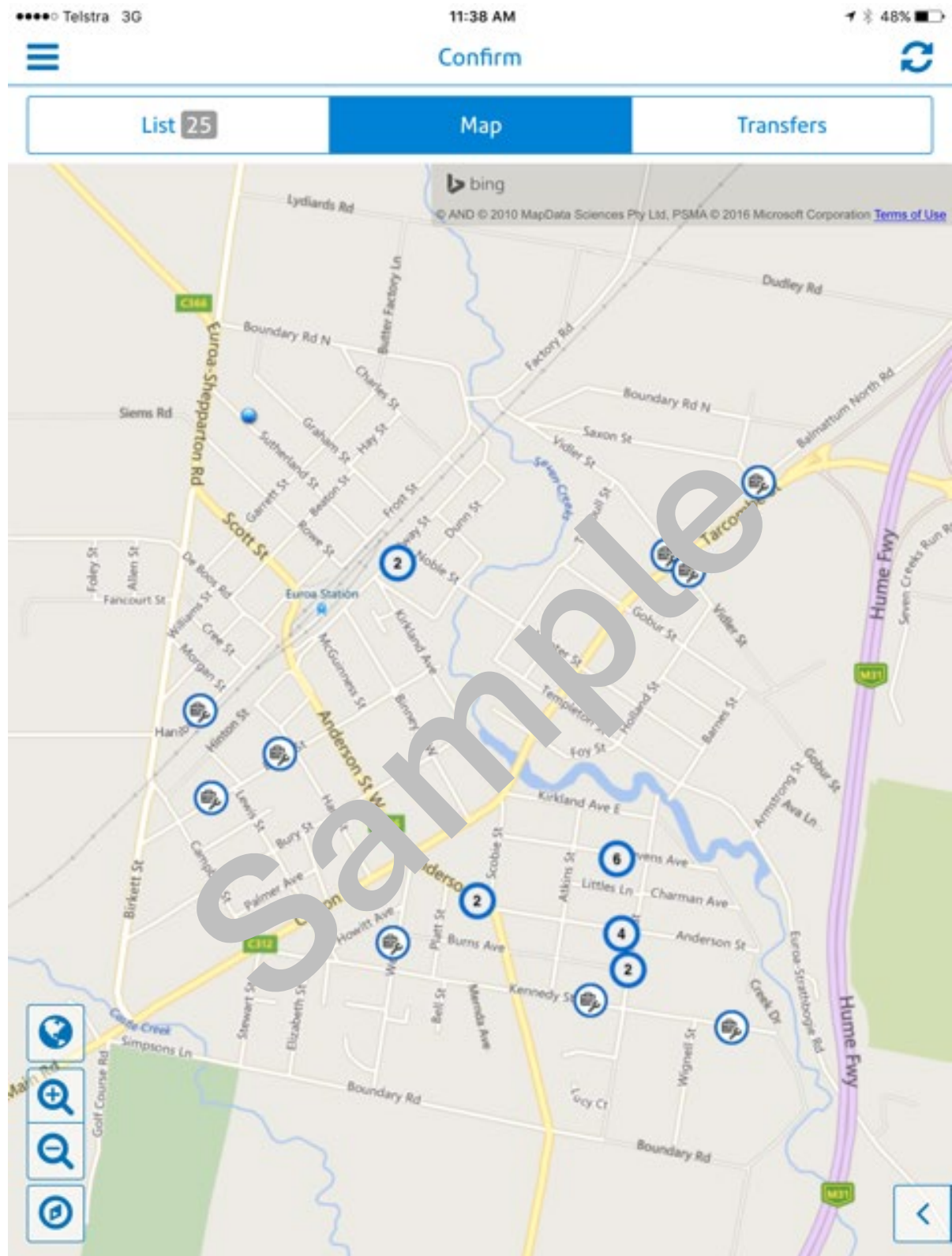
**** Telstra 3G 11:38 AM 48%

Confirm

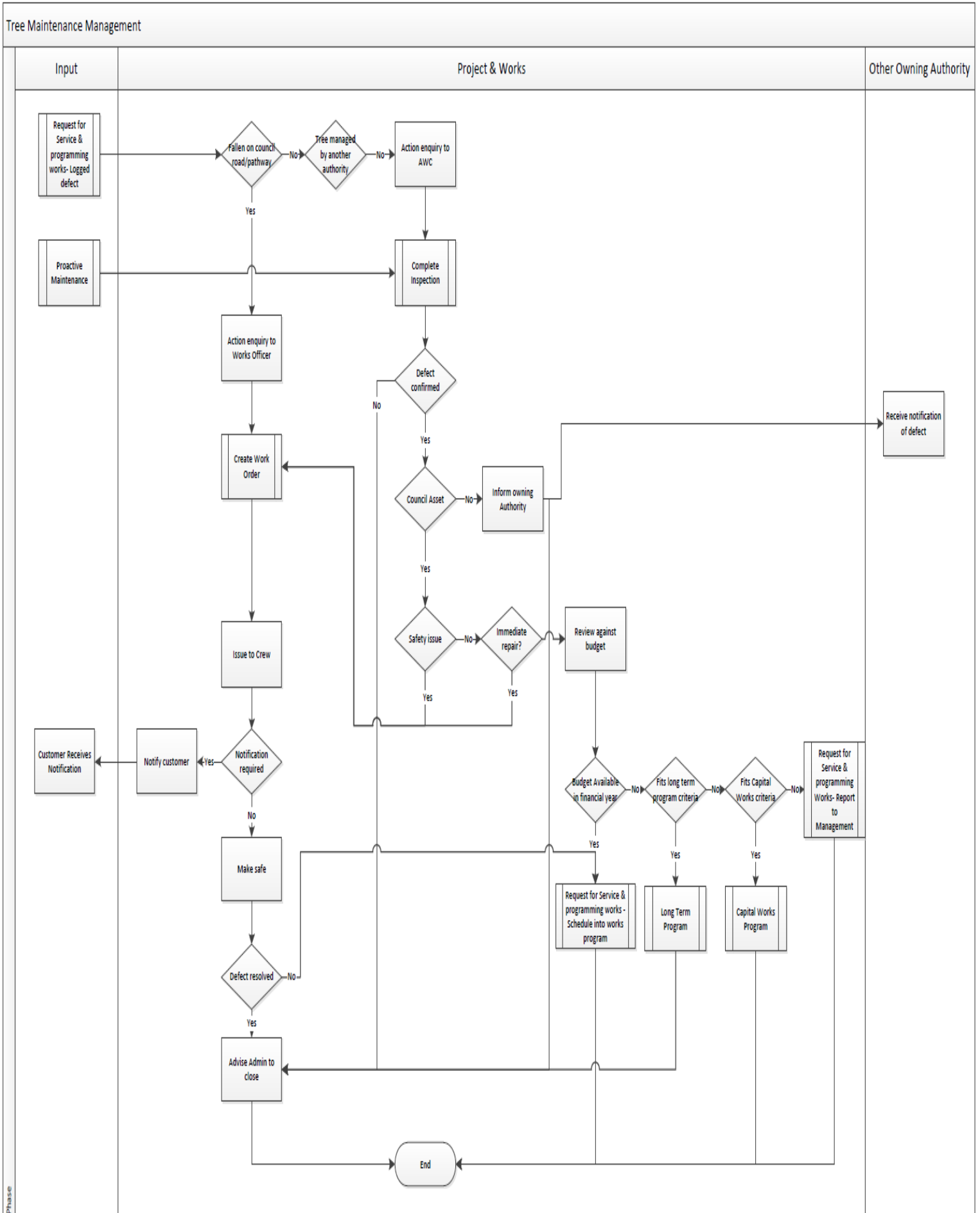
List 25 Map Transfers

Filter tasks... Sort

| | | |
|--|--|---|
| | Sevens Av, Euroa R09270/T/E01662 Trees - ELC Refer to Program - Annual Mtn - 5. Euc. LV. Remove Gum tree close to paddock fence. Poison stump. Ground crew. (Tw-Requires Cyclic Pruning/PLC) (64484) Work Committed 27 Aug 2017 13:34 | > |
| | Sevens Av, Euroa R09270/T/E01663 Trees - ELC Refer to Program - Annual Mtn - 5. Fra. LV. Remove Ash tree growing within wire fence. Poison stump. Ground crew (Tw-Requires Cyclic Pruning/PLC) (64485) Work Committed 27 Aug 2017 13:36 | > |
| | Sevens Av, Euroa R09270/T/E01661 Trees - ELC Refer to Program - Annual Mtn - 5. Euc. LV. Remove lopped Gum tree and poison stump. No tag? Ground crew. Tree on fence of paddock (64486) Work Committed 27 Aug 2017 13:39 | > |
| | Anderson St, Euroa R00160/T/E01284 Trees - ELC Refer to Program - Annual Mtn - 5. Euc. LV. Remove tree and poison stump. Property owner Linda contacted and agreed to remove tree (64511) Work Committed 29 Aug 2017 08:05 | > |
| | Anderson St, Euroa R00160/T/E01285 Trees - ELC Refer to Program - Annual Mtn - 5. Euc. LV. Remove tree and poison stump. Property owner Linda contacted and agreed to remove tree (64512) Work Committed 29 Aug 2017 08:08 | > |
| | Kennedy St, Euroa R06180/T/E01552 Trees - ELC Refer to Program - Annual Mtn - 5. Aca. Sw. Reduce side growth of wattle. (Tw-Requires Cyclic Pruning/PLC) (64520) Work Committed 29 Aug 2017 08:46 | > |
| | Kennedy St, Euroa R06180/T/E01501 Trees - ELC Refer to Program - Annual Mtn - 5. Melia. SW. Reduce upright leader of branch over road. (Tw-Requires Cyclic Pruning/PLC) (64535) Work Committed 29 Aug 2017 10:20 | > |
| | White St, Euroa R10490/T/E01392 Trees - ELC Refer to Program - Annual Mtn - 5. Fra. LV remove Ash tree on paddock fence line. Poison stump and list for grubbing. ... (64543) Work Committed 29 Aug 2017 11:07 | > |
| | White St, Euroa R10490/T/E01390 Trees - ELC Refer to Program - Annual Mtn - 5. Fra. LV. Remove Ash tree and poison stump .List stump for grubbing. Ground crew.... (64544) Work Committed 29 Aug 2017 11:09 | > |
| | Kennedy St, Euroa R06180/T/E01595 Trees - ELC Refer to Program - Annual Mtn - 5. Fra. LV. Remove semi mature Ash tree and poison stump . Tree on fence of paddock (64547) Work Committed 29 Aug 2017 11:22 | > |
| | Anderson St, Euroa R00160/T/E01596 Trees - ELC Refer to Program - Annual Mtn - 5. Fra. LV. Remove Ash tree and poison stump .List stump for grubbing. Ground crew (64548) Work Committed 29 Aug 2017 11:22 | > |



Appendix 7 Strathbogie Shire's Tree Maintenance Management Process



Appendix 8 Sample of the General Conditions of Contract AS2124-1992 – Table of Contents

AS 2124—1992

with
AS 2125—1992
AS 2127—1992

Australian Standard®

**General conditions of contract
(AS 2124—1992)**

together with

**General conditions of tendering and form of
tender (AS 2125—1992)**

**Form of formal instrument of agreement
(AS 2127—1992)**



S t a n d a r d s A u s t r a l i a

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the direction shall not be disputed unless a notice of dispute in accordance with Clause 47.1 is given by one party to the other party and to the Superintendent within 14 days after the date of service on that party of the notice pursuant to Clause 46.2(1).

47 DISPUTE RESOLUTION

47.1 Notice of Dispute

If a dispute between the Contractor and the Principal arises out of or in connection with the Contract, including a dispute concerning a direction given by the Superintendent under the Contract, either party shall deliver by hand or send by certified mail to the other party and to the Superintendent a notice of dispute in writing adequately identifying and providing details of the dispute.

Notwithstanding the existence of a dispute, the Principal and the Contractor shall continue to perform the Contract, and subject to Clause 44, the Contractor shall continue to work under the Contract and the Principal and the Contractor shall continue to comply with Clause 42.1.

A claim in tort, under statute or for restitution based on unjust enrichment, rectification or frustration, may be included in an arbitration.

47.2 Further Steps Required Before Proceedings

Alternative 1

Within 14 days after service of a notice of dispute, the parties shall confer in person and at the option of either party and provided the Superintendent is present in the presence of the Superintendent, to attempt to resolve the dispute and failing that, the parties shall attempt to resolve the dispute to explore and if possible agree on methods of resolving the dispute by other means. At any such conference each party shall be represented by a person with authority to agree to a resolution of the dispute.

In the event that the dispute cannot be so resolved or if at any time either party considers that the other party is not making reasonable efforts to resolve the dispute, either party may by notice in writing delivered by hand or sent by certified mail to the other party refer such dispute to arbitration or litigation.

Alternative 2

A party served with a notice of dispute may give a written response to the other party and the Superintendent within 28 days of the receipt of the notice. Within 42 days of the service on the Superintendent of a notice of dispute, or within 14 days of the receipt by the Superintendent of the written response, whichever is earlier, the Superintendent shall give to each party the Superintendent's decision on the dispute, together with reasons for the decision.

If either party is dissatisfied with the decision of the Superintendent, either party may, within 14 days of the date of receipt of the decision or within 14 days of the date upon which the decision should have been given, refer the dispute to arbitration or litigation. If the Superintendent fails to give a written decision on the dispute within the time specified in Clause 47.2 the parties shall, within 14 days of the date of receipt of the decision or within 14 days of the date upon which the decision should have been given, confer at least once to attempt to resolve the dispute and failing that, the parties shall attempt to resolve the dispute to explore and if possible agree on methods of resolving the dispute by other means. At any such conference, each party shall be represented by a person with authority to agree to a resolution of the dispute.

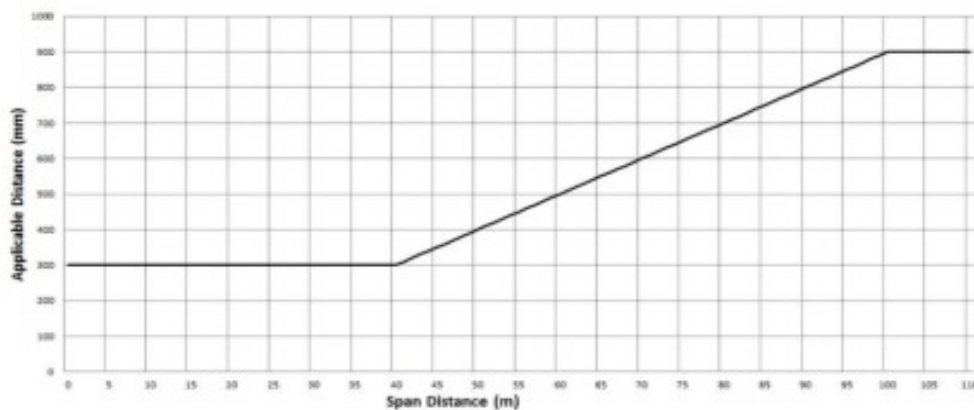
In the event that the dispute cannot be so resolved or if at any time either party considers that the other party is not making reasonable efforts to resolve the dispute, either party may, by notice in writing delivered by hand or sent by certified mail to the other party, refer such dispute to arbitration or litigation.

Appendix 9 Schedule 2 of the Regulations: Applicable distance for middle two thirds of a span of electric line.

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

GRAPH 1—INSULATED ELECTRIC LINES IN ALL AREAS

Clauses 3 and 24



Graph 1 Formula

The formula by which the applicable distance for the middle 2 thirds of an electric line span to which clause 24 applies is calculated as follows:

For $0 < SD \leq 40$, $AD = 300$ mm

For $40 < SD \leq 100$, $AD = 300 + ((SD - 40) \times 10)$

For $100 < SD$, $AD = 900$ mm

Where:

SD = Span Distance

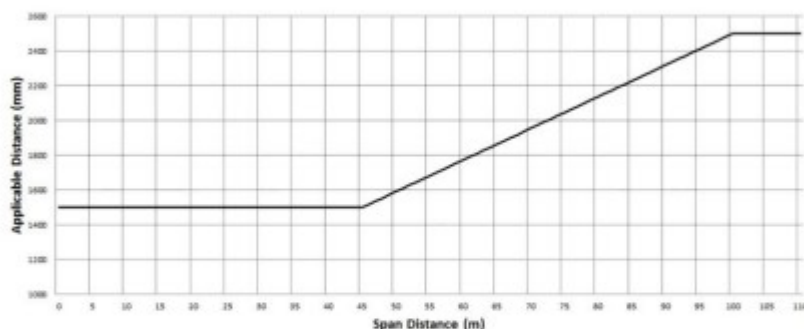
AD = Applicable Distance

Notes to Graph 1

- (1) The applicable distance includes allowances for sag and sway of the conductor.
- (2) The minimum clearance space for an electric line span to which this Graph and clause 24 apply is partially illustrated in Figures 1, 2 and 3.
- (3) The applicable distance for the first and last sixths of an electric line span to which clause 24 applies is 300 millimetres.

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

Clauses 3 and 26



Graph 3 Formula

The formula by which the applicable distance for the middle 2 thirds of an electric line span to which clause 26 applies is calculated as follows:

For $0 < SD \leq 45$, $AD = 1500$ mm

For $45 < SD \leq 100$, $AD = 1500 + ((SD - 45) \times (1000 \div 55))$

For $100 < SD$, $AD = 2500$ mm

Where:

SD = Span Distance

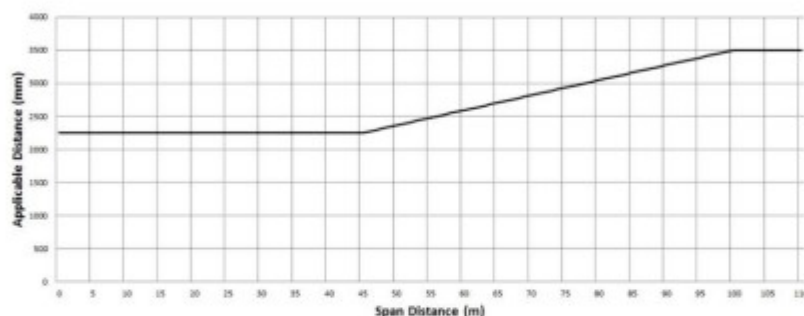
AD = Applicable Distance

Notes to Graph 3

- (1) The applicable distance includes allowances for sag and sway of the conductor for a span up to and including 100 metres in length.
- (2) For a span longer than 100 metres, the applicable distance must be extended by an additional distance to allow for sag and sway of the conductor. This is done by adding that distance to the applicable distance (see clause 26(2)(b)).
- (3) A distribution company, or an owner or operator of a railway supply network or a tramway supply network, must assist a Council, if requested, by determining the additional distance (see clause 21(2)).
- (4) The minimum clearance space for an electric line span to which this Graph and clause 26 apply is partially illustrated in Figures 1 and 3.
- (5) The applicable distance for the first and last sixths of an electric line span to which clause 26 applies is 1500 millimetres.

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

Clauses 3 and 27



Graph 4 Formula

The formula by which the applicable distance for the middle 2 thirds of an electric line span to which clause 27 applies is calculated as follows:

For $0 < SD \leq 45$, $AD = 2250$ mm

For $45 < SD \leq 100$, $AD = 2250 + ((SD - 45) \times (1250 \div 55))$

For $100 < SD$, $AD = 3500$ mm

Where:

SD = Span Distance

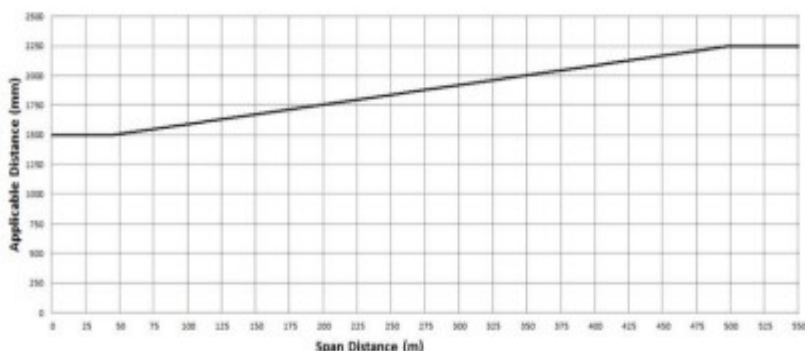
AD = Applicable Distance

Notes to Graph 4

- (1) The applicable distance includes allowances for sag and sway of the conductor for a span up to and including 100 metres in length.
- (2) For a span longer than 100 metres, the applicable distance must be extended by an additional distance to allow for sag and sway of the conductor. This is done by adding that distance to the applicable distance (see clause 27(2)(a)(ii)).
- (3) A distribution company, or an owner or operator of a railway supply network or a tramway supply network, must assist a Council, if requested, by determining the additional distance (see clause 21(2)).
- (4) The minimum clearance space for an electric line span to which this Graph and clause 27 apply is partially illustrated in Figures 1 and 5.
- (5) The applicable distance for the first and last sixths of an electric line span to which clause 27 applies is 2250 millimetres.

GRAPH 5—UNINSULATED LOW VOLTAGE AND HIGH VOLTAGE ELECTRIC LINE (OTHER THAN A 66 000 VOLT ELECTRIC LINE) IN HAZARDOUS BUSHFIRE RISK AREA

Clauses 3 and 28



Graph 5 Formula

The formula by which the applicable distance for the middle 2 thirds of an electric line span to which clause 28 applies is calculated as follows:

For $0 < SD \leq 45$, $AD = 1500$ mm

For $45 < SD \leq 500$, $AD = 1500 + ((SD - 45) \times (500 \div 303))$

For $500 < SD$, $AD = 2250$ mm

Where:

SD = Span Distance

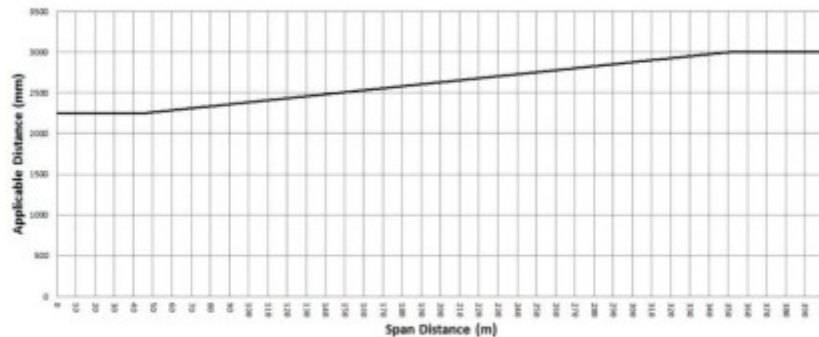
AD = Applicable Distance

Notes to Graph 5

- (1) The applicable distance must be extended by an additional distance to allow for sag and sway of the conductor. This is done by adding that distance to the applicable distance (see clause 28(2)(a)).
- (2) A distribution company, or an owner or operator of a railway supply network or a tramway supply network, must assist a Council, if requested, by determining the additional distance (see clause 21(2)).
- (3) The minimum clearance space for an electric line span to which this Graph and clause 28 apply is partially illustrated in Figures 1 and 5.
- (4) The applicable distance for the first and last sixths of an electric line span to which clause 28 applies is 1500 millimetres.

GRAPH 6—UNINSULATED 66 000 VOLT ELECTRIC LINE IN HAZARDOUS BUSHFIRE RISK AREA

Clauses 3 and 29



Graph 6 Formula

The formula by which the applicable distance for the middle 2 thirds of an electric line span to which clause 29 applies is calculated as follows:

For $0 < SD \leq 45$, $AD = 2250$ mm

For $45 < SD \leq 350$, $AD = 2250 + ((SD - 45) \times (750 \div 305))$

For $350 < SD$, $AD = 3000$ mm

Where:

SD = Span Distance

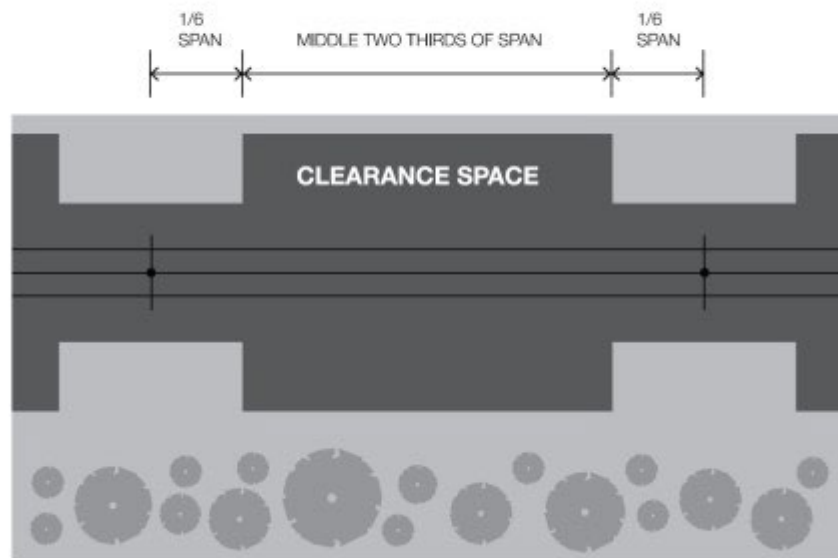
AD = Applicable Distance

Notes to Graph 6

- (1) The applicable distance must be extended by an additional distance to allow for sag and sway of the conductor. This is done by adding that distance to the applicable distance (see clause 29(2)(a)).
- (2) A distribution company, or an owner or operator of a railway supply network or a tramway supply network, must assist a Council, if requested, by determining the additional distance (see clause 21(2)).
- (3) The minimum clearance space for an electric line span to which this Graph and clause 29 apply is partially illustrated in Figures 1 and 5.
- (4) The applicable distance for the first and last sixths of an electric line span to which clause 29 applies is 2250 millimetres.

FIGURE 1—PLAN VIEW OF ELECTRIC LINES IN ALL AREAS

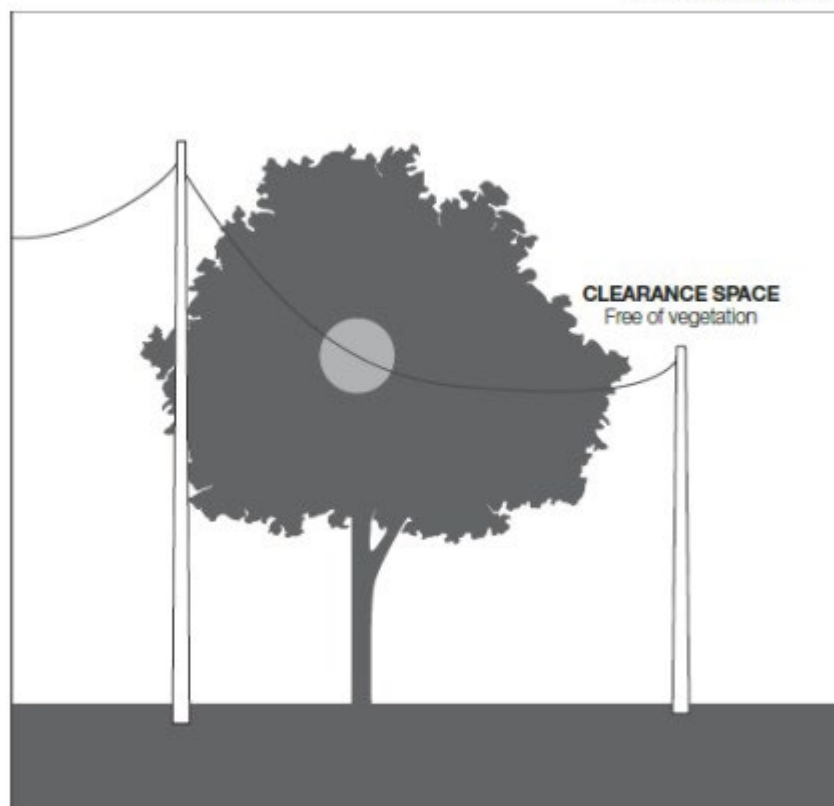
Clauses 24, 25, 26, 27, 28 and 29,
Graphs 1, 2, 3, 4, 5 and 6



NOT TO SCALE

FIGURE 2—INSULATED ELECTRIC LINES IN ALL AREAS

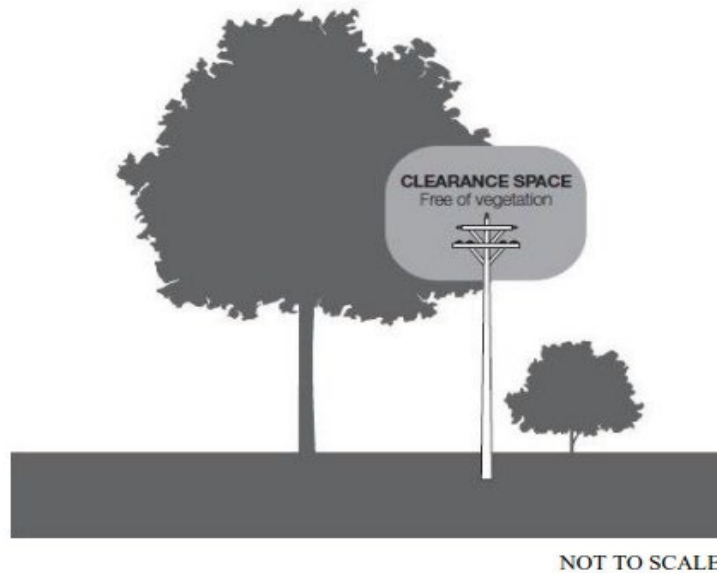
Clause 24, Graph 1



NOT TO SCALE

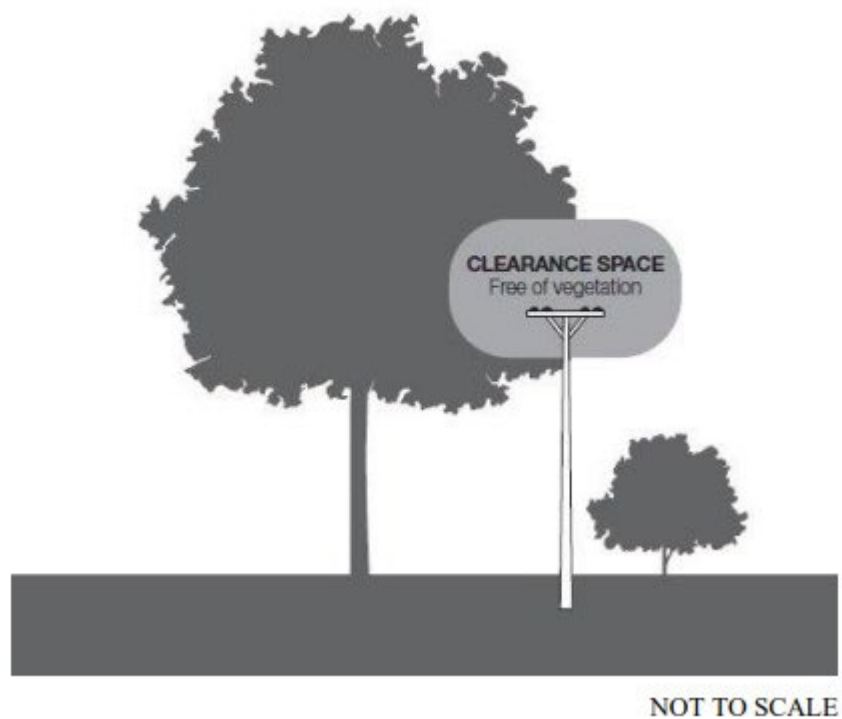
**FIGURE 3—INSULATED ELECTRIC LINES IN ALL AREAS
AND UNINSULATED HIGH VOLTAGE ELECTRIC LINES
(OTHER THAN 66 000 VOLT ELECTRIC LINES) IN LOW
BUSHFIRE RISK AREAS**

Clauses 24 and 26, Graphs 1 and 3



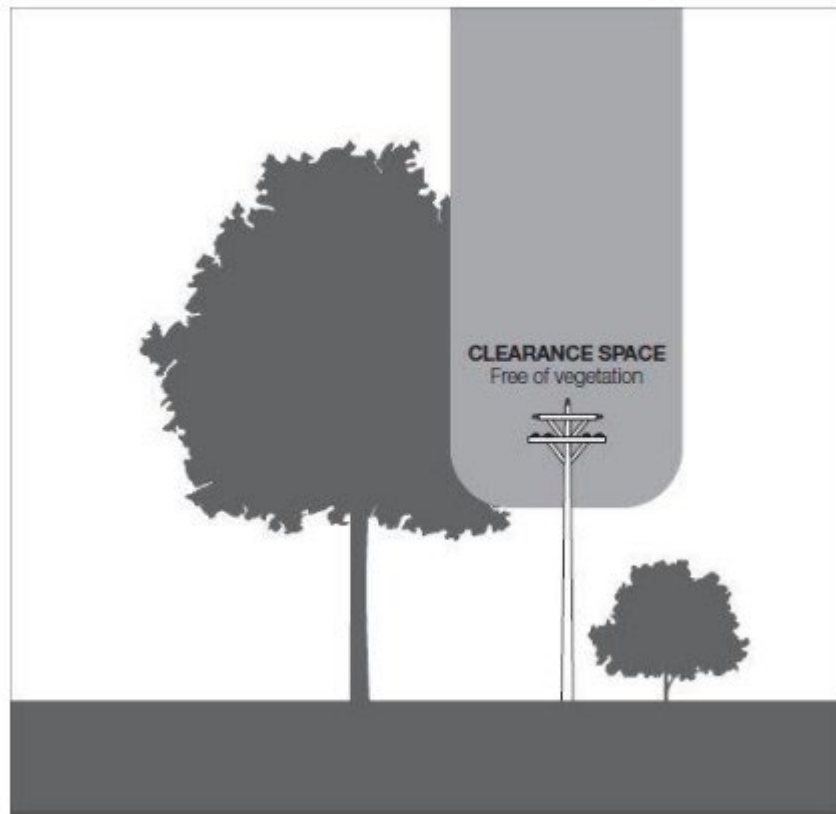
**FIGURE 4—UNINSULATED LOW VOLTAGE ELECTRIC
LINE IN A LOW BUSHFIRE RISK AREA**

Clause 25, Graph 2



**FIGURE 5—UNINSULATED 66 000 VOLT ELECTRIC LINE
IN A LOW BUSHFIRE RISK AREA AND UNINSULATED
ELECTRIC LINE IN A HAZARDOUS BUSHFIRE RISK AREA**

Clauses 27, 28 and 29, Graphs 4, 5 and 6



NOT TO SCALE

Appendix 10 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.

| Required Qualification | Vegetation Crew Member | EWP Operator (Cutting) | Tree Climber (Cutting) | Suitably Qualified Arborist |
|--|------------------------------|------------------------------|------------------------------|-----------------------------------|
| Cert II in ESI Powerline Vegetation Control UET20321 | ✓ | ✓ | ✓ | ✓ |
| ESI safety rules for work on, near or in the vicinity of electrical apparatus UETDRMP002 | ✓ | ✓ | ✓ | ✓ |
| Prepare to work in the construction industry CPCWHS1001 | ✓ | ✓ | ✓ | ✓ |
| Apply work Health and Safety Regulations codes and practices in the workplace UEECD0007 | ✓ | ✓ | ✓ | ✓ |
| Comply with environmental requirements. UETDREL002 | ✓ | ✓ | ✓ | ✓ |
| Working safely in the vicinity of live electrical apparatus as a non-electrical worker UETDREL006 | ✓ | ✓ | ✓ | ✓ |
| Operate and maintain chainsaws AHCMOM213 | ✓ | ✓ | ✓ | ✓ |
| Monitor vegetation control work in the vicinity of live electrical apparatus. UETDRVC009 | ✓ | ✓ | ✓ | ✓ |
| Apply pruning techniques to vegetation near live electrical apparatus UETDRVC007 | ✓ | ✓ | ✓ | |

| Required Qualification | Vegetation Crew Member | EWP Operator (Cutting) | Tree Climber (Cutting) | Suitably Qualified Arborist |
|--|------------------------------|------------------------------|------------------------------|-----------------------------------|
| Perform rescue from within a tree in the vicinity of live electrical apparatus UETDRVC010 | | | ✓ | |
| Control vegetation in the vicinity of live electrical apparatus from an elevated work platform UETDRVC004 | | ✓ | | |
| Operate woodchipper / mulcher FWPHAR2208 | ✓ | ✓ | ✓ | |
| Fell small trees AHCPCM205 | ✓ | ✓ | ✓ | |
| Operate machinery AHCMOM304 | ✓ | | | |
| License to operate a boom type elevating work platform (boom length 11 metres or more) TLILIC0005 | | ✓ | | |
| Perform elevated work platform rescue UETDRMP005 & Perform elevated work platform controlled descent escape UETDRMP004 | | ✓ | | |
| Control vegetation using pruning techniques UETDRVC007 | | ✓ | ✓ | |
| Access trees for inspection AHCARB322 | | | ✓ | |

| Required Qualification | Vegetation Crew Member | EWP Operator (Cutting) | Tree Climber (Cutting) | Suitably Qualified Arborist |
|---|------------------------------|------------------------------|------------------------------|-----------------------------------|
| Recognise Plants AHCPCM204 | | | | ✓ |
| Assess vegetation in an electricity supply industry environment UETDRVC002 | | | | ✓ |
| Use STOP-SLOW bat to control traffic VBQU506 | ✓ | ✓ | ✓ | ✓ |
| Implement and monitor operational Traffic Management Plans VBQU507 | ✓ | ✓ | ✓ | ✓ |
| Provide first aid in an ESI environment UETDRMP010 | ✓ | ✓ | ✓ | ✓ |
| Provide cardiopulmonary resuscitation HLTAID009 | ✓ | ✓ | ✓ | ✓ |
| Cert III Arboriculture AHC30820 | | | | ✓ |
| Cert IV Horticulture (Arboriculture) AHC41916 | | | | ✓ |
| Diploma of Arboriculture AHC50520 | | | | ✓ |
| Preferred: | | | | |

| Required Qualification | Vegetation Crew Member | EWP Operator (Cutting) | Tree Climber (Cutting) | Suitably Qualified Arborist |
|---|------------------------------|------------------------------|------------------------------|-----------------------------------|
| Cert III in Arboriculture AHC30820 | ✓ | ✓ | ✓ | |
| Cert IV Horticulture (Arboriculture) AHC41916 | | ✓ | ✓ | |
| Apply chemicals under supervision AHCCHM201 | ✓ | ✓ | ✓ | |