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Appendix 1 — Map of Declared Area.

Appendix 2 — High and Low voltage above ground network within declared area.

Appendix 3 — Trees listed with Victorian Planning Scheme or Victorian Heritage Database.

Appendix 4 — Tree maintenance zones.

Appendix 5 — Applicable distance for middle two thirds of a span of an electric line.
Definitions

**Code** — Code of Practice for Electric Line Clearance as defined in the Schedule of the Electricity Safety (Electric Line Clearance) Regulations 2015.

**Conductor** — Overhead powerline.

**Declared Area** — The area of the municipality where vegetation management around powerlines is the responsibility of Maribyrnong City Council.

**DELWP** - Department of Environment, Land, Water and Planning.

**ESV** — Energy Safe Victoria.

**HV** — High voltage means a nominal voltage exceeding 1000 volts AC or exceeding 1500 volts DC.

**LBRA** — Low Bushfire Risk Area - An area that a fire control authority has assigned a fire hazard rating of “low” under section 80 of the Act; or an urban area.

**LV** — Low Voltage means nominal voltage exceeding 50V AC or 120V DC but not exceeding 1000V AC or 1500V DC.

**Plan** — Maribyrnong City Council Electric Line Clearance Management Plan.

**Regulations** - Electricity Safety (Electric Line Clearance) Regulations 2015.

**Suitably Qualified Arborist** — an arborist who holds a minimum of Certificate IV Arboriculture, Assess trees module and 3 years’ experience.

Regulation 9(2) Preparation of a Management Plan

The following sections are in response to Regulation 9(2) – Preparation of a Management Plan, Part 2 of the Electricity Safety (Electric Line Clearance) Regulations 2015.

Maribyrnong City Council, Manager Operations and Maintenance and Coordinator Arboriculture will review and amend the Plan annually. The amended document will be submitted to the Infrastructure Services - Director for review and authorisation prior to the 31st March each year.

Preparation of this document is scheduled in the Parks and Open Space calendar for the first week in November every year. The preparation of this document will include a review of all processes and procedures and their effectiveness in meeting the plan objectives.

The new document will be submitted to the Infrastructure Services Director for review and authorisation prior to the 31st March each year. The superseded document will be removed from circulation on 30 June of each year and replaced with the new approved document.

Maribyrnong City Council, Coordinator Arboriculture will submit the Plan within 14 days of a request.

Regulation 9(3) Preparation of a Management Plan

The following sections are as per Regulation 9(3) of the Electricity Safety (Electric Line Clearance) Regulations 2015

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

Name: Maribyrnong City Council
Address: Corner of Hyde and Napier Street, Footscray
Telephone No: 9688 0200
Facsimile No: 9687 7793
Name of Chief Executive Officer: Stephen Wall

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

Name: Steve Hamilton
Position: Director Infrastructure Services
Address: Corner of Hyde and Napier Street, Footscray
Telephone No: 9688 0200
Email Address: email@maribyrnong.vic.gov.au

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

Name: Craig Medcalf
Position: Manager Operations & Maintenance
Address: Corner of Hyde and Napier Street, Footscray
Telephone No: 9688 0200
Email Address: email@maribyrnong.vic.gov.au

(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

Business Hours
Name: Maribyrnong City Council Customer Service
Emergency Telephone No: 9688 0200

After Hours
Name: Maribyrnong City Council After-Hours Contact Service
Emergency Telephone No: 9688 0200

(e) The objectives of the management plan

- To maintain public safety.
- To comply with the Regulations and Code, whilst protecting areas of important vegetation as identified in the Plan.
- To minimise fire starts that may occur due to contact between vegetation and the electricity network.
- To assist in the provision of reliable electrical supply.
- To support workplace safety.
- To manage vegetation in a manner that maximises the amenity and environmental benefits.
- To protect areas of significant vegetation and high amenity value.
- To maintain community satisfaction around the management of vegetation around electrical conductors.
- To continuously improve the Plan and its implementation through the use of measurable KPI’s as defined in Clause 9(3)(m)

(f) The land to which the management plan applies by the inclusion of a map

The Plan applies to the entire Maribyrnong City Council municipality, approximately 31.2 square kilometres. The entire municipality is a declared area and is designated LBRA by the CFA.

A map of the municipality is contained in Appendix 1 – Map of Declared Area.

Maribyrnong City Council municipality contains spans of both low and high voltage conductors.

A map of the low and high voltage network within the municipality is included in Appendix 2 – High and Low voltage above ground network within declared area.

The boundaries are reviewed in consultation with the local distribution business (Jemena and PowerCor) and the CFA. This process occurs every 12 months with the preparation of the Plan.
(g) The location of areas containing trees which may need to be cut or removed to ensure compliance with the Code and that are:

Native

Maribyrnong City Council defines native trees for the purposes of this plan as those that are indigenous to the area. There are native trees in many streets and parks within the City of Maribyrnong. Council maintain a tree data base that contains information relevant to tree species and their location. To ensure the trees are identified correctly the City of Maribyrnong utilises suitably qualified arborists for inspections who are able to identify the relevant species.

Table 1 details the genera, the City of Maribyrnong defines as native for the purpose of this Plan, and the percentage of native vegetation across the declared area.

Table 1 - Native tree population details

<table>
<thead>
<tr>
<th>Family</th>
<th>No.</th>
<th>% of Total</th>
<th>Representative Genera</th>
</tr>
</thead>
<tbody>
<tr>
<td>Myrtaceae</td>
<td>21391</td>
<td>46</td>
<td>Eucalyptus, Callistemon, Melaleuca</td>
</tr>
<tr>
<td>Fabaceae</td>
<td>1469</td>
<td>3</td>
<td>Acacia</td>
</tr>
<tr>
<td>Casuarinaceae</td>
<td>1224</td>
<td>3</td>
<td>Allocasuarina, Casuarina</td>
</tr>
</tbody>
</table>

Listed in a planning scheme to be of ecological, historical or aesthetic significance

The Heritage Overlay (43.01) within the Maribyrnong City Council Planning Scheme lists 33 sites where tree controls apply and a permit is required to remove, destroy or lop a tree. A further two sites are listed with the Victorian Heritage Database.

22 trees protected by the Heritage overlay are managed under this plan. A list of the 22 trees/sites is contained in Appendix 3 - Trees listed with Victorian Planning Scheme or Victorian Heritage Database.

A Heritage Overlay permit exemption is listed for any action which is necessary to keep the whole or any part of a tree clear of an electric line provided the action is carried out in accordance with a code of practice prepared under Section 86 of the Act.

Trees of cultural or environmental significance

At present Maribyrnong City Council is not aware of any trees in the municipality being listed on the Victorian Aboriginal Heritage Register, or any threatened flora or fauna which may be affected by the implementation of this Plan. If any such situations are identified, they will be reviewed and listed in future issues of the plan.

As part of the preparation for the Plan, Maribyrnong City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.
(h) The means which the responsible person is required to use to identify a tree specified in paragraph (g)

The responsible person should consult:

**Table 2 - Contacts for consultation**

<table>
<thead>
<tr>
<th>Location of:</th>
<th>Organisation</th>
<th>Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Native trees</td>
<td>Maribyrnong City Council</td>
<td>Refer to tree data base</td>
</tr>
<tr>
<td>Heritage Trees</td>
<td>Maribyrnong City Council</td>
<td>Refer to Appendix 3 – Trees listed with Victorian Planning Scheme or Victorian Heritage Database</td>
</tr>
</tbody>
</table>

Maribyrnong City Council will also seek specialist advice (where necessary) to determine if any species (or habitat thereof) or communities on the threatened flora or fauna advisory lists or listed under the Flora and Fauna Guarantee Act 1998 are endangered by works to prune or remove trees.

The City of Maribyrnong will inform employees, contractors, and other agencies involved in electrical line clearance works, of the location of trees within the municipality that are known to have ecological, historic, aesthetic, cultural or environmental significance. A copy of the Plan and this information will be provided annually.

The City of Maribyrnong will also continue to work with relevant agencies to ensure the aesthetics and viability of significant trees are not compromised by line clearance works.

As part of the preparation for the Plan, Maribyrnong City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

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

1. Include details of the methods to be adopted for managing trees and maintaining a minimum clearance space as required by the Code:

Of the approximate 47,000 trees Council manage in parks and streets, over 33,000 trees have power lines above or nearby, which may require clearance pruning. These trees are recorded in the tree database.

Maribyrnong City Council manages the trees through a combination of a proactive program, reactive maintenance works, proactive tree removals and Urban Tree Renewal Plan.
The Proactive Program divides the municipality into 24 maintenance zones as shown in Appendix 4 – Tree maintenance zones. The program is undertaken by Councils current contractor Citywide Service Solutions.

- All zones are completed within a 16 month pruning cycle. The programmed zone work for each month is detailed in Table 3 Timetable for Programmed Zone Work below:

<table>
<thead>
<tr>
<th>Programme Year</th>
<th>Months</th>
<th>Zone #</th>
<th>Zone #</th>
<th>Zone #</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Feb - Mar 2019</td>
<td>3</td>
<td>17</td>
<td>13</td>
</tr>
<tr>
<td>3</td>
<td>Apr - May 2019</td>
<td>18</td>
<td>11</td>
<td>19</td>
</tr>
<tr>
<td>3</td>
<td>Jun - July 2019</td>
<td>CBD</td>
<td>15</td>
<td>8</td>
</tr>
<tr>
<td>3</td>
<td>Aug - Sept 2019</td>
<td>10</td>
<td>21</td>
<td>14</td>
</tr>
<tr>
<td>3</td>
<td>Oct - Nov 2019</td>
<td>22</td>
<td>12</td>
<td>16</td>
</tr>
<tr>
<td>3</td>
<td>Dec - Jan 2020</td>
<td>7</td>
<td>Car Parks</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>Feb - Mar 2020</td>
<td>1</td>
<td>9</td>
<td>4</td>
</tr>
</tbody>
</table>

- All trees under or adjacent to power lines are to be inspected as part of the proactive pruning cycle.
- All inspections are to be completed by a suitably qualified arborist.
- Works identified during inspection are completed within 28 business days.
- Where pruning is required, the extent of pruning will maintain minimum clearances and provide additional clearance as necessary to prevent regrowth from entering the clearance space between pruning cycles and manage the sag and sway of electrical conductors for spans greater than 45 meters in length.
- Works are initially focussed on achieving High Voltage clearances and additional contractor resources have been engaged to undertake live line pruning where required.
- Each tree within the zone program is inspected and pruned at a frequency where regrowth can be easily maintained, therefore it is unnecessary to record regrowth data.
- All works are recorded in Maribyrnong City Councils tree data base.
- A zone completion quality audit is undertaken by a Council officer for each completed zone to ensure compliance with the Electric Safety (Electric Line Clearance) Regulations 2015 and AS 4373-2007. The completion audit includes assessing an allowance for regrowth for the length of the pruning cycle.

Reactive maintenance works occur where trees are identified as being non-compliant outside the normal maintenance regime, these trees can be reported to Council customer service (9688 0200), and then referred to the Coordinator Arboriculture for assessment of work requirements and allocation to Councils Tree Maintenance Contractors.

- Non-urgent reactive works are to be completed within ten (10) business days of the works being allocated, unless another timeframe is determined by the Coordinator Arboriculture at the time of allocation.
- In situations of high priority, the primary aim is to make the site safe within twelve (12) hours of notification. Additional works will be scheduled as required.
- All works are recorded in the Contractors tree data base of which Maribyrnong City Council has contracted ownership of.
- Trees will be pruned to the minimum clearances outlined in the Electric Safety (Electric Line Clearance) Regulations 2015. All pruning should conform to AS 4373-2007 – Pruning of...
Amenity Trees. If this is not possible the tree shall be referred to the Coordinator Arboriculture for alternative management solutions as per Section 9(3)(j) of the Plan.

**Proactive tree removals** of unsuitable tree species will occur when a suitably qualified and experienced Arborist has determined a tree cannot be managed to comply with the Code, is not eligible for an exemption and the appropriate tree removal protocols have been applied. See **Table 4 - Unsuitable Species Removal Process**.

**Table 4 - Unsuitable Species Removal Process**

Unsuitable tree species identified. Tree inspected by Council Arborist → Seek the appropriate level of approval to remove tree. → Consult with the community.

Program works through customer request management system (CRM). → Remove tree and stump. Update data base. → Program replacement tree through CRM referring to the Street Tree Planting Strategy.

Install new tree at appropriate time and apply 24 months establishment maintenance. Update data base. → Formative prune to assist with the establishment of an appropriate tree. → Apply pruning through zone program to maintain compliance with council specification and ELC regulations.

**Tree Planting Strategies** will be applied to determine appropriate species for new plantings to minimise future conflicts. Tree replacement may be considered where required pruning (to achieve clearances) would significantly compromise the viability or appearance of vegetation.

- Maribyrnong City Council will consult with adjoining Councils, relevant Distribution Businesses, (Jemena and Powercor), and other key stakeholders as required to facilitate compliance with the Code.

II. Specify the method for determining an additional distance that allows for cable sag and sway.

Minimum clearances for sag and sway for spans below 100m in length will be maintained in compliance with the distances in the clearance graphs in Schedule 2 of the Code. Graphs 1, 2, 3 and 4 of Schedule 2 of the Regulations will inform allowance for sag and sway in LBRA areas (*Appendix 5 – Applicable distance for middle two thirds of a span of an electric line*).

For spans greater than 100m in length in LBRA the City of Maribyrnong will contact the Network Operator, to provide the required clearance distance to allow for sag and sway. This information will be recorded against the affected tree and be available to operators in the field via tablets, for a minimum of five years.
• The City of Maribyrnong does not currently have information relating to the distance between poles, the location of any spans greater than 100m in length and the sag and sway clearances required for any spans greater than 100m in length. The relevant Distribution Businesses have been contacted to request this data.
• As this information is obtained the clearance requirement will be recorded in the Maribyrnong City Council tree database, against the trees near the identified span and used to inform management practices.

Network Operators are responsible for organising regular meetings that the Senior Arborist or a delegated officer will attend.

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

Maribyrnong City Council requires all staff and contractors pruning trees within the municipality to comply with AS4373 Pruning of Amenity Trees (AS4373) as far as is reasonably practicable.

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

• Will the action create a defect, hazard, loss of tree health or aesthetic value in the present or future,
• What will the impact be on the tree or future safety of the public,
• What the person concerned knows, or ought reasonably to know about:
  o The hazard or the risk – must have adequate knowledge to determine the hazards risks,
  o Ways of eliminating or minimising the risk – must have adequate knowledge in relation to alternative measures,
• Are other resources or techniques available to complete works to the standard, and
• Does the cost required to complete works to the standard grossly outweigh the value of the tree.

Where pruning to AS4373 is not practicable the site or trees are to be referred to the Coordinator Arboriculture or a nominated Council Officer who holds a Certificate Level V or above in Arboriculture to make an assessment on whether or not it is reasonably practicable to deviate from AS4373.
Maribyrnong City Council ensures staff and contractors are appropriately trained and aware of the principles of AS4373 by:

- Referencing the standard in its internal procedures,
- Referencing the standard in tender documents for contractors,
- Including the City of Maribyrnong’s definition of ‘reasonably practicable’ in contractor induction.
- Ensuring internal staff and contractors undertaking electric line clearance work have, at a minimum (See Appendix 6 — Training matrix):
  - Certificate Level III in Horticulture and Arboriculture,
  - Certificate Level II in ESI – Power line Vegetation Control, and
  - 3 years industry experience that demonstrates understanding of AS 4373

Where pruning to achieve clearance will not allow compliance with AS4373, Maribyrnong City Council may elect to:

- Increase the pruning frequency to minimise the required pruning,
- List the tree for an exception
- Remove scaffold/parent limbs initially to minimise future required pruning,
- Investigate the potential for engineering solutions to facilitate compliance or an exemption, or
- Remove trees where the resulting pruning would leave trees unsuitable for retention.

The decision will be guided by costing of the options in terms of tree value, works cost and the surrounding environment of the tree.

Where trees are to be removed residents in the affected area are to be contacted in person or by a written notification card as per Maribyrnong City Councils adopted practice.

The process for selection of appropriate plant and equipment involves the following considerations:

- Access to site,
- Voltage of overhead conductors - equipment suitably insulated and tested,
- Proximity of vegetation to conductors,
- Configuration of equipment,
- Reach/height of equipment, and
- Cutting tools proportional to material to be cut.

Once each of these points has been considered, the best fit for the task should be selected. Availability may also be a defining factor, where the best fit is not available other options may be considered, however must still be able to achieve acceptable pruning standards in a safe manner.

Maribyrnong City Council conducts 24 zone audits throughout the 16 month cyclic program to ensure compliance with AS4373 - 2007 and electric line clearance regulations.

- Audits are conducted within 30 days of zone completion and assesses all street trees within each zone,
- Quality of cuts, appropriateness of pruning, clearance requirements and post site clean-up are reviewed,
- Feedback via the audit results is provided to teams,
- Any non-compliance identified through the post work audit process is reported to the Coordinator Arboriculture within 3 days of identification,
- Remedial pruning will be required within 14 days of identification to achieve conformance, and
- Where trees are irreversibly damaged by a service provider through negligent pruning, Maribyrnong City Council will pursue costs to recover removal and replacements including the loss of amenity.
As part of the preparation for the Plan, the City of Maribyrnong will consult with all relevant bodies and standards to ensure all organisational procedures are current.

(k) A description of each alternative compliance mechanism in respect of which the responsible person has applied, or proposed to apply, for approval under clause 31 of the Code.

Maribyrnong City Council has not applied for and currently does not plan to apply for any alternative compliance mechanism under clause 31 of the Code.

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

I. The responsible person holds.
   Not applicable
II. Is in effect.
   Not applicable

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

Maribyrnong City Council and the Coordinator Arboriculture have defined Key Performance Indicators (KPIs) to assist in measuring the implementation of the Plan:

- Preparation of the Electric Line Clearance Management Plan prior to the 31st March of each year,
- Completion of the Proactive Program for pruning as per schedule,
- Completion of 24 zone audits as per Schedule,
- A minimum 98% compliance in zone audits,
- 100% of non-compliance rectified within 14 business days of identification,
- All hazards identified in workplace OHS inspections addressed within required timeframes,
- Respond to all pruning requests from the Network Operator within the required timeline,
- Reduction in the number of Customer Service Requests received for electric line clearance, and
- No emergency clearances.

Key Performance Indicators are monitored via:
- Mapping the inspection and pruning program against the zone maintenance progress,
- Mobile work site safety audits
- Post works auditing,
- Customer feedback and levels of customer requests relating to powerlines, and
- Compliance and outage results from the Distribution Businesses (when supplied).

Results are reported via:
- Internal team meetings,
- Monthly contract meetings, and
- Monthly reporting to Management

Reporting of KPI's is used to aid in:
- Issuing of reworks where required,
- individual performance management for internal staff,
- Development of procedures and processes,
- Development of pruning programs and Contract Specification, and
- Selection of suitable tree species for planting near powerlines.

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

Maribyrnong City Council undertakes a number of audits to verify compliance with the Code. These include:

- A zone completion quality audit is undertaken for each completed zone to ensure compliance with:
  - the Electric Safety (Electric Line Clearance) Regulations 2015, and
  - Quality of Arboricultural works and compliance with AS 4373 Pruning of Amenity Trees.
- Safety Audits are undertaken randomly on site to ensure correct OH&S and traffic/pedestrian control are undertaken as well as appropriate controls are in place for powerline tree trimming.
- Pre-works site checks are carried out and documented for record keeping by all Council staff and contractors.
- The competency and qualification of personnel of Electric Line Clearance workers is required by contract and reported on via monthly and annual contract reports.

Once identified non-compliance is reported to the Coordinator Arboriculture and rectified within 14 working days. Confirmation of rectification is to be provided in writing to the Coordinator Arboriculture and included in the monthly contract report. Contractors are required to provide a report in response to the non-compliance identifying the cause for non-compliance and actions that will mitigate the cause in future works.

Results of audits are reported via:
- internal team meetings, and
- monthly contract meetings.

Audit results and resulting communications are stored in Maribyrnong City Councils document management system.

(o) The qualifications and experience that the responsible person must require of the persons who are to carry out the cutting or removal of trees

When staff and contractors are undertaking electric line clearance works for the City of Maribyrnong they are working as authorised persons as outlined in the Electricity Safety (Installations) Regulations 2009 r. 318 and r. 319.

Maribyrnong City Council will ensure that all staff and contractors performing tree pruning and removal works around electric lines conform to:

- Electricity Safety (Installations) Regulations 2015,
- Australian Standard AS4373-2007 – Pruning of Amenity Trees,
- The “Blue Book”, and
• Any organisational procedures, safe work method statements and Job Safety Assessments to ensure the work can be completed safely.

Maribyrnong City Council will ensure that all staff and contractors performing tree pruning and removal works around electric lines are:

• trained both initially and when refresher courses are required by a Registered Training Organisation (RTO)
• suitably qualified and trained personnel who hold or are enrolled in an approved course for the following qualifications:
  o Arborist / Grounds Person
    ▪ Certificate II - ESI in Powerline Vegetation Control, and
    ▪ Minimum Certificate III Horticulture / Arboriculture.
  o Arboricultural Inspector
    ▪ Minimum Certificate IV Horticulture / Arboriculture, and
    ▪ 3 years industry experience.

The Certificate III Horticulture/Arboriculture and Certificate II ESI cover many aspects of required training such as Chainsaw use, OH&S principles, First Aid, pruning techniques and EWP licences. Additional staff may be required to hold training in:

• Traffic management,
• Chipper operation/induction,
• Chemical application(A.C.U.P or similar), or
• Tree Climbing

A register of employee training is maintained by Council to ensure all staff have appropriate and current qualifications (Appendix 6—Training Matrix). All contractors are required to provide evidence of appropriate qualifications and training prior to the commencement of work and report on updates to training via monthly and annual reports. All records are stored in Maribyrnong City Council's document management system.

To ensure staff are aware of site and employee requirements new staff & contractors are subject to both internal & external induction processes. These outline basic site & behaviour rules as well as specific task related rules contained within Safe Work Procedures (Error! Reference source not found.).

Any staff or contractor found on site without appropriate qualifications, training or experience to be excluded from the site immediately.

As part of the preparation for the Plan, the City of Maribyrnong will consult with all relevant bodies and standards to ensure all organisational procedures are current.

(p) Notification and consultation procedures.

Covered in schedules 15, 16, 17 and 18 of the Code

(q) Dispute resolution procedures.

If a dispute arises during the process of consultation/negotiation between affected land owners and the Council, regarding proposed clearing/pruning/alternative construction activities the complaint shall be
resolved at the lowest management level possible. If resolution is not possible the complaint shall be escalated to the next level of management. The preferred process of escalation is:

• Coordinator Arboriculture,
• Senior Coordinator City Presentation,
• Manager Operations and Maintenance,
• Director Infrastructure Services,
• Chief Executive Officer, then
• Energy and Water Ombudsman Victoria

The person responsible for resolving official disputes between Council and members of the public relating to the issues discussed in the Plan is:

Name: Craig Medcalf
Title: Manager Operations & Maintenance
Telephone No: 9688 0200
Email: email@maribyrnong.vic.gov.au

If the dispute cannot be resolved directly with Council the person making the complaint will be referred to the Dispute Settlement Centre of Victoria (03) 96038370.

The procedure is specific to the Plan and will be available as part of the Plan and will be available for inspection as part of the Plan at the Council Offices and on Councils website as per Clause 10(7)

Regulation 9(4) A method for determining an additional distance that allows for cable sag and sway may provide for different additional distances to be determined for different parts of a span of an electric line.

Covered under regulation 9(3)(i)(ii)

Regulation 10 – Obligations relating to the Management Plan
(7) The responsible person must ensure that a copy of the management plan is
(a) published on the responsible person’s Internet site; and


The Coordinator Arboriculture will ensure the Plan will be updated on the website each year as per the following process:
• Draft of the new plan completed by 10th March,
• Draft sent to Infrastructure Services Director and Manager for review by 21st March,
• Amendments made as required,
• Send amended plan to Infrastructure Services Director for approval, and
• After plan is approved liaise with Communications Department to remove superseded Plan and publish new Plan to website and Council Offices by 30 June.
A copy of the Maribyrnong City Council Electric Line Clearance Management Plan will be available for viewing by the public at the Town Hall, Corner of Hyde and Napier Street, Footscray, between the hours of 8am – 4pm.

To ensure that the most up to date copy is available, the following controls are put in place.

1. After approval to publish the plan is given, all existing hard copies are destroyed, and
2. A hard copy of the new plan is then created and lodged with Customer Service by July 30.

Regulation 11 – Exemptions

(2) A responsible person who receives an exemption must ensure that a copy of the exemption is

(a) Published on the responsible person’s Internet site

Maribyrnong City Council does not have an active exemption at this time.

(b) Available for inspection at the responsible person’s principal office in the State during normal business hours

Maribyrnong City Council does not have an active exemption at this time.
4 Exception to minimum clearance space for structural branches around insulated low voltage electric lines

Maribyrnong City Council is in the process of identifying trees that meet the requirements for an exemption as outlined in Part 2, Division 1, Clause 4(2) of Schedule 1 of the Code.

The process for exception to minimum clearance space for structural branches around insulated low voltage electric lines is

- A tree is identified that has structural branches within the clearance zone
- A suitably qualified Arborist determines that:
  - the branch is greater than 130mm in diameter when it enters the minimum clearance space,
  - the branch is more than 300mm from the line,
  - the line is an insulated, low voltage cable, and
  - the branch does not have a visible structural defect that may cause the branch to fail and make contact with the electric line.
- A risk assessment of the tree and branch is undertaken in accordance with The City of Maribyrnong's SWMS.
- Any risks identified are mitigated.
- The Arborist:
  - registers in the tree data base, and
  - ensures the tree is noted in the annual proactive risk inspection program.

The process is managed by the Coordinator Arboriculture and all records are retained by Maribyrnong City Council for a minimum of five years.

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

Maribyrnong City Council is in the process of identifying trees that meet the requirements for an exemption as outlined in Part 2, Division 1, Clause 5 of Schedule 1 of the Code.

The process for exception to minimum clearance space for structural branches around insulated low voltage electric lines is

- A tree is identified that has structural branches within the clearance zone
- An Arborist determines that:
  - a branch is less than 10mm in diameter when it enters the minimum clearance space,
  - the line is an insulated, low voltage cable, and
  - Council's database confirms that the branch has been removed from the minimum clearance space within the last twelve months.

The process is managed by the Coordinator Arboriculture and all records are retained by Maribyrnong City Council for a minimum of five years.
6 Exception to minimum clearance space for structural branches around uninsulated low voltage electric lines in low bushfire risk areas

Maribyrnong City Council is in the process of identifying trees that meet the requirements for an exemption as outlined in Part 2, Division 1, Clause 4(2) of Schedule 1 of the Code.

The process for exception to minimum clearance space for structural branches around insulated low voltage electric lines is

- A tree is identified that has structural branches within the clearance zone
- A suitably qualified Arborist determines that:
  - the branch is greater than 130mm in diameter when it enters the minimum clearance space,
  - the branch enters the clearance space by no more than 500mm,
  - the branch does not have a visible structural defect that cause the branch to fail and make contact with the electric line,
  - the line is an uninsulated, low voltage cable, and
  - the branch is located in the first or last sixth of the span, or
  - the span is 45m or less in length and is fitted with one spreader, or
  - the span is greater than 45m in length and is fitted with two spreaders.
- A risk assessment of the tree and branch is undertaken in accordance with The City of Maribyrnong’s SWMS.
- Any risks identified are mitigated.
- The Arborist:
  - registers in the tree data base, and
  - ensures the tree is noted in the annual proactive risk inspection program.

The process is managed by the Coordinator Arboriculture and all records are retained by Maribyrnong City Council for a minimum of five years.

8 Responsible person may cut or remove hazard tree

If a Council employee or contractor identifies a tree as likely to fall onto or otherwise come into contact with an electric line or has regrowth that will enter the clearance space before the next scheduled visit the tree may be pruned or removed provided that:

- The tree has been assessed by a suitably qualified arborist who must consider:
  - the likelihood of contact with electric line,
  - tree health, defects, size of failure, target potential
  - Whether the tree qualifies for an exception to the minimum clearance space as per Clause 4, 5 and 6 of the Code.
  - local environmental and safety factors, as per current Job Safety Analysis requirements,
  - history and significance of the tree, and
  - the presence of habitat or fauna
- the assessment is recorded on the tree data base,
- works are undertaken with regard to Regulation 9(2)(i) and Regulation 9(2)(j) of the Plan, and
- affected persons are notified as per Maribyrnong City Councils adopted practice.

As the asset owner of the trees covered under this plan, Maribyrnong City Council reserves the right to prune further than 1 metre from the minimum clearance space or remove hazard trees where they cannot be made safe or be retained as useful assets.
9 A responsible person cutting a tree must, as far as practicable cut the tree in accordance with AS4373 as published or amended from time to time.

Covered in regulation 9(3)(i)

10 Cutting or removal of specified trees must be minimised

The City of Maribyrnong provides contractors and staff with a list of trees designated as having native, cultural or environmental significance or that are listed within a planning scheme within the municipality and managed under this plan.

(3)(a) Native trees

Maribyrnong City Council has of exotic and native tree species. Native trees are spread throughout the municipality.

There are no indigenous remnant or forest vegetation that may need to be cut or removed to ensure compliance to the extent practicable with the 2015 Regulations.

All tree works conducted on Council owned and managed trees is required to be carried out by suitably qualified and experience Arboricultural staff and to meet the minimum standard required to comply with the Plan, as detailed in Clause's 9(3)(h), (i), and (j) of the Code.

If the removal of any tree identified under Regulation 9(3)(g) is required, an inspection and advice from will be provided by a suitably qualified arborist prior to removal.

As part of the preparation for the Plan, Maribyrnong City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

(3)(b) Trees listed in a planning scheme to be of ecological, historical or aesthetic significance

Any works undertaken in relation to Council trees contained within any of the overlays of the Maribyrnong Planning Scheme to maintain compliance to the extent practicable with the provisions of the Electrical Safety Act 1998 or future revisions are exempt from permit requirements.

All tree works conducted on Council owned and managed trees is required to be carried out by suitably qualified and experience Arboricultural staff and to meet the minimum standard required to comply with the Plan, as detailed in Clause's 4, 5, and 9 of the Code.

If the removal of any tree identified under Regulation 9(3)(g) is required, an inspection and advice from will be provided by a suitably qualified arborist prior to removal.

As part of the preparation for the Plan, Maribyrnong City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

(3)(c) Trees of cultural or environmental significance

Maribyrnong City Council provides contractors and staff with a list of trees designated as having cultural significance within the municipality (Appendix 3 — Trees listed with Victorian Planning Scheme or Victorian Heritage Database). No trees within the city have been identified as having environmental significance.
All tree works conducted on Council owned and managed trees is required to be carried out by suitably qualified and experience Arboricultural staff and to meet the minimum standard required to comply with the Plan, as detailed in Clause’s 4, 5, and 9 of the Code.

If the removal of any tree identified under Regulation 9(3)(g) is required, an inspection and advice from will be provided by a suitably qualified arborist prior to removal.

As part of the preparation for the Plan, Maribyrnong City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

11 Cutting or removal of habitat for threatened fauna

As per regulation 9(3)(iii) of the Plan Maribyrnong City Council is not currently aware of any threatened fauna which may be affected by the implementation of this plan. Should threatened fauna be identified, the following process shall be followed:

- Location of threatened fauna and associated habitat mapped and tree maintenance and inspection teams notified,
- Tree assessment conducted by a suitably qualified arborist and results recorded in tree data base. The assessment:
  o considers tree health, structure and potential risk,
  o considers the history, location and foreseeable local conditions, and
  o aims to identify if the fauna using the tree is a threatened species.
- Specialist advice may be sought to identify fauna, determine breeding season if required or to translocate fauna,
- Assessment results and information regarding management of the fauna will be referred to the Coordinator Arboriculture for approval prior to commencing works,
- Where practicable works will be undertaken outside the breeding season, or
- Relocation of the fauna can be considered to make safe an unsafe situation as identified in Clause 8, or if it is not practical to undertake works outside of the breeding season.

As part of the preparation for the Plan, Maribyrnong City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

12 Restriction on timing of cutting or removal if notification is required

As a responsible person who is exempt under Clause 15(2) and 16(2) of the Code no restriction applies.

13 Restriction on urgent cutting of trees

Covered in Clause 8 of the Code
14  **Restriction on urgent cutting of trees**

Covered in Clause 8 of the Code

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

Clause 15 is not applicable as the City of Maribyrnong does not undertake works on trees:
- within private property
- on land that is managed by a Council that is not the responsible person, or
  that affect an owner or occupiers use of private property

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

The City of Maribyrnong will provide notification to persons affected by electrical line clearance works at least 14 days, and no more than 60 days, before the intended pruning or removal is to occur. If pruning does not commence within these timeframes then affected residents will be re-notified.

Notification methods will include:
- A written letter delivered to every resident affected. The letter is to be delivered by the contractor thirty (30) days prior to works commencing.
- A written notice in the Public Notices section of a weekly local newspaper. This is to be inserted two (2) weeks prior to the proactive inspection program commencing, and on the City of Maribyrnong website

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17  **Responsible person must consult with occupier or owner of private property before cutting or removing certain trees**

Clause 17 is not applicable as the City of Maribyrnong does not undertake works on trees within private property

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18  **Notification and record keeping requirements for urgent cutting or removal**

Clause 18 is not applicable as the City of Maribyrnong does not undertake works on trees within private property

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19  **Dispute resolution**

Covered in regulation 9(3)(q)
20  Duty relating to the safety of cutting or removal of trees close to an electric line.

Maribyrnong City Council requires all staff and contractors to hold the qualification of Cert II ESI – Powerline Vegetation Control and comply with the guidelines and limits set within either ESV - Electrical Safety Rules for Vegetation Work near Overhead Powerlines by Non-electrical workers (Electrical Safety Rules) or rules set by the asset owner, whichever is greater.

If staff or contractors have concerns about the safety of cutting or removal of a tree for which the Council has clearance responsibilities, the Council will consult:

<table>
<thead>
<tr>
<th>Business</th>
<th>Contact</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>VicTrak</td>
<td>Pamela James</td>
<td>(03) 9619-8892</td>
<td><a href="mailto:Pamela.James@victrack.com.au">Pamela.James@victrack.com.au</a></td>
</tr>
<tr>
<td>Yarra Trams</td>
<td>Dean Edmond</td>
<td>(03) 9610-3308</td>
<td><a href="mailto:Dean.Edmond@yarratrams.com.au">Dean.Edmond@yarratrams.com.au</a></td>
</tr>
<tr>
<td>Jemena</td>
<td>Will Few</td>
<td>0438-322-079</td>
<td><a href="mailto:William.few@zinfra.com.au">William.few@zinfra.com.au</a></td>
</tr>
<tr>
<td>Powercor</td>
<td>Leo Hourigan</td>
<td>0408-304-984</td>
<td><a href="mailto:LHourigan@powercor.com.au">LHourigan@powercor.com.au</a></td>
</tr>
</tbody>
</table>

21  Duty relating to assisting to determine the allowance for cable sag and sway.

Covered in regulation 9(3)(i)(ii)

22  Duties relating to management procedures to minimise danger.

Not applicable to Councils

31  Application for approval of alternative compliance mechanism.

Maribyrnong City Council does not currently have in place or have planned any alternative compliance mechanisms for which it seeks application and approval.

32  Formal safety assessment of alternative compliance mechanism.

Maribyrnong City Council does not currently have in place or have planned any alternative compliance mechanisms for which it requires a formal safety assessment to be completed.

Signed

Craig Medcalf - Manager Infrastructure Services
Date: 14/3/19

Signed

Steve Hamilton - Director Infrastructure Services
Date: 15/3/19
Appendices

Appendix 1 – Map of Declared Area
Appendix 2 – High and Low voltage above ground network within declared area.
<table>
<thead>
<tr>
<th>Planning Scheme</th>
<th>Address</th>
<th>Suburb</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>HO088 Elm Street Tree Avenue</td>
<td>cnr 31-99 and 46-126 Ballarat Rd</td>
<td>Maidstone</td>
<td>28 Elm trees</td>
</tr>
<tr>
<td>HO094 Canary Island date palm row and Canary Island Pines</td>
<td>399-413 Barkly Street</td>
<td>Footscray</td>
<td>15 Canary Island date palms and three Canary Island Pine trees</td>
</tr>
<tr>
<td>HO098 Peppercorn trees</td>
<td>Railway Reserve Near Bellairs Avenue, Albert Street and at 7 Charles Street</td>
<td>Seddon</td>
<td>Peppercorn trees</td>
</tr>
<tr>
<td>HO105 Kurrajong Street Trees</td>
<td>Bloomfield Ave</td>
<td>Maribyrnong</td>
<td>25 Kurrajong trees</td>
</tr>
<tr>
<td>HO108 Elm and ash street tree avenue</td>
<td>Bunbury Street</td>
<td>Footscray</td>
<td>Elm and ash street tree avenue</td>
</tr>
<tr>
<td>HO110 Peppercorn trees, River Red Gums, Yellow Box (Eucalyptus Melliodora) and Canary Island date palms in the Maribyrnong River Plantation</td>
<td>Chifley Drive</td>
<td>Maribyrnong</td>
<td>Peppercorn trees, River Red Gums, Yellow Box (Eucalyptus Melliodora) and Canary Island date palms</td>
</tr>
<tr>
<td>HO113 Dale Stables and Peppercorn trees</td>
<td>35 Chifley Drive</td>
<td>Maribyrnong</td>
<td>Peppercorn tree</td>
</tr>
<tr>
<td>HO112 Washingtonia Palm</td>
<td>78 Cowper Street</td>
<td>Footscray</td>
<td>The Washingtonia Palm Tree</td>
</tr>
<tr>
<td>HO117 Johnson Reserve Canary Island date palm rows and oak</td>
<td>Essex Street</td>
<td>Maidstone</td>
<td>34 Canary Island date palm trees and one Oak Tree</td>
</tr>
<tr>
<td>HO121 Elm street trees</td>
<td>1 Fairlie Street</td>
<td>Seddon</td>
<td>two Elm street trees</td>
</tr>
<tr>
<td>HO122 Elm street tree</td>
<td>34A Fairlie Street</td>
<td>Yarraville</td>
<td>Elm street tree</td>
</tr>
<tr>
<td>HO123 Oak Street Tree avenue</td>
<td>Fehlon Street</td>
<td>Yarraville</td>
<td>35 Oak trees</td>
</tr>
<tr>
<td>HO138 Yarraville Gardens (Specimen Trees)</td>
<td>139-147 Hyde Street</td>
<td>Yarraville</td>
<td>Yarraville Gardens (Specimen Trees)</td>
</tr>
<tr>
<td>HO139 Canary Island date palm rows, Elm and Moreton Bay fig</td>
<td>off Hyde St</td>
<td>Yarraville</td>
<td>18 Canary Island date palms, a Moreton Bay Fig and an Elm tree</td>
</tr>
<tr>
<td>HO140 Moreton Bay fig &amp; Canary Island date palms in south Cuming Reserve</td>
<td>off Hyde Street</td>
<td>Yarraville</td>
<td>two Canary Island date palms and a Moreton Bay Fig</td>
</tr>
<tr>
<td>HO146 Angliss Stock Bridge, stock route and Cypress trees</td>
<td>Newells Paddock</td>
<td>Footscray</td>
<td>Cypress row</td>
</tr>
<tr>
<td>HO148 Plane Street tree and Elm Street tree</td>
<td>Near 286 and 288 Nicholson Street</td>
<td>Seddon</td>
<td>A Plane tree and an Elm tree</td>
</tr>
<tr>
<td>HO149 Plane Street Tree</td>
<td>Near 294 Nicholson Street</td>
<td>Seddon</td>
<td>the Plane tree</td>
</tr>
<tr>
<td>HO154 Sugar Gum and pepper trees Sandford Grove Reserve</td>
<td>Sandford Grove</td>
<td>Yarraville</td>
<td>three Pepper trees and one Sugar Gum in the reserve and three Pepper trees as street trees adjacent to the reserve</td>
</tr>
<tr>
<td>HO155 Plane Street Tree</td>
<td>Near 34 Somerville Road</td>
<td>Yarraville</td>
<td>the Plane tree</td>
</tr>
<tr>
<td>HO156 Plane Street Trees</td>
<td>Near 61, and 42- 64 Stephen St</td>
<td>Yarraville</td>
<td>six Plane trees</td>
</tr>
<tr>
<td>HO157 Elm &amp; Plane Street Trees</td>
<td>Near 80, 82 and 83-93 Stephen St</td>
<td>Yarraville</td>
<td>A Plane and five Elm trees</td>
</tr>
</tbody>
</table>
Appendix 4 – Tree maintenance zones
Appendix 5 – Applicable distance for middle two thirds of a span of an electric line

GRAPH 1—INSULATED ELECTRIC LINES IN ALL AREAS

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

GRAPH 3—UNINSULATED HIGH VOLTAGE ELECTRIC LINE (OTHER THAN A 66 000 VOLT ELECTRIC LINE) IN LOW BUSHFIRE RISK AREA
GRAPH 4—UNINSULATED 66 000 VOLT ELECTRIC LINE IN LOW BUSHFIRE RISK AREA

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