




# Electric Line Clearance Management Plan 2023 – 2024

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<b>Definitions</b>	
<b>Code</b>	Code of Practice for Electric Line Clearance as defined in the Schedule of the Electricity Safety (Electric Line Clearance) Regulations 2020.
<b>Conductor</b>	Overhead powerline
<b>Declared area</b>	The area of the municipality where vegetation management around powerlines is the responsibility of Hume City Council.
<b>DELWP</b>	Department of Environment, Land, Water and Planning.
<b>ESV</b>	Energy Safe Victoria
<b>HV</b>	High voltage (22,000 volts – 66,000 volts).
<b>LV</b>	Low voltage (Anything less than 1,000 volts).
<b>LBRA</b>	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
<b>HBRA</b>	Hazardous Bushfire Risk Area - An area that a fire control authority has assigned a fire hazard rating of “High” under section 80 of the Act; or an urban area
<b>Hazard Trees</b>	For the purpose of identifying and managing Hazard Trees in the vicinity of powerlines in accordance with Section 86B of the Electricity Safety Act 1998 the following is how the Hume City Council defines a Hazard Tree: “A tree that, when using the International Society of Arboriculture’s Tree Risk Assessment Qualification method, has a risk rating of high or extreme, and there are electric lines within the tree’s fall zone, and that if left untreated either the whole of or part of the tree is likely to fall onto, or come into contact with, an electric line before the next programmed inspection”.
<b>Plan</b>	Hume City Council Electric Line Clearance Management Plan (ELCMP)
<b>Regulations</b>	Electricity Safety (Electric Line Clearance) Regulations 2020.
<b>Suitably qualified Arborist</b>	An Arborist with minimum Certificate III in Arboriculture including AHCARB403 – Perform a ground-based tree defect evaluation and 3 years of field experience in assessing trees
<b>The Act</b>	Electricity Safety Act 1998.

## **Regulation 9(2) Preparation of a Management Plan**

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

Hume City Council, Manager City Park and Open Spaces, Coordinator Open Space Services and Senior Arboricultural Officer or delegated authority will review and amend the Plan annually. The amended document will be submitted to the Chief Executive Officer for review and authorisation prior to the 31st March each year.

Preparation of this document is scheduled in the Council's Risk Register for the first week in March 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 Chief Executive Officer for review and authorisation prior to the 31st of March each year. The superseded document will be removed from circulation on 30 June of each year and replaced with the new approved document.

Hume City Council, Senior Arboricultural Officer will submit the Plan within 14 days of a request.

## Regulation 9(2) Preparation of a Management Plan

The following sections are as per Regulation 9(2) of the Electricity Safety (Electric Line Clearance) Regulations 2020

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

Name: Hume City Council  
Address: Broadmeadows Office, 1079 Pascoe Vale Road, Broadmeadows  
Telephone No: 9205 2200  
Email: [contactus@hume.vic.gov.au](mailto:contactus@hume.vic.gov.au)  
Name of Chief Executive Officer: Sheena Frost

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

Name: Mark Gallon  
Position: Manager, City Parks and Open Space  
Address: Maffra Street Depot, 60B Maffra Street Coolaroo Vic 3048  
Telephone No: 9205 2200  
Email Address: [contactus@hume.vic.gov.au](mailto:contactus@hume.vic.gov.au)

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

Name: Graham Dear  
Position: Coordinator Urban Forest  
Address: Maffra Street Depot, 60B Maffra Street Coolaroo Vic 3048  
Telephone No: 9205 2200  
Email Address: [contactus@hume.vic.gov.au](mailto:contactus@hume.vic.gov.au)

And

Name: Shane Moohan  
Position: Senior Arboricultural Officer.  
Address: Maffra Street Depot, 60B Maffra Street Coolaroo Vic 3048  
Telephone No: 9205 2200  
Email Address: [contactus@hume.vic.gov.au](mailto:contactus@hume.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: Shane Moohan - Senior Arboricultural Officer  
Emergency Telephone No: 03 9205 2200

#### After Hours

Name: Hume City Council Tree Duty Officer  
Emergency Telephone No: 03 9205 2200

**(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 important vegetation which may be deemed as such on the basis of those areas listed in a planning scheme to be of ecological, historical or aesthetic significance or trees of cultural or environmental significance.
- To maintain community satisfaction with the manner in which the necessary works are carried out.
- To continuously improve the Plan and its implementation through the use of measurable Key Performance Indicators as defined in clause 9(4)(n)

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

The Plan applies to the Declared Area within Hume City Council municipality.

A map of the municipality is contained in Appendix 1 –Declared Area Programs and Declared HBRA Locations.

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

A map of the municipality is contained in Appendix 1 –Declared Area and Declared HBRA Locations.

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

The Bushfire Risk Area Boundary (LBRA/HBRA) information is reviewed in consultation with the CFA. This process last occurs in 2020 and has informed the preparation of this Plan.

**(h) The location of areas containing trees which may need to be cut or removed to ensure compliance with the Code and that are:**

**Indigenous**

A list of species is contained within Appendix 3.1 – Indigenous Trees.

The Hume City Council maintains a tree inventory that identifies the location and species of each tree. To ensure the trees are identified correctly the Hume City Council utilises suitably qualified Arborists for inspections who are able to identify the relevant species.

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

The Hume City Council planning scheme lists of heritage and aesthetic significance.

Hume City Council has not identified any trees within the declared areas impacted by electric line clearance program.



## The Environmental Significance Overlay within the Hume City Council Planning

Hume City Council has not identified any trees within the declared areas impacted by electric line clearance program.

### Trees of cultural or environmental significance

Hume City Council has not identified any trees within the declared areas impacted by electric line clearance program.

As part of the preparation for the Plan, Hume City Council's Environmental Planning Team undertake a review to ensure no new trees have been afforded protection under these categories.

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

The responsible person should consult:

**Table 1: Contacts for consultation**

Location of:	Organisation	Method
Planning scheme	Department of Land, Water and Planning Heritage Overlay 1 Environmental Significance Overlay 2	<a href="#">Hume Planning Scheme<sup>1</sup></a> <a href="#">Heritage Overlays<sup>1</sup></a> <a href="http://planningschemes.dpcd.vic.gov.au/schemes/vpps/43_01.pdf">http://planningschemes.dpcd.vic.gov.au/schemes/vpps/43_01.pdf</a> None currently listed in areas covered by this plan.
Cultural	The Victorian Heritage Database	<a href="#">Victorian Heritage Database<sup>2</sup></a>
Cultural	Victorian Aboriginal Heritage Register	<a href="#">Cultural Heritage Sensitivity<sup>3</sup></a>
Environmental	Department of Land, Water and Planning	<a href="#">The Flora and Fauna Guarantee Act 1988<sup>4</sup></a>

<sup>1</sup> <https://www.heritage.vic.gov.au/legislation/heritage-overlays>

<sup>2</sup> <http://vhd.heritage.vic.gov.au/vhd/heritagevic>

<sup>3</sup> <https://www.firstpeoplesrelations.vic.gov.au/cultural-heritage-sensitivity>

<sup>4</sup> <https://www.environment.vic.gov.au/conserving-threatened-species/threatened-list>

Hume 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 Hume City Council 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. No pruning or removal of a significant tree shall occur without authorisation by City Parks and Open Spaces, who will arrange an inspection/assessment and provide recommendations prior to any works.

The Hume City Council 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, Hume City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

**(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:**

Of the approximate 180,000 trees Council manage in parks and streets, approximately 32,000 trees are in declared areas and have power lines above or nearby, which may require clearance pruning. These trees are recorded in the tree database.

Hume City Council manages the trees through a combination of a programmed inspection and maintenance, reactive maintenance requests, proactive tree removals and suitable replacement planning.

**The Electrical Line Clearance Program** divides the municipality into **9** maintenance zones as detailed in

**Appendix 4 – Electrical Line Clearance Program Schedule.**

The program is undertaken by Councils current contractor Aspect Tree Services.

- All zones are completed within a twelve (12) month inspection and pruning cycle. The programmed zone work for each month is detailed in
- All trees under or adjacent to power lines in declared areas are to be inspected as part of the **Electrical Line Clearance Program Schedule** and works are to be completed in accordance with the – Electrical Line Clearance Program Schedule.
- Where pruning is required, the extent of pruning will maintain minimum clearances space and provide additional clearance as necessary to prevent regrowth from entering the minimum clearance space between pruning cycles and manage the sag and sway of electrical conductors for spans great as 45 meters in length.

- Works are initially focussed on achieving HBRA and High Voltage clearances and live line clearance pruning contractors or shutdowns are engaged though Jemena 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.
- A quality audit is undertaken monthly by a Council officer on a random sample of completed works to ensure compliance with the Electric Safety (Electric Line Clearance) Regulations 2020 and AS 4373-2007. The completion audit includes assessing an allowance for regrowth for the length of the pruning cycle.

**Reactive maintenance works** may occur where trees are identified as being non-compliant outside the normal maintenance regime, these trees can be reported to Council customer service (03 9205 2200) or Hume City Council After Hours (Phone 03 9205 2200), and then referred to the Senior Arboricultural Officer for assessment of work requirements and allocation to Councils current contractor Aspect Tree Management and/or inhouse team.

- Low - Moderate reactive works are to be completed within Eight (8) weeks of the works being allocated, unless another timeframe is determined by the Senior Arboricultural Officer at the time of allocation.
- High reactive works are to be completed within Four (4) weeks days of the works being allocated, unless another timeframe is determined by the Senior Arboricultural Officer at the time of allocation.
- In situations of Emergency Priority, the primary aim is to make the site safe within One (1) Hours of notification. Additional works will be scheduled as required.
- All works are recorded in Hume City Council's tree data base.
- Where practically possible, trees will be pruned to the minimum clearances space outlined in the Electric Safety (Electric Line Clearance) Regulations 2020. All pruning should conform to AS 4373-2007 – Pruning of Amenity Trees.

**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.

- Contractor identifies a tree that cannot be managed by pruning and refers the tree to the Hume City Council for consideration under the [Street and Reserve Tree Policy](#)<sup>5</sup> Tree Removal Criteria.
- The tree is assessed by a qualified Arborist to determine.
  - The tree cannot be managed through pruning,
  - Is not eligible for an exception, and
  - Does not meet the criteria for engineering solutions.
- An assessment recommending removal is provided to Senior Arboricultural Officer for approval.
- Notification is provided to the community regarding the removal of the tree.
- Works are programmed as per the reactive works process.
- Removal of tree and stump completed within priority timeframe nominated by the Senior Arboricultural Officer or in accordance with timelines required by Network Operator if a shutdown is required for safety.

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<sup>5</sup> <https://www.hume.vic.gov.au/Residents/Waste-and-Environment/Environment/Street-and-Reserve-Trees>

- Actions are recorded in the document management system.
- If the site location is suitable, tree replacement is programmed for the following planting season.
- Formative pruning to assist with maintaining clearances conducted during establishment period.
- Inspect and prune in accordance with Plan.

**Species selection** for tree planting will be informed by Hume City Council Species List and approved by the City Parks and Open Space Department. In situations where a significant number of trees in a street is impacted community consultation will be undertaken to determine the final species selection.

Hume City Council will consult with adjoining Councils, relevant Network Operator's (Jemena and Ausnet) 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 space 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 Low Bushfire Risk Area areas and graphs 5 and 6 will inform allowance for sag and sway in HBRA areas to confirm requirements (Appendix 5 – Applicable distance for middle two thirds of a span of an electric line).

For spans greater than 100m in length in LBRA and greater than 45m in HBRA Hume City Council will consult with the relevant Network Operator to provide the minimum clearance space 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.

- Hume City Council does not currently have information relating to the sag and sway clearances required for any spans greater than 100m in LBRA and 45m in HBRA in length. If information is obtained about sag and sway clearances required for any spans greater than 100m in LBRA and 45m in HBRA in length the information will be recorded in the Hume City Council tree database, against the trees near the identified span.

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

The Hume 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 practicably 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, canopy cover 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:
  - The hazard or the risk – must have adequate knowledge to determine the hazards risks,
  - 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 Senior Arboricultural Officer or a nominated Council Officer who holds a Certificate Level V or above in Arboriculture to make an assessment on whether it is reasonably practicable to deviate from AS4373.

Hume City Council ensures 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,
- Ensuring internal staff and contractors undertaking electric line clearance work have at a minimum training and experience - Appendix 2 Training Matrix.

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

- Increase the pruning frequency to minimise the required pruning,
- 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.

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 Hume City Council's 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,
- 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.

Hume City Council conducts zone audits throughout the Electrical Line Clearance Program Schedule to ensure compliance with AS4373 - 2007 and electric line clearance regulations.

- Quality Audits by the service provider are conducted within 30 days of zone completion on completed zones,
- A quality audit is undertaken monthly by a Council officer on a random sample of completed works to ensure compliance with the Electric Safety (Electric Line Clearance) Regulations 2020 and AS 4373-2007,
- 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 result and defects are reported to the service provider upon completion of the audit,
- Remedial pruning will be required to be completed as soon as is practicable once to achieve conformance, and
- Where trees are irreversibly damaged by a service provider through negligent pruning, Hume City Council will pursue costs to recover removal and replacements including the loss of amenity.
- All audits are to be undertaken by a **Suitably qualified Arborist**.

**(l) 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.**

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

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

**I. The responsible person holds.**

Non in place so not applicable

**II. Is in effect.**

Non in place so not applicable

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

Hume City Council and the Senior Arboricultural Officer have defined Key Performance Indicators 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,
- A minimum monthly quality score of 80% must be achieved against all KPI's measured i.e. quality of cuts, appropriateness of pruning, clearance requirements and post site clean-up. This is across the random sample of sites that get quality inspected each month,
- in compliance in monthly zone audits for electric line clearance,
- 100% hazards identified in workplace OHS inspections addressed in a timely manner,
- No valid complaints,
- No fires identified as having started as a result of tree branches/foliage contacting wires,

Key Performance Indicators are monitored via:

- Inspection and pruning program is tracked against the zone maintenance progress,
- Number of legislative OH&S breaches,
- Post works auditing,
- Customer feedback and levels of customer requests relating to powerlines, and
- Compliance and outage results from the Network Operator's (when supplied).

Results are reported via:

- Internal team meetings,
- Monthly contract meetings, and
- Annual Service Plan.

Reporting of Key Performance Indicators is used to aid in:

- Issuing of reworks where required,
- Contract performance management,
- Development of procedures and processes,
- Review and development of pruning programs,

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

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

- At the completion of each zone the Service Provider undertakes an audit of trees associated with electric lines.
- Council's internal Monthly Quality Assessment Audit.
- An additional annual audit of all HBRA trees occurs prior to the declaration of the fire season
- The Service Provider is required to undertake random on-site Safety Audits to ensure correct OH&S and traffic/pedestrian control are undertaken as well as appropriate controls are in place for powerline tree trimming. All non-conformances and incidents are required to be reported to Hume City Council.
- The competency and qualification of personnel of Electric Line Clearance workers is required by contract to be provided for all new staff and/or upon demand.

Identified major non-compliance are to be rectified. Confirmation of rectification is to be provided in writing to the Council.

Audit results and resulting communications are stored in Hume City Council's document management system.

All audits are to be undertaken by a Suitably qualified Arborist.

**(p) 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 Hume City Council they are working as authorised persons as outlined in the Electricity Safety (General) Regulations 2019; Regulation 616.

The Hume City Council will ensure that all staff and contractors working as authorised persons will conform to:

- Electricity Safety (General) Regulations 2019; Regulation 616,
- 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.

The Hume City Council will ensure that all staff and contractors:

- are trained both initially and when refresher courses are required by a Registered Training Organisation (RTO)
- performing tree pruning and removal works around electric lines are suitably qualified and trained personnel relevant to the role being undertaken. Refer to Appendix 2 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 available to Hume City Council on demand and update are provided of all new employees which are stored in the Hume City Council document management system.

To ensure staff are aware of site and employee requirements new staff and contractors are subject to both internal & external induction processes and specific task related site safety assessments.

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 Hume City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

#### (r) **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 as per the Hume City Council Complaints Policy (Figure 1).

Figure 1: [Complaints Policy - Hume City Council](https://www.hume.vic.gov.au/Your-Council/Governance/Council-Plans-Reports-and-Policies/Council-Policies/Complaints-Policy)<sup>6</sup>

#### **HOW TO MAKE A COMPLAINT**

Submitting a complaint:

Preferred options	
Online via Council's website	<a href="https://www.hume.vic.gov.au/Your-Council/Contact-Us">https://www.hume.vic.gov.au/Your-Council/Contact-Us</a> - via the 'Share your feedback link'
Telephone	03 9205 2200 Translating Interpreting Service - 131 450 TTY Phone (Teletypewriter) - 1800 555 677 National Relay Service (NRS) - 133 677
In person	Via a Council Customer Service Centre. Visit <a href="https://www.hume.vic.gov.au/Your-Council/Contact-Us">https://www.hume.vic.gov.au/Your-Council/Contact-Us</a> for locations and opening hours.
Alternative options	
Alternative options Consistent with our policy principle of 'accessibility', Council will accept complaints through informal channels, either in writing or verbally. These include, but are not limited to:	

<sup>6</sup><https://www.hume.vic.gov.au/Your-Council/Governance/Council-Plans-Reports-and-Policies/Council-Policies/Complaints-Policy>



Preferred options	
Face-to-face with any Council Officer or Councillor	Downloadable paper-based forms
Written letters or emails to any Council Officer or Councillor	Council managed social media pages/sites
Through a career, advocate or support person	

Complaints will be managed through a four-level approach, as outlined in the table below:

Level	Our commitment, we will....	Who is responsible	Expected timeframes
Level 1: Frontline resolution Complaints about basic service failures, delays or inaction of services or decisions.	<ul style="list-style-type: none"> <li>• Provide a reference number</li> <li>• Make sure we take time to understand the issue, and the complainant's desired outcome</li> <li>• Provide a response or resolution timeframe</li> <li>• Outline the complaints process, including rights for internal review</li> <li>• Communicate the outcome*</li> <li>• If Council is not the right organisation to respond to the complaint, frontline staff will try to provide advice to the complainant who the correct</li> </ul>	Frontline staff and officers who are responsible for receiving and managing complaints.	An acknowledgement within five business days. A resolution, or course of action provided within 10 business days.

Level	Our commitment, we will....	Who is responsible	Expected timeframes
	organisation or agency is.		
<p>Level 2: Investigation and assessment</p> <p>Complaints that:</p> <ul style="list-style-type: none"> <li>are unable to be resolved by frontline staff (Level 1 complaints).</li> <li>are unable to be resolved to the satisfaction of the complainant.</li> <li>relate to dissatisfaction with decisions made in line with Council Policy.</li> <li>focus on staff conduct. 15 business days until the investigation is completed</li> </ul> <p>Level 3</p>	<ul style="list-style-type: none"> <li>Provide a reference number</li> <li>Make sure we take time to understand the issue, and the complainant's desired outcome</li> <li>Provide a response or resolution timeframe</li> <li>Outline the complaints process, including rights for internal review</li> <li>Communicate the outcome*</li> </ul>	Supervisors or managers of the relevant service areas	<p>We will aim for a resolution, or course of action, within 10 business days.</p> <p>More complex complaints may require more time.</p> <p>Where more time is required to investigate complaint, we will update you every 15 business days until the investigation is completed</p>
<p>Level 3 – Internal Review</p> <p>Where a complainant is dissatisfied with how the complaint was managed, or the decision made in response to the complaint</p>	<ul style="list-style-type: none"> <li>Provide a reference number</li> <li>Provide a response or resolution timeframe</li> <li>Ensure the review is independent of the person who took the action, made the decision, or provided the service</li> <li>Communicate the outcome*</li> </ul>	<p>Manager Customer Service, or...</p> <ul style="list-style-type: none"> <li>If the complaint relates to Customer Service, the Manager Governance</li> <li>If the complaint relates to staff conduct, the Manager Human Resources. Directors or CEO.</li> </ul>	<p>Within 28 business days.</p> <p>Where more time is required to investigate complaint, we will notify you and provide updates every 20 business days until the investigation is completed</p>

Level	Our commitment, we will....	Who is responsible	Expected timeframes
	<ul style="list-style-type: none"> <li>Provide information on external review options.</li> </ul>		
<b>Level 4 – External Review</b>  Where a complainant is dissatisfied with the outcome or process of an internal review and a resolution cannot be reached, or if the complainant wishes to have their complaint referred to an external agency.	<ul style="list-style-type: none"> <li>Provide information on how to contact an external agency – <a href="#">see Complaints Policy - Hume City Council</a><sup>7</sup></li> </ul>	Victorian Ombudsman, or...  Other external agencies such as, but not limited to, the Victorian Human Rights, Disability Services or Gender Equality Commissioners.	Not applicable – refer to the relevant external agency.
* Due to privacy requirements, and if a complaint is about another person or private property, communication on the outcome of the complaint may be limited to advising the complainant that the investigation has been completed.			

**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(4) (i) (ii).

## **Regulation 10 – Obligations relating to Management Plan**

### **1. A responsible person must ensure that a copy of the management plan is:**

#### **a. Published on the responsible person's Internet site**

A copy of the Hume City Council Electric Line Clearance Management Plan will be published on [Council's website](#)<sup>8</sup>.

The Senior Arboricultural Officer will ensure the Plan will be updated on the website each year as per the following process:

- Draft of the new plan completed by 1st March,
- Draft sent to Coordinator Open Space for review by 1st March,
- Amendments made as required,

<sup>7</sup><https://www.hume.vic.gov.au/Your-Council/Governance/Council-Plans-Reports-and-Policies/Council-Policies/Complaints-Policy>

<sup>8</sup> <https://www.hume.vic.gov.au/Residents/Waste-and-Environment/Environment/Street-and-Reserve-Trees>

- Send amended plan to Director Infrastructure and Assets by 21st March, 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.

## **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**

Hume 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**

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

## **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**

The Hume City Council is in the process of identifying trees that meet the requirements for an exception 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 150mm from the line, and the span length is less than 40m,
  - for span distances greater than 40 metres, the branch is more than 300 millimetres 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 ANSI A300 Tree Risk Assessment.
- Any risks identified are mitigated.
- The Arborist:
  - registers in the tree data base,
  - ensures the tree is noted in the proactive inspection program, and
  - inspected and risk assessed by a suitably qualified arborist every 14 months.

The process is managed by the Senior Arboricultural Officer, and all records are retained by the Hume City Council for a minimum of five years.

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

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

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

- A suitably qualified 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.

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

The Hume City Council is in the process of identifying trees that meet the requirements for an exception as outlined in Part 2, Division 1, Clause 6 of Schedule 1 of the Code.

The process for exception to minimum clearance space for small branches growing under uninsulated low voltage electric lines in Low Bushfire Risk Area is:

- A suitably qualified Arborist determines that:
  - the branch is less than 10 millimetres wide at the point at which it enters the minimum clearance space and is no more than 500 millimetres inside the minimum clearance space;
  - and
  - the point at which the branch originates is below the height of the electric line; and
  - in the case of a branch that comes within the minimum clearance space around the middle 2 thirds of the span, the span is fitted with—
    - (i) one conductor spreader if the length of the span does not exceed 45 metres; or
    - (ii) 2 conductor spreaders if the length of the span exceeds 45 metres; and

Note: A spreader is not required to be fitted to the span if the branch comes within the minimum clearance space around the first or last sixth of the span.

- (e) within the last 14 months—
  - (i) a suitably qualified arborist has inspected the tree of which the branch is a part; and
  - (ii) the responsible person has completed an assessment of the risks posed by the branch; and
- (iii) the responsible person has implemented measures to effectively mitigate the identified risks.

## **7 Exception to minimum clearance space for structural branches growing below uninsulated low voltage electric lines in low bushfire risk areas**

The Hume City Council is in the process of identifying trees that meet the requirements for an exception as outlined in Part 2, Division 1, Clause 7 of Schedule 1 of the Code.

The process for exception to minimum clearance space for structural branches growing below uninsulated low voltage electric lines in Low Bushfire Risk Area 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 minimum 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 ANSI A300 Tree Risk Assessment
- Any risks identified are mitigated.
- The Arborist:
  - registers in the tree data base, and
  - ensures the tree is noted in the annual proactive high risk inspection program.

The process is managed by the Senior Arboricultural Officer, and all records are retained by the Hume City Council for a minimum of five years.

## **9 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 minimum 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
  - 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 tree has been assessed and approved for removal in line with the [Street and Reserve Tree Policy](#)<sup>9</sup> - Tree removal Criteria.
- the assessment is recorded on the tree data base,
- works are undertaken with regard to Regulation 9(2),

As the asset owner of the trees covered under this plan, the Hume 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.

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<sup>9</sup> <https://www.hume.vic.gov.au/Residents/Waste-and-Environment/Environment/Street-and-Reserve-Trees>

## **Procedures for Identifying and Managing Hazard Trees Council Owned or Managed Trees**

- Step 1: Visual inspection by suitably qualified Arborist;
- Step 2: Condition assessment by suitably qualified Arborist;
- Step 3: If the condition assessment of the tree is 1, 2 or 3 – no further action;
- Step 4: If the condition assessment is either 4 or 5 move to Step 5;
- Step 5: Conduct risk assessment;
- Step 6: If risk assessment is “high” or “extreme” – notify the Hume City Council with a recommended course of action and advise whether the tree is/is not in a Declared Area;
- Step 7: Where the Hume City Council is the Responsible Person – Hume City Council to assess tree and engage contractor to undertake appropriate remedial work;
- Step 8: Where the Hume City Council is not the Responsible Person – Hume City Council to notify the appropriate Responsible Person.

### **Non- Council Owned or Managed Trees**

- Step 1: In the event of the contractor or Council becoming aware of a potential Hazard Tree the Hume City Council shall be notified;
- Step 2: Hume City Council to notify the appropriate Responsible Person.

## **10 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(4) (i)

## **11 Cutting or removal of specified trees must be minimised**

The Hume City Council will notify contractors and staff with a list of trees designated as having Indigenous, cultural or environmental significance or that are listed within a planning scheme within the municipality when they are identified (See Appendix 3 - Trees of Indigenous, Heritage or Cultural Significance).

### **(3)(a) Indigenous trees**

Hume City Council has a mix of exotic and indigenous tree species. Indigenous trees are spread throughout the municipality. There are no indigenous trees (remnant or forest vegetation) that may need to be cut or removed to ensure compliance to the extent practicable with the 2020 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 4, 5, and 9 of the Code.

If the removal of any tree identified under Regulation 9(2) is required, an inspection and advice from a suitably qualified arborist prior to removal.

As part of the preparation for the Plan, Hume 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 Hume City Council 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(4) (g) is required, an inspection and advice will be provided by a suitably qualified Arborist prior to removal.

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

#### **9(4)(h) Trees of cultural or environmental significance**

Hume City Council provides contractors and staff with a list of trees designated as having cultural and environmental significance within the municipality.

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(4)(h) 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, Hume City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

## **12 Cutting or removal of habitat for threatened fauna**

As per regulation 9(4)(h) of the Plan Hume 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:
  - considers tree health, structure and potential risk,
  - considers the history, location and foreseeable local conditions, and
  - aims to identify if the fauna using the tree is a threatened species.
- Once identified the breeding season for the fauna using the tree will be determined. Resources such as [Threatened plants and animals](https://www.ari.vic.gov.au/research/threatened-plants-and-animals)<sup>10</sup> or [State Wide Integrated Flora and Fauna Teams \(SWIFFT\) website](http://www.swifft.net.au/)<sup>11</sup> may be used in the first instance,
- 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 Senior Arboricultural Officer for approval prior to commencing works,

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<sup>10</sup> <https://www.ari.vic.gov.au/research/threatened-plants-and-animals>

<sup>11</sup> <http://www.swifft.net.au/>



- 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, Hume City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

### **13 Restriction on timing of cutting or removal if notification is required**

Council must not specify, under subclause (4)(b), a day that is, or a period the first day of which is—

- (a) earlier than 14 days after the date of the notice; or
- (b) later than 60 days after the date of the notice.

### **14 Restriction on urgent cutting of trees**

Council as a responsible person is not required to give or publish written notice, or undertake consultation, before undertaking urgent cutting works for reason set out in clause 19(1).

### **15 Restriction on urgent removal of trees**

Council as a responsible person is not required to give or publish written notice, or undertake consultation, before undertaking urgent removal works for reason set out in clause 19(1).

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

Clause 15 and 16(1a) is not applicable as Hume City Council 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

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

Council 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:

- The Public Notices section of Hume City Council's website or published in local newspaper. This provides monthly updates and maps of the areas currently being worked in.

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

Clause 18 is not applicable as Council does not undertake works on trees within private property.

### **19 Notification and record keeping requirements for urgent cutting or removal**

Clause 19 is not applicable as Hume City Council does not undertake works on trees within private property or land belonging to adjacent Councils.

**20 Duty relating to the safety of cutting or removal of trees close to an electric line.**

Hume 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:

Business	Contact	Pone	Email
Jemena	Will Few	0438-322-079	<a href="mailto:William.few@zinfra.com.au">William.few@zinfra.com.au</a>
Vic Track	Katrina Lewis	0405 506 488	<a href="mailto:Katrina.Lewis@metrotrains.com.au">Katrina.Lewis@metrotrains.com.au</a>

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

In the event that Hume City Council or it's Electric Line Clearance Service Provider identify spans greater than 100m in LBRA and greater than 45m in HBRA the Network Operator is required to be contacted to provide sag and sway clearance calculations.

**22 Duties relating to management procedures to minimise danger.**

Not applicable to councils

## **Part 3—Minimum clearance spaces**

### **Division 1—Standard minimum clearance spaces**

Covered in Appendix 5

**23 Additional distance that allows for conductor sag and sway.**

None identified within the Declared Area

**31 Application for approval of alternative compliance mechanism.**

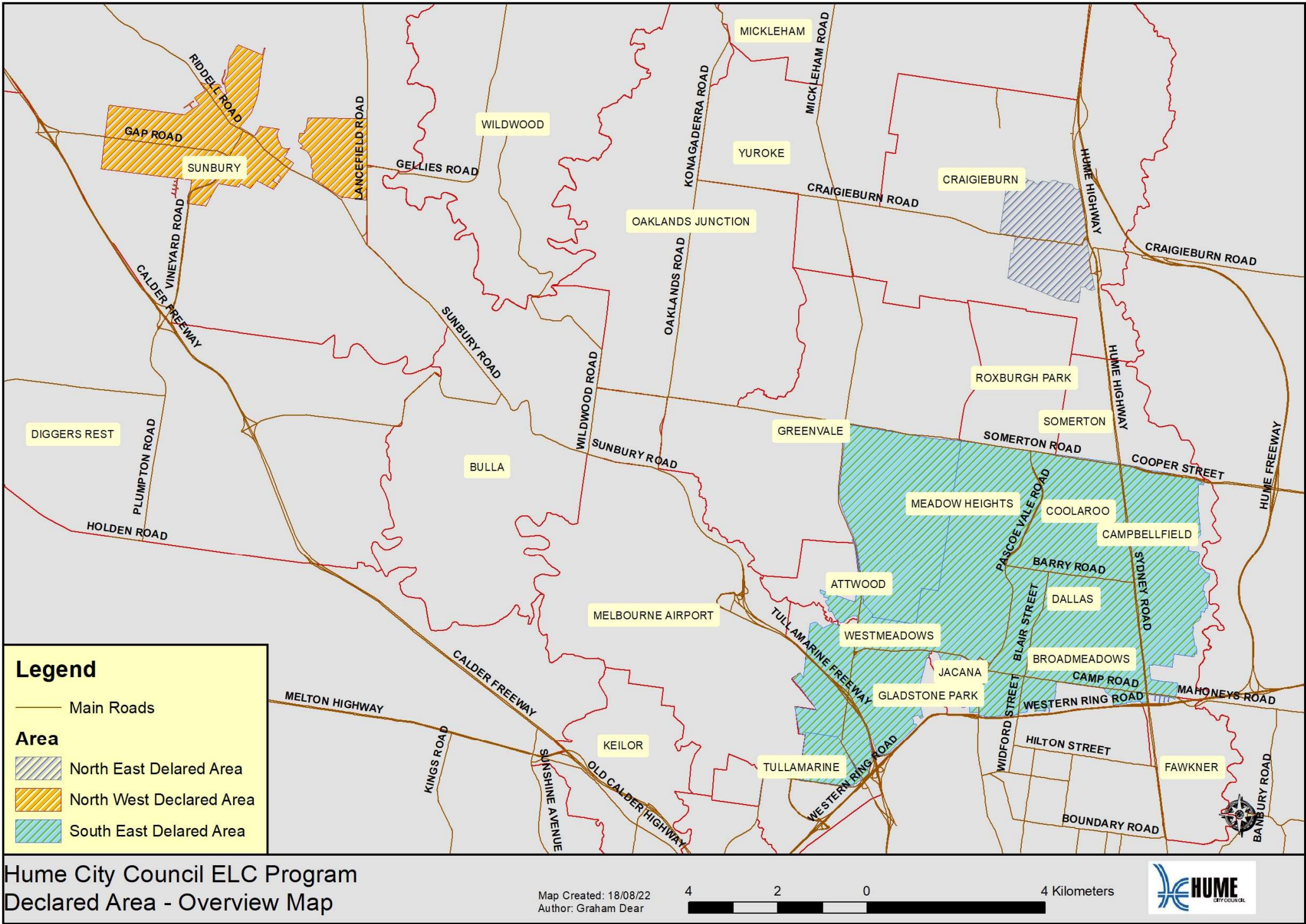
Hume City Council does not currently have in place or have planned any alternative compliance mechanisms for which it seeks application and approval.

**32 Formal safety assessment of alternative compliance mechanism.**

Hume 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.

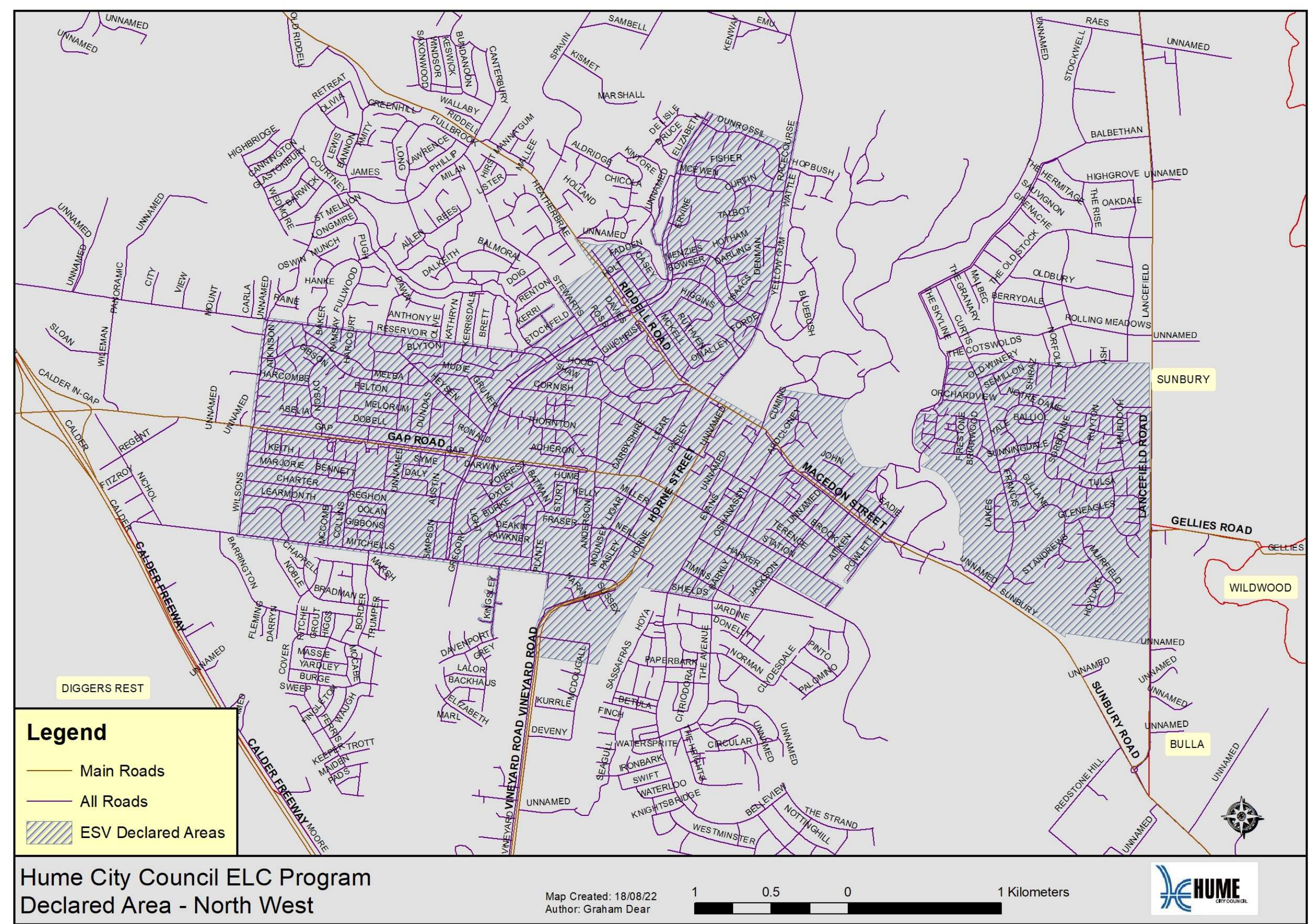
Appendices

- Appendix 1 –Declared Areas Maps
- Appendix 1.1 – LBRA & Declared Areas Overview

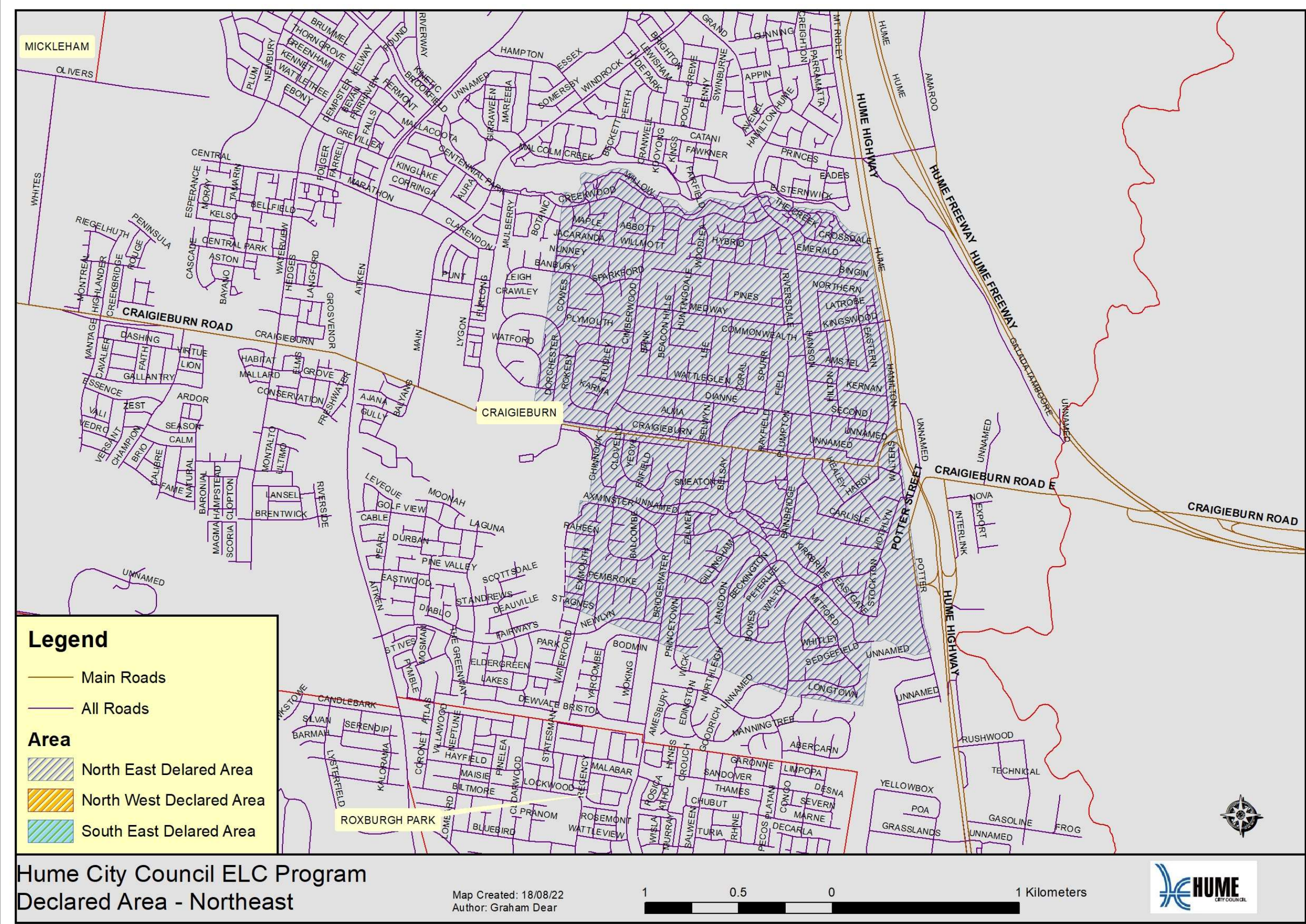




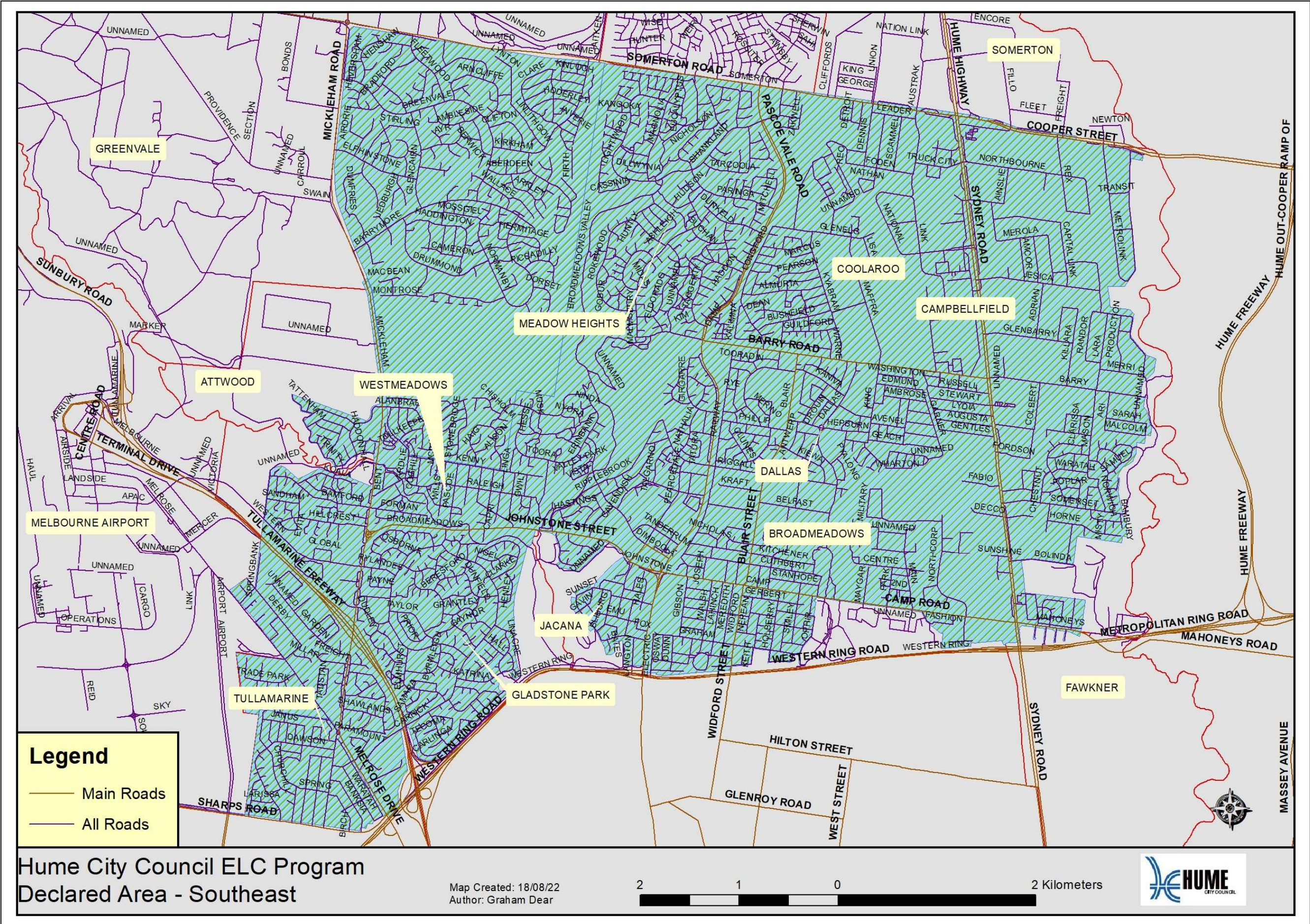
Appendix 1.2 – Declared Areas - Northwest





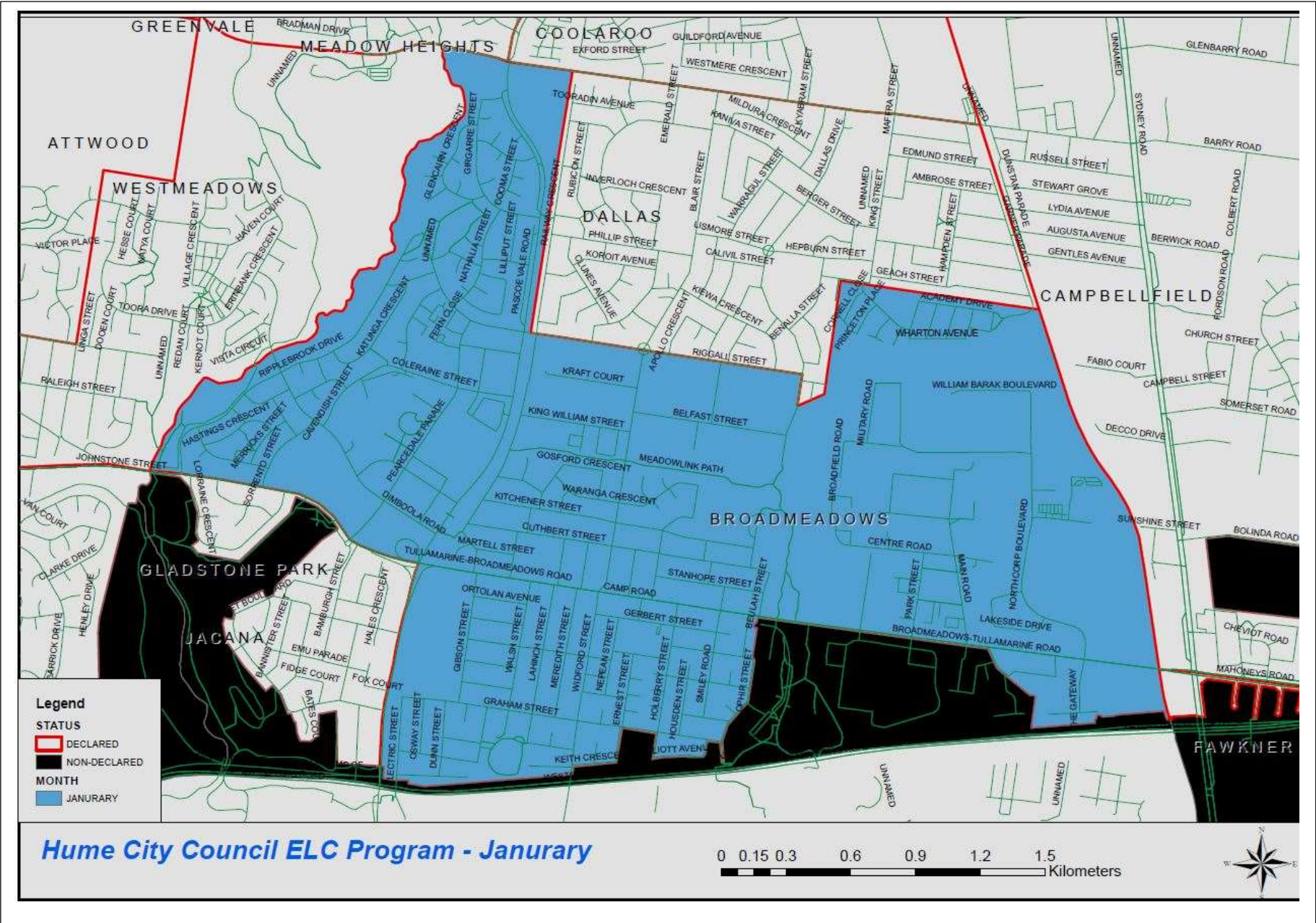




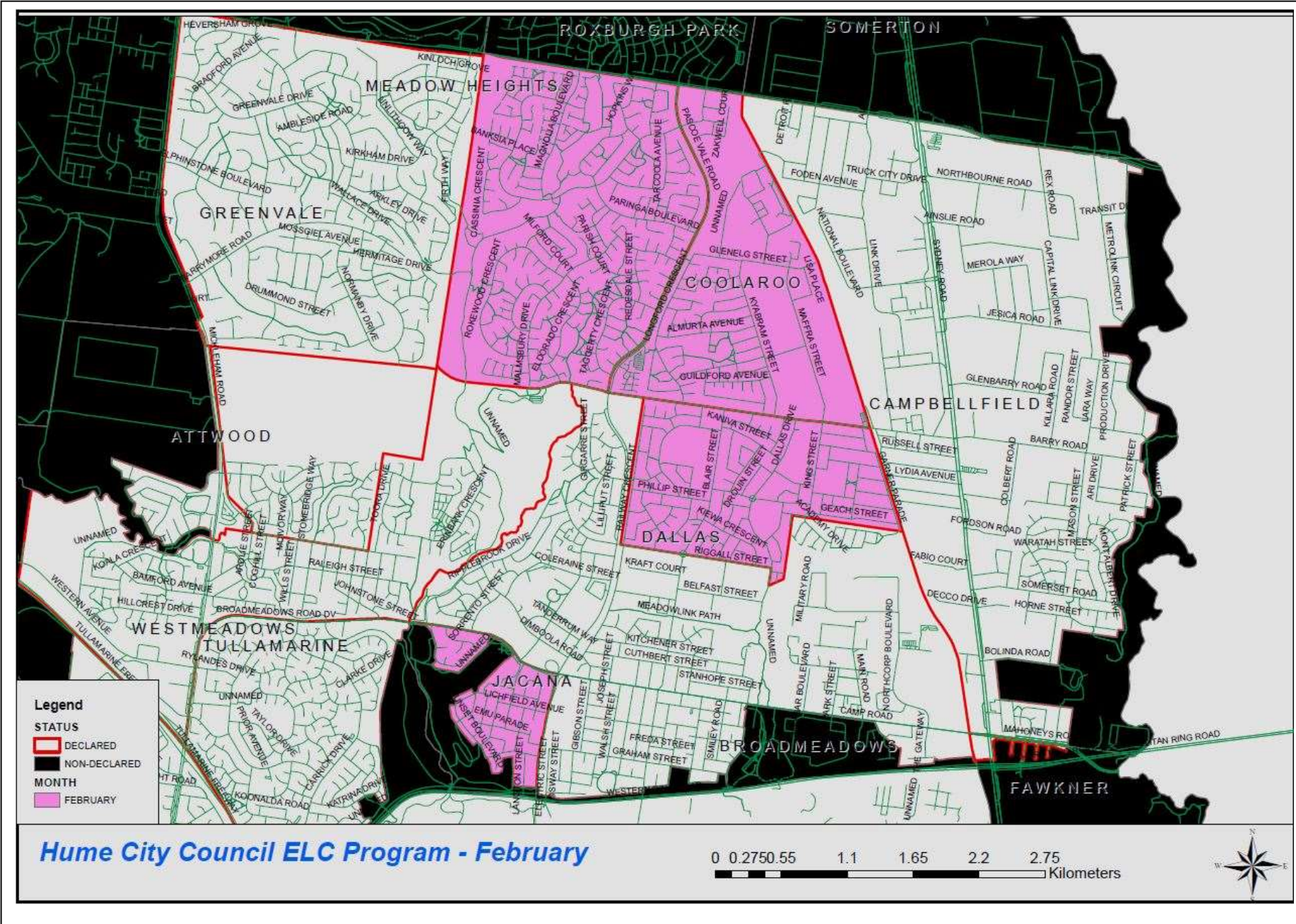




Appendix 1.5 – Hume City Council ELC Program – January

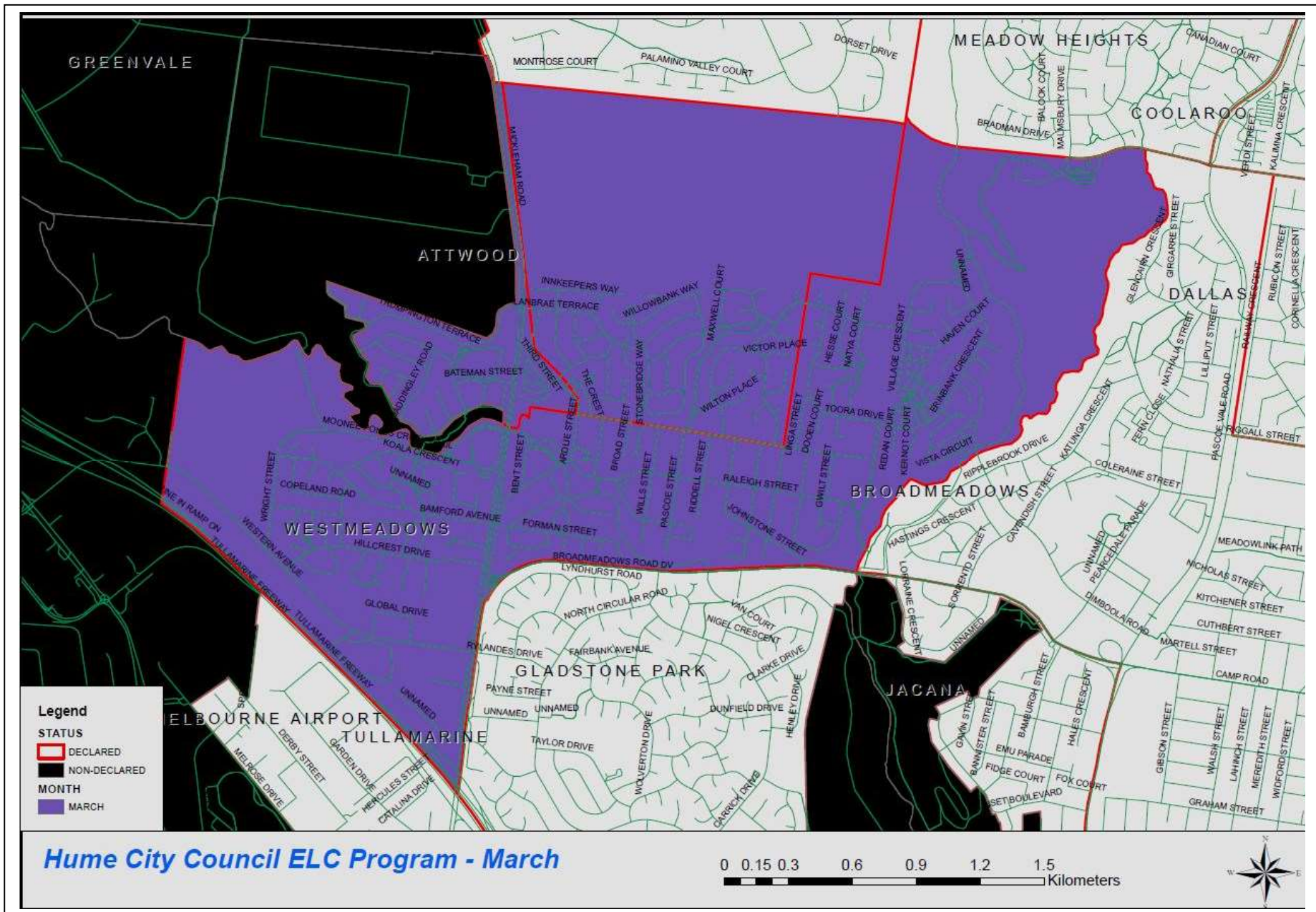


Appendix 1.6 – Hume City Council ELC Program – February

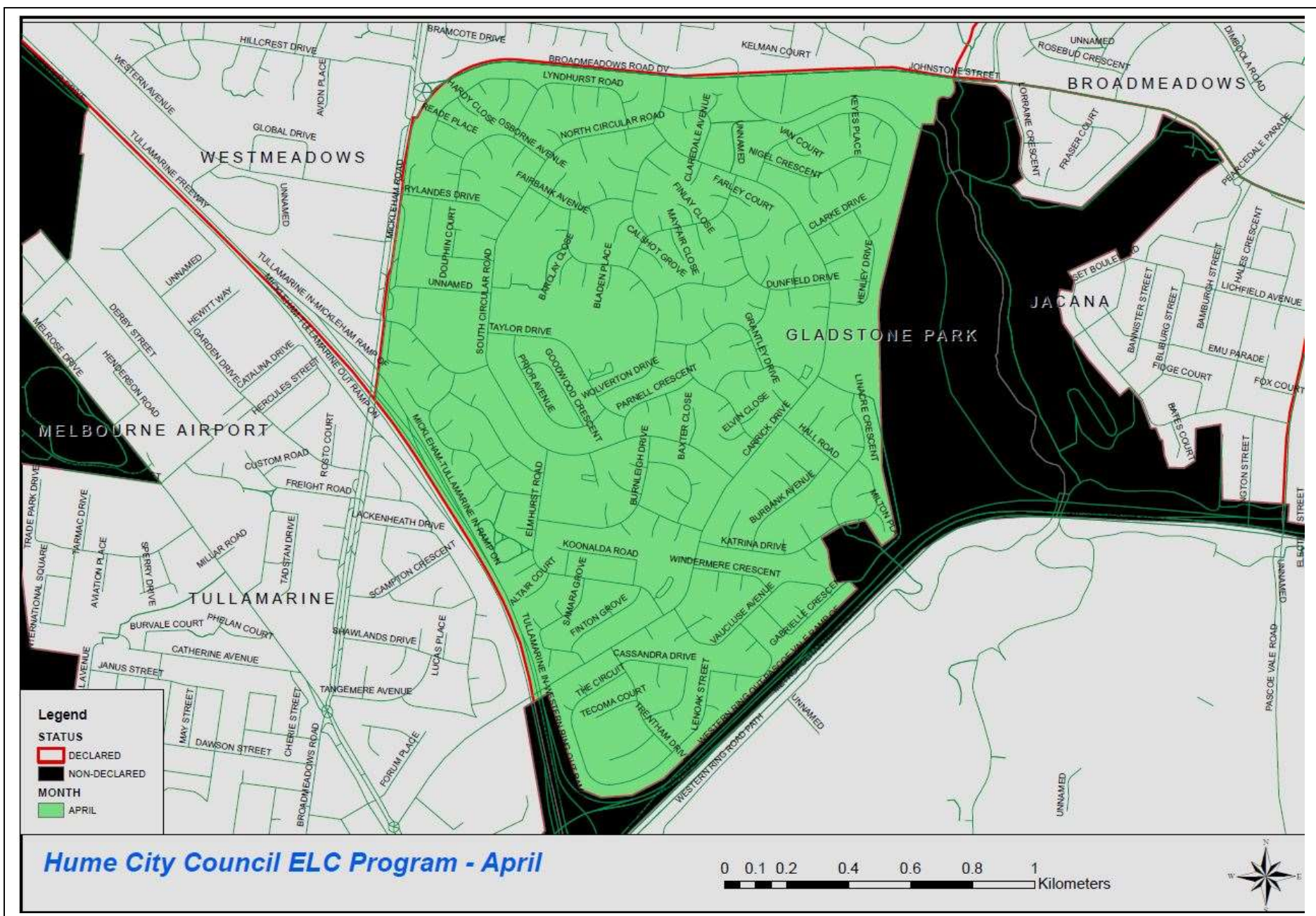




# Appendix 1.7 – Hume City Council ELC Program - March

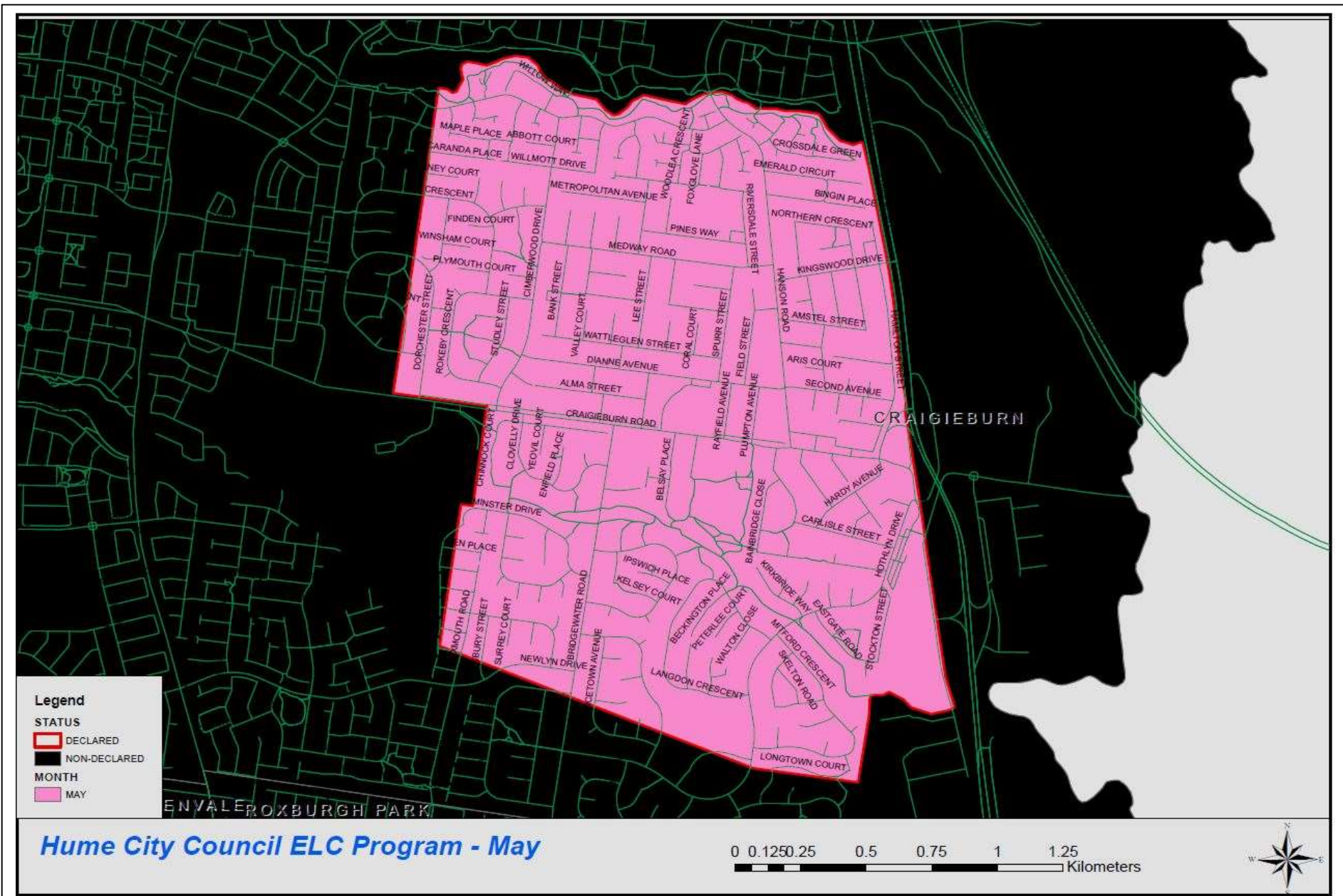


# Appendix 1.8 – Hume City Council ELC Program – April

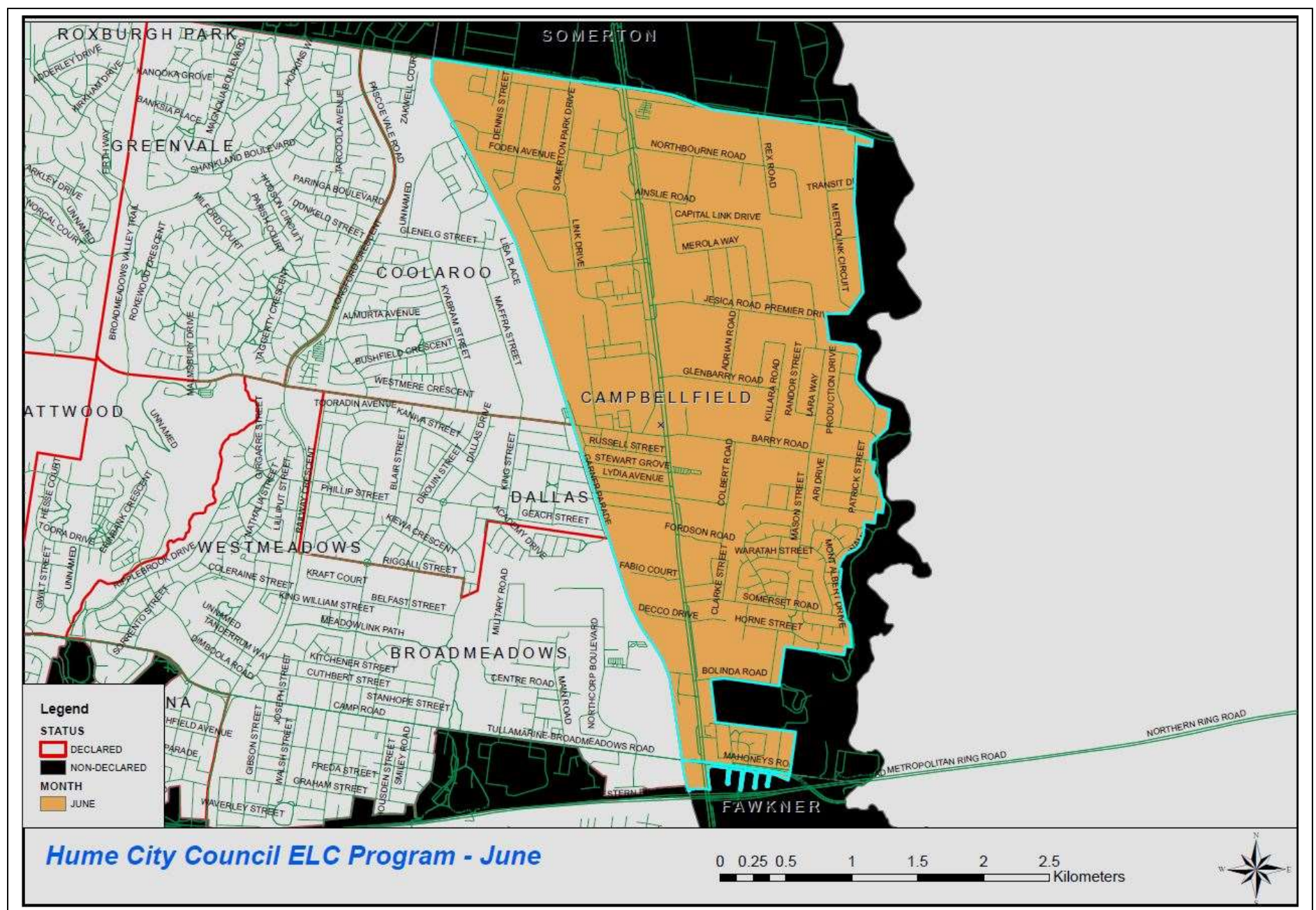




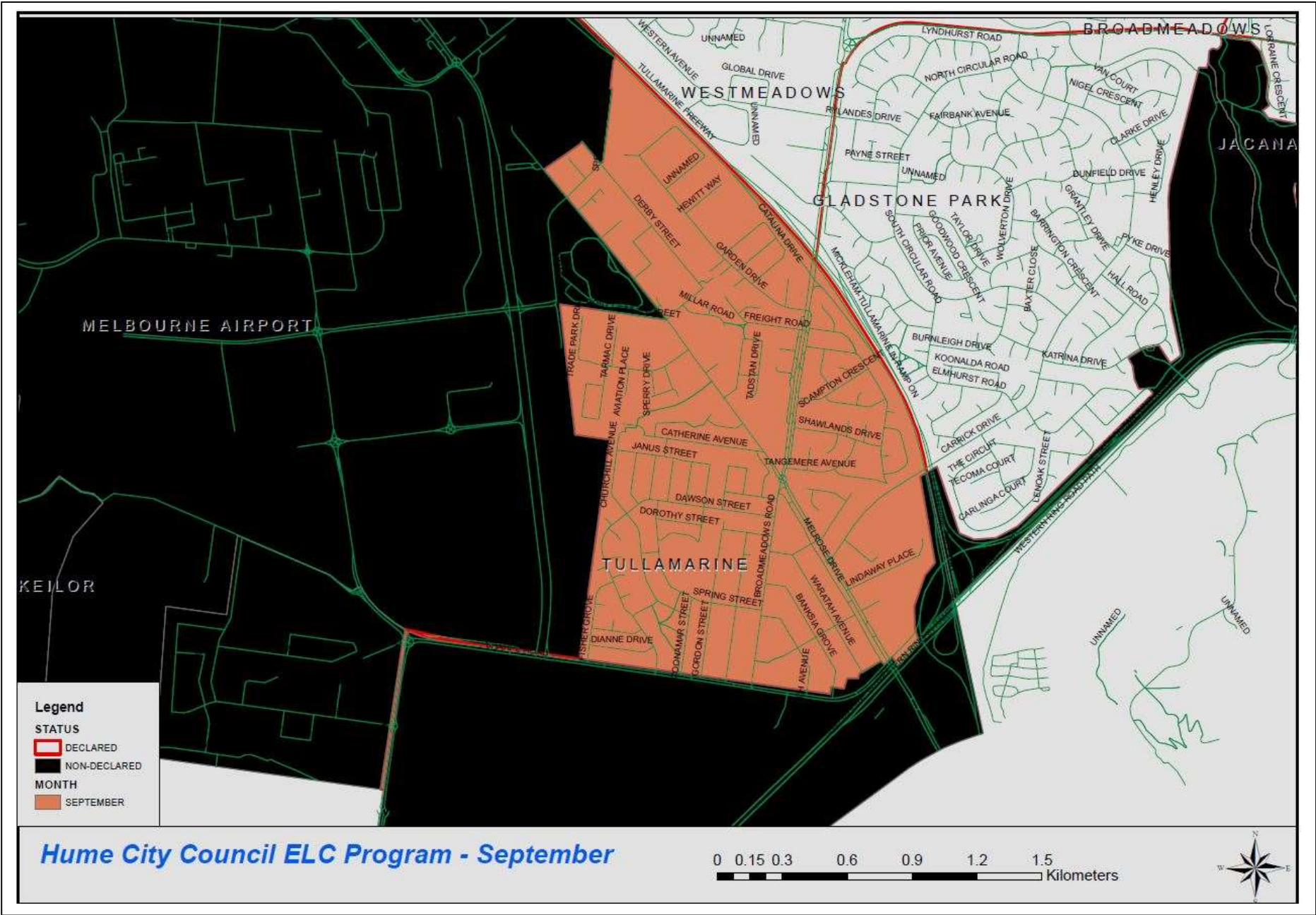
Appendix 1.9 – Hume City Council ELC Program – May



Appendix 1.10 – Hume City Council ELC Program – June

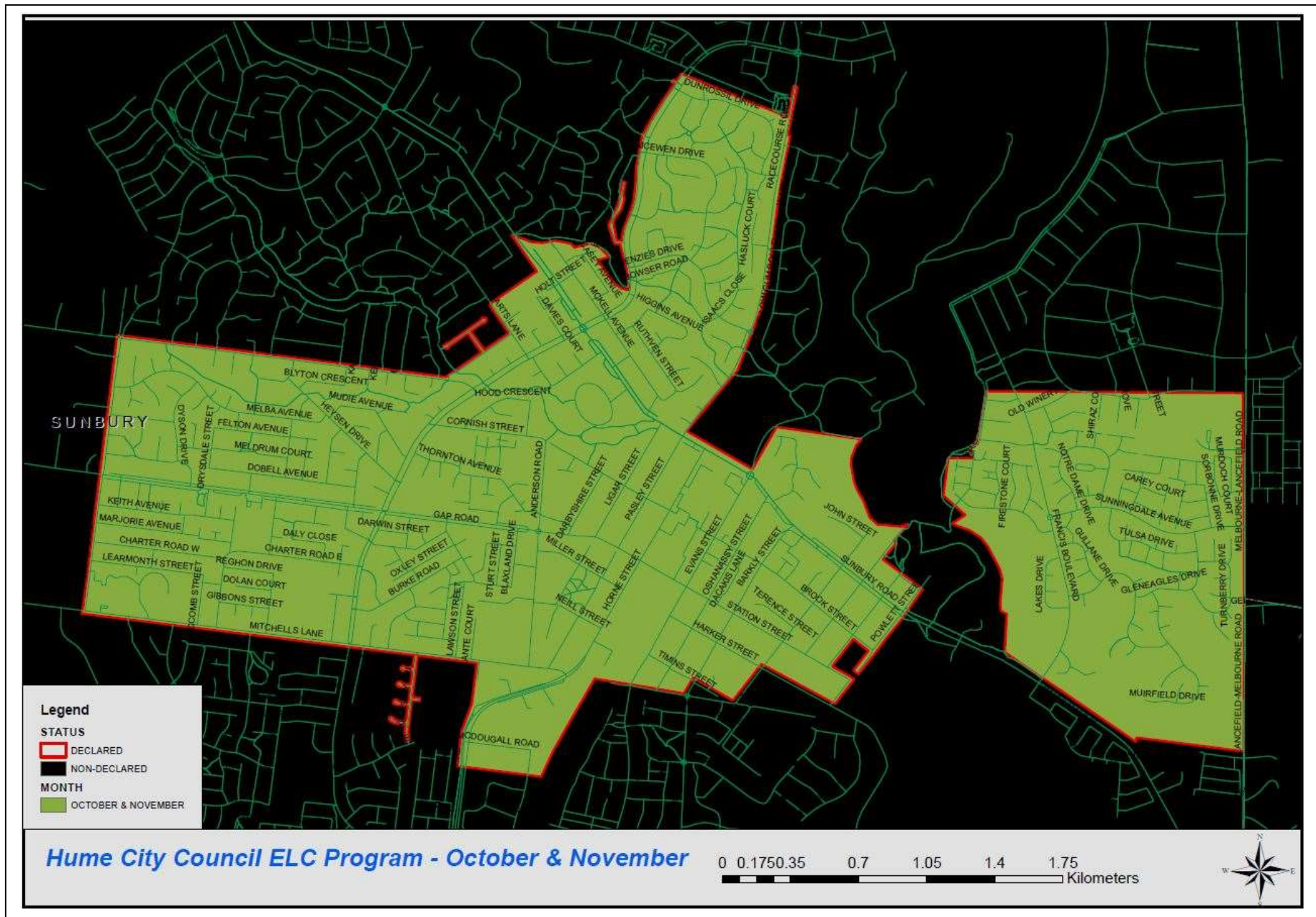




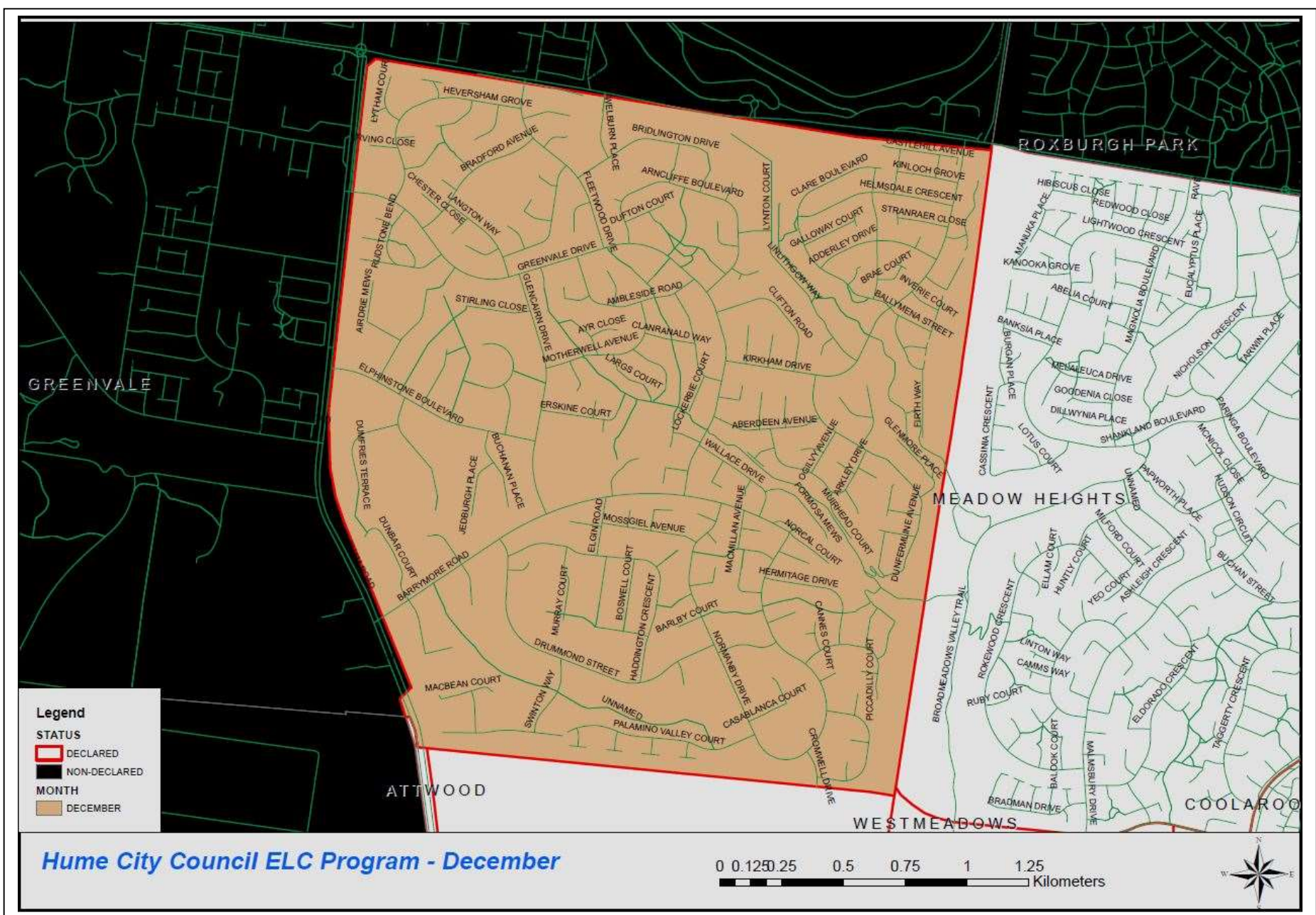




Appendix 1.12 – Hume City Council ELC Program – October & November

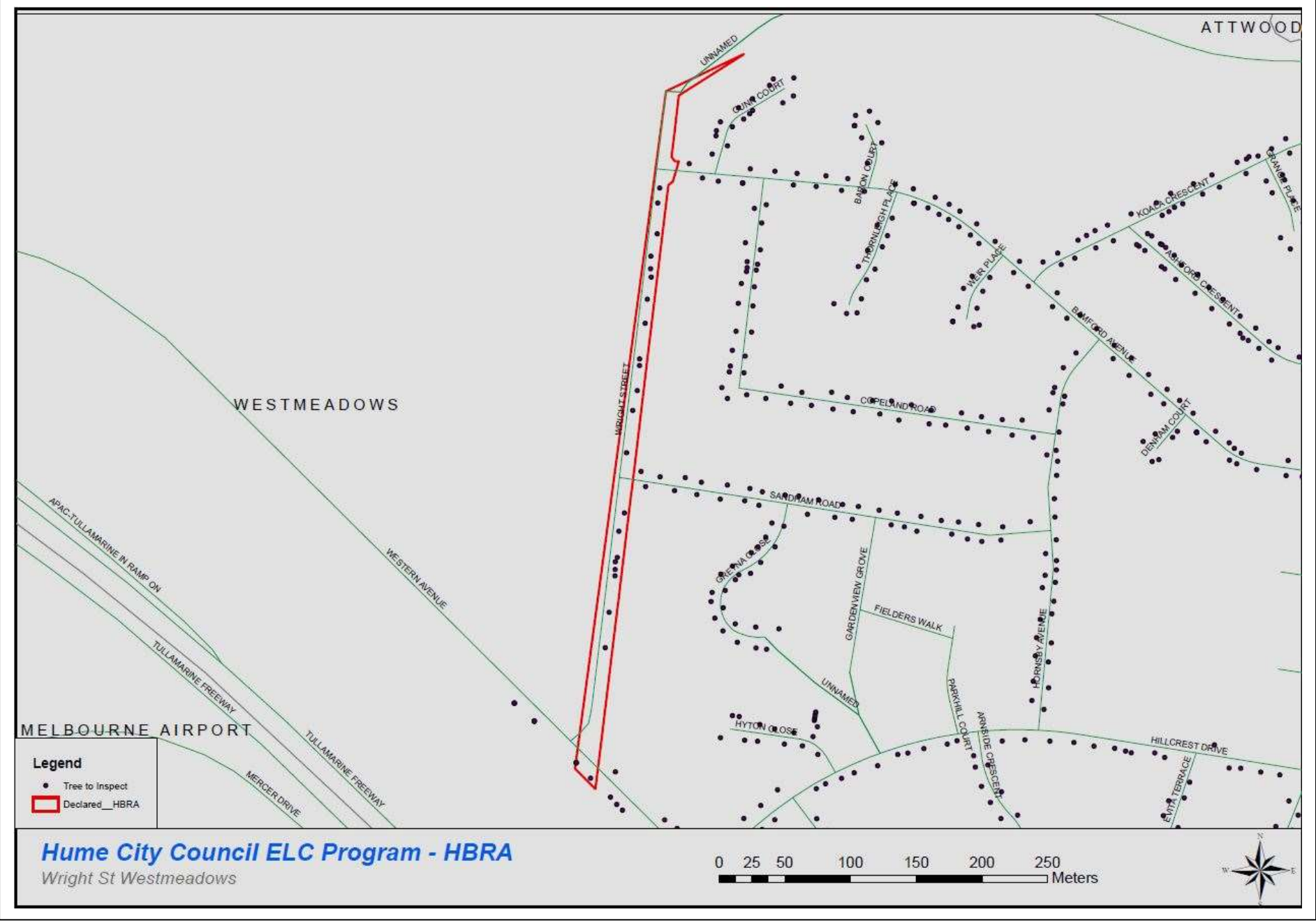


Appendix 1.13 – Hume City Council ELC Program – December

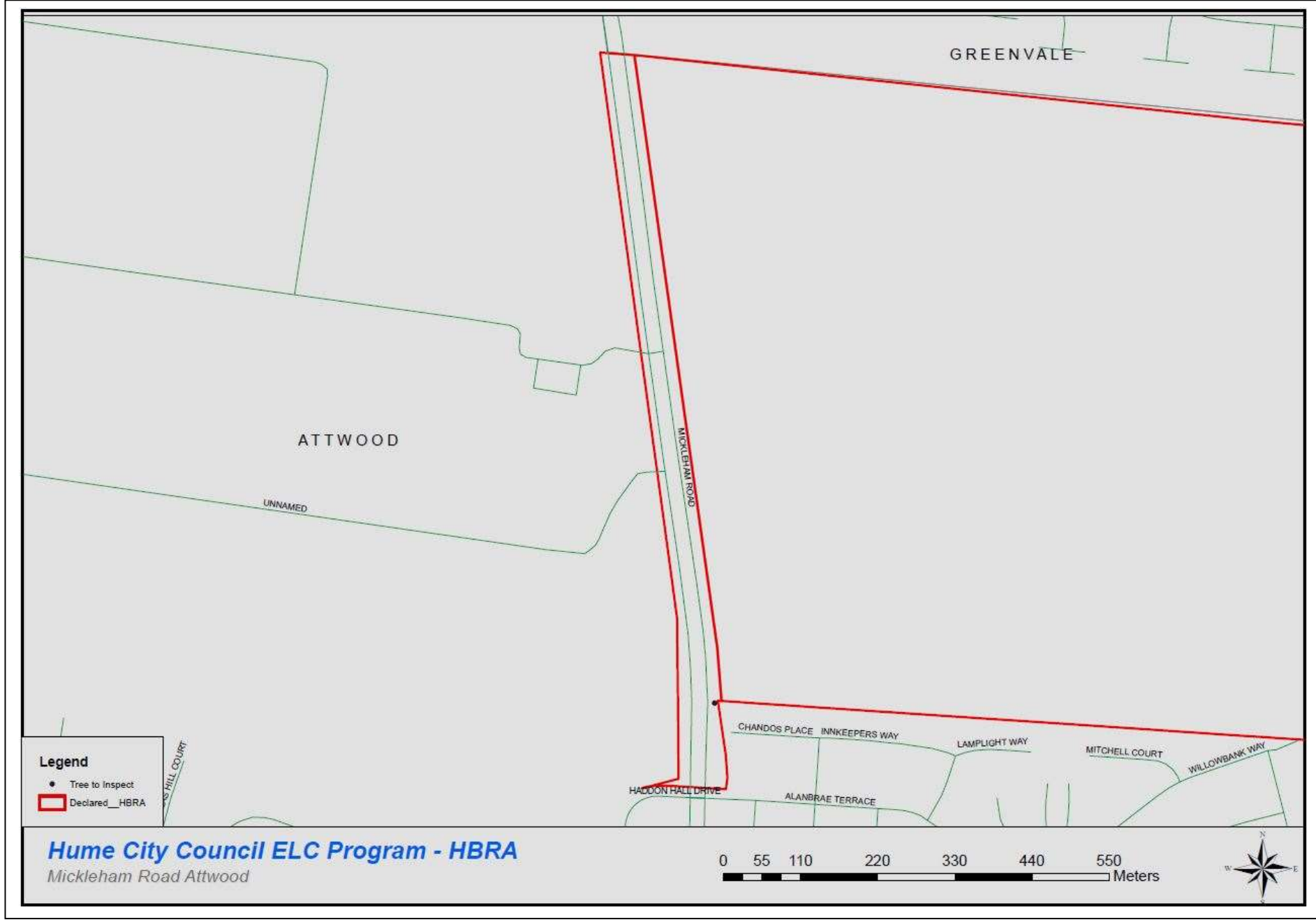




Appendix 1.14 – Declared - HBRA Wright St Westmeadows

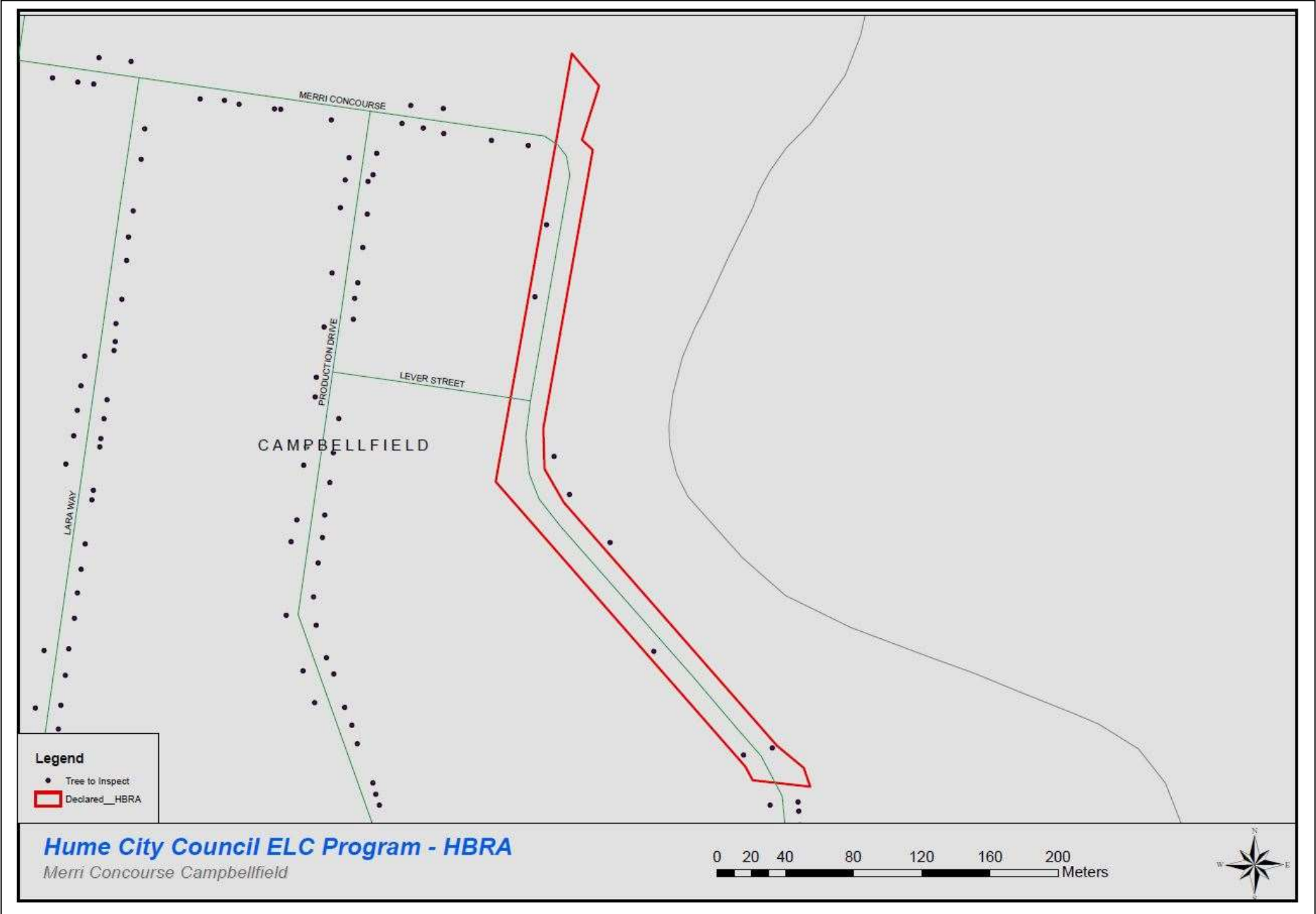


Appendix 1.15 – Declared - HBRA Mickleham Road Attwood

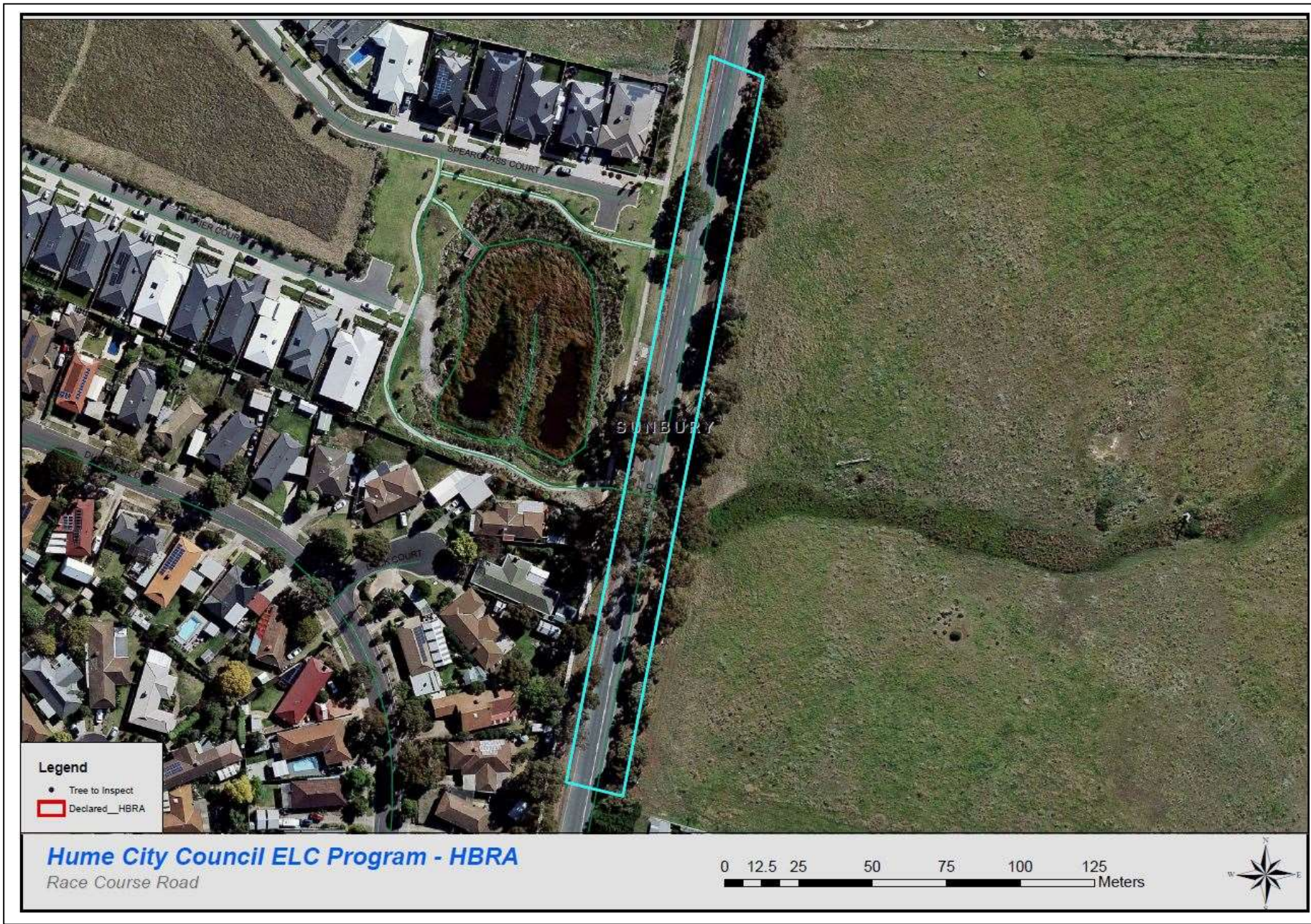




Appendix 1.16 – Declared - HBRA Merri Concourse Campbellfield

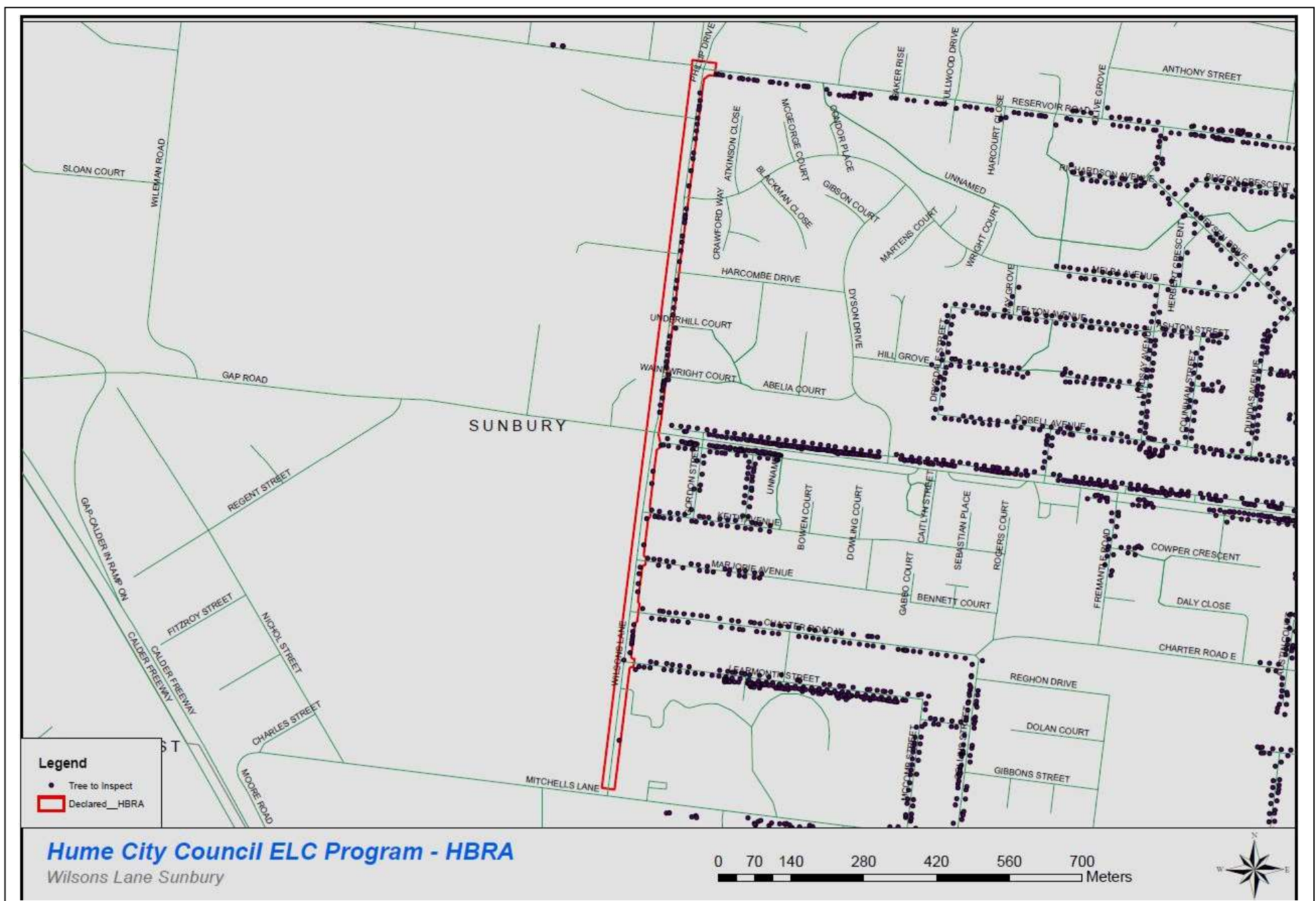


Appendix 1.17 – Declared - HBRA Racecourse Road Sunbury





### Appendix 1.18 – Declared - HBRA Wilsons Lane Sunbury



## Appendix 2 - Training Matrix

		<b>Qualification / Competency Standard Unit (CSU) number</b>	<b>Cutter working from EWP and EWP Safety Observer</b>	<b>Tree Climber and Climber Safety Observer</b>	<b>Grounds person</b>	<b>Inspector/Suitably Qualified Arborist</b>
	Qualifications					
Qualifications	Certificate II in ESI - Powerline Vegetation Control	UET20312 (Current code UET20321)	<b>M</b>	<b>M</b>	<b>M</b>	
	Certificate III in Arboriculture	AHC30816				<b>M</b>
	Core Competency Standard Units					
	Apply Occupational Health Safety regulations, codes and practices in the workplace	UEENEEE101A (Is superseded by and equivalent to UEECD0007)	<b>M</b>	<b>M</b>	<b>M</b>	
	Comply with sustainability, environmental and incidental response policies and procedures	UETTDREL13A (Is superseded by and equivalent to UETTDREL13 and UETDREL002)	<b>M</b>	<b>M</b>	<b>M</b>	
	Working safely near live electrical apparatus as a non-electrical worker	UETTDREL14A (Is superseded by and equivalent to UETDREL006)	<b>M</b>	<b>M</b>	<b>M</b>	
	Operate and maintain chainsaws	AHCMOM213	<b>M</b>	<b>M</b>	<b>M</b>	

		<b>Qualification / Competency Standard Unit (CSU) number</b>	<b>Cutter working from EWP and EWP Safety Observer</b>	<b>Tree Climber and Climber Safety Observer</b>	<b>Grounds person</b>	<b>Inspector/Suitably Qualified Arborist</b>
	Plan the removal of vegetation up to vegetation exclusion zone near live electrical apparatus	UETTDRVC23A (Superseded by and equivalent to UETTDRVC23 and then "Deleted")	<b>M</b>	<b>M</b>		
	Monitor safety compliance of vegetation control work in an ESI environment	UETTDRVC27A (Superseded by and equivalent to UETDRVC009)	<b>M</b>	<b>M</b>		
	Elective Competency Standard Units					
	Use climbing techniques to cut vegetation above ground near live electrical apparatus (New Name Control vegetation in the vicinity of live electrical apparatus from within the tree)	UETTDRVC21A (Is superseded by and equivalent to UETDRVC006)		<b>M</b>	<b>M</b>	
	Assess vegetation and recommend control measures in an ESI environment	UETTDRVC24A (Is superseded by and equivalent to UETDRVC002 )				
	Use elevated platform to cut vegetation above ground level near live electrical apparatus (New Name Control vegetation in the	UETTDRVC25A (Is superseded by and equivalent to UETDRVC004)	<b>M</b>			



		<b>Qualification / Competency Standard Unit (CSU) number</b>	<b>Cutter working from EWP and EWP Safety Observer</b>	<b>Tree Climber and Climber Safety Observer</b>	<b>Grounds person</b>	<b>Inspector/Suitably Qualified Arborist</b>
	vicinity of live electrical apparatus from an elevated work platform)					
	Operate specialist equipment at ground level near live electrical apparatus	UETTDRVC31A (Is superseded by and equivalent to UETTDRVC31 then Deleted)				
	Use specialised plant to cut vegetation above ground level near live electrical apparatus	UETTDRVC32A (Is superseded by and equivalent to UETDRVC011)				
	Apply pruning techniques to vegetation control near live electrical apparatus (Name Change: Control vegetation using pruning techniques)	UETTDRVC33A (Is superseded by and equivalent to UETDRVC007)	<b>M</b>	<b>M</b>	<b>M</b>	
	Undertake release and rescue from a tree near live electrical apparatus (Name Change: Perform rescue from within a tree in the vicinity of live electrical apparatus)	UETTDRVC34A (Is superseded by and equivalent to UETDRVC010)		<b>M</b>		

		<b>Qualification / Competency Standard Unit (CSU) number</b>	<b>Cutter working from EWP and EWP Safety Observer</b>	<b>Tree Climber and Climber Safety Observer</b>	<b>Grounds person</b>	<b>Inspector/Suitably Qualified Arborist</b>
	Fell small trees	AHCPM203 (Is superseded by AHCPM205)	<b>M</b>	<b>M</b>	<b>A</b>	
	Apply chemicals under supervision	AHCCHM201	<b>M</b>	<b>M</b>	<b>A</b>	
	Operate machinery and equipment	AHCMOM304	<b>A</b>	<b>A</b>	<b>A</b>	
	Operate a mobile chipper/mulcher	FWPHAR2206 ( Supersedes and is equivalent to FWPHAR2206)	<b>M</b>	<b>M</b>	<b>M</b>	
	Licences					
	Licence to operate a boom-type elevating work platform (boom length 11 metres or more)	TLILIC2005A (Is superseded by and equivalent to TLILIC0005)	<b>M</b>			
	Initial training					
Initial training	Apply ESI safety rules, codes of practice and procedures for work on or near electrical apparatus (Green Book / Blue book)	UETDRRF01B (Is superseded by and equivalent to UETDRRF01)	<b>M</b>	<b>M</b>	<b>M</b>	
	Use standard climbing techniques to access trees (New	AHCARB312 (Is superseded by and equivalent to AHCARB322)		<b>M</b>		

		<b>Qualification / Competency Standard Unit (CSU) number</b>	<b>Cutter working from EWP and EWP Safety Observer</b>	<b>Tree Climber and Climber Safety Observer</b>	<b>Grounds person</b>	<b>Inspector/Suitably Qualified Arborist</b>
	Name Access trees for inspection)					
	Work safely in the construction industry (White card) or equivalent (New name Prepare to work safely in the construction industry)	CPCWHS1001 (Is superseded by and equivalent to CPCWHS1001)	<b>M</b>	<b>M</b>	<b>M</b>	
	Maintain safety at an incident scene	PUAOHS002B (Is superseded by and equivalent to PUAWHS002)	<b>M</b>	<b>M</b>	<b>M</b>	
	Perform a ground-based tree defect evaluation	AHCARB408				<b>M</b>
	At least 3 years field experience in assessing trees					<b>M</b>
Frequency						
<b>1 Year</b>	CPR <sup>3</sup>	HLTAID001 (Superseded by HLTAID009)	<b>M</b>	<b>M</b>	<b>M</b>	
<b>1 Year</b>	EWP Controlled Descent Escape (New name Perform EWP controlled descent escape)	UETTDRRF08B (Is superseded by and equivalent to UETTDRRF08)	<b>M</b>			

		<b>Qualification / Competency Standard Unit (CSU) number</b>	<b>Cutter working from EWP and EWP Safety Observer</b>	<b>Tree Climber and Climber Safety Observer</b>	<b>Grounds person</b>	<b>Inspector/Suitably Qualified Arborist</b>
<b>1 Year</b>	EWP Rescue (Perform EWP rescue)	UETDRRF03B (Is superseded by and equivalent to UETDRRF002)	<b>M</b>			
<b>1 Year</b>	First Aid in an ESI environment <sup>3</sup>	UETDRRF10B (Is superseded by and equivalent to UETDRRF007)	<b>M</b>	<b>M</b>	<b>M</b>	
<b>1 Year</b>	Safe Approach Distances - Vegetation Work		<b>M</b>	<b>M</b>	<b>M</b>	
<b>1 Year</b>	Undertake release and rescue from a tree near live electrical apparatus (Name Change Perform rescue from within a tree in the vicinity of live electrical apparatus)	UETDRVC34A (Is superseded by and equivalent to UETDRVC010)		<b>M</b>		
<b>3 Yearly</b>	Control traffic with stop-slow bat	RIIWHS205D	<b>M</b>	<b>M</b>	<b>M</b>	
<b>3 Yearly</b>	Implement traffic management plan	RIIWHS302D	<b>M</b>	<b>M</b>	<b>M</b>	
<b>M = Mandatory</b>						
<b>A = Additional</b>						



## Appendix 3 - Trees of Indigenous, Heritage or Cultural Significance

### Appendix 3.1 – Indigenous Trees

Species	Common Name
<a href="#">Acacia dealbata</a>	Silver Wattle
<a href="#">Acacia implexa</a>	Lightwood
<a href="#">Acacia mearnsii</a>	Black Wattle
<a href="#">Acacia melanoxylon</a>	Blackwood
<a href="#">Acacia pycnantha</a>	Golden Wattle
<a href="#">Allocasuarina littoralis</a>	Black Sheoak
<a href="#">Allocasuarina verticillata</a>	Drooping Sheoak
<a href="#">Banksia marginata</a>	Silver Banksia
<a href="#">Eucalyptus camaldulensis</a>	River Red-gum
<a href="#">Eucalyptus leucoxydon subsp. connata</a>	Melbourne Yellow Gum
<a href="#">Eucalyptus melliodora</a>	Yellow Box
<a href="#">Eucalyptus microcarpa</a>	Grey Box
<a href="#">Eucalyptus ovata</a>	Swamp Gum
<a href="#">Eucalyptus viminalis</a>	Manna Gum

### Appendix 3.2 – Trees listed in Heritage Overlay

Map Ref	Heritage Place
N/A	Non-Identified

### Appendix 3.3 – Trees listed in National Trust Register applicable to this Plan

Reference	Species	Common name	Location
N/A	N/A	N/A	Non-Identified

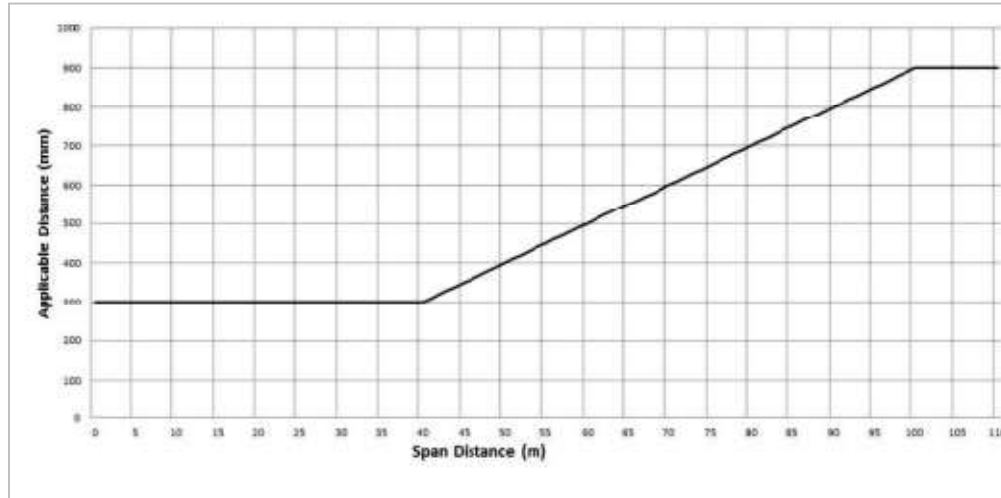
### Appendix 4 – Electrical Line Clearance Program Schedule

#### Appendix 4.1 – Annual Electrical Line Clearance Program Schedule

Electrical Line Clearance Program Schedule	
Month	Zones
September	Tullamarine
October/November/December	Sunbury
January	Greenvale
February	Broadmeadows
March	Dallas/Jacana
April	Meadow Heights/Coolaroo
May	Westmeadows/Attwood
June	Gladstone Park
July	Craigieburn
August	Campbellfield

## Appendix 5 – Applicable distance for middle two thirds of a span of an electric line

### Appendix 5.1 Graph 1: Insulated Electric Lines in all Areas



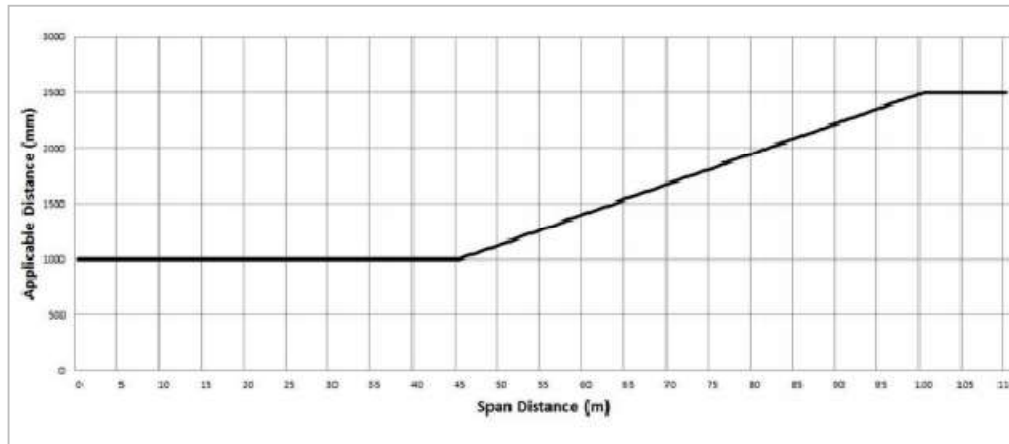
The formula by which the applicable distance for the middle two thirds of a span of an insulated electric line in all areas is calculated is as follows:

The applicable distance for the middle two thirds of the span is:

- A. if the span distance is less than or equal to 40 metres the applicable distance equals 300 millimetres: or
- B. if the span distance is greater than 40 metres and less than or equal to 100 metres — the applicable distance is calculated in accordance with the following expression —  
$$300 + ((\text{span distance minus } 40) \text{ multiplied by } 10); \text{ or}$$
- C. if the span distance is greater than 100 metres the applicable distance equals 900 millimetres.



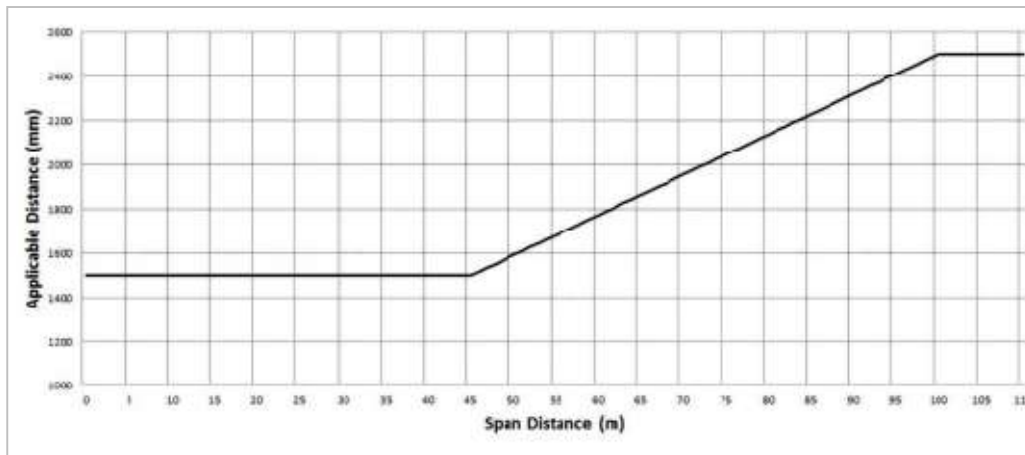
## Appendix 5.2 Graph 2: Uninsulated Low Voltage Electric Line in Low Bushfire Risk Area



The formula by which the applicable distance for the middle two thirds of a span of uninsulated low voltage electric line in a low bushfire risk area is calculated is as follows

- A. if the span distance is less than or equal to 45 metres the applicable distance equals 1000 millimetres: or
- B. If the span distance is greater than 45 metres and less than or equal to 100 metres the applicable distance is calculated in accordance with the following expression:  
$$1000 + ((\text{span distance minus } 45) \text{ multiplied by } (1500 \text{ divided by } 55)); \text{ or}$$
- C. if the span distance is greater than 100 metres the applicable distance equals 2500 millimetres.

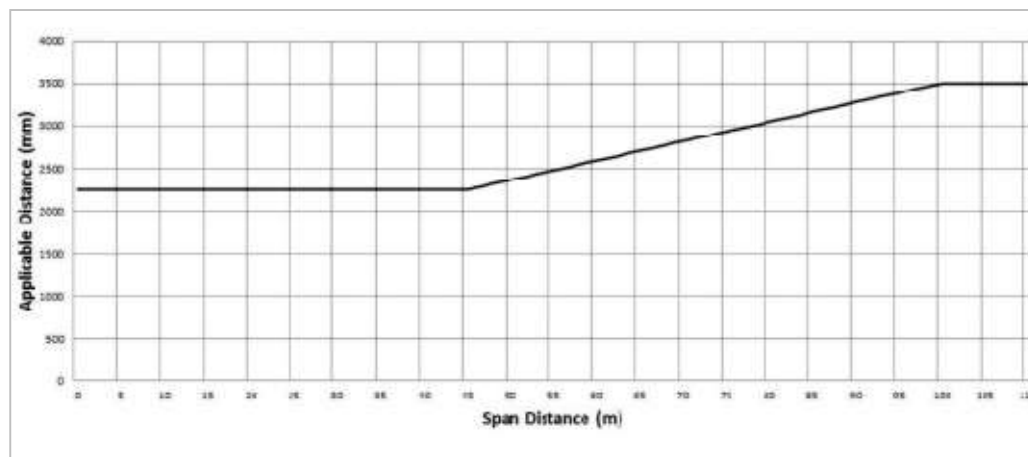
### Appendix 5.3 Graph 3: Uninsulated High Voltage Electric Line (other than a 66,000-volt electric line) in Low Bushfire Risk Area



The formula by which the applicable distance for the middle two thirds of a span of uninsulated high voltage electric line (other than a 66,000-volt electric line) in a low bushfire risk area is calculated is as follows:

- A. if the span distance is less than or equal to 45 metres the applicable distance equals 1500 millimetres: or
- B. if the span distance is greater than 45 metres and less than or equal to 100 metres, the applicable distance is calculated in accordance with the following expression  
$$1500 + ((\text{span distance minus } 45) \text{ multiplied by } (1000 \text{ divided by } 55)); \text{ or}$$
- C. if the span distance is greater than 100 metres the applicable distance equals 2500 millimetres.

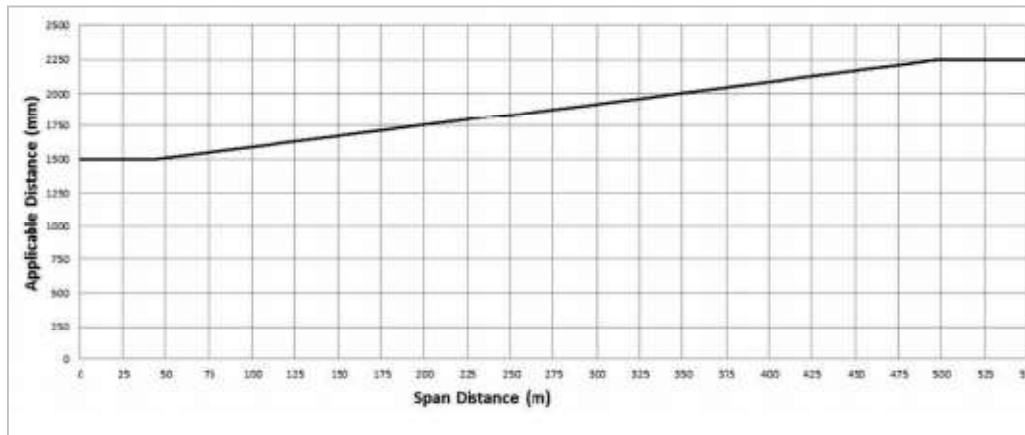
#### Appendix 5.4 Graph 4: Uninsulated 66,000 Volt Electric Line in Low Bushfire Risk Area



The formula by which the applicable distance for the middle two thirds of a span of uninsulated 66,000 volt electric line in a low bushfire risk area is calculated is as follows:

- A. if the span distance is less than or equal to 45 metres the applicable distance equals 2250 millimetres; or
- B. if the span distance is greater than 45 metres and less than or equal to 100 metres the distance calculated in accordance with the following expression  
 $2250 + ((\text{span distance} - 45) \times (1250 \div 55))$ ; or
- C. if the span distance is greater than 100 metres the applicable distance equals 3500 millimetres.

**Appendix 5.5 Graph 5: Uninsulated Low Voltage and High Voltage Electric Line (other than a 66,000 volt electric line) in Hazardous Bushfire Risk Area**



The formula by which the applicable distance for the middle two thirds of a span of an electric line is calculated is as follows:

- A. if the span distance is less than or equal to 45 metres the applicable distance equals 1500 millimetres; or
- B. if the span distance is greater than 45 metres and less than or equal to 500 metres, the applicable distance is calculated in accordance with the following expression  
$$1500 + ((\text{span distance minus } 45) \text{ multiplied by } (500 \text{ divided by } 303)); \text{ or}$$
- C. if the span distance is greater than 500 metres the applicable distance equals 2250 millimetres.



## HUME CITY COUNCIL **UPCOMING PRUNING WORKS**

In line with the “Electric Line Clearance Regulations” Hume City Council will be conducting electric line clearance pruning works between 16.11.2016 and 16.1.2017 in the following suburbs:

- **KALKALLO**    ■ **ATTWOOD**    ■ **SUNBURY**    ■ **COOLAROO**
- **MICKLEHAM**    ■ **WESTMEADOWS**    ■ **MEADOW HEIGHTS**

Hume City Council apologises for any inconvenience during these works.

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**For more information please visit  
[www.hume.vic.gov.au](http://www.hume.vic.gov.au) or phone 9205 2200.**

