

**Parks – Community Life
Information Sheet No. 14**

ARBORIST REPORTS



City of Ryde

11 June 2004

In the same way as you may seek the professional opinion of a Doctor, Engineer or Solicitor, it is sometimes necessary to gain further information in the form of an Arborist Report. Such a report should represent their honest professional opinion, based upon evidence attained at the site and current available research.

To try and ensure this quality, the City of Ryde can only accept Arboricultural Reports from authors with a minimum qualification equivalent (using the Australian Qualifications Framework) to the NSW TAFE Certificate Level 4, or above. It is not appropriate for persons holding Certificates in Tree Surgery etc to be preparing reports. Under the national qualification system, Certificates holders are rated as 'Tree Workers' only. Under some circumstances, the City of Ryde may request that the report be completed by someone who, apart from the above minimum qualifications, has no connection with an operating tree work company. These people are referred to by the City as Consultant Arborists.

To assist our residents in gaining the best possible advice for their money, the following guidelines have been prepared. A comprehensive report, prepared by an appropriately qualified Arborist, will enable the City's assessment process to be expedited.

To assist all involved, the following items should be included in your Arboricultural report.

1. Who commissioned the report
2. Why the report was commissioned
3. What the report examines
4. The address of the site containing the trees
5. The methods or techniques used in the inspection
6. An abstract or synopsis of the inspection
7. The date of the inspection
8. A map of the site showing the location of the trees and the trees numbered to correspond with the text of the report
9. For each tree the following should be provided:
 - i. common name
 - ii. scientific name
 - iii. height
 - iv. canopy spread
 - v. diameter at breast height
 - vi. form
10. A discussion of the data collected. This may include information regarding wounds, cavities, cracks, splits, forking, root zones, pests and diseases.
11. Photographs of each tree
12. Reports to be in an accepted scientific report format.
13. Resource material is to be clearly referenced using an accepted academic referencing method (eg. Harvard etc.)

14. Only data specifically referred to in the report and which is relevant to the discussion is to be included. This includes diagrams, photos and references etc.
15. All reports based on Resistograph testing should include copies of the charts. These copies must be clear and legible.
16. A discussion of all options available in the circumstance, including why they are or are not being recommended.
17. Reports are to clearly identify the specific author, not just the company. Contact details telephone number and qualifications should be included. Statements such as 'qualified Arborist' will not be accepted.
18. If the report is commissioned to support either an existing or proposed Tree Management Application or Development Application, the report shall address the proposed works contained within the application.

This list is not exhaustive and there may be other site considerations that are necessary to address to ensure adequate information is supplied.