

Agenda Item: 18

Report to: Planning, Transport & Environment Committee

Date: Wednesday 3rd February

Subject: Tree Warden Role

Summary: To consider the requirements for the tree warden role.

Recommendation

- 1. To consider and agree on the role specification of the tree warden at Kings Hill.**
 - 2. To recommend to the Finance & Human Resources Committee the budget line that the project will be funded from.**
 - 3. To note the insurance arrangements for the tree warden role.**
 - 4. To note the statutory powers to proceed with the tree warden role.**
 - 5. To consider how many tree wardens the parish needs and to consider the area(s) that would cover.**
 - 6. To consider procedure for recruiting the tree wardens.**
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1. Background

- 1.1 At the November Planning, Transport & Environment Committee the following was agreed:

It was **RESOLVED** to advertise for volunteers for the tree warden role in January 2021.

- 1.2 The vacancy has been advertised on websites, noticeboards and social media.

2. Tree Warden Role

2.1 Councillors should agree what is involved in the tree warden role and what it is the parish council are expecting them to do. Below are some examples of roles that tree wardens take on:-

- Involve and map TPOs.
- Look at any planning applications relating to trees.
- checking trees on sites planned for development;
- play an active role in conserving trees and woods in their communities.
- surveying local trees and gathering information about them
- liaising with the local community
- protecting trees and woods
- organising activities, such as planting and caring for new trees.

Decision Required

To consider and agree on the role specification of the tree warden at Kings Hill.

3. Financial Implication to the Council

3.1 There will be a voluntary contribution of approximately £50 per annum per tree warden to cover the cost of membership to the Tree Council, insurance and training.

3.2 When meetings return face to face there will be a charge of £10 per person for any training sessions attended to cover the cost of refreshments and hall hire etc. There are currently approximately 8 Zoom sessions per annum but the frequency may change with face to face training.

3.3 The Planning, Transport & Environment Committee do not hold a budget therefore members will need to agree which budget line the project will be funded from.

Decision Required

To recommend to the Finance & Human Resources Committee the budget line that the project will be funded from.

4. Insurance

4.1 The Kent Pond and Tree Partnership insure the tree wardens for their activities through a group membership of the Conservation Volunteers with Zurich Insurance, providing that any activities involving the public are pre-notified with the insurer and a prior risk assessment completed.

- 4.2 This is an insurance cover commonly used by groups involved in conservation activities in the UK.
- 4.3 It is most important that any practical activities and absolutely any event organised by a Parish Tree Warden involving public attendance such as a tree walk or tree planting is notified to the Kent Pond and Tree Partnership. A risk assessment must be prior-approved by the parish council.
- 4.4 The deputy clerk is also liaising with the parish council's insurance company.

Decision Required

To note the insurance arrangements for the tree warden role.

5. Statutory Power

- 5.1 The parish council have the power to repair and maintain public footpaths in their area under the Highways Act 1980 S30 and S43.
- 5.2 A further power would be the Public Health Act 1875 S164 which gives the power to provide and maintain land for public recreation.

Decision Required

To note the statutory powers to proceed with the tree warden role.

6. Volunteers

- 6.1 There are currently 7 volunteers for the tree warden role.

Decision Required

To consider how many tree wardens the parish needs and to consider the area(s) that would cover.

To consider procedure for recruiting the tree wardens.

Contact Officer: Georgina Jackson, Deputy Clerk
Date: 25th January 2021