

## APPENDIX 1. - Action Plan with updates Year 1. 2021

Tasks set in the Action Plan were allocated the following priority categories

<b>Green</b>	Long term projects which will either evolve over the course of the Action Plan or form part of our core day to day operations
<b>Amber</b>	Tasks that have already commenced or are less time and resource sensitive than those categorised as “red”.
<b>Red</b>	Projects that require immediate attention and additional resources

Actions which required action in year are shown grey hatched.

<b>Key Aim 1: To promote sustainable management of the Council’s trees through effective use of our resources</b>					
Objective	Priority	Expected outcomes	2021 Update	Status	Timescale
					Revised time scale
1. Developing a tree population that is healthy, varied in age and diverse in species.	Green	1. A healthy and diverse tree population where risk is managed to be “As Low as Reasonably Practicable”  2. Creation of a traceable record of management operations of Council trees.	This is an ongoing objective for the life of the strategy.  No update for 2021.	On going	On-going over the duration of the Action Plan.
					No change
2. To ensure sufficient data and resources are in place to enable the efficient and sustainable management of the	Amber	1. Collaborative projects initiating investigations to address key issues with Huntingdonshire's tree population.	Outcome 1. Work is ongoing with Officers and will be reported on in 2022  Outcome 2. This work forms part of work currently underway to	On target	Currently in progress – view to be completed mid 2022

districts tree population.		2. Working towards a progressive movement increasing the canopy cover	assess the canopy cover of the district. See Key Aim 3.		<b>No change</b>
3. Ensure essential tree maintenance is met through proactive maintenance planning.	Green	1. Continued development of using Council approved Tree Surgery contractors & Arboricultural Consultants  2. Adoption of a priority system of maintenance programs for the Councils trees reflected in the Tree Strategy	Operations lead, Annual Tree maintenance programmes have been achieved for 2021-22 financial year and currently forming the same for 2022-23 using the Councils tree asset management system. Work has been prioritised as set in the Tree Strategy	On target	Currently in progress – view to be completed early 2022
					<b>An annual review cycle of tree maintenance</b>
4. Develop the current tree surveying & evaluation	Amber	1. Encompassing all trees under HDC ownership to be captured / recorded, creating a user-friendly data base of all trees that can be used to assess, develop, budget setting & forecasting, tree planting.	Outcome – integrated customer service and asset management software systems have been explored to assess business suitability. Currently Ezytreev tree surveying software is best suited for tree asset management. There are still on-going projects to upgrade the system.	On going	Undertake project scoping exercise by end financial year 2021
					<b>Proposed revision to programme to finalise work by end of financial year 2022</b>
5. Staff Training & Development	Red	1. Creation of an internal training and development programme for Council staff involved with managing arboricultural matters across all services.	This objective remains a priority across all HDC Arboricultural Functions. However, limited availability of resources (principally officer time) has prevented this objective from being completed and training programme put in place	<b>Not completed</b>	Training programme in place by end 2021

			This objective will form part of work programmed in for 2022.		<b>Training to be in place by end 2022</b>
--	--	--	---	--	--

**Key Aim 2: To maximise the environmental, economic and health benefits of trees across the district.**

Objective	Priority	Expected outcomes	2021 Update	Status	Timescale
					Revised time scale
1. Promote excellence in arboriculture	Green	1. The Council continues to demonstrate working in accordance with industry best practice.  2. Adoption of new methods for working as per industry changes.	This is an ongoing objective for the life of the strategy. No update currently.	On going	On-going over the duration of the Action Plan
					No change
2. Tree retention & evaluation	Amber	1. Evidencing the importance of tree retention and investment	These objectives form part of work proposed later during the Action Plan period.  No update for 2021.	On target	Undertake project scoping exercise by 2024
					No change
3. Developing a monetary value of Council trees.	Amber	1. Development of a monetary evaluation report of HDC trees within towns.	These are ongoing objectives proposed for review later during the life of the Action Plan.  No update for 2021.	On target	Undertake project scoping exercise by 2024
					No change
4. Develop and promote tree biosecurity policy that reflects future environmental challenges	Red	1. Development and adoption of HDC Biosecurity Strategy which promotes the creation of a sustainable tree stock and the protection of our existing trees and woodlands.  2. Biosecurity policies and actions put in place to ensure we protect our tree stock across all services that interact with trees.	While these objectives remain essential, it is proposed to postpone work in this area until the finalisation of the current consultation on the Government's proposed Plant Biosecurity Strategy.	Not completed	Undertake project scoping exercise by end 2021.  Undertake project scoping exercise by mid 2022.

5. Engage with Tree Warden Groups and Parish / Town Councils on industry changes.	Green	1. Provision of information surrounding current industry issues where necessary to the local Tree Wardens Network and Parish/Town Councils.	This is an ongoing objective for the life of the strategy. No update currently.	On going	Ongoing engagement over the life of the strategy.
					No change

### Key Aim 3: To fulfil the Council's duty of care in respect of the management of its tree stock

Objective	Priority	Expected outcomes	2021 Update	Status	Timescale
					Revised time scale
1. Develop the Council's current tree surveying system	Amber	1. A review of current asset management systems which will evaluate the benefits and drawback of current tree surveying systems.  2. Investment in new equipment, with the view to create a tree data base that can be accessed by all members of Council staff that have a level of responsibility with survey Council trees  3. To seek modern computer hardware and software that is more user friendly than the current systems	Operation lead, different asset management systems have been explored including and partnership projects.  The objective is still in progress as it requires budget availability and research for suitability & performance.	On going	Undertake project scoping exercise by end 2021.
					Extend timescale to end of 2022

<p><b>2. Investigate and develop HDC “Trees in relation to buildings Subsidence” policy</b></p>	<p><b>Amber</b></p>	<ol style="list-style-type: none"> <li>1. Creation of a robust policy that contains all essential guidelines on managing subsidence cases.</li> <li>2. Creation of guidance for residents on how the Council deal with building movement around trees.</li> <li>3. Developing a tree subsidence risk project (Councils trees) which promoted proactive prevention mitigation works.</li> </ol>	<p>Outcome 3. although the new Tree Strategy provides a follow process in managing tree related building subsidence claims, it is currently being explored with the Council’s insurers with particular focus on the risks and costs of adopting a programme for proactive prevention mitigation works.</p> <p>As this involve cross department &amp; Officers, increase in timescale needs to be considered</p>		<p>Undertake project scoping by and report options by end 1st Q 2022.</p> <p><b>To form part of project works during 2022</b></p>
<p><b>3. Investigate and develop a tree risk management system (TRMS)</b></p>	<p><b>Amber</b></p>	<ol style="list-style-type: none"> <li>1. Adoption of a TRMS.</li> <li>2. Creation of an accessible and tree risk report or data base.</li> </ol>	<p>These outcomes form part of ongoing works for Operations Arboriculture.</p> <p>TRM system has been explored, Officer and Staff have undergone training. The adopted system will need to be approved by members as it is a risk management system.</p> <p>This project will continue into 2022, with a view to have a TRMS in place by early 2023.</p>	<p>Status</p> <p>On going</p>	<p>Undertake project scoping by end 2021 and report options by end 1st Q 2022.</p> <p><b>Completed by end of 2022</b></p>
<p><b>4. Encompass all trees owned or managed by HDC under one</b></p>	<p><b>Amber</b></p>	<ol style="list-style-type: none"> <li>1. Creation and adoption of one central management regime for all service</li> </ol>	<p>These are ongoing objectives proposed for review later during the life of the Action Plan.</p>	<p><b>On target</b></p>	<p>Ongoing project with the view to be completed by 2025</p>

central management regime.	(recorded red in error)	areas with a responsibility of tree management.	No update for 2021.		No change
5. Update the Public tree maintenance requests system	Green	1. Develop a clear concise guidance document that is available for; public / Council officers / customer services. Contains information on how HDC maintains its trees and processes involved	These are ongoing objectives proposed for review later during the life of the Action Plan.  No update for 2021.	On target	On-going over the duration of the Action Plan
					No change

#### Key Aim 4: To create a legacy of tree planting across the district

Objective	Priority	Expected outcomes	2021 Update	Status	Timescale
					Revised time scale
1. Continued development of the tree planting program	Green	1. Continuation of the annual tree planting program  2. Increase of canopy cover within the district	This is an ongoing objective for the life of the strategy.  No update for 2021.	Ongoing	On-going over the duration of the Action Plan
					No change
2. Celebratory tree planting programme – revamp memorial tree program	Green	1. Review the current planting scheme and propose changes  2. Promote planting programme	This is an ongoing objective for the life of the strategy.  No update for 2021.	Ongoing	On-going over the duration of the Action Plan
					No change
3. Increase urban canopy cover relative to available planting space and aim to increase overall urban tree canopy cover to a minimum of 20% by 2030.	Red	1. Commissioning of a canopy cover assessment. 2. Identification of appropriate canopy cover levels for land typographies across the district. 3. Creation of a programme to increase / maintain tree canopy cover across key area	Outcome 1. Complete	Part complete	Canopy Cover Assessment complete by mid-2021.  Canopy cover action plan complete by mid-2022.

					<b>No change</b>
<b>4. Take part in and support national tree planting events.</b>	<b>Green</b>	1. Participation in planting events in line with Tree Week and other national initiatives.	This is an ongoing objective for the life of the strategy.  No update for 2021.	<b>Ongoing</b>	Annual participation in national tree week and other events when possible.
					<b>No change</b>
<b>5. Understand and improve establishment rates of new trees on development sites.</b>	<b>Amber</b>	1. Monitoring of tree establishment rates planted as part of landscape schemes.	This objective remains a priority, however has been affected by staff changes and work on strategic projects.	<b>Not completed</b>	Undertake project scoping by end 2021 and report options by end 1 <sup>st</sup> Q 2022.
					<b>Project scoping by mid 2022 and completion by end Q1 2023</b>

**Key Aim 5: To promote community engagement in all aspects of tree planting and management, realising the maximum benefits they can provide**

Objective	Priority	Expected outcomes	2021 Update	Status	Timescale
					Revised time scale



1. Promote voluntary working parties (young trees in your area – ownership) and promote education events.	Green	1. Development of collaborative community tree planting projects	This is an ongoing objective for the life of the strategy.  Operations lead, 2021 the council has developed partnership projects with local community groups.	On going	As and when opportunities arise.
					No change
2. Engage with national tree planting events	Green	As above	This is an ongoing objective for the life of the strategy.  Operations lead, 2021 has seen tree planting commitments with the Queens Green Canopy Jubilee, community partnership tree planting projects.	On going	Follow annual organised events and national planting / management schemes. As and when opportunities arise.
					No change

**Key Aim 6: Make efficient and strategic use of the Council's regulatory powers for the protection of trees of current and future value**

Objective	Priority	Expected outcomes	2021 Update	Status	Timescale
					Revised time scale

1. Implement a rolling review programme for all existing Tree Preservation Orders (TPOs)	Amber	<ol style="list-style-type: none"> <li>1. Completion of a review of existing TPOs over the life of the strategy.</li> <li>2. A rolling review programme implemented for all existing and future TPOs.</li> </ol>	<p>These objective forms part of work proposed later during the Action Plan period.</p> <p>No update for 2021.</p>	On target	Project plan to set by April 2022 and resourcing options presented.
2. To digitise the Councils data in relation to Tree Preservation Orders.	Red	<ol style="list-style-type: none"> <li>1. Digitised TPO files for existing and historic orders.</li> </ol>	<p>All orders and their historic files have now been scanned. Work to explore the best methods for future data management will continue into 2022 and is likely to require additional resourcing.</p>	Complete	<p>Scanning and digitising complete.</p> <p>Data management works to be finalised in 2022 (resources depending)</p>
3. Utilise the Council's website as a source of information in relation to protected trees.	Green	<ol style="list-style-type: none"> <li>1. Electronic copies of all existing TPOs available on the HDC website.</li> <li>2. Improved GIS mapping for public inspection of TPOd trees, including address search and key information.</li> </ol>	<p>Outcome 1. It is proposed to remove this outcome to allow for a full review of Tree Preservation Orders information management.</p> <p>Outcome 2. Improvements to the web-based mapping will now form part of Key Aim 6 Objective 2 as part of digitisation project for 2022.</p>	On target	<p>Outcome 2 to be completed by end 2022.</p>
4. To keep methods for assessment of protected trees and applications for works under review in line with emerging industry best practice.	Green	<ol style="list-style-type: none"> <li>1. Updated working and assessment methods when required</li> </ol>	<p>This is an ongoing objective for the life of the strategy. No update currently.</p>	Ongoing	<p>Reviews undertaken in line with industry changes and publication of new guidance.</p> <p>No change</p>

5. Review standard conditions used for tree works applications.	Red	1. Review of all tree related conditions used for tree works applications.	This project is now complete.	Complete	Review complete by end 2021. <b>Completed 2021</b>
---	-----	--	-------------------------------	----------	---

### Key Aim 7: To recognise, promote and protect important tree populations within Huntingdonshire

Objective	Priority	Expected outcomes	2021 Update	Status	Timescale
					Revised time scale
1. Locate important tree species populations and ancient / vet trees in HDC Ownership.	Green	1. Project to locate and map Ancient and Veteran trees in HDC ownership.  2. Development of a veteran and ancient tree management plan.  3. Develop / promote education and training in management techniques and practices among services who interact with ancient and veteran	These objectives form part of work proposed later during the Action Plan period.  No update for 2021.	On target	Options for project resourcing developed and presented by 2026
					No Change
2. Promote the recording of ancient and veteran trees on the National Ancient Tree Inventory.	Green	1. Recording of ancient and veteran trees across the district and population of the National Tree Inventory website data.	This objective forms part of work proposed later during the Action Plan period.  No update for 2021.	On target	Options for project resourcing developed and presented by 2026
					No change
3. Locate and record orchards in the ownership / management of HDC.	Green	1. Locate and evaluate all Orchards on HDC managed land.	These objectives form part of work proposed later during the Action Plan period.	On target	Options for project resourcing developed and presented by 2026

		2. Development of Action Plan for Orchard Site. 3. Review of site which may be suitable for new orchard planting.	No update for 2021.		<b>No change</b>
--	--	--	---------------------	--	------------------