



Tree Assessment and Pruning Specification Checklist

- ☐ Site address.
- ☐ Author's contact details and qualifications.
- ☐ Statement detailing who (person/s, organisation, company) commissioned the report.
- ☐ Date of inspection (must not be greater than 12 months before present).
- ☐ Statement outlining aims of the report.
- ☐ Methodology of investigation and assessment techniques used in preparation of the report.
- ☐ Identification of tree/s by genus, species and common name and by a numerical value that correlates to a site plan.
- ☐ Site plan illustrating the tree/s in the context of the main features of the site and including a north point.
- ☐ Reason for pruning.
- ☐ Pruning class – refer to section 7 in AS4373—*Pruning of amenity trees*.
- ☐ Location of the branch(es)/root(s) to be pruned.
- ☐ Diameter of the branch(es)/root(s) to be pruned.
- ☐ Clear, dated and annotated colour images showing the branch(es) and/or part of the canopy that will be affected. The images must show the branch(es) proposed to be pruned and the location of the final cut(s).
- ☐ Summary of the number of branches cut, together with their orientation, diameter of the final cut, reason for removal and percentage of canopy removal. (NB Pruning is unlikely to be approved for branches impacted by temporary structures such as scaffolding. In such situations, branches could be tied back or scaffolding built around them.)
- ☐ The effect the proposed pruning will likely have on the tree and any mitigative measures required.