

# Quantified Tree Risk Assessment – Instructions for completion of data sheet

## Guide to determining occupancy rates

Please consider the following:

- The number of people that usually reside at the subject site
- Variation in time spent outside **as seasons change; Summer, Spring, Autumn and Winter.**
- Hours spent under the tree per day during the **week**
- Hours spent under the tree on **weekend**
- **Time spent undertaking tasks** beneath the canopy of the tree, i.e. gardening, use of clothesline, children playing
- **Entertaining friends** how many additional people are there and for how many hours
- **Walking under the canopy**, how many times per day

**This list is not conclusive and you should detail any time spent underneath the canopy of the tree or within the fall zone of the tree/branches.**

The following table is an example of how you might show occupancy rates under the tree.

*John parks his Ford Territory in the driveway under the tree every night during the week. He gets home from work at 6:00pm and leaves for work at 8:00am. The car is parked in the garage during Summer school holidays and on weekends.*

*John and Jane have 3 children all in school. They spend 2 Saturdays a month in the garden under the subject tree for each month except when they go away for 5 weeks during the school holidays every Summer. They spend on average 4 hours in Autumn and Winter and 7 hours in Summer and Spring months.*

When determining occupancy rates for persons or vehicles spent under or within the fall range of a tree canopy that part of the time spent inside a built structure (house or garage) should **not** be included. A separate table can be submitted for that part of the time spent inside a built structure that is under the canopy of a tree. See pages 4 and 5 of the [QTRA Practice Note Version 5](#).

## Example of occupancy rates for time spent outside a built structure

Vehicle	Make	Model	Year	Hours	days/week	weeks/year	
	Ford	Territory	2008	10	5	47	<b>2350 hrs</b>

### People

Season	Summer		Autumn		Winter		Spring		
	weekdays	weekend	weekdays	weekend	weekdays	weekend	weekdays	weekend	
No. People		5		5		5		5	
Hours		7		4		4		7	
Days/ week		1		1		1		1	
weeks/year		1		6		6		6	
		35		120		120		210	<b>485 hrs</b>

## Quantified Tree Risk Assessment – data sheet

Applicant name.....

Tree (*Botanic / common name or number on site map*).....

Tree Address .....

### Occupancy Rates for time spent outside a built structure

Vehicle refers to the number of hours a vehicle is parked in an area that can be impacted by the failure of the tree or part of the tree.

Vehicle	Make	Model	Year	Hours	days/week	weeks/year	
							hrs
							hrs
							hrs
							hrs

More than one table has been provided for occupation by people, this is to take into account the possibility that different areas of an outdoor space may have different occupancy rates. For example failure of the tree may impact a pool area and a vegetable garden, both of which are likely to have differing rates of occupation throughout the year. However in most cases one table will suffice.

#### People Area

Season	Summer		Autumn		Winter		Spring		
	weekdays	weekend	weekdays	weekend	weekdays	weekend	weekdays	weekend	
No. People									
Hours									
Days/ week									
weeks/year									
									hrs

#### People Area

Season	Summer		Autumn		Winter		Spring		
	weekdays	weekend	weekdays	weekend	weekdays	weekend	weekdays	weekend	
No. People									
Hours									
Days/ week									
weeks/year									
									hrs

#### People Area

Season	Summer		Autumn		Winter		Spring		
	weekdays	weekend	weekdays	weekend	weekdays	weekend	weekdays	weekend	
No. People									
Hours									
Days/ week									
weeks/year									
									hrs