




Electric Line Clearance Management Plan

2022-2023

Document Version	Revision Date	Issue Number	Responsible By	Authorisation Date
Version 1	March 2022	1	Adam McSwain, Director, Environment, Recreation and Infrastructure	17 March 2022
Signature :				

This plan supersedes all previous plans

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Electric Line Clearance Management Plan Submitted By:

Responsible Person: Bayside City Council

Date: 31 March 2022

The following sections are as per Regulation 9 (Management and submission of Plans) of the Electricity Safety (Electric Line Clearance) Regulations 2020.

9(2) A responsible person that is not a major electricity company, before 31 March in each year, must prepare a management plan relating to compliance with the Code for the next financial year

A management plan relating to compliance with the Code for the next financial year will be prepared by 31 March each year. The Electric Line Clearance Management Plan Arborist (ELCMP Arborist) will be responsible for the preparation of this plan and will ensure all relevant standards, policies, training, registers and documents are current.

9(4)(a) Name, Address and Telephone Number of the Responsible Person.

Name: Mick Cummins
Position: Chief Executive Officer
Business Address: 76 Royal Avenue, Sandringham, Victoria, 3191
Telephone No.: +61 3 9599 4444
Email Address: enquiries@bayside.vic.gov.au

9(4)(b) Name, Position, Address and Telephone Number of the Person who was responsible for the Preparation of the Plan.

Name: Adam McSwain
Position: Director Environment, Recreation and Infrastructure
Business Address: 76 Royal Avenue, Sandringham, Victoria, 3191
Telephone No.: +61 3 9599 4444
Email Address: enquiries@bayside.vic.gov.au

9(4)(c) Name, position, address and telephone number of the persons who are responsible for carrying out the plan.

Name: Mary Markowski
Position: Open Space Arborist (referred to as ELCMP Arborist in this Plan)
Business Address: 76 Royal Avenue, Sandringham, Victoria, 3191
Telephone No.: +61 3 9599 4444
Email Address: enquiries@bayside.vic.gov.au

Name: Michael Scopel
Position: Operational Supervisor - Citywide
Business Address: 42-48 Advantage Road, Highett. Vic 3190
Telephone No.: +61 3 9283 2059
Email Address: Michael.Scopel@citywide.com.au

9(4)(d) The telephone number of a person who can be contacted in an emergency that requires clearance of an electric line that the responsible person is required to keep clear of trees

The City of Bayside's Emergency after-hours Contact Number
+61 3 9599 4444

9(4)(e) The objectives of the plan are to ensure Electrical Safety through:

- i. Public safety and continuity of electricity supply.**
Ensure that trees are pruned to standards and practices to ensure public safety and continuity of electricity supply.
- ii. Provide a safe working place for employees and responsible persons.**
Requires that all work conducted on trees is undertaken by suitably trained workers who have qualifications in arboriculture or suitable experience and/or in the process of obtaining qualifications.
- iii. Compliance with the Code of Practice for Electric Line Clearance 2020 and to ensure electrical safety.**
Tree Policy requires that all trees are pruned to the Electricity Safety (Electric Line Clearance) Regulations 2020.
The Bayside Street Tree Selection Guide 2016 includes the presence of electric lines in the street as one of the criteria for selection of suitable species for its streets.
Requires its staff and contractors to have experience, expertise, quality management, OH&S systems and environmental management systems to ensure compliance with Industry Standards and the City of Bayside requirements.
- iv. Management of vegetation to maximize the amenity value of the Responsible person's street trees.**
 - Tree database records inspections and works undertaken on all public trees.
 - Records inspections and works in the current the City of Bayside's tree data base.
 - Provides an annual pruning program to maintain minimum clearance space from High Voltage lines and a two-year cyclic pruning program to maintain minimum clearance space for trees from Low Voltage electric lines. The adoption of these programs has resulted in a reduction of the volume of vegetation removed and an improvement to the long-term health and safety of the trees. This ensures compliance with the current regulations and maintains the amenity value of the trees.
 - Undertakes monthly audits to ensure the City of Bayside's trees are being maintained to ensure maximum amenity value.
 - Citywide is required to notify the City of Bayside when cutting of structural branches within the clearance is required for significant vegetation.
- v. Protect areas of significant vegetation and high amenity value.**
The City of Bayside has several heritage trees that are protected under Heritage and Environmental Overlays as outlined in 9(4)(h) of this document.
 - Areas and trees of significant vegetation and high amenity value are subjected to an increased inspection regime.
 - All inspections are recorded on the tree database.
 - The ELCMP Arborist will be responsible for updating the significant tree list and forwarding updates to the Citywide.
- vi. Assist Distribution Businesses in achieving reliability of supply and minimising fire starts.**

- the City of Bayside will endeavour to assist the Distribution Business to achieve reliability of supply and to minimise fire starts by undertaking annual inspection of all trees near High Voltage and a two year inspection of trees near Low Voltage.
- the City of Bayside will work with Citywide to ensure that trees are maintained as required under the current regulations.

Mechanisms for measuring performance of these outcomes are in place and are shown in more detail in relevant sections of this plan.

9(4)(f) The land to which this management plan applies.

The land to which this plan applies is a declared LBRA in an urban area of approximately 37 square kilometres and is shown on the plan in **Appendix 1** of this document. Bayside is part of the MFB Southern Zone and does not border any CFA Districts. The CFA will be contacted on an annual basis to ensure there have not been changes to the HBRA and LBRA boundaries for Bayside. This information will be sought prior to the completion of the annual plan. The CFA have been contacted by telephone for confirmation that Bayside City does not have a border with CFA. CFA were phoned and no new boundaries identified. Bayside City has no boundaries with the CFA. Andrew Judd, Commander CFA, Rostered Duty Officer (15/3/22) Mornington Fire Station verbally confirmed, over the telephone, that Bayside City has no boundary with CFA area.

9(4)(g) Any hazardous bushfire risk areas and low bushfire risk areas in the land referred to in paragraph (f);

The land to which this plan applies is a declared LBRA in an urban area of approximately 37 square kilometres and is shown on the plan in Appendix 1 of this document.

9(4)(h) Each area that the responsible person knows contains a tree that the responsible person may need to cut or remove to ensure compliance with the Code and that is—

The street and park trees in Bayside City Council are an eclectic mix of natives and exotic species which enhance the amenity and liveability of the municipality. Consideration is given to planting lower growing species under the electric lines where possible.

1. Indigenous to Victoria

Trees located South of Tulip St and Edward St, Sandringham and Park Rd, Cheltenham are protected by a Vegetation Protection Overlay under the Bayside Planning Scheme. A permit is required to remove, destroy or lop any tree within this overlay. At least 80% of the trees planted within this overlay are indigenous to Victoria. VPO3 area is indicated in **Appendix 3**.

2. Listed in planning scheme to be of ecological, historical or aesthetic significance

Trees located in North Rd, Brighton between the Nepean Hwy and the foreshore are protected under Heritage Overlays within the Bayside City Planning Scheme

3. Trees of cultural or environment significance

The City of Bayside maintains a 'Register of Significant Trees' which are protected under the Local Law. Trees on this register comply with criteria established by the National Trust. The locations of significant trees on the City of Bayside's land are listed in **Appendix 4**

Citywide has full access to the tree database which identifies all species including trees of ecological, historic and/or heritage significance. This information will be reviewed with the plan to inform future ELCMP's.

9(4)(i) the means which the responsible person will use to identify a tree of a kind specified in paragraph (h)(i), (ii) or (iii);

The following resources are available to identify significant native trees. These references will be reviewed and updated by the ELCMP Arborist as required as part of the review of this plan.

- Bayside Tree database
- Consult the Planning Scheme for any relevant changes to the Scheme
<https://www.planning.vic.gov.au/schemes-and-amendments/get-information-about-your-planning-scheme>
- Reference the Heritage Register as per the meaning of the Heritage Act 2017
<https://heritagecouncil.vic.gov.au/heritage-protection/register/>
- Reference the National Trust Register <http://trusttrees.org.au/>;
- Reference the Victorian Aboriginal Heritage Register as established under Division 3 of the Aboriginal Heritage Act 2006
<https://www.aboriginalvictoria.vic.gov.au>
- Refer to flora or habitat of fauna listed as threatened in accordance with Section 10 of the Flora and Fauna Guarantee Act 1988
<https://www.heritage.vic.gov.au/about-us/legislation-and-regulations>
- Refer to the Threatened Flora List as published by the relevant State department <https://www.environment.vic.gov.au/conserving-threatened-species/threatened-species-advisory-lists>
- Refer to the Threatened Invertebrate and Vertebrate Lists and associated habitat as published by the relevant State department
<https://www.environment.vic.gov.au/conserving-threatened-species/threatened-species>

- The City of Bayside's adopted Biodiversity Action Plan identifies that Bayside has areas containing Threatened/Endangered Flora, Threatened/Endangered Invertebrate Fauna Threatened/Endangered
https://www.bayside.vic.gov.au/sites/default/files/2021-08/biodiversity_action_plan_2018-2027.pdf

The City of Bayside's ELCMP Arborist will receive regular updates to the planning scheme or environmental overlays will update and amend the electronic tree database when it affects significant or heritage trees.

The City of Bayside will comply with the current Regulations and the Code whilst protecting areas of important vegetation identified on the basis of those areas containing vegetation that is botanically, historically or culturally important or vegetation of outstanding aesthetic, ecological or local significance or that may be the habitat of rare or endangered species.

Citywide are responsible for data input into the tree database and scheduling any works required.

All significant trees included in areas of vegetation are included on an annual inspection program.

9(4)(j) The management procedures that the responsible person is will adopt to ensure compliance with the code including:

The City of Bayside has approximately 24,531 trees that are affected by the Electric Line Clearance Management Plan. See **Appendix 6** for table outlining number of trees audited.

Trees are recorded on a tree database and identified by an Asset ID number, property address and GIS references.

i) Details of the methods to be adopted for managing trees and maintaining a minimum clearance space as required by the code:

- Citywide is required to
 1. understand the database and record inspections and works undertaken.
 2. Undertake annual inspection and pruning (where required) of all trees to maintain minimum clearance distance for HV powerlines to ensure compliance with the code of practice.
 3. Undertake two yearly inspection and pruning (where required) of all trees to maintain minimum clearance distance for LV lines and to ensure compliance with the code of practice. The maintenance schedule is included in **Appendix 2** of this document.
 4. Identify and log exception trees which cannot be pruned to meet required clearances in a manner consistent with the Australian Standard 4373 Pruning of Amenity Trees and should be retained under Policy. All exception trees will be inspected annually, and inspections logged into the database and stored

on the database for a period of at least 5 years as outlined in Schedule 1, Part 2, Sections 4,5,6 & 7 of the current Regulations.

5. Notify the City of Bayside of changes to the condition of these trees when the tree is to be removed or removed from the exception list.
 6. **Appendix 7** contains graphs and codes to achieve clearances as required.
 7. Achieve compliance in conjunction with the Distribution Business to employ independent contractors to carry out Live Line works
 8. Transition overhead powerlines to underground or Aerial Bundled Conductor (ABC) in areas of high conflict where funding permits
 9. Require all subdivisions and new estates to underground proposed powerlines
 10. Consider electricity lines when planting new trees
 11. Will work in conjunction with ESV for alternative compliance mechanisms to achieve practical and affordable solutions for those trees which qualify as exemption trees
 12. Undertake an annual arboricultural inspection of all exception and exemption trees
- A list of exemption and exception trees can be made available to ESV in the form of a spreadsheet as required. Trees identified as exception trees will be recorded on the tree database and subject to an annual inspection.
 - the City of Bayside will undertake regular tree audits for regrowth into the clearance space (annual HV and two year LV inspection) to determine the level of pruning required to ensure adequate space for regrowth before the next inspection. The pruning arborist will apply the following method:

*Av. of annual growth extension since last prune x
years to next program prune + amount pruned*

- Non-compliance with Code will be referred to the responsible persons for follow up and investigation to prevent reoccurrence or further issues arising from the same cause. Non-compliance issues are required to be reported at the monthly contract meeting
- the City of Bayside has a customer service system that can be accessed by the community or distribution companies on 9599 4444 or enquires@bayside.vic.gov.au

(ii) Specify the method for determining an additional distance that allows for cable sag and sway for the purpose of determining a minimum clearance space in accordance with Part 3 Division 1 of the Code:

(A) must specify the method for determining an additional distance that allows for conductor sag and sway;

- the City of Bayside is an urban which has a predominance of spans of 40m or less.

Voltage	Number of Spans
11kV	3914
<40	3333
>45	581
66kV	357
<40	168
>45	189
LV	5448
<40	4503
>45	945
Grand Total	9719

- This data has been made available by the distributor (2020) and has been incorporated into the City of Bayside's Geographic Information System (GIS), Intramaps.
- Where a span is greater than 40m the City of Bayside will adopt the clearance distances for spans greater than 40m and less than or equal to 100m as required in Schedule 2 Graphs 1,2,3,4 of the current Regulations.
- The formula used to determine the minimum clearance space for the middle two thirds of the span that is greater than 40 metres and less than or equal to 100 metres is $300 + ((\text{SpanDistance} - 40) \times 10)$ – See Appendix 7 for Graphs 1,2,3,4 including formulas for all graphs.
- Pruning will be undertaken to maintain clearance as determined in Schedule 1, Part 3 of the current Regulations

Where compliance with the code for any span width is not possible under the existing line configuration, the ELCMP Arborist will seek assistance from the Distribution Business to assess options to ensure compliance.

Any additional clearance requirements for sag and sway will be recorded on the tree database for a minimum time of 5 years.

9(4)(k) The procedures to be adopted if it is not practicable to comply with the requirements of AS 4373 while cutting a tree in accordance with the Code;

The City of Bayside requires Citywide to prune to the most current version of AS4373 (2007) by using pruning techniques, procedures and equipment as far as practicable to ensure the public's health and safety.

Reasonably practicably in relation to AS4373 means that which is, or was at a particular time, reasonably able to be done in relation to ensuring continued tree health and future tree safety, taking into account :

- (a) The likelihood of the hazard or the risk concerned occurring – will the action create a present or future defect, hazard, loss of tree health or aesthetic value.
 - (b) The degree of harm that might result from the hazard or the risk and the possible impact on the tree or future safety of the public.
 - (c) What the person concerned knows, or ought reasonably to know about:
 - (i) The hazard or the risk – must have adequate knowledge to determine the hazard risks
 - (ii) Ways of eliminating or minimising the risk – must have adequate knowledge in relation to alternative measures
 - (d) The availability and suitability of ways to eliminate or minimise the risk – consider other resources or techniques available to complete works to the required standard.
 - (e) Assessing the extent of the risk and the available ways of eliminating or minimising the risk and associated costs to eliminate or minimise the risk.
- One of the following options will be followed where it is not practicable or reasonable to prune a tree so that it is compliant with AS4373 (2007):
- Where the tree cannot be pruned to Code but meets the conditions for exceptions for minimum clearance space under Schedule 1, Part 2, Division 1, Clause 4, 6 or 7 of the current Regulations the tree will be placed on an annual inspection list for exception trees
 - Commence the process for an alternative compliance mechanism where the tree cannot be pruned to Code but meets the conditions under Schedule 1, Division 2, clause 31 of the current Regulations
 - Remove the tree.

An annual check will be undertaken by ELCMP Arborist of the SAI Global standard association to determine whether there have been any updates to AS 4373 (2007). As at 15/03/2022 there are no advertised updates to AS 4373 (2007). Any possible ramifications to changes with AS4373 will be immediately be forwarded to Citywide and discussed at the following monthly contract meeting.

9(4)(I) A description of each alternative compliance in respect of which the responsible person has applied, or proposes to apply, for approval under clause 31 of the Code.

Application for approval of alternative compliance mechanism

The City of Bayside will apply for an alternative compliance mechanism under Clause 31 of the Code

- (1) The process to apply for the approval to use an alternative compliance mechanism in respect of a span of an electric line or a class of spans, will include :
 - a) Details of

- i. The alternative compliance mechanism
- ii. procedures for commissioning, installing, operating, maintaining and decommissioning the alternative compliance mechanism; and
- b) identify the published technical standards that will be complied with when commissioning, installing, operating, maintaining and decommissioning the alternative compliance mechanism; and
- c) either :
 - i. specify the location of the span (in respect of an electric line span); or
 - ii. describe the class of electric line span;
- d) specify the minimum clearance space in respect of which the application is made; and
- e) include a copy of the formal safety assessment prepared under Schedule 1 Division 2 Clause 32.

9(4)(m) Details of each alternative compliance mechanism that is held by :

a. the responsible person

Currently there are no alternative compliance mechanisms that are held by the City of Bayside

b. Is in effect

Currently there are no alternative compliance mechanisms that are held by the City of Bayside.

Details of any future alternative compliance mechanisms will be contained in the tree database for the lifespan of the mechanism.

If the branch or tree is removed and the alternative compliance is no longer required the Distribution business will be advised.

9(4)(n) A description of the measures that must be used to assess the performance of the responsible person under this management plan.

Criteria	Measurement Method	KPI
Provide a safe working place for employees, contractors and residents. Ensuring safety to the public and property.	Monthly reporting of incidents and near incidents at monthly operational tree care contract meeting	Reduction in incidents against previous years data.
Address areas of concern or repeated defaults identified from audit programs.	Monthly reporting of non-compliance at the operational tree care contract meeting.	Remove repeated and identified areas of non-compliance.
Compliance with the Electricity Safety (Electric Line Clearance) Regulations 2020	Monthly monitoring of zone cyclic program audit results (see Appendix 6).	100% compliance

Ensure completion of the cyclic maintenance program according to the schedule.	Work with Citywide to achieve compliance with cyclic program schedule	100% compliance by 1 April each year.
A reduction in code clearance breaches identified through the inspection program, e.g. Distribution Business or ESV Requests.	Audit external breaches from the Distribution Business (DB) and Energy Safe Victoria (ESV) breaches.	Zero breaches of the Code of Practice Clearances.
Protect areas of important vegetation such as botanically, historically or culturally important or significant vegetation.	Monitor reports of any affected issues in relation to important vegetation.	A reduction in relevant issues against previous year's data.
Manage vegetation to maximise the amenity value of Bayside City to maintain continuity of the power supply.	Monitor reports of Electric Line Clearance related incidents, including Worksafe caution and weekly publicised incidents.	Zero electrocutions and/or fires started by managed vegetation.
Provide the community with adequate notification of vegetation works required throughout the municipality.	Monitor public complaints regarding tree notification issues.	A reduction in complaints regarding tree notification issues.
Code Clearance breach	Auditing and reporting penalties in tree service contract	No Code Clearance breaches

9(4)(o) Details of the audit processes that must be used to determine the responsible person's compliance with the Code:

The City of Bayside's Open Space internal auditor conducts regular but randomised monthly audits of pruning works for compliance with Council Policy and Procedures, Australian Standards and the Electric Line Clearing Code of Practice. Further methods to determine compliance are:

- Citywide present a monthly report to the City of Bayside outlining the progress of the cyclic program
- The City of Bayside has an internal audit program which assesses code compliance for each completed zone and compliance with AS 4373 (2007).
 - All defects identified from these audits will require rectification within 15 working days
 - enter these defects into the City of Bayside's customer service system which require a closure comment when works have been completed
 - Completed works are entered into the tree database
- Work site management/HSE audits are undertaken on a random basis by the internal auditor. These audits are to ensure correct OH&S and traffic management controls for electric line clearance are in place.
 - Any failure to comply will result in a notice of non-compliance.
 - Further audit will be undertaken when non-compliance rectified.
 - In the event that persons do not hold appropriate qualifications and training they will be immediately stood down from line clearance

works until training and qualifications are achieved and provided to Council by the Operational Supervisor.

- Audit results will be sent to the Citywide to inform all Electric Line Clearance personal of audit outcomes.
- Incidents or near misses are reported at the monthly contractor meetings, including actions taken by Citywide to educate and inform their staff to avoid similar incidents.

Exceptions and Exemptions

- Where exceptions or exemptions have been approved :
 - Annual audits will be undertaken by a suitably qualified arborist as outlined in the 2020 Regulations.
 - Inspections and works undertaken will be stored on the electronic tree database.
 - Audit method will be modified if any inadequacies are identified.

9(4)(p) The qualifications and experience that the responsible person must require of the persons who are to carry out the inspection, cutting or removal of trees in accordance with the Code and the Electricity Safety (General) Regulations 2019

The Electrical Safety Rules for Vegetation Management Work Near Overhead Powerlines by Non-Electrical Workers (Energy Safe Victoria) establishes the minimum standards to be used, in addition to other occupational safety and health requirements, to enable safe vegetation management work in the vicinity of or near live overhead powerlines by persons not working for or under the control of an electricity asset owner, but working for another responsible person.

The City of Bayside will ensure that all staff and contractors performing pruning and hazard inspections around electric lines are qualified persons as required in the Electricity Safety (General) Regulations 2019 r.616 (Electricity Safety (General) Regulations 2019), including amendments, which states :

‘In this regulation, qualified person means a person who holds a current certificate that is approved by Energy Safe Victoria specifying satisfactory completion of a training course in tree clearing’.

Work role and competency required for all qualified persons carrying out vegetation management work near overhead powerlines on behalf of the City of Bayside are as follows:

Work Role	Competency	Code
All ELC staff – excluding Chipper operators	Certificate II in ESI - Powerline Vegetation Control	UET20319
	Apply Occupational Health Safety regulations, codes and practices in the workplace	UEENEEE101A

	Comply with sustainability, environmental and incidental response policies and procedures	UETTDREL13A
	Working safely near live electrical apparatus as a non-electrical worker	UETTDREL14A
	Operate and maintain chainsaws	AHCARB205A
	Plan the removal of vegetation up to vegetation exclusion zone near live electrical apparatus	UETTDRCV23A
	Monitor safety compliance of vegetation control work in an ESI environment	UETTDRCV27A
EWP Operator and EWP Safety Observer	Apply pruning techniques to vegetation control near live electrical apparatus	UETTDRCV33
	Use elevated platform to cut vegetation above ground level near live electrical apparatus	UETTDRCV25A
	Licence to operate a boom-type elevating work platform (also equivalent is High risk work licence - WP)	TLILIC0005
Tree Climber and Climber Safety Observer	Use climbing techniques to cut vegetation above ground near live electrical apparatus	UETTDRCV21
	Apply pruning techniques to vegetation control near live electrical apparatus	UETTDRCV33
	Undertake release and rescue from a tree near live electrical apparatus	UETTDRCV34
	Undertake standard climbing techniques	AHCARB204
Tree Inspector	National Certificate Level III in Arboriculture, including the "Perform a ground-based tree defect evaluation" unit or an equivalent qualification	AHCARB408
	At least 3 years field experience in assessing trees	

Annual refresher training will be undertaken where required to ensure currency of training.

The City of Bayside will ensure that all staff and contractors working as qualified persons will adhere to:

- Electricity Safety (General) Regulations 2019
- Australian Standard AS4373-2007 – Pruning of Amenity Trees,
- The "Blue Book", and
- Any organisational procedures, safe work method statements and Job Safety Assessments to ensure the work can be completed safely.

The City of Bayside's contractors shall apply these rules when carrying out vegetation management work near overhead powerlines. Workers shall only undertake work for which they have been trained, assessed and deemed competent to enable them to safely perform the work.

All training and annual refreshers will be undertaken by an approved Registered Training Organisation in accordance with the requirements of the current Regulations and that all new tree pruning personnel are appropriately inducted to Bayside.

The Operations Supervisor must ensure that an updated training matrix of licenses, training and competency details is provided to the City of Bayside for each person required to conduct vegetation management work. The City of Bayside will keep records of training and licenses of all authorized persons.

All electric line clearance personnel who are required to perform vegetation management work must carry all licenses / accreditations on their persons at all times. If any personnel are found to be onsite without the appropriate training or qualifications they must cease works immediately. Affected staff will not be permitted to perform any vegetation management work until such time that the relevant license and/or accreditation is presented.

This will be recorded as a serious non-compliance and communicated to the City of Bayside and Operations supervisor immediately.

9(4)(q) Notification and consultation procedures, including the form of the notice to be given in accordance with Division 3 of Part 2 of the Code

Under Division 3, Part 2, 17(4) written information with pruning schedule is published on Bayside Council's <https://www.bayside.vic.gov.au/services/trees-parks-and-beaches/our-street-tree-maintenance-program-and-pruning-calendar>

- Citywide is required to comply with the advertised schedule and to keep the City of Bayside apprised of any difficulties in meeting the schedule. Should work be unable to begin or completed within the scheduled time frame, Citywide will advise the City of Bayside of a solution for catching up the schedule to ensure compliance.
- A copy of the City of Bayside "Electric Line Clearance Vegetation Management Plan" is available
 - at 76 Royal Avenue, Sandringham for inspection and comment by the public during normal Office hours.
 - on the City of Bayside's Website
<https://www.bayside.vic.gov.au/sites/default/files/2021-12/Electric%20Line%20Clearance%20Management%20Plan%202021-2022.pdf>

9(4)(r) A procedure for the independent resolution of disputes relating to electric line clearance;

Dispute resolution procedures – see Appendix 5 for matrix

Internal Dispute Resolution

- Disputes between Bayside Council and the public relating to issues with the pruning of Council trees to comply with the code of practice will be resolved in accordance with current policy. If the dispute cannot be resolved within the Open Space Recreation and Wellbeing Department, the dispute will be

escalated to the Executive Manager, Communications and Customer Service

Position: Director Community and Customer Experience
 Address: 76 Royal Avenue, Sandringham, Victoria, 3191
 Telephone: +61 3 9599 4444

External Dispute Resolution

- If Bayside Council's dispute resolution process is unsuccessful in resolving the issue, the plaintiff will be referred to the local distribution company, Energy Safe Victoria or the Energy and Water Ombudsman of Victoria whichever is most relevant
- The responsible officer for carrying out the plan will ensure that a current copy of Council's "Electric Line Clearance Vegetation Management Plan" is available at Bayside City office at 76 Royal Avenue, Sandringham for inspection and comment by the public during normal Office hours.
- The ELCMP Arborist will ensure that a current plan is available on the Council website and any superseded plan will request the Digital team to remove the superseded plan from the website.

(s) If Energy Safe Victoria has granted an exemption under regulation 11 relating to a requirement of the Code, details of the exemption or a copy of the exemption.

Not currently applicable

10 Bayside Council obligations relating to the management plan

Clause	Requirements of the Management Plan
10(2)	Bayside Council will provide a copy of the management plan to Energy Safe Victoria within 14 days of receiving (or longer as determined by ESV) the request
10(3)	Bayside Council will provide further information or material in respect of the management plan within 14 days or such longer period as specified by Energy Safe Victoria.
10(4)	Bayside Council will amend the management plan within 14 days if instructed by Energy Safe Victoria.
10(5)	Bayside Council will comply with the approved management plan
10(6)	Bayside Council must ensure that a copy of the current management plan is published on the Bayside Council's Internet site. Bayside Council will ensure that all superseded Plans are removed from the Council website.

The following sections are as per Regulation 9(4) (Preparation of Management Plan) of the Electricity Safety (Electric Line Clearance) Regulations 2020.

Schedule 1 – Code of Practice for Electric Line Clearance

Part 2 – Clearance Responsibilities

Division 1 – Roles of Responsible Persons

Bayside Council requires all vegetation that does not qualify for an exemption or exception under the Regulations to be pruned to maintain clearance space for a period of two years. Any breaches of this clearance are responded to reactively and are entered into Bayside Council's record management systems and actioned within 20 business days of receiving notification of the breach.

4. Exception to minimum clearance space for structural branches around insulated low voltage electric lines

As part of Bayside Council's two yearly pruning program Bayside Council's contractor has been requested to identify all trees within Bayside that meet the requirements for exception as outlined in Schedule 1, Part 2, Section 4 of the Code. A branch that is wider than 130 millimetres at the point where it enters the clearance space and is 300 millimetres from the line will meet the requirements for exception. Once a tree is identified as meeting the requirements the following process is undertaken:

- (i) a suitably qualified arborist will inspect the tree of which the branch is part on an annual assessment and utilise Bayside Council's Asset Management System to report on any structural defects that may cause branch failure
- (ii) an assessment of the risks posed by the branch will be undertaken and any measures required to mitigate risks that may have been identified will be actioned within 15 working days of the inspection occurring
- (iii) Bayside Council will organise an annual assessment by qualified arborists of exception and exemption trees. All tree inspection and maintenance information is stored on the tree database for a period of 5 years as required under the Regulations
- (iv) All Bayside Council staff have full use of the tree database and are required to enter all inspections and works undertaken.
- (v) A list of exemption and exception trees can be made available to ESV in the form of a spreadsheet after the annual inspection has been undertaken or upon request.

5. Exception to minimum clearance space for small branches around insulated low voltage electric lines

The tree database records dates when pruning works were undertaken. Branches will not be required to be cleared where an inspection identifies the presence of branches that meet the requirements for exception as outlined in Schedule 1, Part 2, Section 5 of the Code :

- Are less than 10 millimetres wide at the point where it entered the minimum clearance space, and
- Vegetation clearance works were recorded in the previous twelve months.

6(2) Exception to minimum clearance space for small branches growing under uninsulated low voltage electric lines in low bushfire risk areas

Branches will not require clearance inside the clearance where :

- The branch is less than 10 millimetres wide at the point at which it enters the minimum clearance space and is no more than 500 millimetres inside the minimum clearance space ; and
 - The point at which the branch originates is below the height of the electric line; and
 - Where a branch is within the minimum clearance space around the middle 2 thirds of the span, the span is fitted with -
 - one conductor spreader if the span length is 45 metres or less; or
 - 2 conductor spreaders if the length of the span is greater than 45 metres;
-

7. Exception to minimum clearance space for structural branches around uninsulated low voltage electric lines in low bushfire risk areas

As part of Bayside Council's biennial pruning program Bayside Council's contractor has been requested to log any tree for all trees within Bayside that are adjacent to uninsulated low voltage electric line in a LBRA and :

- Where a structural branch
 - measures 130mm wide at the point where it enters the clearance space, and
 - is no more than 500mm inside the clearance space
 as outlined in Schedule 1, Part 2, Section 6 of the Code.
- Where a branch comes within the minimum clearance space around the middle two thirds of the span, the span should be fitted with a spreader as required in 6(2)(b)(i) & (ii).

Once a tree is identified as meeting the requirements the following process is undertaken:

- (i) a suitably qualified arborist will inspect the tree of which the branch is a part on an annual basis and utilise Council's Asset Management System to report on any structural defects that may cause branch failure. Each tree that has been recorded as a 'structural branch' will be inspected annually. Any works required to ensure clearance will be undertaken and recorded against the tree. These records will be held for a minimum of five years.
 - (ii) an assessment of the risks posed by the branch will be undertaken and any measures required to mitigate risks that may have been identified will be actioned within 15 working days of the inspection occurring.
 - (iii) The list of 'structural branches' is recorded by the inspecting arborist on the tree database.
 - (iv) When the tree or the branch is removed from the clearance the tree will no longer be recorded as a 'structural branch'.
-

9. Responsible person may cut or remove hazard tree

- (i) A hazard tree is where a tree is likely to fall onto, or come into contact with, an electric line.

- (ii) The assessment will consider all locally foreseeable conditions that it is reasonable to assess within the scope of the expertise of the inspecting Arborist that indicate the likelihood of contact with an electric line.
- (iii) Record the assessment on the tree database and advise Council of the likelihood of this failure.

10 Cutting of tree to comply with Standard

Bayside Council will require Citywide, its approved tree contractors, to manage Council's trees in accordance with AS 4373 as published or amended from time to time.

11 Cutting or removal of indigenous or significant trees must be minimised

Council will not unnecessarily prune or remove a tree that are indigenous to Victoria or listed in a planning scheme to be of ecological, historical or aesthetic significance more than is necessary to ensure compliance with Division 1 or to make an unsafe situation safe.

12 Cutting or removing habitat for threatened fauna

Council will not unnecessarily cut or remove a tree that is the habitat for threatened fauna during the breeding season for the threatened fauna more than is necessary or to make an unsafe situation safe.

Council will ensure that any threatened fauna will be relocated if it is not practicable to undertake cutting or removal of that tree outside the breeding season.

17 Responsible person must publish notice before cutting or removing certain trees

- A copy of the Bayside Council's "Electric Line Clearance Vegetation Management Plan" is available at
 - 76 Royal Avenue, Sandringham for inspection and comment by the public during normal Office hours.
 - on Bayside Council's Website
<https://www.bayside.vic.gov.au/services/trees-parks-and-beaches/our-street-tree-maintenance-program-and-pruning-calendar>

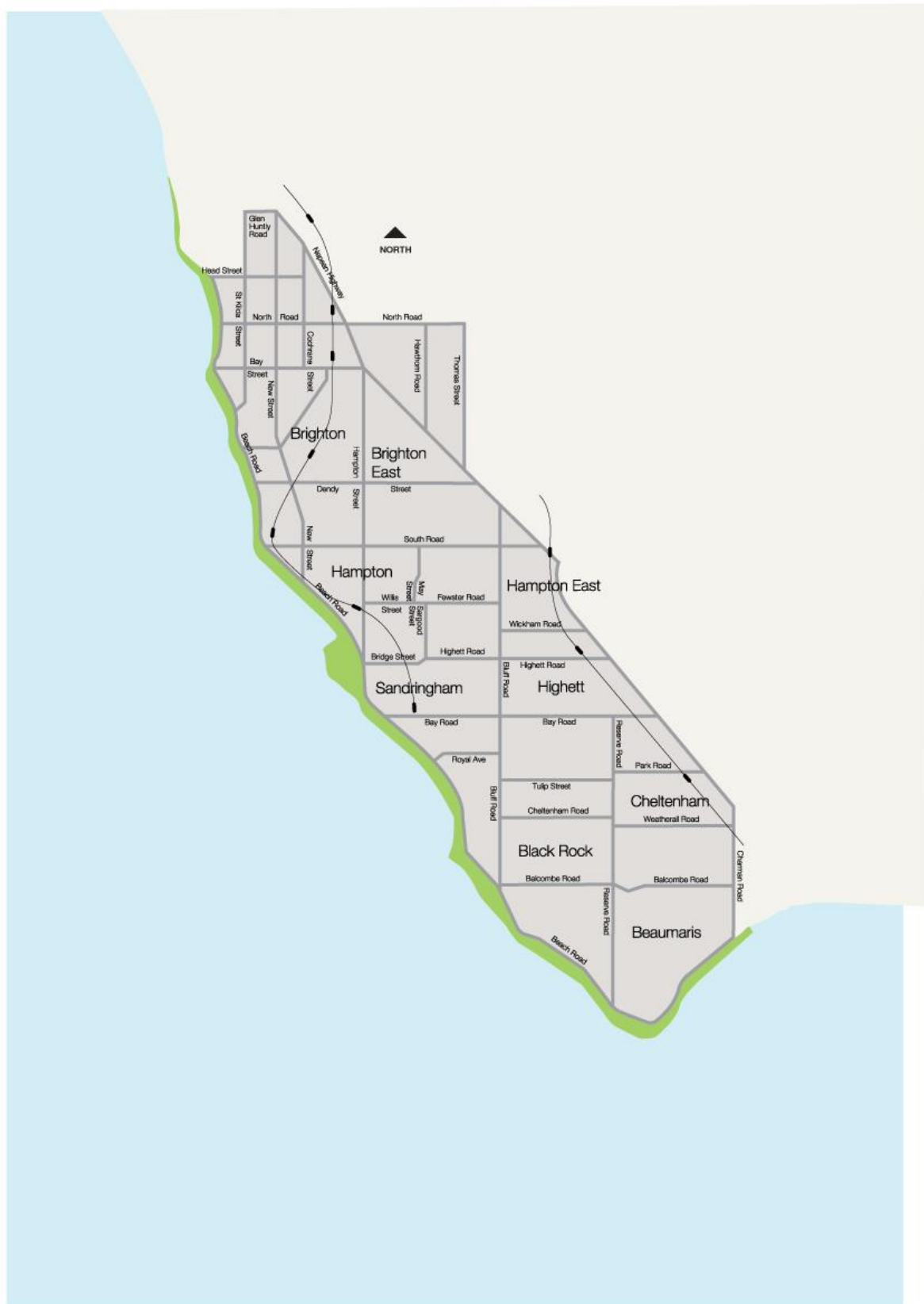
20. Duty relating to the safety of cutting or removal of trees close to an electric line

If Bayside Council has concerns about the safety of cutting or removal of a tree for which the Council has clearance responsibilities, the Council will consult:

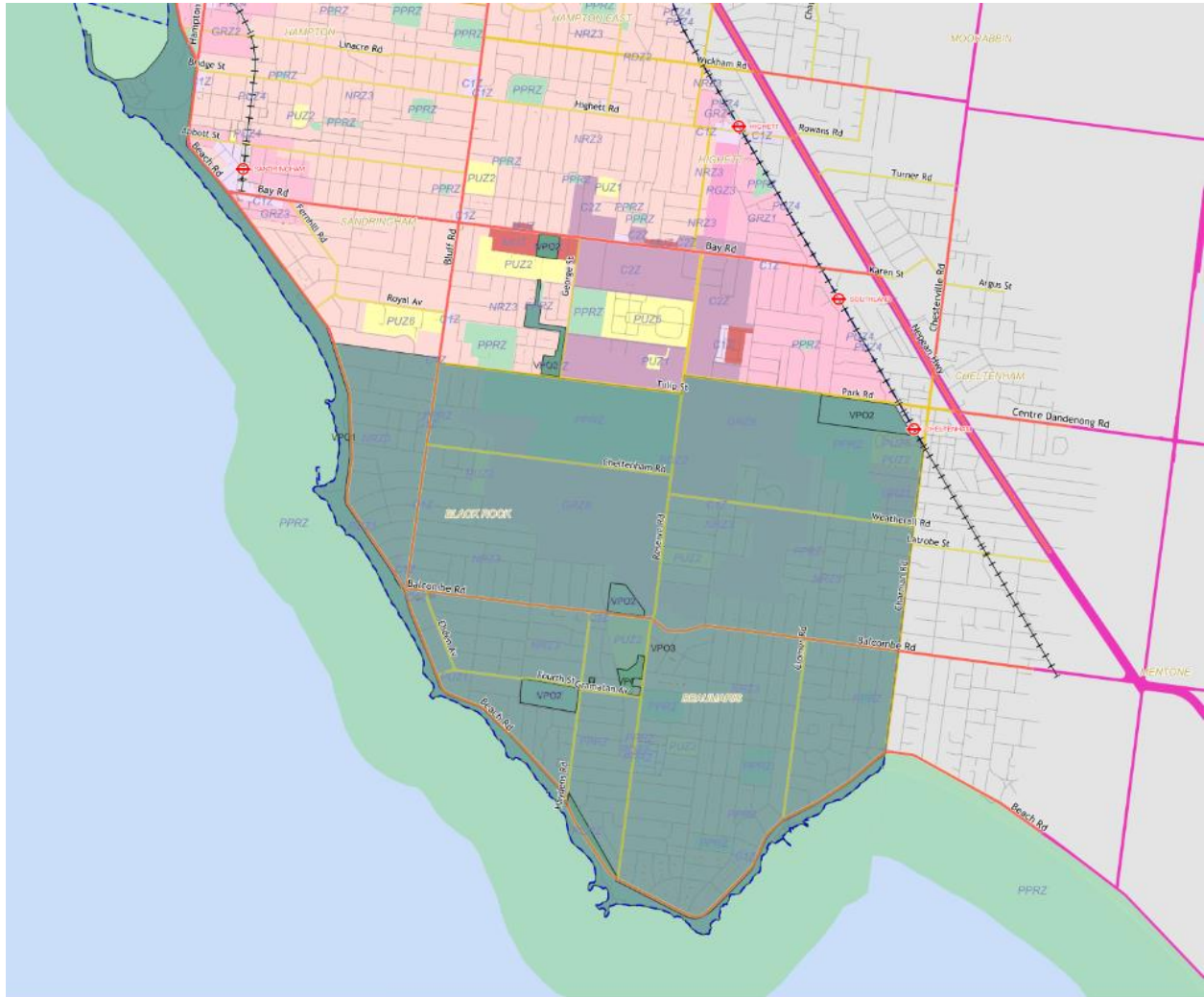
Company	Contact	Phone	Email
Met Rail	Peter Kinsella Vegetation Technical	0458764854	peter.kinsella@metrotrains.com.au

	Lead Infrastructure Dept.		
Yarra Trams	Tobias Meyer Team Manager Network Facilities	0410 473 749	Tobias.Meyer@yarratrams.com.au
	Marty Campbell Contractor ETS (issues and support)		mcampbell@ets.com.au .
	Emergency contact	(03) 9610 3394	
United Energy/Powercor	Leo Hourigan – Responsible person Liaison Officer	9683 4851	LHourigan@powercor.com.au
United Energy /Powercor after hours	United Energy contact	132 099	24 hour contact number

Appendix 1 – Bayside City Council Map. All declared areas within Bayside City Council are LBRA. Bayside has no boundaries with the CFA.



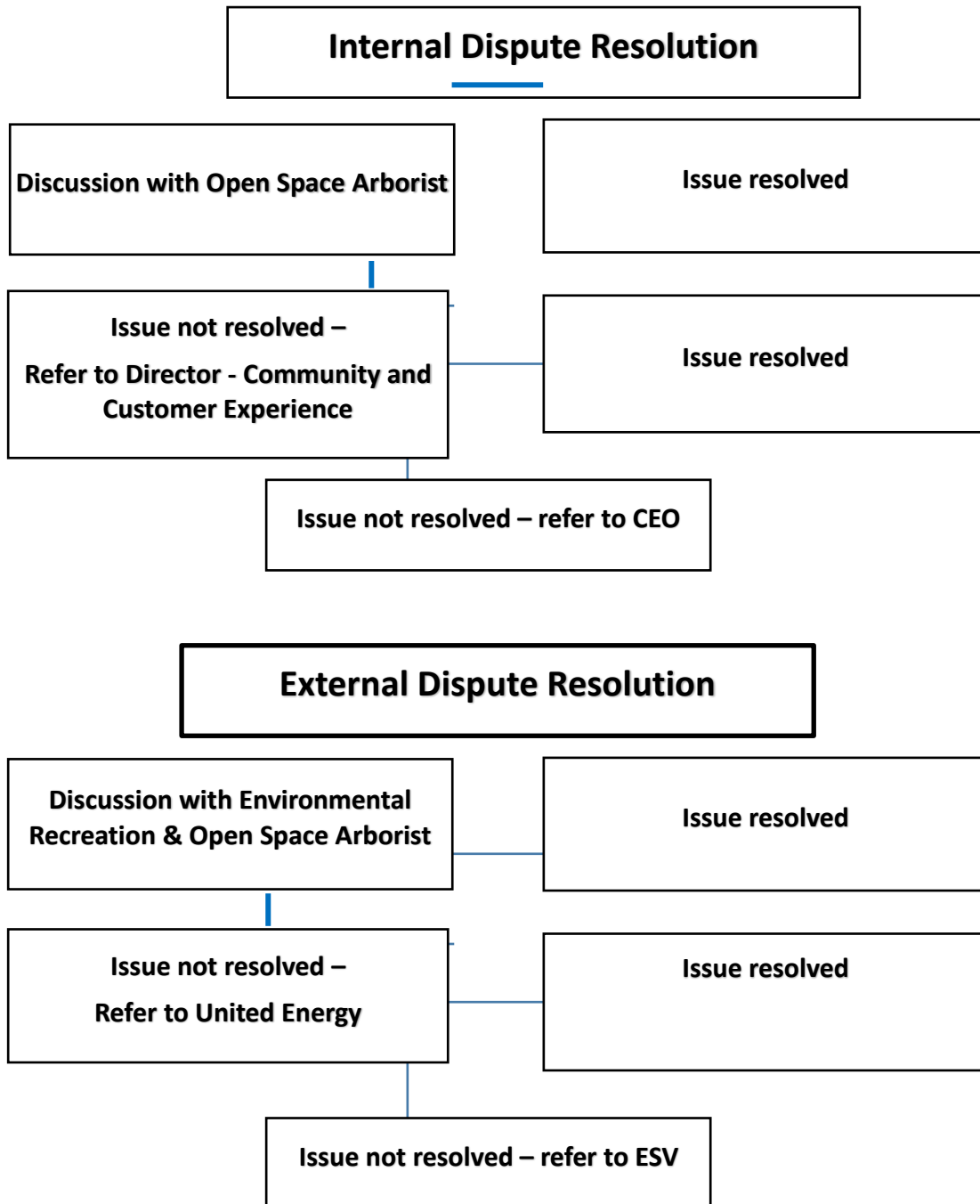
Appendix 3 – VPO3 area (shaded green) – Black Rock, Beaumaris and part of Cheltenham



Appendix 4 – Significant trees in public open space

	Species of Trees	Location
1	Stand of <i>Banksia integrifolia</i>	Garden areas surrounding the Ricketts Point Tea House
2	<i>Banksia integrifolia</i>	Beach Road opposite Burgess Street
4	Row of <i>Eucalyptus cladocalyx</i>	Tovell Street, Brighton
5	<i>Eucalyptus cladocalyx</i>	Corner Church and Dendy Streets, Brighton
6	<i>Corymbia ficifolia</i>	Entrance to Cheltenham Park
7	<i>Eucalyptus camaldulensis</i>	Infant Welfare Centre in Illaroo Reserve, Beaumaris
8	<i>Ficus macrophylla</i>	Billilla, Halifax Street, Brighton
9	<i>Quercus canariensis</i>	Kamesburgh Gardens North Road, Brighton
10	<i>Cupressus macrocarpa</i>	Kamesburgh Gardens North Road, Brighton
11	<i>Macadamia integrifolia</i>	Kamesburgh Gardens North Road, Brighton
12	<i>Araucaria columnaris</i>	Kamesburgh Gardens North Road, Brighton
13	<i>Ulmus glabra</i> 'Pendula' x2	Kamesburgh Gardens North Road, Brighton
14	<i>Quercus robur</i> cv	Kamesburgh Gardens North Road, Brighton
15	<i>Magnolia grandiflora</i>	Kamesburgh Gardens North Road, Brighton
16	<i>Banksia integrifolia</i>	Crescent Gardens, Sandringham
17	<i>Eucalyptus camaldulensis</i>	Whyte Street Reserve Northern Boundary
18	<i>Araucaria heterophylla</i>	Billilla, Belle Avenue
21	<i>Ulmus pendula</i>	Brighton Library Gardens Brighton
22	<i>Quercus suber</i>	Brighton Library Gardens Brighton
23	<i>Eucalyptus sideroxylon</i> x 4	Carpenter Street North end along Railway Line
24	<i>Eucalyptus cladocalyx</i> x 2	Neighborhood Park on cnr of Chavasse and North
25	<i>Eucalyptus camaldulensis</i>	Pocket Park, Chevasse Street
26	<i>Ficus macrophylla</i>	Black Rock House, Ebdon Ave, Black Rock
27	<i>Corymbia ficifolia</i>	6 Wall Street
29	<i>Eucalyptus camaldulensis</i>	Beaumaris Kindergarten, 60 Wells Rd Beaumaris
30	<i>Brachychiton populneus</i> x 2	16 Westley Ave, Brighton

Appendix 5 Dispute Resolution Matrix



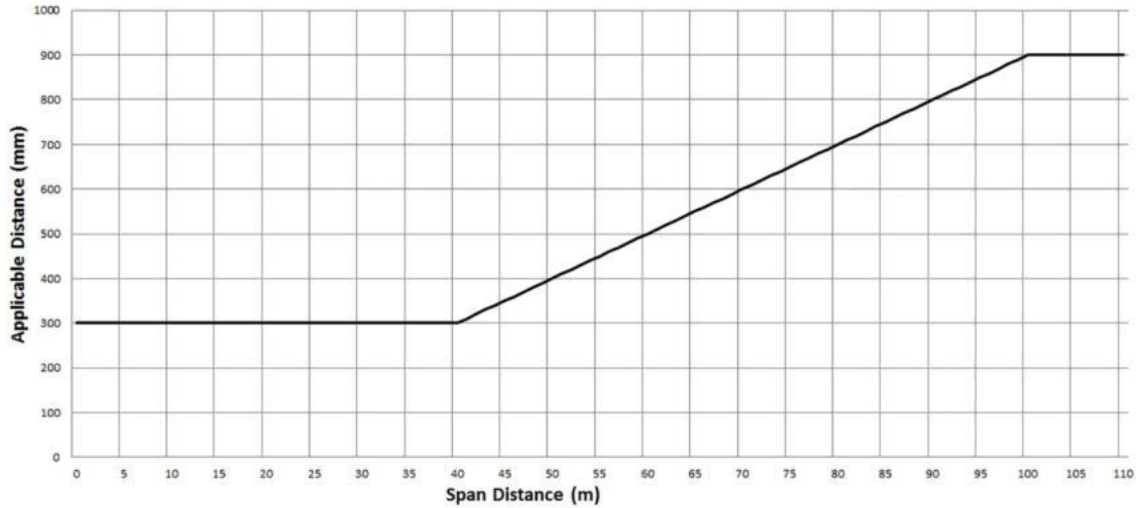
Appendix 6 Table outlining KPI's for audit program

Proactive Audits	
Bayside City Council	Number of trees
No of street trees	46,744
10% street trees	4,674
Number of trees under power lines	24,531
10% required annual audit (2 year cycle)	2,453
Audits undertaken per year	12
Number of trees audited per month	300
Total trees audited per year	3,600
Structural Branch Annual Audit	463
Safety Audits - Citywide	
Description	Number of audits per year
<p>Citywide Vegetation Management around powerline audit - undertaken by responsible person results available at Contract meeting</p> <p>Vegetation Management around powerline audit will include :</p> <p>Do cutter and spotter have the following up to date competencies :</p> <ul style="list-style-type: none"> • Name of cutter • Training and licences – outlining completion date and competency • Safe Approach Distance/Working Near Overhead power lines (Annual) • CPR (Annual) • First Aid (3 yr) • High Risk Licence over 11mtrs (WP) (5 yrs) • AQF3 Climbing Competency – if required • Spotter –is this their sole responsibility e.g. not on chipper, picking up branches, etc? <p>Audit will also include:</p> <ul style="list-style-type: none"> • Prestart and Hazard Assessment on all vehicles • Site set up, including traffic and pedestrian management • Safe Approach distances for Elevated Work Platform, climbers for all powerlines • Safe Approach Distances (mm) for Vegetation Management Work near OH lines when working from an insulated EWP • Permits as required - suppression • Personal Protective Equipment • Emergency Response 	12
Safety Audits - Council	
Description	Number of audits per year
<ol style="list-style-type: none"> 1. Is the area free of public trip hazards? 2. Do all crew members have appropriate licenses? 3. Is there a well-stocked first aid kit onsite and working fire extinguisher? 	

<ol style="list-style-type: none"> 4. Has the contractor identified any high risk activities in their documentation for this project? What are they? 5. Current and relevant SWMS documentation completed correctly. 6. Are the details identified on the SWMS consistent with the activities being undertaken on site? 7. Are all workers on-site wearing PPE needed for the task they are undertaking? 8. Is there a traffic / pedestrian management plan documented, in place and being followed? 9. Have pre-start checks been completed for all mobile plant, equipment and machinery. 10. Visually inspect mobile plant, equipment and machinery for any obvious defects listed or not listed on the documentation. 11. Is the waste and debris from the site being disposed of as per the relevant safety and environment requirements. 12. Are you aware of any OHS incidents (minor or severe) that have occurred on this site / visit to date? 	10
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Appendix 7 – Schedule 2 – Applicable distance for middle two thirds of a span of an electric line – all areas

Graph 1 – Insulated electric lines in all areas



Graph 1 formula

The formula by which the applicable distance for the middle 2 thirds of an electric line span to which clause 24 applies is calculated as follows:

For $0 < SD \leq 40$, $AD = 300$ mm

For $40 < SD \leq 100$, $AD = 300 + ((SD - 40) \times 10)$

For $100 < SD$, $AD = 900$ mm

Where:

SD = Span Distance

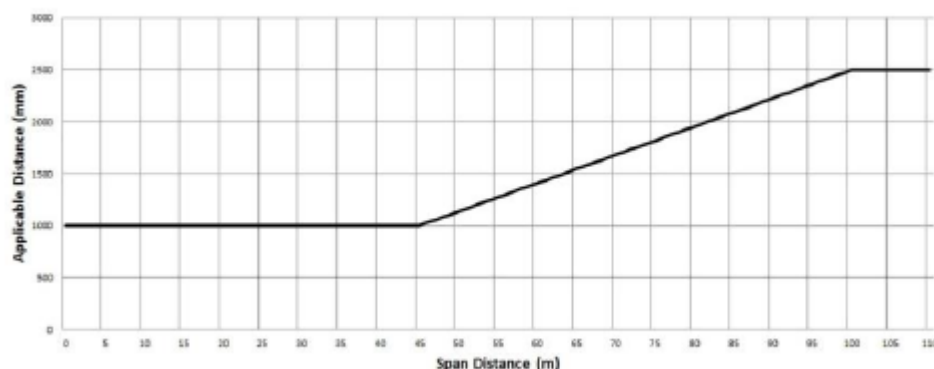
AD = Applicable Distance

Notes to Graph 1

- (1) The applicable distance includes allowances for sag and sway of the conductor.
- (2) The minimum clearance space for an electric line span to which this Graph and clause 24 apply is partially illustrated in Figures 1, 2 and 3.
- (3) The applicable distance for the first and last sixths of an electric line span to which clause 24 applies is 300 millimetres.

Graph 2 – Uninsulated low voltage electric line in Low Bush Fire Risk Area

Clauses 3 and 25

**Graph 2 formula****Graph 2 Formula**

The formula by which the applicable distance for the middle 2 thirds of an electric line span to which clause 25 applies is calculated as follows:

For $0 < SD \leq 45$, $AD = 1000$ mm

For $45 < SD \leq 100$, $AD = 1000 + ((SD - 45) \times (1500 \div 55))$

For $100 < SD$, $AD = 2500$ mm

Where:

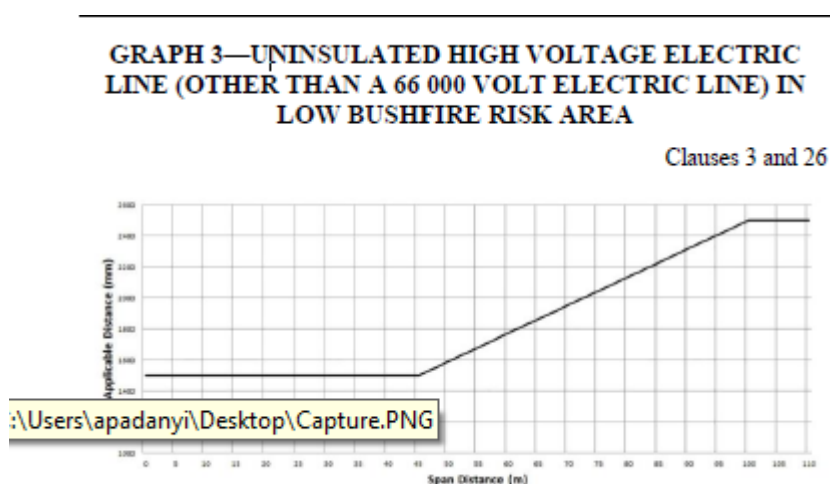
SD = Span Distance

AD = Applicable Distance

Notes to Graph 2

- (1) The applicable distance includes allowances for sag and sway of the conductor for a span up to and including 100 metres in length.
- (2) For a span longer than 100 metres, the applicable distance must be extended by an additional distance to allow for sag and sway of the conductor. This is done by adding that distance to the applicable distance (see clause 25(2)(b)).
- (3) A distribution company, or an owner or operator of a railway supply network or a tramway supply network, must assist a Council, if requested, by determining the additional distance that allows for sag and sway of the conductor (see clause 21(2)).
- (4) The minimum clearance space for an electric line span to which this Graph and clause 25 apply is partially illustrated in Figures 1 and 4.
- (5) The applicable distance for the first and last sixths of an electric line span to which clause 25 applies is 1000 millimetres.

Graph 3 – Uninsulated High Voltage Electric Line (other than 66kV line) in LBRA



Graph 3 formula

Graph 3 Formula

The formula by which the applicable distance for the middle 2 thirds of an electric line span to which clause 26 applies is calculated as follows:

For $0 < SD \leq 45$, $AD = 1500 \text{ mm}$

For $45 < SD \leq 100$, $AD = 1500 + ((SD - 45) \times (1000 \div 55))$

For $100 < SD$, $AD = 2500 \text{ mm}$

Where:

SD = Span Distance

AD = Applicable Distance

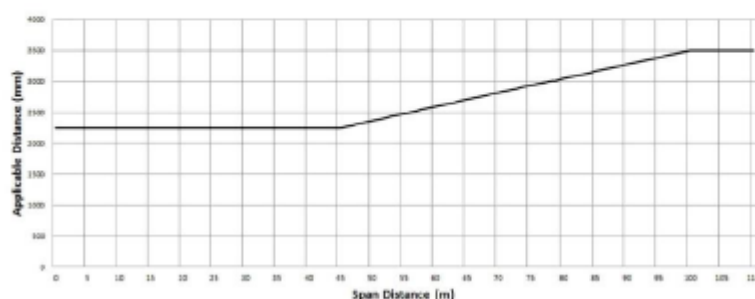
Notes to Graph 3

- (1) The applicable distance includes allowances for sag and sway of the conductor for a span up to and including 100 metres in length.
- (2) For a span longer than 100 metres, the applicable distance must be extended by an additional distance to allow for sag and sway of the conductor. This is done by adding that distance to the applicable distance (see clause 26(2)(b)).
- (3) A distribution company, or an owner or operator of a railway supply network or a tramway supply network, must assist a Council, if requested, by determining the additional distance (see clause 21(2)).
- (4) The minimum clearance space for an electric line span to which this Graph and clause 26 apply is partially illustrated in Figures 1 and 3.
- (5) The applicable distance for the first and last sixths of an electric line span to which clause 26 applies is 1500 millimetres.

Graph 4 – Uninsulated 66kV line in LBRA

GRAPH 4—UNINSULATED 66 000 VOLT ELECTRIC LINE IN LOW BUSHFIRE RISK AREA

Clauses 3 and 27



Graph 4 formula

Graph 4 Formula

The formula by which the applicable distance for the middle 2 thirds of an electric line span to which clause 27 applies is calculated as follows:

For $0 < SD \leq 45$, $AD = 2250$ mm

For $45 < SD \leq 100$, $AD = 2250 + ((SD - 45) \times (1250 \div 55))$

For $100 < SD$, $AD = 3500$ mm

Where:

SD = Span Distance

AD = Applicable Distance

Notes to Graph 4

- (1) The applicable distance includes allowances for sag and sway of the conductor for a span up to and including 100 metres in length.
- (2) For a span longer than 100 metres, the applicable distance must be extended by an additional distance to allow for sag and sway of the conductor. This is done by adding that distance to the applicable distance (see clause 27(2)(a)(ii)).
- (3) A distribution company, or an owner or operator of a railway supply network or a tramway supply network, must assist a Council, if requested, by determining the additional distance (see clause 21(2)).
- (4) The minimum clearance space for an electric line span to which this Graph and clause 27 apply is partially illustrated in Figures 1 and 5.
- (5) The applicable distance for the first and last sixths of an electric line span to which clause 27 applies is 2250 millimetres.