



REMOVAL OF TREES AND VEGETATION ON AIRPORT PROPERTY

DOCUMENT NO. PP010

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	DATE: 17/08/2022

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REMOVAL OF TREES AND VEGETATION ON AIRPORT PROPERTY PROCEDURE

1. Objective

The objective of this procedure is to ensure that when tree / vegetation removal, or significant tree lopping works are required on Melbourne Airport property, an assessment is conducted by a qualified person, compensation is provided for replacement tree(s) / vegetation, and re-planting is undertaken to achieve a no net loss and/or a net positive impact on vegetation cover and biodiversity within the airport estate.

Re-planting is primarily aimed at improving areas of high ecological significance at Melbourne Airport including but not limited to areas along Moonee Ponds Creek, Deep Creek and the Maribyrnong River and its tributaries. Re-planting may also occur in existing landscaped areas managed by Melbourne Airport where approved to do so by the Head of Environment and Sustainability.

All funds that are set aside as compensation for replacement tree(s) / vegetation must go towards the purchase of the approved number of replacement tree(s) / vegetation, and the costs associated with their planting. Any costs that may be associated with ongoing maintenance of replacement trees / vegetation including mulch, soil, and fertiliser, watering etc., or any other additional costs must be accounted for outside of the compensation funding.

2. Scope

This procedure applies to all living native and exotic trees and areas of shrubs, ground covers/herbs and/or grasses at Melbourne Airport that are not within areas classified as *Matters of National Environmental Significance* under the *Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)*. Where vegetation is required to be removed in an area classified as *Matters of National Environmental Significance* an alternative approval process is required under the relevant legislation.

The removal of weed species under State legislation may need to be approved by the Environment and Sustainability Team but is unlikely to require compensation. This procedure does not apply to exotic pasture grasses.

3. Definitions

Drip line: the outermost circumference of a tree's canopy.

Significant tree lopping works: tree pruning / lopping works that will affect 25% or more of the tree's limbs.

Weed species: species classified as a noxious weed species listed under the *Catchment and Land Protection Act 1994*.

4. Responsibility

Project Proponent: Responsible for consulting with the Environment and Sustainability Team in relation to any proposal to remove vegetation or trees or undertake significant tree lopping works.

Environment and Sustainability Team: Responsible for providing advice and endorsing the final proposal from the Project Proponent to remove trees and other vegetation or undertake significant tree lopping works.

Head of Environment and Sustainability: Responsible for endorsing the final proposal from the Project Proponent to remove trees and other vegetation or undertake significant tree lopping works.

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Chief of Ground Transport, Public Affairs and Sustainability: Responsible for approving the final proposal from the Project Proponent to remove trees and other vegetation or undertake significant tree lopping works.

5. Procedure

- 5.1 All Projects should include a feature survey, mapping or sketch noting potential impact on existing trees and vegetation at the initial project concept stage. **Note:** any excavation within the drip line of a tree is considered to have potential impact on the health of the tree.
- 5.2 The Project Proponent should seek advice about the results of the feature survey and potential vegetation and tree impacts of the proposed works from the Environment and Sustainability Team.
- 5.3 If the impact on the tree / vegetation is considered unavoidable, an arborist report detailing the health and structure of the trees and/or vegetation requiring removal must be prepared.
- 5.4 The arborist report must be commissioned by the Project Proponent and include a completed 'Summary of Vegetation and Trees Replacement ratios' table (Appendix 2). Appendix 3 must be used when completing the table.
- 5.5 If a project only requires the replacement of vegetation (no trees) an arborist report is not required. Instead, a completed 'Summary of Vegetation and Trees Replacement ratios' table (Appendix 2) listing the vegetation requiring removal must be prepared by a suitably qualified person.
- 5.6 All vegetation and trees must be replaced at the ratio determined by the tables in Appendix 3 and at the cost outlined in Appendix 2. This cost is to be covered by the Project Proponent.
- 5.7 Where trees / vegetation to be affected include weed species, these must be listed in the 'Summary of Vegetation and Trees Replacement ratios' (Appendix 2) however, replacement is unlikely to be required.
- 5.8 The Project Proponent must liaise with the Environment and Sustainability Team to determine a suitable location for the replanting to occur.
- 5.9 The Project Proponent must submit the following documentation to the Environment and Sustainability Team for their assessment:
 - the documents and advice outlined in sections 5.1 - 5.8
 - an aerial photograph or photographs of the trees / areas of vegetation to be impacted; and
 - a copy of the arborist report (if required).
- 5.10 The Environment and Sustainability Team will seek advice from relevant Department Managers about the potential impacts of the proposed works on operations and/or amenity of Melbourne Airport as required.
- 5.11 Prior to any rehabilitation/re-vegetation works, landscaping plans must be submitted to the APAM Environment and Sustainability Team for approval and include the following:
 - Revegetation works are to align with a Modern Australian Native Landscape design incorporating low maintenance and drought resistance plant species

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- All plants growing to a height of greater than 3 metres must be assessed for potential bird/bat attraction.
- 5.12 If replacement planting is not feasible prior to project completion due to drought or other factors, the replacement requirement will be registered in the Tree and Vegetation Removal Permit Register managed by the Environment and Sustainability Team. Project funding for replanting must be retained until authorisation for replanting is provided by the Head of Environment and Sustainability.
- 5.13 Should the application be endorsed by the Head of Environment and Sustainability and approved by the Chief of Ground Transport, Public Affairs and Sustainability, the Project Proponent should arrange tree lopping or removal, and/or vegetation removal in consultation with the Building Approvals Officer to determine the need for a Permit to Commence Works (PERCOW) and / or an Excavation Permit.
- 5.14 Following tree or vegetation removal, the Project Proponent must provide documentation as agreed by the Environment and Sustainability Team to verify compliance with the conditions of the permit.
- 5.15 In the instance where trees or vegetation is removed without written approval of the Chief of Ground Transport, Public Affairs and Sustainability, then a penalty of \$30,000 per tree or a penalty equal to the cost of reinstatement of the removed vegetation may apply regardless of the condition of the removed plants.

6. References

- APAM Tree and Vegetation Removal Permit Register
- AS 4970 – 2009: Australian Standard – Protection of trees on development sites
- AS 4373 – 2007: Australian Standard – Pruning of amenity trees
- Environmental Management System Procedure for Records (document number EMS015)
- Melbourne Airport Environmental Management Plan, Rev 2, September 2021

7. Attachments

- Appendix 1: Template application for Removal of Trees and Vegetation on Airport Property
- Appendix 2: Summary of Vegetation Trees and Replacement Ratios
- Appendix 3: Tree and Vegetation Replacement Ratios.

APPENDIX 1: Pro Forma for Removal of Trees on Airport Property Endorsement

TO: Chief of Ground Transport, Public Affairs and Sustainability

CC: Head of Environment and Sustainability

FROM:

DATE:

SUBJECT: Tree and vegetation removal application - **insert project name**

In accordance with the Environmental Management System procedure Removal of Trees and Vegetation on Airport Property (Doc. No. PP010), all relevant departments have been consulted about the removal of **insert description of flora to be removed** as part of the **insert project name** Project.

The trees and / or vegetation have been assessed by an arborist (where required) and the report was submitted on (*insert date of arborist report*) including a summary of tree and vegetation species and replacement ratios. These ratios have been calculated and are consistent with the Removal of Trees and Vegetation on Airport Property procedure.

It is recommended you approve the removal of *# trees and / or # plants* with the following conditions:

1. All trees are to be removed by a qualified tree / vegetation removal contractor-
2. The replacement value for tree and vegetation removal for this project is *\$.....*. This must be drawn from the **insert Project name** budget and transferred into the APAM Flora Replacement Program budget (CP13040) before project commencement-
3. Tree / vegetation removal must occur in a way that prevents sediment or mulch / debris from covering the roadway or entering stormwater drains
4. Wildlife management must be in accordance with the approved Construction Environment Plan (CEMP) or the Melbourne Airport Environmental Management Plan
5. All (non-weed) removed trees / vegetation must be mulched on site. All mulch must be provided to Melbourne Airport for re-use. Contact the Landside Environment Asset Manager for an approved location for mulch storage (mob: +61 403 768 695)
6. Tree stumps must be either totally removed and mulched or ground down to stop regrowth
7. Upon completion of removal works any existing irrigation assets must be operational

8. Grassed areas that are removed or damaged must be reinstated via hydro seeding or direct seeding, using an approved species mix (Section 5.5 of Melbourne Airport Environmental Management Plan), or stabilised in another way to the satisfaction of the Environment and Sustainability Team.

<p>Name: Project Proponent</p> <p>Signed</p> <p>Date:/...../.....</p>	<p>Nick Walker Head of Environment and Sustainability</p> <p>Signed</p> <p>Date:/...../.....</p>
<p>Jai McDermott Chief of Ground Transport, Public Affairs and Sustainability</p> <p>Signed</p> <p>Date:/...../.....</p>	

Attachment 1: Summary of Trees and Replacement Ratios

Tree#	Species	DBH (cm)	HxS (m)	Comments (tree condition)	Assessment Category	Replacement Ratio	No. of Trees	No. of Shrubs	Grasses, Ground covers, Herbs
1									
2									
3									
4									
5									
6									
7									
8									

TOTAL:			
\$ PER PLANT	221	12	10.5
\$ TOTAL			
TOTAL			

- DBH Diameter at Breast height
- HxS Height x Average Crown Spread
- WOR Worth of Retention
- NWR Not Worth Retaining
- IPR If possible, Retain
- R Retain

APPENDIX 2: Tree Replacement Ratios

Replacement Plant Ratios

Replacement trees must be planted using the ratios specified in Table 1. Other vegetation (e.g. grasses, shrubs, herbs and other ground cover) must be replaced utilising a 1:1 ratio.

Trees and vegetation classified as a weed species are not required to be replaced.

Table 1: Tree Replacement Ratios

Tree Assessment Category*	Total Replacement Ratio	Trees	Shrubs	Grasses, Ground covers, Herbs
Not worth retaining	5:1	2	3	0
If possible, retain	10:1	3	4	3
Retain	100:1	30	40	30

*refer to Section 6 for relevant assessment standards.

Replacement Plant Sizes

To minimise the impact that the required tree removal will have on the landscape, a range of replacement plant sizes should be utilised for landscape reinstatement. Table 2 must be used when purchasing replacement plants for establishment.

Replacement plants for other vegetation that is removed (e.g. shrubs, herbs and other ground cover) should be of similar size to the plants that were removed.

Table 2: Replacement Plant Sizes

Tree Assessment Category	Replacement Ratio	Replacement plant pot size			
		>60L	40L	16L	Less than 14cm pot
Not worth retaining	5:1	0	1	1	3
If possible, retain	10:1	0	1	2	7
Retain	100:1	10	10	30	50