



CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD

# POLICY

## TREE MANAGEMENT POLICY (POLICY NUMBER 34933)

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(Previous Tree Policy adopted by Council on 01  
November 2002 vide C04/11/02 has been  
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**CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD**

## **Tree Management Policy (Final)**

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## DEFINITIONS

For the purpose of this policy:

“**aftercare**” means the tree maintenance regime which is implemented once the tree has been planted;

“**arboriculture**” means the science and practice of cultivation, management, and study of trees, shrubs, vines, and other perennial woody plants which specifically studies how plants grow and respond to cultural practices and to their environment, including the practice of cultural techniques such as selection, planting, training, fertilization, pest and pathogen control, pruning, shaping, and removal;

“**Biodiversity Agreement**” means to clearly define the responsibility of the City Parks and Biodiversity Management Department’s line functions with regard to the City Parks Biodiversity Agreement sites;

“**blanking**” means the replacement planting of trees in gaps where trees have been lost or died, and infill planting has the same meaning;

“**champion trees**” is a project that aims to list and protect trees in South African that are of national conservation value;

“**City Parks**” means the City Parks Department within the City of Cape Town;

“**City**” means the City of Cape Town, a municipality established by the City of Cape town Establishment Notice Provincial Notice 479 of 2000 issued in terms of section 12 of the Municipal Structures Act, 1998, or any structure or employee of the City acting in terms of delegated authority;

“**Council**” means the Council of the City of Cape Town;

“**Director**” means Head of City Parks Department;

“**indigenous species**” means any tree that is indigenous to South Africa including the Western Cape;

“**landscape plan**” means a site specific plan of the layout of plants to be planted;

“**planting**” means the placing of sapling trees or seeds in the ground or container in order for them to grow;

“**pruning**” means the horticultural and silvicultural practice involving the selective removal of parts of a plant, such as branches, buds, or roots;

“**Public Open Space**” and “**Public Space**” includes –

- (a) a public road, parking area, square, park, recreation ground, sports ground, sanitary lane, open space, beach, shopping centre on municipal land, unused or vacant municipal land or cemetery which has –
  - (i) been provided, reserved or set apart for use by the public; or
  - (ii) been dedicated to the public;
- (b) public transportation operated by service providers for the City

but does not include public land that has been leased by the City;

“**road reserves**” means the municipal land set aside and zoned for the development of roadways and related engineering services;

“**root barrier**” means patented chemical and/or mechanical guides that redirects tree roots down and away from hardscapes, preventing costly root damage;

“**tree health**” means all factors (biotic and abiotic) that affect the vigour and productivity of a tree;

“**Tree Management**” means the protection and maintenance of the existing tree asset base in the City, as well as the planning, planting and maintenance of future trees;

“**way leave**” means an approved right of way given for working over or under another ground or property.

## **ABBREVIATIONS**

CDS	:	City Development Strategy
CCT	:	City of Cape Town
CSI	:	Corporate Social Investment
CTSDF	:	Cape Town Spatial Development Framework
DAFF	:	Department of Agriculture, Forestry and Fisheries
EGS	:	Economic Growth Strategy
ERM	:	Environmental Resource Management
IDP	:	Integrated Development Plan
IMEP	:	Integrated Metropolitan Environmental Plan
IRT	:	Integrated Rapid Transit
ISA	:	International Society of Arboriculture
NMT	:	Non-motorised Transport
POS	:	Public Open Space
SDS	:	Social Development Strategy

## **1. PROBLEM STATEMENT**

1.1 Planning for and providing trees and parks is important to create a sense of place and to enhance the social and public environment. Trees transform neighbourhoods into desirable areas to live, work, and play. They can be used to transform underutilised spaces in destination sites, reduce the carbon footprint, change roadways into scenic drives, demarcate community gateways and become symbols as part of City landscapes. In the built environment, trees shield undesirable sights by making buildings more “human” in scale and serve to buffer noise, sun, and wind. In the absence of

built structures, trees are tangible features in the historic and cultural landscape.

- 1.2 The City of Cape Town strategic frameworks and policies emphasise sustainable development, environmental protection and the creation of quality living and work environments. Trees play a critical role in achieving these objectives and therefore these valuable environmental assets need to be provided and managed in a manner that will optimise the outcomes of key City strategies.
- 1.3 However, the provision and management of trees within the urban environment is an on-going challenge because the protection and survival of trees is threatened due to:
  - 1.3.1 an increasing demand on land for development;
  - 1.3.2 competing societal needs and demands resulting in trees being considered a nuisance rather than a benefit in some instances; and
  - 1.3.3 changing environmental laws that redefine how trees are provided and managed.
- 1.4 Due to increasing urbanisation demands, tree management must be carefully considered to ensure acceptable tree survival rates whilst reducing potential risks which trees can pose to people, property, infrastructure and the environment in the event of poor selection of planting sites, tree placements or inappropriate choices of species.
- 1.5 The City of Cape Town's current Tree Policy was adopted by Council in 2002. Over time the applicability and relevance of the existing policy has diminished and it has become incumbent to undertake a revision of the existing policy and develop a Tree Management Policy which is responsive to the changing social, legislative and environmental context of the City.
- 1.6 The current Tree Policy was applied and utilised predominantly within the operational environment of the City Parks Department. This review aims to develop a transversal policy that applies to the management of all trees growing on City-owned land and can be utilised by all City departments that are responsible for the provision and management of trees.

## **2. DESIRED OUTCOMES**

- 2.1 This policy aims to provide a uniform approach to the management of trees on municipal land within the City of Cape Town.
- 2.2 Trees on City-owned land that has been leased out, is the responsibility of the lessee or land owner department, but approval for any work must first be obtained from City Parks in writing, in accordance with this policy.
- 2.3 The outcome of the implementation of a uniform and transversal policy for the management of trees within the City will be clustered around the following three key components:

## 2.4 NEW TREE PLANTING IN THE CITY

- 2.4.1 Appropriate planting pallets that prioritises the planting of locally indigenous vegetation and drought resistant trees and shrubs in POS, Road Reserves and within new developments.
- 2.4.2 Integrated greening and tree planting programmes in new housing developments.
- 2.4.3 Engagement with all stakeholders and role-players responsible for planting trees on City land to ensure alignment and integration of tree planting initiatives.
- 2.4.4 Facilitate and encourage the planting of trees by residents and other stakeholders wherever and whenever possible.
- 2.4.5 Conservation of Cape Town's highly threatened natural heritage and cultural landscapes, through Biodiversity Agreements.

## 2.5 A CITY-WIDE UNIFORM APPROACH TO TREE MANAGEMENT

- 2.5.1 Reduce risks related to ad hoc approaches to tree maintenance by various internal and external role-players.
- 2.5.2 Manage trees in a professional manner under the guidance of skilled arboriculture professionals.
- 2.5.3 Regulate the protection, planting and removal of trees by ensuring an integrated City-wide approach based on sound arboriculture practices.
- 2.5.4 Integrated management frameworks and service level agreements between City departments in order to prevent unnecessary damage to trees during construction works or related activities.
- 2.5.5 City Parks will research international examples of best management practices.

## 2.6 REINFORCE THE IMPORTANCE AND VALUE OF TREES

- 2.6.1 Improve understanding and awareness of the importance of trees and the tree lifecycle within a given habitat or environment, including its contribution to reducing the City's carbon footprint.
- 2.6.2 Develop partnerships with suppliers, property development companies, ratepayers' organizations, environmental groups amongst others to promote tree planting and the importance of trees within the urban context and promote the protection of cultural landscapes, tree lanes and tree avenues of heritage significance.
- 2.6.3 Special attention should be drawn to the traffic calming effect of trees.

## 3. STRATEGIC INTENT

The strategic intent of the policy is to give effect to the City's approach to transversal management and more importantly to give impetus to the City's Integrated Development Plan, the OneCape2040 and City Development Strategy, the City's Social Development Strategy, the City's Economic Growth

Strategy, Integrated Metropolitan Environmental Strategy, and the Cape Town Spatial Development Strategy.

### 3.1 INTEGRATED DEVELOPMENT PLAN

The diverse value of trees makes it a contributor to all of the strategic pillars of the IDP but in particular to:-

3.1.1 *The Opportunity City* – trees contribute to creating quality living and work environments which in turn attracts businesses and skills to the region. Trees as part of urban landscapes and streetscapes contribute significantly to the aesthetic beauty of the City and play a role in the socioeconomics of the urban environment, which is important for the tourism industry.

3.1.2 *The Caring City* – the management of trees in the urban environment is pivotal to creating liveable communities and improving the quality of life of people within the urban context.

3.1.3 *The Inclusive City* – addressing the lack of trees in certain areas of the City will reduce the stark contrast between the areas that have and those that do not have the benefit of trees, and contribute towards an environment where people feel included and have a sense of belonging.

### 3.2 ONECAPE2040 AND THE CITY DEVELOPMENT STRATEGY (CDS)

3.2.1 The Tree Management Policy will support the “Settlement Transition” of the OneCape2040 agenda and CDS which aims to transform unhealthy, low access and alienated low opportunity neighbourhoods into healthy, accessible, liveable, multi-opportunity communities.

### 3.3 SOCIAL DEVELOPMENT STRATEGY

3.3.1 The Tree Management Policy is directly and indirectly aligned to the Social Development Strategy (SDS) of the City.

3.3.2 It is directly aligned to the objective of building and promoting safe households and communities in that trees are a key component of creating quality and healthy living environments for communities.

3.3.3 The green industry provides opportunities for jobs and income generation as it relates to arboriculture services like the propagation and maintenance of trees and the provision of the infrastructure related to the planting of trees.

3.3.4 Trees also offer the opportunity to align and integrate the social development, environmental protection objectives and economically crucial services in the Urban Environment and support the SDS objective of ‘mobilising resources for social development’ through CSI, public-private collaborations and by directing individuals’ and organisations when they wish to make contributions to the City.

### 3.4 ECONOMIC GROWTH STRATEGY

3.4.1 This Tree Management Policy is directly aligned to the Economic Growth Strategy (EGS) objective of developing ‘sustainable growth strategies’. These strategies are focussed on the green economy, eco-tourism and the protection of environmental assets.

3.4.2 This Policy supports the EGS of the City in that it is a key element of the City's environmental, horticultural and arboriculture landscape. Scenic routes, tourism destinations, historical and cultural locations are all enhanced by trees and landscapes. These are areas which attracts national and international visitors to the City and which are critical to the local tourism industry, which is one of the growing economic sectors in the City.

### 3.5 INTEGRATED METROPOLITAN ENVIRONMENTAL POLICY (IMEP)

3.5.1 Trees contribute to air quality control by offsetting carbon emissions. They are central to the protection of biodiversity and coastal zones; they assist in reducing noise pollution; they have a role to play in water demand management; the management of storm water and is one of the key focal points for creating environmental awareness.

3.5.2 This policy will give effect to the strategies and sectoral plans of the IMEP.

### 3.6 CAPE TOWN SPATIAL DEVELOPMENT STRATEGY 2012

The Cape Town Spatial Development Framework (CTSDF) views parks as both natural assets and destination places, which together with areas adjacent to constructed roads, are the physical spaces where most of the City trees occur. Strategy 3 of the CTSDf encourages building an "inclusive, integrated, vibrant city". This Strategy has implications for the Tree Management Policy, particularly with reference to enhancing the value of heritage resources and scenic routes and promoting City-wide destination places.

## 4. POLICY PARAMETERS

4.1 The core focus of this policy is the management of trees that grow on City-owned land throughout the metropolitan area. This includes City-owned land that is leased to individuals or groups. This policy excludes the management of trees that grow on private land unless it impacts on public places and public open spaces.

4.2 This policy will take into account the management requirement related to the full life-cycle of a tree, the conditions for tree removals, trees growing within the urban environment and the appropriateness of the selection of species, planting locations and local contexts.

4.3 This policy deals with trees, forest and arboriculture elements, but it does not deal with other horticultural elements such as shrubs, groundcovers and other flowering plants.

4.4 The management of the City of Cape Town Nursery and the functions associated with the nursery is not the subject of this policy; however the role of the nursery as a supplier of trees will be referenced.

## 5. ROLE-PLAYERS AND STAKEHOLDERS

### 5.1 INTERNAL STAKEHOLDERS

- 5.1.1 Due to the large number of trees in the City, the total management responsibility cannot practically reside only with one City department. It is accepted that City Parks is the lead department responsible for tree management including streetscapes and avenue planting, cluster planting, historic trees and all other occurrences of trees within the City. However, trees occur in various places and therefore the respective land “owner” Departments in the City must manage the trees within their areas of responsibility in accordance with this policy.
- 5.1.2 The City Parks Department will play an advisory and consultative role to other departments with regards to the management of trees. City Parks may conclude Service Level Agreements with all relevant departments should they need assistance with the management of trees on their properties. The following internal departments are responsible for tree management:-
- 5.1.2.1 Electricity - Maintenance of trees under overhead electrical cables or street lights;
- 5.1.2.2 Transport for Cape Town - Planting and maintenance of trees at transport interchanges and along transport routes such as NMT and IRT networks;
- 5.1.2.3 Roads & Stormwater - Service level agreements with City Parks with respect to trees planted in road reserves, and the management of trees in rivers and other storm water catchment areas;
- 5.1.2.4 Sport, Recreation & Amenities - Maintenance of trees on formal sports fields, along the coastal zone and at resorts and other recreation facilities;
- 5.1.2.5 Environmental Resource Management - Planting and maintenance of trees in nature reserves and other nature conservation areas. Inputs into landscape plans submitted by developers and other stakeholders for City approval. Protection and conservation of trees with heritage, cultural and environmental value. Input into the management and control of trees on City land as required by the Conservation and Agricultural Resources Act 43 of 1983;
- 5.1.2.6 Water Demand Management - Management of trees within water catchment areas. Regulation of the use of water for the management and maintenance of trees;
- 5.1.2.7 Human Settlements, Urbanisation and Human Settlements Development & Delivery - Planning to plant trees and create landscapes in human settlements (inclusive of road reserves);
- 5.1.2.8 Public Housing & Customer Services - Planting and management of trees on City housing estates;
- 5.1.2.9 Metro Police - Enforcement of City by-laws and other legal regulations relating to the environment;
- 5.1.2.10 Law Enforcement - Enforcement of City by-laws and other legal regulations relating to the environment;
- 5.1.2.11 Solid Waste Management - To protect the health, well-being of the environment by providing reasonable measures for reducing, re-using, recycling and recovering of waste as per the National Environment Management Waste Act of 2008.

## 5.2 EXTERNAL STAKEHOLDERS

- 5.2.1 There are many external stakeholders and role-players, most of who are interested in the provision, availability and benefits of trees and not necessarily in the management and maintenance thereof. The following lists some of the stakeholders and role-players that the City will engage with regarding tree management:-

- 5.2.1.1 Department of Agriculture, Fisheries and Forestry
- 5.2.1.2 Department of Environmental Affairs
- 5.2.1.3 General Public
- 5.2.1.4 Developers and private companies
- 5.2.1.5 Environmental Groups
- 5.2.1.6 NGOs and community groupings
- 5.2.1.7 Schools and other education institutions
- 5.2.1.8 Nursery Traders
- 5.2.1.9 Landscaping Industry

## **6. REGULATORY CONTEXT**

Legislation:

- 6.1 Constitution of the Republic of South Africa, 1996
- 6.2 Water Services Act, 1997 (Act 108 of 1997)
- 6.3 National Environmental Management Act, 1998 (Act 107 of 1998)
- 6.4 National Environmental Management: Biodiversity Act, 2004 (Act 10 of 2004)
- 6.5 Conservation of Agricultural Resource Act, 1983 (Act 43 of 1983)
- 6.6 Local Government: Municipal Finance Management Act, 2003, (Act 56 of 2003)
- 6.7 CCT; Public parks By-law, 2010
- 6.8 CCT: By-law relating to Streets, Public Places and the Prevention of Noise Nuisances, 2007
- 6.9 Forest Act, 1984 (Act 122 of 1984)
- 6.10 Forest Act, 1998 (Act 84 of 1998)
- 6.11 Western Cape Land Use Planning Ordinance No. 15 of 1985 (LUPO)
- 6.12 National Heritage Resources Act, 1999 (Act 25 of 1999)

## **7. POLICY DIRECTIVES**

The following are the key elements of this policy and must be considered as a single Tree Management System, namely:

- 7.1 Tree planting
- 7.2 Tree pruning and removal
- 7.3 Tree protection and maintenance

### **7.1 TREE PLANTING**

#### **7.1.1 TREE ESTABLISHMENT**

- 7.1.1.1 The City shall plan for the planting of new trees.
- 7.1.1.2 When choosing tree species consideration should be given to available planting space and the size of the mature tree.
- 7.1.1.3 The City Parks Department will facilitate the planting of new trees by any other department and/or residents of Cape Town.

- 7.1.1.4 Areas prioritised for planting will be based on urban planning proposals, new areas of for human settlement, existing residential and business areas where the tree canopy is very limited or non-existent.
- 7.1.1.5 New tree planting can also take place when developers, residents or other parties request to plant trees within their municipal area on City land. These requests will be processed via the City Parks Department using Tree Planting Request forms or way-leaves for the planting of new trees.
- 7.1.1.6 For new trees, preference must be given to the planting of local indigenous trees dependant on local conditions.
- 7.1.1.7 Considering the Western Cape is not historically a tree rich area, the planting of new trees does not exclude the use of appropriate exotic species provided that they are non-invasive and are suited to local conditions.
  
- 7.1.2 **REPLACEMENT (OR BLANKING) PLANTING**
- 7.1.2.1 Blanking or planting of replacement trees may be done in a planned or an ad hoc manner.
- 7.1.2.2 Where trees die or are damaged due to vandalism, lightning or the impact of human activity the individual tree can be removed and replaced with a new suitably appropriate tree, so as to ensure the planned tree planting programme remains in place.
- 7.1.2.3 Replacement planting can also take place where existing streetscapes or avenues of trees are ageing and new trees are inter-planted to ensure that as a tree comes to the end of its natural life-cycle the aesthetic view of the streetscape or avenue is not negatively impacted on.
- 7.1.2.4 Replacement planning will take place when problematic trees have to be removed due to the damage caused to the public and private property, in line with the policy.
  
- 7.1.3 **GENERAL GUIDELINES (NEW TREES AND REPLACEMENT PLANTING)**
- 7.1.3.1 Any street tree planting on sidewalks must be done by City Parks in collaboration with other land owner departments.
- 7.1.3.2 Applications by the public for individual tree planting on sidewalks must be in writing and addressed to the relevant Manager in the City Parks Department. Application forms are also available on City Parks' website.
- 7.1.3.3 In the event of the applicant not being able to read and/or write, provision must be made for such applications to be presented verbally at the local or district office or depot.
- 7.1.3.4 Residents requesting individual tree planting must undertake to water the tree for a specified period until it becomes established.
- 7.1.3.5 Individual and replacement planting will be carried out when required by the City Parks Department.
  
- 7.1.3.6 Trees shall not be planted in these circumstances:-
- 7.1.3.6.1 where it may interfere with any underground services;
- 7.1.3.6.2 close to a driveway or road intersection where it is likely to impair sight lines of motorists, cyclists or pedestrians;
- 7.1.3.6.3 where it will obstruct sight lines to traffic signs, signals or direction signs;

- 7.1.3.6.4 where pedestrian paths will be obstructed in such a way to cause people to walk in the street, or which makes passage by wheelchairs or push carts difficult;
- 7.1.3.6.5 where they may encroach on service infrastructure such as gas, electricity and telecommunication lines, water and sanitation services, except where root barrier has been installed; or
- 7.1.3.6.6 where it would impair visibility or create a traffic hazard.
  
- 7.1.3.7 Trees that are planted on City land that cause damage to private property must be reported to City Parks and claims lodged with the City Insurance Section for investigation.
- 7.1.3.8 Existing street lights and lighting shall be taken into consideration whilst planting is undertaken.
- 7.1.3.9 Private planting is not permitted on City-owned or leased land without prior consultation with the relevant Manager: Operations who has the applicable delegation of power in the City Parks Department.
- 7.1.3.10 The planting distance between trees must be determined by the species selected, services encountered and areas to be planted.
- 7.1.3.11 Existing trees identified to be unsuitable may, after being authorised by the Director: City Parks or his/her delegated authority, be removed and replanted with a suitable species.
- 7.1.3.12 In terms of the Conservation of Agricultural Resources Act, plants declared as weeds may not be planted. Plants that have been declared as invaders, must be controlled or removed.
  
- 7.1.4 TREE(S) REQUESTED BY RESIDENTS
- 7.1.4.1 Depending on funds and the availability of suitable material, the City shall annually plant trees along sidewalks in residential areas on condition that owners or occupiers of adjacent properties accept responsibility for their watering. Pruning of trees will be done by the City Parks Department, if and when required.
- 7.1.4.2 Residents may apply for trees to be planted in their neighbourhood. Applications must be made on a prescribed form.
- 7.1.4.3 To ensure adequate aftercare of trees, only signed applications received on the prescribed form from individual property owners will be considered. The prescribed form must include instructions about after care and a maintenance agreement. The contents of this form must be communicated verbally in the event of the applicant not being able to read.
- 7.1.4.4 Tree planting is generally undertaken during the rainy season from April to August of each year. Planting during warmer summer months is not encouraged.
- 7.1.4.5 Residents may indicate their preference for tree species to be planted but local circumstances will determine the final choice.
- 7.1.4.6 On pavements not wide enough to accommodate trees, a tree donation for adjacent private property may be provided at the discretion of the Director: City Parks or his/her delegated authority. Trees may be donated on request from schools and community greening projects, according to City's policy regarding donations and in accordance with the Local Government: Municipal Finance Management Act, 2003.

## 7.1.5 TREE(S) PLANTED BY MEMBERS OF THE PUBLIC

- 7.1.5.1 Owners of properties will be permitted to plant trees on sidewalk or street boundaries after the necessary approval in writing has been obtained from the Director: City Parks or his/her delegated authority and if approved on a Landscape Plan. Refer to the Landscape Plan Brochure No. 7 which is available on the City Parks website.
- 7.1.5.2 The property owner must be informed that such trees, once planted on municipal land, become the property of the City but their maintenance (excluding root management, tree pruning and removal) remains the responsibility of the property owner.
- 7.1.5.3 In the event of trees being planted on public land without authority, the City Parks Department will have the tree removed if, in its opinion, it will cause danger to persons or property in the future, or violates the conditions mentioned under "Tree Pruning and Removal".

## 7.2 TREE PRUNING AND REMOVAL

### 7.2.1 CIRCUMSTANCES FOR PRUNING AND REMOVAL

- 7.2.1.1 The premise that underpins the management of trees in the City is that all trees are valuable and therefore any request or decisions for removal of trees need to be carefully considered on a case by case basis by the City Parks Department.
- 7.2.1.2 No person may prune or remove a tree planted on City land without prior authority from the City Parks Department. In the event of a person or persons being guilty of such an act, the City may impose the necessary fines as a result of contravention of Section 11(1)(b), Section 11(1)(o) and Section 11(1)(r) of the City of Cape Town Public Parks By-law (PG 6788 OF 2010).
- 7.2.1.3 The City may undertake planned tree removals for purposes of legislative compliance and/or public safety and where it is in the interest of the environment.
- 7.2.1.4 Trees declared as a protected species in terms of the Forest Act 1984, may not be pruned or removed without the permission from the Minister of Agriculture, Fisheries and Forestry.
- 7.2.1.5 In order to prevent unnecessary damage to trees during construction work, all developers and utility companies/contractors should obtain a way leave from City Parks prior to commencing construction work. They can also refer to the Landscape Plan Brochure No. 7.
- 7.2.1.6 Pruning or removal of all trees on municipal property shall be done by City Parks or its appointed service providers.
- 7.2.1.7 Requests for pruning/removals should be directed to the Area Manager for City Parks for the particular area where the tree is located
- 7.2.1.8 Pruning or removal of trees on private property or state-owned land where these trees interfere with overhead or underground services is not the responsibility of City Parks, but City Parks will give guidance where required.
- 7.2.1.9 Champion Trees will have special protected status in terms of the National Forests Act of 1998. No such trees may be cut, disturbed or damaged without a license. A strict approach will be taken to protection, and licenses will be issued only under exceptional circumstances, such as a tree posing a danger to life or property. Licences for the removal or pruning of champion trees are

only obtainable from the Department of Agriculture Fisheries and Forestry and not from the City.

- 7.2.1.10 The City shall consider the following factors before pruning:-
  - 7.2.1.10.1 Safety (public, staff, contractors and property);
  - 7.2.1.10.2 Legal factors- upon written request for the removal of any offending branches or roots encroaching upon the complainant's property;
  - 7.2.1.10.3 South Africa Road Safety Manual guidelines.
  
- 7.2.1.11 No tree located on Public Open Space or road reserves is to be removed unless it presents a threat to human life or property, or if the tree has died. The exceptions are:-
  - 7.2.1.11.1 Trees classified as "declared weeds" (Category 1) in terms of the Conservation of Agriculture Resources Act, 1983 and the National Environmental Management: Biodiversity Act,2004;
  - 7.2.1.11.2 Trees that are diseased beyond effective arboriculture remedial work;
  - 7.2.1.11.3 Trees causing a traffic, electrical or health hazard;
  - 7.2.1.11.4 Trees that interfere with essential services where no other suitable alternatives can be found;
  - 7.2.1.11.5 Road widening projects where no alternate routes are available;
  - 7.2.1.11.6 Same as 7.2.3.4;
  - 7.2.1.11.7 Trees planted by residents that are considered as being unsuitable for the area or which interfere with other services. Affected parties shall be notified in writing prior to removals;
  - 7.2.1.11.8 Where trees need to be removed for reasons mentioned above, suitable replacements shall be considered by City Parks where applicable.
  
- 7.2.1.12 Generally trees are only to be pruned for sound arboricultural reasons. Pruning or removal will be considered where:
  - 7.2.1.12.1 trees cause damage to structures;
  - 7.2.1.12.2 trees obstruct pedestrian and/or vehicular movement or impedes traffic sight lines;
  - 7.2.1.12.3 trees obstructing solar powered electricity and heating devices.
  
- 7.2.2 The City may refuse to prune or remove trees where complaints received relate to:
  - 7.2.2.1 interference with radio, TV and internet reception;
  - 7.2.2.2 shedding of leaves, fruits, seeds or any other plant material;
  - 7.2.2.3 allergic reactions;
  - 7.2.2.4 causing excessive shade;
  - 7.2.2.5 view obstruction (other than reducing visibility of traffic sight lines) including pedestrian movement;
  - 7.2.2.6 obscuring private advertising boards and signs (other than public signage);
  - 7.2.2.7 causing a nuisance in respect of swimming pools;
  - 7.2.2.8 hampering the growth of other plants; or
  - 7.2.2.9 attracting insects, birds or bats and other creatures because of its flowers and/or fruit.

- 7.2.3 **REMOVAL OF TREES ON PUBLIC OPEN SPACE AND ROAD RESERVES**
- 7.2.3.1 The level to which a tree will be cut may be a subject for dispute. Traditionally trees are cut leaving a stump projecting from the ground where this could be done without hazard to the public or where the stump did not interfere with proposed road works.
- 7.2.3.2 Should the entire stump be removed, this must be disposed of at a licenced City disposal site. It is incumbent upon the City to remove a tree which constitutes a hazard to the public or an obstruction, to a level where such hazard or obstruction is eliminated:
- 7.2.3.2.1 The relevant City land owner departments must accept and execute this responsibility for removals accordingly; or
- 7.2.3.2.2 where it is not on a public open space, the City Parks Department can facilitate the removals of such tree hazards on behalf of other City departments.
- 7.2.3.3 Trees will be considered for removal on request of adjacent property owners for vehicle access, subject to pre-approval by City Parks before building plans are submitted. The applicant will be held liable for the cost of removal as well as for the aesthetic loss to the environment.
- 7.2.3.4 Prior to the pruning and removal of trees that form part of an avenue or tree lane with Heritage or Cultural Value, the Manager ERM needs to provide written approval to the applicant via a process that is facilitated by City Parks.
- 7.2.4 **REMOVAL OF FALLEN TREES**
- 7.2.4.1 In the event of a tree falling on City land, the City Parks Department operations or emergency teams will ensure the removal of such a tree/s.
- 7.2.4.2 The City Parks Department will respond in the event of fallen trees on public land posing a threat or endangering persons or property. Such tree/s will be removed, if necessary, by the City Parks Department.
- 7.2.4.3 In an emergency where a tree on private property has fallen, the City Parks Department, with authorisation from the City Manager, may remove the tree in order to ensure the safety of persons and property. This action will be taken in conjunction with the City of Cape Town's Disaster Risk Management Section in the Emergency Services Department.
- 7.3 TREE PROTECTION AND MAINTENANCE**
- 7.3.1 **MAINTENANCE STANDARDS**
- 7.3.1.1 All trees planted within the City shall have a maintenance plan with a particular focus on the first three years of the trees' life-cycle, so as to ensure the survival of the newly planted trees.
- 7.3.1.2 The City Parks Department will develop a Tree Work Procedures document for the City of Cape Town following the approval of the Tree Management Policy.
- 7.4 AWARENESS AND PROMOTION**
- 7.4.1 An education and awareness programme shall be developed to create greater awareness with regards to the environmental and Heritage importance of

trees within the urban context, and funded and implemented by City Parks in accordance with City Parks' priorities.

7.4.2 As part of awareness-raising, the City will participate in national and international programmes and competitions relating to trees.

7.4.3 City Parks to continue consultation with the Heritage Resource Section, prior to any work conducted on trees listed on the Heritage inventory, in order to ascertain if a heritage process is applicable.

7.4.4 Building Inspectors must consult with City Parks prior to authorising the removal of trees on City-owned property.

## **8. TREE ASSET MAPPING AND VALUATION**

8.1 In order for the City to understand the economic, heritage, environmental and social value of its tree asset base, existing trees need to be mapped and a valuation method established.

8.2 The South African Tree Appraisal Method provides a formula for the valuation of individual trees. The International Society of Arboriculture (ISA) guide for plant appraisal is also accepted. The City Parks Department will make use of these approved methods when valuating trees.

## **9. CHAMPION TREES**

9.1 Champion trees are trees of exceptional importance that deserves national protection because of their remarkable size, age, aesthetic, cultural, historic or tourism value. In line with the Department of Agriculture, Forestry and Fisheries (DAFF) Champion Trees Project, the City Parks Department will establish and maintain a database of Champion Trees within the City of Cape Town municipal boundaries.

9.2 The City Parks Department will on an annual basis consider the nominations of Champion trees and submit the said nomination to the DAFF for consideration. Nominated trees may be indigenous or non-indigenous and every nomination cycle starts on 1 August of each year, and ends at 31 July the following year. Selected trees that are in compliance with the national criteria will be gazetted as Champion Trees and will then have to be managed and maintained as such.

9.3 Champion Trees will have special protected status in terms of the National Forests Act of 1998. No such trees may be cut, disturbed or damaged without a license. A strict approach will be taken to protection, and licenses will be issued only under exceptional circumstances, such as a tree posing a danger to life or property. Licences for the removal or pruning of champion trees are only obtainable from the Department of Agriculture Fisheries and Forestry and not from the City.

9.4 Additional protective measures may be necessary for some trees, such as the erection of fencing enclosures.

## **10. IMPACT STREETSCAPES AND TREE AVENUES**

10.1 City Parks will continue to strive for the development and protection of special streetscapes and tree avenues which have historic significance and positive visual impact.

- 10.2 Existing tree avenues to be categorised and management plans developed.
- 10.3 Replacement planting and blanking to be done proactively to maintain the impact of the streetscape or avenue.

**11. MEMORIALISATION AND COMMEMORATIVE TREE PLANTING**

The City Parks Department shall develop a programme for memorialisation and commemorative tree planting in line with the City of Cape Town's Memorialisation Policy.

**12. IMPLEMENTATION PROGRAMME**

- 12.1 The stipulations contained in this policy shall apply on approval of this policy.
- 12.2 Operational components of the Policy may be further expounded in the action plans of the Urban Forestry Sector Plan, as contained in the City Parks Greening Strategy.
- 12.3 Where it has applicability to other role-players, City Parks will facilitate the interface required to give effect to the policy.

**13. MONITORING EVALUATION AND REVIEW**

- 13.1 The monitoring and evaluation of the policy objectives will be captured within the Service Delivery Business Implementation Plan of the City Parks Department.
- 13.2 The Policy will be reviewed on a 5-year cycle, from the date on which the policy is approved.
- 13.3 Measuring this transversal strategy across the City will be done via a mapped workflow document with specific outcomes and timeframes.