

Cyngor Cymuned Trefriw Community Council

Name of Working Group: Tree Maintenance Working Group

TERMS OF REFERENCE

Reviewed and adopted on

General Purpose:

The **Tree Maintenance Working Group** (hereinafter referred to as "The TMWG") was set up by the Full Council as the Ash Dieback Working Group on 10th November 2020 (Minute Item No.58, 10th November 2020) to plan and manage a programme of works to address the issue of dieback amongst ash trees on land under TCC jurisdiction. The work of the group is now being expanded to ensure **all** trees on land under TCC jurisdiction are appropriately managed to address issues which could impact public / livestock health and safety and/or issues arising from tree diseases. The Working Group will also - where appropriate - highlight to CCBC and private landowners trees requiring action in Trefriw which may impact on public rights of way/amenities/safety.

Definition of terms

"Trees" includes all those trees on land / footpaths which fall under TCC jurisdiction. "Affected trees" are those trees on land / footpaths under TCC jurisdiction which require some action to address issues which could impact on public / livestock health and safety and/or issues arising from tree diseases. "Tree diseases" refers to any and all acute or chronic diseases in trees which may affect their health and/or normal functioning.

Detailed Purpose

- To formulate a long term (up to 7 year) plan to deal safely with trees under TCC jurisdiction inline with our biodiversity plan by: identifying the affected trees; formulating a priority order based on factors including the extent of the risk to the public, proximity to public footpaths / amenities, and levels of use of those areas, and; devising a schedule of works in line.
- To execute the agreed proposals to develop and extend the cemetery in line with the planning application approved by Snowdonia National Park Authority on 22nd May 2024, including appropriate new tree planting.
- To identify any sources of additional external funding to maintain our trees and to identify the level of any matched funding required from the TCC budget.
- To draw up and submit applications for funding, in agreement with the full Council.
- To draw up detailed specifications for the necessary works, ensuring that the specifications will satisfy the requirements of external funders where needed.
- To obtain, via the Clerk, quotations for the work involved.

- To supervise and manage the execution of the works in partnership with the Clerk.

Membership

- The TMWG will have its membership determined by full Council.
- Membership shall consist of a minimum of 2 Councillors and, where appropriate, the Clerk and members of the wider public.
- Current members: Councillors: Jasmine Kelly and Idris Bowen; member of the public: Jay Butters. The Clerk will also work with the group as appropriate.
- Other individuals may be invited to assist the group to work on particular aspects or to provide expertise and information.
- Members will be appointed / re-appointed at a full Council meeting as required.

Powers and Accountability

- The TMWG cannot make decisions on behalf of the Community Council and any recommendations made will be subject to approval by the full Council.
- The TMWG must ensure that any work proposed is fully costed and the costs agreed by the full Council before work commences.
- A written update will be provided regularly to Community Council meetings outlining actions taken, options / recommendations for progress and decisions required from full Council.

Review

- The objects of the Group will be reviewed by full Council at least once a year at the Annual Meeting of the Council, and more often if necessary.
- The TMWG will have a finite life determined by completion of its remit from the full Council.
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Meetings

- The TMWG will meet on an ad hoc basis as required by decisions of the full Council to pursue the project.
- The group will nominate a note taker who will be responsible for submitting updates to full Council in agreement with other TMWG members.

Sharing of Information

- Members will share information and resources in written or electronic form with group members and the Clerk.

Scheme of Delegation

- The TMWG is advisory and has no executive powers.
- Where the TMWG wishes to obtain quotations for the potential cost of obtaining assets, equipment, materials or other supplies or services, members may make enquires on the group's behalf, but the quotations will be obtained by the Clerk.