

HOBSONS
BAY CITY
COUNCIL



Electrical Line Clearance Management Plan

2026-2027

Acknowledgment of Country

Council acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners of these municipal lands and waterways, and pay our respects to Elders past, present and emerging.

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1. Purpose

As required by Regulation 9(4) of the Electricity Safety (Electric Line Clearance) Interim Regulations 2025, the objectives of this Plan include:

- Compliance with Electricity Safety (Electric Line Clearance) Interim Regulations 2025.
- Public safety, continuity of electricity supply and ensuring electrical safety.
- Compliance with the Code of Practice for Power line Clearance.
- Protection of areas of significant vegetation, which may be identified based-on botanical, historical or culturally important values or vegetation of outstanding aesthetic or ecological significance, and/or habitat of rare/endangered fauna.
- Management of vegetation to maximise the amenity value of the city’s trees.
- Provision of a safe working place for employees and contractors.
- Community satisfaction with the way necessary works are carried out.
- To minimise fire starts because of contact between vegetation and the electricity supply network.
- Evidence of use of information from Electric Line Clearance (ELC) audits to monitor trends, identify areas for improvement and determine effectiveness of ELC program.
- This plan is recorded in the HBCC internal record management system.

2. Scope

The Plan applies to the entire Hobsons Bay City Council municipality, comprising approximately 36 square kilometres. The entire municipality is a declared area and is designated Low Bushfire Risk Area.

Hobsons Bay City Council contains spans of both low and high voltage conductors.

Please refer to Appendix 1 for a map of the Hobsons Bay declared area and to Appendix 2 for a map showing the location of powerlines and impacted trees.

3. Definitions

Code	Code of Practice for Electric Line Clearance as defined in the Schedule of the Electricity Safety (Electric Line Clearance) Interim Regulations 2025.
Conductor	Overhead powerline
Declared area	Hobsons Bay City Council is responsible for vegetation management around powerlines on land which the council manages in the Declared area.

Department of Environment, Land, Water and Planning (DELWP)	A government department in Victoria, Australia, responsible for various matters related to the environment, energy, and planning.
Energy Safe Victoria (ESV)	Victoria's energy safety regulator, responsible for electricity, gas, and pipelines safety.
High voltage (HV)	Any voltage exceeding 1,000 volts.
Low Bushfire Risk Area (LBRA)	An area that a fire control authority has assigned a fire hazard rating of "low" under Section 80 of the Act; or an urban area.
Low Voltage (LV)	<1,000 volts alternating current (AC) or <1,500 volts direct current (DC)
Plan	Hobsons Bay City Council Electric Line Clearance Management Plan
Regulations	Electricity Safety (Electric Line Clearance) Interim Regulations 2025.
Suitably qualified arborist	An arborist who holds a minimum of Certificate III Arboriculture, Perform a ground-based tree defect evaluation and 3 years' experience.
The Act	Electricity Safety Act 1998

4. Management Plan

The following sections, as required by Regulation 9(4) of the Electricity Safety (Electric Line Clearance) Interim Regulations 2025, form the Management Plan.

The Electric Line Clearance Management Plan is required to be prepared by Council annually by the 31st of March of each year.

4.1. Locations of areas containing trees which may need to be cut or removed to ensure compliance with the Code that are:

- Indigenous to Victoria
- Listed in a planning scheme to be of ecological, historical or aesthetic significance
- Trees of cultural or environmental significance

4.1.1. Trees that are Indigenous to Victoria

For this Plan, Hobsons Bay City Council considers trees indigenous to Victoria as native. A list of species is contained in Table 1.

Scientific Name	Common Name	Occurrence
<i>Acacia dealbata</i>	Silver Wattle	Common
<i>Acacia implexa</i>	Lightwood	Common
<i>Acacia mearnsii</i>	Black Wattle	Common
<i>Acacia melanoxylon</i>	Blackwood	Common

Scientific Name	Common Name	Occurrence
<i>Acacia pycnantha</i>	Golden Wattle	Occurs in water ways
<i>Allocasuarina verticillata</i>	Drooping Sheoak	Common
<i>Banksia marginata</i>	Silver Banksia	Common
<i>Banksia integrifolia</i>	Coastal Banksia	Common
<i>Eucalyptus camaldulensis</i>	River Red-gum	Common
<i>Eucalyptus leucoxylon</i> subsp. <i>Rosea</i>	Yellow Gum	Common
<i>Eucalyptus melliodora</i>	Yellow Box	Common
<i>Eucalyptus microcarpa</i>	Grey Box	Open space areas/parks
<i>Eucalyptus ovata</i>	Swamp Gum	Open space areas/parks
<i>Eucalyptus viminalis</i>	Manna Gum	common
<i>Melaleuca lanceolata</i>	Moonah	common

Table 1 – List of tree species that are indigenous to Victoria.

Hobsons Bay City Council maintains a tree inventory that identifies the location and species of each tree. The tree inventory is stored in Council's asset management system (Confirm) and is accessible to all electrical line clearance staff. This assists with the correct identification of tree species.

4.1.2. Trees that are Listed in a planning scheme to be of ecological, historical, or aesthetic significance

The Hobsons Bay City Council planning scheme lists trees of heritage and aesthetic significance.

The Heritage Overlay (43.01) within Hobsons Bay City Council Planning Scheme lists 14 sites where tree controls apply, requiring a permit to remove, destroy or lop a tree. The list of trees/sites is contained in Appendix 3.

A Heritage Overlay permit exemption is listed for any action that is necessary to keep the whole or any part of a tree clear of an electric line provided the action is carried out in accordance with the code of practice under Section 86 of the Act.

A list of trees/sites can be found at <https://planning-schemes.app.planning.vic.gov.au/Hobsons%20Bay/ordinance/43.01-s>

4.1.3. Trees of cultural or environmental significance

There are currently no trees of cultural or environmental significance identified in the Hobsons Bay City Council area that are impacted by the code.

4.2. The means which the responsible person is required to use to identify a tree specified in Section 4.1

The responsible person must consult with:

- Regarding indigenous trees within Hobsons Bay City Council refer to Appendix 3 and refer to Hobsons Bay tree data base.
- The Victorian Heritage Database.
- The Victorian Aboriginal Heritage Register.
- The Flora and Fauna Guarantee Act 1988 Threatened List contains Victoria's native flora, fauna and ecological communities recognised as being at risk of

extinction. The Processes List identifies processes that may threaten the health and survival of Victoria's biodiversity.

- Specialist advice, where necessary, to determine if any species, habitat, or communities on the threatened flora or fauna advisory lists or listed under the Flora and Fauna Guarantee Act 1998 are endangered by works to prune or remove trees.
- The Hobsons Bay City Council planning scheme overlay for historical, cultural, environmental or aesthetic significance.
- Any other relevant resources relating to trees of significance, threatened flora or threatened fauna that may use trees as habitat. Additional information can be found by accessing the below links.
 - Hobsons Bay Local Planning Scheme - <https://www.hobsonsbay.vic.gov.au/Services/Planning-Building/Planning-Policies-Studies-Strategies-Guidelines/Hobsons-Bay-Planning-Scheme>
 - Victorian Heritage Database - <https://vhd.heritagecouncil.vic.gov.au/search/places>
 - Victorian Aboriginal Heritage Register – <https://www.firstpeoplesrelations.vic.gov.au/victorian-aboriginal-heritage-register>
 - The Flora and Fauna Guarantee Act 1988 - <https://www.legislation.vic.gov.au/in-force/acts/flora-and-fauna-guarantee-act-1988/050>
 - Victoria's Threatened List and Processes List - [Victoria's Threatened List and Processes List](#)

Hobsons Bay City Council will seek specialist advice, where necessary, to determine if any species, habitat, or communities on the threatened flora or fauna advisory lists or listed under the Flora and Fauna Guarantee Act 1998 are endangered by works to prune or remove trees.

Hobsons Bay City Council will inform employees, contractors, and other agencies involved in electrical line clearance works, of the location of trees within the municipality that are known to have ecological, historic, aesthetic, cultural or environmental significance.

A copy of the Plan and this information will be provided annually. No pruning or removal of a significant tree shall occur without approval by Council's Conservation and/or Environment/Sustainability Team, who may arrange an inspection/assessment and provide recommendations prior to any works.

Hobsons Bay City Council will continue to work with relevant agencies to ensure the aesthetics and viability of significant trees are not compromised by line clearance works.

As part of the preparation for the Plan, Hobsons Bay council will consult with all relevant bodies and standards to ensure all organisational procedures are current. This will occur on an annual basis.

4.3. The management procedures that the responsible person is required to adopt to ensure compliance with the Code, which include details of the methods to be adopted for:

4.3.1. Managing trees and maintaining a minimum clearance space as required by the code.

There are over 52,000 Council managed street trees in Hobsons Bay. Over 25,500 of these trees exist in proximity to powerlines and may require clearance pruning. Additionally, over 3,800 Council managed trees in reserves are situated near powerlines and may also necessitate pruning.

Hobsons Bay manages the trees through a combination of a programmed maintenance schedule, reactive maintenance works and proactive tree removals.

Tree planting will comply with Hobsons Bay City Council Tree Selection Guidelines (2021) to ensure low risk long term management of trees around powerlines.

Council has a two-year inspection and maintenance cycle for electric line clearance.

The cyclic line clearance program is completed in maintenance zones as shown in Appendix 4. All zones are completed within a maintenance cycle.

The programmed zone work for each month for the coming year is provided in Table 2.

Timeframe	Maintenance zone
July-August 2026	Block 10 (Altona Meadows)
September-October 2026	Block 11 (Altona Meadows/Seabrook)
November-December 2026	Block 12 (Altona Meadows/Laverton)
January-February 2027	Block 1 (Spotswood)
March-April 2027	Block 2 (Newport/Sth Kingsville)
May-June 2027	Block 3 (Newport/Altona Nth)

Table 2 – Programmed cyclical works

Where trees are identified as being non-compliant outside the normal maintenance program, these trees can be reported to Council Customer Service Team and referred to the responsible person.

Non-urgent reactive works are to be completed within thirty (30) business days of the works being allocated, unless another timeframe is determined by the council arborist at the time of allocation.

In situations of high priority, the primary aim is to make the site safe within twenty-four (24) hours of notification. Additional works will be scheduled as required.

Trees will be pruned to the minimum clearances space outlined in the electrical Safety (Electric Line Clearance) Interim Regulations 2025. All pruning should conform to AS 4373-2007- Pruning amenity trees.

All trees under or adjacent to power lines are inspected as part of the maintenance cycle. Council is required to maintain electric line clearance for all trees on land which is managed by the Council.

The arborists will report to Council the extent of regrowth observed from each species. Council will utilise this information to evaluate the growth rates and size of all trees near powerlines. Where necessary, Council may remove inappropriate trees and replace with suitable species or replace powerlines with engineering solutions.

A Cyclical Pruning Quality Audit is undertaken by a Council officer using visual tree assessment method for each completed zone to ensure compliance with the Electric Safety (Electric Line Clearance) Interim Regulations 2025 and AS 4373-2007.

The completion audit includes assessing an allowance for regrowth for the length of the pruning program.

4.3.2. Method for determining an additional distance that allows for cable sag and sway

Hobsons Bay City Council has spans greater than 45m in length. For these identified spans, the responsible person may consult with the electrical distribution provider in the first instance to establish appropriate controls.

Minimum clearances space for sag and sway for spans below 100m in length will be maintained in compliance with the distances in the clearance graphs in Schedule 2 of the Code. Graphs 1, 2, 3 and 4 of Schedule 2 of the Regulations will inform allowance for sag and sway in Low Bushfire Risk Area areas.

For spans greater than 100m in Hobsons Bay, Council will consult with the relevant Network Operator to provide the required minimum clearance space to allow for sag and sway.

This information will be recorded against the affected tree in Council data base and be available to operators in the field via tablets, for a minimum of five years.

4.3.3. Required procedures if it is not practicable to comply with the requirements of AS 4373, while cutting a tree in accordance with the Code

Hobsons Bay City Council Tree Policy 2021 requires all arboricultural staff and contractors to comply with AS4373 Pruning of amenity trees, as far as is reasonably practicable.

Reasonably practicable, in relation to AS4373, means the works must be compliant with AS4373 where possible, considering the following relevant matters:

- Will the pruning create a defect, hazard, loss of tree health, canopy cover or aesthetic value in the present or future?
- What will the impact be on the tree or future safety of the public?
- The arborist's knowledge, or expected knowledge, regarding:
 - The hazard or the risk – must have adequate knowledge to determine the hazards risks.

- Ways of eliminating or minimising the risk – must have adequate knowledge in relation to alternative measures.

- Are other resources or techniques available to complete works to the standard?
- The cost required to complete works in comparison to the value of the tree.

Where pruning to AS4373 is not practicable, the trees must be referred to a senior Council arborist who holds a Certificate AQF Level V or above in arboriculture to make an assessment on whether it is feasible to deviate from AS4373.

Council employees and contractors undertaking vegetation management activities shall have sufficient knowledge, qualifications, training, authorisation, and experience, appropriate for the task they are to perform, to ensure tree activities are conducted in a safe and environmentally responsible manner.

All proactive/cyclical vegetation workers must complete Certificate II in ESI Powerline Vegetation Control. This course provides competencies for planning and carrying out vegetation control at and above ground level near live electrical apparatus. For inspectors, this training must include the following modules:

- AHCPM204 - Recognise plants, and,
- UETDRVC002 - Assess vegetation in an electricity supply industry environment

Where a person performs multiple roles, they shall undertake the mandatory training for each of those roles. To operate High Risk Plant and equipment (e.g. Elevated Work Platform) the operator shall have the applicable High-Risk Licence issued by Worksafe Victoria.

Induction training of all Council employees and contractors who are to work operationally on the line clearance program shall be undertaken prior to commencing or accessing the site. All employees and contractors must be inducted into the safety requirements for the contract and the site prior to being permitted to undertake works on the site. AS 4373 and the definition of “as far as practicable” will be outworked to personnel at the induction.

Hobsons Bay City Council ensures contractors are appropriately trained and aware of the principles of AS4373 by:

- Referencing the standard in its internal procedures,
- Referencing the standard in tender documents for contractors,
- Ensuring internal staff and contractors undertaking electric line clearance work have, at the minimum certification required to complete the relevant work, see Appendix 6 – Staff training matrix as an example.
 - 3 years industry experience that demonstrates understanding of AS 4373.

Where pruning to achieve clearance will not allow compliance with AS4373, Hobsons Bay City Council may elect to:

- Increase the pruning frequency to minimise the required pruning,
- Remove scaffold/ parent limbs initially to minimise future required pruning,
- Investigate the potential for engineering solutions to facilitate compliance or an exemption, or,

- Remove trees where the resulting pruning would leave trees unsuitable for retention.

Where large trees are to be removed, residents in the affected area are to be contacted in person or by a written notification card, as per Hobsons Bay City Council adopted practice.

The process for selection of appropriate plant and equipment involves the following considerations:

- Access to site,
- Voltage of overhead conductors - equipment suitably insulated and tested,
- Configuration of equipment,
- Reach/ height of equipment, and,
- Cutting tools proportional to material to be cut.

Once each of these points has been considered, the most appropriate equipment for the task should be selected.

Hobsons Bay City Council conducts zone audits throughout the programmed maintenance schedule to ensure compliance with AS4373 - 2007 and electric line clearance regulations.

- Audits are conducted within 30 days of zone completion, and all trees are audited for the noted compliance within each zone,
- Quality of cuts, appropriateness of pruning, clearance requirements and post site clean-up are reviewed,
- Feedback via the audit results is provided to teams,
- Any non-compliance identified through the post work audit process is recorded in Council's file management system,
- Remedial pruning is required within 15 working days of identification to achieve conformance, and
- Where trees are irreversibly damaged by a service provider through negligent pruning, Hobsons Bay City Council will pursue costs to recover removal and replacements including the loss of amenity.

4.3.4. Description of each alternative compliance mechanism in respect of which the responsible person has applied, or proposes to apply, for approval under Clause 31 of the Code

No alternative compliance mechanisms will be applied for approval under Clause 31 of the Code.

No alternative compliance mechanisms are currently held by the responsible person, nor are currently in effect.

4.3.5. Description of the measures that must be used to assess the performance of the responsible person under the management plan

Hobsons Bay City Council have defined the following Key Performance Indicators (KPIs) to assist in measuring the implementation of the Plan:

- Preparation of the Electric Line Clearance Management Plan prior to the 31st March of each year,
- Completion of the Proactive Program for pruning as per schedule,
- A minimum 95% compliance in monthly zone audits for electric line clearance,
- 100% of non-compliance rectified within 14 business days of notification,
- 100% hazards identified in workplace OHS inspections addressed in a timely manner,
- Less than 20 credible requests for electric line clearance received from the public or Network Operator each month,
- Less than 10 requests for emergency clearances received from Network Operator annually,
- No credible complaints from property owners,
- 100% of tree removals have corresponding Tree Removal Request approval,
- No fires identified as having started as a result of tree branches/foliage contacting wires,
- No vegetation caused outages as reported by the Network Operator and total Service Target Performance Incentive Scheme (STPIS) value.

Key Performance Indicators are monitored via:

Mapping the inspection and pruning program against the zone maintenance progress,

- Mobile work site safety audits
- Post works auditing,
- Customer feedback and levels of customer requests relating to powerlines, and
- Compliance and outage results from the Network Operator's (when supplied).

Results are reported via:

- Internal team meetings,
- Monthly contract meetings,
- Issuing of reworks where required,
- Individual performance management for internal staff,
- Development of procedures and processes,
- Review and development of pruning programs and Contract Specification, and selection of suitable tree species for planting near powerlines.

4.3.6. Details of the audit processes that must be used to determine the responsible person’s compliance with the Code

As discussed in Section 4.3.3, a Zone Completion Quality Audit is undertaken to all trees by a council officer for each completed zone to ensure compliance with the Electric Safety (Electrical Line Clearance) Interim Regulations 2025 and AS 4373-2007.

Tree maintenance zones are detailed in Appendix 4.

The results of audits undertaken by Hobsons Bay Arboricultural officers in 2024/25 are provided in Table 3.

All audit findings were corrected by the contractor. As shown in the table, the number of required recalls were extremely low in comparison to the quantity of trees within each maintenance zone.

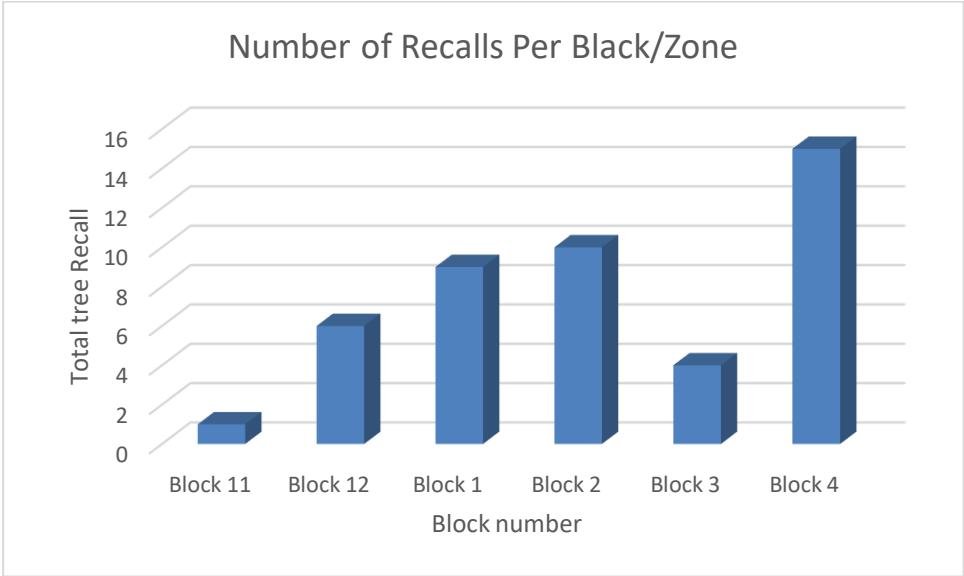


Table 3 – Cyclical pruning audit results, 2024/25.

Safety audits are undertaken randomly on site to ensure correct OH&S and traffic/pedestrian control are undertaken as well as appropriate controls are in place for powerline tree trimming. A minimum of 1 per cyclic block is to be completed.

The competency and qualification of personnel of Electric Line Clearance workers is required by contract and reported on via monthly and annual contract reports.

Any non-compliance is documented in the audit sheet (included in Appendix 8) and reported to the Team Leader Arboriculture. The form is then sent to the contractor and requested to be rectified within 15 working days. Audit results are filed in Council’s file management system.

Audit results and performance are discussed and documented at monthly contract meetings and internal staff meetings.

Primary audits are conducted by personnel who have suitable audit training and background (AQF Level 5 Arborist with up-to-date Cert II ESI powerline Vegetation control – Assessor Stream). External specialist resources, which are experienced and have appropriate expertise in the relevant field, may be engaged to assist.

4.3.7. Qualifications and experience required of the persons who are to carry out pruning or removal of trees

To perform tree clearing work in the vicinity of live electrical apparatus workers must:

- Have completed a training course approved by ESV; and,
- Have a standard of qualifications, proficiency and experience that enable the person to safely perform the work; and,
- Have been endorsed in writing by the organisation (e.g. the employer) to perform the work; and,
- Have documented a hazard identification and risk assessment; and,
- To operate High Risk Plant and equipment (e.g. Elevated Work Platform) the operator shall have the applicable High-Risk Licence issued by Worksafe Victoria.
- Have implemented a risk management process to control hazards associated with the work; and,
- Comply with 'Electrical Safety Rules for Vegetation Management Work near Overhead Powerlines by Non-Electrical Workers', as published or amended from time to time by Energy Safe Victoria.

The Electricity Safety (general) Regulations 2019 r. 614 refers to a qualified person as a person who holds a current certificate specifying satisfactory completion of a training course in tree clearing, approved by Energy Safe Victoria, along with specific requirements outlined in "The Blue Book".

All proactive/cyclical vegetation workers must complete Certificate II in ESI Powerline Vegetation Control and ESV specified annual refresher as specified by the ESV. This course and refresher training provides competencies for planning and carrying out vegetation control at and above ground level near live electrical apparatus. Council will review the ESV training requirements prior to the development of each ELCMP.

Suitably qualified arborist must hold the qualification of National Certificate Level III in Horticulture and Arboriculture, including performing a ground-based tree defect evaluation unit of competency and at least 3 years of field experience in assessing trees.

The Responsible Person that books training using external providers is responsible for checking that the Registered Training Organisation (RTO) can provide the services and qualifications requested and ensuring that the RTO is an approved training provider meeting the requirements of Council.

Prior to engaging with an RTO which is not an approved training provider, an investigation should be done to ascertain the RTO's "fit" with Council. At a minimum, the following must be considered: the RTO's level of experience with delivering training in our industry, their training methods and learning materials, the qualifications their trainers hold, their scope of registration for running nationally accredited training listed at www.training.gov.au outlining the information relating to Nationally Recognised Training Packages requirements and units of competency.

Records of all training and refresher training are kept by the contractor Contract Manager. These can be viewed at the Contract Manager's office or upon request to the Contract Manager e.g. for audit purposes.

Council will ensure that all contract personnel are fully conversant with the work they are required to perform under the contract and that, before any work commences, they are qualified, trained, and/or suitably experienced and are competent to carry out their duties. In accordance with supplier contracts, a training matrix and training records of staff are provided prior to the commencement of works and the validity of which is checked during audits and prior to commencing each annual program.

The training needs of individual employees and sub-contractor personnel are determined by considering:

- The contract scope of works
- Minimum qualification and experience requirements for the contract
- Contract service objectives
- The management plans
- Job task requirements
- Regulations and requirements
- Individual skill deficiencies

Refer to Appendix 6 for a copy of the Staff training matrix.

Refresher training is required for some compliance training modules, and its purpose is to provide the employee with an opportunity to recall and reinforce their previously acquired knowledge and skills. At this opportunity, it is usual that a competence assessment is completed which may include a verbal, written and practical assessment. Refresher training may also include changes in legislation, changes to guidance material and information, created by returning staff after periods of extended leave or as a result of an incident investigation.

Induction training of all Council employees and contractors shall be undertaken prior to commencing or accessing the site. All employees and contractors must be inducted into the safety requirements for the contract and the site prior to being permitted to undertake works on the site.

As a minimum, the Council/Contract Induction topics shall cover:

- Council Induction requirements
- Council Safety, Quality and Environmental Policies
- Site Management, and
- Electric Line Clearance requirements

Inductions shall be co-ordinated by the Contract Manager.

Any persons who commence work during the life of the contract must undergo the same site induction training prior to commencing work on site.

Council conducts monthly meetings with the contracted service provider, during which staffing matters are included as a standing agenda item. As part of these meetings, Council requests updates on the status of staff training. Where staff changes occur, or where annual refresher training is required, Council Officers review and verify the contractor's training completion and compliance records to ensure adherence to contractual and legislative obligations.

Any employees or contractors identified to not have current training, qualification or authorisations as required will be stood down from working on the Program and will only be permitted to return to work for the Council when the deficiencies are rectified and at the Contract Manager’s discretion.

4.3.8. Notification and consultation procedures

Council will ensure adequate notice is given to affected persons regarding programmed line clearance works. Notification of Council’s program of works will be undertaken in accordance with the Electricity Safety (Electric Line Clearance) Interim Regulation’s 2025. Where Council intends to cut or remove a tree that is on public land or where the tree is of cultural or environmental significance Council as the responsible person will give notice of the intended cutting or removal to all affected persons in accordance with the regulations.

Prior to the commencement of programmed works, a notice will be given on Council’s website, social media or by publication in a newspaper circulating generally in the locality of the land in which the tree is to be cut or removed at least 14 days and no more than 60 days before the intended works. A copy of this type of notice is included in Appendix 7.

Council will conduct minuted operations meetings during the maintenance cycle to ensure that the program is running to the Works Schedule. If the time from last notification becomes greater than 60 days, then works shall stop. Works cannot continue unless the notification period is greater than 14 days.

Where the tree intended for pruning or removal is a tree of cultural or environmental significance, notice will include the impact of the cutting or removal of the tree and the actions to be taken to minimise that impact.

Through appropriate management of the maintenance cycle, no urgent pruning or clearing should be required. In the case of urgent cutting or removal being required, Council will ensure that the process identified under “Emergency Cutting and Pruning” is followed, in accordance with the requirements of the Code.

4.3.9. Dispute resolution procedures

If a dispute arises during the process of consultation/negotiation between affected landowners and Council, regarding proposed clearing/pruning/alternative construction activities the complaint shall be resolved at the lowest management level possible. If resolution is not possible the complaint shall be escalated to the next level of management (refer to Figure 1).

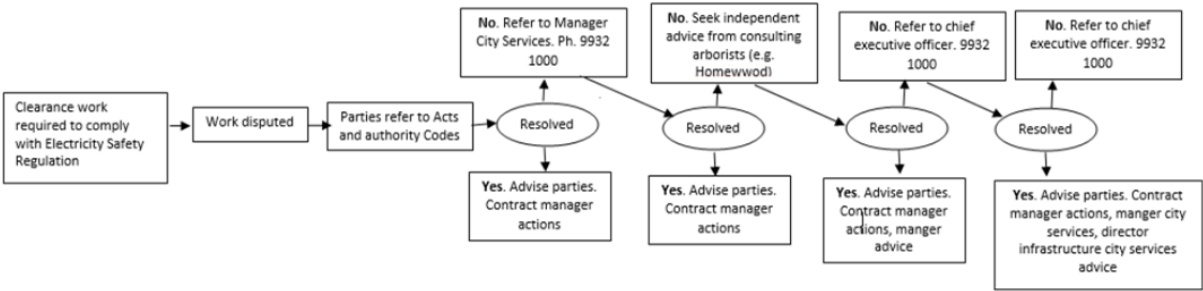


Figure 1: Dispute resolution flowchart

The person responsible for resolving official disputes between Council, members of the public and an electricity network owner relating to the issues discussed in the Plan is:

Name: Bruno Benavente
 Title: Coordinator Arboriculture and Conservation
 Phone number: 0455 402 767
 Email: bbenavente@hobsonsabay.vic.gov.au

If the dispute cannot be resolved directly with Council, the person making the complaint will be referred to the Energy and Water Ombudsman Victoria.

4.4. Internet access to the management plan

As per Regulation 10(6) of the Electricity Safety (Electric Line Clearance) Interim Regulations 2025, a copy of the Hobsons Bay Electric Line Clearance Management Plan will be published on Council's website.

The Council Arborist will ensure the Plan will be updated on the website each year as per the following process:

- Preparation of the Electric Line Clearance Management Plan prior to the 31st of March of each year.
- The ELC Interim Regulations 2025 require that the plan is prepared annually by 31 March and is applicable for the following financial year (1 July – 30 June).

4.5. Exemptions held under Regulation 11(2) of the Electricity Safety (Electric Line Clearance) Interim Regulations 2025

Hobsons Bay City council holds no exemptions. Should Council obtain an exemption, the responsible person will comply with the conditions of the exemption.

5. Roles and responsibilities

Hobsons Bay City Council, Manager Parks and Open Space and Coordinator Arboriculture and Conservation, or delegated authority, will review and amend the Plan annually. The amended document will be submitted to the Director Infrastructure and City Services for review and authorisation prior to the 31st of March each year.

The preparation of this document will include a review of all processes and procedures and their effectiveness in meeting the plan objectives.

Once the revised plan is approved, the superseded document will be removed from circulation on 30 June of each year and replaced with the new approved document.

Hobsons Bay City Council, Coordinator Arboriculture and Conservation will submit the Plan to Energy Safe Victoria within 14 days of a request from Energy Safe Victoria.

5.1. Contact details of the responsible person

Name: Hobsons Bay City Council
 Address: 115 Civic Parade, Altona 3018
 Telephone No.: 1300 179 944
 Name of CEO: Phu Nguyen

5.2. Contact details of the individual who was responsible for the preparation of the management plan.

Name: Sofia De Lesantis
Position: Manager, Parks and Open Space
Business Address: 115 Civic Parade, Altona 3018
Telephone No.: 1300 179 944
Email Address: sdelesantis@hobsonsabay.vic.gov.au

5.3. Contact details of the persons responsible for carrying out the management plan.

Name: Bruno Benavente
Position: Coordinator Arboriculture and Conservation
Business Address: 115 Civic Parade, Altona 3018
Telephone No.: 0455 402 767
Email address: bbenavente@hobsonsabay.vic.gov.au

5.4. Contact details 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.

Name: Travis Cook
Position: Team Leader Arboriculture
Business Address: 115 Civic Parade, Altona 3018
Monday to Friday (7.00am – 4.00pm) 1300 179 944 or 0437 758 113
After hours 1300 179 944

6. Related documents

Schedule 1 – Code of Practice for Electric Line Clearance, Part 2 Clearance Responsibilities, Division 1 – Roles of Responsible Persons

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

Exceptions to the required minimum clearance space for Insulated Low Voltage cables may occur in the Hobsons Bay City Council Declared Area. The Council Officer is responsible for managing and implementing all stages of this procedure.

The process for exception to minimum clearance space for structural branches around insulated low voltage electric lines is

- A tree is identified that has structural branches within the minimum clearance space
- A suitably qualified Arborist determines that:
 - The branch is wider than 130mm in diameter when it enters the minimum clearance space,
 - in the case of a span distance of 40 metres or less, the branch is more than 150 millimetres from the line
 - in the case of a span distance greater than 40 metres, the branch is more than 300 millimetres from the line
 - The line is an insulated, low voltage cable, and,
 - The branch does not have a visible structural defect that may cause the branch to fail and contact the electric line.
- A risk assessment of the tree and branch is undertaken in accordance with Hobsons Bay Tree Risk Assessment Methodology and Tree Inspection Guidelines.
- Any risks identified are mitigated and recorded in assets management system (Confirm)
- The Arborist:
 - Registers in the tree data base, and,
 - Ensures the tree is noted in the annual proactive high-risk inspection program.

The process is managed by the Tree Contract Officer, and all records are retained by Hobsons Bay for a minimum of five years. The tree location will be listed in subsequent ELCMP's to ensure a qualified arborist can access the information and inspected every 14 months.

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

Exceptions to the required minimum clearance space for insulated LV cables may occur in the Hobsons Bay City Council Declared Area. The Council Officer is responsible for managing and implementing all stages of this procedure.

The process for exception to minimum clearance space for small branches around insulated low voltage electric lines is

- A tree is identified that has small branches within the minimum clearance space
- A suitably qualified arborist determines that:
 - A branch is less than 10mm in diameter when it enters the minimum clearance space,
 - The line is an insulated, low voltage cable, and,
 - Council's database confirms that the branch has been removed from the minimum clearance space within the last twelve months.

The process is managed by the Tree Contract Officer, and all records are retained by Hobsons Bay for a minimum of five years.

Any risks identified are mitigated and recorded in assets management system (Confirm)

The Arborist:

- Registers in the tree data base and ensures the tree is noted in the annual proactive high-risk inspection program.

The process is managed by the Tree Contract Officer, and all records are retained by Hobsons Bay City Council for a minimum of five years. The tree location will be listed in subsequent ELCMP's to ensure ELC personnel can access the information and inspected every 14 months.

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

Exceptions to the required minimum clearance space for Uninsulated Low Voltage cables may occur in the Hobsons Bay City Council Declared Area. The Team Leader Arboriculture is responsible for managing and implementing all stages of this procedure.

Prior to the commencement of the Scheduled annual inspection, all previous years Exception 7 classed vegetation will be provided to the inspector. During scheduled annual inspections, the inspector will record "E7" on a works instruction sheet or in the 'job' that will be logged in the council asset management system to the contractor.

The Council Officer will determine if the branch is to be cleared or considered to be managed as an "Exception 7" tree.

If the branch is to be cleared the work instruction "E7" will be crossed out and the branch will be trimmed as per normal works.

If the Council Officer decides to retain the branch, they will arrange for all trees that apply to this section are:

- Assessed by a suitably qualified arborist who has determined the branch/es entering the clearance space do not have any visible structural defects that could cause the branch to fail and contact the electric line and
- The suitably qualified arborist must also complete a risk assessment, using an Exception Risk Assessment Form, on the branch and implements the measures to mitigate the risks identified.
- If the above items are completed and meet the requirements; the records of the above assessments are kept for 5 years as per Hobsons Bay City Council's archive and are available for use as required. The tree location will be listed in subsequent ELCMP's and inspected every 12 months.
- If the above steps are not completed by the 12th of December, the vegetation will be cleared as per routine clearing.

The process for exception to minimum clearance space for structural branches around uninsulated low voltage electric lines in Low Bushfire Risk Area is

- A tree is identified that has structural branches within the minimum clearance space
- A suitably qualified Arborist determines that:
 - The branch is greater than 130mm in diameter when it enters the minimum clearance space,
 - The branch enters the clearance space by no more than 500mm,

- The branch does not have a visible structural defect that may cause the branch to fail and contact the electric line.
- The line is an uninsulated, low voltage cable, and
- The branch is located in the first or last sixth of the span, or
- The span is 45m or less in length and is fitted with one spreader, or
- The span is greater than 45m in length and is fitted with two spreaders.
- A risk assessment of the tree and branch is undertaken in accordance with Hobsons Bay Tree Inspection Guidelines.
- Any risks identified are mitigated.
- The arborist:
 - Registers in the tree data base, and
 - Ensures the tree is noted in the annual proactive high risk inspection program.

The process is managed by the Tree Contract Officer, and all records are retained by Hobsons Bay for a minimum of five years.

9 Responsible persons may cut or remove hazard tree

If a Council officer or contractor identifies a tree as likely to fall onto or otherwise contact an electric line or has regrowth that will enter the clearance space before the next scheduled visit the tree may be pruned or removed provided that:

- The tree has been assessed by a suitably qualified arborist who must consider:
 - The likelihood of contact with electric line.
 - Tree health, defects, size of failure, target potential.
 - Local environmental and safety factors, as per current Job Safety Analysis requirements.
 - History and significance of the tree.
 - The presence of habitat or fauna.
 - The tree has been assessed and approved for removal through in line with Hobsons Bay Tree Policy.
 - The assessment is recorded on the tree data base.
 - Works are undertaken regarding Regulation 9(4) (j) and Regulation 9(4) (k) of the Plan.
 - Affected persons are notified.

As the asset owner of the trees covered under this plan, Hobsons Bay council reserves the right to prune further than 1 metre from the minimum clearance space or remove hazard trees where they cannot be made safe or be retained as useful assets. This process applies to:

- Indigenous trees
- Trees listed in a planning scheme to be of ecological, historical or aesthetic significance

- Trees of cultural or environmental significance

10 Cutting a tree to Comply with Standard

A responsible person pruning a tree must, as far as practicable, prune the tree in accordance with AS4373 as published or amended from time to time, as covered in regulation 9(4) (k).

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

Hobsons Bay City Council provides contractors and staff with a list of trees designated as having native, cultural or environmental significance or that are listed within a planning scheme within the municipality (refer to Appendix 3).

11 (3) (a) Indigenous trees of Victoria

Hobsons Bay has a mix of exotic and native tree species. Native trees are spread throughout the municipality. There are no native/indigenous trees (remnant or forest vegetation) that may need to be cut or removed to ensure compliance with the Interim Regulation's 2025.

All tree works conducted on Council owned and managed trees is required to be carried out by suitably qualified and experience arboricultural staff and to meet the minimum standard required to comply with the Plan.

If the removal of any tree identified under Regulation 9(3) (g) is required, an inspection and advice from will be provided by a suitably qualified arborist prior to removal.

As part of the preparation for the Plan, Hobsons Bay council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

11 (3) (b) Trees listed in a planning scheme to be of ecological, historical or aesthetic significance

Hobsons Bay City Council provides contractors and staff with a list of trees designated as being listed in a planning scheme within the municipality.

Tree works are required to be carried out by suitably qualified and experienced arborists and to meet the minimum standard required to comply with the Plan.

If the removal of any tree identified under Regulation 9(4) (h) is required, an inspection and advice from will be provided by a suitably qualified arborist prior to removal.

As part of the preparation for the Plan, Hobsons Bay City council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

11 (3) (c) Trees of cultural or environmental significance

Hobsons Bay City Council provides contractors and staff with a list of trees designated as having cultural and environmental significance within the municipality.

All tree works conducted on Council owned and managed trees is required to be carried out by suitably qualified and experience arboricultural staff and to meet the minimum standard required to comply with the Plan.

If the removal of any tree identified under Regulation 9(3) (g) is required, an inspection and advice from will be provided by a suitably qualified arborist prior to removal.

As part of the preparation for the Plan, Hobsons Bay City Council will consult with all relevant bodies and standards to ensure all organisational procedures are current.

12 Cutting or removal of habitat for threatened fauna

Hobsons Bay City Council is not currently aware of any threatened fauna that may be affected by the implementation of this plan. Should threatened fauna be identified, the following process shall be followed:

- Location of threatened fauna and associated habitat mapped, and tree maintenance and inspection teams notified,
- Tree assessment conducted by a suitably qualified arborist and results recorded in tree data base. The assessment:
 - Considers tree health, structure, and potential risk,
 - Considers the history, location, and foreseeable local conditions, and
 - Aims to identify if the fauna using the tree, is a threatened species.
- Once identified the breeding season for the fauna using the tree will be determined. Resources such as **Threatened plants and animals** or **State Wide Integrated Flora and Fauna Teams (SWIFFT)** websites may be used in the first instance,
- Specialist advice may be sought to identify fauna, determine breeding season if required or to translocate fauna,
- Assessment results and information regarding management of the fauna will be referred to the Tree Contract Officer for approval prior to commencing works,
- Where practicable works will be undertaken outside the breeding season, or
- Relocation of the fauna can be considered to rectify an unsafe situation as identified in Clause 12, or if it is not practical to undertake works outside of the breeding season.

13 Restriction on timing of cutting or removal if notification is required

Covered in Clause 16 and 17 of the Code.

14 Restriction on urgent cutting of trees

Covered in Clause 19 of the Code

15 Restriction on urgent removal of trees

Covered in Clause 19 of the Code

16 Responsible persons must provide notification before cutting or removing certain trees

Clause 16 is not applicable as Hobsons Bay City Council does not undertake works on trees:

- Within private property,
- On land that is managed by a Council that is not the responsible person, or,
- That affect an owner or occupiers use of private property

17 Responsible person must provide notification before cutting or removing certain trees

Hobsons Bay City Council will provide notification to persons affected by electrical line clearance works at least 14 days, and no more than 60 days, before the intended pruning or removal is to occur. If pruning does not commence within these timeframes, then affected residents will be re-notified.

Notification methods will include:

- A written notice in the Public Notices section of a weekly local newspaper. This provides a broad overview on planned pruning throughout the municipality and directs residents to Council's website for further information, (Appendix 7 – Sample of Notification Letter), and/or
- The Public Notices section of Hobsons Bay website. This provides monthly updates and maps of the areas currently being worked in.

18 Responsible person must consult with occupier or owner of private property before cutting or removing certain trees

Clause 18 is not applicable as Hobsons Bay council does not undertake works on trees within private property.

19 Notification and record keeping requirements for urgent cutting or removal

Clause 19 is not applicable as Hobsons Bay council does not undertake works on trees within private property or land belonging to adjacent Councils.

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

Hobsons Bay City council requires all staff and contractors to hold the qualification of Cert II ESI – Powerline Vegetation Control and comply with the guidelines and limits set within either ESV - Electrical Safety Rules for Vegetation Work near Overhead Powerlines by Non-electrical workers (Electrical Safety Rules).

If staff or contractors have concerns about the safety of cutting or removal of a tree for which the Council has clearance responsibilities, the Council will consult the following applicable representative:

Business	Contact	Pone	Email
Metro Trains	Katrina Lewis	0405 506 488	Katrina.Lewis@metrotrains.com.au
Powercor	Jason Craig	0402 386 940	JCraig@powercor.com.au
Jemena	Will Few	0438-322-079	William.few@zinfra.com.au

21 Duty relating to assisting to determine the allowance for cable sag and sway.

Covered in regulation 9(4) (j) (i) (ii)

22 Duties relating to management procedures to minimise danger.

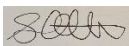
Not applicable to councils

Part 3 Minimum Clearance Spaces, Division 1 – Standard Minimum Clearance Spaces

Refer to Appendix 5.

Sofia De Lesantis – Manager Parks and Open Space

Date: 24 March 2026

Signed  _____

Matthew Irving – Director Infrastructure and City Services

Date: 25 March 2026

Signed  _____

Phu Nguyen–Chief Executive Officer

Date: 30 March 2026

Signed  _____

7. Related legislation

Electricity Safety Act 1998

Electricity Safety (Electric Line Clearance) Interim Regulations 2025.

Hobsons Bay Local Planning Scheme

Hobsons Bay Community Local Law (2025)

The Flora and Fauna Guarantee Act 1988

8. Review date

This procedure will be reviewed every year unless it is required to be updated sooner.

9. Further information

For further information concerning this procedure please contact Bruno Benavente on 1300 179 944 and/or bbenavente@hobsonsbay.vic.gov.au.

A hard copy of this document is available at the Council offices and can be downloaded from the Council website [Electrical Line Clearance Management Plan - Hobsons Bay](#)

10. Document control

Procedure Name	Electric Line Clearance Management Plan 2026-2027
Object ID	A
Agility Document Number	
Responsible Directorate	Infrastructure and City Services
Procedure Owner	Manager Parks and Open Space
Procedure Type	ELT-Endorsed Procedure
Date Adopted by ELT	
Review Date	March 2026

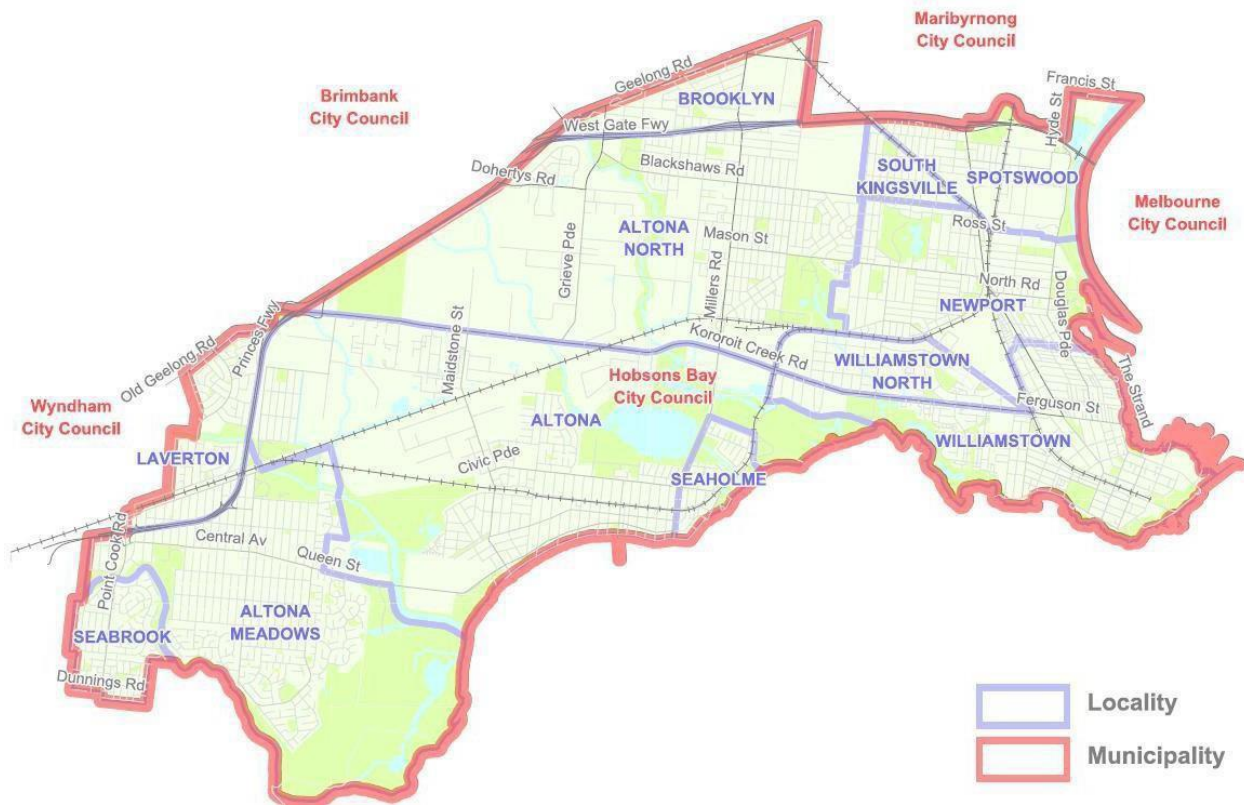
11. Version history

Version Number	Date	Authorised by
1	23 rd February 2026	Bruno Benavente

12. Appendices

12.1. Appendix 1 - Map of Declared Areas, which is entirely assessed as LBRA.

Declared Area



12.2.Appendix 2 - Overhead Power Line Location Map



12.3.Appendix 3 - Trees of Native, Heritage or Cultural Significance within Hobsons Bay City Council

Species	Common Name
<i>Acacia mearnsii</i>	Black Wattle
<i>Acacia melanoxylon</i>	Blackwood
<i>Allocasuarina littoralis</i>	Black Sheoak
<i>Allocasuarina verticillata</i>	Drooping she-oak
<i>Eucalyptus camaldulensis</i>	River Red-gum

PS Map Ref	Heritage Place	External Paint Controls Apply?	Internal Alteration Controls Apply?	Tree Controls Apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO1	<i>Cecil Street Heritage Precinct</i> Cecil Street, Williamstown	Yes	No	Yes street trees only	No	No	No	No
HO4	<i>Electra Street Heritage Precinct</i> Electra Street, Williamstown	Yes	No	Yes street trees only	No	No	No	No
HO5	<i>Esplanade Foreshore Heritage Precinct</i>	No	No	Yes	Yes	No	No	No
HO12	<i>Hanmer Street Heritage Precinct</i> Hanmer Street, Williamstown	Yes	No	Yes street trees only	No	No	No	No

PS Map Ref	Heritage Place	External Paint Controls Apply?	Internal Alteration Controls Apply?	Tree Controls Apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO15	<i>Housing Commission of Victoria - Champion Road Estate Heritage Precinct</i> Cerberus Crescent, 63-89 Champion Road, Edina Street, Gem Street, and 2-44 Park Crescent, North Williamstown	No	No	Yes street trees only	No	No	No	No
HO18	<i>Lenore Crescent Heritage Precinct</i> Lenore Crescent, Williamstown	No	No	Yes street trees only	No	No	No	No
HO21	<i>Nelson Place Heritage Precinct</i> 1-3 Cole Street, 125-233 Nelson Place and 1 Parker Street, Williamstown	Yes	No	Yes street trees only	No	No	No	No
HO24	<i>Pasco Street Heritage Precinct</i> Pasco Street, Williamstown	Yes	No	Yes street trees only	No	No	No	No
HO25	<i>Point Gellibrand Heritage Precinct</i> Point Gellibrand Foreshore Area, Williamstown Incorporated plan: Point Gellibrand Coastal Park Master Plan - Revised July 2003	No	No	Yes	No	No	No	Yes
HO26	<i>Power Street Heritage Precinct</i> Power Street, Williamstown	No	No	Yes street trees only	No	No	No	No

PS Map Ref	Heritage Place	External Paint Controls Apply?	Internal Alteration Controls Apply?	Tree Controls Apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO32	<i>Verdon Street Heritage Precinct Verdon Street, Williamstown</i>	Yes	No	Yes	No	No	No	No
HO33	<i>Victoria Street Heritage Precinct Victoria Street, Williamstown</i>	Yes	No	Yes	No	No	No	No
HO38	<i>Washingtonia Palm and Cotton Palm Trees rear of 7 Albert Street, Williamstown</i>	No	No	Yes	No	No	No	No
HO39	<i>Bluestone House 25 Albert Street, Williamstown</i>	No	No	Yes	No	No	No	No
HO42	<i>'The Pines' Scout Camp Altona Road, Altona</i>	Yes	No	Yes	No	No	No	No
HO45	<i>Altona Primary School No. 3923 Complex and Trees (poplars and sugar gums) 109 Blyth Street, Altona</i>	No	No	Yes	No	No	No	No
HO59	<i>Robertson Reserve Dutch Elms (former Market Reserve) 105 Cecil Street, Williamstown</i>	No	No	Yes	No	No	No	No
HO71	<i>House and Garden 176 Civic Parade, Altona</i>	No	No	Yes	No	No	Yes	No

PS Map Ref	Heritage Place	External Paint Controls Apply?	Internal Alteration Controls Apply?	Tree Controls Apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO81	<i>Newport Power Station Gatehouse (former) and Canary Island Palms</i> Douglas Parade, Newport	No	No	Yes	No	No	Yes	No
HO89	<i>BP Australia Complex and Canary Island Palm Tree</i> 431 Douglas Parade, Spotswood	No	No	Yes	No	No	Yes	No
HO102	<i>House and Black Achan (Pippin) Pear Tree</i> 64 Electra Street, Williamstown	Yes	No	Yes	No	No	No	No
HO114	<i>Fearon Reserve</i> 27 Esplanade, Williamstown	No	No	Yes	No	No	No	No
HO127	<i>Row Houses</i> 6-8 Florence Street, Williamstown North	No	No	Yes	No	No	Yes	No
HO128	<i>Washingtonia Palm Tree Row</i> 8 Florence Street, Williamstown North	No	No	Yes	No	No	No	No
HO130	<i>Vacuum Oil Company Ltd Depot (former)</i> 29 Francis Street, Yarraville	No	No	Yes	No	No	Yes	No
HO141	<i>'Alloa'</i> 168 Hall Street, Spotswood	Yes	No	Yes	No	No	No	No
HO142	<i>House and Soap Factory (former)</i> 184 Hall Street, Spotswood	No	No	Yes	No	No	No	No

PS Map Ref	Heritage Place	External Paint Controls Apply?	Internal Alteration Controls Apply?	Tree Controls Apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO145	House 6 Hanmer Street, Williamstown	Yes	No	Yes	No	No	No	No
HO167	House 16 Latrobe Street, Newport	Yes	No	Yes	Yes	No	No	No
HO168	<i>Dennis Lyons Street) Reserve and Coronation Lamp</i> Lyons Street and Melbourne Road, Williamstown	Yes – lamp only	No	Yes	No	No	No	No
HO173	<i>Newport Lakes and Trees (former Newport Quarry)</i> entrance Margaret Street, Newport	No	No	Yes	No	No	No	No
HO185	<i>Victorian Railways Stores Branch Complex and Trees</i> McLister Street, Spotswood	No	No	Yes	No	No	Yes	No
HO187	<i>Chusan or Chinese Fan Palm Trees</i> 33 Melbourne Road, Williamstown	No	No	Yes	No	No	No	No
HO193	<i>House and Kauri Pine Tree</i> 242-244 Melbourne Road, Newport	No	No	Yes	No	No	No	No
HO200	<i>Spotswood Railway Workshops Complex (former)</i> 561-569 Melbourne Road, Spotswood	No	Yes	Yes	No	No	No	No
HO206	<i>Williamstown Tennis Club Pavilion</i> 73 Morris Street, Williamstown	No	No	Yes	No	No	No	No

Document Name: Hobsons Bay City Council Electric Line Clearance Management Plan 2026-2027

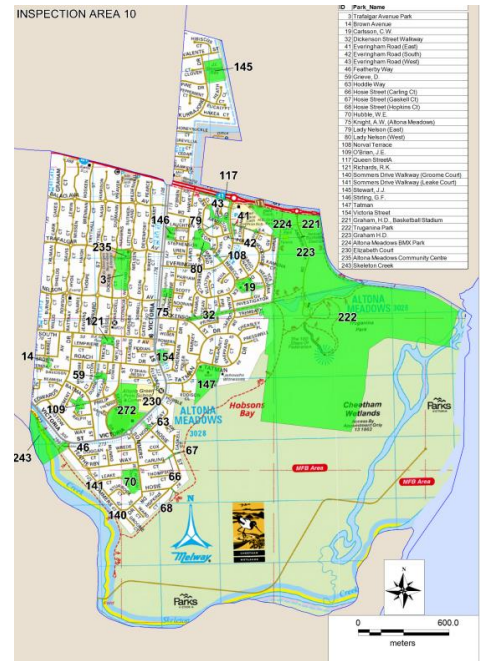
Document Type: ELT- endorsed procedure

Document Owner: Manager Parks and Open Space

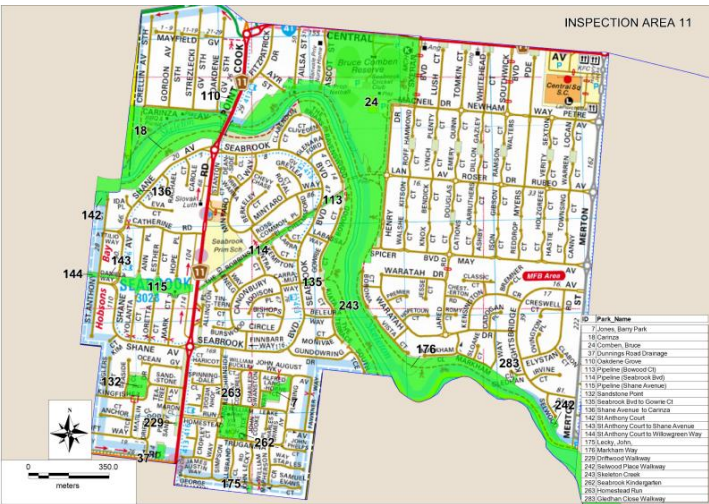
PS Map Ref	Heritage Place	External Paint Controls Apply?	Internal Alteration Controls Apply?	Tree Controls Apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO241	<i>Cotton Palm, English Oak and Lily Pilly Trees</i> 197 Osborne Street, Williamstown	No	No	Yes	No	No	No	No
HO252	<i>Jelly Palm, Stone Pine and Oak Trees</i> 74 Pasco Street, Williamstown	Yes	No	Yes	No	No	No	No
HO254	<i>House</i> 19 Pearson Street, Williamstown	No	No	Yes	No	No	No	No
HO257	<i>Cheetham Salt Works (former)</i> Point Cook Road, Laverton	No	No	Yes	Yes	No	No	No
HO258	<i>North Williamstown Railway Station Complex</i> Power Street, North Williamstown	Yes	No	Yes	No	No	Yes	No
HO260	<i>Laverton Homestead (former)</i> 128 –155 Queen Street, Altona	Yes	Yes	Yes	No	No	No	No
HO261	<i>Truganina Explosives Magazine Complex</i> <i>(former) and Trees</i> 276 Queen Street, Altona	No	No	Yes	Yes	No	Yes	Yes
HO262	<i>Williamstown Racecourse Site (former) and</i> <i>Canary Island Palm Tree</i> Racecourse Road, Altona	No	No	Yes	No	No	No	No
HO265	<i>St Mary's Roman Catholic School and former</i> <i>Church and Camphor Laurel Tree</i> Railway Street North, Altona	Yes	Yes – church only	Yes	No	No	Yes	No

PS Map Ref	Heritage Place	External Paint Controls Apply?	Internal Alteration Controls Apply?	Tree Controls Apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO273	<i>Seaholme Railway Station Complex and Trees</i> Station Street, Seaholme	No	No	Yes	No	No	No	No
HO284	<i>Terrace Houses and Fence</i> 10-11 The Strand, Williamstown	No	No	Yes	Yes	No	No	No
HO300	<i>Elm Trees</i> 14 Thompson Street, Williamstown	No	No	Yes	No	No	No	No
HO306	<i>Norfolk Island Pines</i> 50 Verdon Street, Williamstown	Yes	No	Yes	No	No	No	No
HO309	<i>Wild Kaffir Plum Tree</i> 49 Victoria Street, Williamstown	Yes	No	Yes	No	No	No	No
HO311	<i>Kauri Pine and Ginkgo Tree</i> 60 Victoria Street, Williamstown	Yes	No	Yes	No	No	No	No
HO314	<i>House</i> 115 Victoria Street, Williamstown	Yes	No	Yes	Yes	No	No	No

12.4.Appendix 4 – Maintenance Zones Mapping



Zone 10 July-August 2026



Zone 11 September-October 2026

Legend:

- 27 Cricket Green Park
- 33 Dogan
- 17 Elms
- 101 McLaren, Dorsett
- 100 Newport Education Track
- 102 Westgate Golf Course (Hilly Creeks)
- 100 Westgate Golf Course
- 100 Newport Park
- 100 Westgate Recreation Park
- 270 Westgate Primary School
- 270 Home Road

Map Labels:

- Geographical Features:** Hobsons Bay, Westgate Golf Course, Spotswood, Newport, Hobsons Bay Water Treatment Plant, Hobsons Bay Power Station.
- Roads:** FVWY, M1, M2, M3, M4, M5, M6, M7, M8, M9, M10, M11, M12, M13, M14, M15, M16, M17, M18, M19, M20, M21, M22, M23, M24, M25, M26, M27, M28, M29, M30, M31, M32, M33, M34, M35, M36, M37, M38, M39, M40, M41, M42, M43, M44, M45, M46, M47, M48, M49, M50, M51, M52, M53, M54, M55, M56, M57, M58, M59, M60, M61, M62, M63, M64, M65, M66, M67, M68, M69, M70, M71, M72, M73, M74, M75, M76, M77, M78, M79, M80, M81, M82, M83, M84, M85, M86, M87, M88, M89, M90, M91, M92, M93, M94, M95, M96, M97, M98, M99, M100.
- Other Labels:** 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200.

[illegible]

ID **Point Name**

- 11 Victoria Island Park, Mosquit Site
- 21 Clement, G.J.
- 25 Condon, J.
- 36 Duke Street
- 38 Condon, J.
- 60 Harris, V.L.
- 61 Harris, V.L.
- 71 Smith, W.J.
- 81 Longbottom, B.W.
- 84 Mulhens Bounce Club
- 90 Mulhens Hotel
- 104 Mulhens Railway
- 180 Toyota Australia Manufacturing Park/Bus Station
- 188 Presley Park Soccer Complex
- 200 Altona Lakes Public Golf Course
- 201 KENTVILLE, Lynne, P.J.
- 220 Presley Park, Badminton
- 227 Presley Park, Lounge
- 228 Presley Park, north, entrance and north-east corner
- 238 Bayview Secondary College Altona North, (new)
- 251 Altona North Senior Citizens
- 262 Altona North Manned & Child Health Centre, Altona Gate Kindergarten

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12.5.Appendix 5 - Applicable distance for middle two thirds of a span of an electric line

Graph 1: Insulated Electric Lines in all Areas



The direction of the clearance space from around the conductors are illustrated below

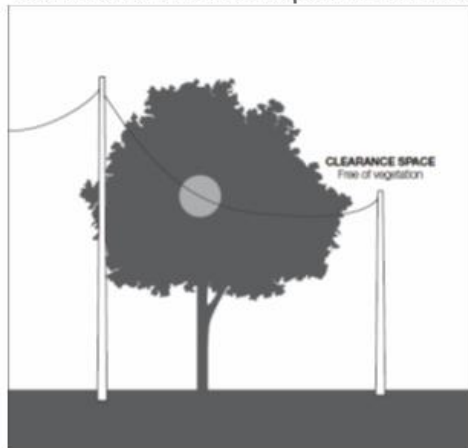


FIGURE 3—INSULATED ELECTRIC LINES IN ALL AREAS AND UNINSULATED HIGH VOLTAGE ELECTRIC LINES (OTHER THAN 66 000 VOLT ELECTRIC LINES) IN LOW BUSHFIRE RISK AREAS

Classes 24 and 26, Graphs 1 and 3



The formula by which the applicable distance for the middle two thirds of a span of an insulated electric lines in all areas is calculated is as follows:

The applicable distance for the middle two thirds of the span is:

- A. if the span distance is less than or equal to 40 metres the applicable distance equals 300 millimetres; or
- B. if the span distance is greater than 40 metres and less than or equal to 100 metres — the applicable distance is calculated in accordance with the following expression — $300 + ((\text{span distance minus } 40) \text{ multiplied by } 10)$; or
- C. if the span distance is greater than 100 metres the applicable distance equals 900 millimetres.

Graph 2: Uninsulated Low Voltage Electric Line in Low Bushfire Risk Area

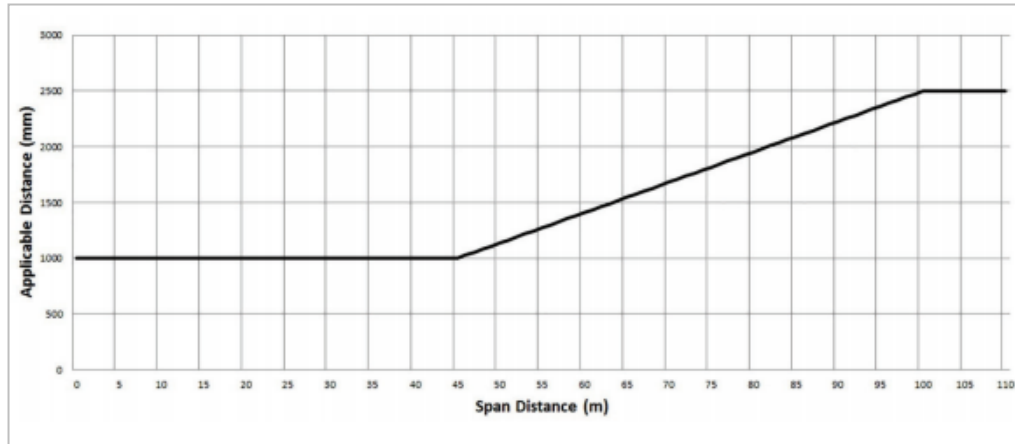


FIGURE 4—UNINSULATED LOW VOLTAGE ELECTRIC LINE IN A LOW BUSHFIRE RISK AREA

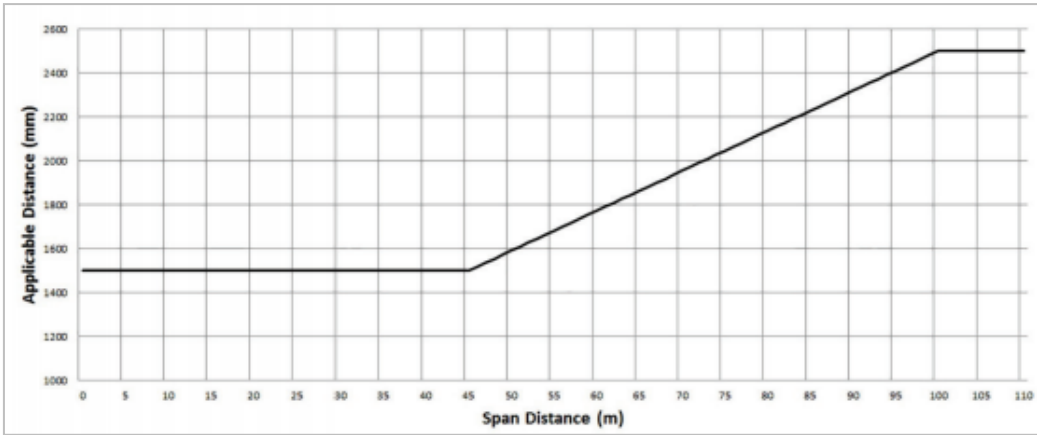
Clause 25, Graph 2



The formula by which the applicable distance for the middle two thirds of a span of uninsulated low voltage electric line in a low bushfire risk area is calculated is as follows

- A. if the span distance is less than or equal to 45 metres the applicable distance equals 1000 millimetres; or
- B. If the span distance is greater than 45 metres and less than or equal to 100 metres the applicable distance is calculated in accordance with the following expression $1000 + ((\text{span distance} - 45) \times (1500 \div 55))$; or
- C. if the span distance is greater than 100 metres the applicable distance equals 2500 millimetres.
- D. For spans greater than 100m in Hobsons Bay, Council will consult with the relevant Network Operator to provide the required minimum clearance space to allow for sag and sway.

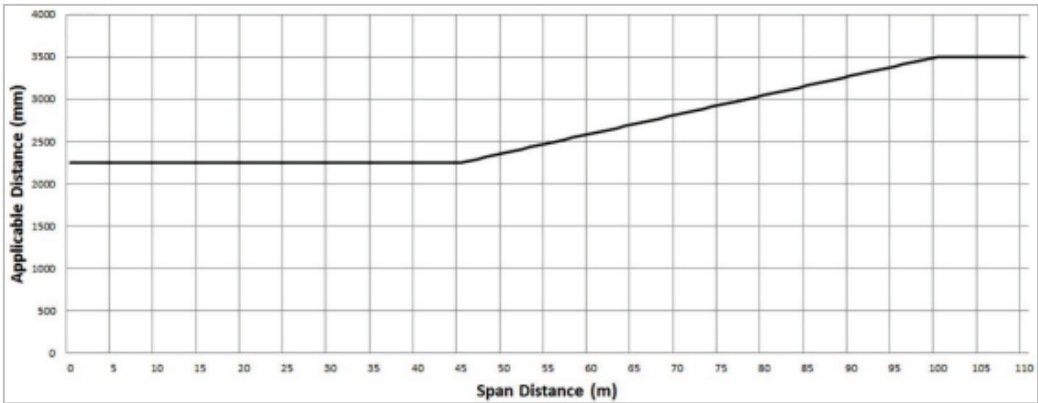
Graph 3: Uninsulated High Voltage Electric Line (other than a 66,000 volt electric line) in Low Bushfire Risk Area



The formula by which the applicable distance for the middle two thirds of a span of uninsulated high voltage electric line (other than a 66,000 volt electric line) in a low bushfire risk area is calculated is as follows:

- A. if the span distance is less than or equal to 45 metres the applicable distance equals 1500 millimetres; or
- B. if the span distance is greater than 45 metres and less than or equal to 100 metres, the applicable distance is calculated in accordance with the following expression $1500 + ((\text{span distance} - 45) \times (1000 \div 55))$; or
- C. if the span distance is greater than 100 metres the applicable distance equals 2500 millimetres.
- D. For spans greater than 100m in Hobsons Bay, Council will consult with the relevant Network Operator to provide the required minimum clearance space to allow for sag and sway.

Graph 4: Uninsulated 66,000 Volt Electric Line in Low Bushfire Risk Area



The formula by which the applicable distance for the middle two thirds of a span of uninsulated 66,000-volt electric line in a low bushfire risk area is calculated is as follows:

- A. if the span distance is less than or equal to 45 metres the applicable distance equals 2250 millimetres; or
- B. if the span distance is greater than 45 metres and less than or equal to 100 metres the distance calculated in accordance with the following expression $2250 + ((\text{span distance} - 45) \times (1250 \div 55))$; or
- C. if the span distance is greater than 100 metres the applicable distance equals 2500 millimetres.
- D. For spans greater than 100m in Hobsons Bay, Council will consult with the relevant Network Operator to provide the required minimum clearance space to allow for sag and sway.

12.6.Appendix 6 - Staff Training Matrix

			Assessor	Assessor Trainee	Tree Climber	Cutter working from EWP	Chipper Operator	Mechanical tree trimmer / Hedger	Ground Based Plant Operator	Cutter working at Ground Level	Herbicide Operator						
	<i>Expiry date shown where unit has a refresher requirement.</i>	RESOURCE										EWP		EWP	EWP		EWP
	<i>If no refresher requirement then date of training recorded.</i>	RESOURCE										CHIPPER	CHIPPER	CHIPPER	CHIPPER	HIPPER / HER	PER / CWGL /
	Qualifications																
	Certificate II in ESI - Powerline Vegetation Control	UET20312	M		M	M		M			M	30/07/21	11/09/24	25/01/19	25/03/20	17/01/18	9/09/16
	Certificate III in Horticulture (Arboriculture)		A														
	Diploma in Arboriculture/ Horticulture																
	Core Competency Standard Units																
	Operate and maintain chainsaws	AHCMOM213			M	M	C			M		9/08/24	6/09/24	20/03/23	19/01/23	9/08/24	19/01/23
	Cert II Elective Competency Standard Units																
	Use climbing techniques to cut vegetation above ground near live electrical apparatus	UETDRVC21 / UETDRVC006			M												

	Assess vegetation and recommend control measures in an ESI environment	UETDRVC24 / UETDRVC002	M	A													
	Use elevated platform to cut vegetation above ground level near live electrical apparatus	UETDRVC25 / UETDRVC004				M					30/07/21	11/09/24		21/01/19	25/03/20	10/03/21	26/02/18
	Control vegetation in the vicinity of live electrical apparatus from ground level	UETDRVC005 / UETDRVC26A								M		11/09/24					13/09/16 9/08/23
	Operate specialist equipment at ground level near live electrical apparatus	UETDRVC31									20/07/21					10/03/21	
	Use specialised plant to cut vegetation above ground level near live electrical apparatus	UETDRVC32								M							
	Apply pruning techniques to vegetation control near live electrical apparatus	UETDRVC33 / UETDRVC007				M	M			M		30/07/21	11/09/24	21/01/19	25/03/20	10/03/21	26/02/18 9/08/23
	Undertake standard climbing techniques	AHCARB312 /AHCARB322				M											
	Undertake release and rescue from a tree near live electrical apparatus	UETDRVC34 / UETDRVC010				M											
	Fell small trees	AHCPCM203 / AHCPCM205				C	M	C		C		30/07/21				10/03/21	13/09/16

	Fall Trees Manually (Advanced)	FWPFGM3213/ FWPFGM3217			C												
	Apply chemicals under supervision	AHCCHM201			C	M	C	C		M	M	30/07/21				10/03/21	28/04/16
10 Yearly*	Prepare & Supply Chemicals	AHCCHM303									C	N/A	N/A	N/A	N/A	N/A	N/A
10 Yearly*	Transport, Handle & Store Chemicals	AHCCHM304									C	N/A	N/A	N/A	N/A	N/A	N/A
	Operate machinery and equipment	AHCMOM304			C	C	C	C				16/07/21	12/09/24	20/03/23	23/03/20	16/06/21	23/08/23
	Recognise plants	AHCPCM201	M	A	C	C		C	C							10/03/21	
	Operate a mobile chipper/mulcher	FPIHAR2206A / FWPHAR2208			C	M	M					16/07/21	6/09/24	5/12/17	23/03/20	16/06/21	12/03/20
EWP Licence	High Risk Work Licence - Boom-type Elevating Work Platform (WP)	TLILIC2005										01/09/26	N/A	14/07/30	30/04/28	N/A	16/05/28
	Initial training																
	Apply ESI safety rules, codes and procedures for work on or near electrical apparatus	UETDRRF01/ UETDRM002			M	M	M	M		M	M	30/07/21	12/09/24	30/11/17	12/03/20	2/06/17	18/05/16
White Card	Prepare to work safely in the construction industry	CPCCWHS1001			M	M	M	M		M	M	8/02/10	7/06/22	2/06/14	1/02/20	20/02/13	15/01/07
	Maintain safety at an incident scene	PUAOHS002B			M	M	M	M		M	M	30/07/24	12/09/24	27/11/17	18/01/26	10/03/21	18/01/23
Frequency	Training ²																
1 Year	Provide cardiopulmonary resuscitation ³	HLTAID001			M	M	M	M		M	M	08/05/26	02/09/26	03/09/26	20/01/2027	02/09/26	03/09/26

1 Year	Perform EWP controlled descent escape	UETDRRF08				M						08/05/26	02/09/26	03/09/26	20/01/2027	02/09/26	03/09/26	03/09/26
1 Year	Perform EWP rescue	UETDRRF03 / UETDRRF002				M						08/05/26	02/09/26	03/09/26	20/01/2027	02/09/26	03/09/26	03/09/26
1 Year	Provide first aid in an ESI environment ³	UETDRRF10 / UETDRMP010				M			M		M	08/05/26	02/09/26	03/09/26	20/01/2027	02/09/26	03/09/26	03/09/26
1 Year	Safe Approach Distances - Vegetation Work		M	M	M	M	M	M	C	M	C	08/05/26	02/09/26	03/09/26	20/01/2027	02/09/26	03/09/26	03/09/26
1 Year	Undertake release and rescue from a tree near live electrical apparatus	UETDRVC34 / UETDRVC010			M							N/A	N/A	N/A	N/A	N/A	N/A	N/A
3 Yearly	Manual Handling	TLID1001A	M	M	M	M	M	M	M	M	M	6/08/27	3/09/27	20/03/26	20/01/2029	6/08/27	20/01/2027	8/08/26
3 Yearly	Safe to Approach SWER ⁴		M	M	M	M	C	M	C	C	C	6/08/27	3/09/27	20/03/26	20/01/2029	6/08/27	20/01/2027	8/08/26
3 Yearly	VESI Environmental Framework		M	M	M	M	M	M	M	M	M	6/08/27	3/09/27	20/03/26	20/01/2029	6/08/27	20/01/2027	8/08/26
3 Yearly	VESI Safety Framework		M	M	M	M	M	M	M	M	M	6/08/27	3/09/27	20/03/26	20/01/2029	6/08/27	20/01/2027	8/08/26

12.7.Appendix 7 - Tree Maintenance notification example



**HOBSONS
BAY CITY
COUNCIL**



Street Tree Pruning Works

Street tree pruning works in Altona Meadows will start on Monday 27 April. The area is within the boundary south of Queen Street between Merton Street and the eastern side of Victoria Street, as well as the area to the east of Victoria Street north of Queen Street.

From commencement date the pruning will take between 14 to 60 days to complete. As part of our street tree maintenance program, contractors audit all street trees once every two years. Pruning and maintenance works are required to comply with power line clearance regulations (ELCP) and road traffic legislation, as well as to ensure trees are safe and healthy.

For more information, please call
the Council on 9932 1000.

12447592-SN18-20

12.8.Appendix 8 - Audit sample

Hobsons Bay Cyclic Pruning Audit



Hobsons Bay
CITY COUNCIL

Map/ Area: Block 6

Date: 20/10/2025

	No.	Street Name	Buildin g Clear	Arb Cuts	Crown Lift	P/Line Clear	S/Wire Clear	Dead wood	Street Light	F/Prune	COMMENTS	Return Date
1	14	Fink St				X					More clearance - Lemon- scented Gum	07/11/25
2	Opp12	Fink St				X					More clearance – 2 x Lemon- scented Gum Opp 12	07/11/25
3	15	Fink St				X					More clearance - Lemon- scented Gum	07/11/25
4		Armada St				X					More clearance – tree <u>along side</u> AD2 Smash repairs	07/11/25
5	45	Macaulay St			X					X	<u>Lightwood</u> need uplifting	07/11/25
6	24	Macaulay St			X						<u>Lightwood</u> need uplifting	07/11/25
7	14	Macaulay St			X						4 x Lightwood need uplifting	07/11/25
8	12	Macaulay St			X						2 x Lightwood need uplifting	07/11/25
9	10	Macaulay St			X						2 x Lightwood need uplifting	07/11/25
10	3	Macaulay St			X						3 x Lightwood need uplifting – <u>along side</u> tree tyre place	07/11/25
11	100	Maddox Rd			X						3 x Lightwood need uplifting – <u>along side</u> tyre place	07/11/25
12	77	Maddox Rd				X					More Clearance - Paperbark	07/11/25
13	75	Maddox Rd				X					More Clearance - Paperbark	07/11/25
14	73	Maddox Rd				X					More Clearance - Paperbark	07/11/25
15	94	Maddox Rd					X				More Clearance - Paperbark	11/12/25
16	90	Maddox Rd					X				More Clearance - Paperbark	11/12/25
17	71	Maddox Rd				X					More Clearance - Paperbark	07/11/25
18	69	Maddox Rd				X					More Clearance – White Cedar	07/11/25
19	65	Maddox Rd				X					More Clearance – White Cedar	07/11/25

Certificate Of Completion

Envelope Id: 5968FFA9-879E-416D-A4A1-8116E4712A16

Status: Completed

Subject: DocuSign: Electric Line Clearance Management Plan 2026-2027

Source Envelope:

Document Pages: 48

Signatures: 2

Envelope Originator:

Certificate Pages: 2

Initials: 0

Jeremy Tour

AutoNav: Enabled

jtour@hobsonsabay.vic.gov.au

Envelopeld Stamping: Enabled

IP Address: 20.53.125.150

Time Zone: (UTC+10:00) Canberra, Melbourne, Sydney

Record Tracking

Status: Original

Holder: Jeremy Tour

Location: DocuSign

24-03-26 | 18:28

jtour@hobsonsabay.vic.gov.au

Signer Events

Signature

Timestamp

Matthew Irving

mwirving@hobsonsabay.vic.gov.au

Director Infrastructure and City Services

Security Level: Email, Account Authentication
(None)

Signature Adoption: Drawn on Device

Using IP Address: 144.140.233.204

Signed using mobile

Sent: 25-03-26 | 08:44

Viewed: 25-03-26 | 08:46

Signed: 25-03-26 | 08:46

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Phu Nguyen

pnguyen@hobsonsabay.vic.gov.au

CEO

Security Level: Email, Account Authentication
(None)

Signature Adoption: Drawn on Device

Using IP Address: 144.140.233.204

Sent: 25-03-26 | 08:46

Viewed: 26-03-26 | 14:32

Signed: 30-03-26 | 12:36

Electronic Record and Signature Disclosure:

Not Offered via Docusign

In Person Signer Events

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Timestamp

Editor Delivery Events

Status

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Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

25-03-26 | 08:44

Certified Delivered

Security Checked

26-03-26 | 14:32

Signing Complete

Security Checked

30-03-26 | 12:36

Completed

Security Checked

30-03-26 | 12:36

Payment Events	Status	Timestamps
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