

# Tree Wardens Scheme Charter

The Tree Warden Scheme aims to benefit the local environment, the communities who live there, and the volunteers who give their time to the scheme. To assist everyone in the efficient running of the scheme, this document outlines the roles of organisers and participants. For the current names and contact numbers of people mentioned here, please see Information Sheet A3.

## 1. Nidderdale AONB will:

1. act as central contact point for all general enquiries
2. coordinate a programme of training events with the support of Harrogate Borough Council and other partners
3. maintain a publicly available list of Parish Tree Wardens
4. provide an information pack to all newly appointed Tree Wardens
5. distribute supporting information to wardens, parish councils and other partners
6. provide assistance to Tree Wardens in the organisation of practical projects

## 2. Harrogate Borough Council will:

1. provide information on how tree matters are dealt with within the District
2. provide maps on request, for the Tree Warden to use for project work
3. provide access to information on existing Tree Preservation Orders and Conservation Areas, on request (**via Planning Enquiries**)
4. consult or advise parish councils about the following matters, in order that up to date information can be passed on to their Tree Wardens:
  - i. Serving of new Tree Preservation Orders
  - ii. Requests to undertake works on trees covered by Tree Preservation Orders
  - iii. Requests to undertake works on trees in Conservation Areas
  - iv. Forestry Authority Woodland Grant Schemes/Felling Licence Applications (**via Landscape Architect**)
  - v. Local authority initiatives and grant schemes, where available
5. provide on-site advice on projects involving the Tree Warden
6. provide information and advice to help the warden to seek further assistance and grant aid for tree schemes and projects

Note: the **Arboricultural Manager** will be first point of contact for services listed above, unless otherwise indicated.

## 3. The Tree Council will:

1. continue to develop a national framework for the Tree Warden Scheme
2. develop national projects to assist Tree Wardens
3. provide newsletters and information packs
4. organise regional forum meetings and annual meeting

## 4. The Parish Council will:

1. formally appoint or confirm individuals as Tree Wardens, providing details to Nidderdale AONB
2. establish a formal link with the Tree Warden to ensure that the council is aware of the activities undertaken by the Warden
3. encourage the Tree Warden to attend relevant Parish Council meetings
4. involve the Tree Warden on all tree matters
5. forward a copy of the Tree Warden's annual report to Nidderdale AONB
6. ensure the local community is aware of the name of the local Tree Warden e.g. notices on parish notice boards, newsletters etc.
7. ensure that the Tree Warden has insurance cover appropriate to their activities (with guidance from Nidderdale AONB)

## 5. The Parish Tree Warden will:

1. act as a local contact on tree matters, directing technical queries to the relevant source of advice
2. attend at least one Parish Council meeting a year
3. keep the Parish or Town Council informed about their activities as a Tree Warden and provide an annual report.
4. keep Harrogate Borough Council and Nidderdale AONB informed of any relevant tree matters.
5. endeavour to attend the six core training events listed in the Nidderdale Tree Warden Training Programme within the first two years of their appointment

In addition, it is hoped that the Tree Wardens may be able to undertake some of the following tasks each year, at their own discretion:

6. carry out survey work, to assess the current local state of trees, hedges and woodlands, identifying possible areas for new planting and trees requiring protection or maintenance
7. assist with appropriate aftercare until establishment of any trees planted by the parish or other community groups supported by Harrogate Borough Council or Nidderdale AONB
8. monitor the state of trees planted by other bodies e.g. Local Authorities in a parish, and identify and report problems to the relevant people
9. carry out or organise the planting of some trees using best practice
10. pass on any information relating to potentially dangerous trees to **Harrogate Borough Council's Arboricultural Manager**
11. direct enquiries from landowners and public to the relevant sources of advice and grant aid.