

Application for tree works: works to trees subject to a tree preservation order (TPO) and/or notification of proposed works to trees in a conservation area.

Town and Country Planning Act 1990

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Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:



Arun District Council
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Tel: 01903 737756
www.arun.gov.uk

Publication of applications on planning authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title:	Mr	First name:	Richard		
Last name:	Elliott				
Company (optional):					
Unit:		House number:		House suffix:	
House name:					
Address 1:	9 Tithe Barn Close				
Address 2:	Aldwick Bay Estate				
Address 3:					
Town:	Bognor Regis				
County:	West Sussex				
Country:	England				
Postcode:	PO21 4EY				

2. Agent Name and Address

Title:		First name:			
Last name:					
Company (optional):					
Unit:		House number:		House suffix:	
House name:					
Address 1:					
Address 2:					
Address 3:					
Town:					
County:					
Country:					
Postcode:					

3. Trees Location

If all trees stand at the address shown in Question 1, go to Question 4. Otherwise, please provide the full address/location of the site where the tree(s) stand (including full postcode where available)

Unit:		House number:	83	House suffix:	
House name:	Type text here				
Address 1:	The Fairway				
Address 2:	Aldwick Bay Estate				
Address 3:					
Town:	Bognor Regis				
County:	West Sussex				
Postcode (if known):	PO21 4EX				

If the location is unclear or there is not a full postal address, either describe as clearly as possible where it is (for example, 'Land to the rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road') or provide an Ordnance Survey grid reference:

Description:

4. Trees Ownership

Is the applicant the owner of the tree(s): ☐ Yes ☒ No
If 'No' please provide the address of the owner (if known and if different from the trees location)

Title:	Mr	First name:	John		
Last name:	Anon				
Company (optional):					
Unit:		House number:	83	House suffix:	
House name:					
Address 1:	The Fairway				
Address 2:					
Address 3:					
Town:					
County:					
Country:					
Postcode:	PO21 4EX				

Telephone numbers

Country code:	National number:	Extension number:

Country code:	
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Country code:	Fax number (optional):

Email address (optional):

5. What Are You Applying For?

Are you seeking consent for works to tree(s) subject to a TPO? ☐ Yes ☒ No

Are you wishing to carry out works to tree(s) in a conservation area? ☒ Yes ☐ No

6. Tree Preservation Order Details

If you know which TPO protects the tree(s), enter its title or number below.

7. Identification Of Tree(s) And Description Of Works

Please identify the tree(s) and provide a full and clear specification of the works you want to carry out. Continue on a separate sheet if necessary. You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work. Where trees are protected by a TPO, please number them as shown in the First Schedule to the TPO where this is available. Use the same numbers on your sketch plan (see guidance notes).

Please provide the following information below : tree species (and the number used on the sketch plan) and description of works. Where trees are protected by a TPO you must also provide reasons for the work and, where trees are being felled, please give your proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.

E.g. Oak (T3) - fell because of excessive shading and low amenity value. Replant with 1 standard ash in the same place.

Permission is sought, at the premises of 9 Tithe Barn Close, to cut back the overhanging branches of a Eucalyptus tree, which is rooted in the neighbouring property (back to back neighbours) at 83 The Fairway.
Tree No.1 on the sketch provided.

7. Identification Of Tree(s) And Description Of Works continued ...

8. Trees - Additional Information

Additional information may be attached to electronic communications or provided separately in paper format.

For all trees

A sketch plan clearly showing the position of trees listed in Question 7 must be provided when applying for works to trees covered by a TPO. A sketch plan is also advised when notifying the LPA of works to trees in a conservation area (see guidance notes). It would also be helpful if you provided details of any advice given on site by an LPA officer.

For works to trees covered by a TPO

Please indicate whether the reasons for carrying out the proposed works include any of the following. If so, your application must be accompanied by the necessary evidence to support your proposals. (See guidance notes for further details)

1. **Condition of the tree(s)** - e.g. it is diseased or you have fears that it might break or fall: ☐ Yes ☐ No
If YES, you are required to provide written arboricultural advice or other diagnostic information from an appropriate expert.

2. **Alleged damage to property** - e.g. subsidence or damage to drains or drives. ☐ Yes ☐ No
If YES, you are required to provide for:

Subsidence

A report by an engineer or surveyor, to include a description of damage, vegetation, monitoring data, soil, roots and repair proposals. Also a report from an arboriculturist to support the tree work proposals.

Other structural damage (e.g. drains, walls and hard surfaces)

Written technical evidence from an appropriate expert, including description of damage and possible solutions.

Documents and plans (for any tree)

Are you providing separate information (e.g. an additional schedule of work for Question 7)? ☐ Yes ☐ No

If YES, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application. If they are being provided separately from this form, please detail how they are being submitted.

9. Authority Employee / Member

It is an important principle of decision-making that the process is open and transparent. For the purposes of this question, "relating to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the local planning authority.

Do any of the following statements apply to you and/or agent? ☐ Yes ☒ No

With respect to the authority, I am:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

If Yes, please provide details of their name, role and how you are related to them.

10. Application For Tree Works - Checklist

Only one copy of the application form and additional information (Question 8) is required. Please use the guidance and this checklist to make sure that this form has been completed correctly and that all relevant information is submitted. Please note that failure to supply precise and detailed information may result in your application being rejected or delayed. You do not need to fill out this section, but it may help you to submit a valid form.

Sketch Plan

- A sketch plan showing the location of all trees (see Question 8)



For all trees

(see Question 7)

- Clear identification of the trees concerned
- A full and clear specification of the works to be carried out



For works to trees protected by a TPO

(see Question 7)

Have you:

- stated reasons for the proposed works?
- provided evidence in support of the stated reasons? in particular:
 - if your reasons relate to the condition of the tree(s) - written evidence from an appropriate expert
 - if you are alleging subsidence damage - a report by an appropriate engineer or surveyor and one from an arboriculturist.
 - in respect of other structural damage - written technical evidence
- included all other information listed in Question 8?

☐☐☐☐☐

11. Declaration - Trees

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed - Applicant:

Or signed - Agent:

R Elliott

Date (DD/MM/YYYY):

01/10/2025

(This date must not be before the date of sending or hand-delivery of the form)

12. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address (optional):

13. Agent Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address (optional):

Application for Tree Works: Works to Trees Subject to a Tree Preservation Order (TPO) and/or Notification of Proposed Works to Trees in Conservation Areas (CA)
Town and Country Planning Act 1990

Electronic Communication

If you submit this form electronically (from the Planning Portal, or by email or fax) the LPA will take it that you have agreed that they may communicate with you in the same manner. This may include the issuing of their decision. You may cancel this agreement by writing to the LPA and asking them to stop communicating with you electronically.

1/2. Applicant's And Agent's Names And Addresses

You may submit the application yourself; you do not have to use an agent, nor do you have to be the owner of the tree(s). Complete both boxes if the application is being submitted by an agent (*e.g.* a friend, relative or technical adviser who is acting on the applicant's behalf).

Your tree work contractor's name should not be entered here unless they are handling the application on your behalf. All correspondence, including the decision letter, will be sent to the agent. Arrangements for a site visit will also be made through the agent.

3. Tree Location

If the trees grow in more than one property, or if a tree trunk straddles the boundary between two properties, you should enter the details of the second address here. If trees grow on any other properties, enter those addresses in the space at the bottom of this question.

4. Tree Ownership

You don't have to own the tree(s) to apply for consent but it is good practice to let the owner know what you are proposing. You will still need to get any necessary agreements or permissions from the owner before carrying out any work permitted by the LPA.

The owner of the tree is usually the owner of the land on which it grows. Please provide their address if it is different from the address of the site where the tree(s) stands that you have already entered in question 3.

Please provide an explanation separately of tree ownership where a tree is on the boundary and is the joint responsibility of the applicant and the neighbour, or where consent is sought for trees on both properties.

5. What Are You Applying For?

Refer to the [Tree Preservation Orders and trees in conservation areas section of the Planning Practice Guidance website](#).

In conservation areas, notice is required for works to trees that have a trunk diameter of more than 75mm when measured at 1.5m from ground level (or more than 100mm if reducing the number of trees to benefit the growth of other trees).

6. Tree Preservation Order Details

The LPA may be able to help you answer this question. You should find the title at the top of the Order. For example:

- City of Woodville (No. 4) Tree Preservation Order 1992
- City of Woodville (1 Garden Court) Tree Preservation Order 1992

7. Identification Of Tree(s) And Description Of Work

Identifying the tree(s)

Please give the species of tree if known (e.g. oak, Scots pine); Latin names are not required. Where known, use the numbering of trees from the First Schedule of the TPO (e.g. T1 ash, or two cherry and one birch in G2). Make sure other trees are identified by using a different sequence e.g. A, B, C etc. Make sure the numbering matches that used on the sketch plan (see notes for question 8).

Poor tree surgery

Proposals that would endanger the health or condition of a tree or greatly reduce its amenity value to the local environment are unlikely to be allowed unless there are strong reasons to do so.

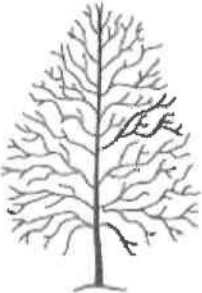
Describing the works and reasons

Please make clear to which trees the descriptions of works and reasons apply. Reasons must be given for work to trees protected by a TPO. For trees in conservation areas, giving reasons for work would be helpful, but is not mandatory.

It is vital that you clearly specify the works you want to carry out for each tree included in your application. A proposal simply to "cut back", "lop" or "trim" some branches is too vague because it fails to indicate the extent of the works.

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Common tree work operations

	General information - The common operations described and simply illustrated here show some of your options. An arborist should be able to help in defining the work that will be appropriate for the tree(s) and in line with British Standard 3998 – <i>Recommendations for Tree Work</i>. • Please note that the entire branch system is known as the 'crown'. • LPA approval is not required to remove dead branches.
	Crown Thinning - This reduces the density of the tree's crown without changing the overall shape and size of the tree. Thinning reduces the amount of foliage and allows more light through the canopy or crown. The amount of thinning proposed should be specified as a percentage (%) of the leaf area (usually no more than 30%). • Useful for letting more light into gardens and windows
	Crown Lifting - This means removing lower branches to increase the clearance between the ground and the crown. Identify the branches you wish to remove, or specify a height above ground level to which you wish to "lift" the crown. • Useful for allowing more light into gardens • Prevents low branches obstructing paths, drives etc.
	Crown Reduction - The tree crown is reduced by shortening branches, and so changes the overall size and shape of the tree. Reductions are usually carried out all round the outer parts of the crown to maintain a balanced shape, but seldom should it include cutting through the main stem. The amount of reduction proposed should be stated in terms of the intended height and spread of the tree after pruning (rather than what percentage (%) of the overall crown is to be removed). • Partial reduction may be useful for preventing branches contacting buildings, roofs and guttering

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Planting replacement trees

Unless there are good reasons, a condition is usually made for a replacement tree to be planted when granting consent to remove a tree protected by a TPO. Please use this opportunity to show your preference of tree should the LPA approve your application and make such a condition.

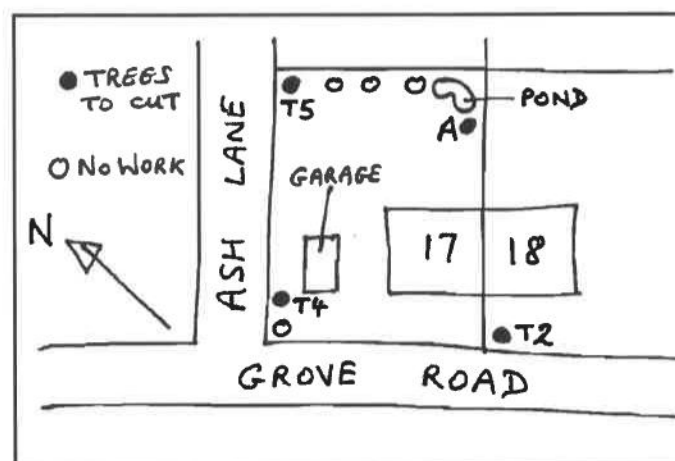
8. Additional Information

When setting out the reasons for proposed works to trees protected by a TPO, please provide sufficient evidence to support your case. Note that failure to supply precise and detailed information may result in your application being rejected or delay in dealing with it. Additional information should be posted or hand-delivered at the same time as the form or supplied electronically in support of your application. Applications cannot be processed until all mandatory information is received by the LPA.

References to an arboriculturist refer to a person who has recognised qualifications, experience and expertise in the field of tree management.

Sketch plan identifying the trees

The sketch plan should show boundaries and adjoining properties (including house numbers or names) and names of roads. It is not necessary to draw a scaled plan, but it may be useful to show approximate distances between the tree(s) in question and other relevant features. If possible, include an arrow showing north. Show the position of the tree(s) in relation to buildings and add the numbering used in question 7.



Reduced example of a sketch plan

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It may be helpful to show other trees in the garden to help the LPA identify the trees on the form. If there are many trees, it is important to make it clear which tree(s) you want to work on.

If it is impossible to identify the tree(s) accurately on the plan (e.g. because they are part of a woodland or group of trees), please identify their approximate location on the plan and explain how the tree(s) have been marked on site (e.g. coloured tape, tree tags). The bark of trees must not be damaged e.g. by scarring or cutting into the bark.

Photographs can be useful, particularly where you wish to identify the trees you want to work on or to show specific work where there could be doubt e.g. marking a major branch to be removed. If you do submit photographs make sure that it is clear which tree is shown.

For work to trees covered by a TPO

Unless the LPA agree in writing that the tree(s) is of very low amenity value you must provide the information detailed below when your application relates to the condition of the tree or damage that it is causing.

- **Condition of tree(s)**

The presence and impact of pests, diseases or fungi that require work to be carried out to the tree(s) should be described in written evidence or diagnostic information from an arboriculturist or other appropriate expert. Arboricultural evidence must be provided to support applications that suggest the tree has defects that may be of concern to the current or future safe retention of the tree or parts of the tree.

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- **Subsidence**

Reports will usually be provided by a structural engineer and/or a chartered surveyor and be supported by technical analysis from other experts e.g. for root and soil analysis. These reports must include the following information:

- A description of the property, including a description of the damage and the crack pattern, the date that the damage first occurred/was noted, details of any previous underpinning or building work, the geological strata for the site identified from the geological map
- Details of vegetation in the vicinity and its management since discovery of the damage. Include a plan showing the vegetation and affected building
- Measurement of the extent and distribution of vertical movement using level monitoring. Where level monitoring is not possible, state why and provide crack-monitoring data. Data provided must be sufficient to show a pattern of movement consistent with the presence of the implicated tree(s)
- A profile of a trial/bore hole dug to identify foundation type and depth and soil characteristics
- The sub-soil characteristics including soil type (particularly that on which the foundations rest), liquid limit, plastic limit and plasticity index
- The location and identification of roots found. Where identification is inconclusive, DNA testing should be carried out
- Proposals and estimated costs of options to repair the damage

In addition, you must include a report from an arboriculturist to support the tree work proposals, including arboricultural options for avoidance or remediation of indirect tree-related damage.

- **Other structural damage**

Technical evidence in respect of other structural damage (e.g. garden walls, drains, paving, drive surfaces) should be provided by a relevant engineer, building/drainage surveyor or other appropriate expert.

9. Authority Employee / Member

You must declare whether the applicant or agent is a member of the council's staff, an elected member of the Council or related to a member of staff or elected member of the Council.

Serving elected members or planning officers who submit their own planning applications should play no part in their determination and such applications should be determined by the planning committee rather than by planning officers under delegated powers.

10. Application for Tree Works - Checklist

You may find it helpful to use this checklist to make sure that you have given the local planning authority all the required information.

11. Declaration

Please sign and date your application.

12. Applicant Contact Details

Please provide contact information for the applicant.

13. Agent Contact Details

Please provide contact information for the agent.

What happens next?

Tree preservation order applications

The LPA will usually carry out a site visit to help them assess the proposed works. They may discuss alternative works with you.

You will have a right of appeal to the Planning Inspectorate where the LPA has not issued a decision within either eight weeks or two months of your application, depending on the age of the TPO.

You should confirm with your LPA which period applies; alternatively you can agree an extended period with them. Details of these processes can be found in the [Tree Preservation Orders and trees in conservation areas section of the Planning Practice Guidance website](#).

Conservation area notices

The LPA has six weeks within which they can object to your proposals. This gives the LPA the opportunity to protect trees of amenity value, which may be harmed by the proposed works. A site visit is usually carried out.

The LPA can only object formally by making a TPO on the tree(s) concerned. In many cases, where the LPA feel that the works are inappropriate, they may discuss alternative work with you.

If you do not receive a decision within six weeks of your notice then you can carry out the works you gave notice for, but no more.

If a TPO is made this will prevent you doing the work without making an application for consent. You will have the right to object to the TPO and the LPA will provide details on how to do this.

TREE WORKS VALIDATION REQUIREMENTS 2024



This list has been split into two sections, one for works to tree protected by a Tree Preservation Order and one for works to trees in a conservation area.

This list contains the minimum requirements for an application to be accepted as valid, but we may need to request further information during the life of the application in order to be able to make a decision.

Do not make the application until you have decided exactly what works you wish to carry out and you have finalised all the information that you need to provide. If necessary, you should consider discussing the work with your own arboriculturist before making your application.

Generally, due to government timescales for determining applications, once validated your application will be decided based on the information you have submitted and it is unlikely that the case officer will enter into negotiations. If changes are made it is likely that the application will have to be re-advertised and reconsulted on and this will delay the decision.

We only accept electronic plans in pdf format, and they must be scanned to actual document size (not to fit) so that they can be accurately scaled. All electronic plans should be submitted as individual pdf's and not combined into one document as we will only have to separate them to upload them against the application on the website. If printed plans are provided, make sure they are printed to actual size **not** 'fit to page' so they can be measured. Please ensure none of the supporting documents you provide contain signatures, phone numbers or email addresses as these will need to be redacted. If a document has to be redacted, it will not be possible to view it in colour on the website. If providing photographs, make sure they do not include people who can be identified, children or car number plates. If they do, please make sure they are redacted before submitting them.

Information item	Types of application that require this information	Geographic locations where this information is required	What information is required?	Where to look for further assistance
WORKS TO A TREE PROTECTED BY A TREE PRESERVATION ORDER				
1. Application form.	All applications for a tree protected by a Tree Preservation Order.	All areas of the district.	You need to answer all the questions on the form. The application needs to clearly identify the tree and species, describe the works, provide the reasons for the works being carried out and where the application is for felling details of the replanting. It is not enough to say you wish to cut back, lop or trim the tree. You need to clearly identify the work eg crown thin, crown reduction, crown lift or fell. Where a number of trees or operations are involved, you must make it clear what works are proposed to which tree. You must provide enough information about the works you wish to carry out so that we can check, if the work is undertaken, that the amount of agreed work has not been exceeded and if necessary, enforcement action can be taken.	Guidance can be found at: https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas The application form called application for tree works: works to trees subject to a tree preservation order (TPO) and /or notification of proposed works to trees in a conservation area can be completed online at the Planning Portal: www.planningportal.co.uk If you have difficulty completing the online form, you need to contact the Planning Portal service desk: support@planningportal.co.uk or call 0333 323 4589

Information item	Types of application that require this information	Geographic locations where this information is required	What information is required?	Where to look for further assistance
			Crown thinning should always be provided as a percentage of the leaf area to be removed. Eg. crown is to be thinned by 10% A crown reduction should always be provided as a measurement in metres of the height and spread of the tree after pruning rather than the amount being removed. Eg. a crown reduction to reduce the height of the tree to 1 m and the spread of the tree to 0.5m. A crown lift should either identify exactly which branches are to be removed or specify the height above ground level to which you wish to lift the crown. Eg. the crown is to be lifted to 1m above ground level. By specifying the measurements in this way, it will be possible for you and us to ensure that the correct amount of work is carried out.	Monday to Friday 9am-5pm. If you are unsure about the correct form to use, contact the Technical Support Unit on 01903 737711 or email planning@arun.gov.uk

Information item	Types of application that require this information	Geographic locations where this information is required	What information is required?	Where to look for further assistance
2. Plans.	All applications for a tree protected by a Tree Preservation Order.	All areas of the district.	A plan must be provided which clearly shows the location of the tree/s. Where the application involves more than 1 tree, the trees should be clearly labelled, and cross referenced to the details on the form. The plan should include road names and adjoining properties, so the location is very clear. A North point is helpful.	Ordnance Survey scaled base plans can be used but a detailed sketch plan would be sufficient. Details of suppliers can be found at: https://www.ordnancesurvey.co.uk/business-government/products/planning-application-maps
3. Photographs			Photographs are often helpful to assist in identifying the tree/s and proposed works. If you do provide photographs, please make sure it is clear which tree it relates to. Please make sure they do not include people who can be identified, children or car number plates. If they do, please make sure they are redacted before submitting them to us.	
4. Arboricultural statement.	All applications for a tree protected by a Tree Preservation Order.	All areas of the district.	Where the works are required because of the presence and impact of pests, diseases, or fungi a report should be provided by an arboriculturist. Similarly, if the application suggests the tree has defects that may be of concern to the current or future safe retention of	

Information item	Types of application that require this information	Geographic locations where this information is required	What information is required?	Where to look for further assistance
			the tree or parts of the tree a statement must be provided by an arboriculturist.	
5. Structural report.	All applications for a tree protected by a Tree Preservation Order.	All areas of the district.	Where the works to the tree are required because of damage relating to subsidence or other structural damage, a structural report from a suitably qualified specialist usually a structural engineer or chartered surveyor needs to be provided as well as an arboricultural report supporting the tree work proposals and options for the avoidance or remediation of indirect tree related damage.	
WORKS TO A TREE IN A CONSERVATION AREA				
1. Written Request			There is an application form available to assist applicants, but the request can be made by letter/email. The request must give sufficient information to be able to identify the tree/s including the species. The application needs to clearly describe the works being carried out. It is not enough to say you wish to cut back, lop or trim the tree. You	Guidance can be found at: https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas The application form called Application for tree works: works to trees subject to a tree

Information item	Types of application that require this information	Geographic locations where this information is required	What information is required?	Where to look for further assistance
			need to clearly identify the work eg crown thin, crown reduction, crown lift or fell. Where a number of trees or operations are involved, you must make it clear what works are proposed to which tree. You must provide enough information about the works you wish to carry out so that we can check, if the work is undertaken, that the amount of agreed work has not been exceeded and if necessary, enforcement action can be taken. Crown thinning should always be provided as a percentage of the leaf area to be removed. Eg. crown is to be thinned by 10% A crown reduction should always be provided as a measurement in metres of the height and spread of the tree after pruning rather than the amount being removed. Eg. a crown reduction to reduce the height of the tree to 1 m and the spread of the tree to 0.5m.	preservation order (TPO) and /or notification of proposed works to trees in a conservation area can be completed online at the Planning Portal: www.planningportal.co.uk If you have difficulty completing the online form, you need to contact the Planning Portal service desk: support@planningportal.co.uk or call 0333 323 4589 Monday to Friday 9am-5pm. If you are unsure about the correct form to complete, contact the Technical Support Unit on 01903 737711 or email planning@arun.gov.uk

Information item	Types of application that require this information	Geographic locations where this information is required	What information is required?	Where to look for further assistance
			A crown lift should either identify exactly which branches are to be removed or specify the height above ground level to which you wish to lift the crown. Eg. the crown is to be lifted to 1m above ground level. By specifying the measurements in this way, it will be possible for you and us to ensure that the correct amount of work is carried out.	
2. Plans			A plan must be provided which clearly shows the location of the tree/s. Where the application involves more than 1 tree the trees should be clearly labelled, and cross referenced to the details on the form. The plan should include road names and adjoining properties, so the location is very clear. A North point is helpful.	Ordnance Survey scaled base plans can be used but a detailed sketch plan would be sufficient. Details of suppliers can be found at: https://www.ordnancesurvey.co.uk/business-government/products/planning-application-maps
3. Photographs			Photographs are often helpful to assist in identifying the tree/s and proposed works. If you do provide photographs, please make sure it is clear which tree it relates to. Please make sure they do not include	

Information item	Types of application that require this information	Geographic locations where this information is required	What information is required?	Where to look for further assistance
			people who can be identified, children or car number plates. If they do, please make sure they are redacted before submitting them to us.	