

## PREPARATION OF A STRUCTURAL ENGINEERS REPORT

### Information

The following information is required in the preparation of reports to accompany applications made in relation to Council's Tree Preservation Order. A comprehensive report prepared by an appropriately qualified and experienced Engineer will enable Council's assessment process to be expedited.

### The following items must be addressed in the engineers report:

- Who commissioned the report
- Why the report was commissioned
- What the report examines
- The address of the site containing the trees
- The methods or techniques used in the inspection
- An abstract or synopsis of the inspection
- A map of the site showing the location of all elements including trees, buildings, pathways, stormwater, etc and the elements numbered to correspond with the text
- Detailed site description of site usage
- Detailed description of soil type/foundation
- Geo-technical information
- Detailed description of footings of the existing building, and whether footings comply with current building regulations
- Detailed description of all factors that contribute to soil movement/water movement in soil
- Detailed description of methods to isolate building foundations from tree roots
- A discussion of all the options available - why they are recommended or why they are not recommended e.g. can the building or structure be repaired and the tree retained
- A recommendation as to the preferred option and the reasons therefore.

The report must also contain the name, address and telephone number of the person or company carrying out the report.

The above list is not exhaustive and there may be other site considerations necessary to ensure adequate information is supplied to Council.

As professional reports will cost you money, Council recommends that you choose an Engineer that has tertiary qualifications in Structural Engineering plus at least 5 years post graduate experience. Membership of a professional organisation is desirable.