

Enquiries about Trees

Background

Trees and woodland make an enormous contribution to the unique urban landscape of Edinburgh and play a major role in providing the City's character and setting. Trees are also important habitats and sources of food for all sorts of wildlife in the city, as well as assisting in off-setting carbon emissions. The Council is committed to the protection of trees and woodland within the city of Edinburgh.

The Planning and Transport Service has recently undertaken a review of how enquiries regarding trees are handled. There is a considerable amount of information regarding trees available online and customers are now encouraged to access this themselves. All applications for works to trees covered by statutory restrictions ("protected trees") should be made via the Scottish Government e-planning website. This is in accordance with Council's channel shift programme and the customer engagement strategy approved by Planning Committee in December 2015. Customers are encouraged to engage with the Council and carry out their transactions online.

This Bulletin provides a reference point for how enquiries about tree work should be handled.

Quick guide to handling tree enquiries

The following is a quick guide to the necessary legislative requirements for protected trees and how the Planning Service handles enquiries:

1. If you have, or receive, a query regarding a tree firstly check if the tree/s are privately owned or if they are on Council land. If the tree/s are on Council land then the enquirer should be directed to Forestry Services on **0131 311 7074**, forestry.service@edinburgh.gov.uk or for out of hours emergencies **0131 200 2000**.
2. If the tree/s are privately owned ask the enquirer if they have checked online if the tree/s are protected i.e. in a Conservation Area or have a Tree Preservation Order on them. Members of the public can check if a tree is in a Conservation Area or has a Tree Preservation Order on it by using the Council's online search facility. This information can be accessed at www.edinburgh.gov.uk/privatetrees.
3. If the tree/s are not protected the Planning Service has no locus in the matter and the enquirer should seek a private contractor for further advice.
4. If the tree/s are protected, the enquirer can check online to see if the works have consent by visiting the [Planning Portal](#).
5. If the tree/s are protected and the enquirer wishes to do works to the tree/s then they will need to make a formal application:

- If the tree/s are in a Conservation Area the owner needs to notify the Planning Authority before carrying out works. Notifications can be completed online using the Scottish Government [e-planning website](#)
 - If the tree/s are covered by a Tree Preservation Order the owner will need to make an application to the Planning Authority to carry out any works. Applications for tree works can be completed online using the Scottish Government [e-planning website](#)
6. If the tree/s are protected and there is no record of consent and the works are currently ongoing, please contact **tel: 0131 529 3550**
 7. For tree enquiries that do not fit the above scenarios, customers can email planningtrees@edinburgh.gov.uk

Further Information

Further information regarding trees can be found online at www.edinburgh.gov.uk/privatetrees .