**Example email**

To: Councillors@MarcastleCountyCastle.gov.uk

From: TreeExperts@SheffieldPrimary.sheffield.sch.uk

Subject: Recommendations for tree management

Date: 1st October 2021

Dear Councillors,

We are writing to you today to make recommendations for some of our town’s trees. We hope that you see that our advice is based on evidence and will allow our beautiful trees to flourish for a reasonable amount of the council’s money.

**Benefits of trees for people**

Trees are very important for people’s wellbeing. They help us to relax, keep our cities cool in the summer and keep the air clean near busy roads. In particular, mature trees have a significant impact on us and they take hundreds of years to grow.

**Benefits of trees for wildlife, the environment and climate**

Large trees can provide a home to thousands of animals. From tiny insects to large birds, all of them are an important part of the food web that keeps living things healthy. For example, caterpillars that feed on the leaves of an oak tree might be eaten by small birds, which may in turn be eaten by a predator, such as a sparrowhawk. If trees are felled or not looked after, there will be fewer insects, which could lead to fewer predatory birds.

Most importantly, trees produce oxygen, which is vital for the survival of all living things. They also absorb carbon dioxide, which is the biggest cause of climate change. It is important to remove carbon dioxide from the air, because climate change could cause natural disasters, which are responsible for thousands of deaths across the world.

**Problems caused by trees**

Despite all of these benefits, the reality is that trees can be inconvenient for the residents of our city. The aphids and birds can both produce liquids which drop on cars and damage the paintwork. Roots can create lumps in the pavement that can make life difficult for disabled people. Urban trees need to be managed, which is why we have outlined the most appropriate actions below.

**Suggested solutions for each tree**

We propose that the following actions are taken:

**Ash tree:** remove tree (£1000)

**Lime tree:** install thinner curb (£300)

**Maple:** prune tree (£500)

**Oak:** install tree pit (£3000)

**Cherry:** no action required (£0)

**Outline of the cost for these solutions**

We expect it to cost £4800. Although this sounds like a large amount, it must be remembered that much of the repair work will prevent further damage in the long-term future and therefore reduce upkeep costs over time.

We hope that you found this letter useful and will take our advice into consideration. Please let us know if you have any further questions or require extra information about the project.

Yours faithfully,

Sheffield Primary School Tree Panel