


RPS

**LAND PARCEL D, KINGSMERE,
BICESTER**

**SCHEME OF SUPERVISION FOR
ARBORICULTURAL PROTECTION**

14100370/Pi'2

10th November 2014

Our Ref: JSL2277_771

RPS
Lakesbury House
Hiltingbury House
Chandlers Ford
Hampshire
SO53 5SS

Tel: 023 8081 0440
Fax: 023 8081 0449
Email: rpsso@rpsgroup.com

QUALITY MANAGEMENT

Prepared by:	David Cox
Authorised by:	Chris Chambers
Date:	November 2014
Project Number/Document Reference:	JSL2277_771
Status:	For Planning

COPYRIGHT © RPS

The material presented in this report is confidential. This report has been prepared for the exclusive use of Persimmon Homes and shall not be distributed or made available to any other company or person without the knowledge and written consent of Persimmon Homes or RPS.

CONTENTS

1	INTRODUCTION	4
2	BRIEF DESCRIPTION OF THE SCHEME	5
3	KEY PERSONNEL AND INDIVIDUAL RESPONSIBILITIES	6
4	INDUCTION AND PERSONNEL AWARENESS.....	8
5	TIMING AND METHODS OF SITE VISITING	9
6	RECORD KEEPING, UPDATES AND VARIATIONS	10

APPENDICES:

APPENDIX 1: EXAMPLE OF SITE SUPERVISION REPORT

APPENDIX 2: ARBORICULTURAL CLERK OF WORKS – CV (FOR APPROVAL)

1 INTRODUCTION

- 1.1 RPS was instructed by Persimmon Homes in October 2014 to prepare a Scheme of Supervision for Arboricultural Protection in respect of redevelopment proposals for land parcel D, Kingsmere, Bicester.
- 1.2 The commission followed an Arboricultural Method Statement and Assessment Arboricultural Impact Assessment produced following a Tree Survey carried out by RPS in January 2013. All documents are in accordance with the requirements set out in BS5837: 2012 'Trees in relation to design, demolition and construction – Recommendations'.
- 1.3 This document is produced in pursuit of planning condition 12 (Planning Permission 14/00221/REM) which respectively states:

"Prior to the commencement of the development hereby approved, full details of a scheme of supervision for the arboricultural protection measures, to include the requirements set out in a) to e) below, and which is appropriate for the scale and duration of the development works, shall be submitted to and approved in writing by the Local Planning Authority. Thereafter, the arboricultural protection measures shall be carried out in accordance with the approved details.

a) Written confirmation of the contact details of the project arboriculturalist employed to undertake the supervisory role of relevant arboricultural issues.

b) The relevant persons/contractors to be briefed by the project arboriculturalist on all on-site tree related matters

c) The timing and methodology of scheduled site monitoring visits to be undertaken by the project arboriculturalist.

d) The procedures for notifying and communicating with the Local Planning Authority when dealing with unforeseen variations to the agreed tree works and arboricultural incidents

e) Details of appropriate supervision for the installation of load-bearing 'structural cell' planting pits and/or associated features such as irrigation systems, root barriers and surface requirements (eg: reduced dig systems, arboresin, tree grills)

Reason - To ensure the continued health of retained trees/hedges and to ensure that they are not adversely affected by the construction works, in the interests of the visual amenity of the area, to ensure the integration of the development into the existing landscape and to comply with Policy C28 of the adopted Cherwell Local Plan and Government guidance contained within the National Planning Policy Framework"

- 1.4 This report has been prepared by David Cox, a Professional Member of the Arboricultural Association and Chartered Landscape Architect of RPS.

2 BRIEF DESCRIPTION OF THE SCHEME

The Site

- 2.1 The site under consideration is a land parcel as part of the wider Kingsmere urban extension, Bicester. The trees surveyed largely exist within a small copse central to the land.
- 2.2 The site is located at Ordnance Survey Grid Reference SP567222.
- 2.3 The site is bound to the north by modern residential housing which is accessed via Middleton Stoney Road and to the east by open fields (which will likely form part of the wider urban extension development). The western boundary is formed by an area of residential housing. The site has access points for pedestrians off a series of footpaths located to the north of the copse.
- 2.4 The site currently comprises of rough ground, with some areas of scrubby bramble growth. Within the northern part of the land a mature copse exists, this principally includes Horse Chestnut.

Brief Description of Proposed Development

- 2.5 The proposed development of the site consists of new residential housing including private gardens, shared parking courts and public highways and footpaths. The scheme includes a number of open space areas and linear 'green corridors' extend north and south of the development.

Tree Protection Measures

- 2.6 The tree protection measures to be implemented as part of this scheme are detailed in the following arboricultural reports:
- JSL2277_770 - Arboricultural Survey and Impact Assessment – RPS (15th January 2014)
 - JSL2277_772 - Arboricultural Method Statement - RPS (10th November 2014) including;
 - JSL2277_702 - Tree Protection Plans 1 of 2;
 - JSL2277_703 - Tree Protection Plans 2 of 2.

3 KEY PERSONNEL AND INDIVIDUAL RESPONSIBILITIES

Key Personnel

Role	Name	Contact Details
Arboricultural Clerk of Works	Chris Chambers (RPS)	Mobile: 07785 348038 Tel: 023 8081 0440 Email: chambersc@rpsgroup.com Address: RPS Lakesbury House Hiltingbury Road Chandlers Ford Hampshire SO53 5SS
Demolition Phase Site Manager	TBC	TBC
Construction Phase Site Manager	TBC	TBC
Project Landscape Architect	David Cox (RPS)	Tel: 023 8081 0440 Email: coxd@rpsgroup.com Address: RPS Lakesbury House Hiltingbury Road Chandlers Ford Hampshire SO53 5SS
Tree Officer	TBC (Cherwell District Council)	TBC

Identification of Responsibilities

3.1 Arboricultural Clerk of Works

The Arboricultural Clerk of Works is an advisory and reporting role. The Arboricultural Clerk of Works is responsible for:

- attending site in accordance with this Scheme of Supervision, or otherwise as instructed by the Client;
- assessing compliance with the Scheme of Tree Protection and general efficacy of tree protection measures;
- making recommendations for rectifying and mitigating any non-compliances;
- preparing a written record of each site visit, which shall be copied to the client, Site Manager and Tree Officer;

- agreeing variations from the Scheme of Tree Protection in writing with the Tree Officer;
- notifying the Tree Officer in respect of significant incidents on-site that are likely to result in a material change to tree protection outcomes.

3.2 Site Manager

The Site Manager is in control of works on site and is responsible for:

- ensuring compliance with the Arboricultural Method Statement, Tree Removal & Protection Plans and any actions raised by the Arboricultural Clerk of Works in accordance with the above;
- ensuring all site personnel, including sub-contractors and visitors are made aware, as may be required, of the requirements of the Scheme of Tree Protection;
- notifying the Arboricultural Clerk of Works of any breaches to the Scheme of Tree Protection
- keeping the Arboricultural Clerk of Works apprised of upcoming works and matters arising in relation to the Scheme of Tree Protection

Statement of delegated powers

- 3.3 The Site Manager will be in overall control of the site on a day to day basis will be inducted such that they have authority to ensure that the tree protection measures are implemented. Compliance will be confirmed by the Arboricultural Clerk of Works

4 INDUCTION AND PERSONNEL AWARENESS

- 4.1 Prior to the commencement of the demolition phase and again prior to commencement of the construction phase, the Arboricultural Clerk of Works shall attend site and induct the Key Personnel into the Scheme of Tree Protection. The induction shall involve:
- A review of planning conditions relating to the Scheme of Tree Protection
 - A review of the Arboricultural Method Statement and tree protection measures specifically relating to the demolition / construction phases, as appropriate
 - A review of tree protection measures
 - A site walkover to review key issues and constraints
- 4.2 The Key Personnel to be inducted shall be in overall control of the site on a day to day basis, or similar position, such that they have authority to ensure the Scheme of Tree Protection is implemented.
- 4.3 Copies of the Arboricultural Method Statement and Tree Protection Plan shall be placed in the site office for reference by all site staff.

5 TIMING AND METHODS OF SITE VISITING

- 5.1 The Arboricultural Clerk of Works shall attend site as follows:
- Pre-commencement of demolition to ensure tree protective fencing and ground protection is in place in accordance with the Arboricultural Method Statement.
 - Pre-commencement of construction to ensure tree protective fencing and ground protection is in place in accordance with the Scheme of Tree Protection.
- 5.2 To supervise the following operations:
- enabling tree works;
 - critical works within the Root Protection Areas (RPAs) of trees to be retained;
 - at bimonthly intervals, or as may be otherwise agreed with the Tree Officer from time to time taking into account the upcoming activity and operations on site.
- 5.3 The Arboricultural Clerk of Works will remain in close regular phone contact with the Site Manager throughout the scheme.

6 RECORD KEEPING, UPDATES AND VARIATIONS

- 6.1 Following each visit the Arboricultural Clerk of Works will produce a Arboricultural Site Report (after the example in appendix 1 of this document) detailing the status of the tree protection in accordance/ reference to the Arboricultural Method Statement and Tree Protection Plan
- 6.2 The report shall be circulated to:
- Cherwell District Council Tree Officer
 - Site Manager
 - Project Landscape Architect
 - Contract Administrator/ Overall Project Manager (Persimmon Homes)
- 6.3 Notwithstanding the issue of the Site Supervision Report, the Arboricultural Clerk of Works shall maintain regular contact with the Tree Officer in order to advise of current tree protection issues and give advance notice of anticipated works affecting trees to be retained.
- 6.4 In the event of incidents likely to result in the loss or significant damage of retained trees the Arboricultural Clerk of Works shall notify the Tree Officer of the incident within 48 hours, and shall thereafter contact the Tree Officer in order to agree appropriate remedial measures.
- 6.5 Any variations to the scheme of tree protection, whether planned or reactive, shall be agreed in writing with the Tree Officer.

APPENDIX 1

Example of Site Supervision Report

ARBORICULTURAL SITE REPORT

PROJECT: <i>XXX, XX Street, XXX Town</i>	SITE CONTACT: <i>Mr XXX</i>	REPORT NO: <i>001</i>
INSPECTION COMPLETED BY: <i>Mr XXX</i>	DATE AND TIME: <i>25.12.14 13:00</i>	SHEET: <i>X OF X</i>

MATTERS ARISING FROM PREVIOUS SITE SUPERVISION REPORT		<i>(i) Breached fenceline (ii) Need to extend ground protection</i>	
ITEM	LOCATION	NOTES / RECOMMENDATIONS/ PHOTOGRAPHS	ACTION
1	<i>E.g. Adjacent to T999, north of building</i>	<i>E.g. Damaged fence, materials spilled into RPA, further inspection requirements, damage to tree</i>	<i>E.g. Reinstate fencing, make good levels with topsoil</i>
2			
3			

CIRCULATION:
Tree Officer
Site Manager

APPENDIX 2

Arboricultural Clerk of Works – CV (for approval)



Chris Chambers

Senior Arboriculturalist/ Landscape Architect

BSc (Hons) M.Arbor A. MICFor BA (Hons) DipLA CMLI

Chris has been employed in the land-based industries for over 20 years in a career which began in horticulture, progressing to landscape design and arboriculture. He is engaged with trees on a daily basis in a role that includes the production of reports in accordance with British Standard 5837 and the provision of guidance for clients in the public, private realm and a number of large infrastructure projects. His role as a landscape manager consists of the monitoring of woodland and trees for safety, detailed inspections of trees, instructing works and providing advice on management operations.

Experience

Chris is a dual-qualified Arboriculturalist and Landscape Architect based at the Solent office, a Chartered Member of the Institute of Chartered Foresters and a Chartered Member of the Landscape Institute.

He has particular experience in the production of reports in accordance with BS5837 - tree surveys, site appraisals, arboricultural constraints and protection plans, method statements and the provision of guidance for clients in the public and private realm. He has produced Woodland Management Plans for a variety of clients and has experience of ancient woodland and veteran trees. He has extensive knowledge of the law as it relates to trees especially in the planning and development process.

He is involved with a number of infrastructure projects charged with the responsibility to manage the woodland on these schemes to ensure the safety of the public and the people working nearby. These projects are carried out in hazardous environments, often in areas with protected wildlife, habitat and designated landscapes and he has therefore an in-depth working knowledge of the health and safety and environmental legislation. He has a proven ability to work effectively with a wide variety of partners and stakeholders as part of a large multi-disciplinary team with an understanding and strict adherence to procedures that this entails.

His role as landscape manager on behalf of the Homes and Communities Agency consists estate management including the detailed inspection of woodland and trees for safety, administrative duties, the writing of site inspection reports, updates on progress of instructed works and advising on necessary management operations. Similarly, in his role as landscape designer he has undertaken landscape projects, woodland creation, tree and shrub planting schemes from the design, the specification, and contract document preparation to the on-site monitoring of contractors.

Key Projects

A3 Hindhead Scheme (ECI)
HA/Balfour Beatty/Mott MacDonald
 Environmental Clerk of Works – monitoring works, meeting and consulting a multi-disciplinary team and statutory bodies National Trust, Forestry Commission and Natural England.

A465 Heads of the Valleys, Wales
Costain/Rhondda Cynon Taff
 Part of the arboricultural team for this 8km road improvement scheme through the environmentally sensitive Clydach Gorge in the Brecon Beacons National Park.

Arboricultural Reports BS5837
Public realm/ residential & retail clients
 Production of reports in accordance with BS5837, tree surveys, impact assessments, arboricultural method statements and the provision of guidance.

Woodland and Estate Management
Homes and Communities Agency
 Detailed inspection of woodland and trees for safety, administrative duties, inspection reports, meetings, updates on progress of instructed works and advising on necessary management operations.

Landscape Planting Design
Public realm/ residential & retail clients
 Large scale planting design for the redevelopment of B&Q's new Store Support Office (headquarters) in Hampshire.

