



LAND OFF HOOK NORTON ROAD,  
SIBFORD FERRIS  
**LANDSCAPE MANAGEMENT  
AND MAINTENANCE REPORT**

Prepared for

**DEANFIELD HOMES LTD**

December 2023

Ref: A318D MP01

**ARC LANDSCAPE DESIGN AND PLANNING LTD.**

---



Prepared by  
**Arc Landscape Design and Planning Ltd.**

Engravers House, 35 Wick Road,  
Teddington, Middlesex TW11 9DN

Tel - 020 3538 8980 Email - [admin@arcldp.co.uk](mailto:admin@arcldp.co.uk)

[www.arcldp.co.uk](http://www.arcldp.co.uk)

A Registered Practice of the Landscape Institute

© Arc Landscape Design and Planning Ltd.  
Base mapping produced using Ordnance Survey © Crown copyright and  
database rights 2022/23 Ordnance Survey (100055512)

**ARC LANDSCAPE DESIGN AND PLANNING LTD.**

# Contents

1. INTRODUCTION .....	1
SITE LOCATION AND DESCRIPTION (FIG 1) .....	2
2. DESIGN AND MANAGEMENT OBJECTIVES .....	5
OVERALL DESIGN OBJECTIVES .....	5
LANDSCAPE MANAGEMENT OBJECTIVES .....	5
3. GENERAL WORK PROCEDURES .....	7
STANDARD OF WORK.....	7
PROTECTION OF PEOPLE .....	7
PROTECTIVE CLOTHING .....	8
PROGRAMME OF OPERATIONS AND SITE VISITS.....	8
INSURANCE .....	8
USE OF CHEMICALS.....	8
CLEANLINESS .....	8
OPERATING CONDITIONS .....	9
WATERING .....	9
PEST AND DISEASE.....	9
MULCHING .....	9
FERTILISING.....	9
WEED CONTROL .....	10
LITTER .....	10
REPLACEMENT PLANTING .....	10
TREE WORKS .....	10
PLANTED AND GRASSED AREAS.....	10
4. MAINTENANCE TASKS.....	12
5. SPECIFICATION OF REPLACEMENT PLANTS.....	21
TRANSPORT AND HANDLING.....	21
TREES, SHRUBS AND HERBACEOUS .....	21
OTHER MATERIALS.....	23
INSTALLATION AND WORKMANSHIP .....	24
TREE PLANTING .....	26
SHRUB AND HERBACEOUS PLANTING.....	27
COMPLETION OF PLANTING .....	28

## 1. Introduction

---

- 1.1 This Management Plan has been prepared by Arc Landscape Design and Planning Ltd., appointed as the Landscape Architects for the residential development at Land off Hook Norton Road, Sibford Ferris. This appointment was initially through Gade Homes during the planning application process (ref 21/02893/REM) and subsequently by Deanfield Homes Ltd for the implementation stage of the project including clearance of the landscape related conditions. The purpose of this report is to set out the management and maintenance requirements for the open spaces, infrastructure planting and play area within the site.
- 1.2 Reference should also be made to the following drawings prepared to clear relevant conditions associated with the planning permission (ref 21/02893/REM).
- A318D PP01-03 – Planting Plans
  - A318D GA01 – LAP Play Area
  - A318D DT01 – Tree Pit Details
  - Refer to engineers' information for details of hard works.
- 1.3 This document is intended to set out the strategy outlining the overall design and management objectives (section 2) along with guidance on standard landscape maintenance required for each of the open spaces based on the types of planting, surfaces and street furniture proposed for each area. The Landscape Management Plan is intended to cover a period of 10+ years and all management and maintenance must be undertaken by suitably trained and qualified operatives applying best horticultural practice with the minimum environmental impact and careful use of resources.
- 1.4 It is anticipated that the contractor responsible for implementing the landscape scheme will maintain the areas up to practical completion and that they shall be responsible for maintenance of all soft landscape area in accordance with this Management Plan for a minimum of one year following practical completion. Where contracts dictate this period may be extended. Handover of maintenance to either the Local Authority or a Management Company (as specified within the contract and/or S106 Agreement) is expected to be 12-24 months after practical completion.
- 1.5 Following hand over of the open spaces, this Management Plan should be adopted by the relevant party and the requirements set out below should be followed. In particular any plant failures that occur, post practical completion, should be replaced during the first available planting season and unless agreed in writing, all plant failures must be replaced up to a period of 5 years in accordance with the relevant planning permission.

## Landscape Maintenance and Management Plan

- 1.6 Following the initial 5-year maintenance period, the on-going management and maintenance of the landscape areas should continue to follow the principles set out in this report and as illustrated on the associated drawings.
- 1.7 This document should be read in conjunction with any supporting Ecological Management Plan. (Ref 6126 LEMP v1 of CG/LP/JB (LEMP) prepared by Aspect Ecology which sets out specific management requirements in regards of existing and proposed habitat creation. The LEMP also sets out further guidance on the management of existing and new hedgerows and vegetation, grasslands, ecological features such as log piles, orchard trees and the attenuation area.

### Site Location and Description (Fig 1)

- 1.8 The site is located to the southern edge of Sibford Ferris and falls within the Cherwell District Council. The village of Sibford Ferris is located approximately 10km to the southwest of Banbury and is situated to the eastern edge of the Cotswold in North Oxfordshire. The site is approximately 1.5km from the Cotswold Area of Outstanding Natural Beauty boundary. To the north of the site, Sibford Ferris, along with adjoining villages Sibford Gower with Burdrop are designated Conservation Areas within Cherwell District Council.

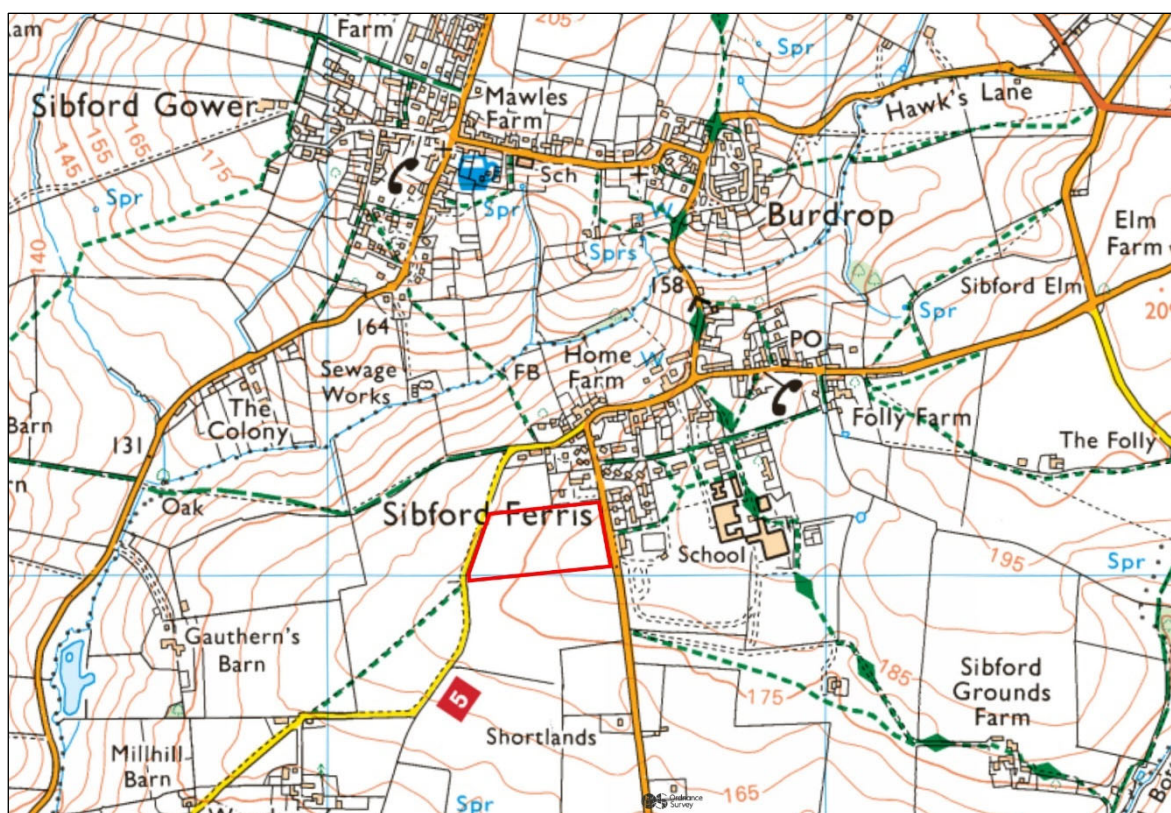


Figure 1 – Site Location Plan (site shown in red)

- 1.9 The development is for 25no. new homes accessed via Hook Norton Road. The residential layout is set around a central green space which includes a younger children's play area. The western half

## Landscape Maintenance and Management Plan

of the site and southern boundary comprise of a large open space incorporating circulation and through-route (connecting to the open landscape and footpath network beyond), native tree planting, a meadow area with native buffer planting to the edge, allotment plots, community orchard, a fenced off, inaccessible ecological area, and a storm water (SUDS) attenuation basin.

- 1.10 With the exception of the fenced off ecology area, both of the open spaces will be open to the public. Vehicular access to the development is off Hook Norton Road, which will allow maintenance access to both open spaces. A maintenance access gate, also providing access to the allotments, is located within the perimeter fence of the carpark to the east. A further maintenance only gate is located to the end of the southern spur road.
- 1.11 Existing vegetation form the boundaries of the northern, eastern and western edges of the site. This has been retained wherever possible with the green infrastructure of the development enhanced through native buffer planting to all boundaries. A new native hedgerow wraps around the residential area, separating it from the wider open space.

# Landscape Maintenance and Management Plan



- Site Boundary
- Main areas of hard surfacing  
(Roads and pavements adopted by Highways)
- Landscape Infrastructure areas  
(maintained by Management Company)
- Central Public Open Space with  
Younger Children's Play Area
- Open Space
- Community Orchard
- Allotments
- Inaccessible Ecological Area
- SUDS Attenuation Area
- Maintenance access gates

*All other areas in private ownership*

**Figure 2 – Site Plan and Key Landscape Types/Areas**

## 2. Design and Management Objectives

---

### Overall Design Objectives

2.1 The landscape proposals for the development seek to create well-designed spaces for residents and visitors to enjoy and that allow nature to thrive. The spaces are intended to establish into an attractive and sustainable landscape contributing to the wider green infrastructure network. Full details of the proposals can be found in the Landscape Strategy (ref A318 DS01) and supporting drawings submitted with the planning application. The key landscape objectives are:

- To conserve, manage and enhance existing on-site vegetation and wildlife habitats, contributing to the wider green infrastructure network.
- To provide high quality, multifunctional greenspace through a community focused development with connected safe and accessible open spaces that provide for play, recreation and promote healthy living.
- To optimise opportunities for walking through a considered path network that connects to the wider area,
- To create a green street scene for residential properties and use planting to assist in defining public spaces, entrance ways and private property boundaries while filtering views of and within the development,
- To add diversity by tree planting to avoid over reliance on one species of tree.
- To integrate Sustainable Drainage Systems features into the open spaces to create usable and accessible spaces.

2.2 The areas of landscape covered by this management plan are the open spaces and landscape infrastructure areas outside of private ownership or within the adoptable highways area, as highlighted on figure 2. The land allocated for allotments will be managed separately.

### Landscape Management Objectives

2.3 Areas of open space will be accessed by the public and include paved areas, street furniture, play equipment as well as planting and grassland/lawn areas. The purpose of maintaining and managing the site is, in the first instance, to encourage the satisfactory establishment of the landscape proposals and to ensure the integrity of planting in the long term. The principal management objectives are as follows -

- Through best horticultural practice, to ensure all plants are regularly maintained to promote growth and vigour.
- To ensure that existing retained trees and vegetation are monitored and managed using, as required, specialist arboricultural advice and methods.
- To ensure the objectives of the ecological management plan are maintained through the landscape maintenance regime.
- To ensure that all hard surfaces, street furniture, play equipment etc are regularly inspected and maintained in good working order.
- To ensure integrated sustainable drainage interventions are functioning and safe - refer to engineer's guidance



## Landscape Maintenance and Management Plan

- That the health and safety of operatives and the public are considered at all times.
- Tidiness is maintained all year round through the careful removal of litter and weeds etc and through selective thinning, topping up mulch, replacement of plant failures etc.
- That all management and maintenance practices, consider issues of sustainability through the responsible use of natural resources such as water and limit the use of chemicals to a minimum.

2.4 Management and maintenance regimes should be reviewed on an annual basis with the appropriate consultant and contractor to ensure that the objectives are being achieved in the most efficient and expedient manner and to ensure that high standards are being maintained. Maintenance operations and schedules should also be reviewed/refined over to suit changes such as the specific growing needs of particular species or groups of plants, improvements in equipment and horticultural aids, variations in climatic conditions such as periods of drought or storms etc.

POTENTIAL LANDSCAPE ELEMENTS		OPEN SPACE AREAS		
		Landscape Infrastructure areas	Central space with Children's Play Area	Open Space including allotments
PLANTING	New trees	■	■	■
	Existing trees	■	■	■
	Shrubs	■	■	■
	Hedges	■	■	
	Mown grass		■	
	Wildflower areas			■
	Bulbs			■
	Herbaceous (perennials)	■	■	
SURFACES	Slabs/blocks	■	■	■
	Tree pits and associated items	■	■	■
	Bound gravels etc	■	■	■
	Kerbs/Edgings	■	■	■
STREET FURNITURE	Seating		■	■
	Litter bins	■	■	■
	Dog bins	■	■	■
	Cycle racks		■	
	Signs	■	■	■
LIGHTS	Columns	■	■	
	Bollards	■	■	
MISC.	Play equipment		■	
	Fencing / railings	■	■	■
	Knee rails	■		■
	Attenuation basins			■
	Bird & Bat boxes		■	■

### 3. General Work Procedures

---

#### Standard of Work

- 3.1 The Landscape Maintenance is to be carried out to a high and consistent standard using appropriately trained and skilled operatives. Planted areas must be kept neat and clean in appearance at all times, weed and litter free, with all planting in a healthy state.
- 3.2 Prior to starting works associated with the landscape maintenance, The Landscape Maintenance Contractor shall undertake a risk assessment that specifically addresses any site issues that may arise, in particular noting those that could affect operatives and/or users of the site. The Landscape Maintenance Contractor should ensure that the works themselves do not cause inconvenience or danger any users of the site and that any Health and Safety issues that do arise are raised with the Client's appointed representative at the earliest opportunity and all remedial necessary measures are taken accordingly.
- 3.3 All materials, workmanship and horticultural practice shall comply with the appropriate British Standards current at that time. The following list provides a general guide to standards for maintenance and plant replacements, however this is not to be considered as exhaustive:
- BS 7370 – Grounds Maintenance
  - BS 4428 – General Landscape Operations
  - BS 3936 – Nursery Stock Specification
  - BS 3882 – Specification for Topsoil
  - BS 8601 – Specification for Subsoil and Requirements for Use
  - BS 3998 – Recommendations for Tree Works
  - BS 5837 – Trees in Relation to Construction
  - BS 8545 – Trees: From Nursery to Independence
  - Nature Play: Maintenance Guide – Play England
  - Arboricultural advisory leaflets
  - Horticultural Trade Association advisory notes
- 3.4 For specialist items such as safety surfacing or play equipment, reference must always be made to the manufacturer's recommendations and standards.

#### Protection of People

- 3.5 The site is open and accessible to the public. No operations or arisings should obstruct or interfere with public access and care must be taken to ensure that all relevant notice periods, signage and protection measures are in place to ensure that the public are not put at risk as a result of any activity associated with the management and maintenance of the development.

## Landscape Maintenance and Management Plan

### Protective Clothing

- 3.6 Appropriate protective clothing shall be used by the Landscape Maintenance Contractor's operatives at all times and the Contractor shall comply with the Health and Safety at Work Act.

### Programme of operations and Site visits

- 3.7 The Landscape Maintenance Contractor should follow the list of tasks outlined below or as otherwise specified in the detailed Maintenance Specification submitted at the Reserved Matters stage. The Contractor should visit the site sufficient enough to carry out the maintenance duties as specified and a minimum of once month. A Programme and reporting methods should be agreed at the time of letting the contract. Additional visits may be required during periods of low rainfall, to carry out necessary watering with the agreement of the Client.

### Insurance

- 3.8 The Landscape Maintenance Contractor shall be fully insured for Public Liability and shall provide details of the amount of cover with the contract.

### Use of Chemicals

- 3.9 The Landscape Maintenance Contractor must ensure that all approvals and measures are in place for the use of any chemicals eg herbicides or pesticides on the site but wherever possible, alternatives should be considered first.
- 3.10 The Landscape Maintenance Contractor shall
- ensure that any chemical application is undertaken by a trained operative who has a current NPTC certificate and in accordance with the manufacturer's directions and with the Approved Code of Practice for the Safe Use of Pesticides for Non-Agricultural Purposes where they apply.
  - ensure at all times that the public and staff are not subject to any hazard from the use of chemicals, and that all equipment, containers and materials are kept in a secure place when on site and not in use, and that all empty containers, etc are removed from site at the end of each day.
  - be liable for any loss or damage caused by misuse of chemicals, especially with regards to third persons or damage to the environment.

### Cleanliness

- 3.11 At the end of each day of each visit, the Landscape Maintenance Contractor shall, unless otherwise formally agreed in advance, remove from site all rubbish, trimmings, and superfluous materials, leaving the works in a clean and tidy condition. Particular attention shall be paid to ensuring all areas of hard surfacing are left in a clean condition, free from any soil, mud, leaves, cuttings and plant pruning.

## Landscape Maintenance and Management Plan

### Operating Conditions

- 3.12 The Landscape Maintenance Contractor shall order his works to take account of any specific ground and weather conditions required for maintenance works. Chemical applications shall only be undertaken in suitable weather conditions as described by manufacturers.

### Watering

- 3.13 The Landscape Maintenance Contractor shall ensure that he is conversant with the positions of watering point(s) on site. He shall include for transporting water in an appropriate manner to the areas where it is required wherever necessary. The Landscape Maintenance Contractor shall be responsible for ensuring that all planting is sufficiently watered to maintain healthy growth.
- 3.14 The Landscape Maintenance Contractor will be responsible for monitoring any restrictions or 'hose pipe bans' and shall at all times seek to ensure that at all other times watering is undertaken to maintain vigour but so as not to waste resources. Manual irrigation of the trees will be via an integrated watering hose wrapped around the root ball. Watering will be carried out as required, with daily visits during periods of dry weather greater than one week.

### Pest and Disease

- 3.15 The Landscape Maintenance Contractor shall notify the Landscape Architect / Client of any pest or disease problems occurring which affect the vegetation on site. He shall implement appropriate treatment as agreed to coincide with normal maintenance visits, where possible. All operations shall comply with statutory safety requirements. All diseased wood, prunings etc. shall be removed from site and burnt. The Landscape Maintenance Contractor shall advise the Landscape Architect / Client of all trees and plants found to be dead, dying, vandalised or not growing vigorously.

### Mulching

- 3.16 All areas of hedges, shrubs and ground cover are to be mulched. Mulched areas are to be topped up as necessary using the same material as was originally specified to maintain the original specified depth until such time as canopy closure at ground level occurs.

### Fertilising

- 3.17 The Landscape Maintenance Contractor shall make a yearly application of slow release fertiliser to all ornamental shrub areas and tree pits.

## Landscape Maintenance and Management Plan

### Weed Control

- 3.18 In the course of the routine maintenance visits, the Landscape Maintenance Contractor shall undertake the weed control necessary to keep the site in a neat and tidy, weed free condition and to allow specified species to develop free from unnecessary competition.
- 3.19 Weeding may be carried out by hand, machine, herbicide or by a combination of all three consistent with the other requirements of this maintenance specification. Weeds and other debris will be removed from site at the end of each visit.
- 3.20 Where herbicide is to be used, it is the Landscape Maintenance Contractor's responsibility to ensure that the herbicide he proposes to use is appropriate for the purpose and location. Use of herbicides will be in accordance with the manufacturer's recommendations and in strict accordance with the latest Control of Substances Hazardous to Health (COSHH) regulations. Unless otherwise approved, only contact / translocated herbicides shall be used.
- 3.21 Should any invasive or notifiable species be found growing on site, the Landscape Maintenance Contractor should immediately inform the client and agree procedures for eradication/removal.

### Litter

- 3.22 At every maintenance visit the Landscape Maintenance Contractor shall remove all litter from planted areas and cart to Landscape Maintenance Contractor's tip. During autumn all fallen leaves should be collected and removed from grass and hard surfaces.

### Replacement Planting

- 3.23 Where plants fail they should be replaced in accordance with the specifications on the approved drawings. Planting should be replaced in suitable weather conditions during the next winter planting season. The Resident Management Company will hold copies of the planting proposal drawings.

### Tree Works

- 3.24 Works to existing mature trees as well as those that have been planted as part of the proposals should be monitored on a regular basis for damage or disease. All tree inspections and works to be carried out by a suitably qualified arboricultural specialist.

### Planted and Grassed Areas

- 3.25 The planted areas comprising trees, shrubs, herbaceous, groundcover and climbers shall be maintained in accordance with the general conditions. Particular emphasis should be noted for weed control and maintenance of the mulch layer for ornamental areas. Initial planting was carried

## Landscape Maintenance and Management Plan

- out in order to produce a near 'finished' effect on Practical Completion. This will result in limited thinning of some species in order for others to thrive in the future.
- 3.26 Inspection/Maintenance of the trees to be monthly and shall include the replacement of loose, broken or decayed stakes to original specification. If longer than half of clear tree stem height, cut to this height in spring. Retie to tree firmly but not tightly with a single tie. Adjust, refit or replace loose or defective ties, allowing for growth and to prevent chafing. Where chafing has occurred, reposition or replace ties to prevent further chafing. During spring when no longer required to support the tree remove stakes and ties fill stake holes with lightly compacted soil.
  - 3.27 Specimen trees should be pruned clear of basal suckers and side growths and crown-lifted gradually to produce strong specimens with clean boles up to the first desired lateral branches.
  - 3.28 Manual irrigation of the trees will be via a proprietary watering pipe wrapped around the root ball. Watering will be carried out as required, with daily visits during periods of dry weather greater than one week. All caps should be replaced once watering finished and any found missing should be replaced with cap supplied by original manufacturer.
  - 3.29 Maintenance of the ornamental shrub areas shall follow the general guidelines, with pruning according to species and form, in order to clear dead wood, promote healthy growth and produce desired growth forms of flowers, fruit, foliage or winter colour as applicable.
  - 3.30 Weed control to the ornamental planting should be reduced as the planting grows together and the ground planting spread. Where necessary, weeds should be controlled by combined hand weed and spray operations and the application of approved contact herbicide.
  - 3.31 Herbaceous plants have been used to provide seasonal interest, as their form changes throughout the year. Herbaceous species are sensitive to herbicides and therefore weed control should be limited to hand weeding. Weed control where herbaceous species abut other species shall be carefully controlled. Dead-heading should take place regularly throughout the growing season. As the plants begin to spread, lifting and dividing should take place, with the best sections being replanted as necessary.
  - 3.32 Grassed areas should be mown subject to the design intentions for each area (see table below). All arisings should be removed from site or stored in a location previously agreed with the client.

### Play Area Inspections

- 3.33 All equipment (including, play items, seating, signs, railings and gates) along with surfacing and edges within play areas should undergo a visual inspection no less than once every two weeks. A ROSPA approved inspection should occur on an annual basis. Appropriate measures should be taken to ensure all equipment remains in good and safe working order. Should any damage be

## Landscape Maintenance and Management Plan

observed, appropriate action should occur to remedy the situation and if deemed to be a risk to the public, the equipment should be removed or area isolated to prevent potentially unsafe access.

- 3.34 Signage provided in the play area will include contact details for the public to report any damage to play equipment and as such a response to ensure a safe environment is maintained must be prompt and proportionate to the nature of any such report.

## 4. Maintenance Tasks

---

- 4.1 The tables on the following pages outline the typical management tasks to be carried out for the various landscape elements within the Open Spaces.
- 4.2 This is followed by a calendar of typical maintenance actions to be read for years 1-5. Note this table covers general actions only and it is up to the Landscape Maintenance Contractor to ensure all actions within the Maintenance Task tables or identified elsewhere in this report are undertaken at the correct time.

Landscape Maintenance and Management Plan

SOFT LANDSCAPE MAINTENANCE TASKS			
ELEMENTS	Years 1 and 2 (Establishment for new plants)	Years 3 - 10	Long term Year 10+
<b>New trees</b>	<ul style="list-style-type: none"> <li>Inspect monthly to monitor health of trees and after major storm events</li> <li>Prune as required to remove dead, damaged and diseased growth and ensure a consistent and appropriate habit and form.</li> <li>Check and adjust stakes, ties and guards.</li> <li>Water regularly during dry periods. Where trees are planted in soft landscape, top up mulch to maintain a weed-free circle to diameters shown on A318D DT01.</li> <li>Replace any tree which dies within next planting season</li> </ul>	<ul style="list-style-type: none"> <li>Year 5- Remove stakes, ties and guards.</li> <li>Inspect annually to monitor health of trees and after major storm events</li> <li>Prune as required to remove dead, damaged and diseased growth and ensure appropriate habit and form</li> <li>Ensure canopies overhanging highway are no lower than 2.5m above pavement level and signs and lighting are not obscured.</li> <li>Replace any tree which dies within next planting season</li> </ul>	<ul style="list-style-type: none"> <li>Inspect annually to monitor health of trees and after major storm events</li> <li>Prune as required to remove dead, damaged and diseased growth</li> <li>Ensure canopies overhanging highway are no lower than 2.5m and signs and lighting are not obscured.</li> </ul>
<b>Existing trees</b>	<ul style="list-style-type: none"> <li>Inspect annually to monitor health of trees and after major storm events</li> <li>Prune as required to remove dead, damaged and diseased growth and ensure appropriate habit and form</li> <li>Ensure canopies overhanging highway are no lower than 5m and signs and lighting are not obscured.</li> </ul>	<ul style="list-style-type: none"> <li>Inspect annually to monitor health of trees and after major storm events</li> <li>Prune as required to remove dead, damaged and diseased growth and ensure appropriate habit and form</li> <li>Ensure canopies overhanging highway are no lower than 2.5m above pavement level and signs and lighting are not obscured.</li> </ul>	<ul style="list-style-type: none"> <li>Inspect annually to monitor health of trees and after major storm events.</li> <li>Prune as required to remove dead, damaged and diseased growth or other remedial works as required.</li> <li>Ensure canopies overhanging highway are no lower than 2.5m and signs and lighting are not obscured.</li> </ul>
<b>Shrubs</b>	<ul style="list-style-type: none"> <li>Prune as required to promote bushy, health growth and production of flowers/berries</li> <li>Maintain beds in weed-free condition through combined use of herbicides, cultivation and mulching.</li> <li>Check for pest and disease and treat by hand or chemical control.</li> <li>Check for root firmness.</li> <li>Trim back growth overhanging footpaths and adjacent hard areas.</li> </ul>	<ul style="list-style-type: none"> <li>Prune as required to promote bushy, health growth and production of flowers/berries</li> <li>Maintain beds in weed-free condition through combined use of herbicides, cultivation and mulching.</li> <li>Trim back growth overhanging lights and signs, 300mm clearance to be maintained to the electrical compartments of lighting, signs and feeder pillars.</li> </ul>	<ul style="list-style-type: none"> <li>Prune as required to promote bushy, health growth and production of flowers/berries</li> <li>Maintain beds in weed-free condition through combined use of herbicides, cultivation and mulching.</li> <li>Trim back growth overhanging footpaths and adjacent hard areas</li> <li>Water during periods of dry weather</li> </ul>



## Landscape Maintenance and Management Plan

SOFT LANDSCAPE MAINTENANCE TASKS			
ELEMENTS	Years 1 and 2 (Establishment for new plants)	Years 3 - 10	Long term Year 10+
<b>Shrubs cont.</b>	<ul style="list-style-type: none"> <li>Trim back growth overhanging lights and signs, 1 metre clear to be maintained to the electrical compartments of lighting, signs and feeder pillars.</li> <li>Plants within visibility splays to kept at a height of less than 600mm.</li> <li>Water daily during periods of dry weather or as required to ensure successful establishment</li> <li>Top up mulch</li> <li>Replace all plant failures.</li> </ul>	<ul style="list-style-type: none"> <li>Check for pest and disease and treat by hand or chemical control.</li> <li>Trim back growth overhanging footpaths and adjacent hard areas</li> <li>Plants within visibility splays to kept at a height of less than 600mm.</li> <li>Water during periods of dry weather</li> <li>Thin out / replace selected species as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Thin out / replace selected species as appropriate.</li> <li>Plants within visibility splays to kept at a height of less than 600mm.</li> <li>Trim back growth overhanging lights and signs, 1 metre clear to be maintained to the electrical compartments of lighting, signs and feeder pillars.</li> </ul>
<b>New Hedges</b>	<ul style="list-style-type: none"> <li>Prune twice annually to maintain an even clipped form to a height of 1.2m (or otherwise as specified).</li> <li>Maintain beds in weed-free condition through combined use of herbicides, cultivation and mulching.</li> <li>Trim back growth overhanging lights and signs, 1 metre clear to be maintained to the electrical compartments of lighting, signs and feeder pillars.</li> <li>Check for pest and disease and treat by hand or chemical control.</li> <li>Check for root firmness.</li> <li>Water daily during periods of dry weather or as required to ensure successful establishment</li> <li>Top up mulch</li> <li>Replace all plant failures.</li> </ul>	<ul style="list-style-type: none"> <li>Prune twice annually to maintain height of 1.2m and even clipped form.</li> <li>Maintain beds in weed-free condition through combined use of herbicides, cultivation and mulching.</li> <li>Trim back growth overhanging lights and signs, 1 metre clear to be maintained to the electrical compartments of lighting, signs and feeder pillars.</li> <li>Water during periods of dry weather</li> <li>Top up mulch</li> <li>Replace all plant failures.</li> </ul>	<ul style="list-style-type: none"> <li>Prune twice annually to maintain appropriate form and dense growth</li> <li>Maintain beds in weed-free condition through combined use of herbicides, cultivation and mulching.</li> <li>Water during periods of dry weather</li> <li>Top up mulch</li> <li>Replace all plant failures.</li> <li>Trim back growth overhanging lights and signs, 1 metre clear to be maintained to the electrical compartments of lighting, signs and feeder pillars.</li> </ul>
<b>Existing Hedges</b>	<ul style="list-style-type: none"> <li>Cut back / prune twice annually to maintain an event clipped form.</li> <li>Check for pest and disease and treat by hand or chemical control.</li> <li>Remove dead wood/branches.</li> </ul>	<ul style="list-style-type: none"> <li>Cut back / prune twice annually to maintain an event clipped form.</li> <li>Check for pest and disease and treat by hand or chemical control.</li> <li>Remove dead wood/branches.</li> </ul>	<ul style="list-style-type: none"> <li>Cut back / prune twice annually to maintain an event clipped form.</li> <li>Check for pest and disease and treat by hand or chemical control.</li> <li>Remove dead wood/branches.</li> </ul>
<b>Herbaceous (perennials)</b>	<ul style="list-style-type: none"> <li>Maintain beds in weed-free condition through combined use of herbicides, cultivation and mulching.</li> <li>Deadhead after flowering.</li> </ul>	<ul style="list-style-type: none"> <li>Maintain beds in weed-free condition through combined use of herbicides, cultivation and mulching.</li> </ul>	<ul style="list-style-type: none"> <li>Maintain beds in weed-free condition through combined use of herbicides, cultivation and mulching.</li> </ul>

## Landscape Maintenance and Management Plan

SOFT LANDSCAPE MAINTENANCE TASKS			
ELEMENTS	Years 1 and 2 (Establishment for new plants)	Years 3 - 10	Long term Year 10+
	<ul style="list-style-type: none"> <li>• Check for pest and disease and treat by hand or chemical control.</li> <li>• Check for root firmness.</li> <li>• Trim back growth overhanging footpaths and adjacent hard areas</li> <li>• Plants within visibility splays to maintained at a height of less than 600mm.</li> <li>• Water during periods of dry weather</li> <li>• Top up mulch</li> <li>• Cut back, lift and divide as required.</li> <li>• Replace all plant failures.</li> </ul>	<ul style="list-style-type: none"> <li>• Deadhead after flowering.</li> <li>• Check for pest and disease and treat by hand or chemical control.</li> <li>• Check for root firmness.</li> <li>• Trim back growth overhanging footpaths and adjacent hard areas</li> <li>• Plants within visibility splays to maintained at a height of less than 600mm.</li> <li>• Water during periods of dry weather</li> <li>• Top up mulch</li> <li>• Cut back, lift and divide as required.</li> <li>• Replace planting as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Deadhead after flowering.</li> <li>• Check for pest and disease and treat by hand or chemical control.</li> <li>• Check for root firmness.</li> <li>• Trim back growth overhanging footpaths and adjacent hard areas</li> <li>• Plants within visibility splays to maintained at a height of less than 600mm.</li> <li>• Water during periods of dry weather</li> <li>• Top up mulch</li> <li>• Cut back, lift and divide as required.</li> <li>• Replace planting as required.</li> </ul>
<b>Mown grass</b>	<ul style="list-style-type: none"> <li>• Monitor establishment to ensure dense, green, weed free sward is established as rapidly as possible.</li> <li>• Cut regularly using appropriate machinery to maintain a sward of 50-75mm length.</li> <li>• Add fertiliser and nutrients as required to keep the sward healthy.</li> <li>• Maintenance operations such as edge trimming, hollow tining, top dressing and scarification to be carried out as required.</li> <li>• Treat to control invasive or unsightly weed growth in spring and late summer.</li> <li>• Reinstate bare patches by re-turfing or scarifying and re-seeding in spring or autumn.</li> <li>• Keep free of litter and fallen leaves.</li> </ul>	<ul style="list-style-type: none"> <li>• Cut regularly using appropriate machinery to maintain a sward of 50-75mm length.</li> <li>• Add fertiliser and nutrients as required to keep the sward healthy.</li> <li>• Maintenance operations such as edge trimming, hollow tining, top dressing and scarification to be carried out as required.</li> <li>• Treat to control invasive or unsightly weed growth in spring and late summer.</li> <li>• Reinstate bare patches by re-turfing or scarifying and re-seeding in spring or autumn.</li> <li>• Keep free of litter and fallen leaves.</li> </ul>	<ul style="list-style-type: none"> <li>• Cut regularly using appropriate machinery to maintain a sward of 50-75mm length</li> <li>• Add fertiliser and nutrients as required to keep the sward healthy</li> <li>• Maintenance operations such as edge trimming, hollow tining, top dressing and scarification to be carried out as required.</li> <li>• Treat to control invasive or unsightly weed growth in spring and late summer.</li> <li>• Reinstate bare patches by re-turfing or scarifying and re-seeding in spring or autumn.</li> </ul> <p>Keep free of litter and fallen leaves.</p>
<b>Wildflower Mix</b>	NOTE – Landscape Maintenance Contractor to check supplier’s recommendations for specific mix requirements.	<ul style="list-style-type: none"> <li>• Cut annually following flowering dependent on species mix.</li> </ul>	<ul style="list-style-type: none"> <li>• Cut annually following flowering dependent on species mix.</li> </ul>

Landscape Maintenance and Management Plan

SOFT LANDSCAPE MAINTENANCE TASKS			
ELEMENTS	Years 1 and 2 (Establishment for new plants)	Years 3 - 10	Long term Year 10+
	<ul style="list-style-type: none"> <li>Mow 2-4 times in the first year to assist in establishment.</li> <li>Spring Flowering Meadow – Year 2 - mow in July and September</li> <li>Summer Flowering Meadow – Year 2 – mow in September once flowering plants have set seed.</li> <li>Leave cutting for 3-5 days to allow seeds to drop and then remove all cuttings from site.</li> <li>Remove perennial weeds (eg thistle, nettles etc.)</li> </ul>	<ul style="list-style-type: none"> <li>Leave cutting for 3-5 days to allow seeds to drop and then remove all cuttings from site.</li> <li>Remove perennial weeds (eg thistle, nettles etc.)</li> <li>If grass becomes dominant, re-seed areas with flowering species to match original mix.</li> </ul>	<ul style="list-style-type: none"> <li>Leave cutting for 3-5 days to allow seeds to drop and then remove all cuttings from site.</li> <li>Remove perennial weeds (eg thistle, nettles etc.)</li> <li>If grass becomes dominant, re-seed areas with flowering species to match original mix.</li> </ul>

HARD LANDSCAPE ELEMENTS – MAINTENANCE TASKS		
ELEMENTS	Years 1 and 2	Medium - Longer term
<b>Slabs/blocks</b>	<ul style="list-style-type: none"> <li>Sweep any mulch from adjacent planting beds</li> <li>Treat any weeds, moss or algae on or between paving.</li> <li>Clear fallen leaves and other debris</li> <li>All damaged surfaces should be repaired or replaced in accordance with the original specification.</li> <li>Clear snow and de-ice when required to maintain safe pathways.</li> </ul>	As years 1-2 – Regular reviews, repair and replace as necessary
<b>Tree pits and associated items</b>	<ul style="list-style-type: none"> <li>Check watering pipes regularly for blockages</li> <li>Inspect at regular intervals for damage and replace as necessary</li> </ul>	
<b>Bound gravels etc</b>	<ul style="list-style-type: none"> <li>Inspect at regular intervals for damage to surfaces eg rutting.</li> <li>Treat any weed growth.</li> <li>Make good any damage or broken surfaces.</li> <li>Clear snow and de-ice when required to maintain safe pathways.</li> </ul>	
<b>Kerbs/Edgings</b>	<ul style="list-style-type: none"> <li>Timber / concrete / stone - Inspect at regular intervals for damage and repair / replace damaged sections.</li> </ul>	

Landscape Maintenance and Management Plan

HARD LANDSCAPE ELEMENTS – MAINTENANCE TASKS		
ELEMENTS	Years 1 and 2	Medium - Longer term
<b>Seating</b>	<ul style="list-style-type: none"> <li>Inspect at regular intervals for damage</li> <li>Maintain in accordance with manufacturer’s recommendations</li> <li>Repair damaged and vandalised equipment immediately</li> </ul>	As years 1-2 – Regular reviews, repair and replace as necessary
<b>Litter bins</b>	<ul style="list-style-type: none"> <li>Empty at weekly/ regular intervals for damage</li> <li>Inspect at regular intervals</li> <li>Maintain in accordance with manufacturer’s recommendations</li> <li>Repair damaged and vandalised equipment immediately</li> </ul>	
<b>Dog bins</b>	<ul style="list-style-type: none"> <li>Empty at weekly/ regular intervals for damage</li> <li>Inspect at regular interval</li> <li>Maintain in accordance with manufacturer’s recommendations</li> <li>Repair damaged and vandalised equipment immediately</li> </ul>	
<b>Cycle racks</b>	<ul style="list-style-type: none"> <li>Inspect at regular intervals for damage</li> <li>Maintain in accordance with manufacturer’s recommendations</li> <li>Repair damaged and vandalised equipment immediately</li> </ul>	
<b>Signs</b>	<ul style="list-style-type: none"> <li>Inspect at regular intervals for damage</li> <li>Maintain in accordance with manufacturer’s recommendations</li> <li>Repair damaged and vandalised equipment immediately</li> </ul>	
<b>Lighting</b>	<ul style="list-style-type: none"> <li>Inspect at regular intervals for damage</li> </ul>	

## Landscape Maintenance and Management Plan

HARD LANDSCAPE ELEMENTS – MAINTENANCE TASKS		
ELEMENTS	Years 1 and 2	Medium - Longer term
	<ul style="list-style-type: none"> <li>Undertake annual electrical tests or as agreed with client.</li> <li>Maintain and replace fittings in accordance with manufacturer’s recommendations.</li> </ul>	
<b>Play equipment &amp; safety surfaces</b>	<ul style="list-style-type: none"> <li>Inspect all hard or safety surfaces, play equipment, furniture and fencing at fortnightly intervals for damage.</li> <li>Maintain in accordance with manufacturer’s recommendations</li> <li>Repair or replace any damaged or vandalised equipment or surfaces immediately (use of damaged equipment, surfaces or furniture should be suspended until all repairs are completed).</li> <li>Undertake annual ROSPA approved safety inspection.</li> </ul>	As years 1-2
<b>Railings/Fences</b>	<ul style="list-style-type: none"> <li>Inspect at regular intervals for damage</li> <li>Maintain in accordance with manufacturer’s recommendations</li> </ul>	As years 1-2 – Review, repair and replace as necessary
<b>Knee rails</b>	<ul style="list-style-type: none"> <li>Inspect at regular intervals for damage</li> <li>Maintain in accordance with manufacturer’s recommendations</li> </ul>	As years 1-2 – Review, repair and replace as necessary
<b>Attenuation basin</b>	<ul style="list-style-type: none"> <li>Monitor basin and outfalls annually AND after heavy rain</li> <li>Ensure grills/grates at head walls are clear from obstructions at all times.</li> <li>Replace plants as required, in particular after heavy storm events.</li> </ul>	As years 1-2 – Review, maintain and replace as necessary
<b>Bird and bat boxes</b>	<ul style="list-style-type: none"> <li>Inspect at regular intervals as advised by ecologist.</li> <li>Repair/replace damaged items.</li> </ul>	As years 1-2 – Review, repair and replace as necessary

Landscape Maintenance and Management Plan

ALL AREAS														
NO	TASK	J	F	M	A	M	J	J	A	S	O	N	D	NOTES
<b>1.0</b>	<b>GENERAL PLANTING AREAS</b>													
1.0.1	Litter collection and removal from site	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	Keep litter free at all times
1.0.2	Weed control (by hand)		X	◆	X	◆	◆	◆	◆	◆	X	◆	And as necessary	
1.0.3	Weed control (chemical)					◆		◆						
1.0.4	Fertiliser to trees, shrubs, herbaceous			◆										
1.0.5	Watering				◆	◆	◆	◆	◆	◆			Daily if required in summer	
1.0.6	Top up mulch					◆					◆		To 75mm as required	
1.0.7	Firm up plants			◆						◆				
1.0.8	Check ties, supports, etc			◆						◆				
1.0.9	Pest & disease control			X	X	X	X	X	X	X	X		As required	
1.0.10	Pruning to shrubs		X	X	X	X	X	X	X	X	X	X	As required for species	
1.0.11	Dead head shrubs/ herbaceous					◆	◆	◆	◆	◆			Weekly as required	
1.0.12	Thin out planting										◆		As required	
1.0.13	Lift/ divide herbaceous										◆		As necessary for species	
1.0.14	Orchard Trees			X		X		X		X			As necessary for varieties	
1.0.15	Replacement planting (all plant types)	X	X	X								X	X	By agreement as above
<b>1.2</b>	<b>LAWNS</b>													
1.2.1	Mowing to 30mm max length				◆	◆	◆	◆	◆	◆	◆		14-18 cuts per season	
1.2.2	Trim / neaten edges				◆	◆	◆	◆	◆	◆	◆			
1.2.3	Translocated herbicide					◆								
1.2.4	Approved turf fertiliser	◆			◆									
<b>1.3</b>	<b>WILD FLOWER AREAS – REFER to LEMP</b>													

Landscape Maintenance and Management Plan

ALL AREAS														
NO	TASK	J	F	M	A	M	J	J	A	S	O	N	D	NOTES
1.3.1	Annual cut after flowering				◆					◆				Subject to flowering period
1.3.2	Remove arisings (after 5 days)				◆					◆				Subject to flowering period
<b>2.0</b>	<b>HARD AREAS</b>													
2.0.1	Sweep mulch from all hard areas		X		X		X		X		X		X	As required
2.0.2	Treat weeds in paved areas				X					X				
2.0.3	Check and make good timber edging			◆										
2.0.4	Clean / repaint rendered walls					◆								Annually as required
2.0.5	Clean / wash paved areas					◆								Annually as required
2.0.6	Wash steps and copings (repair a required)					◆								Annually as required
2.0.7	Clean lens on light fittings	X		X		X		X		X		X		As required
2.0.8	Replace bulbs etc in light fittings	X	X	X	X	X	X	X	X	X	X	X	X	As required
2.0.8	Monitor and repair fences and gates													As required
2.0.10	Monitor and repair play areas / equipment	X	X	X	X	X	X	X	X	X	X	X	X	Fortnightly
2.0.11	Annual ROSPA approved play are inspection				◆									

◆ - Critical months for operations.      X - Operations to take place subject to site requirements

## 5. Specification of Replacement Plants

---

### INTRODUCTION

- 5.1 Unless otherwise agreed in writing, all replaced plants are to be supplied and planting in accordance with the following specification.

### TRANSPORT AND HANDLING

- 5.2 Transport and handling shall be carried out in accordance with season and good horticultural practice. Transport and handling shall comply with CPSE 'Handling and establishing landscape plants' (obtainable from the Horticultural Trades Association) Part I, Part II and Part III, paragraphs 1.3.3 to 1.3.6, 3.0, and 4.0. All packages shall be adequate to protect the plants and prevent their drying out or damage of any kind during transportation. All plants must be in a turgid condition and stacked in such way that breakage or crushing by the weight of the plants above or securing ropes will not occur in transit.
- 5.3 The plants shall be loaded in a manner suitable to facilitate simple unloading techniques which are not labour intensive and minimise risk of damage. Protect plants/trees from frost. Handle plants/trees with care. Protect from mechanical damage and do not subject to shock, e.g. by dropping from a vehicle. Plant packaging: co-extruded polythene bags. Packaging of bulk quantities: pallets or shrink wrapped

### TREES, SHRUBS AND HERBACEOUS

- 5.4 **TREES GENERALLY** - All plants shall be true to name and character and shall be supplied as bare-rooted, root-balled or container grown. Unless otherwise stated all trees shall be supplied root-balled. They shall be grown and handled according to good horticultural practice and according to all current UK Government and EC regulation. The grower shall be expected to carry out thorough and rigorous production methods to ensure that the trees are of the highest standard.
- 5.5 Trees shall have a well-developed, balanced head, either well-branched or with an upright central leader and laterals depending on species. Branch framework shall consist of a minimum of 5 main branches with lateral shoots. Trees shall have a good fibrous root system and shall have been transplanted as scheduled to build up main roots with laterals and fibre. All trees shall be supplied root-balled as scheduled and conducive with successful transplanting. Prior to lifting, the lower branches and clear stem shall be wrapped down to ground level in accordance with BS 4043 using 150mm maximum hessian strip. Insulation wrapping shall overlap to form a double thickness and shall be securely bound with cord. Prior to lifting all branches are to be tied to avoid damage during lifting, transit and off-loading. All trees are to be loaded to avoid breaking or crushing during the lifting, transit and off-loading. During lifting, loading and off-loading trees shall only be lifted by



## Landscape Maintenance and Management Plan

the root-ball which shall be supported by chains, straps or a frame. In addition, support shall be provided on the main stem to control movement of the tree during lifting. No tree shall be lifted by means of the trunk of main stem.

- 5.6 **ROOT-BALLED TREES** - Root-balled trees shall be adequately supported by wire mesh, hessian, or other suitable material to prevent collapse of the rootball. The rootball shall be minimum 600mm diameter and sufficient size to contain the fibrous roots. Trees which have a collapsed root ball to expose major parts of the root system shall be rejected by the Landscape Maintenance Contractor on delivery or replaced if damaged during handling on site.
- 5.7 **CONTAINER GROWN TREES** - Container grown trees shall be supplied in rigid containers of 80L capacity. All trees shall have been grown in containers for at least one full growing season prior to delivery. The root systems will thoroughly permeate the contents of the container with clear evidence of the proper establishment of a healthy fibrous root system within the full volume of the container. Plants showing signs of being pot bound or waterlogged will not be acceptable. The compost used will hold sufficient reserves of nutrients to maintain the plants in a satisfactory condition for a reasonable period of time after leaving the Growers Nursery. The compost shall be free from any perennial weeds and have a reasonable moisture content. The compost shall not contain peat from UK Sites of Special Scientific Interest or the equivalent from other countries.
- 5.8 **CONTAINERISED TREES** - When requested to containerise the plants, the plants shall be placed in containers of appropriate size and managed to encourage the continued development of the plants to ensure they 'root through'. Specification for the development and condition of the trees shall be as above.
- 5.9 **CLEAR STEM TREES** - All clear stem trees shall have a full and well developed crown with a uniform leaf coverage appropriate to their age and species. All shall bear a single central leader. Unless otherwise stated, they shall have a 1.8m clear stem height.
- 5.10 **CONTAINER GROWN SHRUBS** - All plants will be true to name and character and shall be supplied container grown. They shall have been grown and handled according to good horticultural practice and to all current UK government and EC regulations. All plants shall be well developed and bushy and grown in a container for at least one full growing season prior to delivery. The root system will thoroughly permeate the contents of the container with clear evidence of the proper establishment of a healthy fibrous root system within the full volume of the container. Plants showing signs of being pot bound or waterlogged will not be acceptable. They shall show a high degree of extension growth typical to the species or type and appropriate to the specified container size. The compost will hold sufficient reserves of nutrients to maintain the plant in a satisfactory condition for a reasonable period of time after leaving the growers nursery. The compost shall be free from any perennial weeds and have reasonable moisture content. The

## Landscape Maintenance and Management Plan

compost shall not contain peat from UK Sites of Special Scientific Interest or the equivalent from other countries. All plants shall on delivery be free from diseases and pests and materially undamaged. All plants shall be properly hardened off before delivery.

- 5.11 All plants supplied shall come from nurseries accredited by the HTA as grown in accordance with the National Plant Specification. If the Landscape Maintenance Contractor wishes to use plants imported from overseas or supplied from non- accredited nurseries, then approval from the Landscape Architect must first take place.

### OTHER MATERIALS

- 5.12 **LABELS** - Provide each tree/plant or group of trees/plants of a single species or cultivar with supplier's labelling for delivery to site, showing:

- The full botanical name
- Total number
- Number of bundles
- Part bundles
- Supplier's name
- Client's name and project reference
- Plant specification, in accordance with the scheduled National Plant Specification categories
- Label all trees/plants in accordance with the relevant part of BS 3936.

- 5.13 **PLANTING COMPOST** - Shall comprise suitable humus-forming material such as leaf mound, spent mushroom compost, composted bark, or other suitable organic material. Use of peat is not permitted. Planting compost shall be obtained from an approved source and the Landscape Maintenance Contractor shall notify the Landscape Architect of the material content he proposes to use before carting to site. An analysis of the compost should be obtained and supplied to the Landscape Architect prior to its approval.

- 5.14 **POLYMER** - Shall be 'Broadleaf P4' Agricultural polymer or equivalent approved. Available from Agricultural Polymers Ltd, Pillar and Lucy House, Merchants Road, Gloucester GL1 5RG.

- 5.15 **ROOT DIP** - Shall be 'Broadleaf' root dip as supplied by Agricultural Polymers Ltd or equivalent approved.

- 5.16 **ANTI-DESICCANT SPRAY** - Anti-Desiccant spray shall be a liquid, pine oil based (25% W-WDI-L -P-methene) anti-transpirant mixed in accordance with the manufacturer's instructions. The type of anti-desiccant shall be stated by the supplier.

- 5.17 **CHEMICAL FERTILISER** - Manufacturer and reference: Sierrablen Flora Apply evenly over all areas to be planted at rates appropriate to planting type to manufacturers specification.

## Landscape Maintenance and Management Plan

- 5.18 **TREE STAKES GENERALLY** - Stakes: Softwood, peeled chestnut, larch or oak, straight, free from projections and large or edge knots and with pointed lower end. Preservative treatment: not required. Nails: To BS 1202-1, galvanized, minimum 25 mm long and with 10 mm diameter heads. Stake size (minimum): 50mm diameter. Refer to detail A318D DT 01 Tree Planting Details for tree support requirements.
- 5.19 **LONG SINGLE STAKING FOR STANDARD AND EXTRA HEAVY STANDARD TREES** - Staking: Position stake close to tree on windward side and drive vertically at least 300mm into bottom of pit before planting. Backfilling: Consolidate material around stake. Height of stakes: Cut off just below lowest branch of tree.
- 5.20 **TREE TIES** - Use Biodegradable Hessian Tree Tie. Secure tree firmly but not rigidly to stake 100mm below the top of the stake, using a tie for each stake.
- 5.21 **MULCH** - Shall consist of matured, well composted British conifer bark with an even particle size distribution between 5-35mm. All dust and fine material to be expended. The mulch shall contain less than 5% wood. The mulch shall be pest, disease and weed free and be free of Methyl Bromide contamination. Clear all weeds, water soil thoroughly, and mulch the whole surface of planting beds with 50mm settled layer of mulch. The mulch shall be from an approved source and representative sample of the mulch shall be supplied for approval prior to delivery to site.

## INSTALLATION AND WORKMANSHIP

- 5.22 **GENERALLY** - All work specified in this section shall be carried out in accordance with BS 4428: 'General Landscape Operations'.
- 5.23 **STORAGE** - If the plants are not to be planted within 24 hours of delivery, they shall be heeled in by placing the roots in a prepared trench, covering them with fine soil and firming well or watering in to re-vent air pockets. Container grown plant material will be stored upright in a location on site agreed with the Landscape Architect and /or Client. Any plant material stored on site shall be protected from drying winds, frost and shall be watered.
- 5.24 **ANTI-DESICCANT SPRAY** - All trees planted in full leaf, evergreens and deciduous material planted out of season, shall be treated with anti-desiccant spray according to the manufacturer's instructions no more than 3 days before lifting.
- 5.25 **SEASON** - All containerised shrubs and trees will be planted with prior agreement of the Landscape Architect and/or Client. Root-balled trees will be planted during the October-March planting season.
- 5.26 **PLANTING CONDITIONS** - All planting works shall be carried out in accordance with the agreed programme when soil and weather conditions are suitable and as directed by the Landscape

## Landscape Maintenance and Management Plan

Architect. No planting shall be carried out when the ground is frozen, snow covered, waterlogged or excessively dry. In the event of the planting taking place during prolonged hot and dry conditions, the Landscape Maintenance Contractor is to ensure that the plants are well watered to ensure successful establishment.

- 5.27 **WORK BY MACHINE OR HAND** - All operations herein after described may be carried out by suitable machines or by hand. Any work in confined or awkward spaces or areas or which it is impracticable to carry out by machine for any reason shall be executed by hand.
- 5.28 **APPLICATION OF HERBICIDE** - All planting areas shall have all weeds killed prior to planting with the exception of any areas containing existing native vegetation which is to be retained and additional planting added. Application in accordance with above clauses.
- 5.29 **PLANTING GENERALLY** - The Landscape Maintenance Contractor shall be responsible for setting out all areas of planting to the satisfaction of the Landscape Architect and shall rectify any errors in setting out at his own expense. Replacement plants shall be planted in the numbers indicated on the original drawings or as directed by the Landscape Architect and shall be evenly spaced for a group of any one plant species. Whilst rigid accuracy in spacing and setting out is not essential, the Landscape Maintenance Contractor will be expected to achieve the general distribution of plants as shown on the drawing.
- 5.30 No planting shall take place unless the ground is free of perennial weeds.
- 5.31 Carefully position the root-balls of all plants and trees to suit their original growth habit and consolidate the soil firmly around them. All plants are to have the same relation to the ground as they had in their original nursery position. Great care should be taken to avoid damage to the root system, and stem when planting.
- 5.32 The rootball around pot grown plants, evergreens etc. shall not be disturbed. If damage to the root is done, the root shall be cut clean with a knife and treated with 'Alginure' root-dip.
- 5.33 **CULTIVATION** - Areas to feature ornamental material shall have all weeds killed prior to planting.
- 5.34 Beds shall be dug by hand to a minimum depth of 300mm, breaking down all lumps, incorporating planting compost and polymer as specified below, then forking, raking and collecting and removing from site all weeds and any debris greater than 50mm diameter. The surface is to be left with a medium tilth (particles less than 10mm diameter) with smooth, flowing contours, removing all minor hollows and ridges. Finished levels after settlement shall be 30mm above adjoining paving or kerbs, not less than 150mm below the dpc of adjoining buildings and smoothly merged with adjoining soil areas. Finished topsoil grading shall be approved by the Landscape Architect prior to commencement of planting.

## Landscape Maintenance and Management Plan

### TREE PLANTING

- 5.35 **SETTING OUT** - Light stakes or canes are to be placed at all tree positions, as marked on the drawings; the right is reserved to adjust the exact position of the trees after they have been set out on site. Forty-eight hours' notice shall be given before tree pits or trenches are to be dug in order that the Landscape Architect may approve or adjust the positions.
- 5.36 **TREE PITS / TRENCHES** - Pits or trenches shall be prepared before trees arrive and the Landscape Maintenance Contractor shall ensure that during periods of intense and prolonged frost suitable measures shall be taken to protect the bottom and sides of the pits / trenches and piles of topsoil from becoming frozen. For trees with root-balls, pits / trenches are to be excavated to a depth of 1m and should be adjusted at planting to ensure a depth of 225mm greater than the depth of rootball and 250mm backfill around the sides of the rootball. During the digging operation, topsoil should be stripped first and put aside for re-use; subsoil and unusable material should be carted away to tip. The bottom of the tree pit should be broken up to a depth of 225mm to assist drainage and root penetration.
- 5.37 Compacted glazed sides of pits resulting from the use of mechanical diggers in heavy soils should also be roughened.
- 5.38 **BACKFILL** - Backfill is to consist of BS 3882 Premium Grade Topsoil (or equivalent to any current BS). This is to have slow release fertiliser at manufacturers recommended rates and polymer added at 100g per cu./m. of planting pocket capacity. Any surplus excavated from the pits / trenches is to be removed and either spread in location as agreed with the Landscape Architect or removed from site as decided by the Landscape Architect. The backfilling shall be firmed down with the foot after 75-100mm covers the roots and shall be built up in layers, leaving the final level 30mm higher than adjacent levels after settlement. The Landscape Architect reserves the right to inspect all pits and trenches prior to the Landscape Maintenance Contractor being allowed to backfill. All trees shall be watered thoroughly immediately after backfilling. Any subsequent settlement over tree pits / trenches shall be allowed for or made good by the Landscape Maintenance Contractor at his own expense. The tree shall be set in the centre of the pit or trench. Any damaged roots should be cut to sound growth. The trees should be vertical and parallel to the stake where this method of securing is indicated, and on the leeward side. The bottom of the planting pit should be covered with 50-75mm of backfill mixture before the tree is placed in the hole.
- 5.39 Trees and shrubs shall be planted at the depth at which they have been previously growing. The depths at the centre of the pits shall be adjusted to ensure that the trees are planted to the depth of the nursery soil mark on the stem, and this shall be maintained on the finished ground level to allow for settlement after planting. All damaged roots shall be painted with fungicidal sealant.

## Landscape Maintenance and Management Plan

- 5.40 All cages, platforms, ties etc. shall be removed. All wrappings shall be removed, unless damage is likely to result from this operation, in which case, wrappings shall be left in place and the surplus cut away. Wrapping around top of rootball should be loosened. Trees with the crown tied-in may have the fastenings removed and the branches freed before or after planting at the discretion of the Landscape Maintenance Contractor.

### SHRUB AND HERBACEOUS PLANTING

- 5.41 **PLANTING COMPOST** - A 50mm thick consolidated layer of planting compost shall be spread over shrub beds and well worked into the soil during cultivation. Prior to delivery, the Landscape Architect shall approve a sample load for quality.
- 5.42 **POLYMER** - Polymer shall be incorporated into the soil during cultivation at the rate of 100g/m<sup>2</sup>.
- 5.43 **SETTING OUT** - Planting beds shall be pegged out in accordance with the planting plan. Figured dimensions shall be taken for preference, but where these are not given and the limits are not defined by paths, paving or other works, scaled dimensions may be used.
- 5.44 **PLANT SPACING** - Plant spacing shall be carried out in accordance with the contract drawings. The Landscape Architect reserves the right to adjust the exact position of specimen shrubs after they have been pegged out. The aim will be to space the plants evenly so that when established they will completely fill the areas indicated as precisely as possible. The extent of the area to be filled by each species shall first be defined by plants spaced around the perimeter. The remaining plants shall then be used to fill the centre of the area in an informal manner avoiding straight lines and regular geometric patterns.
- 5.45 **PLANTING SHRUBS AND HERBACEOUS** - Plants shall be planted at the same depth as previously grown, with care being taken to avoid any damage to the root system and stems. Sufficient soil shall be taken out from the bed to enable roots to be fully spread. Plants shall be placed in position showing their best side to the front, their roots to be fully spread out and packed around the fine soil. Care shall be taken to avoid breaking up the rootball of pot grown shrubs, but plants that have become pot bound shall have their roots gently eased out. The plants shall be gently shaken to allow the fine soil to surround the roots. As the rest of the soil is returned it shall be well consolidated and firmed around the roots to eliminate all air pockets.
- 5.46 **PLANTING CLIMBING PLANTS** - Remove the full depth of topsoil, setting it aside for re-use and excavate a hole 300 x 300 x 300mm deep and remove any subsoil encountered from site.
- 5.47 Sufficient soil shall be taken out from the bed to enable the roots to be fully spread. The bottom 50mm of the pits shall be forked over, incorporating planting compost and polymer at the rates specified.

## Landscape Maintenance and Management Plan

### COMPLETION OF PLANTING

- 5.48 **PRUNING** - Immediately after planting, cut back carefully any damaged, dead or diseased branches. Remove any weak, thin or malformed growth and treat wounds greater than 25mm diameter with a fungicidal sealant.
- 5.49 **WATERING** - Water all trees and plants thoroughly immediately after planting until field capacity is achieved.
- 5.50 **MULCH** - After watering spread a minimum 75mm deep layer of bark as specified above over all plant beds. The mulch shall be moist at application. After mulching, all stems, particularly of ground cover species shall be arranged above the surface of the mulch.
- 5.51 **REPLACEMENT OF PLANTS** - The Landscape Maintenance Contractor shall make good, at his own expense, all losses of trees, shrubs and other material from whatever cause other than vandalism during planting. Losses will be judged on whether plants are actively growing during the late summer period after planting when a plant check will be made by the Landscape Architect. Replacement stock shall be of a standard to that specified above and in the original specification showing vigorous growth and free from disease.
- 5.52 **MAINTENANCE OF NEWLY PLANTED TREES AND SHRUBS AND HERBACEOUS** - The Landscape Maintenance Contractor shall maintain the replacement planting to the same standard as the rest of the planting and in line with the maintenance and management document. The Landscape Maintenance Contractor shall maintain and guarantee the plants from the time of planting and for the 12 months and subsequently in accordance with the contract. The tables in Section 4 outlines the typical management tasks to be carried out for the various landscape elements within the Open Spaces.

## Appendix A – Record of Maintenance Visits



<b>LAND OFF HOOK NORTON ROAD, SIBFORD FERRIS MAINTENANCE VISIT REPORT</b>	
<b>DATE:</b>	
<b>CONTRACTOR:</b>	
<b>CONTRACTOR'S REP:</b>	
<b>TIME ARRIVED:</b>	
<b>TIME DEPARTED:</b>	
<b>SITE ADDRESS:</b>	
<b>DESCRIPTION OF WORK COMPLETED:</b>	
<b>COMMENTS / ACTIONS FOR ATTENTION OF LANDSCAPE ARCHITECT/CLIENT:</b>	
<b>SIGNED - (Contractor)</b>	
<b>SIGNED - (Client's Rep)</b>	