

Sylva Consultancy
expert arboricultural advice

Arboricultural Method Statement

Land at the Bicester Hotel Golf & Spa
Akeman Street
Chesterton
Bicester
Oxfordshire
OX26 1TE

September 2016

Ref: 16062/AMS Rev A

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1.0 INTRODUCTION

- 1.1 Instructions were received to compile an Arboricultural Method Statement (AMS) in order to assist with discharging Condition 14 of Planning Permission Local Planning Authority (LPA) Ref: 15/01068/F (Appendix 1).
- 1.2 This Arboricultural Method Statement is to provide details on the range of issues that are related to the re-development of Bicester Hotel, Golf & Spa Club, and is aimed at providing site specific details in regard to the implementation.

2.0 DESCRIPTION OF THE SITE

- 2.1 The area of re-development is located to the rear of Bicester Hotel Golf & Spa Club. The site is roughly rectangular in shape and flat. A row of Poplar trees are located in north/south row centrally within the site with the remainder of the tree stock surveyed for the purpose of this report located adjacent to the boundaries of the area identified for development.

3.0 TREE STOCK

- 3.1 Trees located within the site are subject to Cherwell District Councils Tree Preservation Order (TPO) No. 1 – Trees to Vicarage Farm (Appendix 2). Trees T1 – T14 are identified as trees located within G1 of the TPO.
- 3.2 A TPO ***prohibits the cutting down, uprooting, topping, lopping, wilful damage or wilful destruction to protected trees or woodlands unless permission has been granted by the LPA.***

4.0 PROPOSED DEVELOPMENT

- 4.1 Consent has been granted for the 'Erection of two storey extension to existing hotel to form 62 new bedrooms'.
- 4.2 Please note all tree numbers referred to in this document relate to the tree numbers annotated on the Tree Protection Plan.

5.0 TREE PROTECTION MEASURES

5.1 Pre-commencement site meeting

- 5.1.1 A pre-commencement of work site meeting with the Project Manager and Project Arboriculturalist will be held prior to the instigation of works to view the tree protection measures. In addition this meeting will provide the opportunity to consider whether additional tree protection measures are necessary.
- 5.1.2 Fence protection is sacrosanct and under no circumstances must this be moved unless written approval is obtained from the Local Authority (LA).

5.2 Tree protective fencing and tree protection plan

- 5.2.1 The protective fencing is to be installed in accordance with the proposal set out on the Tree Protection Plan (Appendix 3). Fencing will be erected **prior** to any site works and must remain in situ, and be fit for purpose for the duration of the development. The fencing must not be prematurely removed without prior consent of the Project Arboriculturalist or LA.
- 5.2.2 Copies of the Tree Protection Plan are to be made available for site personnel and for this to be displayed in the temporary contractor's compound area on site for all site personnel to see.
- 5.2.3 The fence protection is to comprise of Heras fencing and will be based on Figure 2 'Default Specification for Protective Barrier' as recommended within the British Standard 5837:2012 (Appendix 4). Where appropriate this will be braced to withstand impacts. In addition to the Heras Fencing high visibility orange barricade fencing will be used to protect additional trees on the site.
- 5.2.4 Once the fencing is installed it must remain in situ throughout the duration of the construction. Where necessary and with the written approval of the LA, the line of fencing might be temporarily taken down in order to facilitate an approved action such as the removal of an area of existing hard surface. It is recommended that the Project Arboriculturalist be on site to oversee any additional processes.

5.3 Construction Exclusion Zone (CEZ)

- 5.3.1 This is the area based on the RPA as identified by the Arboriculturalist to be protected during the development, by the use of barriers and/or ground protection which is fit for purpose to ensure the successful long term retention of a tree/s within or adjacent to the development the site. The area within the Construction Exclusion Zone (CEZ) is to be regarded as sacrosanct, and the tree protective fencing should not be taken down or relocated at any time without the written approval of the LA.
- 5.3.2 In order to inform site personnel of the purpose of the fencing, information notices shall be fixed to the fencing at 5m intervals. These notices shall be of all-weather design and examples of the notices are at Appendix 5.
- 5.3.3 Within the Construction Exclusion Zone (CEZ) the following prohibitions will apply:
- **NO** mechanical digging or scraping.
 - **NO** fire lighting.
 - **NO** hand digging (unless agreed in writing by the LA).
 - **NO** storage of plant, equipment or materials.
 - **NO** vehicular or plant access. **NO** earthworks.
 - **NO** washing down of vehicles or machinery.
 - **NO** handling, discharging or spillage of any chemical substance including cement washings.
 - **NO** action likely to cause localised water-logging.
 - **NO** changing of ground levels (unless agreed in writing by the LPA).
 - **NO** construction of a hard surface (unless agreed in writing by the LPA).

5.3.4 In addition to the above, further precautions are necessary adjacent to trees outside the CEZ:

- Materials that will contaminate the soil such as concrete mixing, diesel spillage and vehicle washings, must not be discharged within 10m of a tree stem/s. This must take into account the topography of the site and the slopes to avoid toxic materials running towards a tree/s.
- Fires must not be lit in a position where their flames can extend to within 5 metres of the foliage, branches or trunk. This will depend on the size of the fire and the wind direction.
- Notice boards, telephone cables or other services should not be attached to any part of a tree/s.

5.5 Pre-development Tree Works

5.5.1 In accordance with British Standard 5837:2012 Section 8.8 recommends it has been determined that certain tree works would be beneficial for one or more of the following reasons:

- Avoidance of damage during the demolition and construction phase.
- For reasons of sound management and for the health and safety of the trees.

TREE NO.	SPECIES	PROPOSED WORKS
G3	Tibetean Cherry x 7	Remove to facilitate development.
TNW	Norway maple	Remove to facilitate development.

5.5.3 It is recommended that all consented tree works as part of the planning permission are carried out in accordance with British Standard 3998:2010 'Tree Works - Recommendations' and in compliance with good practice as promoted by the Forestry Industry Safety Accord. All pruning works must be carried out by a suitably qualified and experienced Arboriculturalist. Under **NO** circumstances must site personnel undertake any tree pruning operations. All tree works must be carried out prior to any works in connection with the planning permission being implemented.

5.5.4 Tree works must take into consideration the timing of operations so that the avoidance of the bird nesting season (1st March – 31st August) and the main active growing period of trees can be prevented.

6.0 PHASING OF THE DEVELOPMENT

6.1 It is proposed to undertake the re-development works in 2 Phases:

- Pre-commencement of Works 1: Erection of the tree protective fencing
- Phase 1: Main Construction Phase
- Phase 2: Post Development Landscaping

6.2 Pre-commencement Works 2 - Tree Protective fencing & Ground Protection

6.2.1 Tree fence protection to be installed in accordance with the Tree Protection Plan (Appendix 3). Under no circumstances must the fence protection be altered without prior consent from the LA.

6.3 Phase 2: Main Construction Phase

6.3.1 Construction personnel will undergo an induction session prior to being allowed to work on site. At this time the Arboricultural Method Statement will be explained to all personnel and where appropriate a copy provided for their reference. In addition a copy of the Tree Protection Plan will be placed in a readily accessible place and will be pointed out to the construction personnel before the commencement of any works in connection with this phase of the proposal.

6.3.2 Large machinery used for the construction phase must be supervised whilst in operation to avoid contact with branches and tree canopies that are within close proximity to the works.

6.3.3 Materials will be delivered on an as and when basis. However if temporary storage of materials is required this shall be located outside the root protection areas of the retained trees.

6.4 Phase 2: Post Development Landscaping Works

6.4.1 On the substantial completion of the works the landscaping works will commence in accordance with the Landscape proposals as detailed in Sylva Consultancy Landscape Plan (Appendix 6). To ensure minimum disturbance within the root protection areas of trees it is recommended to avoid significant excavation & cultivation (especially the use of rotovators) within these areas.

7.0 UTILITY SERVICE CONNECTIONS

7.1 Where possible all new services will connect to existing. Any additional services that are required will be routed way from retained trees and proposed landscaping areas.

8.0 VEHICULAR MOVEMENTS

8.1 No vehicle movements will occur within the rpa's of the retained trees. However, where hard standing is present and acting as ground protection these areas may be used.

9.0 SITING OF TEMPORARY OFFICES, TOILETS & MATERIAL STORAGE COMPOUNDS

9.1 Such locations to be agreed with the Project Manager prior to the commencement of works. On confirmation of location these will remain in the agreed locations throughout the proposed construction. If an alternative location is required this must be agreed in writing by the LA. This will also include the delivery, storage and movement of all of these essential facilities as well as aspects such as temporary contactor parking and siting of concrete mixing.

10.0 AVOIDING DAMAGE TO STEMS AND BRANCHES

- 10.1 Care shall be taken when planning site operations to ensure that wide or tall loads or plant with booms, jibs and counterweights, can operate without coming into contact with the retained trees. Such contact could result in serious damage to them and might make their safe retention impossible. Consequently, any transit or traverse of plant in close proximity to trees should be carried out under the supervision of a banksman to ensure adequate clearance from tree is maintained at all times.

11.0 REPORTING OF DAMAGE TO TREES AND TREE PROTECTION FENCING

- 11.1 Should any damage occur to trees noted for retention either by the above works or as the result of any other action, the damage must be reported to the site supervisor immediately. The site agent shall report up the chain of responsibility to the Arboricultural Consultant, or in their absence an appointment with an appropriately qualified Arboriculturalist, to enable remedial measures to be implemented as necessary and without delay.
- 11.2 Should protective fencing become damaged so as to impair its function in protecting trees, all works shall cease in the vicinity of the damage until the fence has been returned to standard. It shall also be recorded on the daily monitoring sheets as likewise all other issues regarding tree related issues on the site.

12.0 SITE MONITORING AND SUPERVISION

- 12.1 Ongoing Arboricultural site monitoring for the duration of the development is recommended and should be carried out by the retained Arboricultural Consultant.
- 12.2 Site monitoring should be undertaken by a qualified and experienced Arboriculturalist at pre-determined and agreed time intervals. It should take the form of regular inspections (i.e. monthly and/or during key operations), ongoing liaison with all personnel involved in the site development and with the LA. Any defects requiring rectifying must be notified to the Site Agent and the Client and copied to the LA.
- 12.3 It is recommended that an Arboriculturalist be present of site during the main periods, and for appropriate records to be kept. These are to be made available to the LA if required to show evidence of site monitoring (Appendix 9).
- Pre-commencement site meeting/Installation.
 - Inspection of tree fence protection.
- 12.4 In addition it is proposed that a site log book is kept to record all stages of the development from the installation of the fence protection, to daily checks of the fencing through to the completion of the project. This should be made available to the LA if required to show evidence of site monitoring.
- 12.5 The LA's Arboricultural Officer will have free access to the site and report on any problem areas directly to the developer's Project Arboriculturalist, who will then visit the site and make recommendations to the developer on how best to rectify the

13.0 REMOVAL OF PROTECTIVE FENCING

- 13.1 When the substantial completion of the development phase has occurred, all drainage and service runs are in place, and all site machinery has been removed, and any landscaping for the principal areas of the site have been undertaken, the fence protection may be removed.

14.0 POST DEVELOPMENT TREE MANAGEMENT

- 14.1 Site owner/s have a duty of care to maintain and manage the tree stock and it is recommended that regular tree inspections are undertaken by a person competent in arboriculture.
- 14.2 Section 8.8.3 of the British Standard 5837:2012 recommends post development aftercare of trees following the completion of development works. It is recommended the following is considered:
1. Trees that grow on a site prior development may, if adversely affected be in decline over a period of several years before they die. This varies due to age, species, condition prior to development, extent of damage during development, soil conditions and climate. It is recommended that regular inspections are undertaken.
 2. Where trees are protected by planning controls, it is recommended that the LPA is informed and necessary agreements obtained prior to any remedial works.
 3. Following completion of a development it is recommended that the arboricultural consultant inspects the trees for signs of intolerance to the change of conditions and the effect of the development. There may be a need for additional tree works to those originally specified.
 4. Maintenance of newly planted trees is important during the establishment period, of at least two years and it is recommended an appropriate maintenance schedule is included with the Landscaping Scheme.

15.0 CONCLUSIONS

- 15.1 These development proposals have been assessed in accordance with British Standard 5837:2012 'Trees in relation to Demolition, Design & Construction – Recommendations'.
- 15.2 The proposal is only viable with the application of the recommendations within this arboricultural method statement.
- 15.3 Sylva Consultancy has prepared this arboricultural method statement based on the information provided.

16.0 BIBLIOGRAPHY

- British Standard 5837:2012 'Trees in relation to Construction – Recommendations'.
- British Standard 3998:2010 'Recommendations for Tree Works.
- Barrell, J. D. (1993) Pre-planning Tree Surveys: SULE is the Natural Progression. *Arboricultural Journal* 17, 33-46.
- Barrell, J. D. (1995) Pre-development Tree Assessments. In: *Trees on Building Sites: Proceedings of an International Conference on Trees and Building Sites* (G. W. Watson & D. Neely, eds). International Society of Arboriculture, Illinois.
- Biddle, P. G. (1998) Tree Roots and Foundations. *Arboriculture Research and Information Note* 142/98/EXT. Arboricultural Advisory and Information Service.
- Dobson, M. (1995) Tree Root Systems. *Arboriculture Research and Information Note* 130/95/ARB. Arboricultural Advisory and Information Service.

Appendix 1

Extract of Decision Notice

NOTICE OF DECISION
TOWN AND COUNTRY PLANNING ACT 1990
(AS AMENDED)

Name and Address of Agent/Applicant:

Bicester Hotel Golf And Spa
c/o Neil Davis
Davis Planning
19 Woodlands Avenue
Wokingham
Berks
RG41 3HL

Date Registered: 1st July 2015

Proposal: Erection of two storey extension to existing hotel to form 62 new bedrooms (60 net increase)

Location: Bicester Golf And Country Club, Akeman Street, Chesterton, Bicester
Oxfordshire
OX26 1TE

Parish(es): Chesterton

PERMISSION FOR DEVELOPMENT SUBJECT TO CONDITIONS

The Cherwell District Council, as Local Planning Authority, hereby **GRANTS** planning permission for the development described in the above-mentioned application, the accompanying plans and drawings and any clarifying or amending information **SUBJECT TO THE CONDITIONS SET OUT IN THE ATTACHED SCHEDULE.**

The reason for the imposition of each of the conditions is also set out in the schedule.

Cherwell District Council
Bodicote House
Bodicote
Banbury
Oxon
OX15 4AA



Date of Decision: 12th February 2016

**Head of Public Protection
& Development Management**

- 11 Prior to the first occupation of the development hereby approved, a Travel Plan, prepared in accordance with the Department of Transport's Best Practice Guidance Note "Using the Planning Process to Secure Travel Plans" and its subsequent amendments, shall be submitted to and approved in writing by the Local Planning Authority. Thereafter, the approved Travel Plan shall be implemented and operated in accordance with the approved details.

Reason - In the interests of sustainability, to ensure a satisfactory form of development and to comply with Government guidance contained within the National Planning Policy Framework.

- 12 Prior to the commencement of the development hereby approved, a detailed scheme for the surface water and foul sewage drainage of the development shall be submitted to, and approved in writing by, the Local Planning Authority. Thereafter, and prior to the commencement of any building works on the site the approved surface water drainage scheme shall be carried out and prior to the first occupation of any building to which the scheme relates the approved foul sewage drainage scheme shall be implemented. All drainage works shall be laid out and constructed in accordance with the Water Authorities Association's current edition "Sewers for Adoption".

Reason - To ensure satisfactory drainage of the site in the interests of public health, to avoid flooding of adjacent land and property and to comply with Policy ENV1 of the adopted Cherwell Local Plan and Government guidance contained within the National Planning Policy Framework.

- 13 The extension hereby permitted shall be used only for the purpose of hotel accommodation and for no other purpose whatsoever, including any other purpose in Class C1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 as amended.

Reason - To enable the Local Planning Authority to retain planning control over the development of the site in order to safeguard the amenities of the area in accordance with Policy C28 of the adopted Cherwell Local Plan and Government guidance contained within the National Planning Policy Framework.

- 14 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.

PLANNING NOTES

- 1 Your attention is drawn to the need to have regard to the requirements of UK and European legislation relating to the protection of certain wild plants and animals. Approval under that legislation will be required and a licence may be necessary if protected species or habitats are affected by the development. If protected species are discovered you must be aware that to proceed with the development without seeking advice from Natural England could result in prosecution. For further information or to obtain approval contact Natural England on 01635 268881.
- 2 Bats are a highly mobile species which move between a number of roosts throughout the year. Therefore all works must proceed with caution and should any bats be found during the course of works all activity in that area must cease until a bat consultant has been contacted for advice on how to proceed. Under the Wildlife & Countryside Act 1981 (as amended) and the Habitat and Species Regulations 2010 it is illegal to intentionally or recklessly disturb, harm or kill bats or destroy their resting places.
- 3 Birds and their nests are fully protected under the Wildlife and Countryside Act 1981 (as amended), which makes it an offence to intentionally take, damage or destroy the eggs, young or nest of a bird whilst it is being built or in use. Disturbance to nesting birds can be avoided by carrying out vegetation removal or building work outside the breeding season, which is March to August inclusive.
- 4 The applicant shall draw to the attention of the Local Planning Authority the presence of any unsuspected contamination encountered during development. In the event of contamination to land, water or environment being encountered, no development shall continue until a programme for investigation and/or remedial work, to be performed by a competent person, has been submitted in writing and approved by the Local Planning Authority. No part of the development shall be occupied until remedial, monitoring and certification of works have been undertaken and a remediation and validation reports submitted to and approved by the Local Planning Authority. For further information please contact the Council's Environmental Protection Officer.
- 5 **Statement of Engagement**
With regard to the duty set out in paragraphs 186 and 187 of the Framework, it is considered that the duty to be positive and proactive has been discharged through the efficient and timely determination of this application and through seeking to work with the applicant's agent to enable them to provide sufficient information and revised plans which seek to address the issues raised during the consideration of the application.

Appendix 2

Extract of Tree Preservation Order

FIRST SCHEDULE**TREES SPECIFIED INDIVIDUALLY***

(encircled in black on the map)

<i>No. on Map.</i>	<i>Description.</i>	<i>Situation.</i>
T1	Willow	Vicarage Farm, Chesterton
T2 - T4	Semi-mature Beech	ditto

TREES SPECIFIED BY REFERENCES TO AN AREA*

(within a dotted black line on the map)

<i>No. on Map.</i>	<i>Description</i>	<i>Situation.</i>
None		

GROUPS OF TREES*

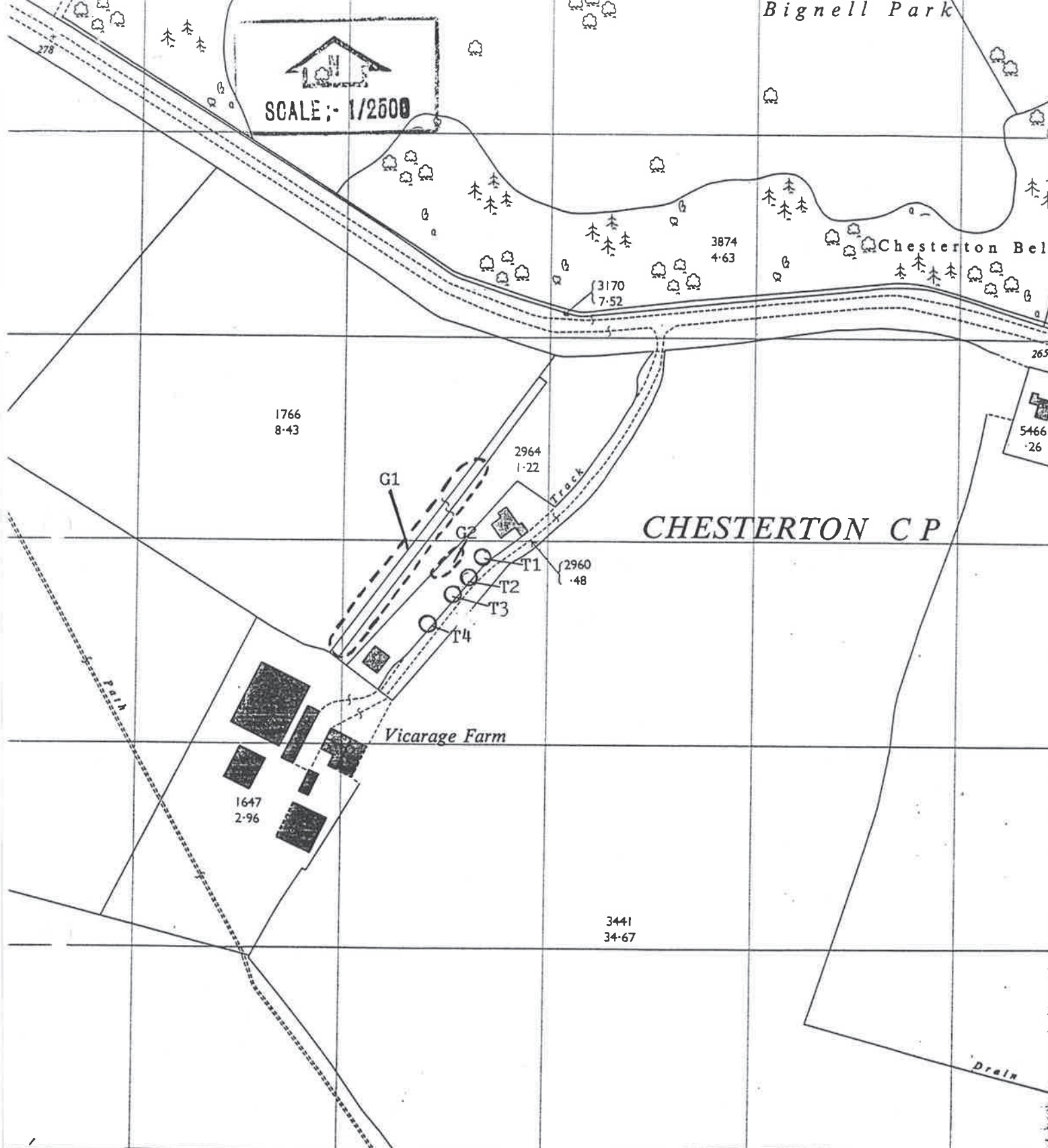
(within a broken black line on the map)

<i>No. on Map.</i>	<i>Description.</i>	<i>Situation.</i>
G1	Group comprising of 54 Poplars	Vicarage Farm, Chesterton
G2	Group comprising of over 20 Scots Pine of which only 6 are protected. Those not protected have been marked.	ditto

* The word "NONE" must be entered where necessary.



SCALE:- 1/2500



0826
27-60

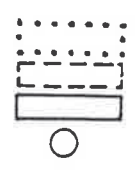
Cherwell
District Council

Tree Preservation Order TPO (No1) 1991

**Trees to Vicarage Farm,
Chesterton.**

under
Statutory Instrument 17 of 1969 and
Town & Country Planning Act 1971
Scale: 1: 2500 Ref.CHS 718/90
Date: 14th January 1991

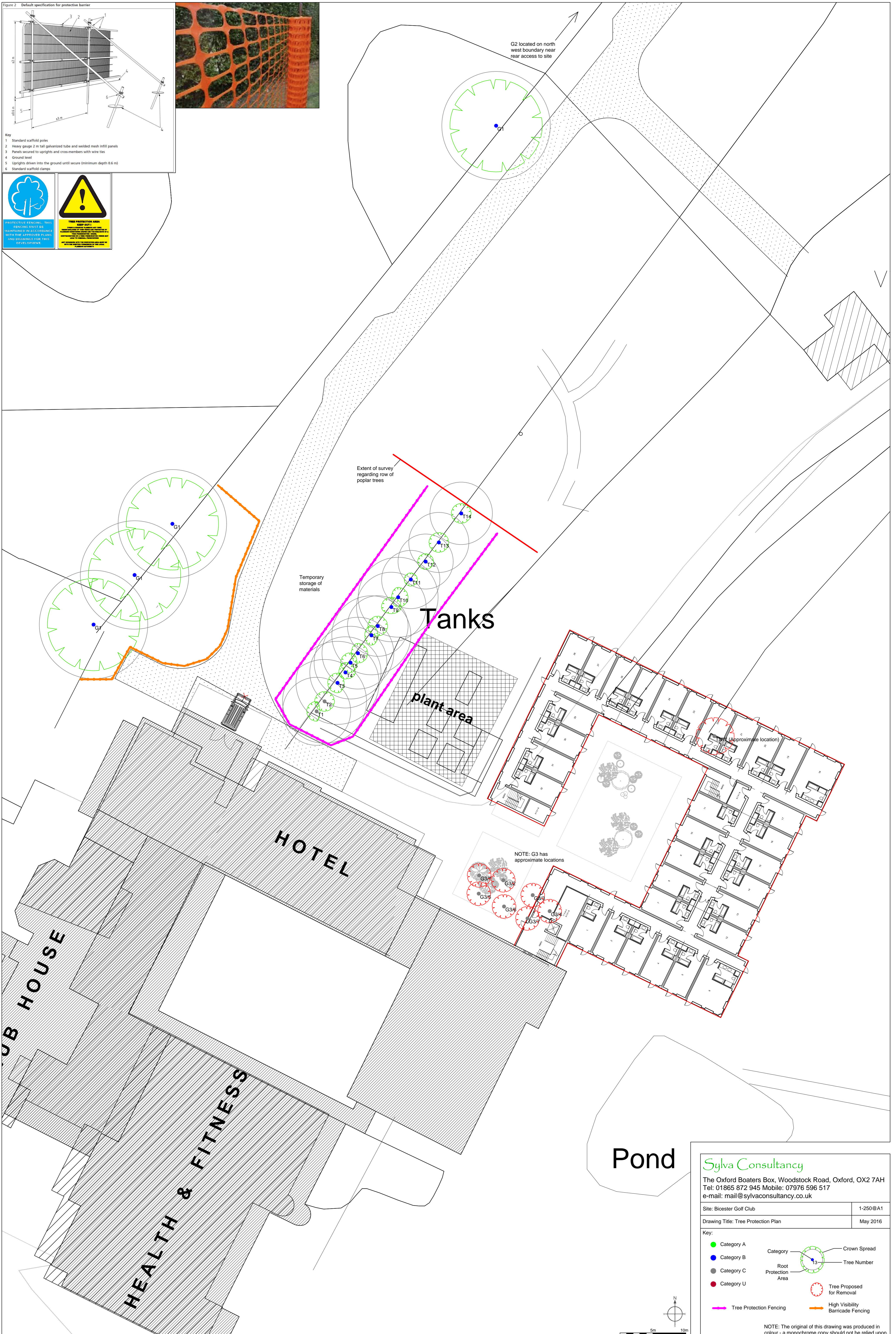
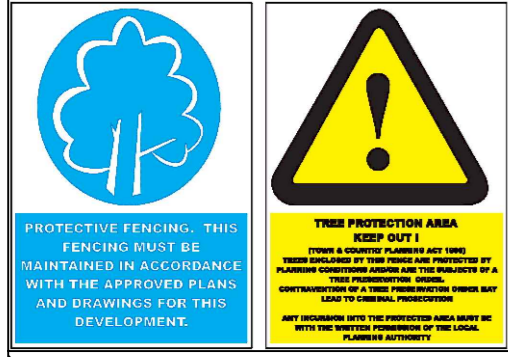
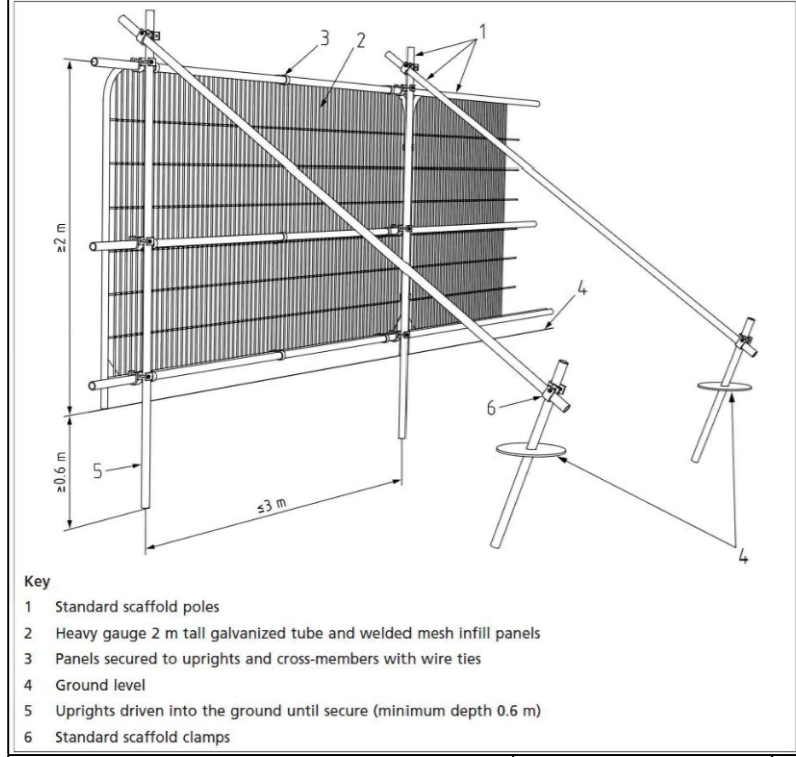
- A = AREA
- G = GROUP
- W = WOODLAND
- T = INDIVIDUAL TREE



Appendix 3

Tree Protection Plan

Figure 2 Default specification for protective barriers



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 e-mail: mail@sylvaconsultancy.co.uk

Site: Biester Golf Club	1-250@A1
Drawing Title: Tree Protection Plan	May 2016

Key:

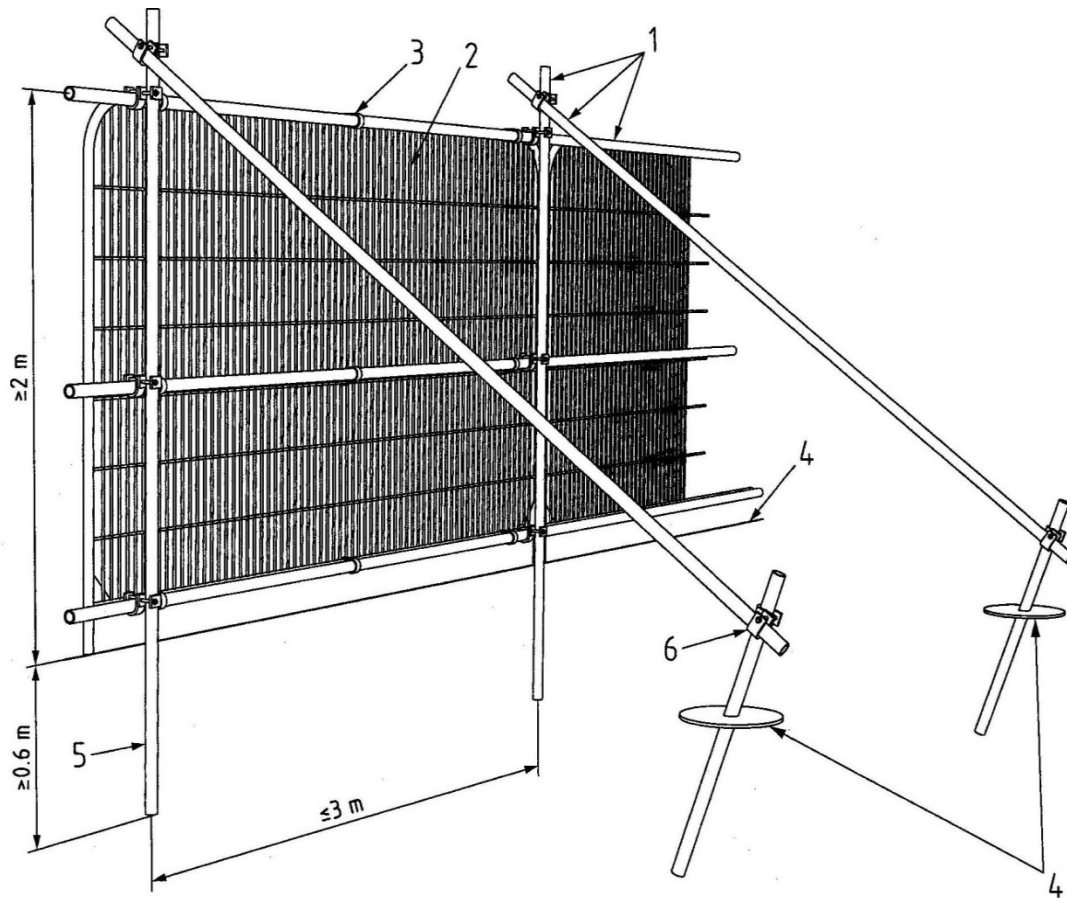
- Category A (Green circle)
- Category B (Blue circle)
- Category C (Grey circle)
- Category U (Red circle)
- Tree Protection Fencing (Pink line)
- High Visibility Barricade Fencing (Orange line)
- Category (Green circle)
- Root Protection Area (Blue circle)
- Tree Proposed for Removal (Red circle)
- Crown Spread (Dotted area)
- Tree Number (Number in circle)

NOTE: The original of this drawing was produced in colour - a monochrome copy should not be relied upon.

Appendix 4

Tree Protection Detail

Figure 2: Default specification for protective barrier BS5837:2012



Key

- 1 Standard scaffold poles
- 2 Heavy gauge 2 m tall galvanized tube and welded mesh infill panels
- 3 Panels secured to uprights and cross-members with wire ties
- 4 Ground level
- 5 Uprights driven into the ground until secure (minimum depth 0.6 m)
- 6 Standard scaffold clamps

Appendix 5

Arboricultural Information



**PROTECTIVE FENCING. THIS
FENCING MUST BE
MAINTAINED IN ACCORDANCE
WITH THE APPROVED PLANS
AND DRAWINGS FOR THIS
DEVELOPMENT.**



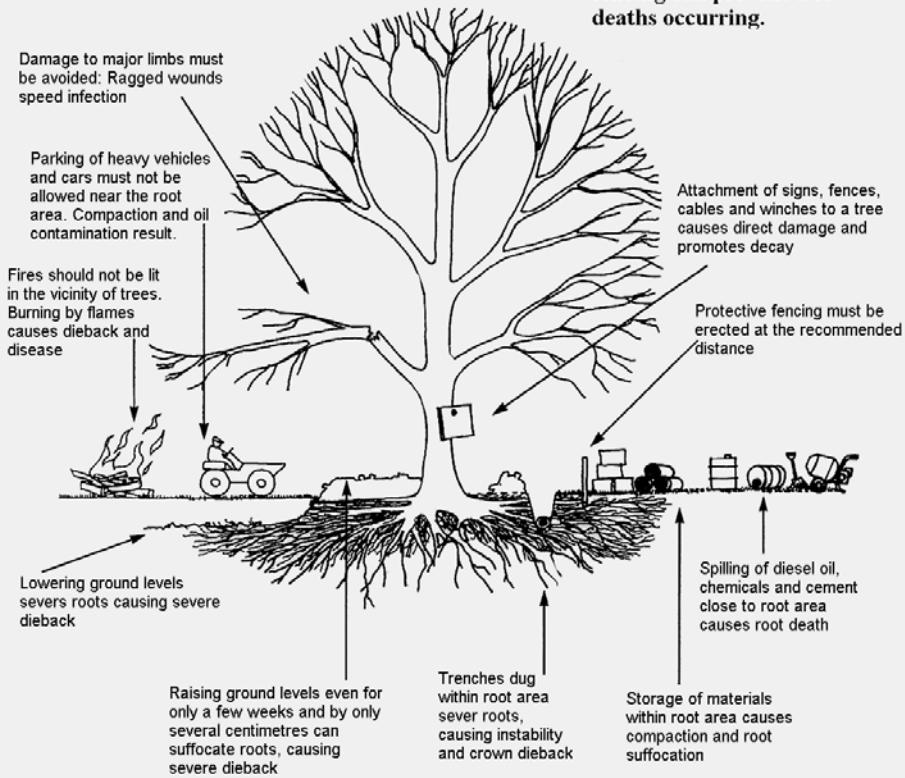
**TREE PROTECTION AREA
KEEP OUT !**

**(TOWN & COUNTRY PLANNING ACT 1990)
TREES ENCLOSED BY THIS FENCE ARE PROTECTED BY
PLANNING CONDITIONS AND/OR ARE THE SUBJECTS OF A
TREE PRESERVATION ORDER.
CONTRAVENTION OF A TREE PRESERVATION ORDER MAY
LEAD TO CRIMINAL PROSECUTION**

**ANY INCURSION INTO THE PROTECTED AREA MUST BE
WITH THE WRITTEN PERMISSION OF THE LOCAL
PLANNING AUTHORITY**

Common causes of Tree Death

The use of properly positioned protective fencing can prevent tree deaths occurring.

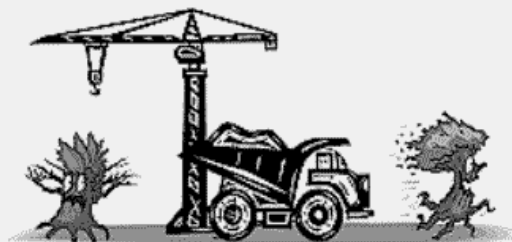


Please use copies of this as an on-site poster for personnel

Sylva



Construction and Trees



Why Is Fencing Erected Around Trees?

1. The major cause of damage to trees on construction sites is due to **soil compaction**.
2. Roots use the spaces between soil particles to obtain Oxygen, Water and Nutrients.
3. Heavy plant and machinery compresses (compacts) the soil, squashing out the air spaces and preventing root function.
4. A compacted soil structure will stay compacted.
5. Consequently the tree suffers and will show signs of branch die-back.
6. Symptoms such as die-back may take several years to appear.
7. Soil compaction over roots can be prevented by maintaining a fenced exclusion zone over the tree roots.
8. The exclusion zone distance is calculated using British Standard 5837.
9. Protective Fencing is installed at the calculated distance.
10. Protective Fencing is a condition of planning approval, if it is removed or repositioned the construction firm is in breach of a condition and may be subjected to legal action.

Appendix 6

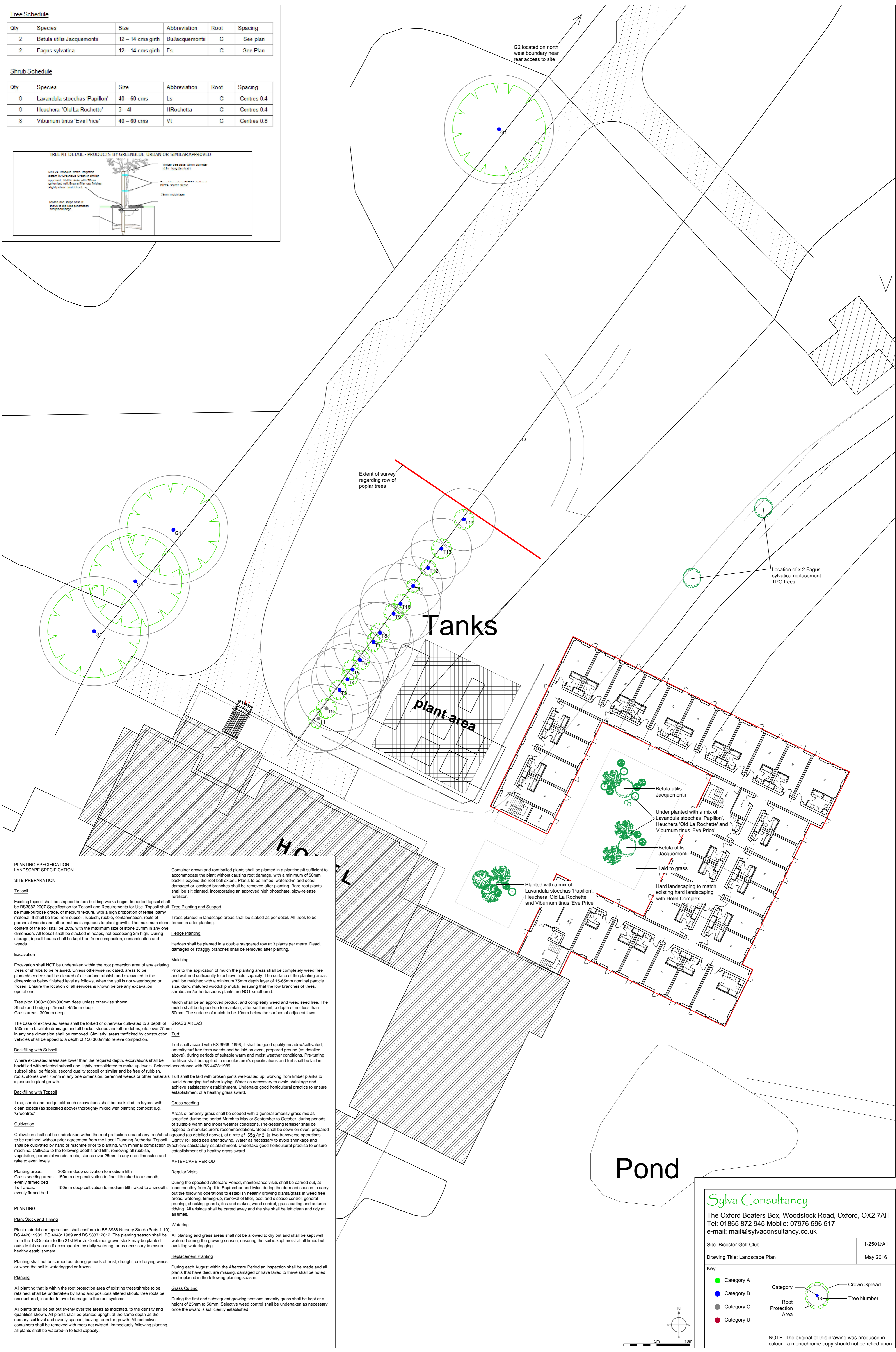
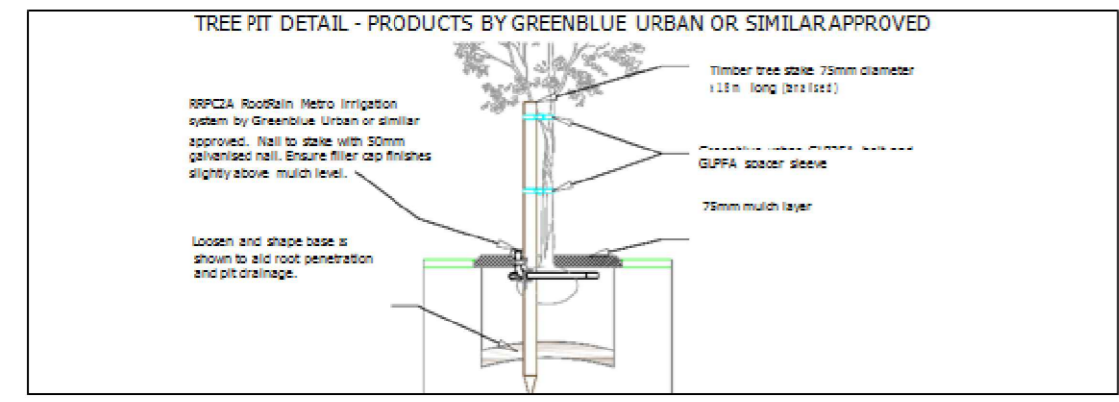
Proposed Landscaping Plan

Tree Schedule

Qty	Species	Size	Abbreviation	Root	Spacing
2	Betula utilis Jacquemontii	12 – 14 cms girth	BuJacquemontii	C	See plan
2	Fagus sylvatica	12 – 14 cms girth	Fs	C	See Plan

Shrub Schedule

Qty	Species	Size	Abbreviation	Root	Spacing
8	Lavandula stoechas 'Papillon'	40 – 60 cms	Ls	C	Centres 0.4
8	Heuchera 'Old La Rochette'	3 – 4l	HRochette	C	Centres 0.4
8	Viburnum tinus 'Eve Price'	40 – 60 cms	Vt	C	Centres 0.8



PLANTING SPECIFICATION

LANDSCAPE SPECIFICATION

SITE PREPARATION

Topsoil

Existing topsoil shall be stripped before building works begin. Imported topsoil shall be BS3882:2007 Specification for Topsoil and Requirements for Use. Topsoil shall be multi-purpose grade, of medium texture, with a high proportion of fertile loamy material. It shall be free from subsoil, rubbish, rubble, contamination, roots of perennial weeds and other materials injurious to plant growth. The maximum stone content of the soil shall be 20%, with the maximum size of stone 25mm in any one dimension. All topsoil shall be stacked in heaps, not exceeding 2m high. During storage, topsoil heaps shall be kept free from compaction, contamination and weeds.

Excavation

Excavation shall NOT be undertaken within the root protection area of any existing trees or shrubs to be retained. Unless otherwise indicated, areas to be planted/seeded shall be cleared of all surface rubbish and excavated to the dimensions below finished level as follows, when the soil is not waterlogged or frozen. Ensure the location of all services is known before any excavation operations.

Tree pits: 1000x1000x800mm deep unless otherwise shown
Shrub and hedge pit/trench: 450mm deep
Grass areas: 300mm deep

The base of excavated areas shall be forked or otherwise cultivated to a depth of 150mm to facilitate drainage and all bricks, stones and other debris, etc. over 75mm in any one dimension shall be removed. Similarly, areas trafficked by construction vehicles shall be ripped to a depth of 150 300mm to relieve compaction.

Backfilling with Subsoil

Where excavated areas are lower than the required depth, excavations shall be backfilled with selected subsoil and lightly consolidated to make up levels. Selected subsoil shall be friable, second quality topsoil or similar and be free of rubbish, roots, stones over 75mm in any one dimension, perennial weeds or other materials injurious to plant growth.

Backfilling with Topsoil

Tree, shrub and hedge pit/trench excavations shall be backfilled, in layers, with clean topsoil (as specified above) thoroughly mixed with planting compost e.g. 'Greentree'

Cultivation

Cultivation shall not be undertaken within the root protection area of any trees/shrubs to be retained, without prior agreement from the Local Planning Authority. Topsoil shall be cultivated by hand or machine prior to planting, with minimal compaction by machine. Cultivate to the following depths and tith, removing all rubbish, vegetation, perennial weeds, roots, stones over 25mm in any one dimension and rake to even levels.

Planting areas: 300mm deep cultivation to medium tith
Grass seeding areas: 150mm deep cultivation to fine tith raked to a smooth, evenly firmed bed
Turf areas: 150mm deep cultivation to medium tith raked to a smooth, evenly firmed bed

PLANTING

Plant Stock and Timing

Plant material and operations shall conform to BS 3336 Nursery Stock (Parts 1-10), BS 4428: 1989, BS 4043: 1989 and BS 5837: 2012. The planting season shall be from the 1st October to the 31st March. Container grown stock may be planted outside this season if accompanied by daily watering, or as necessary to ensure healthy establishment.

Planting shall not be carried out during periods of frost, drought, cold drying winds or when the soil is waterlogged or frozen.

Planting

All planting that is within the root protection area of existing trees/shrubs to be retained, shall be undertaken by hand and positions altered should tree roots be encountered, in order to avoid damage to the root systems.

All plants shall be set out evenly over the areas as indicated, to the density and quantities shown. All plants shall be planted upright at the same depth as the nursery soil level and evenly spaced, leaving room for growth. All restrictive containers shall be removed with roots not twisted. Immediately following planting, all plants shall be watered-in to field capacity.

Container grown and root balled plants shall be planted in a planting pit sufficient to accommodate the plant without causing root damage, with a minimum of 50mm backfill beyond the root ball extent. Plants to be firmed, watered-in and dead, damaged or lopsided branches shall be removed after planting. Bare-root plants shall be silt planted, incorporating an approved high phosphate, slow-release fertilizer.

Tree Planting and Support

Trees planted in landscape areas shall be staked as per detail. All trees to be firmed in after planting.

Hedge Planting

Hedges shall be planted in a double staggered row at 3 plants per metre. Dead, damaged or straggly branches shall be removed after planting.

Mulching

Prior to the application of mulch the planting areas shall be completely weed free and watered sufficiently to achieve field capacity. The surface of the planting areas shall be mulched with a minimum 75mm depth layer of 15-65mm nominal particle size, dark, matured woodchip mulch, ensuring that the low branches of trees, shrubs and/or herbaceous plants are NOT smothered.

Mulch shall be an approved product and completely weed and weed seed free. The mulch shall be topped-up to maintain, after settlement, a depth of not less than 50mm. The surface of mulch to be 10mm below the surface of adjacent lawn.

GRASS AREAS

Turf shall accord with BS 3869: 1999, it shall be good quality meadow/cultivated, amenity turf free from weeds and be laid on even, prepared ground (as detailed above), during periods of suitable warm and moist weather conditions. Pre-turfing fertiliser shall be applied to manufacturer's specifications and turf shall be laid in accordance with BS 4428:1989.

Turf shall be laid with broken joints well-butted up, working from timber planks to avoid damaging turf when laying. Water as necessary to avoid shrinkage and achieve satisfactory establishment. Undertake good horticultural practice to ensure establishment of a healthy grass sward.

Grass seeding

Areas of amenity grass shall be seeded with a general amenity grass mix as specified during the period March to May or September to October, during periods of suitable warm and moist weather conditions. Pre-seeding fertiliser shall be applied to manufacturer's recommendations. Seed shall be sown on even, prepared ground (as detailed above), at a rate of 35g/m² in two transverse operations.

Lightly roll seed bed after sowing. Water as necessary to avoid shrinkage and achieve satisfactory establishment. Undertake good horticultural practice to ensure establishment of a healthy grass sward.

AFTERCARE PERIOD

Regular Visits

During the specified Aftercare Period, maintenance visits shall be carried out, at least monthly from April to September and twice during the dormant season to carry out the following operations to establish healthy growing plants/grass in weed free areas: watering, firming-up, removal of litter, pest and disease control, general pruning, checking guards, ties and stakes, weed control, grass cutting and autumn tidying. All arisings shall be carted away and the site shall be left clean and tidy at all times.

Watering

All planting and grass areas shall not be allowed to dry out and shall be kept well watered during the growing season, ensuring the soil is kept moist at all times but avoiding waterlogging.

Replacement Planting

During each August within the Aftercare Period an inspection shall be made and all plants that have died, are missing, damaged or have failed to thrive shall be noted and replaced in the following planting season.

Grass Cutting

During the first and subsequent growing seasons amenity grass shall be kept at a height of 25mm to 50mm. Selective weed control shall be undertaken as necessary once the sward is sufficiently established.

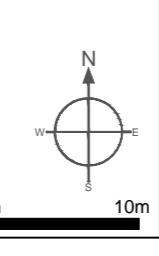
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Site: Bicoster Golf Club	1-250@A1
Drawing Title: Landscape Plan	May 2016

Key:

- Category A
- Category B
- Category C
- Category U

NOTE: The original of this drawing was produced in colour - a monochrome copy should not be relied upon.



Appendix 7

Site Monitoring & Supervision Record Sheets

Example of Site Monitoring & Arboricultural Supervision Sheet

DATE	ARBORICULTURAL ACTION	COMMENTS	SIGNED
	Pre-commencement site meeting		
	Installation of Fence Protection		

Appendix 8

Contacts Supporting Planning Application

Contacts Supporting Planning Application

Role	Lead	Email	Telephone	Company
Project Manager	TBC			
Contractors	TBC	TBC	TBC	TBC
Arboriculturalist	Fiona Bradshaw	mail@sylvaconsultancy.co.uk	07976 596517 01865 872945	Sylva Consultancy

Role	Lead	Email	Telephone	Company
Planning Officer	TBC	registration@southandvale.gov.uk	01235 540546	Cherwell District Council
Local Authority Tree Officer	TBC		01235 540546	Cherwell District Council

Appendix 9

Qualifications

Fiona Bradshaw

MicFor; RFS Dip Arb; F. Arbor.A; Tech Cert (Arbor.A)

I have over 17 years' experience of arboriculture and I am the principal consultant at Sylva Consultancy. I hold the Royal Forestry Society's Professional Diploma in Arboriculture and the Arboricultural Associations Technicians Certificate. I am a Fellow member of the Arboricultural Association and a professional member of the Institute of Chartered Foresters, of which I am also a registered Consultant.

I have the benefit of both a local authority and private practice background and I am frequently instructed to provide advice and assistance relating to trees and the planning process. I am also experienced at compiling expert reports, providing evidence and also appearing as an expert witness at Public Inquires.

I am committed to my continued professional development which is reflected in my regular attendance of seminars and workshops.