



TREE PROTECTION REPORT

for

Building 119 FFMT Shed
Bicester Heritage Ltd
Buckingham Road
Bicester



In accordance with Conditions 4, 5 and 6 of
Application No. 15/00523/F

July 2015

Prepared by:
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References

- British Standards 5837:2012 Trees in relation to design, demolition and construction – Recommendations
- British Standards 3998:2010 Tree Work Recommendations
- NJUG 4 Vol 10 – NJUG Guidelines for the Planning, Installation and maintenance of Utility apparatus in proximity to trees

Appendix 1 Tree Protection Plan

ARBORICULTURAL METHOD STATEMENT

NB – this document should be agreed by a Building Control Officer to ensure that the foundation design and service routes are compatible with current building standards

1.0 CONTACT DETAILS

Developer	Bicester Heritage Ltd	Buckingham Road, Bicester, Oxon., OX27 8AL 01869 327 928 hq@bicesterheritage.co.uk
Architect	Mr David Simms Architect	Gaunt Francis Architects London T - 020 7629 3993 Cardiff T - 029 2023 3993
Project Arboriculturist	Sarah Venners MICFor	2 Hithercroft Farm Cottages, Wallingford, Oxon, OX10 9ES. 07922 087671 sarah@venners.org.uk
Local Authority Case Officer	Not known at present	Cherwell District Council
Local Authority Arboriculturalist	Mr Jon Brewin	Cherwell District Council
Local Authority Building Control or Engineer	Not known at present	

2.0 INTRODUCTION

- 2.1 This Arboricultural Method Statement (AMS) has been produced in line with BS 5837 2012 Trees in Relation to Design, Demolition and Construction - Recommendations to aid the successful retention of trees on the approved development site at Bicester Heritage Ltd. No development shall take place on the site until this document has been submitted to and approved in writing by Cherwell District Council.
- 2.2 This document sets out the methodology for all proposed works that affect the trees on the site. Compliance with this method statement will be a requirement of all relevant contracts associated with the development proposals. Copies of this document will be available on site for inspection.
- 2.3 For details of the trees to be retained and location and types of special protection methods, reference should be made to the Tree Protection Plan (**Appendix 1**), a copy of which should be displayed prominently on site.

3.0 PHASING OF DEVELOPMENT

It is proposed to phase tree protection through the construction processes as follows:

Phase 1	Pre Contract meeting Execute agreed tree works Erection of protective barriers and ground protection
Phase 2	Demolition phase
Phase 3	Construction
Phase 4	Connection and installation of new Services
Phase 5	Completion of project

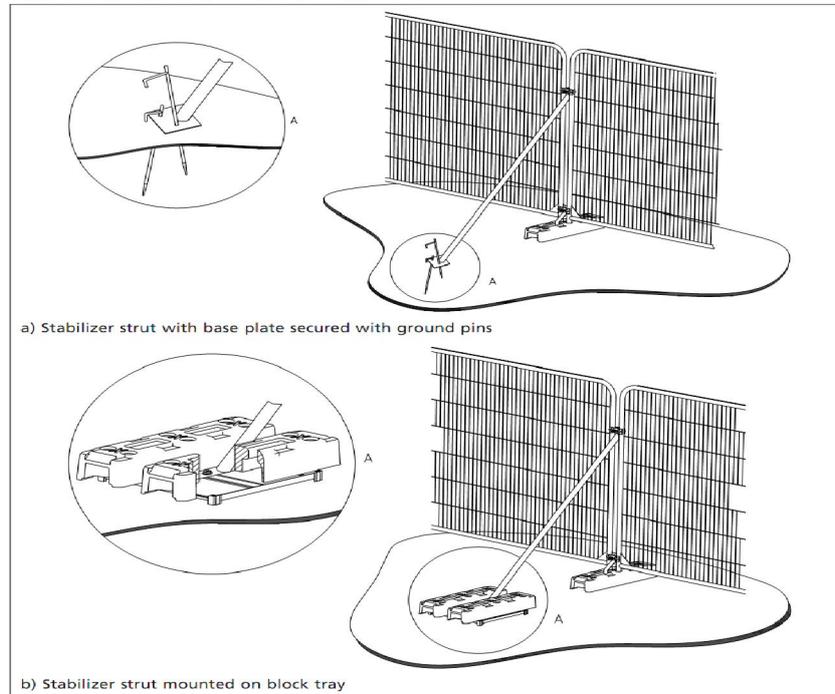
3.1 Phase 1 – Pre Development Phase – Tree Protection measures

- The Client, Contractor, Engineer/Building Control and project Arboriculturalist will discuss all aspects of the development that affects the trees on the site and to ensure understanding of this document. Information on the required protection measures will be provided at site induction and the site office. Following discussion, any clarifications or amendments will be copied to all site personnel. Once the retained Arboricultural Consultant is satisfied that there is full understanding of all tree matters, they shall delegate responsibility for the day to day management of the tree protection to the site agent. The site agent shall be clear that their role is to ensure the retention of all tree protection and to contact the retained Arboriculturist and LPA Tree Officer whenever they have a query or problem pertaining to the trees on the site.
- Tree works to be undertaken by a qualified Arborist in line with BS 3998 Tree Work. See Table below for Schedule of Work and TPP for location.

Tag number and species	Comments
1389 Lawson Cypress	Remove to ground level
1392 Silver Birch	Lift crown to a height of 6m above ground level by removing branches back to source.
1393 Silver Birch	Prune back to suitable secondary branches to ensure a 2m clearance from the building
1394 Western Red Cedar	Remove to ground level.
1399 Poplar	Crown clean to remove deadwood, weak and crossing branches
1400 Lime	Prune back to suitable secondary branches to ensure a 2m clearance from the building
1401 Lime	Prune back to suitable secondary branches to ensure a 2m clearance from the building. Girdle ivy.
1405 Poplar	Crown clean to remove deadwood. Prune back to suitable secondary branches to ensure a 2m clearance from the building.
Lime (no tag number)	Tie back any overhanging branches to the scaffold framework to facilitate working space.

- Tree protection measures in accordance with BS5837:2012 (barriers and ground protection) to be put on site as shown on the Tree Protection Plan attached at **Appendix 1**, and in accordance with the diagram shown below. No work should take place on site (including the delivery of the skip) until this tree protection is in place.

Figure 3 Examples of above-ground stabilizing systems



- Temporary ground protection, capable of supporting all traffic entering and using the site without being distorted or cause compaction of the underlying soil is to be installed as part of the implementation of physical tree protection measures prior to work starting on site.

Proprietary inter-linked ground protection boards placed on top of a compression-resistant layer (e.g. 150mm depth of woodchip) will be laid onto a geotextile membrane along the footprint of the scaffolding framework where access and space is needed for the construction operations.

- Individual stems to be wrapped in hessian or geo-textile and chestnut pale wrap fencing around their trunks, to guard against impact damage.
- Other than works detailed within this Method Statement and approved in writing by the LPA, no works shall take place within the CEZ - construction exclusion zones of the retained trees. Any such works that arise during the course of the development will be supervised by the LPA Tree Officer or the project Arboriculturalist. The fenced area and area of ground protection is to be considered sacrosanct and must not be removed or altered in any way without the prior approval from The Local Authority Tree Officer.
- Notices are to be fixed to the outside of the barriers with words such as 'TREE PROTECTION AREA – NO ACCESS AND NO STORAGE OR WORKING WITHIN THIS AREA'.

- The barriers are to remain in position from before site preparation, demolition and ground works until final completion or a time agreed by the LPA and Contractor. All personnel using the site including site managers, agents, supervisors, operatives and other relevant personnel are to be informed of the role of the tree protective fences and its importance.
- If 360 degree excavators are to be used during construction, at no time is the excavation arm to encroach over the position of the tree protection fence. Operation must always be in a way that avoids contact with lower branches.
- No fires are to be lit within 10m of the tree protection barriers or crown – which ever is the greater.
- Within the Construction Exclusion Zone:
 - No** mechanical or hand excavation
 - No** changes in soil levels
 - No** storage of plant, equipment or materials
 - No** vehicles
 - No** spillage or discharge of chemical substances, cement washings or other materials
 - No** fires.

3.2 Phase 2 – Demolition Phase

All tree protection (fencing, ground protection, existing hard standing) to remain in situ. See Tree Protection Plan attached at **Appendix 1**.

All machinery will operate from the existing hard standing close to the existing building.

The demolition of the walls adjacent to the surrounding trees will be inwards within the building's footprint (top down demolition) and pulled back outside the CEZ's to prevent any mechanical damage to the trees.

3.3 Phase 3 - Construction Phase

All tree protection (fencing, ground protection, existing hard standing) to remain in situ. The location of this is shown on the Tree Protection Plan at **Appendix 1**.

Access

Delivery Lorries and construction site parking will utilise the existing access and will remain on ground protection and outside the construction exclusion zones at all times.

Foundations

Existing foundations will be re-used; therefore the rooting environment of the trees surrounding the building will not be disturbed.

Scaffolding

The establishment of scaffolding surrounding the whole building will incorporate ground protection.

3.4 Phase 4 – Services

No dig techniques in line with NJUG 4 Guidelines for the Planning, Installation and Maintenance of Utility Apparatus in Proximity to Trees', to be used for installation of new services if installed or modified within the RPAs of any retained tree. Any work to create service routes is to be supervised by the project Arboriculturalist.

4.0 GENERAL PRECAUTIONS

- 4.1 The fencing and ground protection will remain in place until completion of the main construction phase and shall not be altered in any way without the prior agreement of the retained Arboriculturalist and Local Authority. It shall only be removed at the completion of the construction operations to facilitate the installation of the services.
- 4.2 No materials, chemicals, machinery or vehicles or site huts must be stored within the fenced off areas (CEZ) as shown on the TPP and identified on site by protective fencing.
- 4.3 Damage caused to protective fencing or ground protection must be reported to the site supervisor and the retained Arboriculturalist to ensure appropriate repair.
- 4.4 Any damage to the existing trees must be reported without delay to the site supervisor, the retained Arboriculturalist and the Local Planning Authority so that appropriate remedial work can take place without delay.
- 4.5 No materials that are likely to have an adverse effect on tree health such as oil, bitumen or cement will be stored or discharged within 10 metres of the trunk of the retained trees. In the event of any accident of spillage in or adjacent to the protected trees the Contractor is to immediately stop work in the vicinity and inform the retained Arboriculturalist. In the event of spillage the area is to be secured with sandbags on the line of the tree protection area and measures taken to drain/soak any spillage away from the protected area.
- 4.6 No fires will be lit within the fenced off areas as shown on the TPP. Notice boards, telephone cables or any other signage or services are not to be attached to any part of the retained trees.
- 4.7 Site huts, toilets etc can define part of the protective fencing where adequate space allows. Where they are proposed in this manner, their location is to be agreed with the retained Arboriculturalist.

5.0 SUPERVISION AND MONITORING

5.1 The Arboricultural watching brief is to be printed out and displayed in a prominent place on site/in the site office (see following page). To summarise, a retained Arboriculturalist shall be responsible for supervising the following works:

- Meet with all site operatives to discuss Arboricultural matters.
- Installation of protective fencing and ground protection.
- Assessment of the trees post construction following the removal of the temporary protective fencing and a specification for remedial tree works compiled and submitted to the Local Planning Authority for their written agreement if necessary.

5.2 In addition, a retained Arboricultural consultant will be responsible for periodical monitoring of at least once a month and they will monitor any works necessary within the exclusion zones. A record of site visits (including photos) will be maintained for inspection on site and copies forwarded to the agent and planning authority when requested.

ARBORICULTURAL WATCHING BRIEF:

Building 119 FFMT Shed, Bicester Heritage

Remove this sheet from the report, copy it and keep it on file and displayed within the site cabin.

Jobs to be initialled and dated on an on-going basis throughout the project. Site Agent/Architect to remain in close communication with the Retained Arboriculturist.

Phase	Job	Date	Site Agent	Arboriculturist	Architect /Engineer
Phase 1 <i>Late July 2015</i>	Site meeting with all parties to review and ensure understanding of Arb Method Statement. Tree Protection Plan and Arb Method Statement to be available for inspection by any persons involved with the development. This 'Watching brief' to be signed and dated by all parties.				
Phase 1 <i>Early August 2015</i>	Tree Surgery works to be undertaken in accordance with the specification of works in the arb method statement.				
Phase 1 <i>Early August 2015</i>	Tree Protection Fencing and ground protection to be erected in accordance with the Tree Protection Plan. Individual stems to be wrapped in hessian or geo-textile and chestnut pale wrap fencing around their trunk to guard against impact damage				
Phase 1 <i>August 2015</i>	Designate material storage area, contractor parking and areas for site cabins. Tree Protection Plan to be pinned up in site office.				
Phase 1 <i>August 2015</i>	Site agent to inform all contractors and sub-contractors about the role of the protective fencing and to ensure they understand its importance.				
Phase 2	Demolition of relevant walls <i>(see Arb Method Statement for more details)</i>				
Phase 3	Construction phase: All fencing to remain in place and in good condition – report any damage to fencing. Any damage to trees to be reported to enable remedial works to be carried out.				
Phase 4	Installation of new services – Retained Arboriculturist to be informed				
Phase 5	Removal of protective fencing and ground protection				
Phase 5	Assessment of the trees post construction and a specification for remedial tree works compiled and submitted to the Local Planning Authority for their written agreement if necessary.				
10.	END OF PROJECT				

Monitoring Site Notes/Any other business (Unforeseen issues etc. with the trees):

No.	Details	Date and signature (and print name)
1.		
2.		
3.		
4.		
5.		

Please continue on a separate sheet if necessary.

Glossary

Arboriculturist	Person who has, through relevant education, training and experience, gained expertise in the field of trees in relation to construction
Construction Exclusion Zone	Area based on the root protection area from which access is prohibited for the duration of the project.
Services	Any above ground or below ground structure or apparatus required for utility provision. E.g. drainage, gas supplies, ground source heat pumps, CCTV and satellite communications.
Stem	Principal above ground structural components of a tree that supports its branches.
Tree Protection Plan	Scale drawing informed by descriptive text where necessary, based upon the finalized proposal showing trees for retention and illustrating the tree and landscape protection measures.

CREDENTIALS OF THE AUTHOR

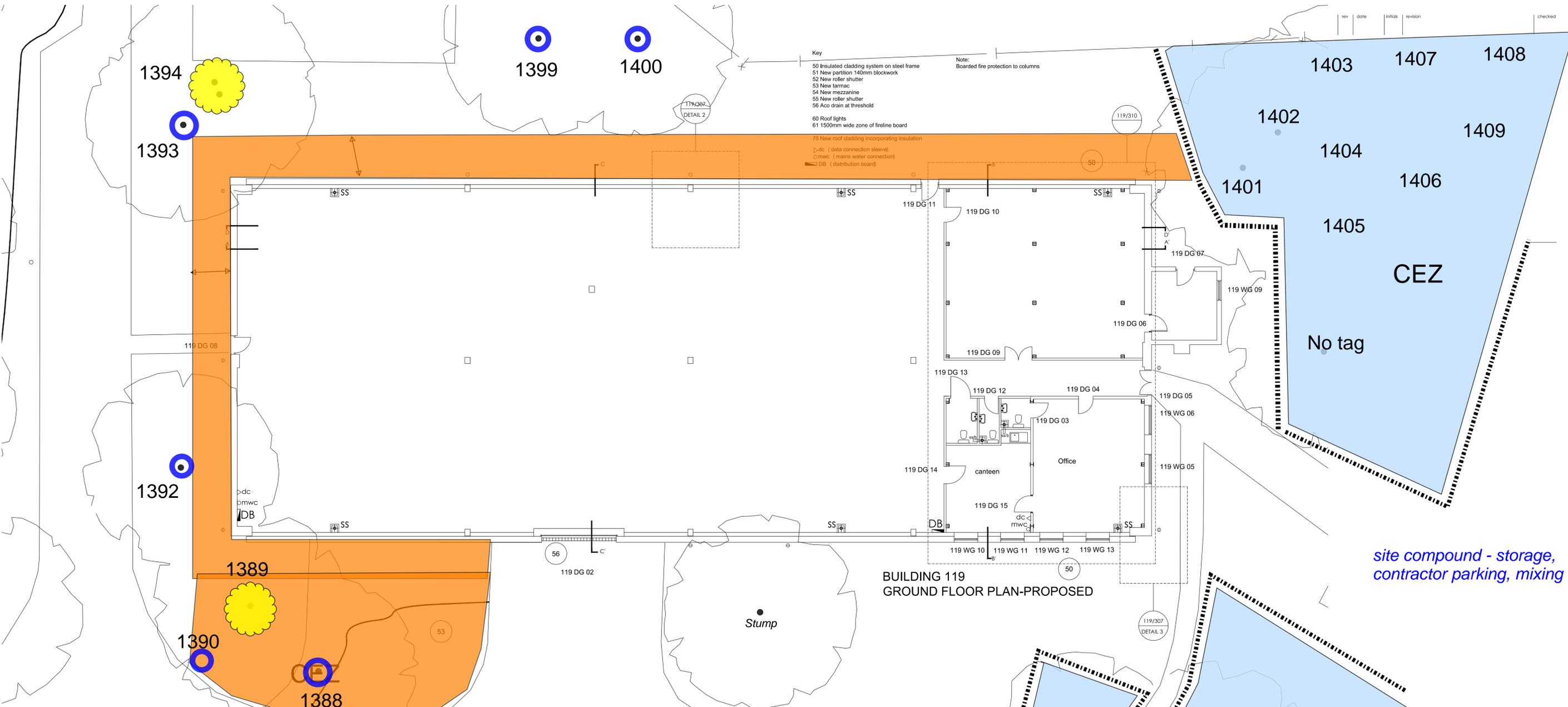
Sarah Venners has worked in the arboricultural profession for eighteen years. Her experience has been gained from both the public and private sector. She was the Tree Officer for Tunbridge Wells Borough Council and for South Oxfordshire District Council and was a consultant for Marishal Thompson & Co of Alnwick Northumberland until March 2006. In addition to her experience, she holds the following qualifications:

Masters Degree in Forestry from The Oxford Forestry Institute, Oxford University. (MSc For.Oxon)

BSc (Hons) Degree in Agriculture and The Environment, Wye College, London.University. (BSc Hons Agric)

She is also a Professional Member of the Institute of Chartered Foresters (MICFor) and the Arboricultural Association (M.Arbor.A.).





Key

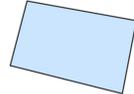
- 50 Insulated cladding system on steel frame
- 51 New partition 140mm blockwork
- 52 New roller shutter
- 53 New tarmac
- 54 New mezzanine
- 55 New roller shutter
- 56 Aco drain at threshold
- 60 Roof lights
- 61 1500mm wide zone of fireline board
- 70 New roof cladding incorporating insulation

Note: Boarded fire protection to columns

Legend:

- >dc (data connection sleeve)
- ◊mwc (main water connection)
- DB (distribution board)

Key

-  CEZ - Construction Exclusion Zone. No construction activity of ANY kind to take place within the fenced off areas.
-  Tree protective fencing in accordance with BS5837:2012
-  Ground protection in accordance with BS5837:2012
-  Trees to be removed
-  Trees to be individually wrapped in hessian or geotextile and chestnut pale wrap fencing

Sarah Venners MICFor
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Appendix 1 - Tree Protection Plan

July 2015

Drawing No	Rev	Drawn	Date	Scale
12068 / 119/301	SC		28/01/2015	1:100 @A1

GAUNT FRANCIS Architects
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site compound - storage, contractor parking, mixing etc

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Client: Bicester Heritage

Project: Bicester Heritage B.119

Title: Ground Floor Plan Proposed