

Tree Management, Duty of Care Report©

Site: Woodley Rectory, 36 Church Road, Woodley, RG5 4QJ

Client: Oxford Diocese Date: 24/04/25 Surveyor: Danny Konstantinidis



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HERITAGE TREE SERVICES ABORICULTURAL DUTY OF CARE & MAINTINANCE SURVEY

Instruction:

Heritage Tree Services Ltd received instructions from Janey Rosi to carry out a Health & Safety appraisal of trees at the above site in April 2025.

Inspection:

The Visual Tree Assessment (**VTA**) has been carried out in accordance to *Mattheck & Breloer 1994* and *Lonsdale 1999* methodology, *National Tree Safety Group (NTSG) 2021, Manual of tree statics and tree inspection 2016 Wessolly, L & Erb, M.*

The survey is carried out from ground level and catalogues trees on site with a potential negative impact, with works recommendations prescribed to reduce negative impact where reasonable & possible. Comment on ongoing and suggested maintenance will be made where necessary.

Where considered appropriate, the trunk may have undergone percussive hammering using a nylon mallet to assess hollowing, and basal features carefully prodded using a steel probe.

The potential Target Hazard factors are recorded and will dictate the level of risk in terms of size of part that may fail, likelihood of failure and human occupancy, dwellings and property, highways and pedestrian footpaths, etc-target area of occupancy.

The Works Priority Rating is concluded upon date of survey, and will be listed as an action relative to the score giving some measure of quantified risk, a timeframe to carry out works will be given by the arborist, according to criteria. Please see explanations in key below for clarification.

This document will be accompanied by a Tree Location Plan (**TLP**) to aid identification.

Site overview: Urban site with public footpath & highway to the west.

Weather: Clear sky. No notable wind. Dry.

Planning copy of survey only – exempt works (e.g. ivy severance, climbing inspection) have been removed from the below

Tree Group Hedge or Shrub N° Tag N°	SPECIES	AGE	H e i g h t S- VL	PHYSIO LOGICAL STATUS Good Fair Poor Dead	STRUCTUR AL STATUS Good Fair Poor Dead	ARBORICULTURISTS OBSERVATIONS	RECOMMENDED WORKS	S.O.P + L.O.F + T.A.O 1-3	Action Relative To Score 3-9	Advised Time Scale In months from date of survey A-C
T1 101	Holm Oak	LM	L	G	F	Pronounced stem lean to the north due to a combination of past root plate movement, since settled & appears to have stabilised with no recent evidence of movement. Light competition from neighbouring fast growing tree species. All major scaffold unions appear well formed with good union welds throughout. Major & moderate sized deadwood throughout the crown, some of which is over the public footpath to the west of the tree & rough ground compost area to the north. Some low branches over the highway are below statutory height clearance of 5.2m.	Remove all significant sized deadwood. Prune low branch over the highway to provide statutory clearance of 5.2m from ground level.	2 2 3	7	B
T2 102	Robinia	M	L	G	F	Major deadwood over public footpath & highway	Remove all significant sized deadwood	2 2 3	7	B
T3 103	Elm	SM	M	G	G	Asymmetrical growth form with a lean to the west due to light competition & suppression from neighbouring larger tree. Low branches over the highway are below statutory height clearance of 5.2m.	Prune low branches over the highway to provide statutory clearance of 5.2m from ground level.	1 1 3	5	B
T4 104	Robinia	M	L	G	F	Historic bank soil erosion on the western aspect. Root area lessened on this aspect. Remaining cardinal points have good root area soil cohesion. Small cavity on the southwestern aspect at approximately 1.30m fgl.	Remove significant sized deadwood	2 2 3	7	B

						Prob enters for approximately 80mm laterally before meeting solid resistance & 300mm in a downward direction before solid resistance. The cavity travels upwards for approximately 50mm. Limitations of probing is angles, that reduce further investigation. Nylon hammer struck around the area of the cavity & around the circumference of the stem to a height of approximately 2.5m, returns good resonance, indicating solid woody material. Major & moderate sized deadwood over the public footpath & highway.					
T5 G 105	Robinia	EM	L	G	F	To include neighbouring Robinia & Elm forming a communal crown. Elm is suppressed with a pronounced lean over the highway. Some low branches are below statutory height clearance over the highway & public footpath. Tips of top branches are in contact with overhead services (BT). Non tagged Robinia has moderate sized deadwood over the public footpath. Some branch tips from tagged tree will soon be in contact with overhead services.	Remove significant sized deadwood that can strike public footpath & highway. Remove Elm due to ongoing prolonged maintenance over highway, footpath & overhead services. (See image)	2 2 3	7	B	
											

T6 106	Copper Beech	Em	L	G	G	Kretzschmaria deusta in buttress furrow on the eastern aspect. Not noted in any other areas around the buttress or main stem. (See image for future reference to colonisation) Nylon hammer struck around all buttresses & main stem up to a height of approximately 2.5m, returning good resonance. This suggests that the trees outer shell is sound at present. Some major & moderate sized deadwood throughout the tree, not in great abundance. Some within striking distance of the public footpath. Some branch tips are in contact with overhead service cable (BT)	Remove significant sized deadwood. Prune tertiary branch tips to achieve a clearance of up to 500mm from overhead service cable	2 2 3	7	B
										
T7 107	Hornbeam	Em	M	G	G	Asymmetrical form with a lean to the east due to light competition from neighbouring fast-growing trees. Some damage to branches, with exposed sapwood. Not thought to be of structural significance. Good wound wood response around wounds. Some moderate sized deadwood within central crown.	Remove significant sized deadwood	2 1 3	6	B
T9 109	Robinia	Em	L	G	G	Moderate sized deadwood within central crown.	Remove significant sized deadwood	2 2 3	7	B

T11 111	Robinia	Em	L	G	G	Some major deadwood within central crown. Direct target areas have laurel & holly understory.	Remove significant sized deadwood.	2 2 3	7	36
T12 G 112	Ash	Sm	S	G	G	Small group of multistemmed stems. X2 are growing close to newly erected close board fencing.	Remove stems that are close to southern boundary fence.	2 1 3	6	C
G1 No tag	Laurel & Hazel	M	S	G	G	Stems & branches in contact with neighbouring fences.	Prune or remove branches & stems that are in contact with built structures, to achieve a clearance of up to 1m	2 1 3	6	B
T16 G 116	Holly	Sm	S	G	G	Some stems are in contact with the boundary fence. Beware of robot overlord. Low branches in contact with neighbouring built structure. Buddleia opposite is mainly dead.	Remove smaller stems that are close to the neighbouring fence. (See image) Prune low branches to achieve a clearance of up to 1m from built structures. Remove Buddleia	2 1 3	6	B



T17 No tag	Tree of Heaven	Sm	M	G	G	Likely a sucker from roots of neighbouring tree. Invasive species. Growing next to boundary fence.	Remove to approximately 50mm from ground level.	2 1 3	6	B
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Recommendation for next Visual Tree Assessment to be carried out in 24 months unless otherwise stated in survey recommendations.

HEALTH & SAFETY KEY	Explanation
T, G, H or S	Tree or Group numbers on enclosed list – (T = tree; G = group; H = hedge; S = shrub). Tree location within plot - hash tag (#) signifies tree outside boundary or in alternative ownership.
Species	Defined in Common & or Scientific names.
Height	Measured in meters above ground level. – Small (S) = 4 – 6. Medium (M) = 7 – 14. Large (L) = 15 – 23. Very large 23 +
Spread	Canopy measured in meters from main stem in cardinal directions: North, South, East and West.
Age & Life Stage Status	Y: Young tree, recently planted, which could be relocated, if required, measuring less than 150mm in diameter at 1.5m. SM: Semi mature tree, establishing well, and within the first ⅓ of its lifespan. More growth required before reaching maximum potential. EM: Early mature tree at almost full height and within ⅔ of its lifespan. If healthy, crown and stem increment will continue. M: Mature fully-grown tree, unlikely for tree height, crown width or stem diameter to increase. LM: Late-mature tree declining in vigor and size, and possibly entering senescence, with potential defects and duty of care implications. Vet: Veteran aged senescent tree with possible habitat/ecological value, or of significant historic/cultural worth. Dead: Dead tree not classified as Veteran status yet still retainable for possible ecological/habitat benefit.
Physiological Condition Status	GOOD: General satisfactory conditions of health observed for species overall, due to good vitality and leaf cover/size with possible minor deadwood present. A maintenance prescription may be recommended for continued safe useful life expectancy. FAIR: Tree displays some deterioration issues, or stress factors, i.e. minor die-back with moderate deadwood, discolored leaves, crown thinning, damage or disease. Remedial action likely to be recommended to assist the safe retention and recovery of tree, to reduce the risk of failure. POOR: Tree displays major deterioration or stress issues, i.e. sparse foliage, pest infestation, extensive crown die-back and major deadwood rendering its retention a risk. Recommended remedial works, or full removal, likely to resolve problems and reduce risk of failure. DEAD: Deceased or dying tree that has, or will become, a risk factor to retain.
Structural Condition Status	GOOD: Few significant structural defects noted for species. Possible maintenance prescription recommended for safe useful life expectation. FAIR: Tree may exhibit possible issues i.e. storm damage, decay, cavities. Maintenance prescription likely to reduce risk of failure. POOR: Tree displays major structural defects, i.e. significant root damage, cracked limbs, major deadwood rendering its retention a risk. Recommended remedial works, or full removal, likely to resolve problems and reduce risk of failure. DEAD: Deceased or dying tree that has, or will become, a risk factor to retain.

Observations	Ivy severing: When the severing of ivy is recommended, it is expected that a Section, is, cut from as close to ground level as practical, & again at approximately 1m above ground level. Removing the cut section. Particular attention is required when caring out these works, so as not to cut the bark of the tree! Deadwood defined as: TWIGS: Twigs up to 10mm diameter MINOR DEADWOOD: Minor deadwood between 10mm to 40mm in diameter 500mm in length & over in length MODERATE DEADWOOD: Moderate deadwood within 45mm – 70mm in diameter 1 meter in length & over in length MAJOR DEADWOOD: Major deadwood over 70mm in diameter over 1 meter & over in length Significant deadwood removal: <i>Removal of dead material that has A diameter larger than 45mm & 1 meter in length.</i> Root Condition: The visual assessment of the rooting area, taking into consideration any evidence of physical damage, soil compaction or heave, excavation work and/or drainage problems. Stem Condition: The visual assessment of the stem and main scaffold branches observing any visible faults and wounds, and other exterior signs which may suggest possibility of internal faults. If decay is suspected, a sounding hammer may be used. Leaf & Bud: The visual assessment of the amount and condition of foliage cover, and/or bud development, when compared against the foliage of the surrounding trees of the same species.
Recommended Works	The arboriculturalist' s recommendations for prescriptive works and requirements for re-inspection or testing.
Hazard Rating System:	Hazard Rating: calculated by assessing three criteria on a scale of 0-3, i.e. (i) Size of part commented on minor = 1 significant = 2 major = 3 (ii) Likelihood of failure

	unlikely = 1 quite likely = 2 very likely = 3 (iii) Target area occupation Infrequent use = 1 Frequent use = 2 Structure beneath or continual use = 3 Where size of part and likelihood of failure are high but target occupation is exceptionally low a non-intervention course of management may be advised bringing an exception to the formula rule.	
Action relative to score =	No maintenance required = 1-2 = (very low) Maintenance advisable = 3-5 = P3 (low) Maintenance required = 6-7 = P2 (medium) Implement specified works urgently = 8-9 = P1 (high) Text colour of recommended works relative to operations = Monitoring/further investigation. Preventative/Duty of Care works. Removal works. Remedial/maintenance actions (some of which may be recommended to reduce likelihood of future damage to property).	Guidelines for monitoring/re inspection: ** Reinspection will be recommended within a given timeframe, using the following guidelines, usually within 24 months: • With / without leaf • When fungal fruit bodies in evidence • When Ivy severed • With aerial inspection • Any reports generated or observations noted by the arborists on site should be submitted to (Heritage tree services Ltd) HTS
Advised Time Scale In months from date of survey =	U = 0-1 month: Urgent action required. A = 1-3 months: Action required as a matter of Duty of Care Obligations. B = 4-6 months: Action advised as Duty of Care obligations or ongoing management/best practice. C = 7-12+ months: Action recommended as Duty of Care obligations or ongoing management /maintenance.	These time scales are not exact. But work recommended within these should be carried out as soon as reasonably practicable in order to retain validation of prescriptive works within the report.

Legalities:

- Duty of Care – in England and Wales under the common law of duty of care, the person or organisation responsible for trees must take reasonable care to avoid acts or omissions, that could reasonably be foreseen, which would be likely to cause harm to persons or property.
- Occupiers Liability Act 1957 and 1984 – these Acts place a duty upon the occupier to take such care as is reasonable to ensure that visitors to their land shall be safe from harm.
- The Health and Safety at Work Act 1974 – this Act places a duty on every employer to conduct his undertaking in such a way to ensure, so far as is reasonably practicable, that persons not in his employment who may be affected by the day-to-day activities of the business are not exposed to risks to their health and safety.
- Implications of the Legal Framework – the person or organization responsible for these trees thus has a legal obligation to take reasonable measures to review the condition and any risks posed by the trees in their care, and if expert advice is sought in this regard to follow these recommendations. Failure to do this may lead to a claim of negligence under common law or prosecution by the Health and Safety Executive under the Health and Safety at Work Act.

References:

- British Standard 3998 (2010) Tree Work
- Mattheck and Breloer (1994) The Body Language of Trees
- Lonsdale (1999) Principles of Tree Hazard Assessment and Management
- National Tree Safety Group (NTSG) (2021)
- Manual of tree statics and tree inspection 2016 Wessolly, L & Erb, M

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Specific - Trees

All tree inspections, unless specified, have been undertaken from ground level and using non-invasive techniques. Comments contained within the report on the condition and risk associated with any tree relate to the condition of the tree at the date and time of survey. Please note that the condition of trees is subject to change. This change may occur, but is not limited to biological and non-biological factors as well as mechanical/physical changes to conditions in the proximity of the tree. Trees should be inspected at intervals relative to identified site risks and in accordance with relevant HSE and Central Government guidance. Heritage Tree Services Ltd can provide further information on this matter if required.

Validation of information and recommendations for works in this report is 18 months from the date at the top of this report.

Please note: no statutory control checks have been undertaken (unless specified). Where tree surgery works have been identified these works are based on the assumption that planning is approved. No tree works should be undertaken prior to determination of this application without up-to-date confirmation of the Tree Preservation Order / Conservation Area Status of the vegetation. All works should be undertaken in accordance with the appropriate Duty of Care. This should include, for example, site specific risk assessments and due diligence inspections for the presence of protected species.

Any comment relating to 3rd party trees has been made without full access to the tree(s). Should these trees have any impact on the proposed development we would advise you to instruct us to contact the 3rd party and undertake further inspection work.

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