



Arboricultural Method Statement

Incorporating

- **Arboricultural Method Statement (AMS)**
- **Arboricultural Monitoring Programme (AMP)**
- **Tree Protection Plan (TPP)**

Project:

Performing Arts Centre, Way Hall and Music Annexe,
Reading Blue Coat School

Client:

Reading Blue Coat School/ GBS Architects

Dated: 10/04/2025

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ARBORICULTURAL METHOD STATEMENT (V1.0)

It is essential that this document is not in conflict with the details set out in other project proposals, including but not limited to the Construction and Environmental Management Plan (CEMP).

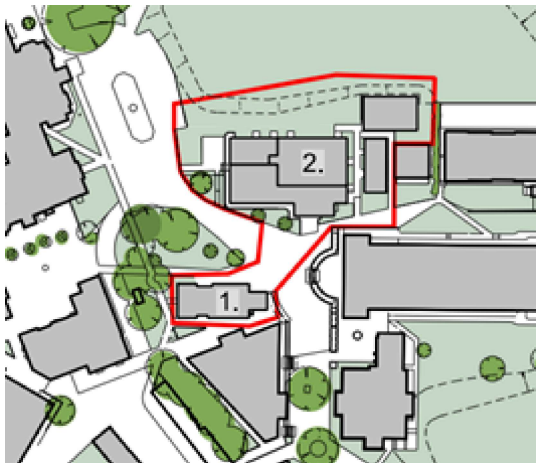
PART 1: PRELIMINARIES

Document Purpose

In compliance with planning conditions, this document sets out the methods, including monitoring and supervision to be employed for the implementation of any aspects of demolition and construction that are within the Root Protection Areas of retained trees, or where there are any other activities with the potential to result in loss or damage to trees. The aim is to avoid or limit any harmful effects to trees as a result of development.

Site Description

The development site (red line) comprises two existing buildings and their immediate environs (see Inset 1). The focus of this report is Way Hall where partial demolition and new build is intended. The site and its trees are located in the Sonning Conservation Area.



Inset 1: Site Red Line – 1= Music Annex, 2= Way Hall

Legal Protection

Trees in a Conservation Area enjoy legal protection; any tree work, felling, uprooting, or any other damage wilfully carried out to any tree over 75mm in stem diameter at 1.5m from the ground, would constitute a breach of Section 211 of the Town and Country Planning Act (1990) (as amended) and is a criminal offence. Exceptions to this include any works to trees that are directly consented under the planning permission, or that have otherwise been duly notified to the LPA under Section 211.

Planning Approval (Wokingham District Council: Application Number: 232925)

Proposal:

Full application for the proposed erection of a part single and part two storey building to provide music and drama classrooms on the ground floor, a double height auditorium with associated first floor control room, and 4No. monodraughts and solar panels to the main roof. Permanent retention of the temporary drama studio building following substantial demolition of Way Hall and adjacent shed. External alterations, including new roof and cladding to the existing music annexe along with associated hard and soft landscaping.



Conditions:

Condition 5 - Protection of trees

No development or other operation shall commence on site until an Arboricultural Method Statement and Scheme of Works which provides for the retention and protection of trees, shrubs and hedges growing on or adjacent to the site during demolition and construction in accordance with BS5837: 2012 has been submitted to and approved in writing by the local planning authority. No development or other operations shall take place except in complete accordance with the details as so-approved (hereinafter referred to as the Approved Scheme).

No operations shall commence on site in connection with development hereby approved (including any tree felling, tree pruning, demolition works, soil moving, temporary access construction and or widening or any other operation involving use of motorised vehicles or construction machinery) until the tree protection works required by the Approved Scheme are in place on site.

No excavations for services, storage of materials or machinery, parking of vehicles, deposit or excavation of soil or rubble, lighting of fires or disposal of liquids shall take place within an area designated as being fenced off or otherwise protected in the Approved Scheme.

The fencing or other works which are part of the Approved Scheme shall not be moved or removed, temporarily or otherwise, until all works including external works have been completed and all equipment, machinery and surplus materials removed from the site, unless the prior approval in writing of the local planning authority has first been sought and obtained.

Reason: To secure the protection throughout the time that the development is being carried out of trees shrubs or hedges growing within or adjacent to the site which are of amenity value to the area, and to allow for verification by the local planning authority that the necessary measures are in place before development and other works commence Relevant policy: Core Strategy policy CP3 and Managing Development Delivery Local Plan policies CC03 and TB21



PART II ARBORICULTURAL METHOD STATEMENT

Tree Protection: Project Phasing

Pre Commencement Tree works

Site Set Up: Physical Tree Protection Measures

Demolition

Construction

Post construction- Removal of tree protection/ Landscaping

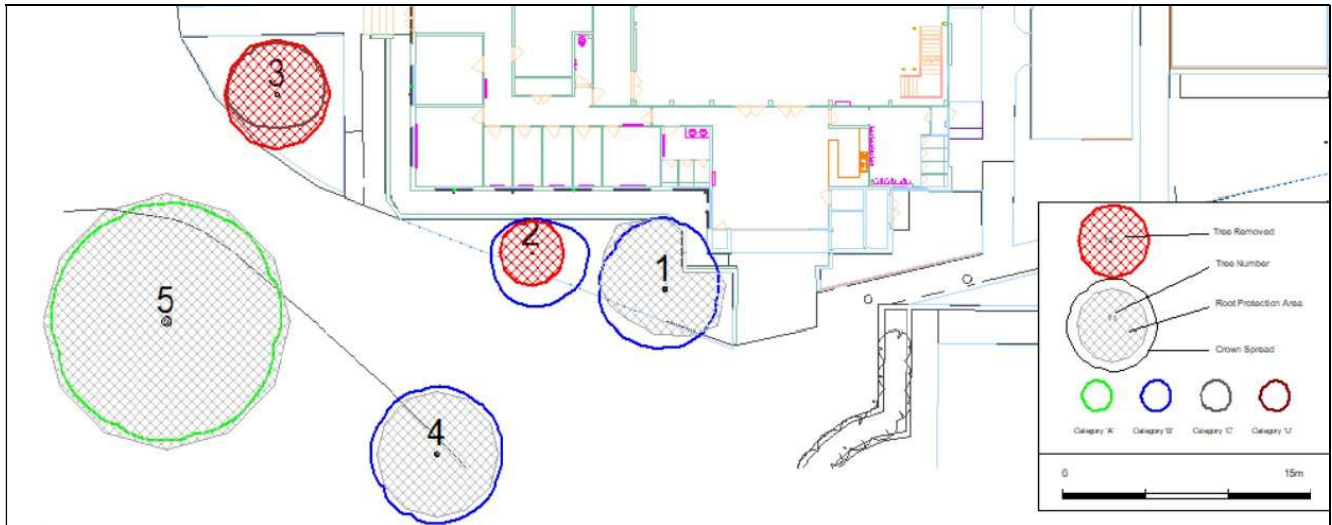
Pre-commencement tree works

Prior to all demolition and construction activities, the tree work identified at Table 1 (below) will be carried out and all arisings removed from site. Access facilitation pruning is also detailed at Table 1 for the retained tulip tree (T1). All works will be carried out in accordance with the definitions and practices set out in *BS.3998:2010- Tree Work -Recommendations*.

The trees to be removed are T2 (ash-leaved maple), and T3 (dwarf flowering Japanese cherry). These are indicated in Dwg. Inset 2 (below). A separate Risk Assessment Method Statement covering all tree works, including stump removal, will be provided internally to the project by arboricultural contractors instructed on this task.

Tree ID No.	Tree Type	Stem Dia (mm)	Condition Comments	Pre-Commencement Tree Work	RPA (m ²)	RPA Radius (m)
T1	Tulip Tree <i>Liriodendron tulipifera</i>	282	Tight fork with included bark at 1.8m AGL; tree likely to outgrow location before this could potentially become an issue. Low individual branch growing over roof (NW).	Raise canopy over roof by removal of lowest branch (NW) to give 2m clearance. Implement tree protection measures (see Tree Protection Plan (TPP)).	36	3.4
T2	Ash-leaved Maple <i>Acer negundo</i>	160	Low branch over parking bay (2.2m AGL) (S). No visible defects.	Remove to facilitate design.	12	1.9
T3	Japanese Flowering Cherry <i>Prunus</i> 'Kansan'	260	Notable graft mark at base and root-stock/ scion growth difference (i.e. large root plate to crown vol. ratio); standard RPA calculation likely insufficient. Good autumn colour.	Remove to facilitate design.	31	3.1
T4	Small Leafed Lime <i>Tilia cordata</i>	300	Multistemmed form at crown break. No visible defects.	Implement tree protection measures (see TPP).	41	3.6
T5	Large Leafed Lime <i>Tilia platyphyllos</i>	610	Multistemmed form at crown break. No visible defects.	Implement tree protection measures (see TPP).	168	7.3

Table 1: Pre Commencement-Tree Work Schedule (inc RPAs)



Dwg. Inset 2: Tree Removals and Retentions Plan: Trees removed are indicated in RED hatched polygons.

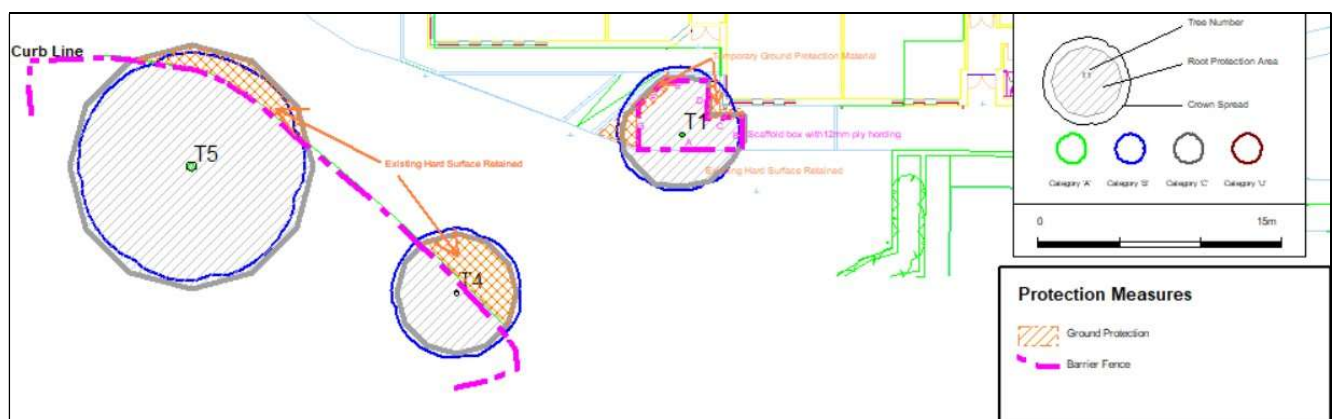
Site Set Up: Physical Tree Protection Measures

Construction Exclusion Zone (CEZ)

The CEZ comprises a combination of protective barrier fencing, and ground protection materials overlain the Root Protection Areas of retained trees where the use of barrier fencing at the extent of the RPA is impractical. The purpose of these measures is to protect the critical rooting environment of retained trees, roots themselves and the condition of the soil which is their environment; and the stems and the canopy, i.e. branches from impacts etc.

These measures shall be maintained in place and kept in good order throughout demolition and construction. Should an apparent need arise to make any alterations to these approved measures, the situation will first be discussed with the project arboriculturalist (ACoWs), and no deviations shall be instituted without prior written permission from the Local Planning Authority as per PP Condition 5.

The details of where and how these measures are to be created are indicated on the Tree Protection Plan (Appendix 1); a snippet of Appendix 1 is presented below for convenience (Inset 3.)

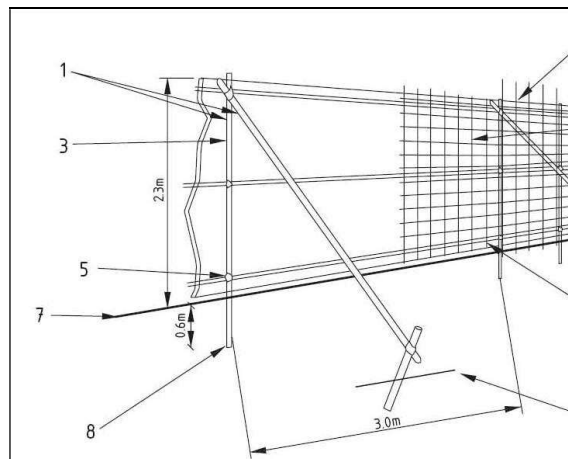


Inset 3: Tree Protection Plan extract.



For the CEZ protection of tree T4 and T5 the standard 2.3m tall tree barrier fencing design that is the default recommendation of BS.5837:2012 (at Fig.2) shall be implemented. The design of this system is indicated below (as Fig.2).

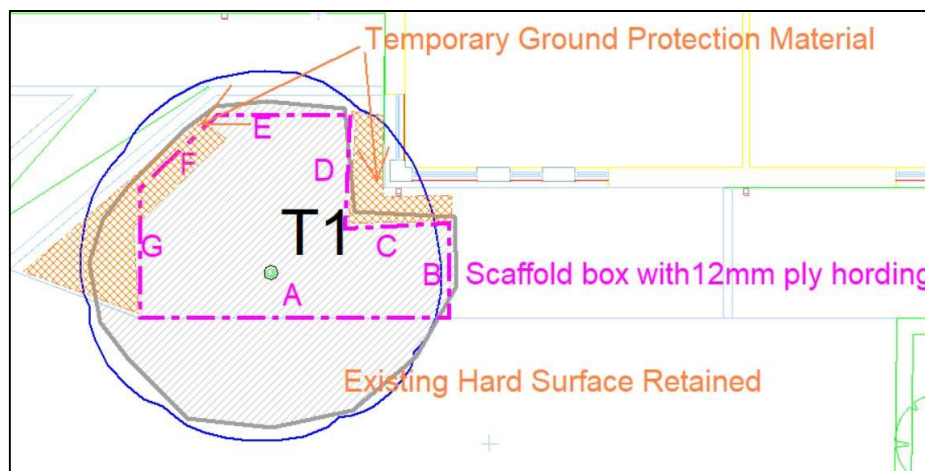
Two early mature limes trees (T4 and T5) stand on grass verge opposite Way Hall. There is an existing hard drive between them, which is proposed to remain. Rooting is assumed to be present under hard surface to the north, although this may be impaired by a high bulk density sub-base; any roots present under the hard drive will be protected by this feature. The rooting area and tree stems located in the verge will be protected by the barrier fence.



[Fig 2] BS.5837:2012. Trees in relation to design, demolition and construction- Recommendations.

The Root Protection Area of the tulip tree (as calculated under Clause 4.6 of BS.5837:2012) is 36m²; it has been adjusted in shape from a notional circle (with the stem at the centre) to a polygon, to account for the constrained rooting environment.

To protect T1 during the demolition and construction phase, a combined system of bespoke barrier fencing and ground protection materials will be used. In the restricted location it is impractical for a fence to be positioned on the edge of the adjusted Root Protection Area because a degree of access will be required to construct the new retaining wall to the DDA ramp, and the realigned retaining wall along the building's access path. The arrangement for these measures is indicated in inset 4 (below).

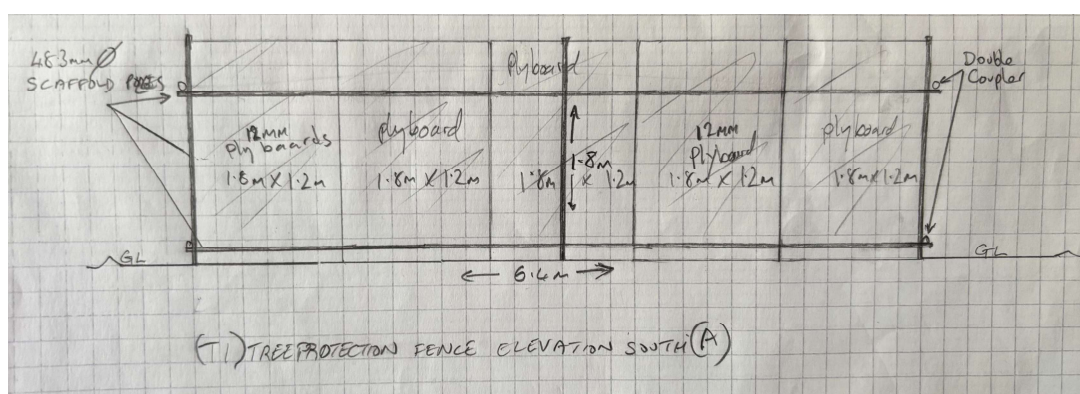


Inset 4: Tree Protection Plan (T1) [Full Drawing attached at Appendix] RPA in grey hatching



High density (HDEP) 12mm thick ground boards will be used as ground boards. These will be cut to shape and or overlapped as required in order to provide a minimum coverage as set out in the Tree Protection Plan (TPP) drawing. A compressible layer 100mm deep of woodchip laid over a permeable geotextile membrane will be laid under the boards. Any existing ground vegetation will be removed first by hand tools.

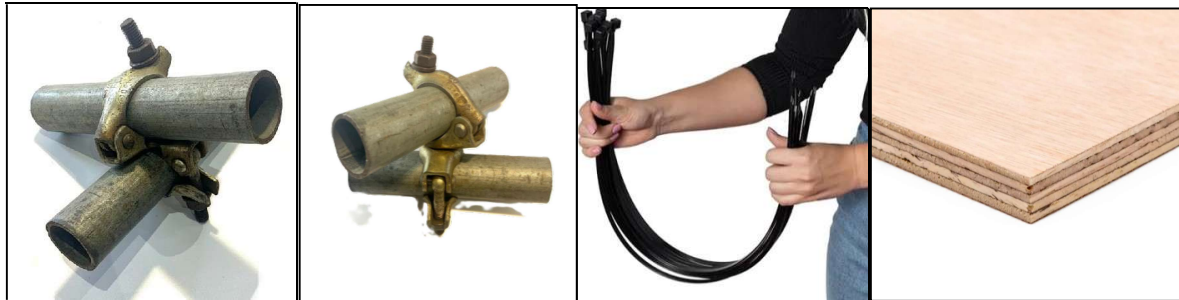
The bespoke barrier fencing will comprise a timber-ply clad hoarding at 1.8m height to be below the principal branch height level, to avoid the need for pruning. The plyboard will be fixed with heavy duty cable ties through drill holes onto a self-supporting scaffold structure. The design will follow the dimensions shown in the TPP, and the design and materials will be as per Sketch 1, Table 2, and Plates 1-5 (below).



Sketch 1: Tree Protection Fence (T1): Construction design- South elevation (A)

Materials	Scaffold poles		Scaffolding Accessories		Hoarding
Elevations	(uprights) 8 x 1.8m		Double couplers	Swivel couplers	12mm Plyboard
A	3	2 x 6.4m	6	/	6.4m x 1.8m
B	1	2 x 2.0m	4	/	2m x 1.8m
C	1	2 x 2.2m	4	/	2.2m x 1.8m
D	1	2 x 2.3m	4	/	2.3m x 1.8m
E	1	2 x 2.8m	4	/	2.8m x 1.8m
F	1	2 x 2.2m	/	4	2.2m x 1.8m
G	/	2 x 2.6m	4	/	2.6m x 1.8m

Table 2: Bespoke Box Protection for T1 – Materials Schedule



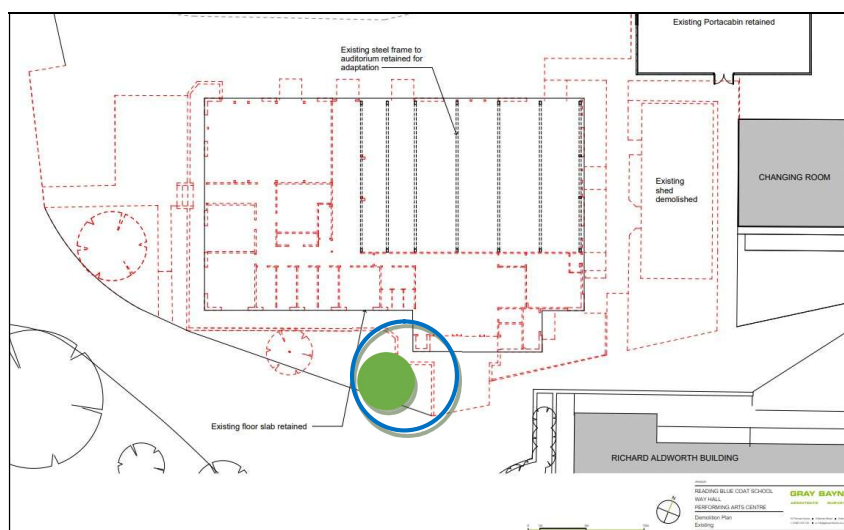
Plates 1-4: Bespoke Box Protection for T1 – Materials



Plate 5: EuroMat Ground Protection Mats - 2400x1200x12mm

The Project Arboriculturist will be make a site visit to inspect, report and sign-off on the tree protection measures of the CEZ prior to the commencement of demolition. See Arboricultural Monitoring Programme.

Demolition



Inset 5: Demolition Plan (T1 in green); demolition in red. ACoWs supervision of works within blue circle



Where heavy machinery is required to demolish elements of the structure, the machinery will be located outside of the Construction Exclusion Zones of retained trees, and working on top of existing hard standing in accordance with the CEMP. Demolition works will be undertaken using a 'top down, pull back' technique.

Care must be taken to avoid physical contact with the canopies of any trees during the demolition works. A banksman will be used where such conflicts could occur; i.e. at any point where any tree is within the potential maximum reach of the machinery. Any materials which inadvertently fall into the CEZ will be removed from there immediately by hand, and the Project Arboriculturist informed.

No *ad hoc* pruning will be carried out. If additional pruning is considered necessary, i.e. beyond that already carried out in accordance the approved Pre Commencement-Tree Work Schedule (Table 1) the Project Arboriculturist will be consulted. No pruning or other actions to the agreed tree protection measures will be carried out without the written consent of the LPA.

The removal of existing hardstanding, walls or foundations within or immediately adjacent to the Root Protection Area (RPA) of the retained tree (T1) will be undertaken using hand tools only. Appropriate tools for manually removing debris may include a pneumatic breaker, crow bar, sledgehammer, pick, mattock, shovel, trowel and fork.

Severance of roots over 25mm diameter outside of the CEZ should be avoided unless advised by the retained Project Arboriculturist. Secateurs and a handsaw must be available to deal with any roots that are exposed. Where roots will remain exposed for any period of time the roots must be wrapped in hessian sacking for protection under the instructions of the Project Arboriculturist.

The Project Arboriculturist will be present on site to supervise and monitor any demolition within or in close proximity to the RPA of T1, i.e. within the blue zone indicated in Inset 5. See Arboricultural Monitoring Programme.

Construction

The retaining wall around the building line will be replaced and set further away from the T1 than the existing wall. This will provide additional rooting capacity for the tree in the future, after the gap is backfilled with a suitable subsoil (300mm) and topsoil (300mm) infill. The exposed face of the soil profile will be protected and separated from the build of the new wall by clean dampened hessian, and an impervious plastic membrane closest to the line of the wall to prevent lime/cement splash.

Where lifting operations are required over or around trees, a representative from the equipment supply company shall visit the site and ensure all operations can be completed without causing damage to retained trees. A lifting plan will be prepared and submitted for approval prior for all lifting operations. All lifting operations will be completed under the close direction of a qualified banksman, who will be briefed by the site manager as to the need to avoid damage to the stems and branches of retained trees. The machinery will be located outside of the Construction Exclusion Zones of retained trees, and working on top of existing hard standing in accordance with the CEMP.

The barrier fencing and ground protection measures of the CEZ shall be maintained in place and kept in good order throughout construction. Should an apparent need arise to make any alterations to these approved measures, the situation will first be discussed with the Project Arboriculturist, and no deviations shall be instituted without prior written permission from the Local Planning Authority.

The installation of underground services shall be outside the protected areas (CEZ) of all retained trees where possible. Where it is not feasible to avoid the RPA, the installation of underground



services will follow the hierarchy detailed in Volume 4 of the National Joint Utilities Group (NJUG) which defines the acceptable techniques for the installation of underground services:

General Provisions

No excavations for services, storage of materials or machinery, parking of vehicles, deposit or excavation of soil or rubble, lighting of fires or disposal of liquids shall take place within any area designated as being fenced off or otherwise protected by ground protection materials.

Hazardous Materials

Any mixing of cement-based materials is to take place outside the RPAs of all trees. Provision shall be made to ensure that the mixing area is contained so that no water runoff enters the RPA of any trees. All mixers and barrows shall be cleaned within this dedicated mixing area. All other chemicals hazardous to tree health, including petrol and diesel, are to be stored in suitable containers as specified by the Control of Substances Hazardous to Health (COSHH) Regulations (HMSO, 2002: The Control of Substances Hazardous to Health Regulations 2002), and kept away from the RPAs.

Post construction- Removal of tree protection/ Landscaping

No fencing or other protective measures will be moved, dismantled or taken off site until the Project Arboriculturist has confirmed that all machinery has been removed from the site and any construction activity that could cause harm to retained trees has been completed.

Landscaping works will only take place on substantial completion of construction; i.e. externals. The landscape works shall be carried out by the landscape contractor under the control of the appointed landscape architect. The Project Arboriculturist shall be available to give advice to the landscape architect on request.



PART III ARBORICULTURAL MONITORING PROGRAMME

Terms Of Reference

Appointment- Responsibility to report structure (See Project Directory)

Reliance Arboriculture (RA) has been appointed as the Project Arboriculturist (alternatively may be referred to as the Arboricultural Clerk of Works (ACoWs)) to provide advice to the construction team and to supervise any works that have the potential to cause harm to retained trees; in particular but not limited to matters identified within this document.

A suitably competent and qualified arboriculturist from RA will complete site inspections through this period to ensure that the details of this AMS are being adhered to.

Site inspections will be undertaken at key points in the development programme as well as at frequent intervals, not less than once per month. The key inspection milestones are detailed in the schedule below, although the timing of each will be driven by operational needs of the project:

A post inspection report (with photographs) will be prepared after every site visit detailing observations and any recommendations for specific measures that may be required in the forthcoming period. A copy of these inspection reports will be sent to the LPA tree officer and circulated to the project team and the site manager.

RA shall be the principal point of contact for the main works contractor on all matters relating to trees and shall liaise as required with the LPA tree officer.

Contact details of the key personnel for tree protective measures are provided in the Table below.

Roll	Lead	Email	Telephone	Organisation
Client	Thomas Tabrah	CMW@rbcs.org.uk	0118 944 1005	RBCS
Architect		DavidWelbourne@gbsarchitects.co.uk FionaGodlement@gbsarchitects.co.uk	01865 305130	Gray Baynes + Shew
Main Contractor	TBC			
Project Arboriculturist	Chris Leyland	reliancearb@gmail.com	0780 393 0807	Reliance Arboriculture
Local Authority Planning Officer	TBC			Wokingham DC
Local Authority Tree Officer	TBC			Wokingham DC

Arboricultural Actions/Monitoring Programme

The various elements and responsibilities for the AMS/AMP are set out in the table below. The AMS/AMP is intended to be a flexible and dynamic document as necessary to provide contingency to the development process; within the limits of the Tree Protection it will be populated, and may be amended, as the project develops.



It is the responsibility of the Project Manager Project to ascertain, from the ACoWs if appropriate, whether any proposed changes to project details require prior written agreement from the LPA. It is the responsibility of the Project Manager to secure any such agreements/ approvals. It is the responsibility of the Project Manager to contact the ACoWs at the intervals outlined at Table 1 when site visits, monitoring and or supervision are required.

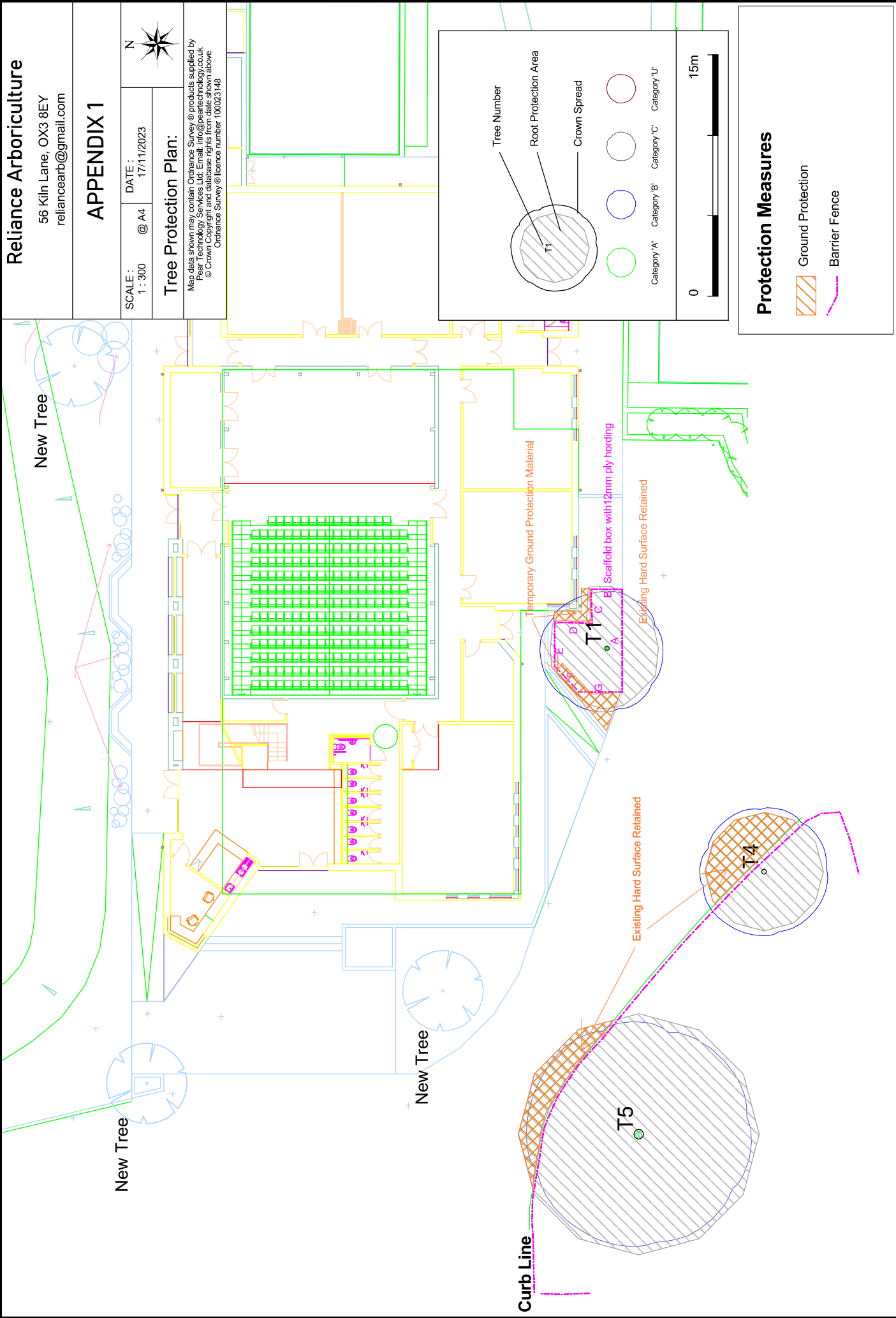
A copy of the proposed Project Arboriculturist (ACoWs) Site Visit Monitory Report Template is presented at Table 1 (below).

Stage	Action Description	Responsibility			Sign-Off	Date
		Project Manager	Site Agent	ACoW		
Pre-Commencement: Phase 1						
1	Issue AMS to main contractor(s).	✓				
2	Carry out tree works: Arb Contractor		✓			
3	Install physical tree protection to TPP	✓	✓			
4	ACoW Site Inspection: check tree work and compliance of physical measures to TPP.			✓		
Demolition: Phase 2						
6	Pre-commencement Toolbox talk. (Can be combined with Stage 4): Ensure understanding of TPP measures, responsibilities and contingencies.	✓	✓	✓		
7	Site Inspection: completion Demolition Phase.			✓		
Construction: Phase 3						
8	Pre-commencement Toolbox talk. (Can be combined with Stage 4): Ensure understanding of TPP measures, responsibilities and contingencies.	✓	✓	✓		
9	Double check physical tree protection of CEZ.		✓			
10	ACoW Site Inspection: check compliance of physical measures to CEZ.			✓		
11	Site Inspection: at monthly intervals			✓		
12	Site Inspection: Completion of Construction Phase.	✓		✓		



Post Construction :Phase 4						
13	Removal of tree protection: Internal Approval. Final report to LPA		✓	✓		
14	Landscaping works	✓	✓			

Table 1: Arboricultural Monitoring Programme



New Tree

New Tree

New Tree

Curb Line

Temporary Ground Protection Material

Scaffold box with 12mm ply hording

Existing Hard Surface Retained

T5

Protection Measures

Ground Protection

Barrier Fence