

# **Standard Soft Landscaping Specification**

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# Green Planning Studio – Standard Soft Landscaping Specification

## INTRODUCTION

Green Planning Studio Ltd have prepared this standard soft landscape specification document to cover the soft works specification as required by planning conditions.

National Building Specification (NBS) has been used as a template.

Green Planning Studio assumes no responsibility to any other party in respect of or arising out of or in connection with this document and / its contents.

## DOCUMENT HISTORY

|         |             |                                         |    |
|---------|-------------|-----------------------------------------|----|
| Issue 1 | April 2019  | First Issue                             | IL |
| Issue 2 | August 2019 | Additional Q31 Clauses added            | IL |
| Issue 3 | June 2020   | Q31 Clauses enhanced                    | IL |
|         |             | Section Q35 Landscape Maintenance added | IL |

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## Q28 TOPSOIL AND SOIL AMELIORANTS

### 300 PREPARATION MATERIALS GENERALLY:

Purity: Free of pests and disease

Foreign matter: On visual inspection, free of fragments and roots of aggressive weeds, sticks, straw, subsoil, pieces of brick, concrete, glass, wire, large lumps of clay or vegetation and the like.

Contamination: Do not use topsoil contaminated with subsoil, rubbish or other materials that are:

- Corrosive, explosive or flammable
- Hazardous to human or animal life
- Detrimental to healthy plant growth

Objectionable odour: None

### 310 MATERIALS NOT PERMITTED:

Materials: Peat and River and canal dredgings.

### 315 IMPORTED TOPSOIL TO BS 3882:

Quantity: Provide as necessary to make up any deficiency of topsoil required to backfill tree pits and complete the works.

Standard: To BS3882

Soil reaction: 6.0 to 7.5 pH

Stone content: Free to slightly stony

Maximum size of stones in any dimension: 50mm

Free of weed seeds, roots of perennial weeds, sticks, subsoil and foreign matter.

Grade: General purpose

Source: Local, within a 20 km radius.

### 360 SANITIZED AND STABILIZED COMPOSTED MATERIALS:

Standard: In accordance with PAS 100.

Horticultural parameters:

pH (1:5 water extract): 7.0 – 8.7.

Electrical conductivity (maximum, 1:5 water extract): 200 mS/m

Moisture content (m/m of fresh weight): 35 – 55%.

Organic matter content (minimum): 25%.

Grading (air dried samples): 99% passing 25mm screen, and 90% passing 10mm screen mesh aperture.

Carbon : Nitrogen ratio (maximum): 20:1.

Texture: Friable.

Objectionable odour: None.

### 362 ROOT DIP AT PLANTING:

Product name: Alginure Root Dip or similar equivalent.

Manufactured by Alginure Products Ltd or similar approved.

All bare root plants to be dipped (entire root system and lower 150mm of stem) in root dip solution prior to planting in accordance with manufacturer's recommendations.

### 655 MECHANICAL TOOLS

Restrictions: Do not use withing 100mm of tree and plant stems.

### 685 SURPLUS MATERIALS TO BE REMOVED:

Topsoil: Remove from site topsoil remaining after completion of all landscaping works.

Subsoil, stone, debris, wrapping material, canes, ties, temporary labelling, rubbish, prunings and other arisings: Remove.

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### 705 HANDLING TOPSOIL:

Aggressive weeds: Give notice and obtain instructions before moving topsoil.

Plant: Select and use plant to minimise disturbance, trafficking and compaction.

Contamination: Do not mix topsoil with subsoil, stone, hardcore, rubbish or during or after heavy rainfall or when it is wetter than the plastic limit.

### 810 APPLYING COMPOST:

Application rate for trees and shrubs: 50:50 mixture of topsoil and peat free compost for all tree backfilling material.

### 820 APPLYING GENERAL FERTILISER:

Application: Spread evenly, carefully incorporating below mulch materials.

Timing: Immediately before cultivation.

Application rate: To manufacturer's recommendations, or as outlined below:

- 70 grams/ m<sup>2</sup> for shrub beds as top dressing.
- 250 grams/m<sup>2</sup> for tree pits.

## Q31 PLANTING

### GENERAL INFORMATION / REQUIREMENTS

- 112 SITE CLEARANCE GENERALLY:  
General: Remove rubbish, concrete, metal, glass, decayed vegetation, contaminated topsoil.  
Stones: Remove those with any dimension exceeding 50mm.  
Contamination: Remove material containing toxins, pathogens or other extraneous substances harmful to plant, animal or human life.  
Large roots: Grub up and dispose of without undue disturbance of soil and adjacent areas.
- 118 SOIL CONDITIONS:  
Soil for cultivating and planting: Moist, friable soil and not waterlogged.  
Frozen or snow covered soil: Provide additional root protection. Prevent planting pit sides and bases and backfill materials from freezing.
- 120 CLIMATIC CONDITIONS:  
General: Carry out the work while soil and weather conditions are suitable.  
Strong winds: Do not plant
- 125 TIMES OF YEAR FOR PLANTING  
Deciduous trees and shrubs: Late October to late March.  
Conifers and evergreens: September / October or April / May.  
Herbaceous plants (including aquatic and marginal): September / October or March/April.  
Container grown plants: At any time if ground and weather conditions are favourable.  
- Watering and weed control: Provide as necessary  
Dried bulbs, corms and tubers: September / October.  
Colchicum (crocus): July / August.  
Green bulbs: after flowering in spring.  
Wildflower plugs: late August to mid November or March/April.  
Aquatic plants: May / June or September / October
- 130 MACHINES AND TOOLS:  
Restrictions: Do not use withing 1000mm of tree and plant stems.  
Use only machinery and tools suitable for the site conditions and the work to be carried out.  
Use hand tools around trees, plants and in confined spaces where it is impracticable to use machinery.
- 144 WATERING:  
General: Obtain approval before using a supply other than potable mains water.  
Quantity: Ensure the full depth of topsoil is thoroughly wetted.  
Application: Even and without damaging or displacing plants or soil. Use a fine rose where appropriate to avoid damaging or loosening plants.
- 145 WATERING:  
Frequency: As necessary to ensure the establishment and continued thriving of all planting.
- 150 DROUGHT CONDITIONS:  
General: If water supply is or is likely to be restricted by emergency legislation do not carry out planting:  
If planting has not been carried out, do not do so until instructed.  
If planting has been carried out, obtain instructions on watering.
- 165 PREPARATION, PLANTING AND MULCHING MATERIALS GENERALLY:  
Generally: Free from toxins, pathogens or other extraneous substances harmful to plant, animal or human life.

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- 200 TREES / PLANTS GENERAL:  
Condition: Materially undamaged, sturdy, healthy, vigorous  
Appearance: Of good shape and without elongated shoots.  
Hardiness: Grown in a suitable environment and hardened off.  
Health: Free from pests, diseases, discoloration, weeds and physiological disorders.  
Budded or grafted plants: Bottom worked, unless otherwise specified or approved.  
Root system and condition: Balanced with branch system, in accordance with the relevant part of the National Plant Specification.  
Species: True to name.  
Origin / Provenance: Grown in the United kingdom for at least one growing season, unless otherwise approved.  
Definition: Origin and Provenance have the meaning given in the National Plant Specification.
- 215 TREES / PLANTS – SPECIFICATION CRITERIA:  
Name, forms, dimensions, provenance and other criteria: As scheduled and defined in the National Plant Specification.
- 216 TREES / PLANTS – SPECIFICATION CRITERIA:  
Name, forms, dimensions and other criteria: To the relevant part of BS 3936.
- 235 CONTAINER GROWN PLANTS / TREES:  
Growing medium: With adequate nutrients for plants to thrive until permanently planted.  
Plants: Centred in the container, firmed and well watered.  
Root growth: Substantially filling containers, but not root bound, and in a condition conducive to successful transplanting.  
Hardiness: Grown in the open for at least two months before being supplied.  
Containers: With holes adequate for drainage when placed on any substrate commonly used under irrigation systems.
- 245 LABELLING AND INFORMATION:  
General: Provide each tree/plant or group of trees/plants of a single species or cultivar with supplier's labelling for delivery to site, showing:
- The full botanical name
  - Total number
  - Number of bundles
  - Part bundles
  - Supplier's name
  - Employer's name and project reference
  - Plant specification, in accordance with the scheduled National Plant Specification categories
- 260 PLANT / TREE SUBSTITUTION:  
If specified plants / trees are unobtainable or known to be likely to be unobtainable at the time of ordering, submit alternatives, stating price and how they differ from the specification. Such substitutions may not be acceptable and submission of further alternatives may be required. Obtain approval before making any substitution.
- 265 PLANT / TREE HANDLING STORAGE AND TRANSPORT:  
Standard: Comply with CPSE 'Handling and establishing landscape plants' (obtainable from the Horticultural Trades Association)  
Frost: Protect plants / trees from frost.  
Handling: Handle plants / trees with care. Protect from mechanical damage and do not subject to shock, e.g. by dropping from a vehicle.  
Plant packaging: Shall be adequate to protect and prevent their heating or drying out  
Packing of bulk quantities: Plant materials to be stacked in horizontal staggered rows within suitable crates to prevent compactation of individual species.  
Planting: Upright or well balanced with best side to front.

280 TREATMENT OF TREE WOUNDS:

Cutting: Keep wounds as small as possible

- Cut cleanly back to sound wood using sharp, clean tools.
- Leave branch collars. Do not cut flush with stem or trunk
- Set cuts so that water will not collect on cut area.

Fungicide / sealant: Do not apply unless instructed.

285 PROTECT EXISTING GRASS:

General: Protect areas affected by planting operations using boards / tarpaulins.

- Excavated materials: Do not place directly on to grass.

290 SURPLUS MATERIAL:

Subsoil, stones, debris, wrapping material, canes, ties, temporary labelling and other arisings: Remove.

471 NATURALISED HEDGES:

Each plant to be protected by Tubex Easywrap 600mm high x 50mm dia, or equivalent.

Tubex Easywrap to be attached to a Tubex 900mm cane or equivalent with Tubex Ancorfix or equivalent

480 AFTER PLANTING:

Watering: Immediately after planting, thoroughly and without damaging or displacing plants or soilplanting, using a fine rose or sprinkler where necessary.

Firming: Lightly firm soil around plants and fork and/or rake soil, without damaging roots, to a fine tilth with approved gentle cambers and no hollows.

Top dressing: Sanitized and stabilised compost

- Depth of 25mm

**PLANTING TREES**

505 TREE PITS:

Sloping ground: Maintain horizontal bases and vertical sides with no less than the minimum depth throughout.

Pit Bottoms: Excavate with slightly raised centre. Retain topsoil for re-use where specified.

Break up to a depth of 150mm

Pit sides: Scarify

512 TREE PIT ACCESSORIES

Irrigation pipes:

- During backfilling operations, install a 100mm dia perforated PVCu flexible pipe with sealed/ stoppered lower end and a removeable upper cap, black colour, connected with a proprietary fixig to the pipe.
- Coil once around the rootball at half its depth.
- Open end to protrude 50mm above finished soil level.
- Pipe to be filled with fresh water to overflowing

515 TREE PIT DRAINAGE:

Depth of Excavation:

- Increase depth of excavation from specified size to allow for aggregate layer, with base slightly falling to outlet.
- Aggregate layer: Clean gravel or broken stone, with no fines, graded 40 to 20 mm.
- Depths 200mm

Drainage pipes:

- Type: Perforated plastics.
- Diameter: 80mm.
- Position: Lay around perimeter of pit within aggregate layer and connect to soakaway or land drains as shown on drawing.

Geotextile filter:

- Manufacturer: Terram
- Product reference: T1000 or equivalent.
- Position: Lay over aggregate before installing tree or backfilling

Completed pits: Test for free drainage before planting..

525 SEMIMATURE TREES:

Standard: Prepare roots and transplant to BS 4043 unless specified otherwise.

535 STAKING GENERALLY:

Stakes: Softwood, peeled chestnut, larch or oak, straight, free from projections and large or edge knots and with pointed lower end.

Nails: To BS 1202:Part 1, galvanized, minimum 25 mm long and with 10 mm diameter heads.

Stake sizes (minimum): 50mm dia.

545 LONG DOUBLE STAKING:

Staking: Position stake close to tree on the windward side and drive vertically at least 300 mm into bottom of pit, avoiding the rootball, before planting.

Backfilling: Consolidate material round stake.

Height of stakes: Cut stake off just below lowest branch of tree.

Ties: Tubex Buckle Tree Ties or equivalent.

Tying: Secure trees firmly but not rigidly to stake with at least two ties per stake.

Position: Top tie within 25mm of the top of stake and lower tie approximately half way down.

586 TREE BACKFILLING MATERIAL:

Composition: Previously prepared 50:50 mixture of topsoil and peat free compost with additional topsoil in accordance with Section Q28.

Topsoil excavated from pit to be used, with additional topsoil as required.

If additional topsoil is required it shall be in accordance with clause Q28:315

Each backfill layer shall be 150mm deep and shall be lightly consolidated, thoroughly watered to expel air pockets and with due allowance being made for future settlement.

Fertilizer: in accordance with clause Q28:820

Application rate: In accordance with Clause Q28:820

590 MULCHING TREES:

Material: Amenity grade bark mulch.

Purity: Free of pests, disease, fungus and weeds.

Preparation: Clear all weeds, water soil thoroughly.

Coverage: In circular area of 500mm radius measured from the tree stem.

Finished level of mulch: 30mm below adjacent grassed or paved area.

595 TREE PROTECTION:

Ensure that protection methods do not impede the natural movement of trees or restrict growth.

**PROTECTING / MAINTAINING / MAKING GOOD DEFECTS**

- 710 MAINTENANCE:  
Frequency of maintenance visits: Semi mature trees shall be inspected at 2 week intervals and at each visit and shall water each tree as necessary to ensure healthy growth. All other planting shall be inspected monthly.
- 720 FAILURES OF PLANTING:  
Defects due to materials or workmanship: Plants / trees / shrubs that have failed to thrive:  
Exclusions: Theft or malicious damage after completion.  
Rectification: Replace with equivalent plants / trees / shrubs.  
Replacements: To match the size of adjacent or nearby plants of the same species or should match the original specification, whichever is the greater.  
Timing of making good: By December 31<sup>st</sup> of the year in which each defect is identified.
- 790 FINAL MULCHING:  
Watering: Ensure that soil is thoroughly moistened prior to remulching, applying water where necessary.  
Planting beds: Remulch.  
Depth (minimum): 50mm  
Trees: Remulch.  
Depth (minimum): 70mm

## **Q35 LANDSCAPE MAINTENANCE**

### **GENERALLY**

- 130 REINSTATEMENT  
Damage or disturbance to soil structure, planting, grass, fencing, hard landscaping, structures or buildings: Reinstate to original condition.
- 155 WATERING  
Supply: Potable mains water.  
Quantity: Wet to field capacity .  
Application: Do not damage or loosen plants.  
Compacted soil: Loosen or scoop out, to direct water to rootzone.  
Frequency: As necessary for the continued thriving of all planting.
- 160 WATER RESTRICTIONS  
General: If water supply is, or is likely to be, restricted by emergency legislation, submit proposals for an alternative suitable source of water. Obtain instructions before proceeding.
- 170 DISPOSAL OF ARISING  
General: Unless specified otherwise, dispose of arisings as follows:  
- Biodegradable arisings: Compost on site.  
- Grass cuttings: Compost on site.  
- Tree roots and stumps: Remove from site.  
- Shrub and tree prunings: Compost on site.  
- Litter and nonbiodegradable arisings: Remove from site.
- 190 LITTER  
Extraneous rubbish not arising from the contract work: Collect and remove from site.
- 195 PROTECTION OF EXISTING GRASS  
General: Protect areas affected by maintenance operations using boards/tarpaulins. Do not place excavated or imported materials directly on grass.
- 197 CLEANLINESS  
Soil and arisings: Remove from hard surfaces.  
General: Leave the works in a clean, tidy condition at completion and after any maintenance operations.

### **GRASSED AREAS**

- 210 MAINTENANCE OF GRASSED AREAS  
General: Maintain turf in a manner appropriate to the intended use.  
Soil and grass:  
- Condition: Maintain a healthy vigorous sward, free from disease, fungal growth, discolouration, scorch or wilt.  
- Waterlogging and compaction: Prevent.  
- Damage: Repair trampling, abrasion or scalping.
- 211 MAINTENANCE OF GRASSED AREAS  
Standard: To BS 7370-3. Carry out maintenance appropriate to each category of turf, as follows:  
- Objectives: To BS 7370-3, table 6.  
- Programme: To BS 7370-3, clause 11.  
- Mowing methods: To BS 7370-3, table 3.

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### 220 GRASS CUTTING GENERALLY

Before mowing: Remove litter, rubbish and debris.

Finish: Neat and even, without surface rutting, compaction or damage to grass.

Edges: Leave neat and well defined. Neatly trim around obstructions.

Adjoining hard areas: Sweep clear and remove arisings.

Drought or wet conditions: Obtain instructions.

### 226 TREE STEMS

Precautions: Do not allow nylon filament rotary cutters and other mechanical tools closer than 100 mm to the stem of any tree.

- Operations close to stems: Complete using hand tools.

### 250 LEAF REMOVAL

Operations: Collect fallen leaves.

Special requirements: None.

Disposal: Shred and compost on site.

### 255 FIRST CUT OF ALL GRASSED AREAS

Height of initial growth: 40-75 mm.

Preparation:

- Debris and litter: Remove.

- Stones and earth clods larger than 25 mm in any dimension: Remove

Height of first cut: 25 mm.

Mower type: Contractor's choice.

Arisings: Remove.

### 260 MOWING LAWNS

Grass height: Maintain between 25 and 50 mm.

• Arisings: Remove.

### 285 TOP DRESSING

Timing: Following scarification and aeration.

Material: Compost/ sand/ loam mix.

Supplier: Contractor's choice.

- Product reference: Contractor's choice.

Declaration of analysis: Submit.

Additional analyses: Not required.

Samples: Not required.

Application rate: To manufacturers recommendations.

### 340 SPOT WEEDKILLING IN ROUGH GRASS AREAS

Herbicide: Contractor's choice.

Operations: Spot treat injurious weed species listed in the Weeds Act 1959 and Wildlife and Countryside Act 1981 and Japanese knotweed (*Fallopia* spp).

### 350 FERTILIZER - SPRING APPLICATION

Type: Slow release.

Application rate: 60 g/m<sup>2</sup>.

### 360 FERTILIZER - AUTUMN APPLICATION

Type: Slow release.

Application rate: 60 g/m<sup>2</sup>.

381 REINSTATEMENT OF WORN OR DAMAGED LAWNS

Worn or damaged areas: Make good by returfing or reseeding:

- Returfing standard: To BS 7370-3, Clause 12.2.
- Reseeding standard: To BS 7370-3, Clause 12.6.

Turf or seed: To match existing in appearance and quality.

Protection and watering: Provide as necessary to promote successful germination and/ or establishment.

**SHRUBS / TREES / HEDGES**

500 ESTABLISHMENT OF NEW PLANTING

Duration: Five full growing seasons from the date of planting.

Weed control:

- Method: Keep planting beds clear of weeds by maintaining full thickness of mulch.
- Area: Maintain a weed free area around each tree and shrub, minimum diameter the larger of 1 m or the surface of the original planting pit.

Soil condition: Fork over beds to keep soil loose, with gentle cambers and no hollows. Do not reduce depth or effect of mulch.

Watering: Contractor's choice.

502 ESTABLISHMENT OF NEW PLANTING - FERTILIZER

Time of year: March or April.

Type: Slow release.

Spreading: Spread evenly. Carefully lift and replace any mulch materials.

- Application rate: As manufacturer's recommendations.

510 TREE STAKES AND TIES

Inspection/ Maintenance times: As scheduled and immediately after strong winds.

Stakes:

- Replace loose, broken or decayed stakes to original specification.
- If longer than half of clear tree stem height, cut to this height in spring. Retie to tree firmly but not tightly with a single tie.

Ties: Adjust, refix or replace loose or defective ties, allowing for growth and to prevent chafing.

- Where chafing has occurred, reposition or replace ties to prevent further chafing.

Removal of stakes and ties: During spring when no longer required to support the tree.

- Fill stake holes with lightly compacted soil.

520 REFIRMING OF TREES AND SHRUBS

Timing: After strong winds, frost heave and other disturbances.

Refirming: Tread around the base until firmly bedded.

Collars in soil at base of tree stems, created by tree movement: Break up by fork, avoiding damage to roots. Backfill with topsoil and refirm.

600 TRIMMING RAPIDLY ESTABLISHING HEDGES

General: Allow to reach planned height as rapidly as possible.

- Form: Trim back lateral branches moderately.

605 TRIMMING SLOWLY ESTABLISHING HEDGES

Operations:

- Timing: Cut back hard in June and September to encourage bushy growth down to ground level.
- Form: Allow to reach planned dimensions only by gradual degrees, depending on growth rate and habit.

615 TRIMMING FIELD HEDGES

Operations: Trim to specified height and profile using suitable mechanical cutters.

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- 620 REMOVAL OF DEAD PLANT MATERIAL  
Operations: At the end of the growing season, check all shrubs and remove all dead foliage, dead wood, and broken or damaged branches and stems.
- 630 DEAD AND DISEASED PLANTS  
Removal: As soon as possible.  
Replacement: In the next scheduled round of replacement planting.
- 635 REINSTATEMENT OF SHRUB/ HERBACEOUS AREAS  
Dead and damaged plants: Remove.  
Mulch/ matting materials:  
- Carefully move to one side and dig over the soil, leaving it fit for replanting.  
- Do not disturb roots of adjacent plants.  
Replacement plants:  
- Use pits and plants: To original specification or to match the size of adjacent or nearby plants of the same species, whichever is the greater.  
- Additional requirements: None.  
Dressing: Slow release fertilizer:  
- Type: Contractor's choice.  
- Application rate: As manufacturer's recommendations.
- 640 THINNING BY REMOVAL OF SURPLUS PLANTS  
Plants to be thinned: Herbaceous beds.  
Standard: BS 7370-4.  
Timing: When foliage of adjacent plants has begun to touch.  
Roots:  
- Disturbance to adjacent plants: Minimise.  
- Soil: Refill holes with topsoil to leave an even graded surface.  
- Mulch: Maintain mulch as original specification.  
- Adjacent plants: Make good any minor damage immediately.  
Plants for retention: Select plants with a strong healthy habit.  
Mature planting density: As planting schedule.
- 645 WEED CONTROL GENERALLY  
Weed tolerance: At all times, weed cover less than 5% and no weed to exceed 100 mm high.  
Adjacent plants, trees and grass: Do not damage.
- 650 HAND WEEDING  
General: Remove weeds entirely, including roots.  
Disturbance: Remove the minimum quantity of soil, and disturb plants, bulbs and mulched surfaces as little as possible.  
Completion: Rake area to a neat, clean condition.  
Mulch: Reinstate to original depth.
- 655 WEED CUTTING BY HAND OR MACHINE  
Undesirable grass, brambles and herbaceous growth: Cut down cleanly to a maximum height of 25 mm.  
Herbicides: Remove arisings before application.
- 657 HERBICIDE TO KILL REGROWTH  
Type: Suitable foliar acting herbicide to kill regrowth.  
Timing: Allow recommended period for herbicide to take effect before clearing dead weeds.
- 665 WEED CONTROL WITH WINTER HERBICIDE  
Type: Suitable residual soil acting herbicide.  
Time of year: Unless otherwise agreed, complete before end of March.  
Timing: Allow recommended period for herbicide to take effect before clearing dead weeds.

670 WEED CONTROL WITH SUMMER HERBICIDE

Type: Suitable foliar acting herbicide.

Timing: Allow recommended period for herbicide to take effect before clearing dead weeds.

680 SOIL AERATION

Compacted soil surfaces:

- Prick up: To aerate the soil of root areas and break surface crust.
- Size of lumps: Reduce to crumb and level off.
- Damage: Do not damage plants and their roots.

685 SOIL LEVEL ADJUSTMENT

Level of soil/mulch at edges of beds: Reduce to 50 mm below adjacent grass or hard surface.

- Arisings (if any): Spread evenly over the bed.

690 MAINTENANCE OF LOOSE MULCH

Thickness (minimum): 50 mm.

- Top up: Annually.

Mulch spill on adjacent areas: Remove weeds and rubbish and return to planted area.

Weeding: Remove weeds growing on or in mulch by herbicide treatment/ herbicide treatment.

695 FERTILIZING ESTABLISHED TREES AND SHRUBS

Time of year: During February or March.

Type of fertilizer: Slow release.

Application: Spread evenly.

- Rate: As manufacturer's recommendations.

705 WINTER LEAF REMOVAL

Operations: Take down temporary leaf fences. Collect accumulations of drifted leaves from the vicinity and from planting beds.

Arisings: Compost on site.

**TREE WORK**

810 TREE WORK GENERALLY

Identification: Before starting work agree which trees, shrubs and hedges are to be removed or pruned.

Protection: Avoid damage to neighbouring trees, plants and property.

Standards: To BS 3998 and Health & Safety Executive (HSE) 'Forestry and arboriculture safety leaflets'.

Removing branches: Cut vertical branches similarly, with no more slope on the cut surface than is necessary to shed rainwater.

Appearance: Leave trees with a well balanced natural appearance.

Chain saw work: Operatives must hold a Certificate of Competence.

Tree work: To be carried out by an approved member of the Arboricultural Association.

815 ADDITIONAL WORK

Defective, diseased, unsafe or weak parts of trees additional to those scheduled for attention: Give notice if detected.

820 PREVENTION OF WOUND BLEEDING

Standard: To BS 3998.

825 PREVENTION OF DISEASE TRANSMISSION

Standard: To BS 3998.

830 CLEANING OUT AND DEADWOODING

Remove:

- Dead, dying, or diseased wood, broken branches and stubs.
- Fungal growths and fruiting bodies.
- Rubbish, wind blown or accumulated in branch forks.
- Wires, clamps, boards and metal objects, if removable without causing further damage and not part of a support structure that is to be retained.
- Other unwanted objects, e.g. tree houses, swings.
- Climbing plants remove ivy.

835 CUTTING AND PRUNING GENERALLY

Tools: Appropriate, well maintained and sharp.

Final pruning cuts:

- Chainsaws: Do not use on branches of less than 50 mm diameter.
- Hand saws: Form a smooth cut surface.
- Anvil type secateurs: Do not use.

Removing branches: Do not damage or tear the stem.

Wounds: Keep as small as possible, cut cleanly back to sound wood leaving a smooth surface, and angled so that water will not collect on the cut area.

Cutting: Cut at a fork or at the main stem to avoid stumps wherever possible. Large branches: Remove only if unavoidable.

- Remove in small sections and lower to ground with ropes and slings.

Dead branches and stubs: When removing, do not cut into live wood.

Unsafe branches: Remove epicormic shoots and potentially weak forks that could fail in adverse weather conditions.

Disease or fungus: Give notice if detected. Do not apply fungicide or sealant unless instructed.

840 CROWN REDUCTION / SHAPING

General: Cut back selectively to lateral or sublateral buds or branches to retain flowing branch lines without leaving stumps.

Operations: Reduce crown by 15%.

845 CROWN LIFTING

Clearances: Remove branch systems to give clearance.

- Height: As recommended by BS 7370-4, clause 3.7.2.3.

Removing branches: Remove whole branches back to the stem, or cut lower portions of branches back to lateral or sublateral buds or branches. Do not leave stumps.

850 CROWN THINNING

Removing branches: Remove inward growing, crossing, rubbing, dead and damaged branches.

Thinning: Selectively remove secondary and small live branch growth evenly throughout the crown.

- Quantity: 15 %.

Cutting: Make no cuts of more than 50 mm diameter.

- Branches: Cut back to lateral or sublateral buds or branches without leaving stumps.

Appearance: Leave a uniform and well balanced structure of branches and foliage.

855 CUTTING TREE ROOTS

Excavating: Use hand tools only.

Protected area: Do not cut roots within an area which is the larger of:

- The branch spread of the tree.
- An area with a radius of half the tree's height, measured from the trunk.

Outside protected area: Give notice of roots exceeding 50 mm in diameter. Do not cut without approval.

Cutting:

- Cutting: Make clean smooth cuts with a hand saw.
- Wounds: Minimize. Avoid ragged edges.
- Finishing: Pare cut surfaces smooth with a sharp knife.

Backfilling:

- Protection: Cover cut roots with clean sharp sand.
- Material: Backfill with original topsoil.

860 REMOVING TREES, SHRUBS AND HEDGES

Standards: To BS 3998 and Health & Safety Executive (HSE)/ Arboricultural and Forestry Advisory Group Safety Leaflets.

Existing services: Check for below and above ground services. Give notice if they may be affected.

Shrubs and smaller trees: Cut down and grub up roots.

Tree stumps:

- Treatment: Remove mechanically to a minimum depth of 300 mm below ground level.
- Removal by winching: Give notice. Do not use other trees as supports or anchors.

Protection: Avoid damage to neighbouring trees, plants and property.

Work near retained trees: Where tree canopies overlap and in confined spaces generally, take down trees carefully in small sections to avoid damage to adjacent trees that are to be retained.

Filling holes:

- Material: Use as-dug material and/ or imported soil as required.
- Finishing: Consolidate and grade to marry in with surrounding ground level.

865 BARK DAMAGE

Wounds:

- Do not attempt to stop sap bleeding.
- Bark: Remove ragged edges using a sharp knife.
- Wood: Remove splintered wood from deep wounds.
- Size: Keep wounds as small as possible.

Liquid or flux oozing from apparently healthy bark: Give notice.

870 CAVITIES IN TREES

Investigation: Remove rubbish and rotten wood. Probe the cavity to find the extent of any decay, and give notice.

Water filled cavities: Do not drain.

Sound wood inside cavities: Do not remove.

- Cavity openings: Do not cover.

**HARD LANDSCAPE AREAS / FENCING**

910 HARD SURFACES AND GRAVEL AREAS

Herbicide: Apply a suitable foliar acting or residual herbicide. Allow recommended period for herbicide to take effect before clearing arisings.

Hard surfaces: Remove litter, leaves and other debris.

Surface gutters and channels: Remove mud, silt and debris.

Drainage gullies: Empty traps and flush clean.

Gravel areas: Rake over. Remove weeds, litter, leaves and debris, and level off.

Repairs to flexible bituminous pavings: In accordance with the original paving specification or BS 7370-2, clause 4.12.

Stain removal: In accordance with BS 7370-2, table 4.