Tel: (0118) 974 6492 (Direct Line)
E-Mail: Natalie.Brown@wokingham.gov.uk
Date: 25 July 2005
My ref: NB/F/2001/3415
Your ref: JLF0525

Mongezi Ndela
RPS
Irwin House
18 Southwark Street
London SE1 0SW

Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Sirs,

APPLICATION: F/2001/3415
SITE: SHURGARD HOUSE, JUNCTION OF MOLLY MILLARS LANE AND BARKHAM ROAD, WOKINGHAM

I refer to your letter received on the 26 May 2005 with reference to the above application and landscape conditions, and apologise for the delay in replying.

I can confirm that the Landscape Officer is satisfied with the details submitted in relation the management and maintenance objectives, damage to trees in grassed areas and the use of chemicals. Therefore, conditions 18 and 19 of consent F/2001/3415 have been complied with.

I trust this advice is of use to you and should you wish to discuss any matter further please do not hesitate to contact me on the number above.

Yours faithfully

NAB.

Natalie Brown
Senior Planning Officer

TO: **DEVELOPMENT CONTROL**
Natalie Brown

FROM: Environmental Design

DATE: 22 June 2005

Location:	Shurgard House, junction of Molly Millars Lane & Barkham Road, Wokingham
Proposal:	Erection of units for B1, B2 & B8 use.
Application Number:	F/2001/3415

In response to your consultation dated 7 June 2005 for the above application, the landscape comments are as follows:

The details provided relating to the management and maintenance objectives, damage to trees in grassed areas and the use of chemicals are acceptable. Conditions 18 and 19 can be discharged.

Lynne Howard
Assistant Landscape Architect

MEMO

WOKINGHAM
DISTRICT COUNCIL

To: Landscape
From: Natalie Brown
Development Control
Tel: x. 6492
Date: 7 June 2005
Subject: F/2001/3415 – landscape conditions

Please find attached additional information relating to conditions 18 and 19 of the above consent.

I would appreciate if you could advise within the next 14 days as to the acceptability of the proposed scheme.

Regards,

NAB

Natalie Brown
Planning Officer

RPS

Irwin House, 118 Southwark Street, London SE1 0SW
T 020 7928 1400 F 020 7928 5631 E rpslp@rpsplc.co.uk W www.rpsplc.co.uk/pte

FS 32940

Our Ref: JLF0525
Your Ref: F/2001/3415

E-mail: ndlelam@rpsgroup.com
Date: 25 May 2005

87858

PLANNING
POL
DC NAB
APP
CS
26 MAY 2005
COPIES TO: ACK
FILE

Mr Jennifer Jackson
Planning Department
Wokingham District Council
Civic Offices
Shute End
Wokingham
Berkshire
RG40 1BN

Dear Ms Jackson

DISCHARGE OF CONDITIONS OF PLANNING PERMISSION Ref: F2001/3415 – SHURGARD HOUSE, JUNCTION OF MOLLY MILLERS LANE, BARKHAM ROAD

Please find details relating to condition 18 and condition 19 of planning permission F/2004/3415. Condition 18 states:

> **"A landscape management plan including long term design objectives, management responsibilities, timescales and maintenance schedules for all landscape areas, shall be submitted and approved by the Local Planning Authority prior to the occupation of the development or any phase of the development, whichever is sooner for its permitted use. The landscape management plan shall be carried out as approved".**

Condition 19 states:

> **"No development shall take place until a schedule of landscape maintenance for a minimum period of 5 years has been submitted to and approved in writing by the Local Planning Authority. The schedule shall be include details of the arrangement for its implementation and shall be carried out in accordance with the approved schedule".**

Details for these conditions were submitted in May 2002. Your colleague, Ms Polnik, considered the submissions to be acceptable but she requested clarification on various issues (refer to enclosed letter 7.5.2002). These issues are set out below:

1) There are no overall objectives for the management of the site, i.e. how the landscape designer sees the scheme maturing, what aims does the landscape scheme need to fulfill and how does it get there?
2) The Council would like to know if there are any overall maintenance objectives, such as to keep the site weed free and litter free?
3) Are there any areas of grass within the site, if so, the management plan should refer to the prevention of damage to trees growing in grassed areas by strimmers or mowers. The Council is concerned because mechanical damage to trees can cause them to die and therefore needs to be prevented.

RPS

Irwin House, 118 Southwark Street, London SE1 0SW
T 020 7928 1400 F 020 7928 9031 E rpslp@rpsplc.co.uk W www.rpsplc.co.uk/pte

4) The Council need to ensure that all statutory requirements in dealing with chemicals are up to date. The type of herbicide to be used in certain situations will need to be decided after the contractor has undertaken a COSHH assessment for the site. The herbicides listed may not be appropriate.

Enclosed are details relating to all the above issues with the exception of item 1. Unfortunately my client cannot comment on item 1, as it needs to be addressed by the original landscape designer. This is outlined in a letter from my client's current landscapers (refer to letter date 4.2.05).

I trust that the information is satisfactory to discharge these conditions and look forward to receiving notification that the conditions have been discharged.

Please do not hesitate to contact me should you wish to discuss.

Yours sincerely

MONGEZI NDLELA
Assistant Planner

Tel. (0118) 974 6450 (Direct Line)
Fax. (0118) 974 6484
Email. Basia.Polnik@wokingham.gov.uk
Date May 7, 2002
My ref. BP/F/2001/3415 and 99/69389/F

Mr Tugwood
Paul Johnson Architects
Dairy Farm Cottages
Cuton Hall Lane
Springfield
Chelmsford
Essex CM2 6PB

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham
http://www.wokingham.gov.uk

Dear Mr Tugwood

RE: PROPOSED COMMERCIAL DEVELOPMENT AT JUNCTION OF MOLLY MILLARS LANE/BARKHAM ROAD, WOKINGHAM

I refer to the above-mentioned development and details submitted pursuant to the following conditions:

Condition 15: Landscaping (Condition 16 on 99/69389/F)
The revised landscape scheme shown on the Proposed Landscape Layout rev. 1 is now acceptable as it takes account of previous comments and changes have been made to the planting along Barkham Road. Please note that some planting has already been undertaken in this area which may not be in accordance with this planting plan. The applicant will need to replant this area to comply with the drawing.

Conditions 18 and 19: Landscape Management Plan (Conditions 19 & 20 on 99/69389/F)
Landscape Management Plan is generally acceptable. However there are several issues which need to be clarified:

1. There are no overall objectives for the management of the site, i.e. how the landscape designer sees the scheme maturing, what aims does the landscape scheme need to fulfil and how does it get there?

2. Are there any overall maintenance objectives, such as to keep the site weed free and litter free?

3. If there are any areas of grass within the site, then the management plan should refer to the prevention of damage to trees growing in grassed areas by strimmers or mowers. Mechanical damage to trees can cause the trees to die and therefore needs to be prevented.

Mr Tugwood

May 7, 2002

4. The applicant needs to make sure that all statutory requirements in dealing with chemicals are up to date. The type of herbicide to be used in certain situations will need to be decided after the contractor has undertaken a COSHH assessment for the site. The herbicides listed may not be appropriate

5. Refer also to comments in respect of 5 metre buffer strip to Emm Brook, below.

Condition 25: Environmental Noise Impact Assessment Report (Condition 26 on 99/69389/F)

- The report compares predicted noise levels against background existing noise levels between 8.00 and 9.00am in the morning. No reference to the noise impact of the proposed development during times when the background noise level would be lower was made.
- There was no map showing positions of measurements or prediction points enclosed in the report.
- It is not clear which planning condition the report comes under.

Condition 30: 5 Metre Buffer Zone to Emm Brook (Condition 31 on 99/69389/F)
Details shown on plan Nos. 00116/01, CC617-22 and CC617-50 in respect of the buffer are considered acceptable. However the Plan does not contain any specific reference to the management of the buffer strip adjacent to the Emm Brook. There should be no mulching, or use of fertilizer in this zone, which should be maintained for wildlife rather than as a formal landscaped area. The applicant should also refer to the relevant Environment Agency pollution prevention guideline (PPG9) for advice concerning the use of pesticides near the Emm Brook.

I hope this is of assistance and I look forward to receiving additional information where required in the near future.

Yours sincerely

B. Polnik

MRS B POLNIK
Senior Planning Officer

box 79.

HRH

LANDSCAPE DESIGN, SITE MANAGEMENT & MAINTENANCE

S Thakkar Esq
Shurgard Storage Centres (UK) Ltd
14 St. Mary's Road
Long Ditton
Surbiton
Surrey KT6 5EY

4th February 2005

Dear Mr Thakkar

Re: Shurgard Wokingham- Discharge of Conditions 18 and 19

Further to your e-mail of 27th January, we are pleased to provide a statement which we trust will assist in satisfying Wokingham District Council's planning conditions 18 and 19.

1 & 2. Landscape Management Plan and Maintenance Schedule

As discussed in your telephone conversation with my partner, Roger Hickey, we have not had sight of the original management plan and maintenance schedule, so cannot "fill in the gaps". We would however envisage the broad objectives of the management plan to be as in the enclosed document. As you will see, the issues weeds and litter are contained within broader objectives and are addressed in both the management plan and the maintenance schedule.

3. Although there is a grassed area at Wokingham, there are no trees located within it. All trees are located within the beds and will therefore not be subject to mechanical damage.

4.COSHH assessments for the chemicals specified in the maintenance schedule are enclosed.

If you have any further queries, please do not hesitate to call or e-mail.

Yours sincerely

Henrietta Simpson

Henrietta Simpson
BA, BSc (Hons), MI Hort, ALI

SHURGARD		RECEIVED
	INFO	ACTION
TMP		
	- 8 FEB 2005	
SPT	✓	
FMDC	✓	
CSG		

Please copy to RPS. ✓ (B)

Proprietors: H.Simpson & R.F.Hickey
15 Ravenswood Avenue, Crowthorne, Berkshire RG45 6AX
Tel: 01344 772551 Fax: 01344 777593 Email: hrh@easynet.co.uk Website: www.hrhlandscapes.co.uk

LANDSCAPE MANAGEMENT PROGRAMME

Shurgard Wokingham
Molly Millars Lane
Wokingham

Objective	Target	Task	Frequency
To promote the establishment and maturation of soft landscaping	To promote strong and healthy growth	Watering	As required
		Application of fertiliser	Annually at start of growing season
		Remedial pruning	As required
		Weeding	Monthly
		Top up of bark mulch	As required
To enhance both the site and the surrounding area	To present a neat and tidy appearance	Litter picking	Daily by on site staff/ monthly by landscape contractors
		Leaf Clearance	Monthly Oct- Jan
		Grass cutting	Monthly Mar- Nov
		Defining edges of hard and soft surfaces	Annually Dec- Feb
		Trimming edges of hard and soft surfaces	As required Mar- Nov
		Sweeping/ blowing of hard surfaces	Monthly
		Containment pruning	Annually
		Hand weeding of beds	Monthly

		Application of residual herbicide to beds	As required
		Application of residual herbicide to hard surfaces	Annually in spring
		Spot treatment with glyphosate of weeds on hard surfaces	As required
		Removal of dead plants	As required
		Replacement planting to fill gaps	As required Nov- Mar
	To encourage shrubs and groundcover to knit together	Formative pruning	As required
	To promote winter colour of dogwoods etc.	Formative pruning	March

Shurgard Wokingham, Molly Millars Lane, Wokingham

Maintenance Schedule

1. **General**

1.1 Maintenance visits shall take place once per calendar month.

1.2 Operatives shall make their presence on site known to office staff.

1.3 Operatives shall have their work sheets signed off at the end of each visit.

1.4 High visibility jackets shall be worn on site at all times.

2. **Maintenance of Borders**

2.1 All leaves, litter and rubbish shall be removed from site at each visit.

2.2 Borders shall be hand-weeded as required to present a tidy appearance and persistent perennial weeds spot-treated with glyphosate.

2.3 Casoron G may be used as required as a residual herbicide. Application shall be in early spring according to manufacturer's recommendations.

3. **Maintenance of Shrubs**

3.1 All shrubs shall be kept trimmed back level with the kerbs or border edges.

3.2 Groundcover and shrubs shall be allowed to knit together.

3.3 Hedge trimming of shrubs shall be carried out in early summer and at the end of the growing season.

3.4 *Cornus* cultivars shall be cut hard back in March in accordance with good horticultural practice to promote fresh vegetative growth and a bushy growth habit.

4. **Maintenance of Hard Landscaping**

4.1 All litter, leaves and debris shall be removed at each visit and placed in the skip on site.

4.2 All gullies and kerb edges will be swept at each visit.

4.3 Any weeds emerging after residual spraying shall be spot-treated with glyphosate.

5. <u>Spraying</u>

5.1 Hard landscaping shall be sprayed with Diuron/ Glyphosate in April.

5.2 Any weeds emerging after residual spraying shall be spot-treated with glyphosate.

6. <u>Trees</u>

6.1 Tree ties shall be checked and adjusted or replaced as required in March and October.

6.2 Operatives shall advise of any problems that should be brought to the client's attention.

KRH Landscapes

COSHH ASSESSMENT RECORD

1. Site SHURGARD WOKINGHAM	2. Dept/Section
3. Product name and reference number (i.e. MAFF No or CAS NO) MAFF 128537 DIURON FLOWABLE	4. Supplier name and address NOMIX CHIPMAN LTD PORTLAND BUILDING PORTLAND STREET STAPLE HILL BRISTOL BS16 4PS
5. Product safety data sheet available Yes ☐ No ☐ If no obtain from supplier before use	
6. Properties of Substance (Select as appropriate) Solid / Liquid Dust / Dust / Powder / Vapour / Fume / Mist	7. Hazard Classification Irritant ☑ Corrosive ☐ Harmful ☐ Toxic ☐ V.Toxic ☐
8. M.E.L. if applicable (Maximum exposure limit)	9. O.E.L. if applicable (Occupational exposure limit)

10. Method of application or use (Specify specialist equipment/machine, automatic dosing, etc.)
SPRAYING WITH KNAPSACK SPRAYER

11. Location where substance is used
HARD SURFACES

12. How could substance(s) enter the body?: Inhalation ☐ Skin Contact ☑ Ingestion ☑ Eyes ☑

13. Control measures and precautions required	Yes	No	Description
Segregated work area		✓	
Warning signs ((Operational and storage)		✓	
No eating , smoking, drinking in work area	✓		
Protective clothing and/or equipment(Specify)	✓		Face mask, impermeable gloves, protective clothing
Special laundry arrangements		✓	
Health surveillance		✓	
Other measures (Specify - Use continuation sheet if necessary)			

14. Persons directly at risk (e.g. operator,) OPERATOR

15 Persons indirectly at risk (e.g. Members of the public, other operators, emergency services, contractors etc.) NIL

Roundup Contd

HRH Landscapes

COSHH ASSESSMENT RECORD

16. Emergency procedures (e.g. spillage's, uncontrolled release of substance)
SMALL QUANTITIES: FLUSH SPILL AREA WITH WATER
LARGE QUANTITIES: ABSORB IN EARTH OR SAND.
SWEEP INTO CONTAINERS FOR DISPOSAL.
DIG UP HEAVILY CONTAMINATED SOIL AND
PLACE IN DRUMS

17. Emergency first aid measures	Treatment
Eyes	RINSE WITH PLENTY OF WATER/ STERILE EYE WASH SOLUTION
Inhalation	REMOVE PATIENT TO FRESH AIR
Ingestion	DO NOT INDUCE VOMITING OBTAIN IMMEDIATE MEDICAL ADVICE
Skin contact	WASH IMMEDIATELY WITH PLENTY OF SOAP AND WATER

18. Transport, storage and disposal information (Detail local arrangements)
Dedicated storage area with no temperature extremes
Empty containers returned to manufacturer for safe disposal. Not regulated for transport

19. Are specified controls in place and adequate? Yes ☑ No ☐ (If NO provide details in Section 21)

20 How are control measures/precautions monitored?
Spot checks and inspections

21. Further action required None

Completion date and signature H. Simpson 15/11/02

22. Assessment of Risk High ☐ Medium ☐ Low ☑

23. Assessment by: Name H. SIMPSON Position Partner Signature H. Simpson Date 2/2/05

24. Date for review: 2/2/06

Review Record

Date	Reviewed by	Result/Action

Refer to COSHH Work Instruction/Safety Code of Practice for further information

Casoron 5
Contd

HRH Landscapes

COSHH ASSESSMENT RECORD

16. Emergency procedures (e.g. spillage's, uncontrolled release of substance)
cover spillage with moist sand, soil or saw dust. Transfer to container for disposal. wash spillage area with water
Water must be prevented from entering surface water drains

17. Emergency first aid measures	Treatment
Eyes	Irrigate with eye wash or clean water for at least 10 minutes Obtain medical attention immediately
Inhalation	Remove patient from exposure. Keep warm and at rest.
Ingestion	Seek medical attention Do not induce vomiting
Skin contact	Remove contaminated clothing Wash with water, then soap + water. Launder clothing

18. Transport, storage and disposal information (Detail local arrangements)
store in original, tightly closed containers
Empty containers returned to manufacturer for disposal.

19. Are specified controls in place and adequate? Yes ☑ No ☐ (If NO provide details in Section 21)

20. How are control measures/precautions monitored?
spot checks and inspections

21. Further action required None

Completion date and signature
H. Simpson
15/4/02

22. Assessment of Risk High ☐ Medium ☐ Low ☑

23. Assessment by: Name H. SIMPSON Position Partner Signature H. Simpson Date 2/2/05

24. Date for review: 2/2/06

Review Record

Date	Reviewed by	Result/Action

Refer to COSHH Work Instruction/Safety Code of Practice for further information

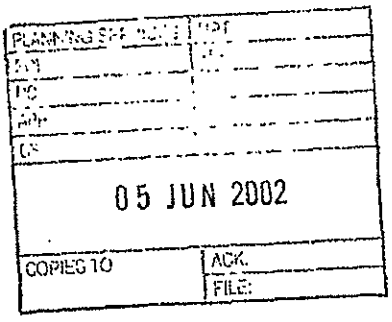
PLANS TO MEET CONDITIONS

3415

LANDSCAPE MANAGEMENT PLAN

FOR

MOLLY MILLARS LANE, WOKINGHAM



D.R. Fountain FFB ACIOB
Group Landscape Manager
Countryside Properties PLC
Countryside House
The Drive
Brentwood
Essex CM13 3AT

24th May 2002

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1.0 OBJECTIVES

Initiatiives

1.1 The initiatives proposed in the following management plan aim to able the aesthetic appearance of the proposed landscaping at Molly Millars Lane Development, as designed by Countryside Properties Plc Landscape Design Team, to be achieved as rapidly as possible and to be substained in the long term.

Primary Objectives

1.2 The primary objective is to optimise the environmental appeal of the area and visual appeal looking from all aspects of the site.

- Planting adjacent Molly Millars Lane and Barkham Road will provide a structured, trimmed landscaping belt, aesthetical in nature. The mix of evergreen and deciduous shrubs/trees used will provide all year structure and interest, which in time will provide a dense screen from the adjacent roads.

- Planting within the development will also be structured, softening hard landscape areas, providing green islands of relief.

- The less informal belt of native planting along Emm Brook will create a wildlife habitat capable of substaining birds, wildfowl, invertebrates and other types of wildlife. Also in years to come as the planting matures, the belt will provide a natural barrier for the residents on the east side of the brook.

Primary Functions of Management Plan

1.3 The primary functions of the Management Plan are to:

- Define the management objectives and maintenance practices for the site.

- Ensure that these practices are efficiently integrated and environmental sustainable.

- Provide a readily understandable manual for the use by all involved in the project and to promote understanding of the objectives behind the management practices to be implemented.

2.0 GENERAL CONSIDERATIONS

Smoking

2.1 No smoking whatsoever shall take place, unless during permitted breaks. The Contractor shall be held responsible for any fire damage as a result of his operatives' negligence with naked flames, cigarette ends, or the like.

Equipment

2.2 The Contractor shall ensure that, tools, implements, plant, or the like shall not be left on the site when unattended and shall be safe and used in a manner approved for their recommended use.

3.0 MAINTENANCE OF PLANTED AREAS

Arisings

3.1 All arisings from all operations shall be removed from the Authority's premises to an approved tip at the end of each working day or upon completion, whichever is the sooner. Arisings shall not be left in such a way as to cause any obstruction.

Cultivation around Existing Planting

3.2 Cultivation around existing planting shall be carried out taking care not to damage surrounding plants. All weed roots shall be removed. The soil surface is to be raked over upon completion without compaction.

3.2.1 Any damage to plants caused through cultivation and weeding operations shall be made good at the Contractor's expense including replacement of plants if necessary with like plants of a similar stage of growth at the appropriate season including all aftercare necessary to ensure establishment.

Pruning Trees

3.3 All tree work shall be carried out in accordance with B.S.3998 – Recommendations for tree work.

3.3.1 The Contractor shall ensure that all die back is pruned back to the nearest live bud with clean, sharp instruments, once a year. Removal of unsightly shoots and branches that cross and removal of all Epicormic growth shall be carried out at the same time in accordance with best horticultural standards.

3.3.2 Wound sealants shall only be used on instruction by the S.O (Supervising Officer).

3.3.3 Crown reductions, reshaping, lifting, thinning, pollarding, or on other standard pruning format, shall be carried out by a qualified tree surgeon using appropriate methods, tools, etc., as directed by the S.O.

Pruning Shrubs

3.4 At times specified by the S.O. shrubs shall be pruned at a time appropriate to the species, to promote fruit, flowers, foliage or other attractive qualities and to promote bushy growth.

3.4.1 Pruning and removal of branches is to be carried out using sharp clean instruments to give a clean sloping cut with one flat face.

3.4.2 Pruning is to be done with the cut just above and sloping away from an outward healthy bud but without undermining the bud in any way.

3.4.3 Removal of branches shall be carried out by cutting flush with the adjoining stem and in such a way that no part of the stem is damaged or torn.

3.4.4 Ragged edges of bark or wood are to be trimmed with a very sharp knife.

3.4.5 No pruning operations shall be carried out in frosty weather.

3.4.6 When directed by the S.O. the Contractor shall remove dead, diseased, damaged or weak growth, or reduce oversized growth adjacent to footpaths, lighting, columns, where causing poor line of sight for traffic or any other situation deemed necessary by the S.O.

3.4.7 Pruning shall achieve a balanced overall reduction in size to leave a natural, uniform appearance.

Cutting and Trimming Hedges

3.5 When directed by the S.O., the Contractor shall cut hedges to the specified profile, using sharp clean instruments. String lines shall be employed to achieve uniform finish.

3.5.1 All dead leaves, litter/debris shall be cleaned out by hand from the bottom of the hedge at the same time as cutting and trimming takes place.

Inspection of Stakes, Ties, Collars and Guys

3.6 Stakes, ties, collars and guy wires shall be checked 3 times annually at equal intervals to ensure they are firm, unbroken and that trees are not rubbing against them. Until stakes are removed, all ties shall be checked at each inspection and loosened as necessary to allow for increase in stem growth. Any damaged stakes shall be replaced immediately, loose stakes refirmed, ties, spacers or length of stake adjusted as appropriate to prevent rubbing as growth dictates.

3.6.1 All guy wires shall be adjusted to conform to stem growth whilst ensuring correct tension.

Replacement of Stakes

3.7 Broken stakes shall be cut off at ground level. Replacement stakes, as described elsewhere in this Specification, shall be carefully driven into the ground to a depth of 600mm and shall be vertical and stable, with sufficient clearance to prevent damage to root ball. Ties and spacers if appropriate shall be replaced immediately after driving the stake to secure tree.

3.7.1 Replacement stakes and ties shall be as described elsewhere in this Specification.

Reducing Height of Stakes

3.8 After a suitable period of time, dependent on growth rate and suitability, the Contractor shall, on the S.O's instructions reduce the height of the stakes. Ties must be unbuckled or carefully cut away from the trees and stakes shall be removed by cutting through the stake at a height specified by the S.O. or at ground level. Any trees, which in the opinion of the Contractor shall not be stable without staking shall be reported to the S.O. in writing. Ties and spacers as appropriate shall be replacing immediately after cutting through stakes to secure tree.

Cutting off Stakes at Ground Level

3.9. When instructed by the S.O. the stake shall be cut off at ground level to finish flush with existing surface. Any disturbance or damage to the surface shall be made good upon completion.

3.9.1 Should the S.O. approve the removal of loose stakes by pulling entire stakes from the ground. The Contractor shall backfill any void with topsoil, lightly compacted to prevent settlement and reinstate surface treatment as appropriate to match existing.

Replacing Broken Collars and Guy Wires

3.10 When upon inspection collars and guy wires are found to be broken, defective, missing or the like, the Contractor shall remove, replace with new to match existing, and tension to secure tree without causing damage to the tree or surface treatment.

Refirming of Trees

3.11 When instructed by the S.O. the Contractor shall ensure that trees remain firm and well secured after frost heave, wind rock and other ground disturbance. Collars at the base of tree trunks that have been created by tree movement shall be broken up by fork and backfilled with topsoil as necessary and refirmed.

Refirming of Stakes

3.12 Loose stakes shall be driven vertically into the ground. All ties shall be removed prior to and reinstated after driving. Collars at the base of stakes shall be broken up by fork and backfilled with topsoil as necessary and refirmed.

Replacement of Tree Ties

3.13.1 Where ties are perished or broken, they shall be removed, including all fixings, nails, etc., and shall be replaced as described elsewhere in this Specification.

Easing and Adjusting Tree Ties

3.13.2 Where ties require loosening to facilitate tree growth the Contractor shall carefully remove the belt fixings, nails and refix as described elsewhere in this Specification to give sufficient room for tree growth.

Replacement of Block Spacers

3.15 Where block spacers are ordered to be replaced they shall be replaced by carefully removed belt fixings, nails removing and replacing the spacer and refixing belt as described elsewhere in this specification.

Watering Trees

3.16 When instructed by the S.O. the Contractor shall water trees, allowing 100 litres per tree, applied slowly to prevent run off. Water shall be applied by a method approved by the S.O.

3.16.1 Water shall be applied through tree watering tubes where existing.

Mulching

3.17.1 Mulching shall be carried out annually, immediately following the final programmed weeding operation.

- **No mulching to be used in the buffer planting area adjacent Emm Brook.**

3.17.1 Mulch shall be applied to form a total cover on tree pits and planted areas 75mm deep after settling. It is to be applied when the soil is moist. The Contractor shall ensure that the ground is completely free of litter, debris, weed growth, etc., and shall have the area inspected and approved by the S.O. prior to the application of the mulch.

3.17.2 Mulch shall be laid up to and under all shrubs or ground cover plants where possible.

Fertilizing Tree Pits

3.18 Supply and spread slow release fertilizer as described elsewhere in this specification at manufacturer's recommended rates, per standard tree in April or May, lightly rubbed into the surface around the tree.

- **At no times are fertilizers to be used in the buffer planting area adjacent Emm Brook.**

Fertilizing Planted Areas

3.19 *When directed by the S.O., supply and spread slow release fertilizer as* described elsewhere in this specification at manufacturer's recommended rates to planted areas, lightly raked into the soil surface.

- **At no times are fertilizers to be used in the buffer planting adjacent Emm Brook.**

Watering Planted Areas

3.20 When directed by the S.O, the Contractor shall thoroughly water planted areas, by means of hose lines, sprinklers, trickle hoses or other approved method.

3.20.1 Water shall be applied at an appropriate pressure so as not to disturb soil surface, plants, etc.

Native Plant Maintenance (Adjacent Emm Brook)

3.21 Refirm soil around any loose plants, without compacting and maintain in accordance with weed control and general maintenance clauses.

3.21.1 Transplants are to be checked regularly during the first two growing seasons for signs of water deficiency or other stress. Water only if required in exceptional circumstances to prevent plants from dying otherwise carry out further pruning to reduce shoot : root ratio and to alleviate stress.

3.21.2 Due to the high density of planting, in order to achieve canopy closure, the belt will require some thinning and coppice management, in order to maintain a healthy and diverse structural and mixed age canopy. This is likely to commence in years 5-8, when up to 30% (or as agreed by the S.O) of the original planting should be thinned / coppiced to allow for regeneration. Coppicing should be in accordance with good forestry practice using chain saws and/or hand tools.

3.21.3 Further thinning / coppicing is likely to be required in years 12-15 and subsequently at 4-10 year intervals. A flexible approach is required with respect to timing of these operations, as the need for canopy manipulation will depend on growth rates, seasonal and other constraints.

3.21.4 In general the need for weed control and routine maintenance will be minimal after the initial five-year period of establishment. Any invasive bramble or perennial weeds should be cut down to ground level on an annual basis, although discrete patches of mature bramble may be retained for their value to invertebrates and birds.

4.0 WEED AND PEST CONTROL

CHEMICAL CONTROL

Chemical Control Generally

4.1.1 All herbicides and pesticides are to be used in accordance with the manufacturer's instructions as to mixing, application, use, protection of personnel, animal and vegetable life, disposal of empty containers. All operatives must be properly instructed in the use and precautions necessary for safe operations including appropriate protective clothing and equipment.

- **NB: All pesticides used are to be approved by the Environment Agency and the Environment Agency Pollution Prevention Guidelines (PPG9) for the use of herbicides in or near water, are to be strictly adhered to.**

Certification of Operatives

4.2 All operatives applying herbicides must hold a certificate of competence in use of herbicides in accordance with the Food and Environment Protection Act 1985.

4.2.1 Operator's certificate of competence must be shown to the S.O. prior to any spraying operations.

Adequate Warning

4.3 Before spraying or application of herbicides takes place, the Contractor must give 24 hours warning to the S.O. residents and other users of the affected area, that spraying is to take place. Such warning or notification notices must be made in a manner approved by the S.O.

Approved Chemicals

4.4 Where chemical weed control is specified, all weed growth shall be controlled by means of the appropriate chemical herbicide. The type of herbicide to be used in certain situations will need to be decided after the contractor has undertaken COSHH assessment for the site. The type of chemical weed control is to be approved in writing by the S.O prior to application.

Regulations

4.5 The Contractor is to adhere to all Ministry of Agriculture, Fisheries and Food statutory requirements and recommendations for the Application, Use and Storage of Herbicides and Pesticides and in particular to the Control of Pesticides Regulations 1986, Food and Environment Protection Act 1985 and codes of practice for the use of approved pesticides in amenity areas published by the National Turf Grass Council and any subsequent revisions as which from time to time may be made. Where applications may spread into watercourses the Contractor will adhere to any relevant regulations and

bye laws issued by the Water Authorities. **Refer to the Environment Agency Pollution Prevention Guidelines (PPG9) for the use of herbicides in or near water.**

Weather Conditions

4.6 Weather Conditions. Chemical application shall not be made during wet or windy weather or if rain is expected within 24 hours following application. Care should be taken to avoid spray drift of chemicals.

Mixing and Transportation

4.7 Mixing and Transportation. No mixing of chemicals shall be carried out at the site, but shall be bought to site in a lockable leak proof container in a separate compartment from the driver and passengers. Containers should be firmly secured to avoid damage and spillage and clearly labelled as to the contents.

4.7.1 The Contractor shall ensure that no containers, empty or full are to be left unattended on site at any time or on vehicles unless securely locked away.

Calibration

4.8 The Contractor shall ensure that all spraying equipment is carefully calibrated to prevent over or under dosing.

Spot Treatment

4.9 Where a contract herbicide is used around plants in leaf, the Contractor shall ensure that and adequate guard or suitable applicator is used for spot treatment.

Damage

4.10 The Contractor shall be responsible for replacing any plants or rectifying any damage caused by the improper application of chemicals.

Records

4.11.1 The Contractor shall ensure that adequate records are maintained for all operations involving the application of pesticides under the Control of Pesticides Regulations 1986, and these records shall be available at all times for inspection.

HAND WEEDING

Hand Weeding Generally

4.12 The Contractor must ensure that hand weeding shall be carried out in conjunction with programmed litter/debris clearance so as to avoid duplication of operations.

4.12.1 Hand weeding shall be carried out at intervals as directed by the S.O. and unless otherwise directed shall include for the removal of all weed roots. The Contractor shall allow for the removal of arisings from site at the end of each working day, to an approved tip. No burning or stacking of arisings on site shall be permitted.

Raking Die Back

4.13 Hand raking of die back following spraying operations may be permitted in certain areas as directed by the S.O. and shall be carried out in 14 days after completion of spraying unless otherwise directed.

Hand Weeding Die Back

4.14 Hand weeding of die back following spraying operations shall be carried out 14 days after completion of spraying unless otherwise directed and shall achieve a totally weed free condition.

Hard Landscaping

4.15 On areas of Hard Landscaping, weeds shall be pulled by hand or removed with a suitable implement to remove roots where possible. Any arisings, displaced soil, or the like shall be swept up immediately and the site left in clean and tidy weed free condition.

5.0 LITTER CLEARANCE

Generally

5.1 The Contractor must ensure that all operatives are aware of the possibility of encountering contaminated sharps both during litter collection and bag transportation/disposal.

5.1.1 Crossovers, steps, traffic islands, parking areas or the like shall be deemed as footpaths/hard landscaped areas for the purposes of this specification.

Autumn Leaves

5.2 Autumn leaves shall be classed as litter/debris on Hard Landscaped Areas and shall be cleared in conjunction with normal sweeping operations, during the appropriate season at no extra cost to the Authority.

Animal Faeces

5.3 Any animal faeces encountered shall not be swept or spread by any means. It should be picked from the area when other sweeping operations are being carried out, using a suitably protected hand, or scoop, shovel or other approved method. All faeces shall be bagged in plastic sacks, differing in

colour from those general litter/debris and clearly stamped foul waste in letters not less than 100 mm high x 50 mm wide. All plastic sacks shall be tied at the neck and removed from the authority's premises to an approved tip. The Area shall be disinfected immediately after removal of faeces, using a non-pressurized, diluted, non-colouring, non-staining household disinfectant such as Milton sterilizing fluid or other approved by the SO.

Snow Clearance

5.4 When instructed by the S.O., in the event of significant snowfall, normal sweeping operations shall be substituted for snow clearance where directed, at no extra cost to the Authority. Emptying of litter bins and removal of animal faeces shall continue as normal. Sweeping operations shall recommence only upon instruction from the S.O.

5.4.1 Footpaths or hard landscaped areas, which have received grit/sand treatment shall not be swept, but shall have litter/debris hand picked.

Hard Landscaping

5.5 The sweeping and clearance of litter/debris from footpaths and areas of hard landscaping shall be carried out at the frequency determined by the S.O.

5.5.1 Sweeping shall be carried out by hand using a large-headed broom, or other appropriate method as approved by the S.O. Arisings shall be collected and bagged in coloured plastic sacks to the S.O.'s approval. The plastic sacks shall be tied at the neck and removed from site within 1 hour to an approved tip. All plastic sacks should be cleared from the site at the end of each working day. Under no circumstances shall arisings be swept into any road channels, gullies, planted areas, tree pits, water areas or the like.

Litter bins

5.6 Litter bins shall be emptied by removing the liner, bagging contents, re-securing the locking mechanism. Any overspill shall be bagged and the bags tied at the neck and removed from site. Missing liners shall be reported to the S.O. within 24 hours and should be temporarily replaced using a suitable sized plastic sack.

Irregular Litter/Debris

5.7 Items or irregular litter/debris shall be moved to the edge of the footpath/hard landscaped area furthest away from any carriageway in a position where the least obstruction to pedestrians will be caused and a report shall be made to the S.O. who will arrange for suitable disposal.

Health and Safety

5.8 All works shall be carried out in accordance with the Authority's and the Contractor's own Health and Safety Policy and in accordance with all current Statutory Obligations.

Mechanical Sweeping

5.9 The sweeping and clearance of litter/debris from footpaths and areas of hard landscaping by mechanical means may be permitted following the S.O.'s approval of methods/equipment. Rates for mechanical sweeping will be agreed with the Authority's Quantity Surveyor.

Litter Clearance from Soft Landscaping

5.10 The removal of litter/debris, animal faeces, autumn leaves, shall be carried out at fortnightly intervals.

5.10.1 Any damage caused to shrubs, trees, grassed areas, or the like caused through removal of litter/debris, or the like shall be made good at the Contractor's expense.

5.10.2 Any damaged shrubs, trees, grassed areas or the like encountered during removal of litter/debris, or the like shall be reported to the S.O.