

Tree management, duty of care report©

Site: The Eyot Centre, Wargrave Road, Henley on Thames, RG9 3JD

Client: Sue Perry Whitehead Date: 13/08/25 Surveyor: Danny Konstantinidis



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HERITAGE TREE SERVICES ABORICULTURAL DUTY OF CARE & MAINTINANCE SURVEY

Instruction:

Heritage Tree Services Ltd received instructions from Sue Perry Whitehead to carry out a Health & Safety appraisal of trees at the above site in August 2025.

Inspection:

The Visual Tree Assessment (**VTA**) has been carried out in accordance to *Mattheck & Breloer 1994* and *Lonsdale 1999* methodology, *National Tree Safety Group (NTSG) 2021, Manual of tree statics and tree inspection 2016 Wessolly, L & Erb, M.* The Law of Trees, Forests & Hedges, Second Edition, *Charles Mynors 2011.*

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

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

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

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

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

Weather: Clear. Light breeze

Tree Group Hedge or Shrub N° Tag N°	SPECIES	AGE	H e i g h t S- VL	PHYSIO LOGICAL STATUS Good Fair Poor Dead	STRUCTUR AL STATUS Good Fair Poor Dead	ARBORICULTURISTS OBSERVATIONS	RECOMMENDED WORKS	S.O.P + L.O.F + T.A.O 1-3	Action Relative To Score 3-9	Advised Time Scale In months from date of survey A-C
G1 No tag	Mix	SM	S- M	G	G	4 trees growing within maintained hedge. Generally, in reasonable condition. Some branches are growing into overhead service cables.	Prune branches to provide a clearance of approximately 2.5m over pavements & footpaths, 5.3m over the highway, 0.3-1.0m from overhead utilities and street signs/lights.	1 1 2	4	B

							This is to comply with statutory clearance recommendations. This will target tertiary & secondary branches. Where thought necessary this may entail the removal of small diameter (<60mm) primary branches so as not to introduce large wounds close to the stem of the tree.			
T1 220	Sycamore	SM	M	G	F	Limited Visual Tree Assessment. Inspection restricted due to dense ivy cover obscuring the base, trunk, & main scaffold unions. No detailed assessment of these areas was possible. No visible defects were observed in accessible sections; however, the presence of ivy may conceal significant structural or physiological issues. Further inspection is recommended when ivy is severed. Small amount of deadwood in the crown, some moderate sized over green waste dumping ground.	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation	1 1 2	4	B
T2 201	Sycamore	SM	M	G	G	Generally, in reasonable condition. Previous clearance of epicormic growth, regrowth hinders basal inspection	Remove epicormic growth clearance around base. Carry out an informal but thorough inspection. Recommend any actions to mitigate any negative features noted. Send a written report to HTS for analysis. This may prompt further inspection.	1 1 2	4	B
T3 202	Sycamore	M	M	G	F	Limited Visual Tree Assessment. Inspection restricted due to dense ivy cover obscuring the base, trunk, & main scaffold unions. No detailed assessment of these areas was possible.	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections.	1 1 2	4	B

						No visible defects were observed in accessible sections; however, the presence of ivy may conceal significant structural or physiological issues. Further inspection is recommended when ivy is severed. Recently severed Bifurcation at approx 2.0m. Union assessed as stable.	Ensure that the cambium is not damaged during this operation			
T4 221	Sycamore	M	M	G	F	Limited Visual Tree Assessment. Inspection restricted due to dense ivy cover obscuring the base, trunk, & main scaffold unions. No detailed assessment of these areas was possible. No visible defects were observed in accessible sections; however, the presence of ivy may conceal significant structural or physiological issues. Further inspection is recommended when ivy is severed. union at approx 5.0m on south-eastern aspect. Bark on bark contact. Assessed as stable.	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation & epi Carry out an informal but thorough inspection. Recommend any actions to mitigate any negative features noted. Send a written report to HTS for analysis. This may prompt further inspection.	2 1 2	5	B
T5 204	Sycamore	Em	M	G	F	Bifurcation at approximately 5.0m fgl. Union assessed as stable.	Sever Ivy by removing a 1m section from ground level, to allow for die off and facilitate future inspections.	2 1 2	5	B
G2 No tag	Mix	Em	12 /4	G	F	Mix of various spp. Generally, in reasonable condition. .	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation	1 2 2	5	B
T6 691	Robinia	Em	M	G	F	Slender stem has an open wound exposing heartwood at approximately 6.0m fgl. Afforded shelter from surrounding trees & stems.	Monitor slender stem & wound for development that could lead to failure.	1 2 2	4	18

T7 222	Robinia	Em	M	G	G	Small branch in contact with main stem will become problematic in future years from secondary growth expansion.	Remove low branch that is pushing on main stem at approximately 4m fgl. Remove small Robinia field side as no long-term future potential in location under larger tagged tree.	1 1 2	4	B
T8 206	Ash	M	L	P	P	Physiological stress apparent throughout the crown. Major & moderate sized deadwood. Likely cause Ash dieback. Bifurcation union at approx 1.6m. Probe inserted to 20cm in Centre of union. Fusion appears good. Evidence of historic root plate movement. Appears to have stabilised. Past pruning works on southwestern aspect. Tree leans to the north-eastern aspect. Erosion of soil under exposed roots on southern aspect with probe entering area for 20cm. Cavity from historic pruning wound at approx 6.0m on smaller of the stem bifurcations on southwestern aspect.	Remove to bifurcation point at approximately 1.6m fgl.	2 3 3	8	A
G3	Mix	EM	S	F	F	Group comprised of x 1 hawthorn x3 topped willow tags 723, 724. Willows have various decayed elements. Assessed as Stable at present due to stabilisation works. Willow with floodlight is in terminal decline. Hawthorn leaning to the WNW aspect. Poor crown condition.	Remove Hawthorn to approximately 1.0m fgl Remove Willow with lamp to approximately 80mm fgl	2 1 3	6	B
T9 207	Ash	M	L	P	P	Poor condition. Lower growth has some vitality that may tolerate a heavy reduction forming new small habitat tree.	Remove to lower growth at approximately 8m See image Reduce larger remaining limbs by 1.5m.	2 2 3	7	B
T10 208	Sycamore	M	L	P	P	Terminal decline. Mainly dead.	Remove to approximately 80mm fgl	3 3 3	9	A

T11 209	Sycamore + Ash	M	L	P	P	Two trees shearing common root plate. Ash appears to be in decline (possible as dieback). No root collar buttress flare. Possible ground level change. Major and moderate deadwood in the ash. Sycamore is dead.	Remove to approximately 80mm fgl	3 2 3	8	A
T12 210	Horse chestnut & Ash	EM	18	F	F	Chestnut is asymmetrical to ENE due to light competition. Otherwise generally in a reasonable condition. Ash is asymmetrical to WSW due to light competition. Potential ash dieback within the crown. Currently foliage is assessed as in a fair condition.	Re assess condition of Ash in 12 months due to likelihood of ADB	1 2 3	5	12
T13 211	Horse chestnut	LM	VL	G	F	Recently failed lower limb on river side of the tree. Southwestern aspect. Poorly attached remaining live growth on the remaining snag. Some tip dieback on lower limb over the river. Maybe attributed to sun scorch. Cavity at approximately 5.0m fgl from previous branch removal/failure. Un able to fully assess from ground level. Bifurcation at 90cm. Probe into central area of bifurcation to 10cm before impact with solid material. Major scaffold unions assessed as stable. Primary limb on central stem at approx 8m growing to NNW has woodpecker holes on underside at a fulcrum point. End weight previously removed with low amount of regrowth.	Prune off poorly attached live growth from snag. Retaining snag as a habitat feature. Carry out an informal VTA. This should pick up any obvious potentially negative features. This will be carried out by a suitably qualified Arborist. Report any significant findings to HTS. This may prompt a formal survey. This may prompt further inspection. Aerial inspection of cavity at approximately 5m fgl on riverside limb. Aerial assessment of woodpecker holes on the underside of limb to the NNW.	2 2 3	7	B

T14 212	Horse chestnut	LM	L	F	F	Asymmetrical growth to WNW. Large wound from previous limb removal facing ese at approx 2m. No significant decay ingress at present. Foliage condition in upper crown is poor.	Monitor crown condition summer 2026	2 2 3	7	12
T15 213	Indian Horse chestnut	M	L	G	F	Various wounds from previous branch & stem removal/failure. Some cankers with superficial wounds exposing sapwood.	Maintain Ivy clearance by removing a 1m section from ground level, to allow for die off and facilitate future inspections. Aerial inspection Particular attention to southern stem wound at approximately 12m fgl.	3 1 3	7	A
T16 214	Sycamore	SM	M	G	F	Multi stemmed. Unions assessed as stable. Low branches over highway.	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation. Prune branches to provide a clearance of approximately 5.3m over the highway This is to comply with statutory clearance recommendations. This will target tertiary & secondary branches. Where thought necessary this may entail the removal of small diameter (<60mm) primary branches so as not to introduce large wounds close to the stem of the tree.	1 1 3	5	B

T17 215	Sycamore	SM	M	G	F	Asymmetrical crown formation to northern aspect. Heavy ivy infestation. Unable to carry out full visual assessment of basal area due to ivy presence.	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation. Carry out an informal VTA. This should pick up any obvious potentially negative features. This will be carried out by a suitably qualified Arborist. Report any significant findings to HTS. This may prompt a formal survey. This may prompt further inspection.	1 1 3	5	B
T18 216	Sycamore	SM	M	G	F	Ivy obscuring full visual assessment. Multi-stemmed at approximately 500mm fgl. Low branches over footpath and into highway. unions at half meter appear stable	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation. Carry out an informal VTA. This should pick up any obvious potentially negative features. This will be carried out by a suitably qualified Arborist. Report any significant findings to HTS. This may prompt a formal survey. This may prompt further inspection.	1 1 3	5	B

T19 223	Sycamore	SM	M	G	F	Bifurcation at approximately 1.3m. Union assessed as stable.	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation.	1 1 2	4	B
T20 218	Sycamore	EM	L	G	G	Ivy obscuring full visual assessment of basal area. Low branch beginning to encroach into overhead service cables. Dead branch roadside in lower crown.	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation. Prune branches to provide a clearance of approximately, 0.3-1m to overhead utilities This is to comply with statutory clearance recommendations. This will target tertiary & secondary branches. Where thought necessary this may entail the removal of small diameter (<60mm) primary branches so as not to introduce large wounds close to the stem of the tree. Remove significant sized deadwood (This will remove dead & moribund material that has a diameter larger than 45mm & 1.0m in length).	2 2 3	7	B
T21 224	Sycamore	SM	M	G	F	Damage to main stem from ground level to approx 2m. Sapwood exposed with callous wound wood formation. Nylon hammer returns poor response in wound site, good solid return around un affected areas. Assessed as stable.	Monitor wound for decay progression. Desist dumped debris in root-zone & root crown area.	2 1 2	5	18

						Excessive debris piled up at the base of the tree.				
T22 220	Sycamore	SM	M	G	G	Bifurcation at 6m. Union assessed as stable. X5 overhead by service cables passing through fork of bifurcation.	Contact service provider to inform them of lime contact issues	1 2 3	6	18
23 221	Sycamore	EM	M	G	G	Generally, in a reasonable condition. Overhead service lines passing through the crown. In contact with branches and stem.	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation.	1 1 3	5	18
24 670	Sycamore	EM	M	P	P	Ivy infestation obscuring full visual assessment of basal area. Extensive dieback of the top of the tree. Poor form in general.	Remove to approximately 80mm fgl	2 2 2	6	B
G4 No tag	Mixed spp	Mix	S	G	F	Various spp. Some encroaching footpath and road clearance.	Raise low branches and or fell smaller trees that are encroaching footpath and highway statutory clearance.	2 1 3	6	B
25 225	Sycamore	M	L	G	F	Ivy recently severed. Still present. Unable to carry out full visual inspection of basal area major bifurcation union at approximately 1.3m fgl. Union assessed as stable. Asymmetrical crown form due to past light competition.	Sever ivy at base & again at approximately 1m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation. Carry out an informal VTA. This should pick up any obvious potentially negative features. This will be carried out by a suitably qualified Arborist.	2 2 3	7	B

							Report any significant findings to HTS. This may prompt a formal survey. This may prompt further inspection.			
26 226	Sycamore	M	L	G	F	Limited Visual Tree Assessment. Inspection restricted due to dense ivy cover obscuring the base, trunk, & main scaffold unions. No detailed assessment of these areas was possible. No visible defects were observed in accessible sections; however, the presence of ivy may conceal significant structural or physiological issues. Further inspection is recommended when ivy is severed. Significant sized deadwood over carpark area.	Sever ivy at base & again at approximately 1.0m. Remove severed section. This is to facilitate/aid future inspections. Ensure that the cambium is not damaged during this operation. Carry out an informal VTA. This should pick up any obvious potentially negative features. This will be carried out by a suitably qualified Arborist. Report any significant findings to HTS. This may prompt a formal survey. This may prompt further inspection. Remove significant sized deadwood (This will remove dead & moribund material that has a diameter larger than 45mm & 1.0m in length)	2 1 3	6	B



Recommendation for next Visual Tree Assessment to be carried out in 24 months unless otherwise stated in survey recommendations.

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

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

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

Legalities:

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

References:

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

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Specific - Trees

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

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

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

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

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