

LANDSCAPE MANAGEMENT PLAN

PENTLAND HOMES LTD

CANTERBURY ROAD

ETCHINGHILL, KENT

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1. INTRODUCTION

- 1.1 The document has been prepared as a Landscape Management Plan for the softworks landscape scheme relating to Land at Etchinghill Golf Club, Canterbury Road, Etchinghill, Folkestone, CT18 8FA
- 1.2 This document should be considered as an evolving document that should be reviewed periodically and adapted and developed as necessary to reflect changing site conditions.
- 1.3 This document establishes the overall management and maintenance objectives for the scheme and the schedule of routine maintenance operations required for the successful establishment and maintenance of external landscape elements.
- 1.4 This document should be read in conjunction with the current version of the planting plan 5069-LLB-XX-XX-DR-L-0002.

2. SCHEME DESCRIPTION

- 2.1 Application 22/2091/FH was approved on 31 March 2023 and is described as follows:
- ‘Section 73 application for the variation of conditions 2 (plans), 9 (access), 12 (parking), 22 (boundary treatments), 13 (vehicle charging points) & 14 (cycle parking) of planning permission 20/1706/FH to allow for alterations to the appearance and size of plots 1, 2, 3 & 6 and the site layout to suit revised plot footprints.’*
- 2.2 The scheme will comprise six new dwellings including one self-build plot, access, circulation, landscape works and a SUDS attenuation pond. There are a number of mature trees on the site boundaries which are to be retained.
- 2.3 Condition 5 of 22/2091/FH requires a landscape management plan for the site:
- ‘A landscaping management plan, including long term design objectives, management responsibilities and maintenance schedules for all landscaped areas, other than small, privately owned, domestic gardens, shall be submitted to and approved by the Local Planning Authority prior to the first occupation of the development or any phase or sub-phase of the development, for its permitted use. The landscape management plan shall be carried out as approved.*
- Reason: In the interests of visual amenity of the area.’*
- 2.4 The landscape design for the site includes the creation and provision of the following external soft landscape elements (NB - hardworks management and maintenance plans are not included in this document):
- Private gardens
 - Shared open space for residents
 - Tree planting
 - Hedgerows
 - Ornamental shrub and herbaceous planting
 - Amenity grassland
 - Wildflower meadows

3. MANAGEMENT OBJECTIVES

GENERAL LONG TERM DESIGN OBJECTIVES

- 3.1 The overall landscape design objectives for this site are:
- To establish and maintain a high quality and attractive landscape setting to the development for residents and visitors.
 - To enhance the ecological value and biodiversity of the site with inclusion of native and nectar-rich planting.
 - To maintain and protect existing vegetation of value, notably on the site boundaries.
 - To mitigate the impact of new development.

GENERAL MANAGEMENT OBJECTIVES

- 3.2 The overall landscape management objectives for the site are:
- To ensure the healthy establishment and growth of plants.
 - To protect plants from damage by pests.
 - To minimise competition by perennials weeds and grasses.
 - To ensure adequate watering to ensure establishment and survival.
 - To ensure that areas of shared open space are maintained to a high level of physical condition to ensure adequate health and safety of residents.

SPECIFIC LANDSCAPE DESIGN CONSIDERATIONS

- 3.3 The arrangement of site elements has been designed to provide landscape areas for amenity and for the development of ecological habitats, concentrated principally at the site entrance and along the access road. The proposal includes areas of native and nectar-rich planting, meadow grass and wildflower areas.
- 3.4 The plant selection for structural planting comes almost exclusively from a native and nectar-rich palette, principally for wildflower-rich grassland and hedgerows, and this is designed to benefit wildlife.
- 3.5 Some of the key species planted include varieties of Field maple, Hornbeam, Hawthorn, Apple, Cherry and Lime, all of which will offer habitat as well as contributing to visual amenity.
- 3.6 Traditional native and nectar rich hedgerow species included for flower, fruiting and foraging, will attract birds, small mammals and invertebrates to enhance natural beauty and the enjoyment of living on the site. Many existing trees on the periphery of the site are to be retained. Some are to be incorporated into private curtilages whilst others are located within public realm areas.
- 3.7 The scheme includes the creation of specific vegetation types and habitats. Design objectives for these are set out below.

TREE PLANTING

Design Objectives

- to create variety with no one species dominating, and no single species avenues or formal design statements.

- vertical and horizontal landscape structure
- visual and seasonal interest.
- pleasant and attractive public and private spaces.
- localised screening and shading.
- framing of key views and vistas, especially along the central spine.
- a sense of place and define areas of distinctive character within the development.
- providing natural mitigation for visual impacts on surrounding receptors.
- enhancing biodiversity and providing for foraging, habitat and shelter for wildlife by using native and nectar rich species
- addressing climate change (surface water run-off, shade, filtering of particulates, carbon capture, biodiversity enhancement).

Management Requirements

- Refer to Section 7.

ORNAMENTAL PLANTING

Design Objectives

- To create mixed ornamental shrub areas, containing a diversity of plants with a range of forms, textures and structure to provide:
 - landscape structure.
 - sensory and seasonal interest.
 - pleasant and attractive public and private spaces.
 - a sense of place and defining small areas of distinctive character within the development.
- To enhance biodiversity by
 - providing habitat for foraging and nesting birds.
 - providing nectar-rich flowering and fruiting plants beneficial to birds and insects.

Management Requirements

- Refer to Section 9, Section 10, and Section 11.

WILDFLOWER MEADOW

Design Objectives

- To create semi natural species rich meadow habitats, to provide:
 - seasonal colour and interest.
 - a sense of place and define areas of distinctive character within the development.
 - pleasant and attractive informal open spaces and private spaces.
 - enhancing biodiversity and providing for foraging, habitat and shelter for wildlife by using native and nectar-rich species

Management Requirements

- Refer to Section 12.12.

NATIVE FIELD HEDGEROWS

Design Objectives

- To create a traditional diverse native, nectar-rich field hedge, providing landscape structure:
 - offering seasonal colour and interest.
 - creating a sense of place and defining areas of distinctive character within the development.
 - allowing compartmentalisation and boundary definition to create pleasant and attractive informal open spaces and private spaces.
 - enhancing biodiversity and providing foraging, habitat and shelter for wildlife by using native and nectar-rich species

Management Requirements

- Refer to Section 8

4. PROGRAMME OF IMPLEMENTATION

- 4.1 All softworks are to be implemented during the first planting season following completion of all external construction work and in accordance with the following schedule.

Table 1 Recommended Planting Seasons

Vegetation Type	Planting Season											
	J	F	M	A	M	J	J	A	S	O	N	D
Trees (bare root)												
Trees (containerised)												
Shrubs (bare root)												
Shrubs (containerised)												
Perennials /herbaceous												
Ornamental grasses												
Bulbs (dried)												
Grass seeding												
Wildflower seeding												
Key		Optimal planting Period										
		Sub optimal planting period dependent upon species and weather conditions.										

Management Responsibility

- 4.2 Management of private garden areas will be the responsibility of individual house owners.
- 4.3 A landscape management company will be responsible for maintenance of all remaining communal landscape areas.
- 4.4 The maintenance of all communal open spaces will be carried out by an appointed management company, funded by residents.

5. GENERAL MAINTENANCE CONDITIONS

GENERAL REQUIREMENTS

LANDSCAPE CONTRACTOR

- 5.1 All works should be carried out by a suitably qualified specialist landscape contractor who should be a full member of the British Association of Landscape Industries (BALI)

INSPECTIONS / SITE VISITS:

- 5.2 All external areas of hard and soft landscaping, planting and semi natural landscape should be inspected frequently by suitably qualified staff every **two weeks**.

WORKMANSHIP

- 5.3 The content of this document has been based upon the recommendations set out within **British Standard BS 7370 – Grounds Maintenance (Parts 2 to 5)**.
- 5.4 Where maintenance operations not fully specified within this document are required to be carried out they should be undertaken in accordance with the relevant and current British Standard Documents.
- 5.5 All work should be carried out to the highest possible standard and in compliance with current good horticultural and arboricultural practices.

BIRD NESTING SEASON:

- 5.6 All tree works, pruning and trimming operations should be avoided during the bird nesting season.
- 5.7 All birds and their nests are protected under the Wildlife and Countryside Act 1981. Site landscape management must avoid disturbance or harm to nesting birds. Under any circumstances where nesting birds might potentially be impacted by landscape management works the advice of a suitably qualified ecologist should be sought prior to commencement of works taking place.

OTHER LEGALLY PROTECTED SPECIES:

- 5.8 Managers and operatives should be made aware of the potential for landscape features to accommodate legally protected species, such as reptiles, bats, amphibians and dormice. Maintenance operations should be planned and executed in a way that minimises the risk of damage to wildlife and habitats. A suitably qualified and experienced ecologist should be consulted prior to embarking on annual maintenance operations where these features might be impacted.

HEALTH AND SAFETY:

- 5.9 All works undertaken on site by contractors must comply with the appropriate legislation relating to health and safety and the Control of Substances Hazardous to Health (COSHH).

USE OF CHEMICALS

- 5.10 The use of chemicals and pesticides in landscape management is discouraged. Manual and non-chemical methods of controlling weeds and pests is preferred. The use of pesticides is governed by legislation. Chemicals should only be used for control of unwanted pernicious, invasive or harmful plants. If chemicals are to be used the landscape contractor must comply with all relevant and current legislation and guidance on use, storage and disposal of chemicals.

DISPOSAL OF ARISING:

5.11 Dispose of arisings as follows.

- - compost on for reuse in autumn as mulch or soil ameliorant.
- Grass cuttings and biodegradable arisings – collect and redistribute into grass heaps with surplus removed to recycling or composting facility.
- Tree roots/stumps, shrub and tree pruning – collect and redistribute into log piles with surplus removed to recycling or composting facility.
- Litter and non-biodegradable material – remove from site

SERVICES:

5.12 All plant material to be kept clear of the following structural elements where present:

- Pathways and roads
- Windows and doors
- Ventilation ducts and openings
- Drainage channels and gullies
- Service access points
- Road signage, CCTV cameras and light fittings

DEAD & DISEASED PLANTS:

5.13 All plant deaths should be replaced as soon as practicable:

- Removal: Within one week of notification
- Replacement: Within two weeks unless otherwise agreed.

MOWING PRECAUTIONS:

5.14 Do not allow nylon filament rotary cutters and other mechanical tools closer than 500 mm to the stem of any tree. - Operations close to stems: Complete using hand tools.

REPLACEMENT TREES:

5.15 All dead/ dying root-balled and bare root trees should be replaced during the dormant season.

INCLEMENT WEATHER AND UNEXPECTED EVENTS:

5.16 All landscape works are to be inspected by the landscape management company after episodes of severe or inclement weather, including storms, heavy rainfall and snow, or following reports of other unexpected events such as vehicle impacts, to determine whether urgent works are required to repair or make safe any landscape elements, including landscape furniture, trees or fences.

6. SOFT LANDSCAPE MAINTENANCE OPERATIONS - GENERAL

MAINTENANCE SCHEDULE / MATRIX

- 6.1 The following maintenance operations apply in whole or in part to all forms of planting and landscape. Specific maintenance requirements for vegetation types are given separately.

Table 2 Soft Landscape Maintenance Schedule - General Operations

Operation	Frequency	Pre-Season		Growing Season							Dormant Season		
		F	M	A	M	J	J	A	S	O	N	D	J
Litter Collection	Fortnightly												
Weed Control	Fortnightly												
Apply Winter Herbicides	Annually												
Aeration	Monthly												
Digging Over	Annually												
Leaf Litter	Fortnightly												
Applying Fertiliser	Annually												
Refirming / Staking	Monthly												
Apply & Maintaining Mulch	Monthly												
Dead Heading	Fortnightly												
Watering	Fortnightly												
Pest & Disease Control	Monthly												
Thinning	Monthly												
Pruning	Monthly												
Snow Clearance	Fortnightly												
Key					Years 1 to 5								
					Years 1 to 2 only								

OPERATION REQUIREMENTS

LITTER COLLECTION:

- 6.2 Planting areas should be kept free of litter, leaves and debris to ensure a tidy appearance.

Frequency:

- Fortnightly

Method:

- Remove using correct horticultural practices, appropriate for the debris being collected.

WEED CONTROL:

- 6.3 All planting beds should be kept free of weeds to ensure a tidy appearance.

Weed tolerance:

- Weed to clear ground every two weeks.

Adjacent plants, trees and grass:

- Do not damage.

Hand weeding:

- Remove weeds entirely, including roots.
- Remove the minimum quantity of soil, and disturb plants, bulbs, and mulched surfaces as little as possible.
- Rake area to a neat, clean condition.

Mulch:

- Reinstate to original depth.

SOIL AERATION:

- 6.4 All planting area suffering from compaction by pedestrian or vehicular traffic should be lightly forked over:

Frequency:

- Once every two months between April and December

Method:

- Prick up to aerate the soil of root areas and break surface crust to a depth of 75mm. Reduce lumps to crumb and level off.

Damage:

- Do not damage plants and their roots.

DIGGING OVER:

- 6.5 All planting beds are to be dug to promote aeration and permeability of soils.

Frequency:

- Once a year in April

Method:

- Prick up to aerate the soil of root areas and break surface crust to a depth of 75mm. Reduce lumps to crumb and level off.

Damage:

- Do not damage plants and their roots.

LEAF LITTER:

- 6.6 Planting beds should be kept clear of excessive leaf litter, and to prevent smothering of ground cover and low-level planting:

Frequency:

- Fortnightly between February and March and November and December

Disposal:

- Where possible leaf litter should be spread evenly over planting beds to act as a natural mulch and soil ameliorant.

Composting:

- Where excessive quantities of leaf litter occurs, surplus material should be removed and composted for reuse as mulch.

APPLYING FERTILIZER:

- 6.7 Apply fertilisers as follows to promote healthy growth.

Frequency:

- Annually in early Spring.

Type:

- Organic slow release.

REFIRMING / RE STAKING:

- 6.8 Where plants have been loosened by wind or frost, refirm. Where staked, untie before refirming and retie in a slightly different position.

Frequency:

- Monthly in years 1 and 2
- Twice a year in March and October from year 3

MAINTENANCE OF LOOSE MULCH:

- 6.9 Apply bark mulch to all planting areas to ensure adequate weed control.

- 6.10 Do not mulch wildflower plug planting areas. **Do not apply to areas of dense ground cover or herbaceous material where mulch would smother plants.**

Frequency:

- Twice a year in February and July

Depth:

- Maintain a thickness (minimum): 75 mm.

Completion:

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

DEAD HEADING:

- 6.11 Flowering plants with persistent panicles should be dead headed at each site visit, during flowering season to promote new flower formation.
- 6.12 Flower head remaining after September should be left over winter and removed in early spring to provide for birds and insects.

Frequency:

- Fortnightly during June to August
- Once in late February

WATERING:

- 6.13 All newly planted areas of grass, perennials, wildflower plugs, shrub and trees to ensure healthy development and survival.

Frequency:

- Weekly during between March to November year 1
- Fortnightly between April and November year 2
- As required during periods of prolonged dry weather during May – September (exceeding 2 weeks) for years 3 to 5.

Quantity:

- Trees (Transplants to standard) – 10 litres
- Trees (Heavy Standard and larger) – 20 litres
- Shrubs and planting area generally – Wet full depth of topsoil (ie to saturation)

Application:

- Even and without damaging or displacing plants or topsoil.

PEST & DISEASE CONTROL:

- 6.14 Plants should be inspected at each routine visit for pest and disease symptoms and immediate remedial action should be taken where necessary.
- 6.15 In early winter undertake appropriate preventative pest treatments for forms of pests identified during the previous growing season.

THINNING:

- 6.16 At each routine site visit all plants where thinning is a normal part of cultivation should be carried out, as necessary.

PRUNING:

- 6.17 Specific pruning requirements by vegetation type are detailed below.

7. TREE MAINTENANCE

MAINTENANCE SCHEDULE / MATRIX

- 7.1 The following section set out specific maintenance requirements intended for individual, specimen and ornamental groups of trees, which should be undertaken in addition to those set out in **Table 2**.

Table 3 Soft Landscape Maintenance Schedule –Trees

Operation	Frequency	Pre-Season		Growing Season							Dormant Season		
		F	M	A	M	J	J	A	S	O	N	D	J
Health Inspections	Monthly												
Vegetation /Weed Control	Fortnightly												
Apply Herbicides	Annually												
Inspecting Mulch Mats	Monthly												
Stakes and Supports	Monthly												
Protection	Monthly												
Pest Control	Annually												
Pruning- Formative	Annually												
Pruning - General	Annually												
Pruning -Formally shaped Trees	Annually												
Arboricultural Report	Annually												
Key					Years 1 to 5+								
					Years 1 to 5 only								
					Years 1 to 3 only								

GENERAL REQUIREMENTS

ARBORICULTURAL REPORT:

- 7.2** All trees existing and planted are to be inspected by a qualified arborist every three years. Additional inspections are required after periods of inclement weather or if the trees have been vandalised or impacted (such as by a vehicle). An arboricultural report is to be produced after each inspection. The recommendations of the arboricultural report are to be implemented.

TREE WORK - GENERAL:

- 7.3** 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 as Arboricultural Association Leaflet 'Mature tree management'. 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.

Work:

- To be carried out by an approved member of the Arboricultural Association.

CUTTING AND PRUNING - GENERAL:

Tools:

- Appropriate, well maintained and sharp.

Equipment:

- 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.

Final pruning cuts:

- 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.

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.

OPERATION REQUIREMENTS - NEWLY PLANTED TREES:

HEALTH INSPECTIONS:

- 7.4** Should receive twice yearly inspections for the first 3 years and arboricultural work as required, to ensure good health and shape.

VEGETATION CONTROL:

- 7.5** Where trees have been planted into areas of existing grassland habitat, an area of 1 m² around the base of each tree should be kept clear of excessive vegetation growth and weeds.

Frequency:

- Monthly during June to September

Method:

- Mowing and hand cutting as appropriate.

Height of vegetation:

- not exceed 100 mm.

MULCH MATS:

- 7.6** Where used mulch mats should be inspected monthly and refixed and replaced as necessary for the first 5 years.

STAKES & SUPPORTS:

- 7.7** All above ground tree stakes and guys should be inspected monthly and adjusted, repaired and replaced as necessary.

Stakes:

- 7.8 Loose stakes and guys should be refirmed and tightened as necessary and broken stakes and guys replaced to the original specification.

Tree ties:

- 7.9 Should be adjusted and loosened or tightened, as necessary. Missing, and broken ties should be replaced. Where chafing has occurred, reposition ties in a different location.

Removal:

- 7.10 From year 5 onwards tree ties and stakes should begin to be removed subject to trees having formed a secure and stable root system, with no evidence of movement within the ground.

PROTECTION:

- 7.11 Where used tree shelters should be inspected monthly and resecured and replace, as necessary.

Removal:

Shelters should be removed at the end of year 5, or sooner if necessary, once they begin to impede the natural and healthy growth of the plants, provided they have successfully established and are of sufficient size to be resistant to grazing by mammalian pests.

PRUNING – FORMATIVE

- 7.12 Formative pruning of newly planted young trees should be carried out for the first 3 years to ensure successful establishment and the development of a healthy form.

Frequency:

- Annually during October & November. Do not prune during late winter / early spring sap flow period.

Standard:

- Type and timing to suit plant species

Young tree up to 4m high:

- Crown prune by removing dead branches and reducing selected side branches by one third to preserve a well-balanced head and ensure development of a single leader.
- Remove duplicated branches and potential weak or tight forks
- Always cut back to live wood

Whips and Feathers:

- Do not prune.

OPERATION REQUIREMENTS - MATURE TREES AND MATURE TREES IN GROUPS:

PEST & DISEASE CONTROL:

- 7.13 Trees should be inspected annually in early Autumn for parasitic fungi, and a tree safety report carried out, as necessary.

PRUNING:

Inspection:

- Underplanted trees should be inspected in June to estimate the degree of crown thinning required to ensure health of understorey plants.

Frequency:

- Annually during October & November. Do not prune during late winter / early spring sap flow period, except where H&S issues have been identified.

Standard:

- Type and timing to suit plant species.

Requirements - General:

- 'Feathers' should be removed, and shoot retardant applied to clear stemmed specimens in Spring.
- Crown lift low hanging branches overhanging pedestrian and vehicular areas to adequate height to reflect local usage.
- Carry out routine pruning, crown lifting and thinning in accordance with the recommendations set out within the current Arboricultural Report to promote healthy form and growth.

8. HEDGE MAINTENANCE

MAINTENANCE SCHEDULE / MATRIX

- 8.1 The following section set out specific maintenance requirements intended for ornamental hedges and non-ornamental hedgerows, which should be undertaken in addition to those set out in **Table 2**.

Table 4 Soft Landscape Maintenance Schedule – Hedges

Operation	Frequency	Pre-Season		Growing Season							Dormant Season		
		F	M	A	M	J	J	A	S	O	N	D	J
Maintain Hedge Bases	Annually												
Inspecting Mulch Mats	Monthly												
Stakes and Supports	Monthly												
Protection	Monthly												
Pruning – Newly Planted Hedges	Monthly												
Pruning - Established Formal Hedges	Monthly					*		*	*				
Pruning Established Flowering Hedges	Monthly			*		*					*		
Pruning – Newly planted Field hedges	Every two years	**											
Pruning – Established Field hedges	Every three years												
Key					Years 1 to 5+								
					Years 1 to 5 only								
* Precise timing will be dependent upon the specific species and flowering season.													
** Not for the first 3 years													

GENERAL REQUIREMENTS

EQUIPMENT

- 8.2 All hedges shall be cut using sharp shears, reciprocating handheld cutters or secateurs. The use of tractor mounted hedge cutting equipment during the establishment of new hedges will not be permitted.

MAINTENANCE OF NEWLY PLANTED HEDGE BASES:

- 8.3 Where hedge plants have been planted into areas of existing grassland habitat, an area extending 0.5m either side of the hedge plants should be kept clear of excessive vegetation growth and weeds.

Frequency:

- Annually in May

Method:

- Manual / mechanical

MULCH MATS:

8.4 All mulch mats shall be biodegradable.

8.5 Where used mulch mats should be inspected monthly and refixed and replaced as necessary for the first 5 years.

STAKES & SUPPORTS:

8.6 All stakes and supports should be biodegradable, compostable, the use of plastic materials will be restricted as possible

8.7 All rabbit guards shall be compostable, no plastic will be permitted.

8.8 All above ground tree stakes and guys should be inspected and adjusted, repaired and replaced as necessary.

Frequency:

- Twice a year in March and August

Stakes:

- Loose stakes and guys should be refirmed and tightened as necessary and broken stakes and guys replaced to the original specification.

Supports:

- Strained wire support systems should be repaired, adjusted and tightened, as necessary. be replaced. Where chafing has occurred, reposition ties in a different location.

PROTECTION:

8.9 Where used shrub shelters should be inspected monthly and resecured and replaced as necessary.

Removal:

- Shelters should be removed at the end of year 5, or sooner if necessary, if:
 - the plants have successfully established and are of sufficient size to be resistant to grazing by mammalian pests.
 - the shelters begin to impede the natural and healthy growth of the plants.

PRUNING - GENERAL

8.10 All hedges shall be cut to leave a clean, even height and well cared for appearance.

8.11 Mature hedges should be pruned back to the same height, width, and general shape as that which existed at the completion of the last approved pruning. The sides of the hedge shall be slightly inward sloping (i.e., wider at the bottom of the hedge than at the top to give more stability) with the top of the hedge level and at right angles to the ends.

8.12 All arisings shall be collected immediately following cutting or at the end of each work period and taken to the designated location for disposal. This includes trimmings hung up in hedges and the sweeping of adjacent hard surfaces.

- 8.13 Once commenced, the cutting operation shall continue and be completed without delay.

OPERATION REQUIREMENTS – NEWLY PLANTED ORNAMENTAL HEDGES (SLOW ESTABLISHING SPECIES)

PRUNING

- 8.14 Hedges containing slow establishing species should be cut back hard (50%) twice a year to encourage bushy growth down to ground level.

Frequency:

- Annually in June and September.

Form:

- Allow to reach planned dimensions only by gradual degrees, depending on growth rate and habit.

OPERATION REQUIREMENTS – NEWLY PLANTED ORNAMENTAL HEDGES (FAST ESTABLISHING SPECIES)

PRUNING

- 8.15 Hedges containing fast establishing species including, beech, hornbeam, yew, Thuja spp, most conifers and holly should be allowed to reach planned height as rapidly as possible.

Frequency:

- Annually in June and September

Form:

- Trim back lateral branches moderately.

OPERATION REQUIREMENTS – ESTABLISHED FORMAL HEDGES

PRUNING

- 8.16 Formal hedges once they have reached the required height should be maintained in accordance with the following schedule.

Table 5 Soft Landscape Maintenance Schedule – Formal Hedges

Species	Height & Width	Shape	Timing
Deciduous Foliage Hedges			
Mixed Species (containing Hawthorn or Buckthorn)	1.8m H x 1.0m W	Rectangular Profile (flat top)	Twice a year in July and November
Note. Those pruning hedges must consider the risk of disturbance to nesting birds. Pruning of hedges between March and August inclusive must only proceed if it is confirmed that nesting birds are not present.			

OPERATION REQUIREMENTS – ESTABLISHED INFORMAL (FLOWERING) HEDGES

PRUNING

- 8.17 Flowering hedges should be pruned once per year In April or June or after flowering appropriate to the flowering season of relevant species.
- 8.18 Once they have reached the required height they should be maintained in accordance with the following schedule.

Table 6 Soft Landscape Maintenance Schedule – Informal (Flowering) Hedges

Species	Height & Width	Shape	Timing
Escallonia species	1.5m H x 1.0m W	Rectangular Profile (flat top)	once per year In April or June or after flowering appropriate to the flowering season of relevant species.
Cornus species	1.5m H x 1.0m W	Rectangular Profile (flat top)	
Note. Those pruning hedges must consider the risk of disturbance to nesting birds. Pruning of hedges between March and August inclusive must only proceed if it is confirmed that nesting birds are not present.			

OPERATION REQUIREMENTS – NEWLY PLANTED FIELD HEDGES

PRUNING

- 8.19 Newly planted hedges should not be heavily trimmed for the first 3 years.

Frequency:

- Light trimming to encourage denser growth can then be undertaken every other year until the hedge achieves the desired size.

Timing:

- Annually in February

OPERATION REQUIREMENTS – ESTABLISHED FIELD HEDGES

PRUNING

Frequency:

- Once every 3 years in February

Method:

- Using suitable mechanical cutters

Shape:

- Flat top A-Shape at road verges where necessary.
- Field hedges within the ecological area should maintain natural shapes.
- Pruning should not disturb fruiting opportunities for local wildlife forage.

Height:

- 2.0-2.5 metres

9. ORNAMENTAL SHRUB MAINTENANCE

MAINTENANCE SCHEDULE / MATRIX

- 9.1 The following section set out specific maintenance requirements intended for individual, specimen and ornamental groups of shrubs, which should be undertaken in addition to those set out in **Table 2**.

Table 7 Soft Landscape Maintenance Schedule – Ornamental Shrubs

Operation	Frequency	Pre-Season		Growing Season							Dormant Season		
		F	M	A	M	J	J	A	S	O	N	D	J
Maintain shrub bed edges	Annually												
Remove of dead plant material	Annually												
Replacement planting (bare roots in dormant season only)	Monthly												
Pruning	Monthly	*	*		*	*	*				*		
* Precise timing will be dependent upon the specific species and flowering season. Refer to Table 10. ** Not for the first 3 years													

GENERAL REQUIREMENTS

PRUNING - GENERAL:

- 9.2 Prune in accordance with good horticultural and arboricultural practice and using appropriately trained staff.

Appearance:

- Thin, trim and shape each specimen appropriate to species, location, season, and stage of growth, leaving a well balance natural appearance.
- Prune to encourage healthy and busy growth and desirable ornamental features such as flowers, fruit, autumn colour, stem colour.

Removing branches:

- Do not tear the stem or bark.

Wounds:

- Keep as small as possible and cut clean back to sound wood.

Cutting:

- Make cuts above and sloping away from an outward facing healthy bud, angled so that water will not collect on cut area.

Larger branches:

- Prune neither flush, nor leaving a stub, but using the branch bark ridge or branch collar as a pruning guide.

Suckers:

- Remove by cutting back level with the source stem or root.

Tools:

- Use clean, sharp secateurs, hand saws or other approved tools. Trim of ragged edges of bark or wood with a sharp knife.

OPERATIONAL REQUIREMENTS

MAINTAINING SHRUB BED EDGES

- 9.3 The edges of all shrub beds shall be maintained in a neat and tidy appearance by trimming with a half-moon iron. Bed soil to be pushed back at a 45 degree from edge starting slightly below surround level.

Frequency:

- Annually in February and March.

REMOVAL OF DEAD PLANT MATERIAL:

- 9.4 At the end of the growing season, check all shrubs and remove all dead foliage, dead wood, and broken or damaged branches and stems.

Frequency:

- Annually in November.

REPLACEMENTS:

- 9.5 All container-grown shrubs can be carried out all year round providing adequate water is provided.
- 9.6 Replacement of bare root stock must be carried out during dormant season.
- 9.7 Replacements should be of a size suitable to match in with surrounding plants within 1 growing season.

PRUNING SCHEDULE:

- 9.8 Pruning of ornamental shrubs should be carried out in accordance with correct horticultural practice and at the correct time of season for the relevant species as set out in the following schedule.

Table 8 Soft Landscape Maintenance Schedule – Shrub Pruning Schedule

Shrub Type / Category	Flowering Period	Example Species	Pruning Period	Operation
Summer Flowering Deciduous Shrubs (pruning group 4 & 6)	July to October	Fuchsia Hibiscus Spirea	February to March	In early to mid-spring cut back the previous year's flowering stems to within one or two buds of the older woody framework. Also remove any thin, weak or dead growth.
Winter Flowering Deciduous Shrubs (pruning groups 2,3 & 5)	November to June	Kerria Philadelphus Ribes Weigela	November to July	Prune back immediately after flowering. Prune flowered stems back to a strong upright shoot as low as possible. Older branches which flower weakly are best removed. Remove one stem in three e.g. a shrub with five stems would have the two largest and oldest shoots removed down to 25-45cm (10-18in) above the soil.

Evergreen Shrubs (pruning group 8 & 9)	March to November	Viburnum Choisya Skimmia	February to March	Remove old flowers (deadhead) and cut back to healthy outward facing buds. Remove damaged, diseased, old wood and straggly growth. Take out stems and branches to improve congestion and balance the plant.
Rose Bushes	May to September		January to February	Prune to encourage basal growth and to allow for root establishment in year one. Year two, pruning can be cut back by a third to maintain compact habit.
Stem effect Shrubs (pruning group 7)		Cornus	February	Previous seasons wood to be cut back to with 2 to 3 buds of old wood. Thin out crowded, crossing and weak growth.

10. GROUND COVERING PLANT MAINTENANCE

MAINTENANCE SCHEDULE / MATRIX

- 10.1 The following section set out specific maintenance requirements intended for shrubs, evergreen / semi-evergreen herbaceous and climbing plants which have been used to form areas of ground cover, which should be undertaken in addition to those set out in **Table 2**.

Table 9 Soft Landscape Maintenance Schedule – Ground Covering Plants

Operation	Frequency	Pre-Season		Growing Season							Dormant Season		
		F	M	A	M	J	J	A	S	O	N	D	J
Pruning	Annually												

GENERAL REQUIREMENTS

SOIL AERATION:

- 10.2 Aerating of these areas should not be undertaken once individual plants have formed a unified canopy.

DIGGING OVER:

- 10.3 Digging over of these areas should not be undertaken once individual plants have formed a unified canopy.

OPERATIONAL REQUIREMENTS

PRUNING

- 10.4 The following species and cultivars should be lightly trimmed using hand or mechanical shears, with previous year's growth being cut back to a few millimetres of the old wood.

- Lavandula

Frequency:

- Annually in February

11. HERBACEOUS PERENNIAL & ORNAMENTAL GRASS MAINTENANCE

MAINTENANCE SCHEDULE / MATRIX

- 11.1 The following section set out specific maintenance requirements intended for herbaceous perennials and ornamental grasses, which should be undertaken in addition to those set out in **Table 2**.

Table 10 Soft Landscape Maintenance Schedule – Ground Covering Plants

Operation	Frequency	Pre-Season		Growing Season							Dormant Season		
		F	M	A	M	J	J	A	S	O	N	D	J
Chelsea Chop	Annually												
Top dressing	Annually												
Protection	Annually												
Pruning of grasses	Annually												

GENERAL REQUIREMENTS

TOP DRESSING:

- 11.2 At the end of the growing season apply either a covering of sanitised and stabilised compost site produced composted leaf litter to areas of herbaceous planting.

Frequency:

- Annually in October

Depth:

- 75mm

PROTECTION OF TENDER CROWNS:

- 11.3 Apply a covering of bark mulch to frost tender deciduous perennials in early Winter once foliage has dead down and been removed and then remove in Spring once risk of frosts has passed.

Frequency:

- Annually in December and March

Depth:

- 100mm

12. LAWN AND TURF AREA MAINTENANCE

GENERAL REQUIREMENTS

METHOD OF MOWING

- 12.1 All areas of lawn and turf should be mown in accordance with the requirements of **Table 3 of BS 7370-3 (1991)**. Key categories and maintenance regimes are summarised below.

Table 11 Soft Landscape Maintenance Schedule – Method of Mowing amenity and functional Turf

Description	Category	Mower Type	Arisings
Amenity Turf (Abersustain)	G	Rotary or Heavy Duty	Returned
Woodland Meadow (EW1)	H	Rotary or Heavy Duty	Removed/Returned
Wildflower Meadow (EM2)	H	Rotary or Heavy Duty	Removed/Returned
Wetland Meadow (EM8)	H	Rotary or Heavy Duty	Removed/Returned

EDGE TRIMMING

- 12.2 Where grass abuts gullies, hard standing, shrub beds etc that have a dropped edge the grass fringe should be trimmed back to the turf in a clean and even manner using shears. A straight line or smooth curve should be maintained at all times.

EDGE RE-FORMING

- 12.3 When grass abuts hard standing, shrub beds etc the edge of the turf should be re-formed with a half-moon iron to a clean finish with a straight edge or smooth curve at an angle sloping back to slightly less than vertical removing only the minimum of turf.

CONTROL OF WEEDS

- 12.4 Throughout the year, the turf should be inspected for weeds, moss and disease and appropriate actions taken.

LEVELLING OF HOLLOWES AND BUMPS.

- 12.5 The levelling of hollows and bumps if required should be carried out in accordance with the recommendations set out in BS 7370-3, clauses 12.4 and 12.5.

OPERATIONAL REQUIREMENTS – AMENITY GRASS (CATEGORY G)

PREPARATION FOR MOWING

- 12.6 Surface debris likely to damage mowers or be projected by them should be collected and be relocated into the ecological areas at designated sites for log piles, compost heaps, and other hibernaculum being provided for ecological benefit.

CUTTING HEIGHTS

- 12.7 Area of rough grassland and rural road verges not being maintained as wildflower habitat should be cut in accordance with the following schedule.
- 12.8 Mowing during the growing season should be carried as necessary in accordance with the following schedule but as necessary to ensure maximum height of growth does not exceed 250 mm. Adjust mowing frequency of summer cutting, as necessary.

Table 12 Rough Grass & Rural Verges Cutting Heights

Description	Height	Frequency	Period
First cut	200mm	Once	March
Summer Cutting	150mm	Every 4 to 6 weeks	June to September
Autumn Cutting	200mm	Once	October
Rest Period	n/a	n/a	November to February

MAINTENANCE SCHEDULE / MATRIX

- 12.9 The following schedule sets out the specific maintenance regime intended for Rough Grass & Rural Verges.

Table 13 Soft Landscape Maintenance Schedule – Rough Grass & Rural Verges

Operation	Frequency	Pre-Season		Growing Season							Dormant Season		
		F	M	A	M	J	J	A	S	O	N	D	J
Mowing	As schedule												
Edge Trimming	Twice a year												
Control of weeds	Annually												

OPERATIONAL REQUIREMENTS – NEWLY SEEDED WILDFLOWER AREA

- 12.10 This guidance applies to the following wildflower grassland types
- Woodland Meadow EW1
 - Wildflower Meadow EM2
 - Wetland meadow EM8

PREPARATION FOR MOWING

- 12.11 Surface debris likely to damage mowers or be projected by them should be collected and be relocated into the ecological areas at designated sites for log piles, compost heaps, and other hibernaculum being provided for ecological benefit.

CUTTING HEIGHTS

- 12.12 Areas of newly seeded wildflower turf will require an establishment mowing regime for the first 2 years following sowing, dependent upon the season of sowing and should be carried out in accordance with the following schedule.
- 12.13 Areas of new wildflower plug planting, ideally planted in November of Year Two of seeded wildflower areas, should keep a higher cutting height of minimum 70 mm in Year Three Spring Cut.

Table 14 Newly Seeded Wildflower Cutting Heights

Year	Operation	Height	Frequency	Period
Year 1	Spring Cut (Autumn Sown)	40-70 mm	Once	March
	Spring Cut (Spring Sown)	40-70 mm	Once	6 weeks after sowing
	Summer Cut	40-70 mm	Once	June
	Autumn Cut	40-70 mm	Once	September
Year 2	Spring Cut	40-70 mm	Once	March/April
	Autumn Cut	40-70 mm	Once	September

OPERATIONAL REQUIREMENTS – ESTABLISHED WILDFLOWER AREA (CATEGORY H)

- 12.14 This guidance applies to the following wildflower grassland types
- Woodland Meadow EW1
 - Wildflower Meadow EM2
 - Wetland meadow EM8

PREPARATION FOR MOWING

- 12.15 Surface debris likely to damage mowers or be projected by them should be collected and be relocated into the ecological areas at designated sites for log piles, compost heaps, and other hibernaculum being provided for ecological benefit.

CUTTING HEIGHTS

- 12.16 Areas of established wildflower habitat should be cut using an annual summer hay cut regime with a second cut in autumn to create a low sward for winter and in accordance with the following schedule.

Table 15 Established Wildflower Cutting Heights

Description	Height	Frequency	Period
Summer hay cut	100mm	Once	July/August

Autumn cut	100mm	Once	October/November
Rest period	n/a	n/a	December to June

ARISINGS

- 12.17 The Summer hay cut should be allowed to dry for 7 days to aid shedding of seeds and then removed and composted.
- 12.18 The Autumn cut arising can be left in situ unless excessive and likely to smother the sward.