Caverswall Lane, Stoke-on-Trent

Persimmon Homes West Midlands

Landscape Management Plan & Maintenance Schedule for all Amenity Areas

AAJ5163-RPS-XX-EX-RP-L-9007_P01

To be read in conjunction with RPS Drawing No's:

AAJ5163-RPS-XX-EX-DR-L-9001-P01
AAJ5163-RPS-XX-EX-DR-L-9002-P01
AAJ5163-RPS-XX-EX-DR-L-9003-P01
AAJ5163-RPS-XX-EX-DR-L-9004-P01
AAJ5163-RPS-XX-EX-DR-L-9005-P01
AAJ5163-RPS-XX-EX-DR-L-9006-P01

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1.0 GENERAL SUMMARY

Site:	Land at Caverswall Lane, Stoke-on-Trent
Description:	Management plan and maintenance schedule for public landscape areas within residential development and associated amenity open spaces, excluding land conveyed to private residential plots.
Objective:	To provide an initial management plan for the upkeep of the landscaping with a view to providing a long-term strategy based upon both good horticultural / arboricultural procedures and visual aesthetic and screening objectives.
Managing Responsibility:	All maintenance will be carried out by the Maintenance Operator.

2.0 MAINTENANCE NOTES

2.1 Quality and Workmanship

All operations shall be undertaken in a professional manner in accordance with the principles of good horticultural practice and the relevant and current British Standards.

Emphasis will be placed upon the encouragement of early establishment and the general appearance of the landscaped areas. Notwithstanding the specific instructions in the specification, the Maintenance Operator will be expected to maintain all landscaped areas to a high standard. The need to maintain a weed and litter free environment is seen as essential and the presence of such will not be tolerated.

The practical management of the amenity areas will be undertaken by a competent team of operatives familiar with such management operations. Where necessary, all operations will be supervised by a suitably qualified and experienced professional to assess and advise on all such operations.

2.2 Examination of the Site

The Maintenance Operator should be satisfied as to the nature of the planting, including all new tree, shrub, hedge, grassland and meadow planting, and any other matters that could affect the execution of the landscape maintenance.

2.3 Initial Site Preparation

The Maintenance Operator shall ensure that the site is brought up to an acceptable standard before regular maintenance begins.

2.4 Climatic Conditions

Work shall be carried out during the appropriate season. Ground and weather conditions should be suitable for the relevant operations.

2.5 Machines and Tools

Use only machinery and tools suitable for the site conditions and the work to be carried out. Use hand tools around trees and shrubs.

2.6 Cleanliness

Leaf clearance and litter: Collect, remove from site and dispose of grass, soil, weeds, leaves, debris and other litter that is detrimental to the appearance of the site. All paper, litter, tin cans, bottles, leaves and other incidental rubbish to be removed from hedges, shrubberies, meadows and lawns on a regular basis. Leaf litter shall be cleared from lawn, meadows and grasslands regularly as shown within the Appendix A.

Hard surfaces: The amenity areas shall be left in a clean and tidy condition. The Maintenance Operator shall keep the adjacent roadways and footpaths free of soil, mud and any other obstruction, and in accordance with Local Highway Authority requirements.

2.7 Damages

Do not damage grass / plants and trees during the maintenance operations. All damaged plants should be replaced by the Maintenance Operator at his own expense. In particular the Maintenance Operator shall ensure that trees are not subjected to damage by strimming / mowing operations and shall implement all necessary protective measures. Protect existing grass by laying boards or tarpaulins. Do not place excavated material directly onto grass.

During the execution of the works, the Maintenance Operator will be held responsible for any damage to highways, roads, kerbs, footpaths and services caused by their employees, and they shall make good any damage at their own expense.

Reinstate to original condition and within a reasonable period of time (according to season), any damage or disturbance occurring during the work to soil structure, planting, grass, fencing, hard landscaping structures or buildings.

2.8 General Chemicals

Use only where specified as approved and only the products on the current list of the Agricultural Chemicals Approval Scheme. Observe all precautions recommended by the manufacturer and remove containers from site immediately after they have been emptied or are no longer required.

Should any applications be required for specific reasons, all such chemicals shall comply with Environment Agency requirements / standards & those of the local Environmental Health Officer. All operations are to comply with current Safety and Pesticide Act Legislation and are only to be undertaken by suitably qualified personnel, all in accordance with Local Authority requirements and current CDM Regulations observing all precautions.

Where work is near water / land drains, comply with the Ministry of Agriculture, Fisheries and Food 'Code of Practice' for the use of herbicides on weeds in watercourses and lakes, and the Environment Agency Guidance Notes 'AqHerb01: Agreement to use herbicides in or near water'. Do not use chemicals in the vicinity of herbaceous / bulb material.

2.9 Damage to Existing Trees / Shrubs

Any damage incurred to existing trees / shrubs by the Maintenance Operator during the works will be the liability of the Maintenance Operator and they shall replace such trees / shrubs at their own expense with material of a size and species to be agreed with the Local Authority.

2.10 Thinning by Removal of Surplus Plants

It should be noted that the objective of thinning is to aid the establishment and overall development of plant material. The main aim of thinning is to provide adequate space for improved growth. Overcrowded trees will become tall and thin with relatively limited root systems. It is important that thinning is carried out before trees become spindly, as some varieties are not able to respond well if they are given additional space in later years.

Selectively thin shrubs using the methods in BS 7370: Part 4, Clause 3.5.17.1. At the discretion of the Maintenance Operator and where necessary following the advice of consultants, begin to thin soon after the foliage of adjacent plants has begun to touch.

2.11 Health and Safety

The Maintenance Operator is to take all safety precautions to prevent injury to any persons by effectively covering excavations, and removing topsoil and rubbish from footpaths / roads etc. Pavements are to be swept and washed down before nightfall and the Maintenance Operator is to comply with the requirements of the Health and Safety at Work Act 1974 and current Construction, Design and Management Regulations.

The Maintenance Operator will ensure that all equipment or apparatus brought onto or used on site is safe and without risk to health and has been maintained at a standard that will not constitute an offence under the Health and Safety at Work Act 1974, or any other relevant statutory provision relating to Health and Safety.

Maintenance Operators should be adequately informed, trained and supervised and be sufficiently competent to perform their work without risk to the Health and Safety of themselves, or any other person. All work will be done in accordance with all relevant codes of safety practice currently in force.

All personnel on site shall use PPE (Personal Protective Equipment), or anything else necessary in the interest of the Health and Safety or welfare of themselves or any other persons who may be affected by their work.

2.12 General Watering

Water as necessary to ensure the continued thriving of all planting until restrained from doing so by statutory legislation.

Obtain approval before using a water supply other than portable mains water. Use a fine hose or low-pressure hose where appropriate to avoid damage or loosening plants.

Ensure the full depth of topsoil is thoroughly wetted. Where necessary loosen soil or form depressions around the stem base of plants to ensure that water reaches the root zone instead of dispersing on the surface.

2.13 Notice

Provide 2 days notice of the following operations:

- Use of any equipment during maintenance that may pose a risk to public health and safety;
- Application of herbicide;
- Application of fertiliser;
- Watering;
- Each site maintenance visit.

2.14 Shredding

Chipping or shredding on site of materials arising from work will not be permitted, unless instructed otherwise.

2.15 Replacement Planting Prior to Final Completion

All planting and turfing carried out by the Maintenance Operator shall carry a guarantee for 12 months from the date of Practical Completion. The works as finally handed over shall fully meet the specification in all respects. A plant or area of turf may need replacing more than once if the original plant, as well as its replacement, has failed to establish. Only plants that have been stolen, trampled or vandalised and have been reported in the monthly maintenance reports are excluded from this guarantee.

3.0 Appendix A : **Maintenance Schedule Year 1**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General Planting	Remove litter, leaf litter, rubbish and debris from all planted areas (including grassed areas). Dispose of arisings from all specified operations off site.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Watering of all planted areas sufficient to maintain healthy growth, irrespective of season or weather conditions*, until restrained from doing so by statutory legislation. Specimen trees to be irrigated by means of dedicated irrigation tubes where provided. (*Do not water when ground is frozen / likely to freeze).			✓	✓	✓	✓	✓	✓	✓	✓		
	Treat diseased plants with an appropriate insecticide / fungicide as necessary to maintain healthy growth.			✓	✓	✓	✓	✓	✓	✓	✓		
	Maintain a weed free environment. Remove unwanted weed growth within planted areas manually or by treatment with glyphosate-based herbicide to maintain weed free environment as required. Remove all weed growth from site. 14 Visits total. Fork over beds as necessary to keep soil loose, taking care not to reduce depth or effect of mulch. Herbicide to be of a type approved by the Environment Agency where impact is likely upon any nearby watercourse and in any case in accordance with current legislation. Spray out grass / weeds in a 300mm diameter area around any tree set into grassed areas. Adjacent paths and surfaces to be swept clean as the work proceeds, and the site left tidy.			✓ (1)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (1)		
	Re-firm all plants affected by frost heave / wind rock / vandalism by treading around the base. Re-stake trees if necessary. Collars at the base of tree stems created by tree movement to be broken up by fork, avoiding damage to roots, backfilled with topsoil as necessary, and re-firmed.			✓						✓			
	Check all existing trees and hedging with regard to public safety. Report any trees that appear to pose a risk to public safety and carry out remedial work as necessary in accordance with good arboricultural practice.			✓							✓		
	Prune trees / shrubs only to remove vandalised, dead / dangerous branches or to promote healthy growth / natural shape. Remove all cuttings from site. Except where specified otherwise, prune trees and shrubs as recommended by BS:7370 Part 4 clause 3.6.3 to 3.6.5. Confirm which trees are covered by Tree Preservation Orders and seek appropriate permission prior to carrying out any arboricultural work. All trees to be checked for safety by a suitably trained arboricultural specialist. Pruning shall be carried out by skilled labour only. Do not apply growth retardants, fungicide or sealant unless instructed otherwise. Herbaceous plants to be trimmed according to their growth habit.			✓						✓			
	Check / replace / adjust tree stakes, ties and rabbit / strimmer guards as required. Remove redundant tapes, tags, ties, labels and other encumbrances.	✓		✓		✓		✓		✓		✓	
	Ensure 50mm of 50-75mm grade bark mulch is maintained to all planted areas and to base of individual trees set into grass.												✓

Appendix A : **Maintenance Schedule Year 1 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General Planting (continued)	Apply Enmag CRF granular fertilizer, or equal approved, at ~140g per individual tree pits and 70g / sqm to planted areas (quantities to be confirmed by manufacturer).			✓									
	Replace any diseased, damaged or dead plants with plant stock of the same size / species (unless otherwise directed by the Landscape Architect or LPA). A schedule of all dead plant material removed is to be kept by the Maintenance Operator.										✓		
	Generally, make good all ridges, ruts, depressions and dead areas.			✓	✓	✓	✓	✓	✓	✓	✓		
	Treat pernicious weeds (e.g. Japanese Knotweed), with an appropriate herbicide immediately after identification on site, and continue treating as necessary to achieve complete eradication.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Existing vegetation buffer	Where possible and where it is safe to do so, standing dead wood to be retained to provide opportunities for wildlife. Where dead wood must be thinned, this should be retained within habitat areas and stacked into piles to provide wildlife habitats. Additional wood resulting from pruning or other tree works to be similarly retained within discrete piles where possible. Surplus / additional prunings / clippings to be removed. Selective thinning of trees and shrubs to be undertaken as required (outside of spring / summer to avoid detrimental effects on nesting birds), to ensure successful development of an open canopy and understorey vegetation. Where gaps are present, supplementary planting of native species to match those already present should be undertaken and managed accordingly. Use of herbicides, pesticides and fertilisers to be avoided.										✓		
Existing Hedgerow	To ensure that the hedgerows retain dense growth and value to wildlife, clipping should be minimised where possible. No more than one side of the hedgerow should be trimmed in any one year, with the remainder left un-trimmed to allow continuity of cover and opportunities for wildlife. Trimming should take place during late winter to maximise food and cover availability for wildlife and also to avoid detrimental effects on breeding birds. Where gaps are present, supplementary planting of native species to match those already present should be undertaken and managed accordingly. Use of herbicides or pesticides to be avoided.	✓											

Appendix A : **Maintenance Schedule Year 1 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Low Ornamental Hedge Mix	Monitor initial establishment of planting to ensure shrubs remain upright, stable and in good condition. New hedgerows to be trimmed / faced up so as to promote healthy growth and effective screening. Allow for 3 No. cuts total. New low ornamental hedge planting to be maintained at a height of 600mm. Where infill planting within an existing hedgerow, new planting to be maintained at a height to match existing hedgerow. Check that there are no nesting birds present prior to any hedgerow works. It is an offence under the Wildlife & Countryside Act 1981 to damage or destroy the nest of any wild bird while it is in use or being built. Invasive species (e.g. bramble) should be controlled to allow new planting to establish, taking care not to damage new hedgerow plants. Use of herbicides or other pesticides to be avoided where possible.				✓			✓			✓		
Grassland General	Mowing: Remove litter, rubbish and debris from grassed areas before mowing. Do not allow mowing machinery closer than 500mm to any plant stems. Avoid damage to stems by nylon filament rotary cutters or other mechanical tools. Complete operations close to stems, corners and edges using hand held strimmer with special care taken not to cause whipping / damage to the base of tree trunks.			✓	✓	✓	✓	✓	✓	✓	✓		
	All grassed areas to be watered so as to maintain healthy growth / establishment.			✓	✓	✓	✓	✓	✓	✓	✓		
	Re-seed any gaps / hollows in lawns with a seed mix selected to match existing grass in quality and appearance. Top dress where necessary with fine topsoil to BS 3882.			✓	✓	✓	✓	✓	✓	✓	✓		
	Weed material within sward to be eradicated manually or spot treated with suitable herbicide.				✓					✓			
Mown Lawn (and Mown Paths): EG21	Areas to be cut to 25mm height on 2 weekly basis during growing season and cuttings removed from site. Use edging equipment to maintain neat / tidy edge as necessary. 16 No. cuts total.			✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)		
	Apply ICI Summer & Spring Feed (14:4:4) or equal approved at 30g / sqm to all lawn areas.			✓									
Wildflower Meadow: EM2	Area to be sown with seed in spring. Area to be mown late summer after annual weeds have flowered and late autumn (2 No. cuts total). Remove cuttings from site. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).								✓ (1)		✓ (1)		
Wetland Mixture: EM8	Area to be sown with seed in spring. Area to be mown late summer after annual weeds have flowered and late autumn (2 No. cuts total). Remove cuttings from site. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).								✓ (1)		✓ (1)		

Appendix A : **Maintenance Schedule Year 1 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pond Edge Mixture: EP1	Area to be surface sown with seed in spring (if drained) and firmed in by rolling or treading. In the first year annual weed growth is to be cut back to encourage development of perennial ground cover.								√	√	√		
Hedgerow Mixture: EH1	Area to be surface sown with seed in spring and firmed in by rolling or treading. In the first year annual weed growth is to be cut back to encourage development of perennial ground cover.			√			√			√			
Species Rich Wetland Mixture	Remove any dead, discoloured or excessive plant material with selective cutting back. Remove cuttings from site.			√			√			√			
Bulbs and Corms	Maintain area in a weed free condition. Cease mowing and weed control prior to emergence of leaves. Do not cut grass until foliage die back has begun. No chemical weed control until foliage dies back completely.			√	√	√	√	√	√	√	√		
	Lift and divide as appropriate just after mowing.			√	√	√							
Hard Surfacing	Clear soil, mulch, litter or other debris from hard surfaced areas and remove from site.	√	√	√	√	√	√	√	√	√	√	√	√
	Hard surfaces in communal areas to be treated with glyphosate-based non-residual herbicide (Roundup or equal approved), in full accordance with manufacturer's recommendations & COSHH regulations.			√				√					
Fencing / Bollards	Report any damage; provide temporary barriers to secure fence line where damage poses a risk to public safety.	√	√	√	√	√	√	√	√	√	√	√	√
Play Area	Visually inspect all areas, play equipment and street furniture for vandalism / damage, make safe and report any damage to the relevant party.	√	√	√	√	√	√	√	√	√	√	√	√
	Adhere to specific maintenance requirements for particular pieces of play equipment, as per manufacturers' requirements. Top up sand areas where required.	√	√	√	√	√	√	√	√	√	√	√	√
General	Collect fallen leaf litter and remove from site (do not blow away). Allow for 2 weekly visits.	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)
	Report any remaining element that through failure, fatigue or vandalism poses a risk to public safety.	√	√	√	√	√	√	√	√	√	√	√	√

4.0 Appendix B : **Maintenance Schedule Year 2**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General Planting	Remove litter, leaf litter, rubbish and debris from all planted areas (including grassed areas). Dispose of arisings from all specified operations off site.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Watering of all planted areas sufficient to maintain healthy growth, irrespective of season or weather conditions*, until restrained from doing so by statutory legislation. Specimen trees to be irrigated by means of dedicated irrigation tubes where provided. (*Do not water when ground is frozen / likely to freeze).			✓	✓	✓	✓	✓	✓	✓	✓		
	Treat diseased plants with an appropriate insecticide / fungicide as necessary to maintain healthy growth.			✓	✓	✓	✓	✓	✓	✓	✓		
	Maintain a weed free environment. Remove unwanted weed growth within planted areas manually or by treatment with glyphosate-based herbicide to maintain weed free environment as required. Remove all weed growth from site. 8 Visits total. Fork over beds as necessary to keep soil loose, taking care not to reduce depth or effect of mulch. Herbicide to be of a type approved by the Environment Agency where impact is likely upon any nearby watercourse and in any case in accordance with current legislation. Spray out grass / weeds in a 300mm diameter area around any tree set into grassed areas. Adjacent paths and surfaces to be swept clean as the work proceeds, and the site left tidy.			✓ (2)		✓ (2)		✓ (2)		✓ (2)			
	Re-firm all plants affected by frost heave / wind rock / vandalism by treading around the base. Re-stake trees if necessary. Collars at the base of tree stems created by tree movement to be broken up by fork, avoiding damage to roots, backfilled with topsoil as necessary, and re-firmed.			✓						✓			
	Check all existing trees and hedging with regard to public safety. Report any trees that appear to pose a risk to public safety and carry out remedial work as necessary in accordance with good arboricultural practice.			✓							✓		
	Prune trees / shrubs only to remove vandalised, dead / dangerous branches or to promote healthy growth / natural shape. Remove all cuttings from site. Except where specified otherwise, prune trees and shrubs as recommended by BS:7370 Part 4 clause 3.6.3 to 3.6.5. Confirm which trees are covered by Tree Preservation Orders, and seek appropriate permission, prior to carrying out any arboricultural work. All trees to be checked for safety by a suitably trained arboricultural specialist. Pruning shall be carried out by skilled labour only. Do not apply growth retardants, fungicide or sealant unless instructed otherwise. Herbaceous plants to be trimmed according to their growth habit.			✓						✓			
	Check / replace / adjust tree stakes, ties and rabbit / strimmer guards as required. Remove redundant tapes, tags, ties, labels and other encumbrances.	✓		✓		✓		✓		✓		✓	
	Ensure 50mm of 50-75mm grade bark mulch is maintained to all planted areas and to base of individual trees set into grass.												✓

Appendix B : **Maintenance Schedule Year 2 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General Planting (continued)	Apply Enmag CRF granular fertilizer, or equal approved, at ~140g per individual tree pits and 70g / sqm to planted areas (quantities to be confirmed by manufacturer).			✓									
	Replace any diseased, damaged or dead plants with plant stock of the same size / species (unless otherwise directed by the Landscape Architect or LPA). A schedule of all dead plant material removed is to be kept by the Maintenance Operator.										✓		
	Treat pernicious weeds (e.g. Japanese Knotweed), with an appropriate herbicide immediately after identification on site, and continue treating as necessary to achieve complete eradication.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Existing vegetation buffer	Where possible and where it is safe to do so, standing dead wood to be retained to provide opportunities for wildlife. Where dead wood must be thinned, this should be retained within habitat areas and stacked into piles to provide wildlife habitats. Additional wood resulting from pruning or other tree works to be similarly retained within discrete piles where possible. Surplus / additional prunings / clippings to be removed. Selective thinning of trees and shrubs to be undertaken as required (outside of spring / summer to avoid detrimental effects on nesting birds), to ensure successful development of an open canopy and understorey vegetation. Where gaps are present, supplementary planting of native species to match those already present should be undertaken and managed accordingly. Use of herbicides, pesticides and fertilisers to be avoided.										✓		
Existing Hedgerow	To ensure that the hedgerows retain dense growth and value to wildlife, clipping should be minimised where possible. No more than one side of the hedgerow should be trimmed in any one year, with the remainder left un-trimmed to allow continuity of cover and opportunities for wildlife. Trimming should take place during late winter to maximise food and cover availability for wildlife and also to avoid detrimental effects on breeding birds. Use of herbicides or pesticides to be avoided.	✓											
Low Ornamental Hedge Mix	Monitor initial establishment of planting to ensure trees and shrubs remain upright, stable and in good condition. New hedgerows to be trimmed / faced up so as to promote healthy growth and effective screening. Allow for 3 No. cuts total. New low ornamental hedge planting to be maintained at a height of 600m. Where infill planting within an existing hedgerow, new planting to be maintained at a height to match existing hedgerow. Check that there are no nesting birds present prior to any hedgerow works. It is an offence under the Wildlife & Countryside Act 1981 to damage or destroy the nest of any wild bird while it is in use or being built. Invasive species (e.g. bramble) to be thinned if required to ensure continued establishment of planted species, taking care not to damage new hedgerow plants. Use of herbicides or other pesticides to be avoided where possible.				✓			✓			✓		

Appendix B : **Maintenance Schedule Year 2 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Grassland: General	Mowing: Remove litter, rubbish and debris from grassed areas before mowing. Do not allow mowing machinery closer than 500mm to any plant stems. Avoid damage to stems by nylon filament rotary cutters or other mechanical tools. Complete operations close to stems, corners and edges using hand held strimmer with special care taken not to cause whipping / damage to the base of tree trunks.			√	√	√	√	√	√	√	√		
	All grassed areas to be watered so as to maintain healthy growth / establishment.			√	√	√	√	√	√	√	√		
	Re-seed any gaps / hollows in lawns with a seed mix selected to match existing grass in quality and appearance. Top dress where necessary with fine topsoil to BS 3882.			√	√	√	√	√	√	√	√		
	Weed material within sward to be eradicated manually or spot treated with suitable herbicide.				√					√			
Mown Lawn (and Mown Paths): EG21	Areas to be cut to 25mm height on 2 weekly basis during growing season and cuttings removed from site. Use edging equipment to maintain neat / tidy edge as necessary. 16 No. cuts total.			√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)		
	Apply ICI Summer & Spring Feed (14:4:4) or equal approved at 30g / sqm to all lawn areas.			√									
Wildflower Meadow: EM2	Areas to be mown in spring after early annual weeds have flowered (remove cuttings from site). Areas to be cut late summer after annuals have flowered and set seed with a scythe or petrol strimmer to ~50mm. Cuttings are to be left to dry and shed seed for 5-7 days and then removed from site. Areas to be mown early winter to ~50mm (remove cuttings from site). 3 No. cuts total. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).			√ (1)					√ (1)			√ (1)	
Wetland Mixture: EM8	Areas to be mown in spring after early annual weeds have flowered (remove cuttings from site). Areas to be cut late summer after annuals have flowered and set seed with a scythe or petrol strimmer to ~50mm. Cuttings are to be left to dry and shed seed for 5-7 days and then removed from site. Areas to be mown early winter to ~50mm (remove cuttings from site). 3 No. cuts total. Localised differences may require a targeted approach. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).			√ (1)					√ (1)			√ (1)	
Pond Edge Mixture: EP1	In second and subsequent years create variety of vegetation structures by cutting back and removing short sections of vegetation every 2-3 years in rotation. Remove wedges (like slices of cake) of vegetation and selectively thin Yellow Iris and any dense stands of single species. Machines and heavy equipment may only be used with care to avoid damage to soil and vegetation.										√		

Appendix B : **Maintenance Schedule Year 2 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Hedgerow Mixture: EH1	Keep semi-shade weeds such as nettles and brambles in check. Grass swards to be selectively sprayed to control docks and thistles every 2-3 years on a rotational basis so that no more than half of the area is cut in any one year. Less intensive management over time will develop an open tussocky nature as a refuge for wildlife.											√	
Species Rich Wetland Mixture	Remove any dead, discoloured or excessive plant material with selective cutting back. Remove cuttings from site.			√			√			√			
Bulbs and Corms	Maintain area in a weed free condition. Cease mowing and weed control prior to emergence of leaves. Do not cut grass until foliage die back has begun. No chemical weed control until foliage dies back completely.			√	√	√	√	√	√	√	√		
	Lift and divide as appropriate just after mowing.			√	√	√							
Hard Surfacing	Clear soil, mulch, litter or other debris from hard surfaced areas and remove from site.	√	√	√	√	√	√	√	√	√	√	√	√
	Hard surfaces in communal areas to be treated with glyphosate-based non-residual herbicide (Roundup or equal approved), in full accordance with manufacturer's recommendations & COSHH regulations.			√				√					
Fencing / Bollards	Report any damage; provide temporary barriers to secure fence line where damage poses a risk to public safety.	√	√	√	√	√	√	√	√	√	√	√	√
Play Area	Visually inspect all areas, play equipment and street furniture for vandalism / damage, make safe and report any damage to the relevant party.	√	√	√	√	√	√	√	√	√	√	√	√
	Adhere to specific maintenance requirements for particular pieces of play equipment, as per manufacturers' requirements. Top up sand areas where required.	√	√	√	√	√	√	√	√	√	√	√	√
General	Collect fallen leaf litter and remove from site (do not blow away). Allow for 2 weekly visits.	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)
	Report any remaining element that through failure, fatigue or vandalism poses a risk to public safety.	√	√	√	√	√	√	√	√	√	√	√	√

5.0 Appendix C : **Maintenance Schedule Year 3**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General Planting	Remove litter, leaf litter, rubbish and debris from all planted areas (including grassed areas). Dispose of arisings from all specified operations off site.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Watering of all planted areas sufficient to maintain healthy growth, irrespective of season or weather conditions*, until restrained from doing so by statutory legislation. Specimen trees to be irrigated by means of dedicated irrigation tubes where provided. (*Do not water when ground is frozen / likely to freeze).			✓	✓	✓	✓	✓	✓	✓	✓		
	Treat diseased plants with an appropriate insecticide / fungicide as necessary to maintain healthy growth.			✓	✓	✓	✓	✓	✓	✓	✓		
	Maintain a weed free environment. Remove unwanted weed growth within planted areas manually or by treatment with glyphosate-based herbicide to maintain weed free environment as required. Remove all weed growth from site. 4 Visits total. Fork over beds as necessary to keep soil loose, taking care not to reduce depth or effect of mulch. Herbicide to be of a type approved by the Environment Agency where impact is likely upon any nearby watercourse and in any case in accordance with current legislation. Spray out grass / weeds in a 300mm diameter area around any tree set into grassed areas. Adjacent paths and surfaces to be swept clean as the work proceeds, and the site left tidy.			✓		✓		✓		✓			
	Check all existing trees and hedging with regard to public safety. Report any trees that appear to pose a risk to public safety and carry out remedial work as necessary in accordance with good arboricultural practice.			✓							✓		
	Prune trees / shrubs only to remove vandalised, dead / dangerous branches or to promote healthy growth / natural shape. Remove all cuttings from site. Except where specified otherwise, prune trees and shrubs as recommended by BS:7370 Part 4 clause 3.6.3 to 3.6.5. Confirm which trees are covered by Tree Preservation Orders, and seek appropriate permission, prior to carrying out any arboricultural work. All trees to be checked for safety by a suitably trained arboricultural specialist. Pruning shall be carried out by skilled labour only. Do not apply growth retardants, fungicide or sealant unless instructed otherwise. Herbaceous plants to be trimmed according to their growth habit.			✓						✓			
	Check / replace / adjust tree stakes, ties and rabbit / strimmer guards as required. Remove redundant tapes, tags, ties, labels and other encumbrances.	✓		✓		✓		✓		✓		✓	
	Replace any diseased, damaged or dead plants with plant stock of the same size / species (unless otherwise directed by the Landscape Architect or LPA). A schedule of all dead plant material removed is to be kept by the Maintenance Operator.										✓		
	Treat pernicious weeds (e.g. Japanese Knotweed), with an appropriate herbicide immediately after identification on site, and continue treating as necessary to achieve complete eradication.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Appendix C : **Maintenance Schedule Year 3 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Existing vegetation buffer	Where possible and where it is safe to do so, standing dead wood to be retained to provide opportunities for wildlife. Where dead wood must be thinned, this should be retained within habitat areas and stacked into piles to provide wildlife habitats. Additional wood resulting from pruning or other tree works to be similarly retained within discrete piles where possible. Surplus / additional prunings / clippings to be removed. Selective thinning of trees and shrubs to be undertaken as required (outside of spring / summer to avoid detrimental effects on nesting birds), to ensure successful development of an open canopy and understorey vegetation. Where gaps are present, supplementary planting of native species to match those already present should be undertaken and managed accordingly. Use of herbicides, pesticides and fertilisers to be avoided.										✓		
Existing Hedgerow	Native hedgerows to be cut on a biennial basis, such that no more than 50% of the hedgerows to be cut during any one year to allow continuity of habitats for wildlife. Vegetation should be maintained to a height of *at least* 2m above ground level, or to match pre-existing established hedgerow. Trimming should take place ideally during late winter to maximise food and cover availability for wildlife and also avoid detrimental effects on breeding birds. Use of herbicides or pesticides to be avoided. Check that there are no nesting birds present prior to any hedgerow works. It is an offence under the Wildlife & Countryside Act 1981 to damage or destroy the nest of any wild bird while it is in use or being built.	✓											
Low Ornamental Hedge Mix	Ornamental hedgerows to be trimmed / faced up so as to promote healthy growth and effective screening. Allow for 3 No. cuts total. Low ornamental hedge planting to be maintained at a height of 600mm. Check that there are no nesting birds present prior to any hedgerow works. It is an offence under the Wildlife & Countryside Act 1981 to damage or destroy the nest of any wild bird while it is in use or being built.				✓			✓			✓		
Grassland: General	Mowing: Remove litter, rubbish and debris from grassed areas before mowing. Do not allow mowing machinery closer than 500mm to any plant stems. Avoid damage to stems by nylon filament rotary cutters or other mechanical tools. Complete operations close to stems, corners and edges using hand held strimmer with special care taken not to cause whipping / damage to the base of tree trunks.			✓	✓	✓	✓	✓	✓	✓	✓		
	All grassed areas to be watered so as to maintain healthy growth / establishment.			✓	✓	✓	✓	✓	✓	✓	✓		
	Re-seed any gaps / hollows in lawns with a seed mix selected to match existing grass in quality and appearance. Top dress where necessary with fine topsoil to BS 3882.			✓	✓	✓	✓	✓	✓	✓	✓		
	Weed material within sward to be eradicated manually or spot treated with suitable herbicide.				✓					✓			

Appendix C : **Maintenance Schedule Year 3 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Mown Lawn (and Mown Paths): EG21	Areas to be cut to 25mm height on 2 weekly basis during growing season and cuttings removed from site. Use edging equipment to maintain neat / tidy edge as necessary. 16 No. cuts total.			✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)		
	Apply ICI Summer & Spring Feed (14:4:4) or equal approved at 30g / sqm to all lawn areas.			✓									
Wildflower Meadow: EM2	Areas to be mown in spring after early annual weeds have flowered (remove cuttings from site). Areas to be cut late summer after annuals have flowered and set seed with a scythe or petrol strimmer to ~50mm. Cuttings are to be left to dry and shed seed for 5-7 days and then removed from site. Areas to be mown early winter to ~50mm (remove cuttings from site). 3 No. cuts total. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).			✓ (1)					✓ (1)			✓ (1)	
Wetland Mixture: EM8	Areas to be mown in spring after early annual weeds have flowered (remove cuttings from site). Areas to be cut late summer after annuals have flowered and set seed with a scythe or petrol strimmer to ~50mm. Cuttings are to be left to dry and shed seed for 5-7 days and then removed from site. Areas to be mown early winter to ~50mm (remove cuttings from site). 3 No. cuts total. Localised differences may require a targeted approach. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).			✓ (1)					✓ (1)			✓ (1)	
Pond Edge Mixture: EP1	In second and subsequent years create variety of vegetation structures by cutting back and removing short sections of vegetation every 2-3 years in rotation. Remove wedges (like slices of cake) of vegetation and selectively thin Yellow Iris and any dense stands of single species. Machines and heavy equipment may only be used with care to avoid damage to soil and vegetation.										✓		
Hedgerow Mixture: EH1	Keep semi-shade weeds such as nettles and brambles in check. Grass swards to be selectively sprayed to control docks and thistles every 2-3 years on a rotational basis so that no more than half of the area is cut in any one year. Less intensive management over time will develop an open tussocky nature as a refuge for wildlife.											✓	
Species Rich Wetland Mixture	Remove any dead, discoloured or excessive plant material with selective cutting back. Remove cuttings from site.			✓			✓			✓			

Appendix C : **Maintenance Schedule Year 3 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Bulbs and Corms	Maintain area in a weed free condition. Cease mowing and weed control prior to emergence of leaves. Do not cut grass until foliage die back has begun. No chemical weed control until foliage dies back completely.			√	√	√	√	√	√	√	√		
	Lift and divide as appropriate just after mowing.			√	√	√							
Hard Surfacing	Clear soil, mulch, litter or other debris from hard surfaced areas and remove from site.	√	√	√	√	√	√	√	√	√	√	√	√
	Hard surfaces in communal areas to be treated with glyphosate-based non-residual herbicide (Roundup or equal approved), in full accordance with manufacturer's recommendations & COSHH regulations.			√				√					
Fencing / Bollards	Report any damage; provide temporary barriers to secure fence line where damage poses a risk to public safety.	√	√	√	√	√	√	√	√	√	√	√	√
Play Area	Visually inspect all areas, play equipment and street furniture for vandalism / damage, make safe and report any damage to the relevant party.	√	√	√	√	√	√	√	√	√	√	√	√
	Adhere to specific maintenance requirements for particular pieces of play equipment, as per manufacturers' requirements. Top up sand areas where required.	√	√	√	√	√	√	√	√	√	√	√	√
General	Collect fallen leaf litter and remove from site (do not blow away). Allow for 2 weekly visits.	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)
	Report any remaining element that through failure, fatigue or vandalism poses a risk to public safety.	√	√	√	√	√	√	√	√	√	√	√	√

6.0 Appendix D : **Maintenance Schedule Year 4**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General Planting	Remove litter, leaf litter, rubbish and debris from all planted areas (including grassed areas). Dispose of arisings from all specified operations off site.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Watering of all planted areas sufficient to maintain healthy growth, irrespective of season or weather conditions*, until restrained from doing so by statutory legislation. Specimen trees to be irrigated by means of dedicated irrigation tubes where provided. (*Do not water when ground is frozen / likely to freeze).				✓	✓	✓	✓	✓	✓			
	Treat diseased plants with an appropriate insecticide / fungicide as necessary to maintain healthy growth.			✓	✓	✓	✓	✓	✓	✓	✓		
	Maintain a weed free environment. Remove unwanted weed growth within planted areas manually or by treatment with glyphosate-based herbicide to maintain weed free environment as required. Remove all weed growth from site. 4 Visits total. Fork over beds as necessary to keep soil loose, taking care not to reduce depth or effect of mulch. Herbicide to be of a type approved by the Environment Agency where impact is likely upon any nearby watercourse and in any case in accordance with current legislation. Spray out grass / weeds in a 300mm diameter area around any tree set into grassed areas. Adjacent paths and surfaces to be swept clean as the work proceeds, and the site left tidy.			✓		✓		✓		✓			
	Check all existing trees and hedging with regard to public safety. Report any trees that appear to pose a risk to public safety and carry out remedial work as necessary in accordance with good arboricultural practice.			✓							✓		
	Prune trees / shrubs only to remove vandalised, dead / dangerous branches or to promote healthy growth / natural shape. Remove all cuttings from site. Except where specified otherwise, prune trees and shrubs as recommended by BS:7370 Part 4 clause 3.6.3 to 3.6.5. Confirm which trees are covered by Tree Preservation Orders, and seek appropriate permission, prior to carrying out any arboricultural work. All trees to be checked for safety by a suitably trained arboricultural specialist. Pruning shall be carried out by skilled labour only. Do not apply growth retardants, fungicide or sealant unless instructed otherwise. Herbaceous plants to be trimmed according to their growth habit.			✓						✓			
	Check / replace / adjust tree stakes, ties and rabbit / strimmer guards as required. Remove redundant tapes, tags, ties, labels and other encumbrances.	✓		✓		✓		✓		✓		✓	
	Replace any diseased, damaged or dead plants with plant stock of the same size / species (unless otherwise directed by the Landscape Architect or LPA). A schedule of all dead plant material removed is to be kept by the Maintenance Operator.										✓		

Appendix D : **Maintenance Schedule Year 4 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General Planting (continued)	Treat pernicious weeds (e.g. Japanese Knotweed), with an appropriate herbicide immediately after identification on site, and continue treating as necessary to achieve complete eradication.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Existing vegetation buffer	Where possible and where it is safe to do so, standing dead wood to be retained to provide opportunities for wildlife. Where dead wood must be thinned, this should be retained within habitat areas and stacked into piles to provide wildlife habitats. Additional wood resulting from pruning or other tree works to be similarly retained within discrete piles where possible. Surplus / additional prunings / clippings to be removed. Selective thinning of trees and shrubs to be undertaken as required (outside of spring / summer to avoid detrimental effects on nesting birds), to ensure successful development of an open canopy and understorey vegetation. Where gaps are present, supplementary planting of native species to match those already present should be undertaken and managed accordingly. Use of herbicides, pesticides and fertilisers to be avoided.										✓		
Existing Hedgerow	Native hedgerows to be cut on a biennial basis, such that no more than 50% of the hedgerows to be cut during any one year to allow continuity of habitats for wildlife. Vegetation should be maintained to a height of *at least* 2m above ground level, or to match pre-existing established hedgerow. Trimming should take place ideally during late winter to maximise food and cover availability for wildlife and also avoid detrimental effects on breeding birds. Use of herbicides or pesticides to be avoided. Check that there are no nesting birds present prior to any hedgerow works. It is an offence under the Wildlife & Countryside Act 1981 to damage or destroy the nest of any wild bird while it is in use or being built.	✓											
Low Ornamental Hedgerow	Ornamental hedgerows to be trimmed / faced up so as to promote healthy growth and effective screening. Allow for 3 No. cuts total. Low ornamental hedge planting to be maintained at a height of 600mm. Check that there are no nesting birds present prior to any hedgerow works. It is an offence under the Wildlife & Countryside Act 1981 to damage or destroy the nest of any wild bird while it is in use or being built.				✓			✓			✓		
Grassland: General	Mowing: Remove litter, rubbish and debris from grassed areas before mowing. Do not allow mowing machinery closer than 500mm to any plant stems. Avoid damage to stems by nylon filament rotary cutters or other mechanical tools. Complete operations close to stems, corners and edges using hand held strimmer with special care taken not to cause whipping / damage to the base of tree trunks.			✓	✓	✓	✓	✓	✓	✓	✓		
	All grassed areas to be watered so as to maintain healthy growth / establishment.			✓	✓	✓	✓	✓	✓	✓	✓		

Appendix D : **Maintenance Schedule Year 4 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Grassland: General	Re-seed any gaps / hollows in lawns with a seed mix selected to match existing grass in quality and appearance. Top dress where necessary with fine topsoil to BS 3882.			√	√	√	√	√	√	√	√		
	Weed material within sward to be eradicated manually or spot treated with suitable herbicide.				√					√			
Mown Lawn (and Mown Paths): EG21	Areas to be cut to 25mm height on 2 weekly basis during growing season and cuttings removed from site. Use edging equipment to maintain neat / tidy edge as necessary. 16 No. cuts total.			√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)		
	Apply ICI Summer & Spring Feed (14:4:4) or equal approved at 30g / sqm to all lawn areas.			√									
Wildflower Meadow: EM2	Areas to be mown in spring after early annual weeds have flowered (remove cuttings from site). Areas to be cut late summer after annuals have flowered and set seed with a scythe or petrol strimmer to ~50mm. Cuttings are to be left to dry and shed seed for 5-7 days and then removed from site. Areas to be mown early winter to ~50mm (remove cuttings from site). 3 No. cuts total. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).			√ (1)					√ (1)			√ (1)	
Wetland Mixture: EM8	Areas to be mown in spring after early annual weeds have flowered (remove cuttings from site). Areas to be cut late summer after annuals have flowered and set seed with a scythe or petrol strimmer to ~50mm. Cuttings are to be left to dry and shed seed for 5-7 days and then removed from site. Areas to be mown early winter to ~50mm (remove cuttings from site). 3 No. cuts total. Localised differences may require a targeted approach. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).			√ (1)					√ (1)			√ (1)	
Pond Edge Mixture: EP1	In second and subsequent years create variety of vegetation structures by cutting back and removing short sections of vegetation every 2-3 years in rotation. Remove wedges (like slices of cake) of vegetation and selectively thin Yellow Iris and any dense stands of single species. Machines and heavy equipment may only be used with care to avoid damage to soil and vegetation.										√		
Hedgerow Mixture: EH1	Keep semi-shade weeds such as nettles and brambles in check. Grass swards to be selectively sprayed to control docks and thistles every 2-3 years on a rotational basis so that no more than half of the area is cut in any one year. Less intensive management over time will develop an open tussocky nature as a refuge for wildlife.											√	

Appendix D : **Maintenance Schedule Year 4 (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Species Rich Wetland Mixture	Remove any dead, discoloured or excessive plant material with selective cutting back. Remove cuttings from site.			√			√			√			
Bulbs and Corms	Maintain area in a weed free condition. Cease mowing and weed control prior to emergence of leaves. Do not cut grass until foliage die back has begun. No chemical weed control until foliage dies back completely.			√	√	√	√	√	√	√	√		
	Lift and divide as appropriate just after mowing.			√	√	√							
Hard Surfacing	Clear soil, mulch, litter or other debris from hard surfaced areas and remove from site.	√	√	√	√	√	√	√	√	√	√	√	√
	Hard surfaces in communal areas to be treated with glyphosate-based non-residual herbicide (Roundup or equal approved), in full accordance with manufacturer's recommendations & COSHH regulations.			√				√					
Fencing / Bollards	Report any damage; provide temporary barriers to secure fence line where damage poses a risk to public safety.	√	√	√	√	√	√	√	√	√	√	√	√
Play Area	Visually inspect all areas, play equipment and street furniture for vandalism / damage, make safe and report any damage to the relevant party.	√	√	√	√	√	√	√	√	√	√	√	√
	Adhere to specific maintenance requirements for particular pieces of play equipment, as per manufacturers' requirements. Top up sand areas where required.	√	√	√	√	√	√	√	√	√	√	√	√
General	Collect fallen leaf litter and remove from site (do not blow away). Allow for 2 weekly visits.	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)	√ (2)
	Report any remaining element that through failure, fatigue or vandalism poses a risk to public safety.	√	√	√	√	√	√	√	√	√	√	√	√

7.0 Appendix E : **Maintenance Schedule Year 5+**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General Planting	Remove litter, leaf litter, rubbish and debris from all planted areas (including grassed areas). Dispose of arisings from all specified operations off site.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Watering of all planted areas sufficient to maintain healthy growth, irrespective of season or weather conditions*, until restrained from doing so by statutory legislation. Specimen trees be irrigated by means of dedicated irrigation tubes where provided. (*Do not water when ground is frozen / likely to freeze).				✓	✓	✓	✓	✓	✓			
	Treat diseased plants with an appropriate insecticide / fungicide as necessary to maintain healthy growth.			✓	✓	✓	✓	✓	✓	✓	✓		
	Maintain a weed free environment. Remove unwanted weed growth within planted areas manually or by treatment with glyphosate-based herbicide to maintain weed free environment as required. Remove all weed growth from site. 4 Visits total. Fork over beds as necessary to keep soil loose, taking care not to reduce depth or effect of mulch. Herbicide to be of a type approved by the Environment Agency where impact is likely upon any nearby watercourse and in any case in accordance with current legislation. Spray out grass / weeds in a 300mm diameter area around any tree set into grassed areas. Adjacent paths and surfaces to be swept clean as the work proceeds, and the site left tidy.			✓		✓		✓		✓			
	Check all existing trees and hedging with regard to public safety. Report any trees that appear to pose a risk to public safety and carry out remedial work as necessary in accordance with good arboricultural practice.			✓							✓		
	Prune trees / shrubs only to remove vandalised, dead / dangerous branches or to promote healthy growth / natural shape. Remove all cuttings from site. Except where specified otherwise, prune trees and shrubs as recommended by BS:7370 Part 4 clause 3.6.3 to 3.6.5. Confirm which trees are covered by Tree Preservation Orders, and seek appropriate permission, prior to carrying out any arboricultural work. All trees to be checked for safety by a suitably trained arboricultural specialist. Pruning shall be carried out by skilled labour only. Do not apply growth retardants, fungicide or sealant unless instructed otherwise. Herbaceous plants to be trimmed according to their growth habit.			✓						✓			
	Check / replace / adjust tree stakes, ties and rabbit / strimmer guards as required. Remove redundant tapes, tags, ties, labels and other encumbrances. Where trees have successfully established, untie and remove stakes / ties from site. (Acceptable tree establishment to be ascertained by the presence of a full, balanced canopy of healthy foliage and evidence of strong, annual growth. This should be supported by a healthy trunk and root plate, firmly anchored into the ground).	✓		✓		✓		✓		✓		✓	

Appendix E : **Maintenance Schedule Year 5+ (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General Planting (continued)	Replace any diseased, damaged or dead plants with plant stock of the same size / species (unless otherwise directed by the Landscape Architect or LPA). A schedule of all dead plant material removed is to be kept by the Maintenance Operator.										✓		
	Treat pernicious weeds (e.g. Japanese Knotweed), with an appropriate herbicide immediately after identification on site, and continue treating as necessary to achieve complete eradication.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Carefully, (with a clean cut), crown-lift standard specimen trees to one-quarter of their overall height, up to a maximum of 2.5m height for small ornamental trees and 4.0m height for larger forest scale / avenue trees. The leader shoot(s) must not be cut. Feathered trees and multi-stems should not be crown lifted.												✓
Existing vegetation buffer	Where possible and where it is safe to do so, standing dead wood to be retained to provide opportunities for wildlife. Where dead wood must be thinned, this should be retained within habitat areas and stacked into piles to provide wildlife habitats. Additional wood resulting from pruning or other tree works to be similarly retained within discrete piles where possible. Surplus / additional prunings / clippings to be removed. Selective thinning of trees and shrubs to be undertaken as required (outside of spring / summer to avoid detrimental effects on nesting birds), to ensure successful development of an open canopy and understorey vegetation. Where gaps are present, supplementary planting of native species to match those already present should be undertaken and managed accordingly. Use of herbicides, pesticides and fertilisers to be avoided.										✓		
Existing Hedgerow	Native hedgerows to be cut on a biennial basis, such that no more than 50% of the hedgerows to be cut during any one year to allow continuity of habitats for wildlife. Vegetation should be maintained to a height of *at least* 2m above ground level, or to match pre-existing established hedgerow. Trimming should take place ideally during late winter to maximise food and cover availability for wildlife and also avoid detrimental effects on breeding birds. Use of herbicides or pesticides to be avoided. Check that there are no nesting birds present prior to any hedgerow works. It is an offence under the Wildlife & Countryside Act 1981 to damage or destroy the nest of any wild bird while it is in use or being built.	✓											
Low Ornamental Hedge Mix	Ornamental hedgerows to be trimmed / faced up so as to promote healthy growth and effective screening. Allow for 3 No. cuts total. Low ornamental hedge planting to be maintained at a height of 600mm. Check that there are no nesting birds present prior to any hedgerow works. It is an offence under the Wildlife & Countryside Act 1981 to damage or destroy the nest of any wild bird while it is in use or being built.				✓			✓			✓		

Appendix E : **Maintenance Schedule Year 5+ (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Grassland: General	Mowing: Remove litter, rubbish and debris from grassed areas before mowing. Do not allow mowing machinery closer than 500mm to any plant stems. Avoid damage to stems by nylon filament rotary cutters or other mechanical tools. Complete operations close to stems, corners and edges using hand held strimmer with special care taken not to cause whipping / damage to the base of tree trunks.			✓	✓	✓	✓	✓	✓	✓	✓		
	All grassed areas to be watered so as to maintain healthy growth / establishment.			✓	✓	✓	✓	✓	✓	✓	✓		
	Re-seed any gaps / hollows in lawns with a seed mix selected to match existing grass in quality and appearance. Top dress where necessary with fine topsoil to BS 3882.			✓	✓	✓	✓	✓	✓	✓	✓		
	Weed material within sward to be eradicated manually or spot treated with suitable herbicide.				✓					✓			
Mown Lawn (and Mown Paths): EG21	Areas to be cut to 25mm height on 2 weekly basis during growing season and cuttings removed from site. Use edging equipment to maintain neat / tidy edge as necessary. 16 No. cuts total.			✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)		
	Apply ICI Summer & Spring Feed (14:4:4) or equal approved at 30g / sqm to all lawn areas.			✓									
Wildflower Meadow: EM2	Areas to be mown in spring after early annual weeds have flowered (remove cuttings from site). Areas to be cut late summer after annuals have flowered and set seed with a scythe or petrol strimmer to ~50mm. Cuttings are to be left to dry and shed seed for 5-7 days and then removed from site. Areas to be mown early winter to ~50mm (remove cuttings from site). 3 No. cuts total. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).			✓ (1)					✓ (1)			✓ (1)	
Wetland Mixture: EM8	Areas to be mown in spring after early annual weeds have flowered (remove cuttings from site). Areas to be cut late summer after annuals have flowered and set seed with a scythe or petrol strimmer to ~50mm. Cuttings are to be left to dry and shed seed for 5-7 days and then removed from site. Areas to be mown early winter to ~50mm (remove cuttings from site). 3 No. cuts total. Localised differences may require a targeted approach. Use of herbicides or other pesticides to be avoided where possible except for spot treatment of any colonising ruderal species (e.g. nettles, thistles and docks).			✓ (1)					✓ (1)			✓ (1)	
Pond Edge Mixture: EP1	In second and subsequent years create variety of vegetation structures by cutting back and removing short sections of vegetation every 2-3 years in rotation. Remove wedges (like slices of cake) of vegetation and selectively thin Yellow Iris and any dense stands of single species. Machines and heavy equipment may only be used with care to avoid damage to soil and vegetation.										✓		

Appendix E : **Maintenance Schedule Year 5+ (continued)**

	MAINTENANCE ITEM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Hedgerow Mixture: EH1	Keep semi-shade weeds such as nettles and brambles in check. Grass swards to be selectively sprayed to control docks and thistles every 2-3 years on a rotational basis so that no more than half of the area is cut in any one year. Less intensive management over time will develop an open tussocky nature as a refuge for wildlife.											✓	
Species Rich Wetland Mixture	Remove any dead, discoloured or excessive plant material with selective cutting back. Remove cuttings from site.			✓			✓			✓			
Bulbs and Corms	Maintain area in a weed free condition. Cease mowing and weed control prior to emergence of leaves. Do not cut grass until foliage die back has begun. No chemical weed control until foliage dies back completely.			✓	✓	✓	✓	✓	✓	✓	✓		
	Lift and divide as appropriate just after mowing.			✓	✓	✓							
Hard Surfacing	Clear soil, mulch, litter or other debris from hard surfaced areas and remove from site.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Hard surfaces in communal areas to be treated with glyphosate-based non-residual herbicide (Roundup or equal approved), in full accordance with manufacturer's recommendations & COSHH regulations.			✓				✓					
Fencing / Bollards	Report any damage; provide temporary barriers to secure fence line where damage poses a risk to public safety.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Play Area	Visually inspect all areas, play equipment and street furniture for vandalism / damage, make safe and report any damage to the relevant party.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Adhere to specific maintenance requirements for particular pieces of play equipment, as per manufacturers' requirements. Top up sand areas where required.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
General	Collect fallen leaf litter and remove from site (do not blow away). Allow for 2 weekly visits.	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)	✓ (2)
	Report any remaining element that through failure, fatigue or vandalism poses a risk to public safety.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

8.0 Appendix F :

British Standards in relation to Maintenance Operations (British Standards Institution BSI)

BS 3882	Specification for Topsoil
BS 3998	Recommendations for Tree Work
BS 4428	Code of Practice for General Landscape Operations (excluding hard surfaces)
BS 5837	Guide for Trees in Relation to Construction
BS 7370	Grounds Maintenance
Part 1	Recommendations for establishing and managing grounds maintenance organisations and for design considerations related to maintenance
Part 2	Recommendations for maintenance of hard areas (excluding sports surfaces)
Part 3	Recommendations for maintenance of amenity and functional turf (other than sports turf)
Part 4	Recommendations for maintenance of soft landscape (other than amenity turf)
Part 5	Recommendations for the maintenance of water areas