

RESIDENTIAL LANDSCAPE MANAGEMENT AND MAINTENANCE PLAN

West Hoathly Brickworks, East Grinstead

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Revisions to LPA comments



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1.0 INTRODUCTION

1.1 PURPOSE AND SCOPE OF DOCUMENT

- 1.1.1 This document focuses on the management of the residential area of the proposed development. **Please refer to the *SANG Landscape Management and Maintenance Plan* (Hill-Wood & Co, 2025) for the maintenance of the SANG area of the site.** Please also refer to any supporting plans, reports and specifications approved as part of the planning application for the development at West Hoathly Brickworks, East Grinstead. This includes any documentation containing quantitative and qualitative information about the external areas of the site that will be useful to those responsible for managing and maintaining them.
- 1.1.2 The purpose of this document is to schedule all required maintenance regimes, operations and works necessary for the satisfactory management of the landscape in perpetuity. The Management Plan sets out the management aims and objectives for the site along with the specific management objectives for each landscape component, and the associated maintenance works required on an Annual and Occasional basis. The Annual Works are those works that will be required every year, such as watering, weeding and cleaning. The Occasional Works are those that will be required on an irregular or cyclical basis, such as repairs and renewals. The recommendations contained in this report are developed to provide flexibility and adaptability in perpetuity, and it should be adhered to for a minimum of 30 years.

1.2 THE GROUNDS

1.2.1 Location and context

The development site is located within the High Weald AONB. It comprises the grounds of the now inactive West Hoathly brickworks, situated roughly 7.5Km south east of Crawley, and 4.5Km south west of the town of East Grinstead. Immediately to the west of the site runs the bluebell railway. To the south and south west of the site lie residential properties, and to the east and north lie agricultural fields. Refer to Figure 1.

1.2.2 Site Description and Development Proposals

The site is roughly 16.3 hectares in area, one third of which is currently developed as part of the inactive brickworks, while the remaining two thirds feature a mix of woodland, open field, a large water body and boundary vegetation.

The proposed design of the new development comprises 1 and 2 bed apartments and 2,3,4 and 5 bed houses, with a provision of private amenity in the form of gardens and ample parking. The residential portion will feature SuDS in the form of swales and attenuation basins. Higher density housing is proposed towards the centre of the site, while lower density housing faces the rural edges. Additionally, Extensive tree planting is proposed throughout the site, as well as a play area.

Furthermore, the eastern part of the site, totaling roughly two thirds of the site area, will be allocated as a SANG (suitable alternative natural greenspace). The majority

of this area will be retained and enhanced, including the existing pond, with improvements including substantial tree planting, meadow seeding, new pedestrian footpaths, seating, and two decked areas on the margins of the existing pond.



Fig 1. Site location: Not to scale

1.2.3 Management Plan Areas

The purpose of this management plan document is to ensure the appropriate management of the retained and proposed landscape areas on the residential portion of the site, following the construction and completion of the development. The landscape areas include existing vegetation along with all new planting (trees, hedges, shrubs and grass) and other hard or soft landscape components outside of private gardens.

- 1.2.4 All of the landscape areas of the site, except for private gardens, will be the subject of the Landscape Management Plan.

1.3 LEGAL FUNDING MECHANISM

- 1.3.1 The individual purchasers of each dwelling will enter into a legal agreement with The Developer (Cala Homes) and the appointed Landscape Management Contractor. This contract will be signed by the potential purchaser before the purchase of the property is finalised and will set out the annual landscape maintenance charges to be paid by the resident (until for whatever reason they leave / sell their property) to ensure ongoing maintenance of the development.
- 1.3.2 The money allocated for the maintenance of the landscape will be pre-agreed with the purchasers of each property. The appointed Landscape Management Company

will be suitably qualified and experienced, to be aware of all the appropriate costs for the short, medium and long term management of this site.

1.4 RECITALS

1.4.1 Parties Involved

- **The Developer:** The developer will be responsible for the protection and management of existing landscape components through the construction phase and the implementation of the hard and soft landscape works in accordance with the planning drawings, including any contractual maintenance period associated with these works.
- **The Local Planning Authority:** This term (abbreviated to LPA) shall refer to Wealden District Council and its Planning and Landscape Officers who are involved in the process of the approval of landscape and other documentation.
- **The Adopting Organisation:** This is the organisation that will adopt ownership of the landscape areas and is therefore responsible for their management and maintenance including all landscape components and features within them. The Adopting Organisation shall also be taken to mean any employee or representative of the organisation in ownership of the grounds.
- **The Landscape Management Contractor:** the company who may be appointed by the Adopting Organisation to carry out the landscape maintenance works. The appointment management company shall be a registered company with the required trained personnel and qualifications to carry out the associated work.

1.4.2 Status of the Landscape Management and Maintenance Plan

Prior to the commencement of development (or such other date or stage in development as may be agreed in writing with the LPA) a detailed long term Landscape Management and Maintenance Plan for all landscape areas shall be submitted to and approved by the LPA in writing. The plan shall include:

- Aims and Objectives;
- A description and evaluation of features to be managed;
- Ecological trends and constraints on site that might influence management;
- Appropriate management options for achieving aims and objectives;
- Management Prescriptions;
- Details of maintenance operations and their timing;
- Annual work schedule;
- Details of the parties/organisations who will be maintaining and managing the site;
- Ongoing monitoring and review.

The plan shall demonstrate integration of landscape, biodiversity and arboricultural considerations. The areas of planting shall thereafter be retained and maintained in

perpetuity in accordance with the approved Landscape Management and Maintenance Plan, unless any variation is approved in writing by the Local Planning Authority.

- 1.4.3 The LPA will approve this document as part of the planning process and this document therefore forms part of the approved planning documents. Management shall therefore be carried out in accordance with this document following completion of the implementation management plan (and any contractual maintenance periods associated with these works). This document will outline the minimum standard of maintenance to ensure a safe, comfortable, attractive, biodiverse and sustainable landscape is achieved in perpetuity.

1.4.4 Supportive Information

This Document should be read in conjunction with the remainder of the plans and documents that form the application, with particular emphasis on the following:

- Arboricultural Implications Report (SJA Trees, 2023)
- Ecological Assessment (Ecology Solutions, 2023)
- Landscape & Ecological Management Plan (Ecosupport, 2025)
- SANG Landscape Management Plan (Hill-Wood & Co, 2025)
- Residential Area Tree Planting Plans (Hill-Wood & Co, 2025)
- Residential Area Bulb Planting Plans (Hill-Wood & Co, 2025)
- Residential Area Shrub and Herbaceous Planting Plans (Hill-Wood & Co, 2025)
- Residential Area Native Hedgerow Planting Plans (Hill-Wood & Co, 2025)
- Residential Area Seeding and Turfing Plan (Hill-Wood & Co, 2025)
- Residential Area Tree Pit Details (Hill-Wood & Co, 2025)
- Residential Area Play Plans (Hill-Wood & Co, 2025)

2.0 AIMS AND OBJECTIVES OF THE LANDSCAPE MANAGEMENT PLAN

2.1 AIMS

- 2.1.1 The principal aims of this Landscape Management Plan are to secure a coordinated and high standard of landscape management for the landscape areas within the site, to ensure the successful integration of the residential development with the surrounding landscape and to protect and enhance nature conservation interests in accordance with the design objectives in the approved planning documents. This will include the appropriate maintenance of existing retained, and proposed landscape components.

2.2 OBJECTIVES

- 2.2.1 The main objectives of the Landscape Management Plan are as follows:

- **To maintain landscape character:** To protect and conserve the existing landscape character and screening function of the existing vegetation, and to incorporate locally indigenous species within screening/structural landscape areas, to provide an attractive and robust landscape setting for the buildings on the site;
- **The sustainable management of existing vegetation:** To retain existing trees, hedgerows and other vegetation that are worthy of retention, and to enhance their character, composition and age structure through positive management with consideration to long-term viability and health and safety;
- **To achieve a high standard of maintenance:** To take measures to ensure the successful establishment and growth of new structural and incidental planting and to take appropriate long-term management measures to ensure the satisfactory appearance and sustainability of vegetation. To ensure that landscape components are replaced, augmented and/or improved over time as appropriate;
- **To maintain and enhance biodiversity:** To protect and enhance the nature conservation interest of both existing and new habitats and to ensure the adoption of management practices that enhance the biodiversity value of the site. To fulfil all legal requirements in relation to the protection and management of ecological features and the protection and management of target species including bats and reptiles;
- **To ensure health and safety:** To uphold the duty of care that all landscape components are safe and that all reasonable steps are taken to minimise risk of injury and damage to people and property; and
- **To provide a mechanism or monitoring and review:** To ensure that management practices are monitored and where necessary reviewed on an annual basis in accordance with changing site circumstances and the views of key stakeholders.

3.0 SPECIFIC ELEMENTS REQUIRING MANAGEMENT AND MAINTENANCE

3.1 LANDSCAPE AREAS AND LANDSCAPE COMPONENTS

3.1.1 The landscape areas subject to this Landscape Management Plan include the following components:

- Existing trees;
- Proposed tree planting;
- Proposed native hedgerows;
- Proposed ornamental shrubs planting beds;
- Proposed amenity grass with bulbs;
- Proposed wildflower meadow ;
- Proposed wetland wildflower meadow;
- Proposed SUDS turf;
- Proposed strong lawn for play area;
- Proposed swale and attenuation basins;
- Playable features;
- Timber Shelter;
- Hard landscape areas.

3.1.2 In order to achieve the Aims and Objectives stated, the information below includes a description and specific management objectives for each component along with the annual and occasional management regimes required. Where appropriate, flexible management options are provided in order to address varying circumstances as the components mature.

3.2 GENERAL

3.2.1 Description

- The following are general management prescriptions that generally apply to all elements of the landscape. Both hard and soft.

3.2.2 Management objectives

- To ensure a high standard of maintenance and management to all components of the soft and hard landscape.

3.2.3 Annual works

i) **Collection and removal of litter and other debris:** All hard and soft landscape areas to be kept clean and free of litter and debris. Cart away litter/debris and remove off site to licensed tip. Ensure areas surrounding inlets and outlets of SuDS features are kept clean and free of any debris.

3.3 EXISTING / MATURE TREES

3.3.1 Description

- The majority of existing trees are grouped and located along the site boundaries, particularly north and north east, with a few having been identified as being in need of removal. – refer to the Arboricultural Implications Report (SJA Trees, 2023).

3.3.2 Management Objectives

The management objectives for retained trees are to:

- Maintain the trees in as healthy and attractive condition for as long as possible, to ensure continuity in tree cover and their contribution to the landscape structure, biodiversity, and screening/amenity value of the site; and
- To Ensure that trees are healthy and safe, particularly in places in proximity to residential properties and with public access.

3.3.3 Annual Works

- Visual Inspection:** Trees should be regularly visually checked for the presence of any diseased or rotten wood; fungal or other infections/disease; and stability. If any such issues are identified, then the advice of a qualified Arboriculturist should be sought immediately.
- Arboricultural Assessment:** In any event, an Arboricultural Assessment is recommended to be carried out once every two years by a qualified Arboriculturist inspecting the condition of existing trees including any cause of increased risk to people or property. Furthermore, during the Arboricultural Assessment, the health of the trees shall be monitored and any works required for health and safety or to promote the health and sustainability of existing trees shall be identified, scheduled and actioned at a suitable time of year following application and granting of appropriate consents by the LPA (where required).

3.3.4 Occasional Works

- Tree Work Consents:** Any works recommended for each tree (such as crown raising, crown reduction, substantial pruning, removal of limbs, pollarding or felling) should be documented and a formal application made to the LPA for approval (with the exception of the removal of dead wood) in advance of the works being undertaken wherever necessary. This applies to trees protected by a Tree Preservation Order (TPO) or a condition of the planning consent.
- Timeframes & Specialist Advice:** All works should be completed at an appropriate time of year and in accordance with relevant EU and UK wildlife legislation. Where possible this should be outside of the bird nesting season (i.e. between October through to March inclusive). In any event according to the nature of the works, there may be an additional requirement for monitoring or a watching brief by a qualified ecologist to ensure there are no nesting birds or bats present.

- iii) **Tree Works:** All works shall be carried out by a skilled, qualified and approved Arboricultural Contractor in accordance with BS3998: 2010 'Tree Work - Recommendations'. All brushwood and logs that result from surgery and felling of trees on site shall be removed off site, unless needed to enlarge or renew hibernacula or eco piles. Where surgery works affect a highway, the Arboricultural Contractor shall ensure the relevant permissions and road control permits are obtained, and all necessary health and safety parameters are met.
- iv) **Tree replacement and enhancement of tree cover:** Any tree that dies or is necessarily felled, but which is not removed as part of a programme of thinning or coppicing, shall be replaced with a tree of appropriate species and stock size. Such replacement shall be with a tree of either the same or similar species as those existing. The option for replacing with a different species is to allow some flexibility avoiding problems encountered with 'Same Species Disease' and to ensure sustainable tree cover in the interests of visual amenity. Possible damage to drainage/services and adjoining building foundations must be considered before choosing a replacement tree species and location. Where alternative species are being considered, then the species should be suitable to the character of the location, either native (in the case of structural planting on the boundary of the site) of a source of local provenance where possible or if ornamental, then appropriate to the type of trees adjacent to them. Once annually the site shall be considered for the need for any strategic replacement or enhancement planting, to broaden the age class of trees and tree groups, in the interests of the long-term sustainability of strategically important vegetation. All trees should be a minimum stock size of standard (10-12cm girth), and implemented and maintained in accordance with good horticultural practice. Replacement and enhancement planting is best undertaken during the planting season (November through to March inclusive)

3.4 PROPOSED TREE PLANTING

3.4.1 Description

- New tree planting is incorporated into the proposed development within parking areas and public open spaces to provide landscape structure and amenity value to the residential area. Such tree planting will define focal points, enclose streets and spaces and soften the built form.

3.4.2 Management Objectives

The management objectives for new tree planting is to:

- Ensure the satisfactory establishment and growth of new tree planting typical of the respective species;
- Promote conditions so that trees are healthy and safe;
- Ensure continuity of the design approach and amenity value of tree planting; and
- Provide shade across the hard and soft landscape on site for the benefit of residents and visitors, and reducing the heat island effect.

3.4.3 Annual Works

- i) **General tree maintenance during establishment:** Check all trees for firmness and stability in the ground. Check and adjust tree ties. Top up bark mulch levels where necessary around the base of new trees, using the same or similar product to that previously supplied to maintain a minimum depth of 75mm to reduce competition from weeds and retain soil moisture. Where trees are in grass areas, regularly remove weed growth by hand in a 1m radius around the trunk of the tree. Newly planted trees shall be fertilised for the first two years using a suitable and approved liquid feed as per manufacturer's recommendations, to aid establishment. Prune back any diseased or rotten wood (including the removal of main stems and limbs) back to sound wood as required. For standard trees, remove side branches and basal shoots in October to maintain a 1.8m trunk free of branches.
- ii) **Watering trees:** All new tree planting to be watered in accordance with BS8545:2015 Annex G for the first two growing seasons. Subsequently, watering to be undertaken as required to maintain healthy and vigorous growth. Increase watering frequency during any continuous hot weather lasting more than 7 days. The Landscape Management Contractor shall be entirely responsible for varying the frequency of these visits according to climatic conditions and for contacting the Adopting Organisation and agreeing the timing of any additional watering visits if required and where restrictions are placed on the use of water, sources and costs of obtaining second class water. The Landscape Management Contractor shall be responsible for any tree failures or excessive die back from drought stress during the management contract.

3.4.4 Occasional Works

- i) **Checking and removal of tree stakes and ties:** Review the need for tree stakes and ties annually for up to 6 years to ensure trees are firm and stable. Ideally, remove stakes in the fourth growing season or the following April. Stakes removed shall be cut at ground level, below lowest grass height (to prevent snagging mower blades) or pulled from the ground and the post holes filled with suitable topsoil. If the tree is found to be weak or unstable after the stakes have been removed, then check the base of the tree for signs of rot. If rotten or unlikely to stabilise, remove the tree and replace. If the tree is free from rot or other cause of its instability, then re-instate a tree support, using 100mm diameter stake and single tie. The stake should be pushed into the ground with a post rammer, to a depth of 600mm and cut to one third the height of the tree. Fix the tree stem with a bio degradable tie and spacing device attached to at a point no more than 25-35mm below the top of the post, in order to prevent chaffing against the post in high winds. Remove old posts and ties and arisings and dispose off site.
- ii) **Long-term tree surgery works:** After 10-20 years of maintenance as above (or earlier if required), newly planted trees will reach semi-maturity and at this time may be in need of corrective surgery. Trees should become subject to the annual Arboricultural Assessment.
- iii) **Tree replacement and enhancement of tree cover:** Any tree that dies or is necessarily felled, but which is not removed as part of a programme of tree removals, shall be replaced with a tree of appropriate species and stock size.

Such replacement shall be with a tree of either the same or similar species as those existing. The option for replacing with a different species is to allow some flexibility avoiding problems encountered with 'Same Species Disease' and to ensure sustainable tree cover in the interests of visual amenity. Possible damage to drainage/services and adjoining building foundations must be considered before choosing a replacement tree species and location. Where alternative species are being considered, then the species should be suitable to the character of the location and adjoining trees. Once annually the site shall be considered for the need for any strategic replacement or enhancement planting, to broaden the age class of trees and tree groups, in the interests of the long-term sustainability of strategically important vegetation. Trees should be a minimum stock size of standards (10-12cm girth), and implemented and maintained in accordance with good horticultural practice. Replacement and enhancement planting is best undertaken during the planting season (November through to March inclusive).

- iv) **Removal of temporary guards / protective fencing:** Guards/protective fencing to be reviewed annually and then removed between 2-3 years after planting, depending on the overall plant growth.

3.5 PROPOSED NATIVE HEDGEROWS

3.5.1 Description

- New native hedgerows are proposed within the residential portion of the site to provide enclosure to private gardens. Additionally, a new hedgerow is proposed around the play area.
- While ornamental in function, the vast majority of new hedgerows will use native species: yew (*Taxus baccata*), privet (*Ligustrum vulgare*), hornbeam (*carpinus betulus*), hawthorn (*Crataegus monogyna*) and hazel (*corylus avellana*), with the addition of purple hazel (*corylus maxima* 'Pupurea').

3.5.2 Management Objectives

The management objectives for new hedgerow planting is to:

- Ensure the satisfactory establishment and growth of new hedgerow planting with a typical hedge height, form and density according to species;
- Maintain planting in a healthy and attractive condition of value to wildlife;
- Ensure continuity of the design approach and amenity value of planting.

3.5.3 Annual Works

- i) **Weeding and general maintenance:** Remove all weed growth by hand as necessary to ensure weed free and tidy planting areas. Visits should occur approximately monthly in the growing season, subject to weather conditions from April to October, with an extra visit outside of the growing season in December or January to inspect the condition of the beds. Take great care not to disturb sheet or bark mulch; top up bark mulch levels where necessary for the first 3 years, using the same or similar product to that previously supplied to maintain a

minimum depth of 75mm to reduce competition from weeds and retain soil moisture. Note: For planting using a non-biodegradable weed suppressant membrane, reduce visits to 4 times per year in the growing season. Where a biodegradable weed suppressant fabric has been used, this will have disappeared within the establishment phase. Weeding frequency should therefore be varied according to the site and density of vegetation cover and in any event should be between 4 and 8 i.e. whatever is required to achieve a weed free scheme. All weeds shall be removed from the site.

- ii) **Cutting / trimming of ornamental hedges:** Cut ornamental hedges once annually. Cut yew and hazel hedges in February. Cut hornbeam, privet and hawthorn hedges in late September. If required, cut privet hedges one additional time in late February. Ornamental hedges will be maintained to an approximate height of between 1m and 1.4m to form a square, even and tidy hedge. Cut larger stems, and prune any diseased rotten wood back to sound wood. Remove all cut material from site.
- iii) **Watering of ornamental hedges:** All new hedge planting to be watered in accordance with BS8545:2015 Annex G for the first two growing seasons. Subsequently, watering to be undertaken as required to maintain healthy and vigorous growth. Increase watering frequency during any continuous hot weather lasting more than 7 days. The Landscape Management Contractor shall be entirely responsible for varying the frequency of these visits according to climatic conditions and for contacting the Adopting Organisation and agreeing the timing of any additional watering visits if required and where restrictions are placed on the use of water, sources and costs of obtaining second class water. The Landscape Management Contractor shall be responsible for any plant failures or excessive die back from drought stress during the management contract.

3.5.4 Occasional Works

- i) **Gapping up and replacement of ornamental hedges:** Remove failed plants and replace with a plant of the same species, to a minimum size of a 3L pot with a minimum height and spread of 400mm. Gap up areas of less dense growth with additional plants as required planted in a single row to achieve a continuous hedge alignment, taking due allowance for the natural growth and regeneration of cut material. Include any works necessary to enable planting to be properly carried out i.e. removal and disposal of dead material off site and for topping up/replacement of bark mulch.
- ii) **Removal of temporary guards / protective fencing:** Guards/protective fencing to be reviewed annually and then removed between 2-3 years after planting, depending on the overall plant growth.

3.6 PROPOSED ORNAMENTAL PLANTING BEDS

3.6.1 Description

- Ornamental shrubs and herbaceous plants are proposed around the play area as well as the rain gardens near the attenuation basin. This planting is ornamental in

character and is designed to provide visual interest and amenity value and to enhance the built form.

- While ornamental in character, species will include mostly native plants with a mix of evergreen and deciduous species, including fruiting species, providing general habitats and foraging for wildlife.
- The planting palette is composed of the following species:

Native: *Ajuga reptans*, *Athyrium filix-femina*, *Carex pendula*, *Cornus sanguinea*, *Dryopteris filix-mas*, *Geranium pratense*, *Iris pseudacorus*, *Ruscus aculeatus*, *Salix purpurea* 'nana', *Sambucus nigra* 'Obelisk', *Teucrium chamaedrys*.

Non-native RHS plants for pollinators: *Brachyglottis* 'Sunshine', *Centranthus ruber*, *Cornus sanguinea* 'Midwinter Fire', *Salvia rosmarinus*.

Management Objectives

The management objectives for new ornamental planting beds are to:

- Ensure the satisfactory establishment and growth of new ornamental planting;
- Maintain planting in a healthy and attractive condition and enhance the value of planting as a food source to wildlife; and
- Ensure continuity of the design approach and amenity value of planting.

3.6.2 Annual Works

- Weeding:** Remove all weed growth by hand as necessary to ensure weed free and tidy planting areas. Visits should occur approximately monthly in the growing season, subject to weather conditions from April to October, with an extra visit outside of the growing season in December or January to inspect the condition of the beds. Take great care not to disturb sheet or bark mulch; top up bark mulch levels where necessary for the first 3 years, using the same or similar product to that previously supplied. All weeds shall be removed from the site.
- Spot Herbiciding:** Where other methods have failed, persistent perennial weeds can be controlled using herbicide. For planting beds containing herbaceous plants and shrubs, apply a suitable foliar-acting systemic herbicide using a weed wiper device to avoid killing wanted plants. The use of herbicides should only be made following a risk assessment to consider potential effects on the environment and on human health, but also spray drift killing the wrong plants. The purchase, transport and storage of herbicides are regulated by Part III of the Food and Environment Protection Act 1985, Control of Pesticides (Amendment) Regulations 1997; the Health and Safety at Work Act 1974; the COSHH Regulations, the product COSHH sheet and EC Directive 91/414/EEC (the "Authorization Directive") and the Plant Protection Products Regulations 1995 as amended by the Plant Protection Products (Basic Conditions) Regulations 1997. All herbicides shall be applied in suitable calm weather conditions; allow for repeat applications as required to achieve a complete kill. Apply herbicide as required and at intervals to ensure no regeneration of weed, usually equating to four applications per year during the growing season at 6 week intervals, from

late April onwards. The timing of visits may vary according to weather conditions. Extreme care must be taken to avoid damage to surrounding plants and grass, and to avoid spray drift if spraying is used. Any damage resulting from incorrect usage, spillage, and spray drift, to be rectified at the Landscape Management Contractor's expense.

- iii) **General planting maintenance:** At each visit firm in and straighten any loose plants. Top up bark mulch levels where necessary for the first 3 years, using the same or similar product to that previously supplied to maintain a minimum depth of 75mm to reduce competition from weeds and retain soil moisture. All shrubs shall be fertilised using an approved liquid feed as per the manufacturer's recommendations, during early May and late September.
- iv) **Pruning of ornamental planting:** Prune back shrubs in the period between October to March in accordance with sound horticultural practices, pruning back to a node, shoot or bud; prune out dead, leggy and broken branches, without damage to the natural habit or appearance of the plant. Prune out crossover branches, invasive suckers, dead wood, damaged stems, any spindly growths and any growth that will weaken the plant. Prune back Rosaceous and quick and leggy growing plants much harder than other species, but prune back by no more than 30% in any one-year. Prune Cornus varieties back to 200mm above ground every 3rd year, but retaining any young growths. Regarding herbaceous plants cut back deciduous grasses in early spring by removing dead stems before new growth starts to appear. Prune Geraniums hard after flowering to encourage a new flush of growth and prevent self-seeding. Should the Iris planted in the rain gardens become dominant over other species, reduce spread to 1/3 in October to control spread. Generally, maintain planting beds below 600mm in visibility splays and sight lines. Where overhanging paved areas, cut plants back once yearly in March.
- v) **Watering:** All new ornamental planting to be watered in accordance with BS8545:2015 Annex G for the first two growing seasons. Subsequently, watering to be undertaken as required to maintain healthy and vigorous growth. Increase watering frequency during any continuous hot weather lasting more than 7 days. The Landscape Management Contractor shall be entirely responsible for varying the frequency of these visits according to climatic conditions and for contacting the Adopting Organisation and agreeing the timing of any additional watering visits if required and where restrictions are placed on the use of water, sources and costs of obtaining second class water. The Landscape Management Contractor shall be responsible for any tree failures or excessive die back from drought stress during the management contract.

3.6.3 Occasional Works

- i) **Replacement and enhancement planting:** Cut back any shrubs and herbaceous plants where they have become old, misshapen, leggy or they have lost their vigour. Specimens, shrubs or herbaceous plants that fail to show growth or develop full foliage (including plants damaged during management operations), where such plant failure leaves a gap in the foliage not filled by adjacent plants, shall be replaced with stock of the size, species and quality

originally specified. Specimens, shrubs or herbaceous plants so replaced shall be the same as those specified, previously supplied and approved. Nursery stock shall be container grown and shall be a minimum stock size of a 3L pot. Planting should be implemented and maintained in accordance with good horticultural practice. Include any works necessary to enable planting to be properly carried out i.e. removal and disposal of dead material off site and for topping up/replacement of bark mulch. Once annually the site shall be considered for the need for any strategic replacement or enhancement planting, to broaden the age class of vegetation in the interests of the long-term sustainability of strategically important vegetation.

3.7 PROPOSED AMENITY GRASS AND BULBS

3.7.1 Description

- Areas of species-rich amenity grass are located across the open space and amenity areas. Some of these areas include incidental drifts of bulbs, while the main avenue features mass planting of bulbs within the grass areas. The grass mix proposed is Emorsgate Seeds EL1 Flowering Lawn Mixture.
- The mowing frequency will be related to the grass mix and function of the area. Where bulbs are present these grass areas will generally be subject to a lower frequency cutting regime for aesthetic reasons. The height of the sward can be varied according to amenity and to ensure nature conservation benefits.
- The bulb planting palette is composed of the following species:

Native: *Allium sphaerocephalon*, *Allium ursinum*, *Anemone nemorosa*, *Colchicum autumnale*, *Galanthus nivalis*, *Hyacinthoides non-scripta*, *Narcissus pseudonarcissus*.

Non native: *Narcissus obvallaris*

3.7.2 Management Objectives

The management objectives for amenity grass areas with bulbs will be to:

- To ensure the satisfactory establishment of the grass sward and bulbs; and
- To maintain healthy and suitable grass areas appropriate to function and use.

3.7.3 First Year management

The wild flower and grass species in this mix are perennial; they will be slow to germinate and grow and will not usually flower in their first growing season. There will often be a flush of annual weeds from the soil in the first growing season. This annual weed growth is easily controlled by repeated mowing. Mow newly sown flowering lawns regularly (every 7 -10 days during growing season) throughout the first year of establishment, except for areas containing bulbs, which should be allowed to flower and wilt prior to cutting (carry out manual weeding of bulb areas if necessary). Cut to a height of 40-60mm, removing cuttings if dense. This will gradually develop a good sward structure, help maintain balance between faster

growing grasses and slower developing wild flowers, and control annual weeds. Dig out any residual perennial weeds such as docks.

3.7.4 **Management once established**

Mow regularly as a lawn but not too short (25-40mm). Leave areas with bulbs unmown (including a 150mm margin) until they finish flowering and wilt, after which resume regular mowing regime until bulbs reappear the following year. To permit flowering, mowing can be relaxed from late June. Cut again when the sward gets untidy (after 4-8 weeks). Mowing may be suspended earlier in the year to allow cowslips to flower if desired. Heavy quantities of cuttings should be collected and removed from site. EL1 is a complete mix composed of 20% wild flowers and 80% slow growing grasses (by weight). The flower and grass components are also available to order separately as EL1F for the flower component and EG1 for the grass component. For quicker establishment of grass cover EL1 may be sown with an additional 10g/m² EG1 or lawn mixtures EG21 or EG22. Higher grass sowing rates will however reduce the time and space available for flower establishment, especially in good growing conditions.

3.7.5 **Annual Works**

- i) **Mowing and edging:** Amenity grass areas shall be mown in order to maintain the visual amenity of the area. Mowing frequency and height shall be adjusted according to the function and use of each area, collecting the arisings each time, and removing off site. Delay cutting of grass areas containing bulbs (including a 150mm margin) until bulbs have finished flowering and the leaves have wilted. Deadhead bulbs as required according to species. Soft edges between grass areas and planting beds shall be kept free from grass by cutting the grass with a 'half moon' edging tool to ensure a neat, clean-cut finish twice per year, once at the start of the growing season, and again at the end.
- ii) **Watering amenity grass areas:** During the first 3 years following initial seeding or following re-seeding operations, water amenity grass areas during periods of extreme drought (2 or more weeks without substantial rainfall) to a maximum of 15 occasions. After establishment continue to water only if deemed to be required. To aid the natural establishment of grass areas, only water where unavoidable, where the grass is going brown and appears to be suffering from severe drought stress. When watering, water to field capacity in the morning or in the evening to reduce water evaporation, when the water is more likely to reach the roots. The Landscape Management Contractor shall be entirely responsible for varying the frequency of these visits according to climatic conditions and for contacting the Adopting Organisation and agreeing the timing of any additional watering visits if required and where restrictions are placed on the use of water, sources and costs of obtaining second class water.

3.7.6 **Occasional Works**

- i) **Replacement of failed grass:** Small areas of dead, dying or failing grass and shall initially be made good through changes to the mowing regime or through temporary protection of high wear areas using temporary fencing or similar if

required. Larger areas of degradation may require re-cultivating and reseedling. Cultivate or power-harrow the affected area until a fine tilth is achieved (removing stones greater than 20mm) and grade until level with adjoining areas. Re-seed according to seed manufacturer's recommendations, using the same seed mix originally specified if possible. Water thoroughly and maintain the soil in a moist condition, removing stones, weeding and mowing until the grass is established.

3.8 PROPOSED WILDFLOWER MEADOW

3.8.1 Description

- New areas of wildflower meadow are proposed along the site boundaries (south and west of residential area). This will be sown with Emorsgate seeds EM5 meadow mixture for loamy soils.

3.8.2 Management Objectives

The management objectives for wildflower grassland areas will be to:

- To ensure the satisfactory establishment of the grass sward and wild flowers areas; and
- To maintain a healthy and biodiverse sward suitable for a range of wildlife.

3.8.3 First year Management

Most of the sown meadow species are perennial and are slow to establish. Soon after sowing there will be a flush of annual weeds, arising from the soil seed bank. These weeds can look unsightly, but they will offer shelter to the sown seedlings, are great for bugs, and they will die before the year is out. So resist cutting the annual weeds until mid to late summer, especially if the mixture contains Yellow Rattle, or has been sown with a nurse of cornfield annuals. Then cut, remove and compost. Early August is a good time. This will reveal the young meadow, which can then be kept short by grazing or mowing through to the end of March of the following year. Dig out any residual perennial weeds such as docks.

3.8.4 Management Once established

In the second and subsequent years the wildflower meadow can be managed in a number of ways which, in association with soil fertility, will determine the character of the grassland. The best results are usually obtained by traditional meadow management based around a main summer hay cut around September (no shorter than 150mm) in combination with autumn and possibly spring mowing to a height of 50-75mm. Meadow grassland is not cut or grazed from spring through to late Summer to give the sown species an opportunity to flower. After flowering take a 'hay cut': cut back with a scythe, petrol strimmer or tractor mower to c 150mm. Leave the 'hay' to dry and shed seed for 1-7 days then remove from site.

3.9 PROPOSED WETLAND WILDFLOWER MEADOW

3.9.1 Description

- New wet wildflower meadow is proposed on the slopes of the attenuation basins on the residential section of the site. This will be sown with Emorsgate seeds EM8 seed mix.

3.9.2 Management Objectives

The management objectives for these areas will be:

- To ensure the satisfactory establishment of the wild flowers; and
- To maintain a healthy and biodiverse environment suitable for a range of wildlife.

3.9.3 First year Management

Most of the sown meadow species are perennial and are slow to establish. Soon after sowing there will be a flush of annual weeds, arising from the soil seed bank. These weeds can look unsightly, but they will offer shelter to the sown seedlings, are great for bugs, and they will die before the year is out. So resist cutting the annual weeds until mid to late summer, especially if the mixture contains Yellow Rattle, or has been sown with a nurse of cornfield annuals. Then cut, remove and compost the cuttings. This will reveal the young meadow, which can then be kept short by grazing or mowing through to the end of March of the following year. Dig out any residual perennial weeds such as docks.

3.9.4 Management Once established

In the second and subsequent years EM8 sowings can be managed in a number of ways which, in association with soil fertility, will determine the character of the grassland. The best results are usually obtained by traditional meadow management based around a main summer hay cut in combination with autumn and possibly spring mowing or grazing.

Meadow grassland is not cut or grazed from spring through to July/August to give the sown species an opportunity to flower. After flowering in July or August take a 'hay cut': cut back with a scythe, strimmer or tractor mower to c 150mm. Leave the 'hay' to dry and shed seed for 1-7 days then remove from site. Mow or graze the re-growth through to late autumn/winter to c 50mm and again in spring if needed.

Wetland habitats are characteristically quite variable in composition, reflecting local drainage and management. Conditions can vary, for instance, between the highs and lows in ridge and furrow grassland. Localized differences may require a targeted approach. For example, boggy areas which remain waterlogged for much of the year may be best sown with pond edge mixture EP1

3.10 PROPOSED SUDS TURF

3.10.1 Description

- Wild flower turf is proposed on the slopes of the swales as well as the unplanted sections of the rain gardens. This will be turfed with SUDS turf by Wildflower Turf.

3.10.2 Management Objectives

The management objectives for the turf areas will be to:

- To ensure the satisfactory establishment of the grass sward and wild flowers areas; and
- To maintain a healthy and biodiverse sward suitable for a range of wildlife.

3.10.3 Management Immediately After Laying

Once laid, irrigation is crucial. Water the turf thoroughly for the first couple of weeks (weather dependant) until the turf is rooted in. Ensure the soil underneath the turf is damp by lifting a corner of the turf. Do not allow the turf to dry out while it establishes, which should take approximately 2-3 weeks (weather dependent). Do not over water the turf, as this can promote grass domination in the sward. Once established the wildflowers can be fairly drought tolerant and shouldn't need watering again.

3.10.4 Ongoing management

Once established Wildflower Turf requires little maintenance. For the annual maintenance cut in the Autumn (late September – early October), cut the meadow down to c. 150mm off the ground and remove all cuttings. This can be done by strimming and raking, or using a mower and collecting the cuttings. Make sure these tools are sharp. The cut is an important part of the meadows life cycle and ensures re-growth and species diversity year on year. Cuttings should not be left on the meadow, as they add undesirable fertility to the ground. It is also important to remove all leaf litter that falls onto the area. Consider cutting only half of the meadow area at one time to allow time for fauna to migrate to the uncut meadow. Allow some regrowth of the cut area before cutting the second half, but aim to have finished all cutting by the end of the first week of October. Over time alternate the areas that are cut early and the areas that are left as this will benefit species diversity.

On fertile sites or where you might have species dominance or too vigorous early growth, a second cut at the end of May to beginning of June can be introduced. This high cut, approximately 8 to 10 inches off the ground (200mm to 250mm) to remove the flower heads but leaving enough plant stems and leaf area to regenerate, and removal of all cuttings, will help to knock back some species dominance, reduce soil fertility and open up the sward to more light and air circulation to promote diversity of lower growing species. Once the cutting has been completed and all cuttings removed, give the area a good soaking with water to encourage the next flush of growth. Introducing this early summer cut and removal will mean your second Autumn cut and removal will be later that year, up to the end of October.

3.11 PROPOSED STRONG LAWN TO PLAY AREA

3.11.1 Description

- A new hard-wearing lawn is proposed within the new play area. This will be sown with Emorsgate EG22 Strong Lawn Grass Mix.

3.11.2 Management Objectives

The management objectives for this lawn will be to:

- To ensure the satisfactory establishment of the grass sward; and
- To maintain good grass cover.

3.11.3 **First year management**

Once seedling grasses are established, (typically in good growing conditions about three to four weeks after sowing), lightly roll or tread to firm and level the soil around the grass roots ready for the first cut. (Do not roll however if the ground is saturated with water). After a few days, when the grass has picked up again, the lawn will be ready for its first cut. Cut with the mower set on a high setting (50mm +), aiming to trim the sown grass back by about one-third of its height and cut back any weeds. Thereafter mow the new lawn regularly as needed, generally weekly during the growing season, progressively reducing the mowing height over its first spring/summer to the desired height of 25-40mm. A new sown lawn will take a full year or more to reach full strength and ground cover and knit together as a turf. It can be walked on during establishment, but avoid heavy use that might cause wear and tear.

3.11.4 **Management once established**

Mow lawn weekly during growing season (roughly March to October) to a height of 25-40mm. Mow as required outside growing season in order to maintain sward height appropriate to the use of the area. Should any areas of degradation develop due to excessive traffic, fence off these areas or otherwise restrict access, in order to allow the grass cover to recover. Evaluate the progression of the lawn into the future and assess the development of areas of soil compaction, in which case scarify the lawn once annually in Spring.

3.12 **PROPOSED SWALE AND ATTENUATION BASINS**

3.12.1 **Description**

- A swale is proposed connecting two proposed attenuation basins.

3.12.2 **Specific Objectives**

The management objectives for these elements are to:

- Provide suitable drainage for water from the site in order to maintain adequate flow of water along the drainage features; and
- Provide a seasonal habitat for wildlife and enhance biodiversity.

3.12.3 **Annual Works**

i) **General maintenance for swales and attenuation basins:** This will be undertaken by the Landscape Management Contractor and is vital for the effective operation of these drainage features. Remove fallen leaves and debris in the autumn to allow free water flow. Clear patches of marginal vegetation if required each autumn in rotation so that there is always a succession developing from bare mud. If marginal plants start spreading noticeably from the edges towards the

centre, action will need to be taken to remove them. Manage vegetation on the banks to maintain water flows and to create potential wildlife habitats. Check headwalls and outlets and remove any litter and debris at each visit ensuring no obstructions are present that restrict the flow of water. Monitor water quality and take remedial action if required

3.12.4 Occasional Work

i) **Monitoring of swales and attenuation basins:** This will be undertaken by the Landscape Management Contractor. Management should be flexible. Monitoring should be an integral part of any management. The careful recording of information is necessary before, during and after any work:

- Check the establishment of any new marginal and aquatic planting. If the survival rate is poor, try and establish a reason before undertaking any replanting and adjust the species if required, taking account of soil conditions and amount of water present;
- If present, leave marginal vegetation for two or three years to establish. Leave the dead stems and leaves over winter as long as these don't block the flow of water or inlets/outlets. Clear patches each autumn in rotation, so that there is always a succession developing from bare ground.
- Monitor the extent of marginal planting. If plants start spreading into the centre, clear vegetation from its 'invading front', on the inner or waterside of the margin, leaving the landward side as undisturbed habitat. Retain a solid margin of vegetation to discourage access;
- Dig out any accumulated silt in early autumn, clearing only a part of the area in a 12-month period;
- Ensure there are sufficient areas of habitat (e.g. logs, stones and rough vegetation at the swale and basins edges), especially during winter when these will be used as hibernation sites by frogs, newts and others;
- Clear any self-sown trees.

3.13 PLAYABLE FEATURES

3.13.1 Description

- A new dedicated play area (LEAP) is proposed within the development. Additionally, a trim trail comprising additional play equipment is proposed.

3.13.2 Management Objectives

The management objectives for street furniture are:

- To ensure the soundness and safety of all playable features,
- To minimise the risk of injury to users of all ages and,
- To ensure that playable features are regularly monitored, and decommissioned if unsafe and repaired as soon as possible to a sound and satisfactory condition.

3.13.3 Annual Works

i) **Routine visual inspection:** To assess the basic condition of play areas, features and surrounds including safety surfaces and surrounds, highlighting issues arising from vandalism, breakages and cleanliness.

ii) **Operational inspection:** A more detailed inspection of play features for quality control and to identify minor wear and tear. This shall include the inspection of posts, footings, fixings, joints, and wood work for damage or any other defect.

All inspections should be carried out by a suitably experienced representative of either the Adopting Organisation or Landscape Management Contractor and recorded on a site checklist. The frequency of each operational inspection will vary according to the usage of the site and its risk, but should take place at least monthly with routine visual inspections taking place at fortnightly intervals.

lii) **General:** All play features shall be cleaned, removing dirt and any graffiti monthly at each visit as required. Safety surfaces in particular shall be inspected carefully at each visit for the presence of any sharp objects, litter and debris as well as general wear, tear or other defect. Any such items shall be removed off site immediately. Check that posts are upright and firm, that footings are intact and fixings are secure and in good repair. Ensure that wood work is complete and that there is no sign of damage.

iv) **Defects and repairs:** Any defect shall be carefully recorded and arrangements for repair made within seven days with the item supplier or other suitable and approved contractor. Make good wood work with a matching treatment and colour applied strictly in accordance with the manufacturer's instructions, product COSHH sheet and COSHH Regulations. All repairs must be carried out strictly in accordance with the supplier's instructions. If the defect to either play features or surrounds is anything more than superficial (e.g. damage to decoration), then temporary chestnut pale fencing shall be erected and fixed firmly in place around the area and a temporary sign erected warning that the area is unsafe to use. The area must be decommissioned at once, ensuring that items cannot be used in a dangerous state. Temporary protection measures shall be removed as soon as the item is made good.

v) **Contact information:** The Adopting Organisation shall ensure that a representative is available for emergency call out 7 days per week to deal with dangerous items ensuring a response time of no more than 2 hours. A sign shall be erected on site stating the name and telephone number(s) of the representative so that emergencies and defects can be quickly and easily reported to minimise risk to users.

3.13.4 Occasional Works

i) **Changes and renewals for playable features:** Playable areas and features should be subject to an Annual Inspection. Such inspections shall identify issues relating to vandalism, minor and major wear, long-term structural problems, changes relating to health and safety and other Standards and design practices, and risk. The annual inspection shall be completed by a specialist contractor not employed by the Adopting Organisation, such as those approved by the Register of Play Inspectors (www.playinspectors.com). Following the inspection, the specialist contractor shall prepare and issue an independent written report for review. Any

issues identified by the annual inspection shall be prioritised, with those deemed as urgent to be rectified as soon as possible. This shall include the replacement of play features and associated safety surfaces as required, where such items are found to be beyond repairable condition or where they do not meet current standards. Remove all arisings off site and make good any surfaces disturbed.

3.14 TIMBER SHELTER

3.14.1 Description

- A timber shelter is proposed overlooking the west attenuation basin.

3.14.2 Management Objectives

The management objectives for the timber shelter will be to:

- To ensure all elements are safe, functional, sound, clean and free from dilapidations, hazards, rot, vandalism or damage, graffiti and grime.

3.14.3 Annual Works

- i) **General maintenance for timber shelter:** Inspect posts, footings, rails, styles, braces, fixings, fasteners and paint or stain work. Check that posts are upright and firm and that footings are intact. Ensure that fixings show no signs of rust or other forms of damage. Record all defects carefully and making arrangements for making good, repair adjusting, tightening or re-painting/ staining as required with a qualified contractor as appropriate.

3.14.4 Occasional Works

- i) **Changes and renewals to the timber shelter:** Where scheduled inspections report defects that are in need of wholesale replacement in order to function satisfactorily and to minimise risk of injury or harm, and where such items are found to be beyond repairable condition, then these changes or renewals should be effected immediately. Remove defective elements and replace or add as appropriate - including carting away the failed and excavated or broken out materials to skip, ensuring all new elements match those existing in all respects, both the material type and gauge/ dimensions and the decorative finish and colour. These works must be carried out by a qualified professional.

3.15 HARD LANDSCAPE AREAS

3.15.1 Description

- A range of hard landscape areas will be incorporated into the development layout including footpaths, roads and shared car parking areas.

3.15.2 Management Objectives

- To ensure that hard landscape surfaces are safe and comfortable to use and are clean from litter and other debris.

3.15.3 Annual Works

- i) **General cleanliness:** All paved surfaces shall be swept with an adequate frequency to ensure that they are clean, tidy and free from dust, litter and debris (removing all arisings off site). Increase sweeping in autumn when leaves are falling.
- ii) **Condition of paved surfaces:** All hard landscape surfaces and edgings shall be inspected regularly, checking for mechanical damage, vandalism, settlement, frost heave, staining, litter and debris or any other defect. Any such defects shall be documented and a corrective methodology agreed with the Adopting Authority and implemented as appropriate by the Landscape Management Contractor or a suitable qualified contractor.

3.15.4 Occasional Works

- i) **Repairs and renewals:** Where inspection detects paved areas are in need of replacement, extension or alteration to their original intended function or to minimise risk of injury, then such repair and/or renewals should be effected immediately. Remove defective paving and make good base and sub-base materials as required, re-use salvageable paving units if deemed appropriate, and relay paving, buying in new products to replace any that are damaged or defective. Where there is differential settlement or the units wobble, or are not firmly bedded, jointed or pointed, ensure that the units are relayed firmly, re-bedding, jointing and where appropriate pointing, all to match the bonding pattern existing on site.

4.0 MONITORING AND REVIEW

4.1 PROCESS FOR MONITORING AND REVIEW

- 4.1.1 It is recommended the Landscape Management Plan and maintenance schedules be monitored and assessed for their effectiveness on an annual basis for the first five years following the completion of the development.
- 4.1.2 Each annual review should be coordinated and completed by a suitably qualified representative of the Adopting Authority. The review should include advice from specialist consultants as required (such as a qualified Arboriculturist and ecologist), the Landscape Management Contractor and other stakeholders including representative(s) from the LPA and local residents.
- 4.1.3 **To this end the review may include (as appropriate):**
- Specialist reports - advising on particular aspects such as protected species, general silvicultural husbandry and health and safety issues;
 - Records or attendance sheets demonstrating the maintenance work undertaken; and
 - A walk over assessment of the landscape areas to assess landscape components and their condition, and the need for enhancement including minutes.
- 4.1.4 The review should identify any changes to site conditions and circumstances, whether the aims and objectives of the Landscape Management Plan are being met, and where identified changes are need to existing management practices and time frames. Furthermore, any strategic enhancements, including new planting should be identified and priorities established for undertaking these works.
- 4.1.5 Within 1 calendar month of the review, a revised Landscape Management Plan should be produced (if appropriate), and circulated to stakeholders. Within 5 years of the completion of the site, then the revised document shall be submitted to the LPA as a non-material amendment to the previously approved Landscape Management Plan.
- 4.1.6 After the first five years the Landscape Management Plan will be reviewed every five years, or as required to ensure the satisfactory management of the landscape in perpetuity.

5.0 MAINTENANCE SCHEDULES

MAINTENANCE TABLES – YEAR 1				
Component	Objectives	Tasks	Time of year	Frequency
General	Ensure a high standard of maintenance and management to all the soft and hard landscape	Collection and removal of litter and other debris	Year-round	As required
Existing / Mature Trees	Maintain trees in a healthy, attractive and safe condition	Visual inspection	Year-round	Annually
Proposed Tree Planting	Ensure successful establishment and healthy growth of new trees; Promote safe, visually cohesive tree cover across the site; Enhance site amenity and provide shade for users.	Check stability and firmness in ground. Adjust ties. Top up bark mulch to 75mm depth. Hand-weed base.	Beginning and end of growing season (March and November generally)	Twice yearly
		Fertilise trees during first two years with liquid feed	As manufacturer instructions	As manufacturer instructions
		Watering trees (first two years)	Growing season (esp. dry periods)	Weekly/as needed
		Hand weeding	April – October + Dec/Jan	monthly from April to October + once in January
Proposed Native Hedgerows	Ensure healthy establishment, form, and continuity of native ornamental hedges; promote ecological and amenity value.	Topping up bark mulch to maintain 75mm	Once in April and once in October, after weeding	Twice yearly
		Topping up hedges	February for yew and hazel hedges, late September for hornbeam, privet and hawthorn hedges. Optionally prune privet again in late February	Yearly
		Watering hedges	Growing season (esp. dry periods)	As required
		Hand weeding	April – October + Dec/Jan	monthly from April to October + once in January
Ornamental Planting Beds	Ensure establishment and healthy growth; enhance aesthetic and wildlife value; maintain neat, diverse planting beds.	Topping up bark mulch to maintain 75mm	Once in April and once in October, after weeding	Twice yearly
		Fertilise planting beds w/ liquid feed	May and September	Twice yearly
		Watering ornamental planting beds	Growing season (esp. dry periods)	As required
				Weekly to fortnightly as required during growing season, as required outside growing season to maintain sward height (40-60mm)
Amenity Grass and Bulbs	Establish a healthy sward and bulb display; control weed growth while protecting establishing plants.	Mow flowering lawn areas without bulbs	Year-round (adjusted seasonally)	Weekly to fortnightly as required during growing season, as required outside growing season to maintain sward height (40-60mm)
		Mow flowering lawn areas with bulbs	do not mow until bulbs have flowered, then resume regular mowing pattern until bulbs reappear next year	Weekly to fortnightly as required during growing season, as required outside growing season to maintain sward height (40-60mm)
		Hand weeding bulb areas	April – October	As required
		Watering new seeded grass	Growing season (esp. dry periods)	As required

MAINTENANCE TABLES – YEAR 1 (continuation)				
Component	Objectives	Tasks	Time of year	Frequency
Proposed Wildflower Meadow	Ensure successful establishment of grass and wildflowers; control weeds while supporting biodiversity.	First cut (50mm)	August	once
		Mowing	September to march of following year	As required to maintain a 50-100mm sward
		Hand weeding	April – October	As required
Wetland Wildflower Meadow	Ensure successful establishment of wet meadow wildflowers, support a biodiverse and resilient wetland habitat.	First cut (50mm)	August-September	once
		Mowing	September to march of following year	As required to maintain a 50-100mm sward
		Hand weeding	July – October	As required
SUDS Turf	Ensure proper establishment of wildflower and grass sward; prevent stress or drying during rooting phase.	Water thoroughly for first 2-3 weeks after laying	Immediately post-installation	Daily or as required (first 2-3 weeks)
		First cut (30mm)	October	once
		First cut (remove one third of height with a cut height of no less than 50mm)	4-5 weeks after seeding	once
Strong Lawn (Play Area)	Ensure strong establishment of wear-tolerant grass sward; maintain early sward health and form.	Mowing	Year-round	Weekly from April to October, as required from October to March to maintain a sward height of 30-50mm
		Visual inspection	Year-round	monthly generally, weekly in Autumn
		Remove leaf litter and other debris	Autumn	Weekly from October to December. Immediately if outlets/inlets are blocked
Swale and Attenuation Basins	Ensure effective drainage function; enhance and maintain seasonal wildlife habitat.	Visual inspection	Year-round	monthly
		Operational inspection	Year-round	monthly
		Cleaning play equipment	Year-round	monthly
Playable Features	Ensure all equipment is sound and safe; minimise risk to users; maintain cleanliness and structural integrity.	Visual inspection	Year-round	monthly
		Operational inspection	Year-round	monthly
		Cleaning play equipment	Year-round	monthly
Timber Shelter	Ensure structure remains safe, clean, and in good working condition; prevent hazards, damage, rot, or decay.	Visual / manual inspection	Year-round	monthly
		Visual inspection	Year-round	monthly
		Sweeping pedestrian paths	Year-round (particularly in Autumn)	As required

MAINTENANCE TABLES – YEAR 2 ONWARDS				
Component	Objectives	Tasks	Time of year	Frequency
General	Ensure a high standard of maintenance and management to all the soft and hard landscape	Collection and removal of litter and other debris	Year-round	As required
Existing / Mature Trees	Maintain trees in a healthy, attractive and safe condition	Arboricultural assessment	As adequate	Biennially (every 2 years)
		Any tree works	October – February	As required
		Replacement of dead/felled trees	November – March	As required
Proposed Tree Planting	Ensure successful establishment and healthy growth of new trees; Promote safe, visually cohesive tree cover across the site; Enhance site amenity and provide shade for users.	Check stakes and ties for stability or need for removal/substitution	April	Annually (Years 1–6)
		Once trees reach semi-maturity (approx. 10–20 years), carry out corrective surgery as necessary	October – February	As required (after Year 10)
		Replace dead/felled trees	November – March	Annually
		Fertilise trees during first two years with liquid feed	As manufacturer instructions	As manufacturer instructions
		Prune diseased or dead wood. For standard trees, remove basal shoots and side branches each July to maintain 1.8m clear stem.	October	Yearly
Proposed Native Hedgerows	Ensure healthy establishment, form, and continuity of native ornamental hedges; promote ecological and amenity value.	Watering trees (first two years)	Growing season (esp. dry periods)	Weekly/as needed
		Hand weeding	April – October + Dec/Jan	monthly from April to October + once in January
		Topping up bark mulch to maintain 75mm	Once in April and once in October, after weeding	Twice yearly
		Topping up hedges	February for yew and hazel hedges, late September for hornbeam, privet and hawthorn hedges. Optionally prune privet again in late February	Yearly
		Watering hedges	Growing season (esp. dry periods)	As required
Ornamental Planting Beds	Ensure establishment and healthy growth; enhance aesthetic and wildlife value; maintain neat, diverse planting beds.	Replacing any failed hedge plants	Autumn/Winter	As required
		Hand weeding	April – October + Dec/Jan	monthly from April to October + once in January
		Topping up bark mulch to maintain 75mm	Once in April and once in October, after weeding	Twice yearly
		Fertilise planting beds w/ liquid feed	May and September	Twice yearly
		Watering ornamental planting beds	Growing season (esp. dry periods)	As required
Amenity Grass and Bulbs	Maintain healthy and functional grass with seasonal interest; protect bulbs and support biodiversity.	Prune / cut ornamental planting beds shrubs	Prune shrubs in December; cut deciduous grasses in April; Prune Cornus every three years in December	Annually generally, cornus every 3 years
		Replacement planting	Autumn/Winter	As required
		Mow flowering lawn areas without bulbs	Year-round (adjusted seasonally)	Weekly during growing season after bulbs have flowered. as required outside growing season to maintain sward height (25-40mm)
		Mow flowering lawn areas with bulbs	do not mow until bulbs have flowered, then resume regular mowing pattern until bulbs reappear next year	Weekly during growing season after bulbs have flowered. as required outside growing season to maintain sward height (25-40mm)
		Hand weeding bulb areas	April – October	As required
		Reform edges of lawns/planting beds with half-moon tool	April and October	Twice annually

MAINTENANCE TABLES - YEAR 2 ONWARDS (continuation)				
Component	Objectives	Tasks	Time of year	Frequency
Proposed Wildflower Meadow	Ensure successful establishment of grass and wildflowers; control weeds while supporting biodiversity.	Mowing	Mow from August to March. Do not mow until July / August to allow flowering.	As required to maintain a 50-100mm sward after the first cut in July/ August
Wetland Wildflower Meadow	• Ensure successful establishment of wet meadow wildflowers, support a biodiverse and resilient wetland habitat.	Mowing	Mow from August to March. Do not mow until July / August to allow flowering.	As required to maintain a 50-100mm sward after the first cut in July/ August
SUDS Turf	Ensure new wild flower turf thrives and maintains species diversity	Mowing	Once in October to 30mm, and again in May if needed to control species dominance or reduce fertility	Once / twice yearly
Strong Lawn (Play Area)	Ensure strong establishment of wear-tolerant grass sward; maintain early sward health and form.	watering	Immediately after May cut if applicable	Yearly
Swale and Attenuation Basins	Ensure effective drainage function; enhance and maintain seasonal wildlife habitat.	Mowing	Year-round	Weekly from April to October, as required from October to March to maintain a sward height of 30-50mm
		Visual inspection	Year-round	monthly generally, weekly in Autumn
		Remove leaf litter and other debris	Autumn	Weekly from October to December. Immediately if outlets/inlets are blocked
		Marginal vegetation clearing (if applicable and required)	October	yearly
Playable Features	Ensure all equipment is sound and safe; minimise risk to users; maintain cleanliness and structural integrity.	Visual inspection	Year-round	monthly
		Operational inspection	Year-round	monthly
		Cleaning play equipment	Year-round	monthly
Timber Shelter	Ensure structure remains safe, clean, and in good working condition; prevent hazards, damage, rot, or decay.	Visual / manual inspection	Year-round	monthly
		Visual inspection	Year-round	monthly
Hard Landscape Areas	Ensure surfaces are safe, usable, and free of debris; maintain tidiness and surface integrity.	Sweeping pedestrian paths	Year-round (particularly in Autumn)	As required

6.0 MAINTENANCE VISIT / MEETING NOTES

Purpose of visit / meeting:

Date:

Time:

Participants:

NOTES:

