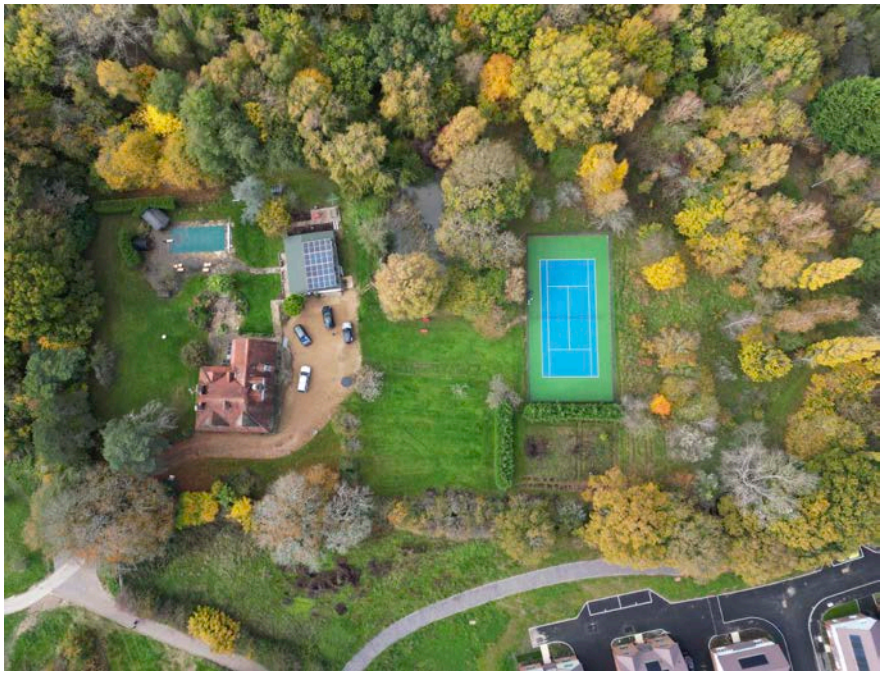
ROAVR | GROUP

Project: 25_POND_10_94
Site: Woodside Grange, Woodsland Road, Hassocks, BN6 8EX
Client: Trevor Lock



Project Number:	25_POND_10_94
Report Type:	Pond Creation Method Statement
Site Address:	Woodside Grange, Woodsland Road, Hassocks, BN6 8EX

Role:	Name:	Date:
Instructing Party	Roger Pike	November 2025
Customer	Trevor Lock	November 2025
Surveyor	Connor Harmsworth	November 2025
Consultant	Matthew Harmsworth / Antony Aslam	November 2025

Revision History		
Date:	Version number:	Summary of changes:
13/11/2025	1.0	First Review (Internal)
13/11/2025	1.0	First Issue

Table of Contents:

Pond Creation Method Statement

Purpose and scope

This method statement sets out the construction sequence, environmental controls and aftercare for decommissioning the existing pond and creating two new wildlife-led SuDS ponds within the application boundary. It ensures compliance with planning conditions, the CEMP, the Arboricultural Method Statement and Tree Protection Plan, and the drainage intent shown on drawing 16920-HOP-ZZ-XX-DR-C-0511 PLOT B LAYOUT (latest revision). It applies to all contractors and sub-contractors.

Compliance and approvals

No intrusive works to the existing pond or new pond footprints shall commence until great crested newt compliance is confirmed. The lawful routes are either District Level Licensing or updated 2026 survey evidence leading to an agreed method and, if required, a mitigation licence. Works near trees must follow the AMS/TPP and BS 5837, with the Project Arboriculturist in attendance where specified. Pollution prevention must follow the CEMP and CIRIA guidance. Any deviation from this method requires prior written approval from the Ecological Clerk of Works and, where relevant, the Project Arboriculturist and drainage engineer.

Design summary

The two new ponds will function as clean-water wildlife features integrated with the approved SuDS treatment train.

Each pond will be formed with gently shelving margins and varied depths to maximise habitat value while providing storage and flow attenuation as per the drainage drawings.

Margins will be graded at approximately 1:6 to 1:10 from bank top to water, with undulating shelves at about 0.1 to 0.3 metres and 0.5 to 0.7 metres below normal water level to diversify planting niches. Maximum depth will be approximately 1.2 metres in a small central sump to reduce summer warming. Inlets and outlets will be located and built exactly as the drainage drawings specify, with stilling, scour protection and pre-treatment, for example via swales, sumps or level spreaders.

The ponds will not be stocked with fish, and nutrient-rich topsoil will not be used in basins or on shelves. Pond footprints and service runs will be set outside root protection areas wherever practicable; where proximity is unavoidable the detail will be agreed with the Project Arboriculturist and constructed using no-dig or hand techniques with ground protection.

Materials and formation

Excavated material will be segregated into topsoil and subsoil. Ponds will be formed predominantly in a firm, cohesive subsoil.

Where ground conditions require lining to retain standing water, a compacted clay or bentonite blanket will be used with careful feathering at margins to avoid hard edges; synthetic liners will only be used if agreed, with geotextile protection and wildlife escape shelves.

Margins will receive a thin layer of clean sand and low-nutrient subsoil to a depth of about 100 to 150 millimetres to support planting. Scour protection at inlets and outlets will use clean graded stone and coir rolls or pallets as specified by the drainage engineer and the ECoW. All imported materials will be free of invasive propagules.

Native planting and buffers

Planting will favour locally appropriate native species and natural colonisation. Marginal and emergent species will include a mix such as marsh marigold, water mint, purple loosestrife, gypsywort, branched bur-reed, water plantain and lesser pond sedge, with submerged oxygenators such as hornwort or water crowfoot where water quality allows. No invasive non-native species will be introduced. A minimum unmown wildlife buffer of two metres will be established around each pond, widening where space permits. The buffer will be protected from trafficking and storage and will be kept unlit.

Sequencing and method

Pre-commencement: Erect tree protection and ecological no-go fencing, install access and ground protection, set out pond footprints and haul routes with the ECoW and Project Arboriculturist, and install pollution controls including silt fencing, temporary bunds, drain inlet protection, a lined concrete washout and a bunded fuel store. Brief operatives via toolbox talks covering this method, protected species and spill response. Confirm the GCN compliance route in writing.

Existing pond decommissioning: Under ECoW + ACoW supervision and in accordance with the licence or DLL if applicable, draw down water in stages using a screened pump intake to deter entrainment. Maintain silt socks on the outlet, and hold turbid water in temporary settlement as instructed by the ECoW and drainage engineer. Where required by licence, undertake amphibian capture and relocation by a licensed ecologist. Remove soft sediment carefully to lined skips and dispose of at a suitably permitted facility. Backfill the void with suitable inert subsoil in compacted layers and surface with topsoil to tie into surrounding levels, unless the approved landscape plan specifies an alternative end-state.

New pond excavation: Strip and store topsoil separately, keeping stockpiles outside root protection areas and away from drains. Excavate to formation in subsoil, maintaining the agreed shelves and margins. Where near trees, excavate by hand or with air spade under arboricultural supervision and install any ground protection or no-dig construction specified. Install inlets, outlets, headwalls, orifice plates and overflow structures exactly as per the drainage drawings. Place scour protection and coir edging as detailed. Do not connect inlets until the basin is planted and the treatment train upstream is operational and stable.

Planting and commissioning: Dress shelves and margins with low-nutrient subsoil and light sand to the specified depth. Plant in clumps and belts to create structural variety, leaving open water areas for invertebrates and amphibians. Water with clean water only; do not introduce tap water conditioning agents or fertilisers. Install temporary low fencing around margins if public access is possible during establishment. Once planting is complete and stable, open the inlets and allow the pond to fill naturally. Do not introduce fish or ornamental species.

Pollution prevention and water quality protection

Silt fencing, settlement and drain protection will be in place before soil stripping and excavation. These measures will be inspected daily and after heavy rain. Concrete washout will be lined and contained, with no discharge to ground. Refuelling will be in a designated bunded area at least ten metres from drains and water, with spill kits adjacent. Any accidental spillage will trigger the stop-works and incident response detailed in the CEMP.

Arboricultural controls and tree removals

Tree removals, if required to achieve the approved pond layout, will be undertaken by qualified arborists under the Project Arboriculturist's supervision and in accordance with the AMS/TPP and BS 3998. Stumps within root protection areas will be retained and cut flush unless the Arboriculturist directs otherwise. Any excavation within or near root protection areas will be hand dug, with roots over 25 millimetres retained or cleanly cut as directed. No storage, mixing, drainage or irrigation lines will be installed within root protection areas unless expressly agreed.

Lighting, noise and working hours

No lighting will be directed towards the ponds or boundary habitats. Night working is not permitted for pond decommissioning or excavation. Noisy operations will be confined to agreed working hours and will follow best practicable means to minimise disturbance to wildlife.

Health, safety and access

Access routes will be agreed in advance, set on ground protection where necessary and kept clear of root protection areas and habitat buffers. Edges of open excavations will be battered back or fenced, with escape ramps installed overnight to protect wildlife. Plant will not enter the pond basins once shelves are formed, except where low-ground-pressure equipment is expressly permitted by the ECoW.

Hold points

Intrusive pond works must not start until the great crested newt compliance route is confirmed. Breaking ground within or immediately adjacent to root protection areas must not occur without the Project Arboriculturist's written method and supervision in place. Connecting inlets to the ponds must not occur until planting is complete, pollution controls are stable and the ECoW has confirmed readiness.

As-built records and handover

On completion, provide an as-built survey of pond extents, levels, inlets and outlets, dated photographs of key construction stages, and a brief ECoW completion note confirming that the method has been followed or explaining any approved departures. Handover the ponds into the five-year LEMP and the SuDS maintenance plan, with the agreed access arrangements, inspection frequencies and trigger levels for litter removal, selective vegetation management and desilting.

Establishment and aftercare

For the first year, inspect fortnightly for the first two months then monthly, focusing on water clarity, plant establishment and erosion. Remove litter and invasive volunteers promptly. Maintain a two-metre unmown buffer and avoid nutrient inputs. Years two to five will follow the LEMP, with ECoW checks in year one and year five to verify establishment and advise on any corrective management.

Contingencies

If water fails to retain after first fill, consult the engineer and ECoW to diagnose and implement a lining remedy. If turbidity or cementitious residues are detected, isolate inlets, enhance settlement and deploy absorbent booms as required, and investigate the source before reopening. Any discovery of protected fauna outside the anticipated method will trigger the species contingency protocols and the stop-works procedure set out in the CEMP.

Contacts and supervision

The Principal Contractor will programme ECoW attendance for pond decommissioning, excavation, planting and commissioning, and will arrange Project Arboriculturist supervision for works near trees. Contact details, emergency procedures and the stop-works flow diagram are as set out in the CEMP.