



COUNTRYSIDE  
Places People Love

# LANDSCAPE MANAGEMENT PLAN

Cuffley Hill  
Goffs Oak  
Hertfordshire

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## **1.0 OBJECTIVES**

### **1.1 Introduction**

This document has been prepared by Countryside Properties. Landscape Department in support of a planning application for Countryside Properties for a new residential development on land at Cuffley Hill, Goffs Oak, Hertfordshire. It provides a comprehensive long-term management plan for the external environment to the open spaces and communal landscaped areas within the new residential development.

### **1.2 The Purpose of the Management Plan**

The Management Plan is designed to ensure that the long-term design objectives set for the development are implemented as intended and that the site is maintained to realise and maintain the aesthetic and ecological aims set out in the masterplan to the standards expected by the future residents, the local authority and other interested parties.

The Management Plan is intended to ensure the long-term delivery of these objectives without compromising or diluting the vision for the new development.

### **1.3 Primary Objectives**

The overall objectives of the Management Plan are as follows:

- To maintain and improve the landscape structure in perpetuity.
- To integrate the new built form into the landscape settings and maintain a robust and visually appealing landscape setting to the built form.
- To increase conservation value and promote ecological benefits.
- Provide a readily understandable manual for the use by all involved in the project and to promote understanding of the objectives behind the management practices to be implemented.

### **1.4 Management Responsibilities and Requirements:**

The management responsibilities as follows, refer to drawing number C00185\_CSP\_EL\_XX\_DR\_L\_X002, 'Landscape Management Responsibilities Plan (Appendix 5).

- 1.4.1 **Open Spaces & Boundary Hedge.** Included within the northern open space are groups of existing mature trees, two attenuation ponds, an informal path, seating, diverse grassland & mixed native hedgerows. There are also several small pocket open spaces which contain some existing & proposed trees. An existing hedge runs along the western boundary including some existing trees.

**The following management requirements within the Open Spaces are:**

- Hedge trimming – existing & proposed.
- Pruning native and ornamental shrubs.
- Tree surgery – existing & proposed.
- Watering.
- Weed control – soft and hard areas.
- Fixtures and fittings – knee rail, fencing & seating.
- Attenuation basin – keeping inlets / outlets free of debris.
- Grass cutting. Grass lawn, meadow & wildflower grass areas.
- Litter removal.
- Re-mulching.

**1.4.2 Communal Landscaped Spaces and Boundaries.** Included within these spaces are trees, hedging, ornamental shrub beds and grass lawns.

**The following management requirements within Communally Landscaped Spaces are:**

- Hedge trimming.
- Pruning ornamental shrubs / herbaceous perennials.
- Tree surgery.
- Watering.
- Weed control – hard and soft areas.
- Grass cutting.
- Re-mulching.
- Fixtures and fittings – paving, cycle stands and fencing where applicable.
- Litter removal.

**1.5 Design Concept and Description of Managed Areas:**

**1.5.1 Open Spaces & Boundary Hedge:**

The open spaces are low key areas designed to retain the privacy of adjoining residents, provide spaces for recreation as well as creating landscapes that will increase the diversity of the site. A retained & protected native hedgerow runs along the boundary accompanied by existing trees helping to mitigate the visual aspects of the development. Extensive areas of grassland seed will help create a diverse and varied habitat for invertebrates and birds alike.

The scheme design and specification of plant materials has given consideration to the long-term character of the site, its spatial structure and overall character. Once established, all landscape elements should be maintained in perpetuity to a thorough and considered management regime. This will require replacement of planting stock, pruning of hedges, shrub and in time pruning of trees.

**Management Objective**

- Maintain a blend of native/ornamental shrubs, trees and diverse grassland set within a tranquil setting to ensure high quality visual appeal for the Cuffley Hill

residents as well as increasing the bio-diversity of the site. Native hedgerow/planting to the boundaries to be sensitively managed, providing enough screening of the newly built form without being detrimental to the adjoining residents.

1.5.5 **Communal Landscaped Spaces and Boundaries:**

Each area has been designed to integrate the new built form into the landscape setting. Hedging, ornamental shrubs and climbers are used to define and soften boundaries with compact growing, attractive street trees used to complement the vertical lines of adjacent buildings.

**Management Objective**

- Maintain newly planted trees, shrubs and climbers to ensure high quality private communal spaces, following the standard set by the overall development.

## 2.0 SPECIFICATIONS

### 2.1 Standards

Where applicable materials or workmanship are involved, the Landscaper shall conform to the following British Standards and Codes of Practice:-

General Landscape Operations	:	BS 4428: 1989
Nursery Stock	:	BS 3936: Pt 1 – 1992 BS 3936: Pt 4 – 2007 BS 4428: 1989 BS 4043: 1989 BS 3936: Pt 9 – 1998 BS 4043: 1989 (rootballed plants) Refer JCLI (plant handling spec) and all subsequent amendments
Tree Works	:	BS 3998: 2010 and all subsequent amendments
Tree in Relation to Design Demolition & Construction	:	BS 5837: 2012 and all subsequent amendments
Turf	:	BS 3969: 1998 and all subsequent amendments
Topsoil	:	BS 3882: 2015 and all subsequent amendments
Pesticides & Herbicides	:	The Control of Pesticides Regulation 1986 and all subsequent amendment
	:	The Control of Substances Hazardous to Health Regulations 1988 and subsequent amendments (2002)
	:	The Water Supply Regulations 1989 and subsequent amendments (2000)
	:	The Control of Pollution Act 1974 and subsequent amendments (1989)

## 3.0 GENERAL CONSIDERATIONS

### Smoking

- 3.1 No smoking whatsoever shall take place, unless during permitted breaks. The Contractor shall be held responsible for any fire damage as a result of his operatives' negligence with naked flames, cigarette ends, or the like.



## **Equipment**

- 3.2 The Contractor shall ensure that, tools, implements, plant, or the like shall not be left on the site when unattended and shall be safe and used in a manner approved for their recommended use.

## **4.0 MANAGEMENT OF GRASSED AREAS**

### **Generally**

- 4.1 In all circumstances, particularly on sloping ground, the Contractor shall take into account safety of operatives and members of the General Public when selecting the appropriate method and equipment employed in the works.

### **Grass Cutting Generally**

- 4.2 Dependent on climactic conditions and the use to which the area is to be put, all cuts to grassed areas shall be cut within height limits stated in paragraph 4.5. Commencement and cessation of cutting operations and suspension or interval variations shall be at the discretion of the S.O. (Supervising Officer).

- 4.2.1 The Contractor shall note the size of the site, length of vegetation and degree of difficulty of cutting at the site and make due allowance accordingly.

### **Grass Cutting**

- 4.3 All cuts to grassed areas are to be kept to within the limits described and cut with an approved machine to produce a standard of finish appropriate to the use to which the area is to be put.
- 4.3.1 Cutters to all machines shall be sharp and properly set to cut the sward cleanly and evenly. The cutting height shall be set as ordered.
- 4.3.2 The rates shall include for cutting margins, corners around obstructions, up to flower beds, shrubberies or the like and around the bases of trees.
- 4.3.3 The Contractor shall allow for sweeping clean of all paths and roads from grass cuttings after each visit.
- 4.3.4 Grass shall be cut when dry and care should be taken to avoid root pulling.
- 4.3.5 In drought conditions mowing shall continue until otherwise directed by the S.O.
- 4.3.6 In very wet conditions all operations involving grass cutting shall cease until conditions allow reasonable standards of cutting to be achieved.
- 4.3.7 The Contractor shall notify the S.O. when climactic conditions cause disruption to the agreed programme of operations.
- 4.3.8 Any grass damage as a result of cutting in inappropriate conditions, or from spillage of petrol, oil or grease or the like shall be replaced at the Contractor's expense. The Contractor shall be responsible for any damage to tree shrubs etc., caused in the carrying out of grass cutting and

will be liable for the replacement of same in the appropriate season at no cost to the Authority.

### **Litter Clearance**

- 4.4 The Contractor shall inspect the area immediately before each mowing operation and shall remove all rubbish, leaf litter or debris particularly to attenuation areas.

### **Cutting Limits**

- 4.5 All areas shall not be cut shorter than 20mm and left longer than 50mm unless otherwise directed by the S.O.
- 4.5.1 Mowing shall be done at right angles or diagonal to the last cut. Mowers shall be sharp and correctly set.
- 4.5.2 Mowing shall take place to the full area of grass up to pavings, fencings and shrubberies around obstructions and other site boundaries. All grass edges to soil margins, pavings, tree pits, shrub borders and planting areas shall be kept trim, tidy and true to line.

### **Edging**

- 4.6 The Contractor shall trim all edges to grass areas with specialised approved equipment, taking great care to prevent damage to adjacent trees, shrubs or other artefacts.

### **Newly Seeded, Seeded or Turfed Areas**

- 4.7 When the grass is cut between 50mm-75mm in height the area shall be lightly rolled 24 hours prior to the first cut. The first cut shall reduce the height of the grass by no more than 30%. Care should be taken not to pull or otherwise damage the grass. Any damage shall be reported immediately and rectified at the Contractor's expense.
- 4.7.1 Bare or damaged patches of grass identified by the S.O. for reseeded shall be prepared as CPPLC Performance Specification except that the area shall be forked over, dressed with an approved preseeding fertilizer, raked down, consolidated and levelled. These areas shall be fenced off or otherwise protected and cutting operations shall be ceased until regrowth has reached the limits described in Clause 4.5.

### **Arisings**

- 4.8 Arisings shall be left on site unless otherwise instructed. Frequency of cutting operations to be adjusted as necessary throughout the growing season to produce very fine arisings and thus preventing the build-up of grass debris.

## **5.0 MANAGEMENT OF MEADOW GRASS & WILDFLOWER AREAS**

### **Generally**

- 5.1 The requirements in the first year are to control weeds and reduce competition from grasses.

### **First Year Management**

- 5.2 The sward shall be cut regularly to a height of 4.0-6.0cm or when the sward reaches 10-15cm high. Remove all cut material to avoid smothering the sward. Where persistent weeds are a problem, spot treat with a selective herbicide or dig-out.

### **Future Management (Meadow Grass Areas)**

- 5.3 The sward should be well established after the first 12 months and contain a variety of species. The sward shall be cut to 4.0-7.5cm in March/April and cuttings shall be removed. The second cut should take place mid-summer (Hay Cut) to a height of 4.0-7.5cm with all grass material removed within 7 days of cutting. The third & last cut will follow the regrowth 'aftermath' in late summer and autumn. \*Note: The site may require further mowing in late autumn to remove untidy growth in an extended growing season.

### **Future Management (Wildflower Areas)**

- 5.4 The sward should be well established after the first 12 months and contain a variety of species. The sward shall be cut to 5cm in March/April and cutting shall be removed. The second cut should take place at the end of the flowering season during September to October. The site may require further mowing in the autumn to remove untidy growth in an extended growing season.

### **Arisings**

- 5.5 All arisings from all operations shall be removed from the Authority's premises to an approved tip at the end of each working day or upon completion, whichever is the sooner. Arisings shall not be left in such a way as to cause any obstruction.

## **6.0 MANAGEMENT OF PLANTED AREAS**

### **Native Shrub Areas**

- 6.1 Management Objective:  
To establish mixed species stands of healthily growing vegetation with a well shaped framework for healthy future growth, keeping the overall appearance neat and tidy.

To ensure successful establishment and growth of plants to achieve their natural form as part of a balanced and ultimately self sustain shrub community. To establish and sustain an ecologically based, semi-natural woodland edge regime where control or removal of unwanted, aggressive or invasive species, natural regeneration and enrichment planting can take place to create an uneven age structure and good species diversity.

To produce a native shrub belt to form a visual screen, physical barrier, wildlife habitat and visual feature.

## **Specimen Trees**

### **6.2 Management Objective:**

To establish stable and healthy growing trees which will provide screening, amenity and ecological benefit. The aim is to establish, within three years from planting, well shaped trees with frameworks for the future healthy growth, and an overall neat and tidy appearance including around the base of the trees.

Managed trees may be divided into two categories:

- Those shaped to achieve a dense even, symmetrical profile
- Those to the Entrance Gateway (verge) and adjacent road highways where a clear stem of 2m must be maintained

With open canopy tree the aim is to establish and maintain individual trees and groups of trees with balanced canopies of natural but tidy form, free from all dead and dying vegetation and cross wood.

To prevent overcrowding of tree groups, selective thinning and stump removal may be required.

To ensure a balanced age structure within tree groups by planting new trees of the same species to prevent group senility.

## **Pruning Trees**

### **6.3 All tree work shall be carried out in accordance with B.S.3998 – Recommendations for tree work.**

6.3.1 The Contractor shall ensure that all die back is pruned back to the nearest live bud with clean, sharp instruments, once a year. Removal of unsightly shoots and branches that cross and removal of all Epicormic growth shall be carried out at the same time in accordance with best horticultural standards.

6.3.3 Crown reductions, reshaping, lifting, thinning, pollarding, or on other standard pruning format, shall be carried out by a qualified arboriculturalist using appropriate methods, tools, etc., as directed by the S.O

- 6.3.4 Street trees and those adjacent road highways to be maintained at 2 metre clear stem as approved by the S.O.

### **Pruning Shrubs**

- 6.4 At times specified by the S.O. shrubs shall be pruned at a time appropriate to the species, to promote fruit, flowers, foliage or other attractive qualities and to promote bushy growth.
  - 6.4.1 Pruning and removal of branches is to be carried out using sharp clean instruments to give a clean sloping cut with one flat face.
  - 6.4.2 Pruning is to be done with the cut just above and sloping away from an outward healthy bud but without undermining the bud in any way.
  - 6.4.3 Removal of branches shall be carried out by cutting flush with the adjoining stem and in such a way that no part of the stem is damaged or torn.
  - 6.4.4 Ragged edges of bark or wood are to be trimmed with a very sharp knife.
  - 6.4.5 No pruning operations shall be carried out in frosty weather.
  - 6.4.6 When directed by the S.O. the Contractor shall remove dead, diseased, damaged or weak growth, or reduce oversized growth adjacent to footpaths, lighting, columns, where causing poor line of sight for traffic or any other situation deemed necessary by the S.O.
  - 6.4.7 Pruning shall achieve a balanced overall reduction in size to leave a natural, uniform appearance.

### **Cutting and Trimming Hedges**

- 6.5.1 When directed by the S.O., the Contractor shall cut hedges to the specified profile.
- 6.51 All dead leaves, litter/debris shall be cleaned out by hand from the bottom of the hedge at the same time as cutting and trimming takes place.

### **Existing Vegetation**

- 6.6 Existing hedges to Open Spaces to be cut back and maintained at heights directed by the S.O.
- 6.61 To ensure existing vegetation not planted as part of the recent development is kept in a healthy and safe condition. Any damage to plants caused through cultivation and weeding operations shall be made good at the Contractor's expense including replacement of plants if necessary with like plants of a similar stage of growth at the appropriate season including all aftercare necessary to ensure establishment.

## **Arising**

6.7 All arisings from all operations shall be removed from the Authority's premises to an approved tip at the end of each working day or upon completion, whichever is the sooner.

6.71 Arisings shall not be left in such a way as to cause any obstruction.

## **Inspection of Guys (underground where applicable)**

6.8 Guys shall be checked three times annually at equal intervals to ensure they are firm, unbroken and that trees are not leaning and unsafe. Any damaged guys shall be replaced immediately.

## **Re-firming of Trees**

6.9 When instructed by the S.O. the Contractor shall ensure that trees remain firm and well secured after frost heave, wind rock and other ground disturbance. Collars at the base of tree trunks that have been created by tree movement shall be broken up by fork and backfilled with topsoil as necessary and refirmed.

## **Watering Trees**

6.10 During the establishment period and in dry spells there is to be a regular programme of watering. Trees shall be watered every 1-2 weeks in such periods at a volume to bring the tree pit to **field capacity**. Water applied slowly to prevent run off. Water shall be applied by a method approved by the S.O. Upon each watering visit the landscape maintenance contractor is to log each action taken and submit a report to the S.O for their record.

6.10.1 Water shall be applied through tree watering tubes where existing.

## **Mulching**

6.11 Mulching shall be carried out annually, immediately following the final programmed weeding operation.

6.11.1 Mulch shall be applied to form a total cover on tree pits (soft landscape areas only) / planted areas to a minimum depth of 50mm after settling and to be maintained at a depth of 50-75mm over establishment period. It is to be applied when the soil is moist. The Contractor shall ensure that the ground is completely free of litter, debris, weed growth, etc., and shall have the area inspected and approved by the S.O. prior to the application of the mulch.

6.11.2 Mulch shall be laid up to and under all shrubs or ground cover plants where possible.

## **Fertilizing Trees in Grassed Areas**

- 6.12 Fertilizing Trees in Grassed Areas. When directed by the S.O. trees in grassed areas shall have 4 no. cores taken from the grassed area around each tree to a depth of 100mm. These shall have fertilizer at the recommended rate per standard tree, divided amongst the holes, and the cores shall be replaced and firmed down.

## **Fertilizing Planted Areas**

- 6.13 When directed by the S.O., supply and spread slow release fertilizer as described elsewhere in this specification at manufacturer's recommended rates to planted areas, lightly raked into the soil surface.

## **Watering Planted Areas**

- 6.14 When directed by the S.O., the Contractor shall thoroughly water planted areas, by means of hose lines, sprinklers, trickle hoses or other approved method.

- 6.14.1 Water shall be applied at an appropriate pressure so as not to disturb soil surface, plants, etc.

## **Theft or Vandalism to Trees & Shrubs**

- 6.15 When directed by the S.O., the Contractor shall replace vandalised/stolen trees or shrubs of the same size and species. Planting as Countryside Properties PLC Performance Specification for Soft Landscape Works.

## **7.0 MANAGEMENT OF ATTENUATION BASINS**

### **Generally**

- 7.1 The useful life of a SUDS feature and its effective operation are directly related to the frequency of maintenance. Correctly designed and maintained SUDS features can last indefinitely.

### **Irregular Litter/Debris**

- 7.2 All extraneous rubbish and debris should be removed on a monthly basis to remove paper, packaging materials, bottles, cans or similar litter that may otherwise cause a risk of blockage to any flow control device and inlet/outlets arrangements.
- 7.2.1 It is recommended that the SUDS features be inspected bi-annually to check for signs of erosion, silt deposits, excessive water logging and poor vegetation growth especially around any outlets.

## **Grass Cutting**

- 7.3 Meadow grass area to base of attenuation basin to be managed as Section 5. Mowing of meadow grass to be sympathetic with wildlife requirements and shall not be carried out when the basin is wet. Grass cuttings should be removed to dispose of any trapped pollutants and to reduce nutrient load in the basin.
- 7.3.1 To maintain grass cover on the attenuation basin excessive silt deposits should be removed and the surface should be scarified to encourage grass development. It is also important to ensure the use of machinery within the basin, i.e. for mowing, should not cause consolidation and compaction, therefore, should not be done when the base/sides are wet.
- 7.3.2 It may be necessary from time to time to reinstate the design levels, repair eroded or damaged areas of turf, re-seed or re-turf areas of damaged vegetation. Such operations should be carried out on an as-required basis in response to regular inspections or as a result of third-party damage.

## **Planting**

- 7.4 Planting may be considered on the upper banks of the basin and this will have to be managed accordingly ensuring that any leaves or broken branches do not cause blockages within the feature.
- 7.4.1 It should also be noted that the SUDS features must not be sprayed with herbicides as this would be detrimental to the water quality treatment.

## **8.0 WEED AND PEST CONTROL**

### **CHEMICAL CONTROL**

#### **Chemical Control Generally**

- 8.1 All weed killers and pesticides are to be used in accordance with the manufacturer's instructions as to mixing, application, use, protection of personnel, animal and vegetable life, disposal of empty containers. All operatives must be properly instructed in the use and precautions necessary for safe operations including appropriate protective clothing and equipment.

#### **Certification of Operatives**

- 8.2 All operatives applying herbicides must hold a certificate of competence in use of herbicides in accordance with the Food and Environment Protection Act 1985.
- 8.2.1 Operator's certificate of competence must be shown to the S.O. prior to any spraying operations.



### **Adequate Warning**

- 8.3 Before spraying or application of herbicides takes place, the Contractor must give 24 hours warning to the S.O. residents and other users of the affected area, that spraying is to take place. Such warning or notification notices must be made in a manner approved by the S.O.

### **Approved Chemicals**

- 8.4 Where chemical weed control is specified, all weed growth shall be controlled by means of the appropriate chemical herbicide, as listed in appendix 1. Alternatives may only be used with written prior consent from the S.O.

### **Regulations**

- 8.5 The Contractor is to adhere to all Department for Environment Food and Rural Affairs (DEFRA) statutory requirements and recommendations for the Application, Use and Storage of Weed Killers and Pesticides and in particular the main legislation controlling the sale, supply and use of plant protection products is Council Directive 91/414/EEC concerning the placing of Plant Protection Products on the Market, Food and Environment Protection Act 1985 and codes of practice for the use of approved pesticides in amenity areas published by the National Turfgrass Council and any subsequent revisions as which from time to time may be made. Where applications may spread into water courses the Contractor will adhere to any relevant regulations and bye laws issued by the Water Authorities.

### **Weather Conditions**

- 8.6 Weather Conditions. Chemical application shall not be made during wet or windy weather or if rain is expected within 24 hours following application. Care should be taken to avoid drift of chemicals.

### **Mixing and Transportation**

- 8.7 Mixing and Transportation. No mixing of chemicals shall be carried out at the site but shall be bought to site in a lockable leakproof container in a separate compartment from the driver and passengers. Containers should be firmly secured to avoid damage and spillage and clearly labelled as to the contents.

- 8.7.1 The Contractor shall ensure that no containers, empty or full are to be left unattended on site at any time or on vehicles unless securely locked away.

### **Calibration**

- 8.8 The Contractor shall ensure that all spraying equipment is carefully calibrated to prevent over or under dosing.

## **Spot Treatment**

- 8.9 Where a contact herbicide is used around plants in leaf, the Contractor shall ensure that an adequate guard or suitable applicator is used for spot treatment.

## **Damage**

- 8.10 The Contractor shall be responsible for replacing any plants or rectifying any damage caused by the improper application of chemicals.

## **Records**

- 8.11 The Contractor shall ensure that adequate records are maintained for all operations involving the application of pesticides under the Control of Pesticides Regulations 1986, and these records shall be available at all times for inspection.

## **Hand Weeding Generally**

- 8.12 The Contractor must ensure that hand weeding shall be carried out in conjunction with programmed litter/debris clearance so as to avoid duplication of operations.

- 8.12.1 Hand weeding shall be carried out at intervals as directed by the S.O. and unless otherwise directed shall include for the removal of all weed roots. The Contractor shall allow for the removal of arisings from site at the end of each working day, to an approved tip. No burning or stacking of arisings on site shall be permitted.

## **Raking Die Back**

- 8.13 Hand raking of die back following spraying operations may be permitted in certain areas as directed by the S.O. and shall be carried out in 14 days after completion of spraying unless otherwise directed.

## **Hand Weeding Die Back**

- 8.14 Hand weeding of die back following spraying operations shall be carried out 14 days after completion of spraying unless otherwise directed and shall achieve a totally weed free condition.

## **Hard Landscaping**

- 8.15 On areas of Hard Landscaping, weeds shall be pulled by hand or removed with a suitable implement to remove roots where possible. Any arisings, displaced soil, or the like shall be swept up immediately and the site left in clean and tidy weed free condition.

## **9.0 LITTER CLEARANCE**

### **Generally**

- 9.1 The Contractor must ensure that all operatives are aware of the possibility of encountering contaminated sharps both during litter collection and bag transportation/disposal.
- 9.1.1 Crossovers, steps, traffic islands, parking areas or the like shall be deemed as footpaths/hard landscaped areas for the purposes of this specification.

### **Autumn Leaves**

- 9.2 Autumn leaves shall be classed as litter/debris on hard landscaped areas and shall be cleared in conjunction with normal sweeping operations, during the appropriate season at no extra cost to the Authority.

### **Animal Faeces**

- 9.3 Any animal faeces encountered shall not be swept or spread by any means. It should be picked from the area when other sweeping operations are being carried out, using a suitably protected hand, or scoop, shovel or other approved method. All faeces shall be bagged in plastic sacks, differing in colour from those general litter/debris and clearly stamped foul waste in letters not less than 100 mm high x 50 mm wide. All plastic sacks shall be tied at the neck and removed from the authority's premises to an approved tip. The area shall be disinfected immediately after removal of faeces, using a non-pressurized, diluted, non-colouring, non-staining household disinfectant such as Milton sterilizing fluid or other approved by the SO. Waste from dog litter bins (where applicable) to be disposed of as above. Bin to be disinfected prior to replacement of new liner.

### **Snow Clearance**

- 9.4 When instructed by the S.O., in the event of significant snowfall, normal sweeping operations shall be substituted for snow clearance where directed, at no extra cost to the Authority. Emptying of litter bins and removal of animal faeces shall continue as normal. Sweeping operations shall recommence only upon instruction from the S.O.

### **Hard Landscaping**

- 9.5 The sweeping and clearance of litter/debris from footpaths and areas of hard landscaping shall be carried out at the frequency determined by the S.O.
- 9.5.1 Sweeping shall be carried out by hand using a large-headed broom, or other appropriate method as approved by the S.O. Arisings shall be collected and bagged in coloured plastic sacks to the S.O.'s approval. The plastic sacks shall be tied at the neck and removed from site within 1 hour to an approved tip. All plastic sacks should be cleared from the site at the end of each working

day. Under no circumstances shall arisings be swept into any road channels, gullies, planted areas, tree pits, water areas or the like.

### **Litter bins (where applicable)**

- 9.6 Litter bins shall be emptied by removing the liner, bagging contents, re-securing the locking mechanism. Any oversill shall be bagged and the bags tied at the neck and removed from site. Missing liners shall be reported to the S.O. within 24 hours and should be temporarily replaced using a suitable sized plastic sack.

### **Irregular Litter/Debris**

- 9.7 Items or irregular litter/debris shall be moved to the edge of the footpath/hard landscaped area furthest away from any carriageway in a position where the least obstruction to pedestrians will be caused and a report shall be made to the S.O. who will arrange for suitable disposal.

### **Health and Safety**

- 9.8 All works shall be carried out in accordance with the Authority's and the Contractor's own Health and Safety Policy and in accordance with all current Statutory Obligations.

### **Mechanical Sweeping**

- 9.9 The sweeping and clearance of litter/debris from footpaths and areas of hard landscaping by mechanical means may be permitted following the S.O.'s approval of methods/equipment. Rates for mechanical sweeping will be agreed with the Authority's Quantity Surveyor.

### **Litter Clearance from Soft Landscaping**

- 9.10 The removal of litter/debris, animal faeces, autumn leaves, shall be carried out at fortnightly intervals.
- 9.10.1 Any damage caused to shrubs, trees, grassed areas, or the like caused through removal of litter/debris, or the like shall be made good at the Contractor's expense.
- 9.10.2 Any damaged shrubs, trees, grassed areas or the like encountered during removal of litter/debris, or the like shall be reported to the S.O.

### **Graffiti**

- 9.11 The contractor shall remove offensive graffiti within 24 hours when notified, other graffiti/stains will be removed on a fortnightly basis.

## **10.0 MANAGEMENT PLAN REVIEW PROCESS**

### **Generally:**

10.1 At the end of a yearly contract period the site shall be appraised by all landscape management party's Supervisory Officers or others with management responsibilities (S.O) and their landscape contractors, to review the sites landscape performance for each of their responsible areas.

10.1.1 Each landscape management party's findings shall be used to engage positively and for the benefit of the site in any collective body which may be set up and chaired by the Local Authority in co-ordinating capacity.

10.1.2 Each area shall be reviewed in terms of the following as appropriate for the open space:

- plant form and growth,
- diversity,
- use patterns,
- wear and tear of surfacing, street furniture, fencing etc.
- the ability to modify site objectives, operations and programmes.

10.1.3 A schedule shall be produced by the relevant S.O identifying any issues relating to the above and incorporated into the management regime for the forth coming contract period.

## 11.00 APPENDICES / TABLES

### 11.1 List of Herbicides (Appendix 1)

Area to be treated or Type of weed growth	Recommended active ingredients	Herbicide Trade name(s)	Manufacturer	Category	Time of Application
Weeds in shrub beds	Oxadiazon	Festival	Bayer	1	Treat from January to June avoiding young leaves & shoots.
Spot treatment of weeds in shrub beds and around trees.	Glyphosate	Round-up Pro Biactive 450	Monsanto	5	During active growing season. No residual effect. Foliar acting herbicide: to be applied with great care among trees and shrubs using spray guard or weed wipe. April-September.
And as a total contact weed killer around non-edible ornamental crops.	Glufosinate - ammonium	Finale	Bayer	4	As for round up.
Brambles and woody weeds	Glyphosate Pyraflufen-ethyl	Hammer	Scotts	4 / 5	During active growing season, April to September.
Total weed control on hard surfaces.	Glyphosate, Diflufenican	Pistol – Non selective Total Herbicide	Bayer	1	March to end September. Total weed control with residual effect to prevent germination of weed seedlings.
Weed & Moss Killer	Carfentrazone-ethyl, Mecoprop-P	Scotts Jewel - Weed & Moss Killer	Scotts	Moss killer	Spring to late summer. Do not apply during freezing conditions or drought.
Selective treatment of broad leaved weeds in established turf.	Dicamba DMA MCPA DMA Mecoprop-P DMA	Re-Act	Scotts	7	April – September (when grass is actively growing).
Selective treatment of broad leaved weeds in newly sown turf.	Dicamba DMA MCPA DMA Mecoprop-P DMA	Re-Act	Scotts	7	April – September (when grass is actively growing).

#### Key to categories of herbicides:

1. Residual, high persistence, high knockdown
2. Residual, high persistence, limited knockdown
3. Residual, low persistence, high knockdown
4. Contact, no persistence, high knockdown
5. Translocated, low persistence, high knockdown
6. Selective grasskillers
7. Selective broadleaf killers
8. Wood-weed and scrub killers
9. Total weed killers

(Note – ‘knockdown’ refers to the ability of a chemical to kill established weeds).

OPERATION	J	F	M	A	M	J	J	A	S	O	N	D
<b>GENERAL MAINTENANCE</b>												
Plant replacement inspection									x1			
Plant replacement	As required									As required		
Watering of new planting			As required									
Refirming	As required											
Pest and disease control	As required											
Plant support	As required											
Weed control to beds		x1	x2	x2	x2	x2	x2	x2	x2	x2	x1	
Fertilizer application			x1									
Removal of litter	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2
Leaf clearance	x2	x2								x2	x2	x2
Topping up Mulch											x1	
<b>GRASSED AREAS (where applicable)</b>												
Mowing (Excluding Meadow Grass / Wildflower)		x1	x2	x3	x3	x3	x3	x3	x3	x2	x1	
Edge trimming/strimming		x1	x2	x3	x3	x3	x3	x3	x3	x2	x1	
Edge cutting			x1						x1			
Fertilizer application				x1					x1			
Herbicide application				As required								
Damage Repair		As required								As required		
Meadow Grass - 1st Year		*Cut regularly to 4-6cm		x1		x1		x1		x1		
Meadow Grass - 2nd Year onwards			x1	Cut to 4-7.5cm			x1	Cut to 4-7.5cm		x1		
Meadow Grass to Base of Attenuation Basins			x1							x1		
<b>TREES</b>												
Weed control	As required											
Tree inspection	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1
Formative pruning	As required										As required	
Tree removal (dead)	As required											
Watering of newly planted trees			Every 1-2 weeks during dry spells. To field capacity.									
<b>HARD LANDSCAPED AREAS</b>												
Sweep, litter pick and weed control	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2
Gritting and snow clearance	As required										As required	
Fixtures & defects (paving, seating etc)	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2
Rectify hard landscape defects	As required											
Removal of graffiti	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2

**FREQUENCY KEY:**

MONTHLY = x1

FORTNIGHTLY = x2

3 TIMES MONTHLY = x3 (every 7-10 days)

WEEKLY = x4

Goffs Oak, Cuffley Hill		FREQUENCY OF VISIT											
DESCRIPTION	MANAGEMENT REQUIREMENTS	J	F	M	A	M	J	J	A	S	O	N	D
Western Boundary Native Hedge	Existing hedge 5000mm high. Maintain to provide privacy without being detrimental to neighbours and new residents.												
External Boundary Hedges: New Native Hedge	Boundary hedge maintained at 1500-1800mm												
Shared Car Park Areas: Shrubs & Hedges	Low level hedges maintained at no higher than 800-1000mm												

NOTE:


All hedges should not be cut during bird breeding season.









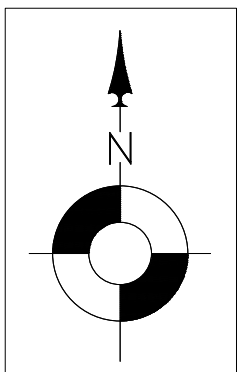
**LEGEND:**

- 



POS - MANAGED AREA  
(Area TBC in Detailed Design)
- 

HOUSING ASSOCIATION MANAGED AREA  
(Area TBC in Detailed Design)
- 

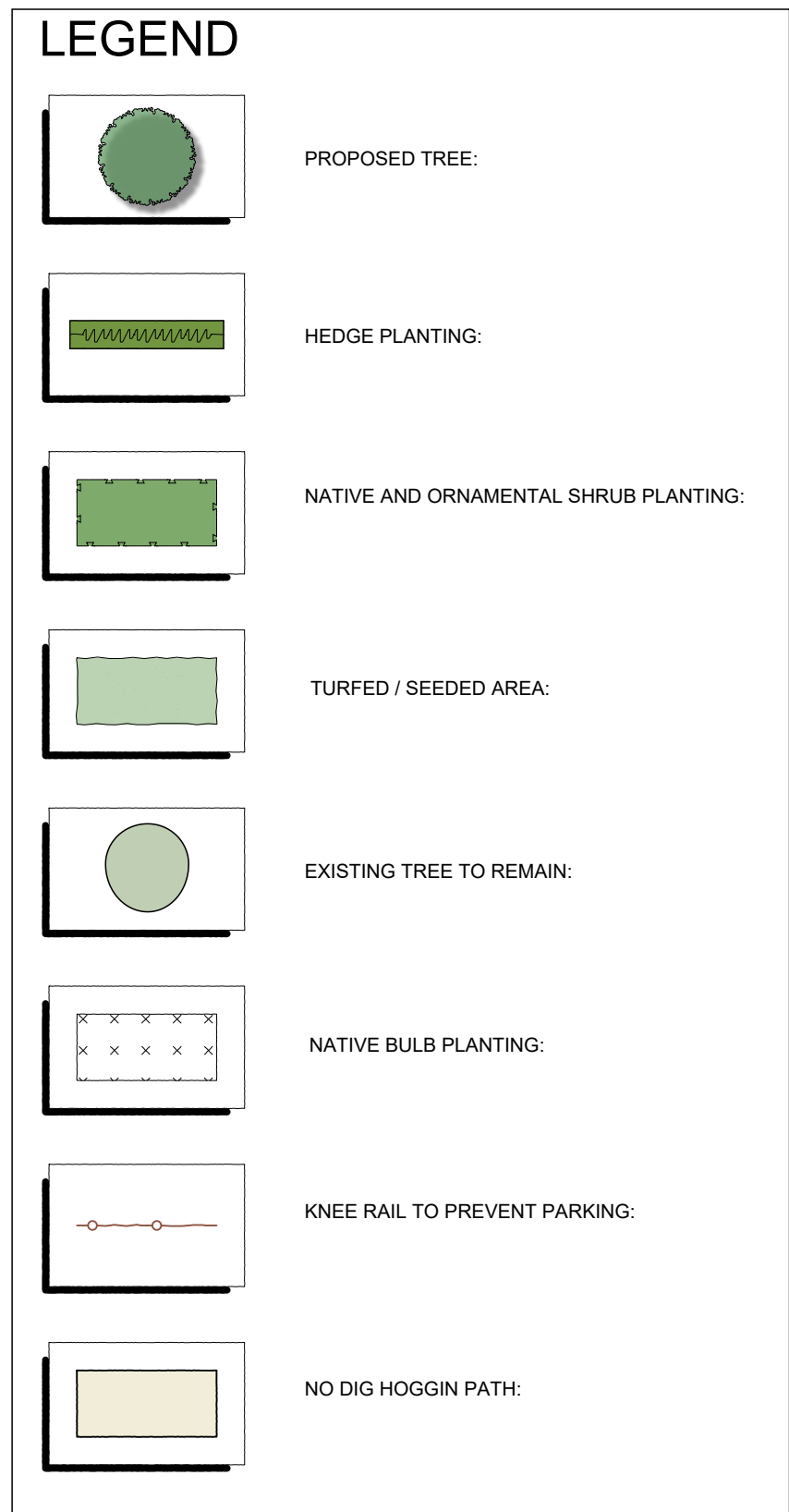
UTILITY COMPANY MANAGED AREA  
(Area TBC in Detailed Design)



Rev	Date	By	Description	Chk'd
PL5	15.11.19	MJR	Updated to current Site Layout. Drawing number amended to C00185_CSP_EL_XX_DR_L_002.	
PL4	13.12.18	MJR	Updated to current Site Layout.	
PL3	24.10.18	MJR	Updated to current Site Layout.	
PL2	25.09.18	MJR	Updated to current Site Layout.	
P1	11.09.18	MJR	Planning issue.	

  <p><b>COUNTRYSIDE</b> Places People Love Countryside House The Drive, Brentwood Essex, CM13 3AT 01277 260000 countryside-properties.com</p>	<p>date: Sept 2018</p> <p>scale: @A3 NTS</p> <p>drawn by: MJR</p> <p>checked: MJR</p>	<p>project: Cuffley Hill Goffs Oak</p>
	<p>Information PL Planning T Tender C Construction P Preliminary</p>	<p>PL</p>



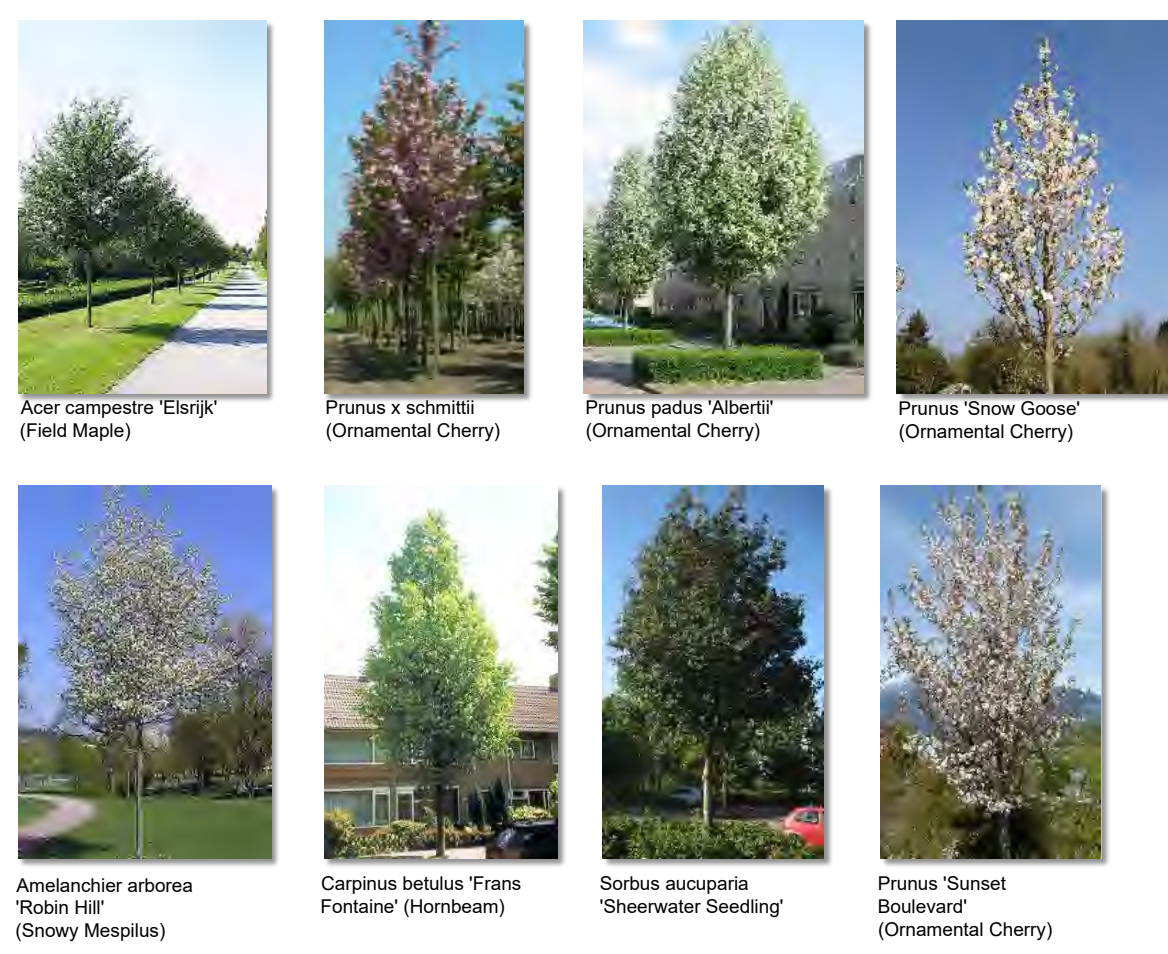


- #### SOFT LANDSCAPE PALETTE:
- Ornamental Planting:**  
Planting generally to be 5L-10L specimens planted at average density of 4 plants per sq.m. 15L-25L specimen shrubs planted in groups of 1-3.
- Residential Landscaping** (typical examples of shrubs to be used - exact species to be confirmed in detail design stage with Local Authority):
- Abelia grandiflora
  - Amelanchier lamarkii
  - Aucuba japonica 'Variegata'
  - Berberis species
  - Brachyglottis 'Sunshine'
  - Caryopteris 'Heavenly Blue'
  - Ceanothus thrysiliflorus 'Repens'
  - Cistus species
  - Choisya species
  - Cornus species
  - Euonymus fortunei 'Emerald 'n Gold'
  - Elaeagnus x ebbingei
  - Hebe species
  - Hypericum species
  - Kerria japonica
  - Lavandula 'Hidcote' & 'Munstead'
  - Lonicera species
  - Mahonia species
  - Osmanthus species
  - Phormium species
  - Pittosporum species
  - Potentilla 'Abbotswood'
  - Rosmarinus species
  - Sarcococca confusa
  - Spiraea japonica species
  - Viburnum species
  - Weigela florida 'Variegata'

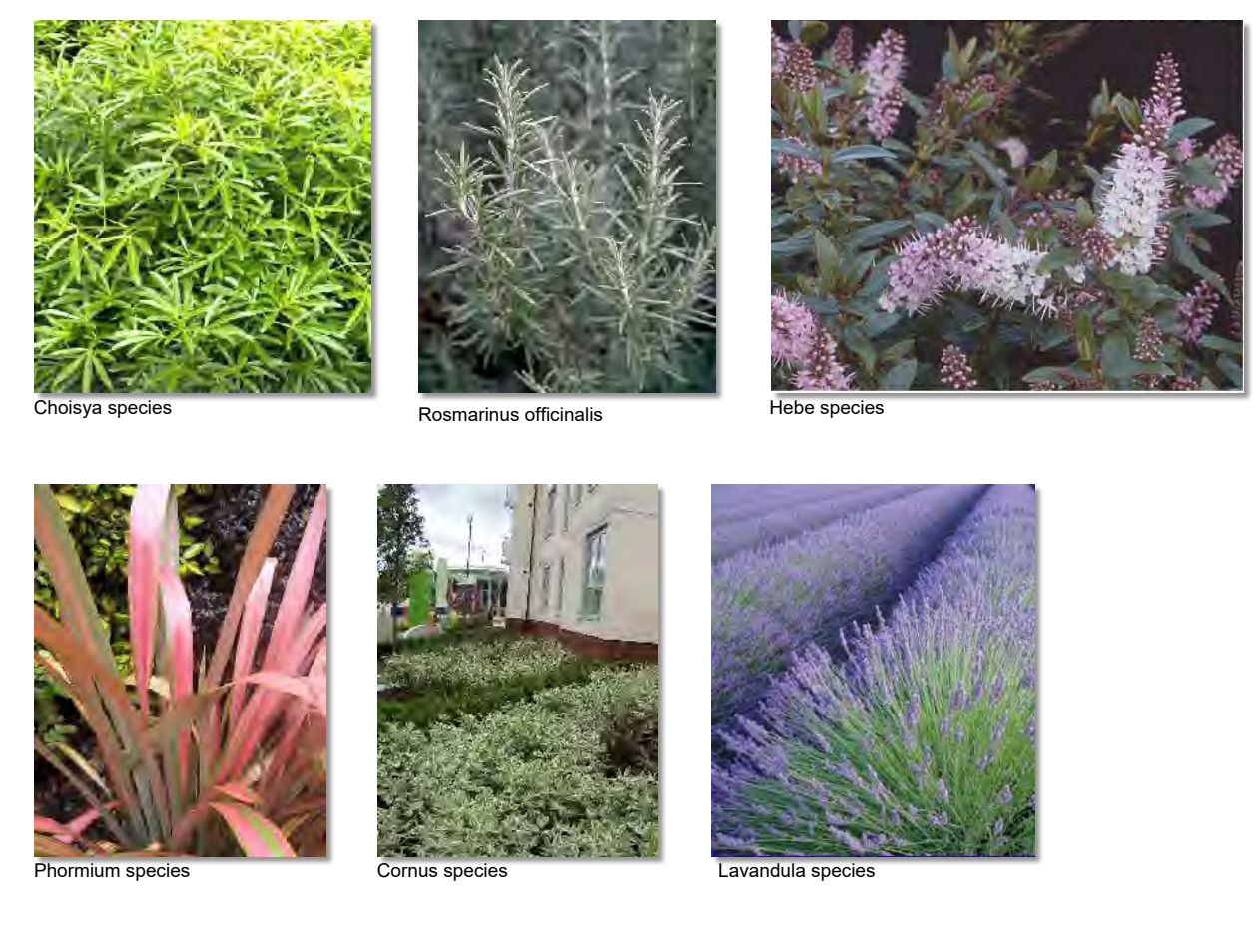
- Typical Hedging** (selected from the following):  
Planting generally to be 5-15L shrubs or rootballed stock planted in single or double staggered rows at 350-500mm o/c. Exact species to be confirmed in detail design stage with Local Authority.
- | Species                     | Size      |
|-----------------------------|-----------|
| Elaeagnus x ebbingei        | 10L       |
| Escallonia species          | 10L       |
| Euonymus 'Green Rocket'     | 3-10L     |
| Ligustrum species           | 5-10L     |
| Native Hedge                | BR / 3-5L |
| Osmanthus x burkwoodii      | 10L       |
| Photinia 'Red Robin'        | 10L       |
| Photinia 'Little Red Robin' | 10L       |
| Prunus lusitanica           | 3-10L     |

- Typical Proposed Trees:**  
Trees selected from the following species :  
(Girth range from 14-16cm to 25-30cm).
- | Species                           | Girth    | Clear Stem |
|-----------------------------------|----------|------------|
| Acer campestre 'Elsrijk'          | as above | >2.00m     |
| Betula pendula                    | as above | >2.00m     |
| Corylus colurna                   | as above | >2.00m     |
| Prunus 'Sunset Boulevard'         | as above | >2.00m     |
| Amelanchier arborea 'Robin Hill'  | as above | >2.00m     |
| Carpinus betulus 'Frans Fontaine' | as above | >2.00m     |
| Prunus x schmittii                | as above | >2.00m     |
| Pyrus calleryana 'Chanticleer'    | as above | >2.00m     |
| Sorbus auc. species               | as above | >2.00m     |

#### Typical Tree Planting:



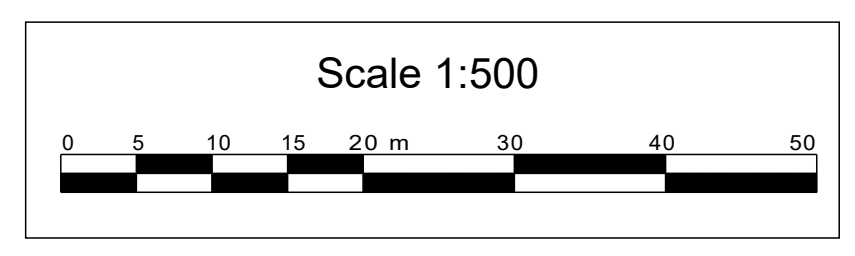
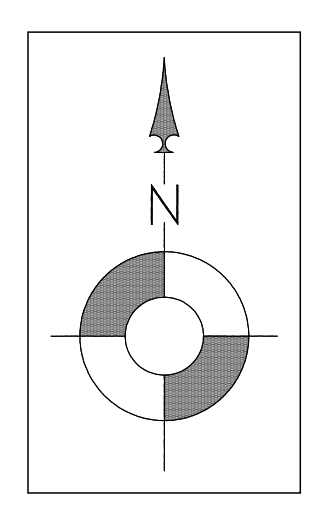
#### Typical Shrub Planting:



#### Typical Hedge Planting:



#### Native Hedge:



Rev	Date	By	Description	CHK'd
PL5	12.11.19	MJR	Updated to current Site Layout. Drawing number amended to C00185_CSP_EL_XX_DR_L_001.	
PL4	13.12.16	MJR	Updated to current Site Layout.	
PL3	24.10.16	MJR	Updated to current Site Layout.	
PL2	25.09.18	MJR	Planning issue. Updated to current Site Layout.	
P1	11.09.18	MJR	Preliminary issue.	

<p>COUNTRYWIDE PLANNING &amp; LANDSCAPE</p>	<p>date: <b>Sept 2018</b></p> <p>scale: @A1 <b>1:500</b></p> <p>drawn by: <b>MJR</b></p> <p>checked: <b>MJR</b></p>	<p>project: <b>Cuffley Hill Goffs Oak</b></p> <p>drawing: <b>Landscape Strategy Layout</b></p>
	<p>Information</p> <p>PL Planning</p> <p>T Tender</p> <p>C Construction</p> <p>P Preliminary</p>	<p>drawing no: <b>C00185_CSP_EL_XX_DR_L_X001</b></p> <p>sheet no: <b>PL5</b></p>



