

# LANDSCAPE MANAGEMENT PLAN

Land Northeast of  
Thaxted Road,  
Saffron Walden,  
Essex

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## **1.0 OBJECTIVES**

### **1.1 Introduction**

This document has been prepared by Vistry Eastern Counties Landscape Department in support of a planning application for a new residential development on land at Thaxted Road, Saffron Walden, Essex. 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.
- Preserve & protect the existing open space trees, hedgerows, & neighbouring tree plantations.
- 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 E0027\_L\_XX\_PL\_002, 'Landscape Management Responsibilities Plan (Appendix 5).

- 1.4.1 **Entrance Gateway & Boundary Open Spaces.** Included within the open spaces are proposed & existing trees, buffer planting, ornamental shrub beds,

managed lawn & meadow grass areas, play area (LEAP) & an existing public right of way (PROW).

**The following management requirements within the Entrance Gateway & Boundary Open Spaces are:**

- Tree surgery – existing & proposed.
- Existing hedgerow management.
- Pruning of native & ornamental shrubs.
- Watering.
- Weed control – soft areas.
- Fixtures and fittings – seating, bins, paving.
- Local Equipped Area of Play (LEAP).
- Grass cutting.
- Wildflower management.
- Litter removal.
- Dog bin waste removal.
- Re-mulching.

- 1.4.2 **North-Eastern Open Space & Existing Hedgerows.** Included within the open space are proposed & existing trees/hedgerows, meadow grass areas, attenuation basins & street furniture.

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

- Tree surgery – proposed & existing.
- Existing hedgerow management.
- Pruning of native shrubs.
- Watering.
- Attenuation basin – keeping inlets / outlets free of debris.
- Existing ditches SUDS – keeping inlets / outlets free of debris.
- Weed control – hard and soft areas.
- Fixtures and fittings – seating, bins, paving.
- Grass cutting.
- Wildflower management.
- Litter removal.
- Dog bin waste removal.
- Re-mulching.

- 1.4.3 **Communal Landscaped Spaces & Plot Boundaries.** Included within these spaces are proposed trees, hedging, ornamental shrub beds & grass lawns.

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

- Hedge trimming.
- Pruning ornamental shrubs / herbaceous perennials.
- Tree surgery – proposed & existing.
- Watering.
- Weed control – hard and soft areas.
- Grass cutting. Grass lawn areas.

- Re-mulching.
- Fixtures and fittings – paving, fencing, railings, etc.
- Litter removal.

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

**Entrance Gateway & Boundary Open Spaces:** The proposed entrance consists of existing & proposed trees, native buffer zone, shrub planting & managed grass/wildflower meadows that will provide an attractive landscape entrance into the site. To the boundary of the development parcel are existing hedgerows & trees that are to be retained & protected throughout the construction process. A functional & attractive LEAP to the south of the site will provide residents a place to socialise, interact and play in a safe and secure environment.

### **Management Objective**

- Maintain existing & newly planted trees/hedgerows, shrubs, grass & wildflower areas, play equipment & hard surfacing to ensure high quality open spaces, following the standard set by the overall development. Play area to be maintained regularly & to a high standard for perpetuity of the development.

### 1.5.2 **North-Eastern Open Space:**

The open space has been designed to be sensitively opened up to new residents & public alike, providing a space for recreation as well protecting the biodiversity of the for generations to come.

The protected & proposed native hedgerows that run along the boundaries of the site will also help mitigate the visual aspects of the development.

### **Management Objective**

- Maintain a blend of native shrubs, trees and diverse grassland set within a tranquil setting to ensure high quality visual appeal for the new & adjoining 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.

## 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 conducting 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 reseeding shall be prepared as 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 exceptionally 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 conducted 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 conducted 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 conducted 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 When directed by the S.O., the Contractor shall cut hedges to the specified profile.
  - 6.5.1 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.
  - 6.6.1 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 Performance Specification for Soft Landscape Works.

## **7.0 MANAGEMENT OF ATTENUATION BASIN, SWALES & DITCHES**

### **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 monthly 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 any 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 always available 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 to avoid duplication of operations.

- 8.12.1 Hand weeding shall be conducted 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 conducted 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 conducted 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 conducted, 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 conducted at the frequency determined by the S.O.
- 9.5.1 Sweeping shall be conducted 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 conducted 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 conducted 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 PLAY AREAS

### Generally:

- 10.1 All standards of maintenance and procedures shall be in accordance with BS 7370: Part 2:1994, BS7370: Part 3:1991 & EN 1176 & EN 1177.

Play areas to have fortnightly visual inspections by those collecting litter / visiting site, monthly inspections by Play Area Inspector and an independent annual inspection.

The landscape contractor shall be required to keep the play areas clean and tidy at all times, visiting the site for maintenance at fortnightly intervals to collect litter, glass and other refuse. All arisings shall be removed from site at the end of each maintenance visit.

Maintenance shall include checking play equipment for defects, grass cutting, fertilizing, rolling and keeping the playgrounds regularly clear of rubbish and weed growth by an approved means of herbicide application or hand weeding.

### **Safety Surface & Equipment:**

- 10.2 The contractor shall inspect the safety surface on a fortnightly basis and schedule any defects to be made good.
- 10.2.1 The contractor shall inspect the play equipment on a fortnightly basis and schedule any defects to be made good.
- 10.2.2 The contractor shall remove graffiti/stains as stated within paragraph 9.11.

## 11.0 MANAGEMENT PLAN REVIEW PROCESS

### Generally:

- 11.1 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.
- 11.1.1 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.
- 11.1.2 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.

11.1.3 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.

## 12.00 APPENDICES / TABLES

### 12.1 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 shrub, hedge & herbaceous 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 & dog waste bins	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2	x2
Leaf clearance	x1	x1								x1	x1	x1
Inspect & clear any obstructions from SUDs inlets/outlets.	x1		x1		x1		x1		x1		x1	
Topping up Mulch											x1	
<b>GRASSED AREAS (where applicable)</b>												
Mowing (Excluding Meadow Grass / Wildflower)			x1	x2	x2	x2	x2	x2	x2	x2	x1	
Edge trimming/strimming			x1	x2	x2	x2	x2	x2	x2	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 Basin			x1							x1		
Wildflower Areas			x1							x1		
<b>TREES</b>												
Weed control	As required											
Visual Tree inspection	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1
Annual Tree inspection & Report											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	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1
Gritting and snow clearance	As required										As required	
Check fixtures for defects (paving, seating, bins)	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1
Play Area: Inspect safety surface, equipment, surfacing & fencing	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1
Rectify hard landscape defects	As required											
Removal of graffiti	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1
Removal of chewing gum	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1	x1
Deep clean of hard landscape surfaces			x1									
Clean drainage gullies, channels, slot drains, where installed.	x1		x1		x1		x1		x1		x1	

**FREQUENCY KEY:**  
 MONTHLY = x1  
 FORTNIGHTLY = x2  
 3 TIMES MONTHLY = x3 (every 7-10 days)  
 WEEKLY = x4

Thaxted Road, Saffon Walden		FREQUENCY OF VISIT											
DESCRIPTION	MANAGEMENT REQUIREMENTS	J	F	M	A	M	J	J	A	S	O	N	D
External Boundary Hedges: New Native	Boundary hedge maintained at 1800-2100mm												
External Boundary Hedges: Existing	Existing hedges sensitively managed for ecological benefit												
Internal Boundary Hedges: Open Spaces	Boundary hedge maintained at 1000-1200mm												
Shared Car Park Areas: Shrubs & Hedges	Low level hedges maintained at no higher than 800-1000mm												

## NOTE:

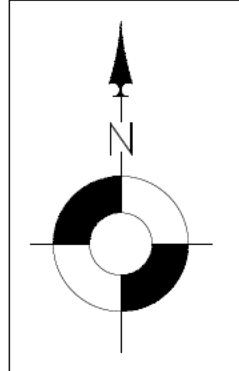
All hedges should not be cut during bird breeding season.





**LEGEND:**

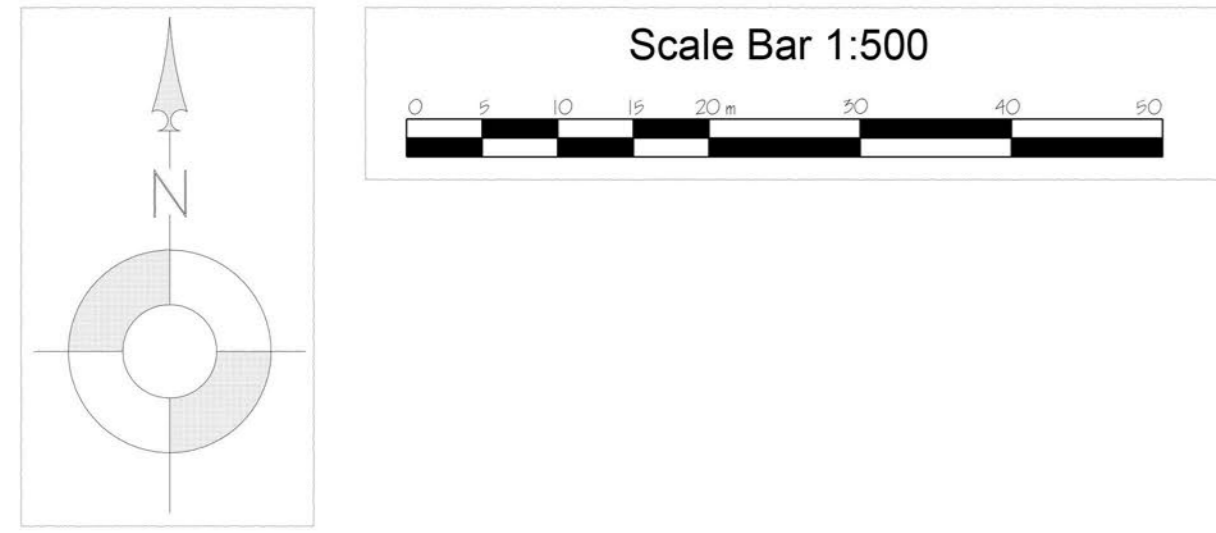
- POS MANAGED AREA:**  
Open spaces, verges, boundary edge & play space landscaping by dedicated management company. To be confirmed in detail design stage.
- COMMUNAL LANDSCAPE MANAGED AREA:**  
TBC in detailed Design.
- UTILITY COMPANY MANAGED AREA:**



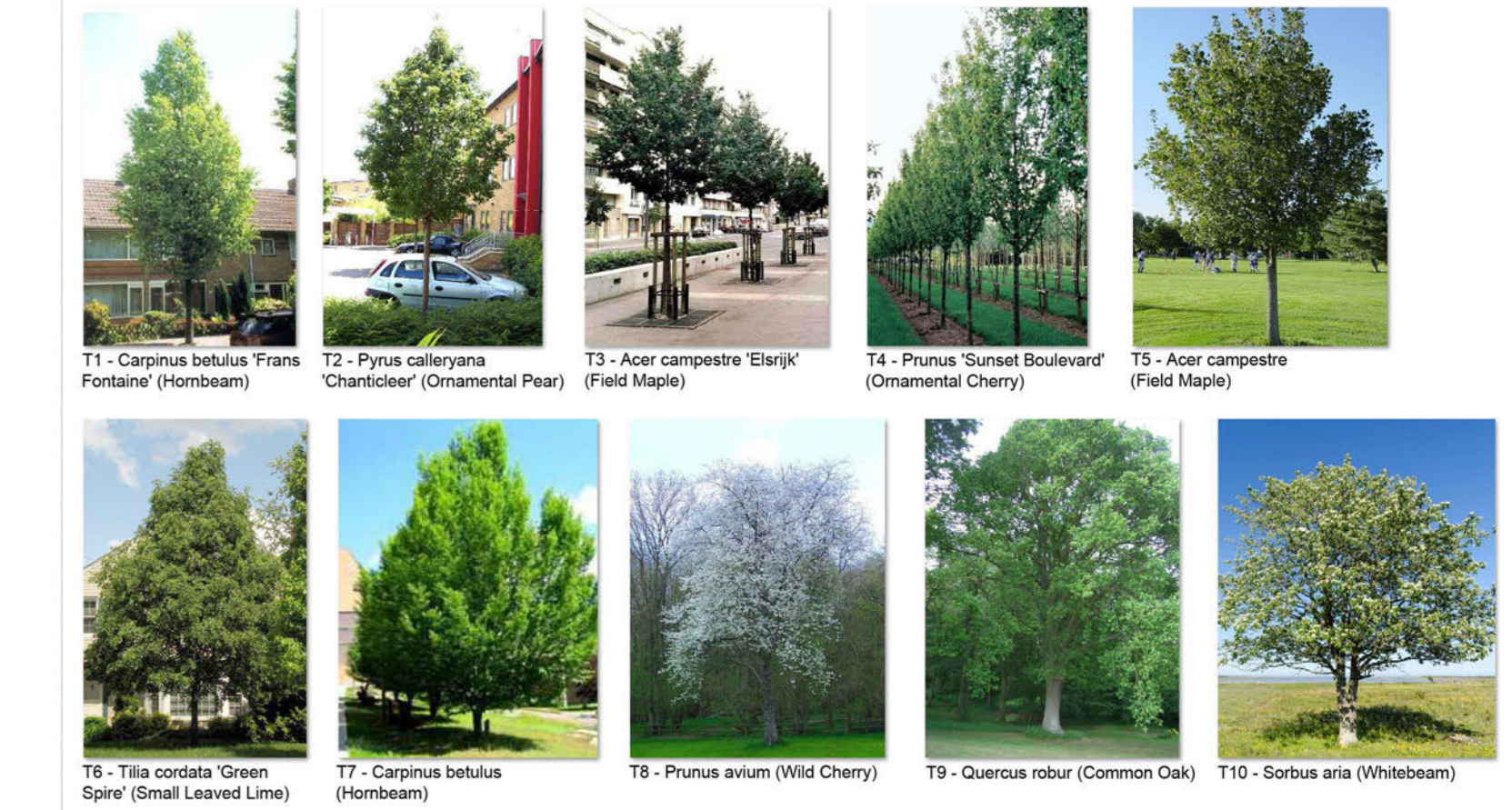
Rev	Date	By	Description	Chk'd
PL4	12.05.25	MJR	Drawing updated to current Site Layout.	
PL3	11.12.24	MJR	Drawing updated to current Site Layout.	
PL2	08.11.24	MJR	Drawing updated to current Site Layout.	
PL1	30.10.24	MJR	Issued for planning.	

<p>Vistry Eastern Counties Countryside House, The Drive, Brentwood, Essex, CM13 3AT 01277 260000 vistrygroup.co.uk</p>	date:	Oct 2024	project:	Land Northeast of Thaxted Road Saffron Walden							
	scale:	@A3 NTS	drawing:	Landscape Management Responsibilities Plan							
	drawn by:	MJR	checked:	MJR							
<table border="1"> <tr> <td>I Information</td> <td rowspan="4">PL</td> </tr> <tr> <td>PL Planning</td> </tr> <tr> <td>T Tender</td> </tr> <tr> <td>C Construction</td> </tr> <tr> <td>P Preliminary</td> <td></td> </tr> </table>	I Information	PL	PL Planning	T Tender	C Construction	P Preliminary		drawing no:	E0027_L_XX_PL_002	sheet no:	rev:
I Information	PL										
PL Planning											
T Tender											
C Construction											
P Preliminary											
<small>© This drawing is copyright of Vistry Group PLC and must not be copied or reproduced in whole or in part, nor used in conjunction with any project without Vistry's written consent. DO NOT SCALE THIS DRAWING</small>				PL4							



**Typical Tree Planting to Development:**



Trees selected from the following species (Girth range from 14-16cm to 18-20cm):

Ref	Species	Girth	Clear Stem
T1	Carpinus betulus 'Frans Fontaine'	as above	>2.00m
T2	Pinus cembra 'Chandisdeer'	as above	>2.00m
T3	Acer campestre 'Eclair'	as above	>2.00m
T4	Prunus 'Sunset Boulevard'	as above	>2.00m
T5	Acer campestre	as above	>2.00m
T6	Tilia cordata 'Green Spire'	as above	>2.00m
T7	Carpinus betulus	as above	>2.00m
T8	Prunus avium	as above	>2.00m
T9	Quercus robur	as above	>2.00m
T10	Sorbus aria	as above	>2.00m

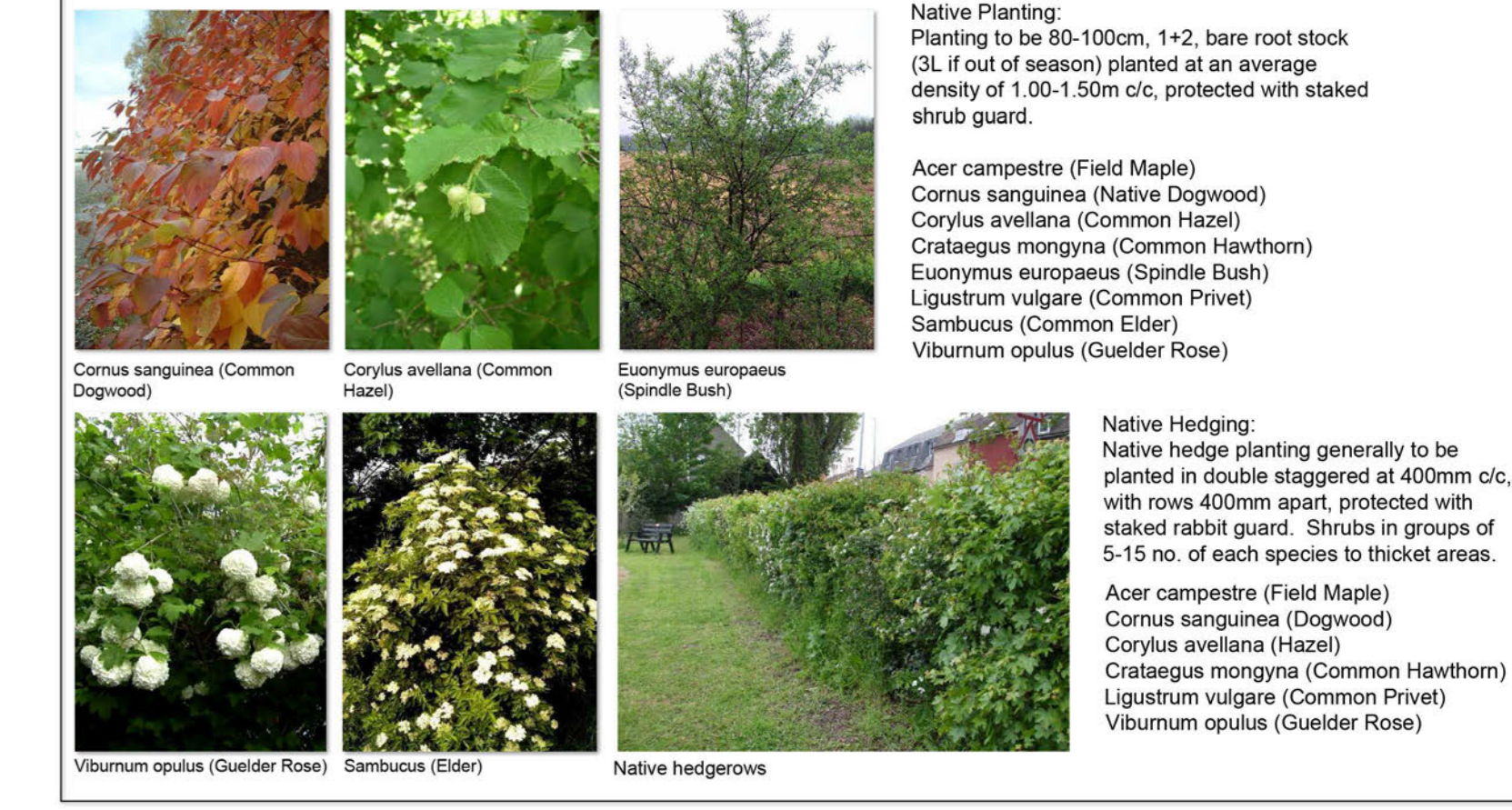
**Typical Hedge Planting Within Development:**



Typical Hedging (selected from the following):  
Planting generally to be 3-10L shrubs or rootballed stock planted in single or double staggered rows at 300-500mm c/c.

Species	Size
Elaeagnus x ebbingei	5-10L
Escallonia species	5-10L
Conoselinum libanotis	5-10L
Ligustrum species	3-10L
Carpinus betulus	5-10L
Osmanthus x burkwoodii	5-10L
Photinia 'Red Robin'	5-10L

**Native Thicket / Hedge Planting to Boundaries:**



Native Planting:  
Planting to be 80-100cm, 1+2, bare root stock (S.I. if out of season) planted at an average density of 1.00-1.50m c/c, protected with staked shrub guard.

Native Hedging:  
Native hedge planting generally to be planted in double staggered at 400mm c/c, with rows 400mm apart, protected with staked rabbit guard. Shrubs in groups of 5-15 no. of each species to thicket areas.

**Diverse Grassland Areas to Open Spaces:**



Diverse grassland and pockets of wildflower areas to open spaces with informal moorland paths.

**Play Area Strategy:**



Play area strategy to use existing timber play equipment combined with natural play elements & use of ground contouring to create an interesting and fun space.

**LEGEND**

	PROPOSED TREE:		EXISTING TREES & HEDGROWS TO REMAIN:
	HEDGE PLANTING:		BITMAC ROAD/DRIVE:
	SHRUB PLANTING:		BITMAC PRIVATE DRIVE & PARKING:
	TURFED / SEEDED AREA:		BITMAC FOOTPATH (Public):
	ATTENUATION BASIN: EMORSGATE EMB STANDARD MEADOW MIXTURE FOR WETLANDS		PAVING SLABS (Private):
	OPEN SPACE: EMORSGATE EMB STANDARD MEADOW MIXTURE FOR CHALK & LIMESTONE SOILS		BREEDON GRAVEL FOOTPATH WITH TIMBER EDGING:
	TIMBER BENCH:		DOG WASTE BINS:
	LOCAL EQUIPPED AREA OF PLAY (Indicative shown):		

Rev	Date	By	Description	Drawn	Checked
PL4	10.05.25	MJR	Drawing updated to current Site Layout		
PL3	11.02.24	MJR	Drawing updated to current Site Layout		
PL2	07.11.24	MJR	Drawing updated to current Site Layout		
PL1	29.10.24	MJR	Issued for planning		

**Vistry Group**

date: Oct 2024  
scale: @A0 1:500  
project: Land Northeast of Thaxted Road Saffron Walden  
drawn by: MJR  
checked: MJR  
drawing: Landscape Strategy  
information: PL Planning  
T Tender  
C Construction  
P Professional  
drawing no: E0027\_L\_XX\_PL\_001  
sheet no: 1/1  
PL4

