Draft Supplementary Planning Guidance

Trees and Development: Guide to Incorporating and Protecting Trees, Woodlands and Hedgerows into Development Proposals

October 2015
## Contents

<table>
<thead>
<tr>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0 Introduction</td>
</tr>
<tr>
<td>2.0 Background</td>
</tr>
<tr>
<td>3.0 The Policy Context</td>
</tr>
<tr>
<td>Planning Policy Wales Edition 7</td>
</tr>
<tr>
<td>Technical Advice Note (TAN) 10: Tree Preservation Orders</td>
</tr>
<tr>
<td>Blaenau Gwent Local Development Plan (Adopted November 2012)</td>
</tr>
<tr>
<td>4.0 Planning Conditions and Agreements</td>
</tr>
<tr>
<td>5.0 Contravention of a Planning Control</td>
</tr>
<tr>
<td>7.0 Step by Step Guide to Incorporate Trees in Proposals for Development</td>
</tr>
<tr>
<td>Step 1: Preliminary Assessment</td>
</tr>
<tr>
<td>Step 2: Professional Advice</td>
</tr>
<tr>
<td>Step 3: Topographical Survey &amp; Soil Assessment</td>
</tr>
<tr>
<td>Step 4: The Tree Survey &amp; Categorisation</td>
</tr>
<tr>
<td>Step 5: Tree Constraints Plan</td>
</tr>
<tr>
<td>Step 6: The Arboricultural Implication Assessment (AIA) and Design Issues</td>
</tr>
<tr>
<td>Step 7: The Arboricultural Method Statement (AMS) and the Tree Protection Plan</td>
</tr>
<tr>
<td>Step 8: The Site Layout Drawings and Supporting Information</td>
</tr>
<tr>
<td>Step 9: The 10 Point Checklist</td>
</tr>
</tbody>
</table>
1.0 Introduction

1.1 This Supplementary Planning Guidance (SPG) has been produced to expand on existing planning policy on trees and development set out in the adopted Blaenau Gwent Local Development Plan (LDP). The document provides clear and consistent guidance to applicants on the requirements of the Local Planning Authority with respect to trees and development.

1.2 This SPG is a material consideration in the determination of all developments where trees are present on or immediately adjacent to the development site and are likely to be affected either directly or indirectly by the development. This SPG does not just relate to Tree Preservation Orders or hedgerows protected under the Hedgerow Regulations.

2.0 Background

2.1 Trees, woodlands, hedges, hedgerows and areas of large shrubs (hereafter ‘Tree(s)’) are of vital importance to the landscape. It is now widely accepted that trees and woodlands in and around towns and cities have a vital role to play in promoting sustainable communities. Trees make a positive contribution to the scenic character and diversity of the landscape, provide vital habitat for dependant wildlife populations and substantial environmental benefits such as quality of life and sequestration of noise while improving the climate and air quality. Trees can also help protect buildings from the elements, provide shade and assist in energy conservation. Trees can enhance the attractiveness of new development, its character, sense of maturity and overall quality thus helping with the saleability and profitability of properties. Their positive effect on the environment also helps to attract businesses and visitors to an area, thereby boosting the economy. In addition to legislative protection of trees and wildlife the public’s awareness of environmental issues and the health benefits of being near trees is also increasing. Developers are therefore under increasing pressure to focus attention on trees and their role in providing a more pleasant and healthier environment.

2.2 A tree may take a century to reach maturity but it can be damaged or felled in a few minutes. Such damage is frequently caused unwittingly because of a failure to appreciate the vulnerability of trees, particularly the root system, and how easily and often insidiously they can be damaged. Where trees are damaged during development of a site and subsequently decline and die, or where inappropriate or poor design leads to conflict, trees become a constant source of complaint. Ultimately, any positive benefits are lost. Early erection of tree and landscape protection to form the construction exclusion zones before work commences on site is essential.

2.3 Although the juxtaposition of trees and development are often crucial to the overall design concept of a development many issues relating to incorporating trees into development proposals have previously been dealt with after an application has been determined.

3.0 THE POLICY CONTEXT

3.1 This note has been prepared in accordance with guidance contained in Planning Policy Wales, Technical Advice Notes and the LDP.
Planning Policy Wales Edition 7

3.2 Planning Policy Wales makes it clear that “Trees, woodlands and hedgerows are of great importance, both as wildlife habitats and in terms of their contribution to landscape character and beauty. They also play a role in tackling climate change by trapping carbon and can provide a sustainable energy source. Local planning authorities should seek to protect trees, groups of trees and areas of woodland where they have natural heritage value or contribute to the character or amenity of a particular locality. Ancient and semi-natural woodlands are irreplaceable habitats of high biodiversity value which should be protected from development that would result in significant damage” (PPW Edition 7, para 5.2.9).

3.3 It is the responsibility of the Local Authorities to ensure that adequate provision is made for the planting or preservation of trees through imposing conditions through a planning permission and /or Tree Preservation Orders.

Technical Advice Note (TAN) 10: Tree Preservation Orders

3.4 TAN 10 supplements Planning Policy Wales and states that under the Town and Country Planning Act 1990 (section 198) Local Planning Authorities are empowered, in the interests of amenity, to protect trees and woodlands by making Tree Preservation Orders (TPOs). As such, any tree or woodland that has a TPO attached to it is legally protected from cutting down, uprooting, topping, lopping, wilful damage or destruction without consent from the Local Planning Authority.

3.5 Tree Preservation Orders should be considered where provision should be made for the preservation of trees or woodlands in the interest of amenity (TAN10; para 14). TPOs should be made where the removal of trees and woodlands whose removal would have a significant impact on the environment and its enjoyment by the public. TPOs cannot be made on bushes, shrubs or hedgerows.

Blaenau Gwent Local Development Plan (adopted November 2012)

3.6 This SPG provides supporting information to tree policies included in the Local Development Plan (LDP). The SPG supports Policy SP10 “Protection and Enhancement of the Natural Environment” and Development Management Policy DM16 “Trees, Woodlands and Hedgerow Protection”.

3.7 Development Management Policy DM16 “Trees, Woodlands and Hedgerow Protection” states that development proposals will be permitted provided that there would be no unacceptable harm to trees, woodlands and hedgerows that have natural heritage value or contribute to the character or amenity of a particular locality.
4.0 Planning Conditions and Agreements

4.1 It is likely that any permission to develop land shall be subject to a number of conditions relating to tree retention, tree planting and landscaping. Planning conditions may be imposed that require, but not limited to:

- The developer appointing an arboriculturist to oversee the project (Arboricultural Watching Brief)
- Trees to be planted as part of a landscape proposal.
- Protective barriers, storage of materials, access or landscaping of the site.
- Land proposed for adoption that incorporates trees shall only be considered for adoption once all trees have been surveyed and entered at the developer’s expense onto the council's computerized tree inventory, and all tree works have been undertaken to a predetermined limit of reasonable or acceptable risk.

5.0 Contravention of a Planning Control

5.1 Substantial penalties can be incurred for contravention of any of the legal protection for trees, woodlands and hedgerows. Attention is also drawn to legal controls and liabilities under common law for consideration at the earliest stages of potential site development.

5.2 The Local Planning Authority has a range of measures to remedy or stop breaches.

- Breach of Condition Notice.
- Enforcement Notice.
- Stop notices.
- High Court injunction.
- Instigate criminal proceedings for contravention of a TPO/Conservation Area.

5.3 Failure to comply with notices or contravening a TPO/Conservation Area could result in a fine of up to £20,000. Failure to comply with an injunction constitutes Contempt of Court and is punishable by imprisonment or an unlimited fine.

6.0 A Guide to Incorporating Trees into the Development Process

6.1 British Standard 5837:2012 - Tree’s in Relation to design, demolition and construction – Recommendations, must be used in conjunction with this SPG and will be regarded as the overriding document detailing the standard and guidance for a balanced approach on deciding which trees are;

- Appropriate for retention,
- On the affect of trees on design considerations and
- On the means of protecting these trees during development.

6.2 The level of detail required to enable the Council to consider the implications and effects upon trees within a proposed development will vary between the design and construction stages, the proposals and the site.
6.3 The success of the process depends on the co-operation of all involved in the design and development team. In particular, it is essential for those involved in the development site works to appreciate the vital requirement for maintaining the construction exclusion zone e.g. through appropriate signage and training and a conditioned Arboricultural Watching Brief (AWB).

6.4 The following is a brief description of the process and considerations that developers need to follow throughout the design and development process.
Technical design includes information sufficient to provide a high level of confidence in the outcome for trees retained on development sites. Where planning permission or other statutory controls apply, details might need to be submitted in draft form or heads of terms to allow for changes to the design that might occur after permission has been granted. In these cases, it will be necessary for the project arboriculturist to set out a series of parameters for construction activity (e.g. where service routes and/or construction activity should not occur), based on the RPA and the physiological needs of the tree, to which the finalized specifications and statements will apply.’

7.0 Step by Step Guide to Incorporate Trees in Proposals for Development

7.1 Trees on development sites should not be considered as a constraint to development. Existing trees can enhance a development by providing a mature setting and softening a harsh built up environment as well providing additional social, environmental and economic benefits. However it is important to avoid misplaced trees where their retention value is limited and they pose significant constraints during the design, construction phase and for users of the final development. By following the 9 steps outlined on the following pages you will be in a position to address the most important issues facing trees within the development process before you submit your planning application:

Step 1: Preliminary Assessment
Step 2: Professional Advice
Step 3: Topographical Survey & Soil Assessment
Step 4: The Tree Survey and Categorisation
Step 5: Tree Constraints Plan (TCP)
Step 6: The Arboricultural Implication Assessment (AIA) and Design Issues
Step 7: The Arboricultural Method Statement (AMS) and the Tree Protection Plan (TPP)
Step 8: The Site Layout Drawings and Supporting Information
Step 9: The 10 Point Checklist.

Steps 1 – 6 form an important part of the evidence base required to underpin the planning application.

Steps 7 – 8 may be conditioned subject to the specific site and the Arboricultural Officers advice.

7.2 This list of required information is not exhaustive. Depending on site circumstances and the nature of development additional information may be requested relating to specific aspects of a development proposal.

Step 1 - Preliminary Assessment

7.3 The purpose of the preliminary assessment is to consider the site and its immediate and wider surroundings, and to decide on the main issues that need to be assessed.

7.4 If there are trees, woodlands, hedgerows or shrubs present on or immediately adjacent to the development site that are likely to be affected either directly or indirectly by the development then:
- They will be a significant material consideration in the proposed development of the site, even if the intention is to retain as many trees as possible. The Council has a policy of zero net loss of tree canopy cover within urban areas and aims to increase canopy cover wherever possible through new planting schemes. In these situations detailed information will be required. The information required is set out in steps 2 - 8.
- It would be expedient in the interest of all parties if the developer appointed a suitably qualified arboricultural consultant to provide advice from the outset ensuring early consultation occurs with the Council’s Arboricultural Officer via the Planning Case Officer.
- Please note that even if trees are not currently present within the site, areas for planting trees should be identified and protected from soil compaction damage etc.
Step 2 - Professional Advice

7.5 An arboriculturist (e.g. an arboricultural Consultant) can help you prepare the necessary documentation required by the council.

7.6 Who do you need to employ, consultant or contractor?
- A consultant will give professional advice on the health and/or safety of a tree, relationships with proposed or existing buildings, development sites or any other tree issue requiring a report, survey, expert advice.
- A contractor will give a professional service including pruning, removal and other practical tree management operations as required.
- The Arboricultural Association (AA) provides a directory of quality assured arboriculturists (http://www.trees.org.uk/find-a-professional/Directory-of-Tree-Consultants). There are also a number of qualified, competent and experienced local arboricultural contractors and consultants who may not be listed in the directory, but may be known to officers within the Council’s Green Infrastructure Team.
- The survey should be undertaken by a suitably qualified arboricultural consultant. All reports must specify the qualifications held by the consultant and all surveyors. The Council will only accept reports from surveyors who hold the following qualifications or industry recognised standards:
  - Certificate in Arboriculture level 4 (Tech Arbor A).
  - Diploma in Arboriculture level 6 (Dip Arb (RFS)
  - BSc or MSc (Degree or Masters) in arboriculture.
  - Professional Member or Fellow of the Institute of Chartered Foresters (MICFor/FICFor)
  - Fellow of the Arboricultural Association
  - Arboricultural Association Registered consultant

Step 3 - Topographical & Soil Survey

7.7 The purpose of the topographical and soil survey is to collect initial data that shall inform the design and if shrinkable soils are present this will influence other factors such as Root Protection Areas and foundation design.
- The developers’ arboricultural consultant shall identify all trees relevant for inclusion in the Topographical Survey. The arboricultural consultant would be expected to add any trees missing from the topographical survey as identified on site.
- Where trees are present the clearance of vegetation to facilitate the survey process may be necessary. Bulldozers or soil stripping must be avoided although mechanical flails may be used in open areas. Ideally hand held machines would be preferable. Before proceeding developers should check on the legal status of the land, and the trees and wildlife upon the site.

Step 4 - The Tree Survey & Categorisation

7.8 The purpose of the *tree survey* is to collect data that shall inform the design of development by setting out the likely constraints imposed by trees with a retention value.

7.9 The arboricultural consultant should:
- Undertake the survey independently, irrespectively of and prior to any specific design for development.
• Tree surveys undertaken after a detailed design has been prepared may identify significant conflicts with trees worthy of retention.

The risk of project delay due to material constraints being identified only at a late stage is avoided by the early procurement of a tree survey’ (BS 5837: 2012).

• Identify where appropriate tree features which provide or form part of wildlife corridor, link or ‘stepping stone’ from one habitat to another.

7.10 Veteran\(^1\) and near veteran trees are valuable assets to the County Borough as they have a strong historical link, help maintain biodiversity, aid in the conservation of a multitude of organisms through deadwood and wildlife habitats, and provide a source of high amenity value. Such trees shall be considered very carefully in relation to new development. The implications of their presence shall be assessed at the earliest possible stage i.e. preliminary assessment. If retained they must have adequate space for their long-term retention.

7.11 The purpose of the pre-design tree categorisation is to consider the benefits and disbenefits of retaining the tree or group of trees in the pre-design context.

7.12 The pre-design categories are A, B, C, which together deal with trees that are a material consideration in the development process. Pre-design category U trees are those lost in the short term for reasons connected with their physiological or structural condition. The equally weighted subclasses are intended to reflect arboricultural, landscape and cultural values respectively.

7.13 The arboricultural consultant shall:
• Categorise each tree according to their current quality and value within the context of a proposed development at the pre-design stage (refer to table below).
• Differentiate categories on the tree survey plan by colour and number (which will relate to a tag number attached to the tree).

7.14 Surveys of flora and fauna may be required. Trees on some sites may support statutorily protected species, form the basis of locally important wildlife habitats or enhance other adjoining valuable habitats. In such cases, professional qualified ecological advice shall be obtained and where appropriate, an evaluation report added to the survey information. Further advice on ecological issues may be obtained from the Council’s Ecologists.

7.15 Hedgerow Surveys would be required within and bounding the site. In such cases, professional qualified ecological advice shall be obtained and where appropriate, an evaluation report added to the survey information. Further advice on ecological issues may be obtained from the Council’s Ecologists.

---

\(^1\) Veteran/near veterans/ ancient trees – tree that, by recognised criteria, shows features of biological, cultural or aesthetic value that are characteristic of, but not exclusive to, individuals surviving beyond the typical age range for the species concerned.
**Category and definition** | **Criteria (including subcategories where appropriate)** | **Identification on plan**
--- | --- | ---
Trees unsuitable for retention (see Note) | **Category U**
Those in such a condition that they cannot realistically be retained as living trees in the context of the current land use for longer than 10 years | • Trees that have a serious, irreparable, structural defect, such that their early loss is expected due to collapse, including those that will become unable after removal of other category U trees (e.g. where, for whatever reason, the loss of companion shelter cannot be mitigated by pruning)
• Trees that are dead or are showing signs of significant, immediate, and irreversible overall decline
• Trees infected with pathogens of significance to the health and/or safety of other trees nearby, or very low quality trees suppressing adjacent trees of better quality

*NOTE: Category U trees can have existing or potential conservation value which it might be desirable to preserve; see 4.5.7.*

---

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>See Table 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mainly arboricultural qualities</td>
<td>2 Mainly landscape qualities</td>
<td>3 Mainly cultural values, including conservation</td>
</tr>
</tbody>
</table>

**Category A**

Trees of high quality with an estimated remaining life expectancy of at least 40 years

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>See Table 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Category B**

Trees of moderate quality with an estimated remaining life expectancy of at least 20 years

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>See Table 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Category C**

Trees of low quality with an estimated remaining life expectancy of at least 10 years, or young trees with a stem diameter below 150 mm

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>See Table 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Step 5 - Tree Constraints Plan (TCP)**

7.16 The purpose of the Tree Constraints Plan is to show how trees on site may influence below ground constraints, represented by the Root Protection Area (RPA) and the above ground constraints the trees pose by virtue of their position and current and future size.

7.17 **Above ground constraints** - The current and ultimate height of the tree is a constraint due to its size, dominance and movement in strong winds that can sometimes cause apprehension to occupants of buildings. For this reason, as well as in relation to shade, the existing spread of branches and the future branch growth\(^2\) should be taken into consideration as a constraint in the design phase and therefore annotated on the Tree Constraints Plan.

7.18 **Sunlight/daylight/shade** - The current and ultimate height of pre-design category A, B and C trees shall be annotated on the Tree Constraints Plan where this would cause unreasonable obstruction of sunlight or daylight to the proposed development. In practice this shall be represented by a lightly grayed out segment indicating the shadow pattern through the main part of the day\(^3\).

7.19 **Below ground constraints**
- The Root Protection Area should be calculated, and appropriately plotted on the Tree Constraints Plan.
- Areas for tree planting, open space and large landscape areas shall be identified and plotted on the Tree Constraints Plan and protected from damage such as soil compaction or construction activities.
- The arboricultural consultant shall take account of the following when defining the shape of the Root Protection Area: likely tolerance of the tree to root disturbance, root morphology and disposition, soil type and structure, topography and drainage, above parts of the tree overhanging proposed protective fencing.
- The Council’s default position will be that the Root Protection Area remains sacrosanct and will not be breeched. Where there is over riding justification to construct within the Root Protection Area the modification should only be assessed by an arboricultural consultant having considered the tolerance of the tree to root disturbance and other relevant issues whilst demonstrating the trees ability to remain viable in the long term. Mitigation measures should be considered to improve the viability of the tree by improving the rooting environment etc.

**Step 6 - The Arboricultural Implications Assessment (AIA) and Design Issues**

7.20 The purpose of the Arboricultural Implication Assessment is to identify, evaluate and mitigate the effects of development on trees and of trees on the development.

7.21 Once trees have been categorised (step 4) according to their desirability for retention and all constraints have been considered and plotted on a Tree Constraints Plan (step 5), the development potential of the site can be assessed. Site planning shall be seen as a process of assessing various options against the tree survey and constraints information, in order to provide the best compromise between tree retention and the development potential of the site.

---

\(^2\) Arboreal Research and Information Note 84/90/ARB – Ultimate Spread of Trees Commonly Grown in Towns

\(^3\) Shade can be assessed using various methods, BRE CP 75/75 – Availability of sunshine, Hopkinson R G the Sun (1966) the architects journal information library, Arboricultural Practice Note 5 – Shade by Trees (AAIS 1999). NOTE Computer software is available that can assist with calculating and plotting of Tree shadow extent
7.22 Whilst the previous steps shall inform the design process and ultimately the site layout, the council recognises the competing needs of development and that trees are only one factor requiring consideration. However, certain trees, woodlands and hedgerows are of such importance and sensitivity as to prevent development occurring or substantially modify its design and layout.

7.23 Care shall also be taken to avoid misplaced tree retention; attempting to retain too many low quality trees, or unsuitable trees, on a site may result in excessive pressure during and after the development work and subsequent demands for their removal. The end result may be a poor design with fewer trees or less suitable and sustainable tree cover than would be the case if careful planning and expert arboricultural advice had been employed from the outset.

7.24 Trees can impinge on many aspects of site development. Throughout the development process all members of the design team should give adequate consideration to the requirements of trees. Even if trees are not present within the site, areas for planting trees should have been identified and plotted on the Tree Constraints Plan and protected from damage.

7.25 During the design and planning stages the various factors shall be taken into account. This should include, but is not limited to, the following:

- Tree Preservation Orders / Conservation Area protection, and protected wildlife.
- The effects of development proposals on the amenity value of trees (post design categorisation).
- Above and belowground constraints (including overbearing and large trees close to buildings/proposed development, light availability, positions of infrastructural provisions that could impact upon, and be impacted by, trees).
- Conflicts between highways, streetlights, advertisement and signage, changes in ground levels, kerbs/haunching, hard surfacing, soft landscaping treatments and trees.
- Mitigating conflicts between finished levels and trees.
- Where the site is affected by shrinkable/expandable clay soils, attention shall be given to the design of building foundations such that they are sufficient to avoid future problems of movement exacerbated by tree roots i.e. new tree planting.
- Routing of any underground facilities. It is unacceptable for underground services to be routed through the Root Protection Area.
- Soakaways should not be installed close to trees as tree roots may exploit such areas and feeder drains may become blocked.
- The principle of balancing tree, shrub and hedge removal with the quality of the proposed landscaping requires careful consideration and should not be considered as an afterthought.

---

4 *Ensure residential properties enjoy reasonable levels of light in dwellings between: 10am and 6pm between May and September BS 8206: PART 2: 1992 – Code of practice for day lighting.*
5 *Ensure gardens are designed to maximize sunlight and that on 21st March less than 40%, and preferably less than 25%, of the garden shall be in constant shade. (NB Informed adjustments to calculations adds to be undertaken to make provision for deciduous Trees as they are not in leaf in March). BRE 209 – site layout planning for daylight and sunlight 1991.*
6 *Ensure gardens are of adequate size, are large enough to enable normal domestic use and can reasonably accommodate retained and planted trees to maturity.*
7 *Ensure gardens are normally of sufficient size to allow reasonable extension of the main dwelling and other permitted development rights without reducing the amount of useable garden space to unacceptable levels.*
8 *i.e. substations, refuse stores, temporary and permanent signage (including highway), aerials, overhead utilities, and CCTV requirements etc.*
9 *NB care shall be taken to maintain reasonably similar spacing between lights in order to maintain the desired uniformity of lighting levels.*
10 *Advertisement and signage / tree planting shall be located such that the current and future tree canopy does not significantly conflict or require tree works that would cause a ‘substantial injury to amenity’.*
11 *Hard surfacing within the Root Protection Zone shall be avoided and soft landscaping carefully considered mitigating root damage and soil compaction.*
Protection of new planting open space and large landscape areas shall be protected from the outset and identified on any tree protection details.

- Tree retention/removal/relocation.
- The construction of the proposed development and design modifications to accommodate trees that would otherwise be at risk or lost.
- Infrastructure, the end use of the space, mitigation by new tree planting.
- Connectivity of tree cover and proximity of trees and structures.
- Commuted sums under a 106 agreement for example tree planning and maintenance along transport infrastructure.
- Post development tree management, maintenance of newly planted trees and landscape management plans.

7.25 The arboricultural consultant should undertake a secondary evaluation considering the same benefits and disbenefits of retaining the tree or group of trees in step 4 but this time in the post-design context.

7.26 Developers shall be aware of two distances.

1. **The minimum acceptable distance** between trees and proposed structures necessary to avoid unreasonable interference with the use of the site, allowing for future growth of the trees.

2. **The exclusion zone** — the minimum distance between trees and construction operations necessary to ensure that the trees survive the development process. It will rarely be acceptable for development, other than appropriate types of hard or soft landscaping, to take place within exclusion zones. Hard surfaces should be kept to a minimum, leaving functional, undisturbed soils to provide optimum rooting conditions for trees.

**Step 7 – Arboricultural Method Statements (AMS) and the Tree Protection Plan (TPP)**

7.27 The purpose of the Tree Protection Plan is to provide the precise location and physical protection measures, including ground protection, for trees woodlands, hedges/hedgerows or shrub masses present on or immediately adjacent to the development site that are identified for retention and are likely to be affected either directly or indirectly by the development.

7.28 The Tree Protection Plan shall take account of the Root Protection Area, areas of proposed structural landscaping, trees to be retained and removed and the precise location of protective barriers and their signage. Barriers shall be fit for the purpose of excluding construction activity and appropriate to the intensity and proximity of work taking place around trees selected for retention.
7.29 The Tree Protection Plan shall give details of:

- The physical means of tree protection on site, indicated through drawings and/or descriptive text.
- The position of the tree protection fencing and any ground protection should be shown on subsequent plans as polygon representing the actual position and proportions of the fencing.
- Dimensions of the exclusion zone and position and type of signage identifying them as an exclusion zone shall be noted on the Tree Protection Plan.
- The protective fencing requirements appropriate for the development should be identified within the Tree Protection Plan and approved by the Arboricultural Officer prior to the commencement of work on site.
- Where it is not possible to erect the protective barriers at the specified location, or within the Root Protection Area, details of the re-aligned position, along with specific ground protection details shall be supplied.
- Tree protective fencing should be in place before any aspect of development starts and maintained in this position throughout the lifetime of the development.
- The fencing should be in position prior to demolition, materials being brought onto site, commencement of ground works etc. The majority of damage to soil and trees on development sites occurs during these activities. If alternative fencing layouts are needed for the various stages of demolition and construction these should be detailed on the Tree Protection Plan with a clear definition between layouts.

Non-compliant tree protective fencing – this barrier is too close to the tree and is not strong enough to withstand impacts. The result being that the ground area around the tree has suffered from compaction and waterlogging, which will ultimately result in decline or death of the tree.

Non-compliant tree protection - no fencing and storage of building materials within development exclusion zone causing damage to tree trunk and roots.

Finished temporary surface within Root Protection Area. Protective work area to minimize effects of development upon an important hedge feature.
7.30 Arboricultural watching brief. The developer shall make provision for the supervision of any works within the root protection areas of trees to be retained, and for the monitoring of continuing compliance with the protective measures specified, by an appropriately qualified arboricultural consultant, to be appointed at the developer's expense and notified to the Local Planning Authority, prior to commencement.

7.31 The developer shall also make provision for reporting that the tree protection measures have been put in place, and thereafter regular reporting of continued compliance or any departure there from to the council.

7.32 Arboricultural Method Statements – Construction operations to be undertaken in proximity to trees. The Arboricultural Method Statements shall make allowance for, and plan, all construction operations to be undertaken in proximity to trees. This shall include, but is not limited to, the following aspects;

- Site construction access;
- The intensity and nature of the construction activity;
- Contractors car parking and phasing of construction works;
- Space required for foundation excavations and construction works;
- The availability of special construction techniques; the location and space required for any service runs including foul and surface water drains, land drains, soakaways, gas, oil, water, electricity, telephone, television or other communication cables;
- All changes in ground levels including the location of retaining walls and steps, making adequate allowance for their foundations of such structures and back filling;
- Space for cranes, plant, scaffolding and access during works;
- Space for site huts, temporary latrines (including their drainage) and other (temporary) structures;
- The type and extent of landscape works which will be needed within the protected area, and the affect these will have on the root systems (for guidance see BS 5837:2005 section 11.9 for hard landscaping and clause 12 for soft landscaping);
- Space for storage (whether temporary or long-term) materials, spoil and fuel and the mixing of cement and concrete (including storage);
- The effect of slope on the movement of potential harmful liquid spillages towards or into protected areas;
- Any proposed arboricultural watching brief to monitor and confirm the implementation and maintenance of tree protection measures.
Step 8 – Site Layout Drawings and Supporting Information

7.33 Whilst steps 1-8 shall inform the design process and ultimately the site layout, the council recognises the competing needs of development mean that trees are one factor requiring consideration.

Step 9 - The 10 Point Checklist

7.34 An application shall show that all these relevant issues have been considered before the Council and its consultees can assess the proposals. The stages are based on the informative appendices within British Standard 5837:2012 - Trees in Relation to design, demolition and construction – Recommendations, but are advisory (informative) and the Council may request information at differing stages and may not necessarily request all items.
## Draft Trees and Development Supplementary Planning Guidance

### Applications – 10 Point Checklist for trees

<table>
<thead>
<tr>
<th>Stage</th>
<th>Pre application.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td><strong>Topographical and soil survey</strong> complete?</td>
</tr>
</tbody>
</table>
| 2.    | **Tree survey and schedule** complete with trees categorised by quality?  
  - Ecological advice needed?  
  - Ecological advice sought?  
  - Necessary surveys of flora and fauna (especially protected species) / hedgerows completed? |
| 3.    | **Tree Constraints Plan** completed? |
| 4.    | **Site layout** and design informed by 1, 2 & 3 above?  
  - Have you shown us precisely which trees you wish to retain and which trees you wish to remove?  
  - Have you thought about and identified tree protection (exclusion zones) and tree/building separation distances? |
| 5.    | **Arboricultural Implications Assessment** (assessment of impact of proposals on trees).  
  - What affect will your proposals have on the trees?  
  - Will there be future pressure from occupants to fell or severely prune trees?  
  - Could you live with such trees?  
  - Are there any changes to existing ground levels that will affect trees?  
  - Will the proposed removal of trees have an adverse effect on the site or adjoining properties? If so, do you have any remedial proposals to mitigate the effect?  
  - Have you assessed whether installation of roads, parking bays, services, hard surfacing etc will impact on trees? If it does, have you provided the Council with information on your design solutions? |
| 6.    | **Schedule of Arboricultural Works** completed?  
  Sometimes this may be included with the initial tree schedule or the [arboricultural method statement](#). |
| 7.    | **Tree Protection Plan** completed? |
| 8.    | **Underground Utilities Drawing** completed or utilities marked on site layout drawing. |
| 9.    | **Site Allocation** Drawing showing layout of site huts, contractor parking, material storage etc completed?  
  1. Have you included all of this information on your site layout drawing? |
| 10.   | **Landscaping Drawing and proposals** completed along with details of proposed new planting? |

*Required documents.*