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Landscape Management Plan

Development at Red House Farm, Hintlesham

July 2022 - Revised 15th November 2023

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APPENDIX: Drawing Ref LS1906-02 REV B

1.0 PARTICULARS

1.1 THE PARTIES

- 1.1.1 The Adopting Authority/Management Company: this is the organisation that will have adopted ownership of the grounds and is therefore responsible for the management and maintenance of them and all external facilities and features within them. The Adopting Authority shall also be taken to mean any employee or representative of the company in ownership of the grounds.
- 1.1.2 The Grounds:- The Grounds shall be taken to mean the landscape areas shown on Drawing Ref LS1906-02 REV B attached.
- 1.1.3 The Management Plan: The Management Plan shall be taken to include this document and any supporting plan including any documentation containing quantitative and qualitative information about the grounds that will be useful to those responsible for managing and maintaining them.
- 1.1.4 The Landscape Management Company: the company or organisation employed by the Adopting Authority to undertake the works in managing and maintaining all landscaped areas, facilities and features contained therein.
- 1.1.5 The Landscape Manager: the person employed by the Landscape Management Company who is the main point of contact for the users, consultative advisors, site operatives and representatives of the Adopting Authority and all other relevant parties.
- 1.1.6 The Developer: the development company responsible for the restoration / redevelopment and construction of the development. The Developer of this site is Landex Ltd.
- 1.1.7 The Landscape Architect: the LSDP Landscape Architect who is a Chartered Member of the Landscape Institute (CMLI), responsible for the preparation of this Management Plan and negotiating its approval with the Local Planning Authority.
- 1.1.8 Local Planning Authority: This term (often abbreviated to LPA) shall refer to Babergh Mid-Suffolk Council and its Planning and Landscape Officers who are involved in the process of examination and approval of landscape documentation.

1.2 RECITALS

- 1.2.1 This document hereinafter called the Management Plan, has been commissioned by EHA Group, to set out the required management operations for The Grounds, in a satisfactory, clean, tidy and sustainable condition in perpetuity.
- 1.2.2 Once approved this Management Plan will form part of the planning permission for the site. This document shall therefore be carried out in accordance with its clauses immediately on completion of the landscape works (and any contractual maintenance periods associated with these works). Such implementation is subject to enforcement action by the LPA if not adhered to as agreed. Any variation therefore, will need to be agreed in writing by the Local Planning Authority.

- 1.2.3 The management requirements given in the clauses below relate to the annual management of the grounds, in any one 12-month period. This Management Plan has been prepared on the basis of foreseeable maintenance within a 10 year period, with annual interim reviews.
- 1.2.4 The Landscape Management Company shall be responsible for the timing and number of visits to ensure the site has a well maintained appearance, unless there is specific reference to a quantity of visits required or a date or period when a particular item is necessary.

1.3 ANNUAL REVIEW

1.3.1 This Management Plan should progress through a full annual review of the management requirements, regimes and practices. Any revisions that are deemed necessary within the first 5 years shall be undertaken by the Landscape Architect.

1.4 ASSURANCES

1.4.1 The Landscape Manager shall be required to keep up to date and suitable insurances to the specific requirements and satisfaction of the Adopting Authority. The Landscape Manager shall be prepared to produce certificates for such insurances for inspection by the Adopting Authority at any time.

1.5 SCHEDULES

- 1.5.1 In support of this Management Plan the following drawings should be referred to:-
 - Landscape Proposal Drawing ref LSDP 1906-02

2.0 PRELIMINARIES

2.1 GENERAL

- 2.1.1 All hard and soft landscape areas, shall be the responsibility of the Adopting Authority, who may employ a Landscape Management Company to carry out the management and maintenance operations. Management works shall be reviewed annually by a suitably qualified representative of the Adopting Authority in conjunction with the Landscape Manager, to ensure that the management operations and regimes are relevant to the current conditions and circumstances. This review shall ensure that the long-term management aims and objectives, set out below, are achieved.
- 2.1.2 The Management Plan has been set out in two parts; long-term strategic works and annual ongoing operations. The clauses will deal with the maintenance of both hard and soft landscape elements, their refurbishment and eventual replacement, as they become dilapidated.

2.2 DUTY OF CARE

- 2.2.1 The Adopting Authority owes the residents and members of the public a duty of care that the landscape elements, both hard and soft, are safe, clean, and that all reasonable steps have been taken to minimise risks of injury and damage to persons and property.
- 2.2.2 The Adopting Authority also should be aware that the site has the potential to provide habitat for protected bats and birds and has a duty of care to see that any works carried out are in accordance with wildlife legislation.

3.0 MANAGEMENT AIMS AND OBJECTIVES

3.1 VISION

3.1.1 The public areas under the maintenance of this Management Plan, shall be presented in good condition, with well-maintained planted areas.

3.2 QUALITY STANDARDS

3.2.1 All hard and soft landscape elements shall be maintained in good condition, clean, free from hazards. There will be regular inspections to maintain the soundness of structures and surfaces. These works shall include sweeping; wiping; washing; staining; painting; tidying and other such ancillary works in respect of hard landscape elements.

Maintenance of soft works shall include, weed control, pest control, watering, pruning, fertilising and any other such ancillary works in respect of soft landscaping; all set out in the clauses below. Good horticultural practice shall apply to all areas and all planting shall be kept free of weeds at all times.

3.3 BIODIVERSITY AND WILDLIFE

3.3.1 Ecological diversity and promotion of site biodiversity shall be encouraged and promoted. It is acknowledged that soft landscape areas are potential places of refuge and foraging for wildlife and should always be managed to enhance biodiversity. At the time of compiling this Management Plan there are no known protected species or habitats present within the site, along with the seasonal protection afforded to nesting birds (Wildlife and Countryside Act, 1981 as amended). In the event of the site being colonised by protected species, then a qualified ecologist shall be invited to review the regimes and practices being carried out. The ecologist shall report back to the Adopting Authority and to the Landscape Manager and agree measures, perhaps involving changes to current procedures that will ensure the sustainability of the protected species.

4.0 LONG TERM MANAGEMENT CONSIDERATIONS

4.1 MANAGEMENT PLAN REVIEW

- 4.1.1 The Adopting Authority shall prepare an annual report in the autumn, reviewing the management procedures for the site, in consultation with the Landscape Manager, relevant specialist consultants, and representatives of the residents association as required. The report shall be compiled and submitted to the LPA where relevant. The Review findings will be assessed and where relevant, it shall be agreed that the Management Plan be updated, at the sole discretion of the Adopting Authority.
- 4.1.2 If updated, the revised Management Plan shall be issued to the LPA within 5 years of the planning approval for proper application of this document. Once approved (where applicable) the revised document shall be released to the Landscape Manager. The Landscape Management Company shall instigate changes to the management regimes, ensuring that any works necessary for the protection and sustainability of any protected wildlife are carried out with the highest priority.

4.2 SPECIALIST WORKS

4.2.1 Specialist works shall be defined as any works that require input from contractors who are suitably skilled, qualified and certified or licensed personnel to carry out such specialist works. All such specialist works shall be carried out at an appropriate time of year, and in the case of tree surgery and hedge survey works, shall avoid the nesting season (March to September inclusive), and avoid any disturbance of other protected species of flora and fauna under the Wildlife and Countryside Act 1981 and Natural Habitats and Conservation Regulations 1994, as amended.

4.3 REPLACEMENT AND ENHANCEMENT

4.3.1 SOFT LANDSCAPE ELEMENTS

Any plants that fail to show growth or develop full foliage within the first 5 years after planting, (including plants damaged during management operations), shall be suitably replaced with stock of the size originally specified. This shall include any plants that are destroyed by vandalism, theft or similar cause. In some cases, established plants may die back and should be given an opportunity to recover, retaining the existing rootstock. This shall be completed by reducing branches to coppiced proportions, cutting them back to forked growing points within 0.5m of ground level and allowing them to reshoot. If the plant fails to reshoot, then it shall be removed and replaced as above. Decaying tree trunks can be left in-situ for wildlife or carted to woodland / scrub areas to allow natural decay process to continue and retaining wildlife benefit on site.

5.0 ANNUAL MANAGEMENT OPERATIONS

All specified maintenance works shall be undertaken every year and in perpetuity by the Landscape Manager / Adopting Authority, as required until trees and hedges mature, unless otherwise directed by the Adopting Authority.

5.1 WEED CONTROL

- 5.1.1 A residual soil-acting herbicide shall be applied annually to the base of all new tree planting over the first 5 years to ensure they are maintained free of weeds. It shall be evenly spread, to include a 1m diameter area to the base of all trees.
- 5.1.2 The Landscape Contractor shall top up bark mulch to all planted areas including around the base of all new tree planting, to provide a long term weed suppression barrier.
- 5.1.3 For particular pernicious weeds, chemical weed control is permissible and applications shall be administered by qualified personnel using Controlled Droplet Applicators in accordance with the manufacturer's recommendations and Control of Pesticides Act Regulations 1986, the Food and Environment Protection Act 1985, COSHH Regulations 1994 and any amendments thereafter. The correct protective clothing and apparatus must be worn whilst undertaking spraying operations.
 Chemical application shall be applied during appropriate weather conditions only, avoiding contamination of surrounding areas. Warning signs must be erected in areas to be sprayed with herbicide during the hours when applications may be hazardous to humans or animals (pets). Whenever possible, advanced warning must be given to the site owner when spraying.

5.2 PEST AND DISEASE CONTROL

5.2.1 All plants shall be kept free of pests and diseases for the entirety of the management plan period.

5.3 WATERING.

- 5.3.1 During the first 36 months of the Maintenance Period, all plants shall be watered adequately by the Landscape Implementation Contractor, as required, to ensure healthy growth.
- 5.3.2 During years 4 to 5 of the Management Period in times of severe drought the Landscape Manager shall use their discretion and shall apply sufficient water to ensure plant survival as required. In the event of restrictions on the use of water, alternative arrangements for obtaining and using water from other sources (e.g. second class water) shall be made. After this period the planting should be able to 'hold its own', with intervention as required at the discretion of the Landscape Manager.

5.4 NEWLY PLANTED TREES

5.4.1 Trees planted as standards shall be maintained as required to ensure clear, unobstructed access below canopies as the trees mature. This shall be checked regularly, and branches that intrude or create obstacles shall be removed or crown lifted as required, by a qualified Arborist, to maintain general safety. All damaged and broken branches are to be removed with a clean cut, in accordance with good horticultural and arboricultural practices.

- 5.4.2 Individual trees in grass areas shall be protected by strimmer guards. Chaffing and damage to the bark of new trees, caused by rubbing against stakes or strimmer guards shall be prevented. Ties and guards shall be adjusted annually in line with tree development and trunk growth.
- 5.7.3 A circle 500mm radius from the base of each tree shall be maintained free of grass and weed growth for a minimum of 5 years, until plants are fully established. All trees shall also be kept free of pests and disease at all times. Strimming shall not be permitted about the base of trees as damage to the bark/tree condition is likely to result. Damage to the base of young or old trees as a result of strimming, is not acceptable and will be subject to disciplinary action. Branches of new trees shall be pruned as required by a qualified arborist, ultimately to achieve a clear stem of 2m.
- 5.4.4 All damaged and broken branches are to be removed with a clean cut; in accordance with good horticultural and arboricultural practices.
- 5.4.5 All tree stakes shall be removed once the trees have established sufficient roots and within 5 years following planting.

5.5 NEWLY PLANTED HEDGES

5.5.1 Hedgerows shall be maintained in good order, to a minimum of 1.5m high, width minimum of 1m for mixed native hedges along site boundaries with annual trimming, avoiding the bird nesting season. Firm in and straighten any plants loosened and prune out dead, leggy and broken branches, without damage to natural habit of plant. All planting shall be fertilised using an approved liquid feed (N10:P15:P10) at a rate of 60g/m2 during early May and late September.

56 PRUNING HEDGES

5.6.1 General Pruning

Prune hedges annually in October, to an even line and face, with a slightly battered profile. Hedgerows shall be maintained in good order, to a minimum of 1.5m high, width minimum of 1m for mixed native hedges along site boundaries with annual trimming, avoiding the bird nesting season, as agreed with the LPA Tree and Landscape Officer, to form an even and tidy hedge. Prune back shrubs in the period October to March in accordance with sound horticultural practices, pruning back to a node, shoot or bud. All straggling stems, over-vigorous shoots, suckers and dead, misshapen or broken branches shall be removed by pruning back with a clean smooth cut to the main stem, or a sound and living outward growing lateral during the first 5 years of establishment. All laterals shall be pruned as required to prevent intrusion or obstruction across the public footpaths. Prune back native planting once annually for the first few growing seasons to thicken, then every 5 years. Remove all cut material from site and cart away to tip. Do not site burn.

5.7 GRASS AREAS

5.7.1 Some areas of amenity grass can be allowed to grow longer, to enhance the variety of meadow grass areas. Grass areas adjacent to hard surfaces such as paths and roads should be short mown to provide a minimum of 1m mown grass strip to the kerb edge.

5.7.2 Short Mown Grass Areas:-

The grass areas shall be mown fortnightly during the growing season, or as required, avoiding excessive cutting during dry periods, to maintain a maximum height of 35mm high. Remove all arisings from site.

5.7.3 Meadow Areas

These areas shall be managed as rough grass / flowering grassland, cut twice per year, to a height of 75mm, once during spring (April / May) and once at the end of summer (Sept/October). End of summer cut material to be left for a maximum of 3 days after cutting to allow drying out and seed to drop. Remove cut material after 3 days to prevent rotting and damage to the grassland. Rake off all cut material and remove arisings to compost pile located on site.

5.8 WASTE MATERIAL

5.8.1 Some arisings resulting from general landscape maintenance operations such as pruning and trimming may be retained on site in compost or log piles to create invertebrate habitat. The rest shall be removed from site and taken to an approved tip.

5.9 FIRMING UP and PLANT SUPPORTS

- 5.9.1 All plants which have become loosened, lifted up or out of the ground shall be set upright and re-firmed by treading within the first 5 years after planting. Any 'failures' after this period that become lifted shall be firmed where possible and cut back to the base and allowed to regenerate from the base.
- 5.9.2 The landscape operatives shall check and when necessary adjust, straighten and firm rabbit guards, tree ties and tree stakes during the first 5 years of establishment. Tree stakes, ties and other supports or rabbit guards shall be removed at the end of the first 5 years of establishment. The stake hole in the ground shall be back-filled with topsoil.

5.10 TOPPING UP BARK MULCH

5.10.1 Bark mulch shall be topped up annually for the first 5 years in to all trees until they are established, to maintain after settlement, a depth of not less than 40mm in all areas of planting. Care should be taken to ensure that the lower branches and foliage of plants are not smothered.

5.11 LITTER COLLECTION

5.11.1 Prior to undertaking grass cutting or weed control herbicide operations, the Landscape Contractor shall remove all litter, such as non biodegradable tins, bottles and other debris from planting areas and hard surfaced areas. Litter collection shall occur on a monthly basis.

5.12 WATER COURSES

5.12.1 Maintain watercourses free of obstructions. Clear sediment from channel as necessary on an occasional basis to maintain drainage requirements

5.13 PAVING

5.13.1 Generally: Paved surfaces and edging units should be inspected annually and the following checks made:

Check for loose edging units

Check paved surfaces for subsidence, cracking and excessive wear Check painted play patterns for fading or wear.

5.13.2 Maintenance: If any defect is found during the above inspections, suitable contractors should be employed to rectify it as soon as possible. Repaint play patterns as necessary.

- 5.14 NOTIFICATION.
- 5.14.1 Any management measures required in order to keep the site in a clean, tidy and well maintained condition that are additional to those set out in the clauses above shall be first notified to the Adopting Authority. Written authorisation shall have been received from the Adopting Authority before any such works are carried out. Any such works carried out without receipt of written confirmation, may, at the sole discretion of the agents or officers of the Adopting Authority, receive no payment.

6.0 SCHEDULE OF MAINTENANCE OPERATIONS

6.1.1 The following table lists all operations required to be undertaken each year following completion of construction contract works.

Maintenance Operation	season the tim	sits (to be depeing shall be agreen Management T	ed between the	Total number of visits per	Additional Comments		
	Jan – March	April – June	July – Aug	Sept – Oct	Nov –Dec	year	
	(13 weeks)	(13 weeks)	(9 weeks)	(9 weeks)	(8 weeks)		
GENERAL							
Litter picking	Once per month	Once per month	Once per month	Once per month	Once per month	12	
Weeding all planted areas	*	Once per month	Once a month	Once per month	*	7	Weed by hand taking care not to disturb sheet or bark mulch. Remove arisings off site.
Spot herbiciding of planted areas	Once in late March		Once in late June, once in mid August	Once in mid October		4	To occur at approximately 6 week intervals only if required.
SOFTWORKS							
Amenity Grass – Mowing to create short mown grass areas	As required from start of growing season	Once every 1- 2 weeks according to weather.	Once every 16 days - according to weather.	Once every 2 -2.5 weeks according to weather.	As required from finish of growing season	8-15 according to the weather	Mowing frequency should be adjusted by the Landscape Management Contractor according to climatic conditions.
Amenity Grass – Mowing to create long grass areas	-	1	-	1	-	2	Mow long grass in March/April and late September. Arisings are to be raked up and removed to compost pile on site.

Maintenance Operation	season the tim	sits (to be depe ing shall be agre Management T	eed between the	Total number of visits per	Additional Comments		
	Jan – March	April – June	July – Aug	Sept – Oct	Nov –Dec	year	
	(13 weeks)	(13 weeks)	(9 weeks)	(9 weeks)	(8 weeks)		
Watering newly seeded grass areas		*	*			5	Watering during establishment period only. Frequency should be adjusted by the Landscape Management Team depending on climatic conditions.
Replacement	*				*	1	Annually, as required, during dormant winter season preferable.
New Trees and Native Hedgerows - Check and adjust plant supports, guards and ties as required	*	*	*	*	*	12	At each site visit.
Watering shrubs and trees		Once per 2 weeks in dry spells	Once every week in dry spells	Once per 2 weeks in dry spells		10	Watering frequency should be adjusted by the Landscape Management Contractor depending on climatic conditions. Increase watering during hot and dry weather until plants have established.
Top up Mulch	1					1	Top up bark mulch at the beginning of the growing season for the first 5 years.
Annual Review of Management Practices							Review and revise management plan as required, taking account of recommendations of specialist consultants

